



# Action Agendas

## City Council Worksession, Committee of the Whole and Regular Meetings

Tuesday, May 28, 2024

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

---

### 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

---

### WORKSESSION

**Zoom Webinar ID: 965 8631 4135 Password: 792566**

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

Mayor Castner called the meeting to order. A full Council was present.

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

Mayor Castner read the supplemental items: **DISCUSSION TOPICS.** Item a. Mid Biennium Budget Amendments: Amended Operating Budget FY24/FY25 document; Actuals through March 2024; Councilmember Erickson proposed budget amendment for Jack Gist Park

APPROVED without discussion.

### DISCUSSION TOPIC(S)

#### a. Mid Biennium Budget Amendments

- Ordinance 24-23, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Operating Budget to Provide for Necessary Mid-Biennium Adjustments. City Manager. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.
- Ordinance 24-24, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget to Provide for Necessary Mid-Biennium Adjustments. City Manager. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.

Council members discussed various budgetary matters including mid-biennium amendments, proposed operating budget for FY 2425, and actual budget reports. They also deliberated on position changes, reallocation of positions, and the use of lobbying services. Concerns were raised about the city's reliance on grants, the need for better council discussion and input, and the potential stress placed on the special projects team due to matching funds for grants.

## **COMMENTS OF THE AUDIENCE (3 minutes)**

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

Next Regular Meeting is Monday, June 10, 2024 at 6:00 p.m. and Committee of the Whole at 5:00 p.m. A Work Session at 4:00 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 4:50 p.m.

## **COMMITTEE OF THE WHOLE AGENDA**

**Webinar ID: 953 097 829 Password: 234696**

### **CALL TO ORDER, 5:00 P.M.**

Mayor Castner called the meeting to order. A full Council was present.

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

Mayor Castner read the supplemental items: **DISCUSSION TOPIC** item a. City Manager Hiring process and Timeline: Memorandum from Mayor Castner to the re: City Manager Hiring Advisory Committee provided as a laydown.

APPROVED without discussion.

### **DISCUSSION TOPIC(S)**

- a. City Manager Hiring Process and Timeline
  - City Manager Hiring Advisory Review Committee

The City Council discussed the process of hiring a new city manager. Andrea Browning, HR Director, presented a summary of the application process, which received 32 applicants. A citizen committee, formed to assist in the process, will evaluate the applicants and submit their rankings to the City Council. The Council will then decide which applicants to interview via Zoom. The timeline for this process, meetings to review the applicants and set up Zoom interviews, was outlined. The Council emphasized the need for propriety and legality in their communications throughout the process; agreed that participation by the committee members for the Zoom interviews would be acceptable and questions could be submitted to Staff, to be vetted by Council, but Committee members will not actively participate in asking the applicants questions during the interview process.

## **WORKSESSION AGENDA**

### **CONSENT AGENDA**

The City Council deliberated on the capital budget, proposed amendments, and the importance of setting aside funds for department priorities. Lastly, they discussed managing and funding recreation projects, and the Kachemak Sponge project involving potential private property acquisitions.

## **REGULAR MEETING AGENDA**

### **COMMENTS OF THE AUDIENCE**

One person commented

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

Next Regular Meeting is Monday, June 10, 2024 at 6:00 p.m. and Committee of the Whole at 5:00 p.m. A worksession is scheduled at 4:00 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 5:53 p.m.

## **REGULAR MEETING AGENDA**

**Webinar ID: 205 093 973 Password: 610853**

Session 24-12 a Regular Meeting of the City Council of Homer, Alaska was called to order on May 13, 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.

### **CALL TO ORDER, PLEDGE OF ALLEGIANCE**

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

Mayor Castner read the supplemental items **CONSENT AGENDA** Item d. Memorandum CC-24-108 from Special Projects & Communications Coordinator re: 2025-2030 CIP and FY26 Legislative Priorities Request Development Schedule Corrected Schedule; Item f. Ordinance 24-23, Amending the FY25 Operating Budget to provide for Necessary Mid-Biennium Adjustments. FY24/FY25 Amended Operating Budget Document, Fund Balance Report Actuals through Quarter Ending March 2024 as a Laydown and Budget Amendment submitted by Councilmember Erickson as a laydown **VISITORS** Item b. Prince William Sound Regional Citizens Advisory Council PowerPoint Presentation.

APPROVED without discussion.

### **MAYORAL PROCLAMATIONS AND RECOGNITIONS**

### **PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA**

### **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 May 13, 2024. Acting City Clerk. Recommend adoption.

- b. Memorandum CC-24-106 from Mayor re: Appointments to the Sister City 40th Anniversary Task Force and Comprehensive Plan Steering Committee. Recommend approval.
- c. Memorandum CC-24-107 from Acting City Clerk re: Liquor License Renewals for Sweetgale Meadworks & Cider House and The Broken Oar. Recommend approval.
- d. Memorandum CC-24-108 from Special Projects & Communications Coordinator re: Approving the 2025-2030 CIP and FY26 Legislative Priorities Development Schedule. Recommend approval.
- e. Memorandum CC-24-109 from Mayor re: Confirming Appointments to the City Manager Hiring Advisory Committee and Identifying their Charge. Recommend approval.
- f. Ordinance 24-23, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Operating Budget to Provide for Necessary Mid-Biennium Adjustments. City Manager. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.

Memorandum CC-24-113 from HR Director/Finance Director as backup.

Memorandum CC-24-111 from Employee Committee as backup.

Memorandum CC-24-112 from Community Development Director as backup.

Memorandum CC-24-110 from Parks, Art, Recreation and Culture Advisory Commission as backup.

- g. Ordinance 24-24, An Ordinance of the City Council of Homer, Alaska, Amending the FY25 Capital Budget to Provide for Necessary Mid-Biennium Adjustments. City Manager. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.

Memorandum CC-24-114 from PARCAC/Community Recreation as backup.

- h. Ordinance 24-25, An Ordinance of the City Council of Homer, Alaska, Amending the City of Homer Water and Sewer Rates and Updating the City Fee Schedule Accordingly. City Manager/Finance Director. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.

Memorandum CC-24-122 from Finance Director as backup.

- i. Resolution 24-058, A Resolution of the City Council of Homer, Alaska, Establishing a 2024 Mil Rate of 1 Mil for the Ocean Drive Loop Special Service District. City Manager. Recommend adoption.

Memorandum CC-24-116 from Acting City Clerk as backup.

- j. Resolution 24-059, A Resolution of the City Council of Homer, Alaska, Establishing the City of Homer Prop. Tax Mil Levy Rate at 4.5 Mills for 2024. City Manager. Rec. adoption.
- k. Resolution 24-060, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Dispose of Used and Surplus Equipment Pursuant to Homer City Code 18.30. City Manager. Recommend adoption.

Memorandum CC-24-117 from Public Works Director as backup.

- l. Resolution 24-061, A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Execute the Clean Water State Revolving Loan Fund Loan Agreement #409361 for the Homer Bunnell-Charles Way Sewer Main Extension and the Drinking Water State Revolving Fund Loan Agreement #409351-S for the Bunnell-Charles Way Water Main Extension. City Manager. Recommend adoption.

Memorandum CC-24-118 from Public Works Director as backup.

- m. Resolution 24-062, A Resolution of the City Council of Homer, Alaska, Authorizing the City Manager to Execute a Loan Agreement with the State of Alaska Department of Environmental Conservation for an Alaska Drinking Water Fund Loan in the Not to Exceed Principal Amount of \$415,670 for the Bunnell Avenue/Charles Way Water Improvement Project. City Manager/Public Works Director. Recommend adoption.

Memorandum CC-24-119 from Public Works Director as backup.

- n. Resolution 24-063, A Resolution of the City Council of Homer, Alaska, Authorizing the Purchase of Playground Equipment and Surfacing Material in the Amount of \$39,753 to Install as Part of the Bayview Park Improvements Project and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/City Engineer. Recommend adoption.

Memorandum CC-24-120 from City Engineer/Parks Maintenance Coord. as backup.

Acting City Clerk Krause read the Consent Agenda into the record as presented.

ADOPTED without discussion.

## **VISITORS**

- a. Legislative Update - Representative Vance

Representative Vance addressed City Council reporting on the acts of legislation that were brought forward and adopted. She responded to questions from Council regarding the Kachemak Drive project School Funding, Correspondence School funding, easements, duration of the STIP, status of Community Jails funding, the issues regarding construction at the Homer Airport and legal requirements surrounding meeting notices.

- b. Prince Williams Sound Regional Citizens Advisory Council Update - Robert Archibald and Maia Draper-Reich

Robert Archibald and Maia Draper-Reich provided a brief presentation on who and what the Citizen Advisory Council does and projects that they were working on that were of interest to the Peninsula and Homer Area.

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

- a. Worksession Report

City Manager Jacobsen reported.

- b. Committee of the Whole Report

Councilmember Lord reported.

- c. Mayor's Report

Mayor Castner reported.

- d. Borough Report

- e. Comp Plan Steering Committee Report

Councilmember Erickson and Community Development Director Engebretsen reported.

- f. Planning Commission

Commissioner Stark reported.

- g. Economic Development Advisory Commission

Commissioner Brown reported.

- h. Parks Art Recreation and Culture Advisory Commission

Commissioner Harrald reported.

- i. Library Advisory Board

Commissioner Finn reported.

- j. Port and Harbor Advisory Commission

- k. Champions Report

- i. Finance

Memorandum CC-24-115 from Councilmembers Lord/Davis

Councilmember Lord reviewed the report in the packet.

- ii. Harbor

- iii. Recreation

**PUBLIC HEARING(S)**

- a. Charles Way/Bunnell Avenue Water and Sewer Special Assessment Districts Final Assessment Roll

Mayor Castner opened the public hearing seeing no member of the public coming forward or raising their hand he closed the public hearing.

Interim City Manager Jacobsen advised that a Resolution will come forward at the next meeting for Council approval.

- b. Ordinance 24-21, An Ordinance of the City Council of Homer, Alaska Amending the FY23 Capital Budget by Re-Appropriating FY22 State of Alaska Community Assistance Program in the Amount of \$98,714.98 from Various ADA Projects to the Airport Sidewalk Repair Project. City Manager/Public Works Director. Introduction May 13, 2024 Public Hearing and Second Reading May 28, 2024.

Memorandum CC-24-105 from City Engineer as backup.

Mayor Castner opened the public hearing.

There was one who commented.

POSTPONED with discussion.

- c. Ordinance 24-22, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Accepting and Appropriating an Alaska Department of Environmental Conservation Drinking Water Fund Loan in the Amount of \$184,578 for the Tasmania Court Water Improvement Project. City Manager/Public Works Director. Introduction May 13, 2024 Public Hearing and Second Reading May 28, 2024.

Mayor Castner opened the public hearing, seeing no member of the public coming forward or raising their hand to speak he closed the public hearing and requested a motion.

POSTPONED with discussion.

## **ORDINANCE(S)**

- a. Ordinance 24-26, An Ordinance of the City Council of Homer, Alaska, Amending the FY24 Capital Budget by Redistributing Funds within the General Fund Capital Asset Repair and Maintenance Allowance (CARMA) Fund and within the General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund to Establish Subaccounts. Lord/Davis. Introduction May 28, 2024 Public Hearing and Second Reading June 10, 2024.

Memorandum CC-24-121 from Councilmembers Lord and Davis as backup.

INTRODUCED with discussion.

## **CITY MANAGER'S REPORT**

- a. City Manager's Report

City Manager Jacobsen noted her report in the packet and provided additional information on the following items:

- South Peninsula Hospital has the opportunity for a grant for generator
- Ben Walters Sidewalk Improvement Project Change Order Request

b. Monthly FY24 Year to Date Report

**Page 220**

## **PENDING BUSINESS**

## **NEW BUSINESS**

## **RESOLUTIONS**

## **COMMENTS OF THE AUDIENCE**

There were four who commented.

## **COMMENTS OF THE CITY ATTORNEY**

City Attorney Gatti had no comments.

## **COMMENTS OF THE CITY CLERK**

Acting City Clerk Krause announced the vacancies on Boards and Commissions.

## **COMMENTS OF THE CITY MANAGER**

Interim City Manager Jacobsen had no further comments.

## **COMMENTS OF THE MAYOR**

Mayor Castner commented on the success of the Blessing of the Fleet and hopes that it carries on and noted that Ben Walters and Smokey Bay intersection has a large amount of pedestrian traffic and it will be an interesting approach with the sidewalk since the intersection is skewed.

## **COMMENTS OF THE CITY COUNCIL**

Council member Hansen had no comments.

Councilmember Erickson commented on the start of Little League at Karen Hornaday Park and the Adult league starting up at Jack Gist Park.

Councilmember Davis commented on the Chamber of Commerce getting the Halibut Derby underway and it has weekly prizes with the Jackpot awarded sometime in the fall, and encouraged the public to complete the Comp Plan Survey.

Councilmember Aderhold commented she is often a pedestrian that traverses that intersection of Ben Walters and Smokey Bay Way agreeing that it was an interesting intersection. She reported on Lunch with a Councilmember stating it was interesting and dynamic, attended by a modest number of people, 7 or 8, but they have a lovely discussion on a variety of topics; expressed thanks to Erin Hollowell and the Kachemak Bay College Campus for hosting the Writers Conference, it was absolutely



stunning and the faculty was amazing; Ms. Aderhold urged everyone to use caution with the number of pedestrians and cyclists out and about and if people liked completing surveys encouraged everyone to complete the KPB Comprehensive Safety Action Plan which is borough wide.

Councilmember Venuti commented on the Library Survey that was available and added one additional survey from KBBI encourage everyone to take a few moments and fill those out. She expressed her appreciation for the Blessing of the Fleet, warned the public on moose awareness, walking challenge, and agreed that a crosswalk is also needed at the Library to the post office; and how wonderful it was to see all the people adults and children, participating in the Serve the City event.

Councilmember Lord commented on attending the first Farmer's Market of the season as a vendor, Alaska Food Policy Council with partners in Hawaii, Alaska, American Samoa, US Virgin Islands Puerto Rico and the Marshall Islands working on a large regional food business center with the USDA, with Hawaii as the lead and they had some folks in last week, taking tours of the Harbor and ice plant. She gushed on how cool the ice plant was and that the employees actually manufacture the parts to keep it running. Ms. Lord commented that the recent story regarding the American Flag in Denali Park was rage baiting.

## **ADJOURNMENT**

Next Regular Meeting is Monday, June 10, 2024 at 6:00 p.m. and Committee of the Whole at 5:00 p.m. A worksession is scheduled at 4:00 p.m. A Special Meeting scheduled for Monday, June 17, 2024 @ 5:00 All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.