

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE- 6:00 p.m.**
- 2. APPROVAL OF THE AGENDA** **PAGE 1**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 minutes)**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
 - A. Regular Meeting Minutes for January 9, 2018 **PAGE 3**
- 6. VISITORS/PRESENTATIONS (10 minutes)**
- 7. REPORTS (5 minute each)**
 - A. Marine Trades Association Report
 - B. Chamber Director Report
 - C. Pioneer Avenue Task Force Report
 - A. Staff Report **PAGE 9**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
- 10. NEW BUSINESS**
 - A. Moving Forward with BR&E Action Items
 - B. Follow- Up with Business Participants
- 11. INFORMATIONAL ITEMS**
 - A. City Manager's Report January 22nd & February 12th Meetings **PAGE 11 & 15**
 - B. Commissioner Attendance at City Council Meetings **PAGE 19**
- 12. COMMENTS OF THE AUDIENCE(3 minutes)**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER (If one is assigned)**
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/ NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY MARCH 13, 2018 at 6:00 p.m.** in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.

Session 18-01 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:01 p.m. on January 9, 2018 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS MARKS, EVANS, BROWN, GUSTAFSON, KEISEL, RICHARDSON
STUDENT REPRESENTATIVE GROVES

ABSENT: COMMISSIONERS SANSOM (EXCUSED)

STAFF: COUNCIL MEMBER SMITH
DEPUTY CITY CLERK SMITH
SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL

AGENDA APPROVAL

GUSTAFSON/KEISEL- MOVED TO APPROVE THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. November 7, 2017 Regular Meeting Minutes

RISCHARDSON/ GUSTAFSON- MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

REPORTS

A. Marine Trades Association Report

B. Chamber Director Report

- C. Pioneer Avenue Task Force Report
- D. Staff Report

Jenny Carroll, Special Projects and Communication Coordinator, explained the two laydowns provided; the BR&E Program Overview and the Red Flag Issues. She explained that the final draft of the BR&E Overview will have the Red Flag Issues included where the pale blank space is located, so they will be combined into one document when presented to City Council.

PUBLIC HEARINGS

PENDING BUSINESS

- A. BR&E Survey
 - 1. Finalizing Top Local/Regional Issues
 - 2. Finalizing BR&E-generated Topics

Chair Marks explained that the commission has a 10 minute slot for January 22, 2018 to present their findings of the BR&E Survey.

Ms. Carroll suggest the commission should take a recess to read over the laydowns provided.

Chair Marks called for a recess at 6:07 p.m. and reconvened the meeting at 6:15 p.m.

The commission unanimously agreed to amend the BR&E Program Overview by substituting the Red Flag Issues laydown in place of the blank area.

GUSTAFSON/KEISEL- MOVED TO APPROVE THE 2018 DRAFT PROGRAM OVERVIEW WITH THE AMENDMENT

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Chair Marks thanked the Commission for working countless hours on the BR&E Survey. She also asked the commission if anyone would be able to attend the City Council Meeting on the 22nd to present the 2018 BR&E Survey Program Overview.

Commissioner Evans stated that he would be out of town during that time.

Commissioner Gustafson volunteered to be at the meeting and to help Chair Marks present.

B. Land Allocation Plan

1. Memorandum from Deputy City Planner Engebretsen to the EDC Re: 2018 Draft Land Allocation
2. 2018 Draft Land Allocation Plan

Chair Marks wanted to commend the City for making a shift in their scheduling for the Land Allocation Plan to be done earlier in the year.

Commissioner Evans stated that he tried to look over the Land Allocation Plan, but there were so many pages that he wasn't able to make it through the entire plan prior to the meeting. He asked if there was time to postpone the Land Allocation Plan to the next meeting.

Commissioner Gustafson stated that he also was not able to make it through the entire plan and stated that it may be good to have a summary of the plan in the future.

Ms. Carroll explained that the commission was supposed to act on the Land Allocation Plan in December, but the meeting was cancelled due to several of the Commissioners being out of town. The Land Allocation Plan was then moved to the January meeting, which means that the commission is on a shorter timeline and should have a recommendation by the end of this meeting. She explained that the Land Allocation is basically an overview of how the City lands are being allocated. Ms. Carroll stated that most of the City's leasable lands are on the Spit and at the Airport Terminal.

The Commission discussed Lot 12 and its availability.

Commissioner Evans clarified that Section A. is the only properties available for lease, so the City has only six properties for lease.

RICHARDSON/ GUSTAFSON – MOVED TO ACCEPT THE 2018 DRAFT ALLOCATION PLAN

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

The Commission discussed items to be put on the next meeting agenda.

NEW BUSINESS

INFORMATIONAL ITEMS

A. City Managers Report

Chair Marks and Ms. Carroll thanked Deputy City Clerk Smith for adding in the City Managers Report.

Chair Marks is excited that the EDC is getting more integrated with other commissions.

B. Commissioner Attendance at City Council Meetings

Chair Marks and Commissioner Gustafson will be attending the January 22nd City Council Meeting to present the BR&E Survey Program Overview.

COMMENTS OF THE AUDIENCE

There were no comments from the audience present.

COMMENTS OF CITY STAFF

Ms. Carroll stated that the data is still here and that it is still intriguing. If anyone has questions as they proceed, or would like to look at the original data again, it is certainly an option. We can always go back and look to get refinements.

COMMENTS OF THE COUNCILMEMBER

Councilmember Smith wanted to commend the EDC for their efforts that they have put into the BR&E Survey. He hopes that it proves to be as productive as everyone hopes. He brought attention to the labor supply shortage topic of the BR&E Survey and strongly suggests that the commission takes action to this topic. One of the main issues brought up is that younger people have been showing to have a poor work ethic. He does not know what this could be derived from, but thinks that it's an important topic to address. We want our younger people to have good work ethics, become employed, and to grow in our community. Councilmember Smith also wanted to address the need of people wanting to retire but not being able to sell their businesses. He witnesses this first hand on a daily basis, and feels like it's a real barrier in our community. He urges the commission to pinpoint actionable items that the City Council can do to help these businesses grow in the future.

Chair Marks stated that she is looking at having the commission come back to City Council with actionable items after their initial report of the BR&E Survey.

COMMENTS OF THE CHAIR

Chair Marks stated she would like to have an item on the agenda for next meeting about Red Flag Items and specifically how the commission will try to address them in the future. She does not want to see the BR&E Survey become something that never has any action taken on it. She explains that the commission is going to have to take some responsibility to address some of these issues brought up in the survey. She also wanted to have an item on the HERC Building on the next agenda. She stated that the City Council just had a work session on the HERC and there were some good points that had been brought up.

Ms. Carroll explained that the topics brought up were selling the property, convention center, recreation facility, and a joint recreation and police station facility. The work session brought up the feasibility study of 2005, studies from around the state about convention centers, and what has changed since 2005. She brought this up to Chair Marks because the EDC could do some of the research

necessary for the City Council in this area and make a recommendation about what Council should do with the HERC in the future.

COMMENTS OF THE COMMISSION

Commissioner Gustafson thanked everyone for their hard work during the BR&E Survey. He was here during the first talk of the BR&E Survey and that they knew going into it that it would be a long road. He is hoping that the commission can take action on this and that it doesn't become another piece of paper sitting on a shelf.

Commissioner Richardson is excited to see the results of the survey and is sorry she missed the work session.

Commissioner Keisel thanked everyone for working on the survey and she looks forward to working with everyone in 2018.

Commissioner Brown thanked Ms. Carroll and said she did an amazing job on the survey. She wasn't here in the beginning, but Ms. Carroll and Chair Marks did an awesome job at bringing her up to speed. She is looking forward to the February agenda items discussed.

Commissioner Evans had no comment.

ADJOURN

There being no further business to come before the commission the meeting adjourned at 6:52p.m. The **NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, FEBRUARY 13, 2018 AT 6:00 p.m.** at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

HAYLEY SMITH, DEPUTY CITY CLERK

Approved: _____



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Administration

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Memorandum

TO: Economic Development Advisory Commission
FROM: Jenny Carroll, Special Projects & Communications Coordinator
DATE: February 13, 2018
SUBJECT: BR&E Survey Report Follow Up

Since the EDC published the BR&E Survey Report, I have shared a link to the report with the following people, and told them I am happy to share any comments, suggestions or ideas they have with you as you chart your way forward.

- Mike Navarre, Commissioner, Alaska Department of Commerce, Community and Economic Development.
- Shirley Kelly, Alaska's Economic Development Administration Representative.
- Charlie Pierce, Kenai Peninsula Borough Mayor.
- Kelly Cooper and Willy Dunne, District 8 & 9 Assembly Members, Kenai Peninsula Borough.
- Tim Dillon, Executive Director, Kenai Peninsula Economic Development District (Tim said he would be posting the report on the KPEDD website as well.)
- Carol Swartz, Director, Kenai Peninsula College.
- Debbie Speakman, Executive Director, Homer Chamber of Commerce.

You've already completed step one of charting your way forward: selecting the following short and long term action items:

Short Term

- ▶ Clarify City regulatory barriers in zoning, permitting, sign ordinance and lease policy
- ▶ Explore public-private partnership to create a master plan for a more vibrant, connected central commercial district
- ▶ Support efforts to develop large vessel haul-out
- ▶ Educate, share information and make connections

Long Term

- ▶ Explore City participation in coordinated public-private initiatives to recruit workforce
- ▶ Support large vessel harbor expansion with attention to competitive rates and multi-use Spit management.

The next step is for the EDC to decide how you are going to move forward with action items' with a goal of bringing recommendations to Council. There will be an educational component on each of these

issues.....the EDC gaining sufficient knowledge on the issues, as well as understanding more precisely the business owners' perceived and experienced barriers.

You will be taking this topic up at the February 13, 2018 EDC meeting. The Chair will be leading you through a planning/next steps discussion. Please bring your ideas.

Further follow-up with Business Participants:

I am planning to put together an ad to share with the Homer Chamber of Commerce for online distribution to their membership to thank business owners for participating and to share a link to the BR&E Survey Report.

I recommend that the EDC Commissioners, likewise, follow up with the business owners who participated in the interviews by writing and approving a thank you message to send, or to drop off at the business with a hard copy of the report. The thank you message could be emailed to other businesses who shared their contact information in the online survey with a link to the report.

This follow-up contact helps keep the conversation going with the business community, and helps share the information more broadly.

Informational Item:

Council Member Erikson will be introducing a resolution at the February 12, 2018 City Council Meeting titled *Directing the Economic Development Advisory Commission to Annually Review Water and Sewer Rates for High Volume Users*.

City Council has, in the past, directed that a Water & Sewer Rate Task Force be formed to make water /sewer rate recommendations. The City Council packet has not been published yet, but once it is, the resolution should clarify the purpose of the review. There is nothing to do until the resolution is passed.



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Memorandum

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: January 17, 2018
SUBJECT: City Manager's Report – January 22, 2018

Update on Large Vessel Haul Out Facility

Questions about the City's role in managing the Marine Repair Facility came up recently providing an opportunity to explain the history of the facility and how it is operated as a partnership between local business and the Port and Harbor. The Marine Haul-out facility is space on the Spit (near Pier One) that is provided by the Port and Harbor for contractors and vessel owners to come together and work on large vessels. To use the facility, contractors have to sign a vendor use agreement. Currently Kachemak Haul-out is the primary provider of haul-out services using airbags and heavy equipment, however the space is open to any business willing to sign the agreement. Attached is the City's Marine Repair Facilities Policies and Best Management practices booklet which is used to manage the use of the property.

At the request of Mayor Wythe, the Port and Harbor Commission formed the Vessel Haul-out Task Force in January of 2014. A survey was mailed to harbor customers who owned vessels that were too large to haul-out in Homer. Staff worked with other harbor facilities up and down the coast that owned and operated haul-out facilities and wrote best management practices for Homer's Marine Repair Facility. Staff has also been working with engineers to design a marine repair yard upgrade that would provide moorings for the vessels to secure to on the beach landing, a wash down pad, electrical pedestals, and lighting for the yard and the users. This project is on the City of Homer CIP and scores highly on calls for potential Federal Infrastructure projects. Upgrades to the facility would bring even more business into the community during the fall and winter months.

Making the current Marine Repair Facility more user friendly is a step in the right direction, however there is still much to do if the Homer Port and Harbor is going to be able to truly serve all boat owners with the haul-out facilities that they need in order to own and maintain their vessels in Homer Alaska. Deep Draft vessels are a challenge to haul-out using air bags on the beach. The reality is that if those vessels are to be served here a sling lift machine is needed in order to be able to perform that task safely and efficiently. The Port and Harbor Commission has talked about developing a program that would to pick a large deep draft vessel from the harbor and set it on the old chip pad for repairs and then be returned into the harbor for regular moorage. The machine would be sized in the 350 ton range so as not to compete with existing private owned facilities that haul out smaller vessels.

Continuing to develop large vessel haul-out facilities in Homer is tremendous economic development opportunity. Homer has the boat owners who need the service and we have the best Marine Trades industry

in the State ready and willing to provide to those needs. What we lack is the facilities for these two industries to meet.

Retirement of Chief Painter

After 26 years of service with the Homer Volunteer Fire Department, Chief Painter is retiring. He will be moving back to his home state of Oklahoma to take a leadership position overseeing instruction for the next generation of first responders at Tulsa Community College. Please take a moment to thank Chief Painter for his many years of service to this community. Assistant Chief Kadel will take over as Acting Chief upon Chief Painter's departure and a temporary Emergency Services Technician has been hired to help with coverage. This will give the department and Assistant Chief Kadel time in the hot seat before moving forward with long term plans. I have been working with Chief Painter and Assistant Chief Kadel on transition planning and feel very confident in the ability of the staff and the volunteers.

Police Station Worksession

Lisa Talbot has agreed to facilitate the Police Station worksession on the 29th. I have had a couple of meetings with her and feel very optimistic about her ability to guide members through some of these tough questions to move forward on the Police Station project. The worksession will take place offsite at the Port and Harbor conference room. The non-traditional venue will be well advertised to make sure the public can participate. Thank you to those of you who have given input on critical pieces of back up to include and/or topics that need to be addressed. I will be working this week on putting together a packet.

Homer Foundation City of Homer Application Period Open

Announcement from the Homer Foundation Executive Director, Joy Steward:

The Homer Foundation announces that application forms for the 2018 City of Homer Grants Program are now available. The grants program is funded through an annual allocation from the City of Homer in addition to the earnings from the City of Homer Fund and the Kachemak City Fund at the Homer Foundation. The intent of the City of Homer Grants Program is to support locally-based non-profit organizations that provide services primarily within the City of Homer. The applicants must be IRS 501(c)(3) tax exempt organizations, in existence in Homer a minimum of 3 years, with their primary facility and core programs, activities and services offered within the Homer City limits. This is a competitive grants process. The organization must be administered locally with a local policy-making board of directors. The organization may have no other financial or in-kind support from the City of Homer in the prior calendar year. The funding is for general operating support.

Transfer of Tidelands

Five years after applying for conveyance of the tidelands at the Deep Water and Pioneer Docks, the City has received the recorded patents from the state. This represents 11.9 acres near the Deep Water Dock, and 1.365 acres off of the Pioneer dock. The City Council accepted the tideland transfer in Resolution 17-081. Now the City must decide if it is worth going through the paperwork intense process to include these relatively small chunks of land in City limits through annexation. An annexation petition takes well over a year with various stages of public process (see attached flow chart). Staff will be weighing the pros and cons of pursuing annexation for these small parcels of tidelands including any potential legal implications and internal capacity.

Industry Outlook Forum

Councilmember Aderhold, Special Projects Coordinator Carroll and I traveled to the Industry Outlook Forum sponsored by the Kenai Peninsula Economic Development District (KPEDD) on January 10th. The

Forum was well attended by industry leaders, entrepreneurs and government officials. In addition to being an excellent change to touch base with our Peninsula neighbors, we heard presentations on the health of the Kenai's economy relative to the State, an update on Alaska Gasline Development, and efforts underway to develop Alaska' Blue (Ocean) Economy. Next year the forum will be held in Homer which will be an outstanding opportunity for local entrepreneurs and officials. KPEDD (which Mayor Zak and Economic Development Commission Chair Marks and both board members) will begin planning the Homer Forum in March.

Certificate for outstanding Loss Control Efforts

Alaska Municipal League Joint Insurance Association (AMLJIA) issued the City of Homer a 'Gold Status Certificate' in loss control recognizing keeping losses to less than 10% of contribution during Fiscal Year 2016. Risk management is key to keeping our rates down and the insurance pool healthy. Some of the measures the City of Homer takes to control claims include annual safety training for employees, new hire trainings, department specific training and a careful review of any claims including any corrective action that needs to be taken to prevent future exposure.

Enc:

- City of Homer Marine Repair Facility Polices and Best Management Practices
- Local Boundary Commission Petition Process Flow Chart
- Certificate for Outstanding Loss Control Efforts



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Memorandum

TO: Mayor Zak and Homer City Council
FROM: Katie Koester, City Manager
DATE: February 7, 2018
SUBJECT: February 12 City Manager Report

Kachemak Bay and Fox River Flats Critical Habitat Plan Review

A group representing various sectors of the community are meeting monthly to review the Kachemak Bay and Fox River Flats Critical Habitat Area Plan. Deputy Planner Julie Engebretsen is the City of Homer representative on this group and has provide the update below for Council and the public.

At the January 17th meeting, the group made it about half way through the discussion of harbor operations. Harbormaster Bryan Hawkins attended the meeting and shared his expertise. The working group members were appreciative of his participation.

Outcomes of the meeting:

- The CHA will remain closed to derelict and abandoned vessels. Existing language allows the sinking of derelict boats to create artificial reefs: this language will be removed.
- The oil and gas section is done and the language will remain very close to the existing policy. The plan allows for limited surveying in the Bay, but no exploration or development.
- Float homes will not be allowed. This does not appear to be an issue currently in the CHA but is a growing concern in southeast Alaska.

Upcoming topics:

- Discussion will continue at the next meeting on harbor operations, and vessel anchoring
- Drill rig storage
- Aquatic farms and docks

Over the summer, there will be smaller working groups on the following topics. City staff does not anticipate participating in all of these smaller groups, but plans to attend City of Homer related working groups and those where staff can provide expertise.

- Disposal of Harbor dredge materials, and shoreline alteration/erosion control, particularly on the Spit and within the City of Homer.
- Trails and motorized vehicle usage

- Water quality
- Aquatic farming (includes shellfish, kelp etc.), and
- Cattle grazing in the Fox River Flats CHA.

After Action Report for Tsunami Warning

The earthquake and ensuing Tsunami warning on January 23rd was a great opportunity for agencies across coastal Alaska to dust off their Emergency Operations Plan and prepare for an event with more seriousness than a drill can provide – and the City of Homer was no exception. City officials, HVFD volunteers and on-duty State Troopers met at the Emergency Operations Center, Fire Hall, in the early hours Tuesday to stand up a small Incident Management Team. The evacuation was smooth and orderly thanks to the citizens of Homer self-evacuating in an orderly and controlled fashion. Homer Police Department followed up evacuating low lying areas, going door to door in some cases. Public Works mobilized and evacuated heavy equipment to the High School Parking lot, about the inundation zone. Agencies all over Alaska have been taking the last two weeks to debrief and apply lessons learned. Some of the items that the City does not manage but have come up are the fact the warning sirens only went off once and the inconsistency in the cell phone alerts. Lessons learned that the City will be working on that require constant cultivation include public education, developing community partners, and continued preparedness training.

One important take away was the need for continued public education on the Tsunami Inundation Zone. A new draft map has recently been released for potential Tsunami inundation zones in the Homer and Kachemak Bay area applying lessons learned from Japan, which produced far more severe Tsunamis than predicted. During the evacuation the City relied on Pioneer Avenue as a clear and easy to understand cut off for evacuating. In reality, the modeling and topography is more nuanced. It would be useful to spend some time as a community studying the map and developing a public education plan for those neighborhoods most at risk or right on the line. The final map has not been released yet and still has to undergo an extensive peer review process before publication.

Other items we would like to work on are developing community partners to help evacuate those who need assistance since in an event it is likely that our first responders will be busy and making sure the Red Cross is ready to stand up a shelter for a multiday event with provisions. Communication is probably the single most important role we can play in making sure accurate information is out there and making sure our Public Information Officers are trained and ready to respond is key for any level of emergency.

Midterm planning includes updating the City of Homer Emergency Operations Plan which was adopted in 2013 and should be refreshed every 5 years. This will give us an opportunity to update procedures and critical contact and community partner response information. The last update was performed internally with a small task force, however a firm was hired to draft the initial document. Our next step will depend on whether or not FEMA will be requiring a change in format.

Another follow up I would like to take advantage of is additional training of staff, City Council, and a drill that takes January 23rd to the next step of a Tsunami. An earthquake and Tsunami event (at least a warning) a likely scenario in Homer. I have been in touch with Texas A&M Engineering Extension Service (TEEX) Emergency Services Training Institute (ESTI) about coming up to lead some drills and trainings for the City this summer.

Safety a Priority in Homer

Homer was named the second safest City in Alaska by SafeWise, a home security company. While the ranking is a marketing technique to drive traffic to their website, it is based on relevant data and reflects how safety and sense of security are a priority in our small town. SafeWise selects their cities based on the number of reported violent crimes and population data. The full report and methodology can be read at <https://www.safewise.com/blog/safest-cities-alaska/>

Waterline Repairs

Early Monday morning (February 5), for the third time since the earthquake, Public Works employees realized we had another water main break. Sensors on the distribution system indicated that we were losing almost 1000 gallons per minute. Water distribution employees at 2:00 AM started closing valves to identify and isolate the problem. During this time water pressures were reduced in some areas and a few customers temporarily experienced loss of service. By 9:00 AM the break was located on East End Road between East End and Mattox. Flows were reduced through that section of main, with special attention to maintaining water service to Paul Banks Elementary.

Public Works crews worked all day to funnel traffic through the affected area, locate and protect other underground facilities in the area of the break, and excavate through frozen ground to expose the 15' deep main. During this time, water pressures in the immediate area were lower than normal and two residents continued to not have water service. KBBI was contacted and a public service announcement was broadcast to inform the community of the situation and provide phone numbers for questions. Lloyd Moore provided a tanker truck to help maintain water service to the School and East Road Services provided a backhoe capable of effectively reaching the deep main.

Early Tuesday morning the main was repaired. Normal water service was back to normal by 10:00 AM Tuesday morning. The hole was backfilled and traffic control was removed by late afternoon. Repairs to the sidewalk and road way will be completed as weather permits. The Water and Sewer budgets for repairs such as this and all three breaks were repaired using monies in the budget dedicated to responding to these types of emergencies. All costs can be absorbed by the budget and water loss will not affect future water rates.

Enc:
February Employee Anniversaries
Homer Foundation Quarterly Report

2018 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8. Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The following Meeting Dates for City Council for 2018 is as follows:

January 8, 22	_____
February 12, 26	_____
March 12, 27	_____
April 9, 23	_____
May 14, 29	_____
June 11, 25	_____
July 23	_____
August 13, 27	_____
September 10, 24	_____
October 8, 22	_____
November 26	_____
December 10	_____