



# City of Homer

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## Memorandum 21-198

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: PORT & HARBOR ADVISORY COMMISSION

THRU: RACHEL TUSSEY, CMC, DEPUTY CITY CLERK II

DATE: OCTOBER 28, 2021

SUBJECT: PORT AND HARBOR ADVISORY COMMISSION BYLAW AMENDMENTS

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At the Port and Harbor Advisory Commission's August 25<sup>th</sup> regular meeting, the commission reviewed and made comments on a draft ordinance that would amend City Code regarding teleconferencing, attendance, vacancies, City staff roles, and rules of order for boards and commissions. Those amendments, including the feedback received from all the advisory bodies, were adopted by City Council via Ordinance 21-50(S)(A) at their September 13<sup>th</sup> regular meeting. Now that HCC has been amended, the next step is to revise the commission's bylaws so they do not conflict with code.

The PHC introduced and discussed the attached draft bylaws at their September 22<sup>nd</sup> regular meeting, and held a second reading and review at their October 27<sup>th</sup> regular meeting. The draft bylaws that are attached incorporate new and existing City Code, ensure that the layout/contents are consistent with Robert's Rules of Order, and include any organizational edits proposed by the Clerk's Office.

The draft bylaws were approved by the commission unanimously with no further discussion at their October 27, 2021 meeting.

### RECOMMENDATION

Approve Resolution 21-0xx adopting the amended Port and Harbor Advisory Commission Bylaws.

Attached: DRAFT PHC Bylaws  
Current PHC Bylaws – Adopted June 28, 2021