



CC-23-004

# AGENDA ITEM REPORT

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## **Resolution 23-001, A Resolution of the City Council of Homer, Alaska Confirming the City Manager's Appointment of Melissa Jacobsen as Acting City Manager for Calendar Year 2023. City Manager.**

**Item Type:** Resolution  
**Prepared For:** Mayor and Council  
**Meeting Date:** 09 Jan 2023  
**Staff Contact:** Rob Dumouchel, City Manager  
**Department:** Administration  
**Attachments:** [Resolution 23-001](#)

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### **Summary Statement:**

Pursuant to Homer City Code 1.20.010(b) the City Manager shall annually appoint an Acting City Manager, subject to the City Council confirmation, which is revocable at any time by the Council.

### **Staff Recommendation:**

Adopt Resolution 23-001

### **Attachments:**

[Resolution 23-001](#)

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 23-001**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
CONFIRMING THE CITY MANAGER'S APPOINTMENT OF MELISSA  
JACOBSEN AS THE ACTING CITY MANAGER FOR CALENDAR YEAR  
2023.

WHEREAS, Homer City Code 1.20.010(b) states that the City Manager shall annually appoint an Acting City Manager, subject to the City Council confirmation which is revocable at any time, by the Council; and

WHEREAS, Pursuant to Homer City Code Section 1.20.010(b) the Acting City Manager shall assume the duties and powers of the City Manager in their absence; and

WHEREAS, Reviews of City emergency plans related the COVID-19 pandemic have highlighted a need for an order of succession beyond the Acting City Manager appointment required by Homer City Code 1.20.010(b).

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council that Melissa Jacobsen is hereby appointed by City Manager Rob Dumouchel and confirmed by the Homer City Council to serve as Acting City Manager in the City Manager's absence for the Calendar Year 2023.

BE IT FURTHER RESOLVED that if both the City Manager and the Acting City Manager are not available for duty, the role of Acting City Manager will be held by the next available department head from the list below (ranked by tenure with the City of Homer):

1. Police Chief Mark Robl
2. Harbormaster Brian Hawkins
3. Finance Director Elizabeth Walton
4. Fire Chief Mark Kirko
5. Public Works Director Jan Keiser

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 9<sup>th</sup> day of January 2023.

CITY OF HOMER

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KEN CASTNER, MAYOR

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44 ATTEST:

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47 MELISSA JACOBSEN, MMC, CITY CLERK

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49 Fiscal Note: N/A