



MEMORANDUM

Resolution 23-124, A Resolution of the City Council of Homer, Alaska Approving the 2024 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and Americans with Disabilities Act Advisory Board. City Clerk.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: November 15, 2023
From: Melissa Jacobsen, MMC, City Clerk

Pursuant to Homer City Code 1.14.020 Notice-Regular meetings, City Council adopts a resolution setting out the days of each month, time, and location of City Council and City's Boards and Commissions regular meetings for the upcoming year.

In prior years the City Council held one meeting on the fourth Monday in November to allow for attendance at the Alaska Municipal League (AML) Annual Conference in early November, and one meeting the second Monday in December when they adopted the calendar year budget.

In 2022 AML changed the Annual Conference dates to December and the City has transitioned to a fiscal year budget schedule. Because of this change Council has adopted resolutions to change their meeting schedule in 2022 and 2023 to hold two regular meetings in November and no meetings in December. This change is reflected in the 2024 meeting schedule resolution.

Boards and Commissions reviewed their annual meeting schedules and recommended schedule changes are reflected in the 2024 meeting schedule resolution. Board and Commission minutes excerpts are included below.

ADA Advisory Board:

- A. 2024 Regular Meeting Schedule
Memorandum from City Clerk

ADA Coordinator Krause directed the board members to the memo in the packet and reviewed the proposed dates with them. She inserted that the Board can add or remove meetings, or leave it as is.

GEISLER/THORSRUD MOVED TO AMEND THE MEETING START TIME TO 4:00 P.M. FOR THE 2024 REGULAR MEETING SCHEDULE.

Ms. Krause added that when the meeting times were changed to start at 5:00 p.m., the Board received an applicant right away. Discussions continued about the pros and cons of starting meetings earlier. Board member Geisler noted that they could always change the time back if it doesn't work out.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

LEPLEY/GEISLER MOVED TO APPROVE THE 2024 MEETING SCHEDULE AS AMENDED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Economic Development Advisory Commission:

A. 2024 Meeting Schedule

AREVALO/BROWN MOVED TO STRIKE BOTH THE JULY AND DECEMBER MEETINGS FROM THE 2024 MEETING SCHEDULE AND RECOMMEND ADOPTION FOR THE AMENDED SCHEDULE TO CITY COUNCIL.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Library Advisory Board

A. 2024 Regular Meeting Schedule
Memorandum from City Clerk as backup.

Chair Finn reviewed the memorandum and the requested action of the Board. She announced that December she will be out of state and Boardmember Kuszmaul will be chairing the meeting.

KUSZMAUL/CARSSOW MOVED TO APPROVE THE 2024 REGULAR MEETING SCHEDULE AS PRESENTED.

CARSSOW/KUSZMAUL AMEND THE MOTION TO INCLUDE FORWARDING TO CITY COUNCIL FOR APPROVAL.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Parks Art Recreation and Culture Advisory Commission

- B. 2024 Regular Meeting Schedule
Memorandum from City Clerk

FAIR/ARCHIBALD MOVED TO AMEND THE 2024 REGULAR MEETING SCHEDULE BY INCLUDING A SPECIAL MEETING ON THURSDAY, JANUARY 18TH, 2024 AT 5:30 P.M. HERE IN COUNCIL CHAMBERS.

Recreation Manager Illg added that this came from him because it can be assumed that there will be more for PARCAC to work on, and he believes the Commission would benefit from a meeting in January.

There was no objection.

VOTE (Amendment): NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

FAIR/ARCHIBALD MOVED TO ADOPT THE 2024 REGULAR MEETING SCHEDULE AS AMENDED.

There was no objection.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Planning Commission

- A. 2024 Meeting Schedule

Chair Smith introduced the item and deferred to City Planner Foster.

City Planner Foster noted the memorandum from the City Clerk, he stated that he has based the Commission's meeting schedule off of the dates in the draft resolution. He further noted that this is the time that the Commission can make any changes to their meeting schedule.

City Planner Foster facilitated a brief discussion on the following:

- Commissioner Training during the Annual Planning Conference in February

SCHNEIDER/CONLEY MOVED TO ADOPT THE 2024 REGULAR MEETING SCHEDULE AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Port & Harbor Advisory Commission:

10.B. Approve 2024 Meeting Schedule

Chair Matthews directed the Commissioners to the meeting schedule in the packet and asked if anyone had any issues with the schedule. The Commission noted that their originally scheduled meeting date for November falls on the same week as Thanksgiving.

SIEKANIEC/PITZMAN MOVED TO AMEND THE 2024 MEETING SCHEDULE BY MOVING THE NOVEMBER 2024 MEETING TO NOVEMBER 20TH, 2024 AND SUBMIT THE AMENDED SCHEDULE TO COUNCIL FOR APPROVAL.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

RECOMMENDATION: Adopt the resolution approving the 2024 Regular Meeting Schedule for Council, Boards, and Commissions.