



MEMORANDUM

Resolution 24-093, A Resolution of the City Council of Homer, Alaska, Amending the Economic Development Advisory Commission Bylaws Article V City Staff Roles and Article VI Meetings.

Item Type: Backup Memorandum
Prepared For: Mayor Castner and Homer City Council
Date: August 20, 2024
From: Economic Development Advisory Commission
Through: Melissa Jacobsen, City Manager

Summary:

At the May 14, 2024 Regular meeting the Commission reviewed and amended the bylaws Section V. City Staff Roles to correct the title of the staff liaison from the Economic Development Manager to the Community Development Director and amended Section VI Meetings to correctly reflect that worksessions require a quorum of the Commission in attendance. The Commission adopted the amendments at their regular meeting on August 13, 2024

Excerpt of the minutes are as follows:

May 14, 2024

Approved Minutes

NEW BUSINESS

- A. *Bylaws Review*
Memorandum from Community Development Director as backup

Community Development Director Engebretsen recommended the following minor changes to the EDC Bylaws:

- 1. Article V Staff Roles Section 1, Line 64, changing "Deputy City Planner" to "Community Development Director."*
- 2. Article VI Meetings Section 3, Line 89, the Bylaws currently state a quorum is no needed, but this is out of date. Worksessions do require a quorum, this is a change that has been implemented since the last Bylaw amendment in 2021.*

AREVALO/BROWN MOVED TO ACCEPT THE SUGGESTED CHANGES ON LINES 64 AND 89 OF THE BYLAWS AND MOVE THE DOCUMENT FORWARD TO THE EDC'S JUNE MEETING.

There was no further discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

August 13, 2024
Unapproved Minutes Excerpt

PENDING BUSINESS

- B. EDC Bylaws
Memorandum from Community Development Director as backup

Community Development Director Engebretsen provided a brief summary of the action taken by the Commission and noted that a motion was needed to forward the amended bylaws to Council for approval.

YOUNG/BRENNAN MOVED TO FORWARD THE AMENDED EDC BYLAWS TO CITY COUNCIL FOR APPROVAL.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Recommendation:

City Council approve Resolution 24-093 Amending the Economic Development Advisory Commission Bylaws.