



CC-26-023

# MEMORANDUM

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## **Ordinance 26-09, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.58.035 Commission and board member terms.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** January 2, 2026  
**From:** Amy Woodruff, City Clerk  
**Through:** Melissa Jacobsen, City Manager

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The sections of code establishing each Advisory Body set the length for the terms but do not specify an expiration date for the terms. It is presumed that the expiration dates of terms were initially determined by the month in which the code establishing the advisory body was passed. Current expiration dates are defined in the bylaws of each advisory body, and they vary widely throughout the year. Aligning the expiration dates will make it easier for members of the public to apply for multiple bodies if they would be willing to serve on any of them, and for City staff to plan dates for group trainings and joint worksessions with Council.

March 31<sup>st</sup> was selected because it avoids the busy summer season and also falls well clear of the month of December during which Council does not meet. This should allow sufficient time for the Clerks' office to advertise openings, receive applications, and provide them to the Mayor for her recommendations and then Council for confirmation. Nothing in this code change restricts the Mayor & Council from appointing and confirming advisory body members at any time should a seat be vacated by a resignation.

<b>Advisory Body</b>	<b>Terms Expire</b>	<b>Change needed to align dates</b>
Port and Harbor Advisory Commission	January 30	Extend current terms by 2 months
Economic Development Advisory Commission	March 31	No Change
Library Advisory Board	April 1	Shorten current terms by 1 day
Planning Advisory Commission	June 30	Shorten current terms by 3 months
ADA Advisory Board	August 31	Shorten current terms by 4 months
Parks, Art, Recreation and Culture Advisory Commission	October 31	Shorten current terms by 6 months

**RECOMMENDATION:** Approve the proposed changes to HCC 2.58.035 Commission and board member terms.