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2/12/18

CITY OF HOMER
HOMER, ALASKA

Erickson/Smith

RESOLUTION 18-019

A RESOLUTION OF THE HOMER CITY COUNCIL AMENDING
CHAPTER 2, SECTION 2.2 OF THE CITY OF HOMER PROPERTY
MANAGEMENT POLICY AND PROCEDURES (LEASE POLICY)
REGARDING COMMITTEE MEMBERSHIP AND MAKING OTHER
NECESSARY CHANGES TO LEASE POLICIES.

WHEREAS, In 2014 when the lease committee was made an administrative committee
via Resolution 14-046 it removed an important layer of public process in the property
management procedures; and

WHEREAS, It is in the best interest of the City to have more public input in the
management of public property; and

WHEREAS, The Lease Committee shall establish a regular quarterly meeting schedule
with additional meetings as necessary; and

WHEREAS, The Port and Harbor Advisory Commission, Advisory Planning Commission
and Economic Development Advisory Commission will each recommend a member to serve on
the Lease Committee. Appointments will be made by the Mayor with approval of the City
Council.

NOW, THEREFORE, BE IT RESOLVED that Chapter 2, section 2.2 is amended to read:

(A) ~~The City Manager shall establish a Lease Committee that will at a minimum, consist
of the Finance Director, the City Planner, and the Port and Harbor Director. The
Lease Committee may consult with other department heads such as the Fire Chief,
Police Chief and Public Works Director, the City Attorney, or outside professionals
as need and appropriate.~~ **The City Council shall establish a Lease Committee that
will consist of one member of the Advisory Port and Harbor Commission, one
member of the Advisory Planning Commission; one member of the Advisory
Economic Development Commission, 2 community members, one being a city
resident and one member of City Council to serve in an advisory non-voting role
only. City staff shall serve as staff support to the Committee when appropriate.**

(B) The Lease Committee is responsible for:
• Reviewing the Lease Policies and Procedures as needed and making
recommendations to the City Council on the Lease Policies and Procedures,

43 the Lease Committee shall consult with and seek comments from the Port
44 and Harbor Advisory Commission when the lease property is on land on the
45 Homer Spit surrounding the Port and Harbor area.
46 • Advising the City Manager or designee as to the terms, purposes, stipulations
47 and negotiation approach to proposed leases
48 • Reviewing all proposed leases **including lease transfers and renewals that**
49 **have significant financial implications to the interest of the City of**
50 **Homer** and making recommendations to the City Council.

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52 (C) In all cases, the Lease Committee shall make recommendations that are consistent
53 with this policy and procedures manual or make specific findings as to why a
54 deviation is warranted and justified.

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56 CITY OF HOMER
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61 DONNA ADERHOLD, MAYOR PRO TEMPORE

62 ATTEST:
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66 MELISSA JACOBSEN, MMC, CITY CLERK

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68 Fiscal Note: Staff time and adverting costs