

**CITY OF HOMER
HOMER, ALASKA**

Lord/Erickson

RESOLUTION 19-051

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE CITY COUNCIL OPERATING MANUAL TO ADD A
TASK FORCE SECTION TO PROVIDE A FRAMEWORK FOR
EFFICIENT OPERATION AND EFFECTIVE USE OF TASK FORCE TIME
AND EFFORT.

WHEREAS Homer City Council occasionally creates Task Forces for the purpose of gathering information, providing an in-depth analysis of options and presenting recommendations on a particular topic to City Council for consideration; and

WHEREAS, Advisory Boards and Commissions are required to get Council's approval to create a Task Force to serve the same purposes and to present their findings to the Board or Commission instead of Council; and

WHEREAS, Council approval is required for a Task Force of the Board and Commissions because additional task forces require staff support similar to Boards and Commissions; and

WHEREAS, Administrative guidelines for forming City Task Forces are lacking; and

WHEREAS, It is in the best interest of the City of Homer to provide a framework for efficient operation and effective use of Task Force time and effort; and

WHEREAS, Task Forces are temporary in nature and typically will not have adopted bylaws, they will follow the same general guidelines and process as the Advisory Boards and Commissions of the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby amends the City Council Operating Manual to establish a Task Force section with the following provisions:

Definition:

A city task force is a temporary body appointed by the City Council to study or work on a particular subject or problem. Task Forces serve only in an advisory capacity to City Council; they retain no official, independent authority and may not speak or act for the City Council.

Creating Task Forces:

Task Forces are created solely by City Council Resolution. At a minimum, the establishing resolution shall:

- Clearly articulate the Task Force purpose, scope of work and deliverables;
- Provide a timeframe for completion. Unless otherwise stated, a task force will cease to exist upon completion of its charge as given by the City Council; and
- Fix an odd number of Task Force members of no less than five and no more than nine.

Additionally, City Council will consider whether it is in the best interest of the City to define requirements for serving on the Task Force such as:

A residency requirement to ensure that membership on the Task Force is representative of people in the community (e.g. all appointees to a task force shall be residents of the City of Homer, defined as maintaining their principal place of residence within Homer City limits or own and operate a business within City limits); And/or any additional requirements or qualifications (e.g. professional qualifications or stakeholder group representation).

Appointment Structure:

The Mayor nominates appointees to a Task Force from a list of applicants; nominees must be approved by City Council. All appointees shall serve at the pleasure of the Council and may be removed from their position by a majority of the Council at any time without cause.

Advisory Boards or Commissions may request a Task Force be formed by submitting a memorandum to City Council that includes their recommendations for the items listed above.

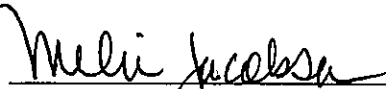
PASSED AND ADOPTED by the Homer City Council this 12th day of August, 2019.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK



Fiscal Note: N/A