

**CITY OF HOMER  
HOMER, ALASKA**

Lord/Venuti

**RESOLUTION 24-029**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
CREATING A SISTER CITY 40TH ANNIVERSARY TASK FORCE AND  
ESTABLISHING THE SCOPE OF WORK AND PARAMETERS UNDER  
WHICH THE TASK FORCE WILL OPERATE.

WHEREAS, The City of Homer has a longstanding and cherished sister city relationship with Teshio, Japan; and

WHEREAS, The 40th anniversary of our sister city relationship in 2024 presents an opportunity for a significant celebration to enhance cultural exchange, understanding, and friendship; and

WHEREAS, A Sister City Working Group, formed in August 2023 of interested stakeholders, has diligently developed plans for the celebration, including events, exhibits, and programs; and

WHEREAS, The Sister City Working Group has proposed many ideas that lie outside the operations of the City of Homer, but may be supported by private groups or individuals; and

WHEREAS, The City desires to create a formal Task Force to clearly distinguish between celebrations sponsored by the City of Homer and privately-supported events, and to manage the City's celebrations without impeding the ability of other groups to develop and promote events of their own; and

WHEREAS, The Task Force is intended to exist until it completes its mission as defined below, but it shall not extend beyond December 31, 2025 at the latest.

NOW, THEREFORE BE IT RESOLVED that the City Council of Homer, Alaska, hereby creates the Sister City 40th Anniversary Task Force for the following purposes:

1. Foster close relations with our sister city government in Teshio, by collaborating with them on planning joint activities, possibly including an exchange of delegations in 2025.
2. Plan and organize events for the 40<sup>th</sup> anniversary celebrations. The Task Force shall formalize a plan for events in calendar years 2024 and 2025, building off the planning already completed by the Sister City Working Group. The plan shall include a timeline, specific budget figures, and a strategy for carrying out the events in collaboration with local businesses and community groups. The Task Force shall present its plan to the

44 City Council no later than June 30, 2024, with updates provided to the Council at the  
45 end of each fiscal quarter thereafter.

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47 3. Keep the celebrations within the constraints imposed by limited funding, and advise  
48 the City Council on expenditure of City funds allocated for the 40<sup>th</sup> anniversary  
49 celebrations. Utilizing funds allocated by the City Council for this effort, the Task Force  
50 shall follow the City of Homer's Procurement Policy and all other applicable City  
51 policies, maintain all requisite financial documentation, and make regular reports on  
52 funding status and budget oversight by memo to the City Council. Nothing shall  
53 preclude private individuals or businesses from raising funds for their own celebrations,  
54 provided it is clear that such events are separate from, and outside the scope of,  
55 activities carried out by the Task Force.


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57 4. Community engagement. In coordination with the City staff liaison, the Task Force shall  
58 actively conduct public outreach and recruit volunteers in support of its activities. The  
59 Task Force shall coordinate and direct volunteer efforts and acknowledge those  
60 volunteers at the conclusion of its operations.

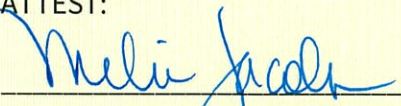
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62 BE IT FURTHER RESOLVED, the task force will set its own meeting schedule through  
63 coordination with the Clerk's office, with meetings to be held during regular business hours.

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65 BE IT FURTHER RESOLVED, the Task Force will consist of five private citizen members.  
66 A City staff liaison will be assigned by the City Manager. The deadline to apply for the task force  
67 shall be March 25<sup>th</sup> with appointments made by the Mayor and approved by the City Council at  
68 the April 8<sup>th</sup> Homer City Council meeting.

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70 BE IT FURTHER RESOLVED, the Mayor will nominate appointees to the Task Force from  
71 a list of applicants; nominees must be approved by City Council. All appointees shall serve at  
72 the pleasure of the Council and may be removed from their position by a majority of the  
73 Council at any time without cause.

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75 PASSED AND ADOPTED by the Homer City Council this 11<sup>th</sup> day of March, 2024.

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77 CITY OF HOMER  
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80 KEN CASTNER, MAYOR

81 ATTEST:  
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84 MELISSA JACOBSEN, MMC, CITY CLERK

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86 Fiscal note: Staff time and advertising.





# MEMORANDUM

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**Resolution 24-029, A Resolution of the City Council of Homer, Alaska to Create a Sister City 40th Anniversary Task Force and Establishing the Scope of Work and Parameters under which the Task Force will Operate. City Manager.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor and City Council  
**Date:** March 11, 2024  
**From:** Lori Pond, Assistant to the City Manager / Sister City Coordinator  
**Through:** Rob Dumouchel

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**Summary:** The purpose of this Memorandum is to recommend the creation of a Sister City 40th Anniversary Task Force and establish the scope of work and parameters under which the Task Force will operate.

**Background:** The 40<sup>th</sup> Anniversary of the Sister City relationship between Homer and Teshio, Japan is in 2024. This anniversary offers a chance for a meaningful celebration promoting cultural exchange and friendship. On February 12, 2024, Homer City Council adopted Ordinance 24-11 appropriating \$20,000 from the General Fund Capital Asset Repair and Maintenance Allowance (CARMA) Fund to support events, exhibits, and programs celebrating this 40<sup>th</sup> anniversary.

Within Ordinance 24-11 City Council additionally requested that a 40<sup>th</sup> Anniversary Sister City Task Force be formed. Resolution 24-0xx, before you, establishes the 40<sup>th</sup> Anniversary Sister City Task Force and establishes the scope of work and parameters under which the Task Force will operate.

In addition to a city staff liaison, who will be assigned by the City Manager, the Task Force will consist of five private citizen members.

The duration of the Task Force will exist until it completes its mission as defined in Resolution 24-029, but it shall not extend beyond December 31, 2025 at the latest.

A dedicated Sister City Working Group, established in August 2023, has worked diligently to plan events, exhibits, and programs for the celebration. The Task Force would continue with carrying out those plans.

**Recommendation:** Adopt a Resolution 24-029