

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**RESOLUTION 24-118**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
ESTABLISHING THE 2025 REGULAR MEETING SCHEDULE FOR CITY  
COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION,  
LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND  
CULTURE ADVISORY COMMISSION, PLANNING COMMISSION,  
PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS  
WITH DISABILITIES ACT (ADA) ADVISORY BOARD.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions and Boards; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2025 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Advisory Board of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 1, New Year's Day, Wednesday	February 17, Presidents' Day, third Monday	March 31, Seward's Day, last Monday	May 26, Memorial Day, last Monday	July 4, Independence Day, Friday	September 1, Labor Day, first Monday
October 17*, Alaska Day Friday	November 11, Veterans Day, Tuesday	November 27 Thanksgiving Day, Fourth Thursday	November 28, Friday, the day after Thanksgiving	December 25, Christmas, Thursday	

\*If a holiday is on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 13, 27	February 10, 24	March 10, 24	April 14, 28	May 12, 27*	June 9, 23
July 28**	August 11, 25	September 8, 22	October 7 Election	October 13, 27 Oath of Office October 13	Canvass Board October 10
November 4 Runoff Election	November 10, 24	December ***If needed			

\*Second meeting in May will be held on a Tuesday due to Memorial Day

\*\*There will be no First Regular Meeting in July.

\*\*\* The City Council will not schedule a regular meeting in December to allow for attendance at AML Annual Conference and may hold Special Meetings as needed.

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or a meeting in December.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 14	February 11	March 11	April 8	May 13	June 10
July 8	August 12	September 9	October 14	November 12*	December 10

\*Wednesday meeting day due to Veteran's Day Holiday

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each month at 6:00 p.m.

#### LIBRARY ADVISORY BOARD (LAB)

January 21	February 18	March 18	April 15	May 20	
	August 19	September 16	October 21	November 18	December <del>17</del> <b>16</b>

Library Advisory Board Regular Meetings are held on the third Tuesday of January through May and August through December at 5:30 p.m.

#### PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARC)

	February 20	March 20	April 17	May 15	June 19
	August 21	September 18	October 16	November 20	

Parks, Art, Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday February through June and August through November at 5:30 p.m.

#### PLANNING COMMISSION (PC)

January 2**, 15	February 5, 19	March 5, 19	April 2, 16	May 7, 21	June 4, 18
July 16*	August 6, 20	September 3, 17	October 1, 15	November 5*	December 3*

\*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

\*\*Meeting is on Thursday, due to the holiday.

Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m.

#### PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 22	February 26	March 26	April 23	May 28	June 25
July 23	August 27	September 24	October 22	November 12*	December 10*

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of month January through October and the second Wednesday of November and December at 5:30 p.m.

AMERICANS WITH DISABILITIES ACT (ADA) ADVISORY BOARD (ADAAB)

<b><u>January 9</u></b>	February 13	<b><u>March 13</u></b>	April 10	May 8	June 12
July 10	August 14	<b><u>September 11</u></b>	October 9	November 13	


The Americans with Disabilities Act (ADA) Advisory Board Regular Meetings are held on the second Thursday at 4:00 p.m. in the months of February, April through August, October and November, with additional meetings called as needed.

PASSED AND ADOPTED by the Homer City Council this 25th day of November, 2024.

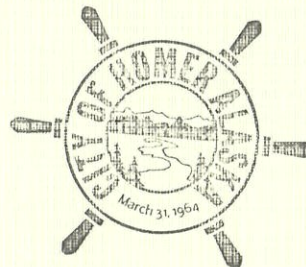
CITY OF HOMER

  
RACHEL LORD, MAYOR

ATTEST:

  
RENEE KRAUSE, MMC, CITY CLERK

Fiscal Impact: Advertising of meetings in regular weekly meeting ad and advertising of any additional meetings.





# MEMORANDUM

---

**Resolution 24-118, A Resolution of the City Council of Homer, Alaska Approving the 2025 Regular Meeting Schedule for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and Americans with Disabilities Act Advisory Board. City Clerk.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** November 25, 2024  
**From:** Renee Krause, MMC, City Clerk

---

Pursuant to Homer City Code 1.14.020 Notice-Regular meetings, City Council adopts a resolution setting out the days of each month, time, and location of City Council and City's Boards and Commissions regular meetings for the upcoming year.

In prior years the City Council held one meeting on the fourth Monday in November to allow for attendance at the Alaska Municipal League (AML) Annual Conference in early November, and one meeting the second Monday in December when they adopted the calendar year budget.

In 2022 AML changed the Annual Conference dates to December and the City has transitioned to a fiscal year budget schedule. Because of this change Council has adopted resolutions to change their meeting schedules in 2022 and 2023 to hold two regular meetings in November and no meetings in December. This change is carried forward in the 2025 meeting schedule resolution.

Boards and Commissions reviewed their annual meeting schedules and recommended schedule changes are reflected in the 2025 meeting schedule resolution. Board and Commission minutes excerpts are included below. Any proposed amendments are reflected in Resolution 24-118.

## **ADA Advisory Board**

*November 14, 2024 Regular Meeting  
New Business*

A. *2025 Regular Meeting Schedule  
Memorandum from City Clerk*

*PARSONS/SAFRA MOVED TO APPROVE THE DRAFT RESOLUTION MEETING SCHEDULE AS WRITTEN, AND FORWARD THE RECOMMENDATION TO CITY COUNCIL.*

*There was discussion on amending the meeting schedule to accommodate the work load since the Board was required to annually review the transition plans and they had the harbor access projects that they were working on.*

PARSONS/SAFRA MOVED TO AMEND THE MEETING SCHEDULE TO ADD JANUARY, MARCH AND SEPTEMBER PLUS THE TASKS OF ANNUAL TRANSITION PLAN REVIEW AND HARBOR ACCESS PROJECTS.

*There was a brief discussion on being able to pencil into their personal schedules the second Thursday at 4:00 p.m. monthly and meeting for less time rather than meeting fewer times annually but for a longer period of time.*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

PARSONS/SAFRA MOVED TO ADOPT THE MEETING SCHEDULE AS AMENDED AND FORWARD TO CITY COUNCIL FOR APPROVAL.

*There was no further discussion.*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

### **Economic Development Advisory Commission**

November 12, 2024 Regular Meeting  
New Business

- B. 2025 Meeting Calendar  
Memorandum EDC-24-019 from Deputy City Clerk as backup

AREVALO/YOUNG MOVED TO APPROVE THE MEETING SCHEDULE DRAFT RESOLUTION

*There was no discussion.*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

### **Library Advisory Board**

November 19, 2024 Regular Meeting  
New Business

- C. Library Advisory Board 2025 Meeting Schedule

*Chair Baily introduced the topic and requested a motion.*

*There was a brief discussion on the Board making amendments to a Resolution from Council.*

CARSSOW/MCKINNEY MOVED TO AMEND THE MEETING SCHEDULE TO STRIKE DECEMBER 17<sup>TH</sup> AND INSERT DECEMBER 16<sup>TH</sup>.

*There was no discussion.*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

KUSZMAUL/CARSSOW MOVED TO RECOMMEND THE ADOPTION OF THE 2025 MEETING SCHEDULE TO CITY COUNCIL AS AMENDED.

*There was no discussion.*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

**Parks Art Recreation and Culture Advisory Commission**

*October 17, 2024 Regular Meeting*

*New Business*

- A. 2025 Advisory Bodies Meeting Schedule- Review and Approval  
Memorandum from City Clerk as backup

*Chair Lewis opened topic for discussion.*

*Commissioner Keiser asked for clarification on meeting dates, after noticing the Commission doesn't meet three months out of the year.*

PARSLEY/ARCHIBALD MOVED TO ADOPT AND RECOMMEND CITY COUNCIL APPROVE THE 2025 ADVISORY BODY MEETING SCHEDULE AS PRESENTED.

*There was no discussion*

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

*Motion carried.*

**Planning Commission**

*November 6, 2024 Regular Meeting  
New Business*

**B. Planning Commission 2025 Meeting Schedule**  
*Memorandum PC-24-043 from Deputy City Clerk as backup*

*H. SMITH/CONLEY MOVED TO APPROVE THE RESOLUTION AS IS AND RECOMMEND ADOPTION BY CITY COUNCIL.*

*There was no discussion.*

*VOTE. NON-OBJECTION. UNANIMOUS CONSENT.*

*Motion carried.*

**Port & Harbor Advisory Commission**

*November 20, 2024 Regular Meeting  
New Business*

**E. 2025 Meeting Calendar**  
*Memorandum PHC-24-027 from Deputy City Clerk as backup*  
*SHAVELSON/ZEISET MOVED TO APPROVE THE DRAFT RESOLUTION MEETING SCHEDULE AS WRITTEN, AND  
RECOMMENDED ADOPTION BY CITY COUNCIL.*

*There was no discussion.*

*VOTE. NON-OBJECTION. UNANIMOUS CONSENT.*

*Motion carried.*

**RECOMMENDATION:** Adopt the resolution approving the 2025 Regular Meeting Schedule for City Council, Boards and Commissions as amended.