

**NOTICE OF MEETING
SPECIAL MEETING AGENDA**

- 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE- 6:00 p.m.**
- 2. APPROVAL OF THE AGENDA** **PAGE 1**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA (3 minutes)**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
 - A. Regular Meeting Minutes for September 12, 2017 **PAGE 3**
- 6. VISITORS/PRESENTATIONS (10 minutes)**
- 7. REPORTS (5 minute each)**
 - A. Marine Trades Association Report
 - B. Chamber Director Report
 - C. Pioneer Avenue Task Force Report
 - A. Staff Report **PAGE 7**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. BR&E Survey **PAGE 9**
- 10. NEW BUSINESS**
 - A. Meeting Schedule for 2018 **PAGE 13**
 - B. Appointing Chair and Vice Chair
 - C. Welcome New Board Member **PAGE 19**
- 11. INFORMATIONAL ITEMS**
 - A. City Manager's Report
 - B. Commissioner Attendance at City Council Meetings **PAGE 25**
- 12. COMMENTS OF THE AUDIENCE(3 minutes)**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER (*If one is assigned*)**
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/ NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, DECEMBER 12, 2017 at 6:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.**

Session 17-08 a Regular Meeting of the Economic Development Advisory Commission was called to order by Chair Karin Marks at 6:01 p.m. on September 12, 2017 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMISSIONERS MARKS, SANSOM, LORD, RICHARDSON

TELEPHONIC: COMMISSIONER GUSTAFSON

ABSENT: COMMISSIONERS EVANS, KEISEL (EXCUSED)

STAFF: SPECIAL PROJECTS AND COMMUNICATION COORDINATOR CARROLL
COUNCIL MEMBER SMITH
DEPUTY CITY CLERK SMITH

AGENDA APPROVAL

RICHARDSON/ LORD - MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. August 8, 2017 Regular Meeting Minutes

LORD/RICHARDSON- MOVED TO APPROVE THE MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS

REPORTS

D. Staff Report

Jenny Carroll, Special Projects and Communication Coordinator, stated she was glad everyone could make it to the meeting. Carroll touched on the Homer Ocean Park Letter and her response to Dr. and Mrs. Marley, declining their property offer. Ms. Carroll stated that she added the KPEDD letter into the Meeting Packet as an informational item, but Commissioner Karin Marks let her know that the letter was not in their packet. Ms. Carroll apologized and will put the letter in the next meetings packet. Since September 6th, there has been an update in statistics. Ms. Carroll explained that they had three more people take the BR&E Survey, bringing the total up to 87 people.

Mrs. Carroll welcomed Ethen Grover, Student Representative, to the Commission.

PUBLIC HEARINGS

PENDING BUSINESS

A. BR&E Initiative

1. Commissioners Report on Outreach Efforts/ Opportunities

Commissioner Marks provided a brief overview of the BR&E Initiative to bring Ethen Grover up to speed and handed out postcards to the Commissioners who had run out. Ms. Marks explained the importance of handing out the postcards and sharing information about the BR&E Survey. The Commission set a goal of exceeding 100 persons by the end of the BR&E Survey on October 13th. Ms. Marks proposed the idea of sending out another email and doing one more final push before the survey comes to an end.

Ms. Carroll explained that she stocked all of the venues full of postcards, but has not sent out another email. Ms. Carroll explained that most people haven't responded because they didn't want to do the interview portion, and just wanted to do the survey. She explained that she will send out the email, but doesn't expect it to bring in many surveyors.

There were two survey packets that were distributed to Commissioner Richardson for processing, upon her request.

Commissioner Lord Reached out to the Marine Trades Association and they were going to be reaching out to their members about the Survey.

Commissioner Sansom stated that she received positive feedback from the B&B Association and she has not heard back from the Wellness Association, so she will be contacting them again.

2. Scheduling for Data Analysis and Preparing Report

Commissioner Marks suggested that at the next Regular Meeting the Commission should go over the preliminary reports of the survey and start to process them. She then suggests that they have a work session after their next regular meeting to power through all of the data, so the commission will have a report to take to the City Council on their January 22nd.

Ms. Carroll stated that there are two different parts to the survey, the fill in the blank and multiple choice questions, and the short answer questions. Ms. Carroll explained that Google Forms provides a graph

or data table of all of the multiple choice and fill in the blank questions that can be brought to the next meeting for processing, the more difficult part of the survey to process is the short answers and Interviews. Ms. Carrol further explains that the Short answers will take more time to go through, so she suggested that a work session be scheduled for the second part of the survey.

Commissioner Lord suggested that the commission go through the short answers and interview questions and pull out the quantitative subjects and put them on one document, essentially grouping like ideas together for faster analysis. Then the commission can go back and analyze anything that couldn't be grouped together.

Commissioner Marks suggested to meet in a work session on October 24th 2017. The commission had some discussion on this topic, but mutually agreed that October 24th 2017 at 6:00pm would work best for their work session.

B. Small Business Development Center Funding Request

Commissioner Marks stated that she believes the best way for the Small Business Development Center (SBDC) to gain funding is by them requesting it from the Homer Foundation. The commission goes on to discuss the City having an Economic Development position like Ketchikan.

Council Member Smith stated that this is a very complicated request because request and personal that is affected is our City Mayor. He believes that the request should go through the Homer Foundation due to the fact that the Mayor is requesting this funding. He states that in his opinion, the Homer Foundation has a better system and would be a more appropriate way for them to gain funding instead of going directly to City Council.

Ms. Carroll clarified that there is an Economic Development Budget for the City of Homer. The budget funds Homer Marine Trades, the Chamber of Commerce, and hopefully in the future it will fund a position for Economic Development.

There was more discussion about how the Homer Foundation gains its money and how they pick an organization to fund.

Commissioner Gustafson stated his opinion being that the commission suggest that the SBDC request the funding through the Homer Foundation. He states that it seems like the Homer Foundation is set up better for a situation like this.

LORD/ GUSTAFSON- MOVED THAT THE SBDC SEEK FUNDING THROUGH THE HOMER FOUNDATION, WHERE THE CITY HAS SET UP AVENUES FOR PROPER FUNDING

There was no discussion

UNANIMOUS CONSENT

Motion Carried

C. Letter to Dr. and Mrs. Marley Declining Property Offer

Commissioner Sansom commended Ms. Carroll for the letter that she sent to Dr. and Mrs. Marley. There was no more business on this topic.

NEW BUSINESS

A. Rescheduling November Regular Meeting

The commission discussed rescheduling the November Meeting but unanimously decided to wait until the October Regular Meeting to make a final decision.

INFORMATIONAL ITEMS

A. City Managers Report

B. Commissioner Attendance at City Council Meetings

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMISSION

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 7:11 p.m. The **NEXT REGULAR MEETING IS SCHEDULED FOR Tuesday, October 10, 2017 at 6:00 p.m.** at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

HAYLEY SMITH, DEPUTY CITY CLERK

Approved: _____



City of Homer

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Administration

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Homer, Alaska 99603

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Memorandum

TO: Economic Development Advisory Commission
FROM: Jenny Carroll, Special Projects & Communications Coordinator
DATE: November 7, 2017
SUBJECT: BR&E Category Checklists

BR&E SURVEY

I spent some time doing the checklist assignment for the BR&E narrative answers. I provide them here for your analysis and discussion to identify and understand issues brought out by the business community and begin identifying local strengths, weaknesses, opportunities and red flags.

One category checklist covers the questions pertaining to factors that would make it easier for you to keep or expand your business investment in Homer and recommendations you have for improving business climate or quality of life in Homer. Blue color indicates factors that would make it easier for you to keep or expand your business investment in Homer. Purple color indicates recommendations you have for improving business climate or quality of life in Homer.

The other category checklist covers the questions pertaining to City government suggestions, Borough/State/Federal government suggestions, private sector suggestions, and other comments that would improve business operations. Blue color indicates City directed comments; purple indicates Borough/State/Federal directed comments. Green color indicates private sector and other comments. Gray is if it was directed to more than one.

I hope you all had the opportunity to do this exercise too, and that it helped you become more familiar with the data and weight of concerns. One thing to note is that typically, when a respondent say thought an issue was important, it tended to show up under several of the survey questions, so some of the weights of topics reflect that.

I look forward to getting the minutes of the meeting to hear some of your take-aways to help form the report. I will be absent from your November 7th business meeting.

OTHER EDC MEETING BUSINESS

The EDC has a couple of business items to complete, namely selecting a Chair and Vice Chair and approving the 2018 meeting schedule. Another item could be scheduling another BR&E worksession during the week of December 17th.

Chair, Karin Marks is proposing a worksession sometime during the week of December 17th to review and incorporate comments gathered during the one-on-one BR&E interviews. Please check your schedules so a date may be selected at the November 7th Special Meeting.

WELCOME NEW EDC COMMISSIONER

Welcome to Deborah Brown, whose appointment to the Commission by the Mayor was approved at the October 30th City Council meeting.

Factors make it easier to expand
keep business in Homer

Recommends to improve business
climate/quality of life in Homer

City Govt regulat (better more enforcement)	x	x	x	x	x														
(1x new codes for bldg. appearance / 2x better sign ordinance / 2x stricter sign ord to prevent "tourist trap feel"																			
City Govt regulation (less)	x	x	x	x															
State KPB Fed leadership budget decisions	x	x	x	x	x														
1x encourage Feds to stabilize Affordable Care Act, 1x AK needs competitive healthcare system																			
Zoning / Land Use Issues	x	x	x	x	x														
3x expand general commercial area; tiny business access to spit espec for cruise ship days; more flexible zoning																			
City Govt Operation	x	x	x	x	x	x													
2x more efficient less waste; 4x more cost effective, example cut down on employees in winter & regional services to save costs																			
City Leadership / Govt Policies / Actions	x	x	x	x	x	x													
More long-term sustainable thinking/smarter; 1x more pro-business support for small proprietors; 2x bridge divides																			
City Govt Policies / Actions / Attitudes	x	x	x	x	x	x	x	x	x										
More pro-business policies; better competence; better attitudes																			
Sales Tax less or stable	x	x	x	x	x	x	x	x	x	x									
2x stable; 8x lower sales tax (to make competitive w/ Anch; 2x less sales & property tax encourages people to move/stay here)																			
Property Tax lower	x	x	x	x	x	x	x	x											
Taxes (Diversify)	x																		
Allow tax on remote online internet sales through support for Marketplace Fairness Act																			
Sales Tax More (Bed and Seasonal Tax)	x	x	x	x															
Sales Tax Less (Bed and Seasonal Tax)	x																		
Accessible, walkable town w/ greenspace	x	x	x	x	x	x	x	x	x	x									
Community Recreation	x	x	x	x															
Town Appearance	x	x	x	x	x	x	x	x	x										
2x low cost loans or other incentive to upgrade dilapidated store fronts; 1x stricter codes for commercial bldg. appearance																			
Environmental efforts	x	x	x	x	x	x	x												
Protect land water resources; keep clean air & views; alternative energy options; make selling power to grid better																			
Good labor pool	x	x	x	x	x	x	x	x	x	x									
1x Expanded/better career training/education at HHS																			
Incentives/ access to capital (loans, grants)	x	x	x	x	x														
More access to and options for capital investment in business; 1x tax incentives for start up companies																			
Public-Private Partnership /Collaboration	x	x	x	x															
1x support for women owned companies outside of Chamber of Commerce model; 1x business owner training/education																			
Expand Harbor (large vessel & haul out)	x	x	x	x	x														
Expand amenities for commercial fishermen – net hanging shop & laundry/shower facility)																			
Keep boat/marine business in Homer	x	x																	
Lower costs and increase infrastructure (haul out) to be competitive with other harbors																			

Transportation / public transportation	x	x	x	x															
1x rt Anchorage; 2x onto Spit for workers to ease parking problems;																			
Parking	x																		
1x Dedicated Spit parking for commercial fishermen; lots off the spit for charter customers w/ shuttle to the companies																			
Pioneer Avenue	x	x	x	x	x														
Align curb cuts to business entrances / parking areas																			
Improved internet performance / public wifi	x	x	x	x	x														
1x encourage professionals to locate here and work remotely through internet																			
Roads																			
Business Landscape / Demographic changes / Affordability																			
Year-round economy	x	x	x	x															
Plus expand shoulder seasons																			
Larger population base	x	x	x																
Lower Freight Costs/Shipping Costs	x	x																	
Product & Service Availability / High Costs	x	x	x	x	x														
4x high cost of local products; 1x availability of raw materials																			
Marketing	x	x	x	x															
2x city support Chamber; 1x City don't support Chamber; 1x City and Chamber should provide better commercial fishing support																			
Support Buy local / local priority	x	x	x																
Including tax break for buying local grown																			
Box store(s)	x	x	x	x															
Affordable Housing	x	x	x																
Childcare/ After School Activities /Public Ed	x	x	x	x															
4x childcare & bussing schedule issues																			
Support for Working Families	x	x																	
Lower Utility Costs	x	x	x	x	x														
(electricity, water sewer)																			
Medical / Affordable Healthcare / Insurance																			
See two comments under State KPB Fed leadership budget decisions above																			
Public Safety																			

Specific City services to improve business operations	Specific Borough/State services to improve business operations								Private sector Other comments							
Govt regulation (more or better or enforce)	x	x	x	x	x	x	x	x	x	x	x					
2x bldg codes for bldg. safety; 1x codes for appearance; animal control enforce; 3x better sign ord for business & let business renters put up their own signs & allow bigger signs; 1x inspect quality/qualifications for business owners/service providers; 1x enforce Title 4 based on population																
Govt regulation (less)	x	x														
2x govt regulation make cost of doing business too high. Get rid of regulation.																
State KPB Fed leadership/ budget decision	x	x	x	x	x	x										
5x State comprehensive or revenue generating budget solution; 1x build all AK LNG line																
Zoning / Land Use Issues	x	x	x	x	x											
1x create new commercial space to expand market & bring rents down; 1x zone top of Baycrest for more B&B business; 1x don't limit what people do on private property; 1x no taking private property by any method w/o due process & just compensation																
City Govt Operation	x	x	x	x												
2x tighten budget to keep spending & taxes down ; 1x hire more seasonal employees at minimum wage to beautify city; 1x city make a PARC Department for to unify library, community rec, community arts-rec-culture and volunteer opportunities. A central go-to to promote, market, support arts& rec activities in Homer.																
City Leadership / Govt Policies / Actions	x	x	x	x												
Policies that nurture/welcome industry and manufacturing; good long range choices to improve infrastructure. Attend only to local issues; Dismantle City Boards & Commissions-Council doesn't listen to them.																
City Govt Policies / Actions / Attitudes	x															
I get no call backs from messages left with City.																
Sales Tax less or stable	x	x	x	x	x	x										
1x don't spend money on non-essential services; 1x exempt local grown foods; 3x simplify sales tax (example: one lower tax across board eliminate exemptions.) 1x exempt food, medical and personal housing from sales tax; make up for it with higher tax exempt cap.																
Property Tax lower	x	x														
1x Borough review assessments for fair market land and structure values.																
Taxes (Diversify)	x	x														
1x Allow tax on remote online internet sales through support for Marketplace Fairness Act; 1x enact State income tax																
Sales Tax More (Bed and Seasonal Tax)	x	x														
1x bed tax to pay for\$ City gives to Chamber & recreational/cultural services; 1x bed tax to go to schools/education.																
Sales Tax Less (No Bed and Seasonal Tax)	x	x														
Accessible, walkable town w/ greenspace	x	x														
1x Sidewalks up East & West Hills; 1x proactive spending of HART funds on area trails																
Community Recreation	x	x	x	x	x	x										
2x City community rec facility & collaboration; 1x more park & recreation opportunities' 1x keep improving Spit visitor friendly services; Improve Skyline lookout area. 1x keep one recreation/art calendar for town.																
Town Appearance	x	x	x													
1x financial incentives to upgrade dilapidated store fronts on Pioneer & Ocean Dr.; 1x sales tax break if maintain bldg. exteriors like Victoria B.C. 1x make town beautiful so tourists want to come back.																
Environmental efforts	x	x	x													
2x Incentives for renewable/alternative energy development; 1x borough invest in green energy & greenways																
Good labor pool	x															
Support vocational education																
Incentives/ access to capital (loans, grants)	x	x	x	x	x	x	x	x	x	x	x					
1x finan support to buy/maintain business space; 2x finan incentives/more loans for start-ups and attract company; 2x grants to nonprofits																
Public-Private Partnership /Collaboration	x	x	x	x												
Conduct open forum with business owners; equal support to all businesses; create place where home-based business owners can hold meetings like library, but hours there are too limited; 1x work with volunteer spirit that built this town, don't just rely on bureaucracy.																
Expand Harbor (large vessel & haul out)	x	x	x	x	x											
1x expanded harbor supports businesses & brings income to community																
Keep boat/marine business in Homer	x	x	x	x	x	x	x	x								
1xquit making harbor the City's cash cow; lower slip rent for commercial fishing boats; more city support for marine industry; 1x incentives to keep fish processing in Homer; 1x eliminate bycatch.																

Transportation / public transportation	x	x	x	x									
1x public transportation around Homer and surrounding areas; 1x publicly supported but privately run mini-bus system;													
Parking													
Pioneer Avenue	x												
1x Align curb cuts to business entrances / parking areas													
Improved internet performance / public wifi	x												
Better internet options													
Roads	x	x	x	x	x	x	x	x					
1x clear line of sight at intersections; 1x more paved roads; 1x more streetlights where needed; 1x crosswalk on Sterling Hwy at Ocean Shores; 1x improve gravel parking lots on Spit; 1x State increase DOT funding to maintain roads/transpo infrastructure													
Business Landscape / Demographic changes / Affordability													
Year-round economy	x	x	x	x	x								
2x Invest in winter sports & KBA; schools telecommunication industry & better shopping & shipping; 2x improve quality of life features more (water, streets, parks, etc.) so people will want to live here more months of the year or year round 1x year round small manufacturing facility													
Larger population base	x	x											
Homer business owners aging/retiring/closing businesses – we need younger generation to replace them. 2x Increase young professional population.													
Lower Freight Costs/Shipping Costs													
Product & Service Availability / High Costs	x												
Keeping private service rates down will keep businesses in town.													
Marketing	x	x	x	x	x	x							
1x city support Chamber; 1x brand Homer as artist destination; 1x market Homer for convention destination; 2x more State marketing of Alaska													
Support Buy local / local priority	x	x	x	x									
2x city buy local and utilize local professional service providers, even legal, when possible; local made promotion campaign; eat local campaign													
Box store(s)	x	x	x										
3x Another store to be competition for Safeway and Gear Shed													
Affordable Housing													
Childcare/After School Activities / Public Ed	x	x	x	x	x	x	x	x	x				
2x Employees struggle with childcare; 1x support Homer Public Library; 4x finance or meet needs of public schools; financial assistance for early childhood education.													
Support for Working Families	x												
Keep young people here and not have them move away for jobs;													
Lower Utility Costs	x	x	x	x	x	x	x						
2x more affordable water sewer installation (and road/land costs for businesses); 1x extend up baycrest hill; 1x let people outside city access water/sewer; 2x lower electricity/utility rates for commercial businesses.													
Medical/Affordable Healthcare / Insurance	x	x	x	x	x								
2x support for addiction services; 1x borough referral program for therapeutic intervention; 1x universal healthcare; 1x bring more insurers to make AK market more competitive.													
Public Safety	x	x											
Private Sector Ideas													
3x Big Box Drop or commodities delivers: Home Depot, and Target and Walmart and Sams and Costco can all share a Homer Express trucking schedule and drop off warehouse are for Homer residents to order to. 1x Affordable flights. 4x year round ship yard and haul out for large vessels. 1x more shared economy like lending banks for sporting goods; 1x Conference Center or upper scale meeting space. 3x Better local IT support for business owners. Hospitality training program or school. Enlarge visitor service industry to meet needs of growing tourist market and satisfy tourist expectations. Bookkeepers familiar with commercial fishing. Studio space. Heavy equipment repair. Collaborative workspace like Board Room in Anchorage. 2x Better administrative support services. Support for storytelling in business venues. Local online art sales website. Equipment rental yard.													



City of Homer

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Office of the City Clerk

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Memorandum

TO: ADVISORY BODIES
FROM: MELISSA JACOBSEN, CITY CLERK
DATE: OCTOBER 2, 2017
SUBJECT: MEETING SCHEDULE FOR 2018

Please review the draft resolution that establishes your meetings for 2017. If you have any changes please submit them to me by December 5th.

Council will be setting the 2018 meeting schedule for Council and Advisory Bodies with the adoption of the resolution at their December 11, 2017 meeting.

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

City Clerk

3
4 **RESOLUTION 17-xxx**

5
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
7 ESTABLISHING THE 2018 REGULAR MEETING SCHEDULE FOR
8 THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY
9 COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART
10 RECREATION AND CULTURE ADVISORY COMMISSION, ADVISORY
11 PLANNING COMMISSION, PORT AND HARBOR ADVISORY
12 COMMISSION, AND CANNABIS ADVISORY COMMISSION.
13

14 WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually
15 sets the schedule for regular and some special meetings, noting the dates, times and places
16 of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and
17

18 WHEREAS, The public is informed of such meetings through notices located at the City
19 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public
20 Library; and
21

22 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper
23 of general circulation at least three days before the date of the meeting and that special
24 meetings should be advertised in the same manner or may be broadcast by local radio at
25 least twice a day for three consecutive days or two consecutive days before the day of the
26 meeting plus the day of the meeting; and
27

28 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council
29 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of
30 the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that
31 the failure to give the notice provided for under this chapter does not invalidate or otherwise
32 affect any action or decision of a public body of the City; however, this sentence does not
33 change the consequences of failing to give the minimum notice required under State Statute;
34 that notice will ordinarily be given by the City Clerk; and that the presiding officer or the
35 person or persons calling a meeting are responsible for notifying the City Clerk of meetings in
36 sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City;
37 and
38

39 WHEREAS, This Resolution does not preclude additional meetings such as emergency
40 meetings, special meetings, worksessions, and the like; and
41

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 2018 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, and Port and Harbor Advisory Commission of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1, New Year's Day, Monday	February 19, Presidents' Day, the third Monday	March 26, Seward's Day, last Monday	May 28, Memorial Day, last Monday	July 4, Independence Day, Wednesday	September 3, Labor Day, first Monday
October 18*, Alaska Day, Thursday	November 12**, Veterans Day, Monday	November 22 Thanksgiving Day, Thursday	November 23, Friday, the day after Thanksgiving	December 25, Christmas, Tuesday	

**If 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 8, 22	February 12, 26	March 12, 26	April 9, 23	May 14, 29*	June 11, 25
July 24**	August 13, 27	September 10, 24	October 2 Election	October 8, 22 Oath of Office October 8	Canvass Board October 5 or 8
November 6 Runoff Election	November 26**	December 10****	December 17**** if 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 November.

AML Annual Conference Week is tentatively scheduled for November 12 – 16, 2018.

*Tuesday meeting due to Memorial Day/Alaska Day.

**There will be no First Regular Meeting in July or November.

***The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday.

**** The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

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

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

LIBRARY ADVISORY BOARD (LAB)

February 6	March 6	April 3	May 1	August 7
		October 2	November 6	December 4

Library Advisory Board Regular Meetings are held on the first Tuesday of the months of February, March, April, May, August, October, November, and December at 5:30 p.m.

PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

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

Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday of each month at 5:30 p.m. with the exception of January, July, and December.

PLANNING COMMISSION (P/C)

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

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. **There will be no First Regular Meeting in July or Second Regular Meetings in November and December. *Tuesday meeting due to Alaska Day Holiday.

PORT AND HARBOR ADVISORY COMMISSION (P/H)

January 24	February 28	March 28	April 25	May 23	June 27
July 25	August 22	September 26	October 24	November 21	December 12

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the December meeting is scheduled for the second Wednesday of the month.

CANNABIS ADVISORY COMMISSION (CAC)

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25	November 15	December 20

Cannabis Advisory Commission Regular Meetings are held on the fourth Thursday of each month at 5:30 p.m. The November and December meetings are scheduled for the third Thursday of the month.

PASSED AND ADOPTED by the Homer City Council this ____ day of _____, 2017.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

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



City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

October 30, 2017

Deborah Brown
210 Island View Court
Homer, AK 99603

Dear Deborah,

Congratulations! Council confirmed/approved your appointment to the Economic Development Advisory Commission during their Regular Meeting of October 30, 2017, via Memorandum 17-131.

Included is the 2017 Public Official Conflict of Interest Disclosure Statement. Please complete this document and return it to the Clerk's office. This form will be retained in the Clerk's office. It is a public document and may be requested by any member of the public. In the event the Public Official Conflict of Interest Disclosure Statement is requested by a member of the public, you will be notified of the requestor's name.

Also included is the Code of Ethics as outlined in Homer City Code 1.18. This provides important guidelines in your role as a commissioner as to conduct and conflicts of interest. Also the Robert's Rules of Order handbook is enclosed to help you with the meeting protocol. The Commission Bylaws are included for your future reference.

Thank you for your willingness to serve the City of Homer on the Economic Development Advisory Commission. There certainly are exciting times ahead!

Your term will expire April 1, 2019.

Cordially,

Bryan Zak, Mayor

Enc: Memorandum 17-131
Certificate of Appointment
HCC 1.18 Conflicts of Interest, Partiality & Code of Ethics
2017 Public Official Conflict of Interest Disclosure Statement
Robert's Rules of Order handbook
Commission Bylaws

Cc: Economic Development Advisory Commission

City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Greetings

Be It Known That

Deborah Brown

Has been appointed to

serve as

"Commissioner"

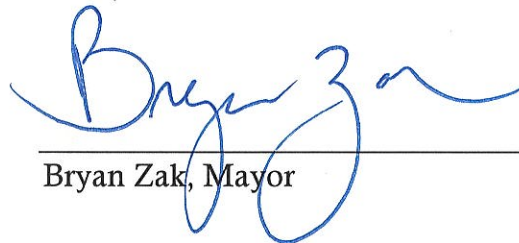
on the

"Economic Development Advisory Commission"

This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.



*In Witness whereof I hereunto set my hand
this 30th day of October, 2017.*


Bryan Zak, Mayor

Attest:


Melissa Jacobsen, MMC, City Clerk



CITY OF HOMER
APPLICATION TO SERVE ON ADVISORY BODY
COMMISSION, BOARD, COMMITTEE, TASK FORCE

CITY CLERK'S OFFICE
CITY OF HOMER
491 E. PIONEER AVE
HOMER, AK 99603
PH. 907-235-3130
FAX 907-235-3143
clerk@cityofhomer-ak.gov

The information below provides some basic background for the Mayor and Council
This information is public and will be included in the Council Information packet

Name: Deborah A. Brown Date: 10-20-17
Physical Address: 210 Island View Ct Homer AK 99603
Mailing Address: same
Phone #: 907-756-3414 Cell #: — Work #: —
Email Address: islandviewgarden@gmail.com

The above information will be published in the City Directory and within the city web pages if you are appointed
by the Mayor and your appointment is confirmed by the City Council

Please indicate the advisory body that you are interested in serving on by marking with an X.
You may select more than one.

- | | |
|---|---|
| ☐ ADVISORY PLANNING COMMISSION
1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM
WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM | ☒ ECONOMIC DEVELOPMENT ADVISORY COMMISSION
2ND TUESDAY OF THE MONTH AT 6:00 PM |
| ☐ PARKS ART RECREATION & CULTURE ADVISORY COMMISSION
3RD THURSDAY OF THE MONTH AT 5:30 PM | ☐ CANNABIS ADVISORY COMMISSION
4TH THURSDAY OF THE MONTH AT 5:30 PM |
| ☐ PORT & HARBOR ADVISORY COMMISSION
3RD WEDNESDAY OF THE MONTH
OCT-APRIL AT 5:00 PM
MAY - SEPT AT 6:00 PM | ☐ LIBRARY ADVISORY BOARD
1ST TUESDAY OF THE MONTH AT 5:30 PM |
| ☐ PUBLIC ARTS COMMITTEE
2ND THURSDAY OF THE MONTH AT 5:00 P.M.
FEB, MAY, AUGUST & NOVEMBER
WORKSESSIONS PRIOR AT 4:00 PM | ☐ OTHER - PLEASE INDICATE
_____ |
| ☐ CITY COUNCIL
2ND & 4TH MONDAY OF THE MONTH
SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM
COMMITTEE OF THE WHOLE AT 5:00 PM
REGULAR MEETING AT 6:00 PM | |

I have been a resident of the city for 17+ years. I have been a resident of the area for 17+ years.

I am presently employed at self employed

Please list any special training, education or background you may have which is related to your choice of advisory body.

Bachelor of Science Accounting 1988

Colorado licensed certified Public Accountant, 1989

Deloitte (international CPA firm) financial auditor 4+ years

Private industry business 20+ years

Have you ever served on a similar advisory body? If so please list when, where and how long:

No

Why are you interested in serving on the selected advisory body?

Interested in supporting and developing small business and strong economy while enhancing Homer's beauty

Please list any current memberships or organizations you belong to related to your selection(s):

Homer Chamber of Commerce member

Please answer the following only if you are applying for the Advisory Planning Commission:

Have you ever developed real property other than a personal residence, if so briefly explain:

N/A

Please answer if your are applying for the Port & Harbor Advisory Commission:

Do you use the Homer Port and/or Harbor on a regular basis?

N/A

Yes

☐

No

☐

What is your primary use? Commercial

☐

Recreational

☐

Please include any additional information that may assist the Mayor in his/her decision making:

I have included attached letter.

When you have completed the application please review and return to the City Clerk's Office. You may also email this to clerk@cityofhomer-ak.gov or fax to 907-235-3143. Thank you for applying!

City of Homer
Homer, Alaska

October 20, 2017

Dear City of Homer Mayor and City Council Members,

Please accept my application to serve on the Economic Development Advisory Commission. I am interested in supporting and developing small business and a strong economy in Homer, along with maintaining and enhancing the beauty of our town. I have a strong business background and skills that I believe would serve well on this commission.

I have lived in Homer city limits for 17 years, since moving to Alaska in 2000.

I graduated with a Bachelors of Science in Accounting from Metropolitan State University of Denver in 1988. In 1989 I earned my Colorado licensed designation as Certified Public Accountant.

From 1988 to 1992 I worked for the international CPA firm Deloitte (then known as Deloitte and Touche), as senior and staff auditor. This position involved performing independent financial audits for a diverse client base for the purpose of rendering an independent auditor's opinion on the financial statements and business "going concern".

From 1992 to 2000 I worked in the positions of financial reporting manager, controller and chief financial officer for several prominent home builders in Denver, with annual sales revenues ranging from \$30 million to \$200 million.

Since early 2000, I have focused primarily on my family, along with building several businesses in Homer, including Homer Ocean Charters, The Rookery Restaurant at Otter Cove Resort and DBD Design. I volunteered my service for 6 years as Treasurer and board member for Hospice of Homer, Treasurer and board member for Homer High School Lady Mariners softball team, 10 years with Homer Nutcracker, and I am active member of Homer Chamber of Commerce, including 4 years serving on Homer Halibut Derby Committee.

Thank you for your consideration of my application.

Sincerely,

A handwritten signature in black ink, appearing to read "Deborah A. Brown". The signature is stylized with a large, looped "D" and a long, sweeping horizontal line extending to the right.

Deborah A. Brown

2017 Homer City Council Meetings

Economic Development Advisory Commission Attendance

It is the goal of the Commission to have a member report regularly to the City Council at Council meetings. There is a place on the Council's agenda specifically for this. After Council approves the consent agenda and any scheduled visitors, it is then time for staff reports, commission reports and borough reports. That is when you would stand and be recognized by the Mayor to approach and give a brief report on what the Commission is currently addressing, projects, events, etc.

The Remaining 2017 City Council dates follow. There are generally two Council meetings a month. A commissioner who is scheduled to speak and has a choice at which Council meeting they will attend. If you are signed up for a meeting and the Commission decides activity does not warrant a report to Council, you may reschedule your attendance.

June 12, 26 2017 _____

July 24, 2017 _____

August 14, 28, 2017 _____

September 11, 25, 2017 _____

October 9, 23, 2017 _____

November 27, 2017 _____

December 11, 2017

Please note: when additional members are appointed, they will be asked to fill in the proposed schedule above.