

Session 21-01, a Regular Meeting of the Public Works Campus Task Force was called to order by Acting Chair Donna Aderhold at 2:31 p.m. on February 10, 2021 via Zoom Webinar from the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: JULIE ENGBRETSSEN, JACOB ARGUETA, JAN KEISER, LARRY SLONE, CHARLES BARNWELL, CAROLINE VENUTI AND DONNA ADERHOLD

STAFF: RENEE KRAUSE, DEPUTY CITY CLERK

AGENDA APPROVAL

The agenda was approved by consensus of the Task Force.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

VISITORS/PRESENTATIONS

REPORTS

SYNOPSIS APPROVAL

PENDING BUSINESS

NEW BUSINESS

A. Introductions

Each member of the Task Force provided a brief introductory statement of their reason and interest for participating in the Task Force.

B. Memorandum from Deputy City Clerk re: Election of Officers

Acting Chair Aderhold introduced the item and requested input from Deputy City Clerk Krause on the election process and duties of the Chair and Vice Chair.

Acting Chair Aderhold opened the floor to nominations for Chair.

Member Slone nominated Donna Aderhold seconded by Member Venuti.

There were no other nominations for Chair and Member Aderhold accepted the nomination for Chair and there was no opposition from the Task Force. She opened the floor for nominations of Vice Chair.

Member Venuti nominated Julie Engebretsen as Vice Chair seconded by Member Barnwell.

Chair Aderhold asked if there were any additional nominations hearing none she inquired if Member Engebretsen accepted the role of Vice Chair .

Member Engebretsen accepted the office of Vice Chair and there was no opposition from the Task Force.

C. Memorandum from Deputy City Clerk re: Revising Scope of Work Timelines and Establishing a Meeting Schedule

Chair Aderhold introduced the item by reading of the title.

SLONE/ENGBRETSSEN - MOVED TO ESTABLISH A REVISED SCOPE OF WORK TIMELINE AND A MEETING SCHEDULE TO THE FLOOR FOR DISCUSSION.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Discussion was facilitated by Chair Aderhold on the following:

- Scope of work timelines could be adjusted by 4-6 weeks from those listed in the resolution
- Having worksessions and regular meetings in quick succession but allowing for the public notice of these meetings
- Mondays and Tuesdays are not good
- Wednesday afternoons, twice a month plus additional worksession once each month to make progress
- Preference was noted for during the workday on the second and fourth Wednesday with a worksession on the third Wednesday of the month.
- It was noted that due to advertising requirements a worksession could be scheduled for Thursday, February 18, 2021 at 2:30 p.m.
- Topic of the worksession could be review of the inundation report and listing the risks
- Then a regular meeting on Wednesday, February 24, 2021 at 2:30 p.m.

The Task Force agreed by consensus on the second and fourth Wednesday of each month at 2:30 p.m. and having a worksession on the third Wednesday at the same time.

It was agreed that the Task Force will review reporting dates at the next regular meeting.

D. Open Meetings Act & Legal Issues for Advisory Bodies – Review

Chair Aderhold introduced the item by reading of the title.

SLONE/BARNWELL MOVED TO REVIEW THE OPEN MEETING ACT AND LEGAL ISSUES FOR ADVISORY BODIES.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Aderhold requested input from Deputy City Clerk Krause.

Deputy City Clerk Krause asked if everyone was able to review the document and if there were any questions.

Member Slone stated he had a comment if there were no questions.

Discussion ensued by members of the Task Force on what would be allowed under the Open Meetings Act, requesting clarification from other members on information provided at meetings, two members working on a specific task or research and bringing a report back to share with the whole group, disseminating questions and requests through the Clerk.

E. Next Steps – for the Next Meeting:

- Review inundation report and be prepared to identify and evaluate risks and how they can be catalogued

Chair Aderhold introduced the item and noted that Member Barnwell volunteered to provide a more in-depth review of the report.

Member Barnwell responded that he did sort of volunteer himself along with Member Argueta on providing a more in-depth review report to the group but he would be more interested in having DGGs making a presentation to this group and be able to answer some questions.

Member Engebretsen volunteered to contact DGGs to see if they will be able to present at the worksession or the meeting on February 24th

Chair Aderhold inquired if it would be too early to have a discussion regarding identifying the risks that may potentially be experienced.

Member Slone thought that it may be too soon and should focus on the veracity of the report.

Member Engebretsen advocated that they should use the worksession and the next regular meeting to identifying risks would be a good exercise in cataloguing those risks. She will provide a memo on that for the worksession.

Member Keiser commented that she would be willing to provide a guided tour to those members who are interested in seeing the public works campus. Member Argueta and Barnwell would appreciate a comprehensive tour both citing their limited exposure to the public works facility.

There was a brief discussion facilitated by the Clerk that if the whole group wanted to tour then she could advertise it as a worksession which would allow multiple members to attend. Concern was expressed on the ability to be socially distant during the tour.

INFORMATIONAL MATERIALS

- A. Resolution 20-125, Creating a Public Works Campus Task Force and Establishing the Scope of Work and Parameters Under Which the Task Force will Conduct its Work.
- B. Public Works Facility - 2021-2026 CIP Project Sheet
- C. Updated Tsunami Inundation Maps for Homer & Seldovia, Alaska
- D. Updated Inundation Maps Showing Cook Inlet & Kachemak Bay
- E. Appointments to the Task Force - Member Information

Chair Aderhold noted the items provided as informational items and those items provided in the supplemental packet. She then noted the tasks that will be provided by members of the task force for the next worksession or meeting: Memo from Member Engebretsen and report from Members Barnwell and Argueta.

Chair Aderhold noted something from a teambuilding workshop on forming, storming, norming and performing. Today they were forming. We will see how well we get through the other steps.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause stated that she looks forward to the next meetings and that it will be exciting.

COMMENTS OF THE TASK FORCE

Member Keiser thanked everyone for their time and their talent but had another meeting to get to, great meeting.

Member Engebretsen commented it was a great meeting.

Member Slone echoed the good meeting sentiment.

Member Argueta appreciated meeting everyone and looks forward to working on this project.

Member Barnwell commented that they were off to a great start.

Member Venuti stated she was looking forward to the storming, thought that this will be a fun project everyone has great enthusiasm and she was really excited about working with everyone.

Chair Aderhold expressed her thanks.

ADJOURNMENT

There being no further business to come before the Task Force the meeting adjourned at 3:28 p.m. The next regular meeting is scheduled for Wednesday, February 24, 2021 at 2:30 p.m. and a Worksession is scheduled for Thursday, February 18, 2021 at 2:30 p.m. at the City Hall Cowles Council Chambers via Zoom Webinar located at 491 E. Pioneer Avenue, Homer, Alaska.

PUBLIC WORKS CAMPUS TASK FORCE
REGULAR MEETING
FEBRUARY 10, 2021

UNAPPROVED

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____