

1. CALL TO ORDER, 5:30 P.M.

Session 25-05, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Casey Siekaniec at 5:30 p.m. on May 28, 2025 in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ATWOOD, BRADSHAW, FRIEND, PITZMAN, ROTH, & SIEKANIEC

ABSENT: COMMISSIONER VELSKO (EXCUSED)

CONSULTING: PORT DIRECTOR HAWKINS

STAFF: PORT ADMINISTRATIVE SUPERVISOR WOODRUFF & DEPUTY CITY CLERK PETTIT

2. AGENDA APPROVAL

Chair Siekaniec requested a motion and second to approved the agenda.

FRIEND/ATWOOD MOVED TO APPROVE THE AGENDA AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

3. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

4. RECONSIDERATION

5. APPROVAL OF MINUTES

5.A. Unapproved April 23, 2025 PHC Minutes

ROTH/FRIEND MOVED TO APPROVE THE APRIL 23, 2025 REGULAR MEETING MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

6. VISITORS/PRESENTATIONS

7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS

7.A. Port & Harbor FY25 YTD

Port Administrative Supervisor Woodruff noted that the enterprise is behind on parking and other items heavily reliant on the summer season. She added that she expects monthly moorage to pick up in the next month or so. Other discussion topics included bad debt expenses, subsistence, transportation, and the Homer Harbor Terminal Tariff.

7.B. Port & Harbor Staff Report – May 2025

Port Administrative Supervisor Woodruff provided the Port & Harbor Staff Report, covering the following items:

- Homer Harbor Expansion update
- Denali Commission Grant for the float replacement for system 4
- Notice of Funding Opportunity for FY25 Port Infrastructure Development Program
- Financial plan update
- Leasing updates
- Commissioner reports from City Council meetings
- Special projects update

7.C. Homer Marine Trades Association (HMTA) Report

Commissioner Friend reported that the Association has been focused on gearing up for Homer Harbor Fest. He noted the Association's involvement with the Homer High School graduation, as well as a scholarship that was awarded to a local youth who will be attending AVTEC.

8. PUBLIC HEARING(S)

9. PENDING BUSINESS

- 10.A. FY26/27 Operating & Capital Budgets
Memorandum PHC-25-008 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet.

ROTH/FRIEND MOVED TO SUPPORT THE BUDGET AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

10. NEW BUSINESS

- 10.A. Title 18.08 Edits
Memorandum PHC-25-009 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet. The Commission reviewed Title 18.08 in its entirety, considering suggested edits from both City Staff and the Commission. Ms. Woodruff recorded all of the suggested edits, adding that she would bring them back to the next Regular Meeting in June before the Commission forwards those recommendations to City Council.

- 10.B. Request from Homer Foundation to Relocate Giving Salmon Statue
Memorandum PHC-25-010 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff, who provided a summary explanation of her memorandum included in the packet.

PITZMAN/ATWOOD MOVED TO RECOMMEND THE CITY MANAGER AND CITY STAFF WORK WITH THE HOMER FOUNDATION TO CREATE A PLAN TO RELOCATE THE GIVING SALMON STATUE TO THE AREA IN FRONT OF THE BOATHOUSE PAVILION.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- 10.C. Land Allocation Plan
Memorandum from Community Development Director as backup

Chair Siekaniec introduced the item by reading of the title. There were no objections from the Commission regarding the Land Allocation Plan. Port Administrative Supervisor Woodruff noted that Community Development Director Engebretsen will attend the Commission's meeting in June to provide the full draft Land Allocation Plan.

11. INFORMATIONAL MATERIALS

- 11.A. May 2025 Port Operations Report
- 11.B. May City Manager's Reports to Council
 - CM's Report for May 12, 2025
 - FY25 Q3 Report
 - CM's Report for May 27, 2025

Chair Siekaniec noted the informational materials in the packet. There was no discussion.

12. COMMENTS OF THE AUDIENCE (3 minute time limit)

13. COMMENTS OF THE CITY STAFF

Deputy City Clerk Pettit noted that it was a good meeting.

Port Director Hawkins thanked the Commission for their comments and hard work.

Port Administrative Supervisor Woodruff thanked the Commission for acknowledging her hard work, adding that she even appreciates it when people disagree with her.

14. COMMENTS OF THE MAYOR

15. COMMENTS OF THE COMMISSION

Commissioner Bradshaw thanked City Staff and the Commission for their hard work.

Commissioner Atwood thanked everyone for their hard work.

Commissioner Pitzman echoed Mr. Atwood's comments regarding preparation and a good meeting.

Commissioner Friend noted that it was a good meeting, and thanked Chair Siekaniec for an efficient meeting. He added that property leasing is a big subject.

Commissioner Roth stated that it was a good meeting with a lot of information, and joked that the Commission should hold two meetings a month.

Commissioner Siekaniec thanked everyone, including former Commissioner Shavelson who started the initial property lease push. He suggested it might be good to get the City Clerk in sometime soon to train the newly appointed Commissioners regarding the Open Meetings Act and Robert's Rules of Order.

16. ADJOURNMENT

There being no further business to come before the Commission, Chair Siekaniec adjourned the meeting at 7:49 p.m. The next Regular Meeting is Wednesday, June 25, 2025 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

Zach Pettit, Deputy City Clerk II

Approved: _____