

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

Session 25-02, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Casey Siekaniec at 5:30 p.m. on February 26, 2025 in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ATWOOD, BRADSHAW, ROTH, SIEKANIEC, VELSKO & STUDENT REPRESENTATIVE ROGERS

ABSENT: COMMISSIONERS FRIEND & PITZMAN (BOTH EXCUSED)

CONSULTING: MAYOR LORD & PORT DIRECTOR HAWKINS

STAFF: PORT ADMINISTRATIVE SUPERVISOR WOODRUFF & DEPUTY CITY CLERK PETTIT

**2. AGENDA APPROVAL**

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

BRADSHAW/VELSKO MOVED TO APPROVE THE AGENDA AS PRESENTED.

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 January 22, 2025 PHC Minutes

VELSKO/ROTH MOVED TO APPROVE THE JANUARY 22, 2025 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

7.B. Reserves Fund Balances, Fund Structure, Investment Distribution

Port Administrative Supervisor Woodruff provided her report, noting the following:

- Cash balance of ~\$4.06 million in Fund 456 (Port Reserves)
- Fund 400 (Port & Harbor Operations) consistently growing

7.C. Port & Harbor Staff Report – February 2025

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

- Homer Harbor Expansion Public Meeting on Saturday, March 15<sup>th</sup> from 10 a.m. – 12 p.m. at Kenai Peninsula College
- Update regarding the Port Infrastructure Development Program grant for Float Systems in the harbor
- Update regarding the Denali grant
- Dragging Anchor, LLC lease update
- FY26/27 Budget Process
- Commissioner reports from Council
- Special Projects update

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

Port Administrative Supervisor stated that the Association is mainly focused on Homer HarborFest at the moment, noting that it'll be hosted on June 7<sup>th</sup>.

**8. PUBLIC HEARING(S)**

**9. PENDING BUSINESS**

9.A. Port & Harbor Advisory Commission Strategic Plan Revisions  
Memorandum PHC-25-004 from Port Administrative Supervisor as backup

Chair Siekaniec introduced the item by reading of the title and deferred to Port Administrative Supervisor Woodruff. Ms. Woodruff shared her screen with the Commission to review the changes that had been made to the document as a result of the suggestions at the Commission's previous meeting, specifically to Goal 9 under "Near Term Goals." There was brief discussion regarding the completion of the financial policy, future harbor expansion, and duties and responsibilities of Commissioners.

ATWOOD/ROTH MOVED TO APPROVE THE 2025-2026 STRATEGIC PLAN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

**10. NEW BUSINESS**

- 10.A. Overslope Platform Standards  
Memorandum PHC-25-005 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 an explanation for her memorandum included in the packet.

VELSKO/ATWOOD MOVED TO RECOMMEND COUNCIL UPDATE THE LAND ALLOCATION PLAN SINCE SOME OF THE CONCERNS OF RESOLUTION 07-51 WERE ADDRESSED BY THE ADOPTION OF OVERSLOPE STANDARDS IN 2009.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- 10.B. Homer Comprehensive Plan Update – Public Review Draft

Chair Siekaniec introduced the item by reading of the title. The Commission reviewed the public review draft of the Homer Comprehensive Plan. Discussion topics included:

- Omission of the Large Vessel Haul Out Facility from the public review draft
- Development of new facilities to support access and safety throughout the harbor

**11. INFORMATIONAL MATERIALS**

- 11.A. February 2025 Port Operations Report
- 11.B. February City Manager's Reports to Council

CM's Report for February 10, 2025  
CM's Report for February 24, 2025

Chair Siekaniec noted the informational materials included in the packet. There was brief discussion regarding publicly held land within the City.

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

**13. COMMENTS OF THE CITY STAFF**

Deputy City Clerk Pettit noted that elections for Chair and Vice Chair would take place at the Commission's Regular Meeting in March.

Port Director Hawkins stated that Homer HarborFest is going to be a big deal. He also alluded to a potential boat show in Homer, and noted that applications for the scholarships for the Alaska Association of Harbor Masters and Port Administrators are due on April 4<sup>th</sup>.

Port Administrative Supervisor Woodruff thanked everyone for a good meeting.

#### **14. COMMENTS OF THE MAYOR**

Mayor Lord welcomed Commissioners Atwood and Roth. She thanked all the Commissioners and Student Representative Rogers for their service. She noted that she doesn't attend Commission meetings often, but made herself available for anyone to reach out to. She urged the Commission to keep Title 21 in the back of its mind, and to understand where it overlaps with the Planning Commission and the Port & Harbor Commission.

#### **15. COMMENTS OF THE COMMISSION**

Student Representative Rogers thanked everyone for a good meeting and welcomed the new Commissioners.

Commissioner Bradshaw welcomed the new Commissioners and thanked the Mayor for being in attendance.

Commissioner Atwood stated that he was happy to be here, noting that he feels he has a steep learning curve.

Commissioner Velsko welcomed the new Commissioners and thanked the Mayor for attending.

Commissioner Roth apologized for not being in-person, noting that he's out of town to see his great grandmother. He noted that the Blessing of the Fleet is happening on May 21<sup>st</sup> this year, adding that it might be something to look into at future meetings.

Commissioner Siekaniec welcomed the new Commissioners, noting that new perspectives are always appreciated on the Commission.

#### **16. ADJOURNMENT**

There being no further business to come before the Commission Chair Siekaniec adjourned the meeting at 6:57 p.m. The next Regular Meeting is Wednesday, March 26, 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: \_\_\_\_\_