



**Homer City Hall**  
491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## **City of Homer Agenda**

**City Council Special Meeting**

**Tuesday, July 14, 2020 at 5:00 PM**

**City Hall Cowles Council Chambers via Zoom Webinar**

**Dial: +1 669 900 6833 or +1 253 215 8782 or Toll Free 877 853 5247 or 888 788 0099**

**Webinar ID: 205 093 973 Password: 610853**

### **CALL TO ORDER, 5:00 P.M.**

Councilmember Evensen requests excusal

**AGENDA APPROVAL** (Only those matters on the noticed agenda may be considered, pursuant to City Council's Operating Manual, pg. 6)

**PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)

### **PENDING BUSINESS**

#### **NEW BUSINESS**

- a. [Ordinance](#) 20-41, An Emergency Ordinance of the City Council of Homer, Alaska, Reallocating a Portion of the \$90,000 Allocated in Ordinance 20-25(S) for the Purpose of Hiring a CARES Act Program Coordinator. City Manager.

Memorandum 20-099 from Acting City Manager as backup.

- b. Resolution 20-063, A Resolution of the City Council of Homer, Alaska Approving the City Manager Contract with Robert J. Dumouchel II and a Memorandum of Understanding for the the Purpose of a Recruitment Bonus, and Authorizing the Mayor to Execute the Appropriate Documents. Mayor and Council.

- c. Resolution 20-064, A Resolution of the City Council of Homer, Alaska Confirming the Appointment of Rick Abboud as Interim City Manager and Authorizing a One-Time Bonus in addition to his Acting City Manager Pay. Mayor.

Memorandum 20-100 from Personnel Director as backup

### **COMMENTS OF THE AUDIENCE**

#### **ADJOURNMENT**

Next Regular Meeting is Monday, July 27, 2020 at 6:00 p.m. A Worksession will be held at 4:00

p.m. and Committee of the Whole at 5:00 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

3 City Manager

4 **ORDINANCE 20-41**

5  
6 AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF HOMER,  
7 ALASKA, REALLOCATING A PORTION OF THE \$90,000 ALLOCATED  
8 FOR THE SMALL BUSINESS GRANT PROGRAM BY ORDINANCE 20-  
9 25(S) FOR THE PURPOSE OF HIRING A CARES ACT PROGRAM  
10 ADMINISTRATOR.

11  
12 WHEREAS, The City of Homer was awarded Coronavirus Aid, Relief, and Economic  
13 Security (CARES) Act funds in the amount of \$7,899,085.29, which was authorized for receipt  
14 under Resolution 20-051; and

15  
16 WHEREAS, The funds allocated to the City of Homer will be distributed by the state in  
17 three payments:

- 18 1) \$3,867,758.79  
19 2) \$2,015,663.25 on or about July 1, 2020  
20 3) \$2,015,663.25 on or about October 1, 2020; and

21 The first allocation to the City of Homer was \$3,867,758.79; and

22  
23 WHEREAS, Ordinance 20-25(S) appropriated \$3,000,000 to the Small Business  
24 Economic Relief Grant Program, per the policy outlined in Resolution 20-057; and

25  
26 WHEREAS, \$90,000 was appropriated to pay for the initial administrative costs,  
27 including additional personnel and direct expenses (including public outreach), if the small  
28 business grant program; and

29  
30 WHEREAS, The City hired an independent contractor to assist with the SBERG program  
31 and the cost was significantly less than the \$90,000 allocated; and

32  
33 WHEREAS, City Council finds there is an immediate need to hire a CARES Act Program  
34 Administrator to advise on and ensure the City's complies with Federal and State CARES Act  
35 requirements and additionally assist with the City's CARES Act grant funding program  
36 priorities; and

37  
38 WHEREAS, Reallocating \$50,000 of the previously designated \$90,000 still leaves the  
39 City within approved allocation amount; and

41 WHEREAS, Time is of the essence in that 80% of each distribution must be expended  
42 before the next allotment will be distributed to the City, and all funds must be used in  
43 accordance with the CARES Act regulations by December 31, 2020.

44

45 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

46

47 Section 1. The Homer City Council hereby designates \$50,000 of the \$90,000  
48 appropriated to pay for the initial administrative costs, including additional personnel and  
49 direct expenses (including public outreach), of the small business grant program to be used to  
50 hire a CARES Act Program Administrator to assist with the City's CARES Act grant funding  
51 program.

52

53 Section 2. This ordinance is a budget ordinance only, is not permanent in nature and  
54 shall not be codified.

55

56 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_ day of \_\_\_\_\_  
57 \_\_\_\_\_, 2020.

58

59

CITY OF HOMER

60

61

\_\_\_\_\_  
KEN CASTNER, MAYOR

62

63

64

65 ATTEST:

66

67

68 \_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

69

70 YES:

71 NO:

72 ABSTAIN:

73 ABSENT:

74

75 First Reading:

76 Public Hearing:

77 Second Reading:

78 Effective Date:

79

80 Reviewed and approved as to form.

81

82 \_\_\_\_\_

83 Rick Abboud, Acting City Manager

84

85 Date: \_\_\_\_\_

Michael Gatti, City Attorney

Date: \_\_\_\_\_



# City of Homer

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491 East Pioneer Avenue  
Homer, Alaska 99603

(p) 907-235-8121

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## Memorandum 20-099

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: RICK ABOUD, AICP, ACTING CITY MANAGER  
DATE: JULY 10, 2020  
SUBJECT: EMERGENCY ORDINANCE TO REAPPRORATE FUNDS PREVIOUSLY  
APPROPRIATED FOR THE SBERG PROGRAM

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I am requesting that \$50,000 of the funds previously dedicated for administrative costs of the Small Business Economic Relief Grant (SBERG) Program be reassigned to the administrative costs associated with any administrative aspect of CARES Acts funded programs.

This may include development of programs presented to City Council and the implementation of uses of the funds approved by the Council.

Due to the continued staffing of Incident Command we have little capacity to take on additional non-routine duties. The distribution and compliance with the use of CARES Act funding is a high priority for the City of Homer and its citizens. I believe it is in the best interests of the city to hire a qualified individual with the capacity and skills to further administer the program.

**CITY OF HOMER  
HOMER, ALASKA**

Mayor/City Council

**RESOLUTION 20-063**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA APPROVING THE CITY MANAGER CONTRACT WITH ROBERT J. DUMOUCHEL II AND A MEMORANDUM OF UNDERSTANDING FOR THE PURPOSE OF A RECRUITMENT BONUS, AND AUTHORIZING THE MAYOR TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The City Council offered the Homer City Manager Position to Robert J. Domouchel II during a Special Meeting on July 1, 2020; and

WHEREAS, The City Council authorized current Acting City Manager Abboud, Personnel Director Browning, and Mayor Castner to negotiate a contract with Robert J. Domouchel II; and

WHEREAS, The Memorandum of Understanding defines the conditions for the \$15,000 recruitment bonus provided in conjunction with the offer of employment.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves the City Manager Contract and Memorandum of Understanding for the purpose of a recruitment bonus with Robert J. Domouchel II and authorizes the Mayor to execute the appropriate documents.

PASSED AND ADOPTED by the Homer City Council 14<sup>th</sup> day of July, 2020.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: Salary, Benefit Package, and Recruitment Bonus

## EMPLOYMENT AGREEMENT

This Agreement is entered into this \_\_\_\_ day of July, 2020 by and between Robert J. Dumouchel II (hereinafter "Employee") and the City of Homer, an Alaskan Municipal Corporation (hereinafter "Employer").

1. Purpose. Employer agrees to employ Employee in the position of City Manager of the City of Homer, Alaska.

2. Term. The term hereof shall commence on August \_\_\_\_, 2020 and continue through July 31, 2023. Thereafter, the Agreement may be renewed upon such terms and conditions to which parties mutually agree.

3. Duties.

(A) Employee shall make every effort and shall devote full time and attention to fulfillment of the duties of the City Manager as more described in the Homer City Code, incorporated into and made a part of this Agreement by reference, and such other duties as the City Council may require from time to time.

(B) Employee shall comply with the policies, procedures, standards, directives and regulations now established or which may be established by the Employer from time to time.

(C) The employment provided for by this Agreement shall be the Employee's primary employment. The employee must obtain written permission from the Council in order to accept outside consulting or teaching opportunities. A written request may be submitted to the Council on the City of Homer's "Request for Approval of Secondary Employment" form. Employee further agrees not to engage in any other business that would conflict or give the appearance of conflict with Employee's duties for Employer.

4. Compensation. In consideration of Employee's performance under this Agreement, Employee shall be paid the following:

(A) An annual salary of \$120,000 payable bi-weekly in equal installments. Any additional increases in compensation to the Employee are dependent upon the results of an annual performance evaluation.

(B) Employee shall receive leave and holidays in accordance with City of Homer Personnel Regulations. Employee will accrue leave at the 2<sup>nd</sup> year level. The Employee shall initially be credited with a one-time allotment of five days of leave upon employment Employee shall receive a prorated Sick Leave amount for 2020. Employee shall not be entitled to overtime pay or



compensatory time.

(C) Employee and employee's spouse & children shall be covered (at no cost to the employee) by Employer's Health Plan. Employee shall also be covered by City's life insurance and worker's compensation plans.

(D) The Employer agrees to pay the Employee, during the term of this agreement and in addition to other salary and benefits herein provided, the sum of \$250 per month as a vehicle allowance to be used to purchase, lease, or own, operate and maintain a vehicle. The Employee shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle and shall further be responsible for all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle.

(E) Recruitment Bonus. Under a separate Memorandum of Understanding (MOU) a \$15,000 recruitment bonus will be payable to employee on the first regularly scheduled pay day with the City. The MOU will specify the nature of, and monthly allocation of the bonus. It is understood that this recruitment bonus is taxable income, and subject to all withholdings required by law.

5. Retirement. Employee will participate in the Public Employees Retirement System (PERS).

6. Termination. Due to the nature of the City Manager position in that it involves dealing on behalf of the City in various fields and the involvement of the City Manager in many different projects, it is agreed that the City's business can only succeed if the City Manager and the City Council enjoy a working relationship based on mutual respect, trust, and positive attitudes. It may, therefore, be impossible to quantify "poor performance" or "just cause" for termination given these complexities which often involve personality factors, as opposed to legal or contractual factors. It is, therefore, the intent of the parties to provide for termination by either Employer or Employee without resorting to any determination of cause or any necessary explanation.

(A) Employee Termination of Contract. The Employee may terminate this Agreement for any reason, or no stated reason, upon giving 60 days written notice to the Employer. The Employer reserves the right to waive the 60 day written notice or any part of and allow the Employee to terminate their employment at any time following the resignation and pay the Employee's usual rate of pay for any time worked and the cash value of their accrued leave.

(B) Employer Termination of Contract. The Employer may terminate this Agreement for any reason, or no stated reason. The Employer will pay the Employee, in one lump sum at the

time of separation, four (4) months severance pay at the Employee's usual rate of pay and the cash value of their accrued leave. For purposes of PERS reporting, employment will end the date Employee is no longer actively working for the City and no additional work time will accrue for retirement purposes. Leave time accrual will end the day Employee is no longer actively working for the City. Life Insurance will terminate on the last day of the month Employee is no longer actively working for the City.

(C) If the Employee is terminated because of a misdemeanor conviction of a crime of moral turpitude or any felony conviction, the Employer is not obligated to pay severance or associated benefits under this section.

(D) Termination by Death or Disability. This Agreement shall immediately terminate upon Employee's death. It shall also terminate upon Employee's disability or illness that renders Employee unable to perform Employee's duties if the disability should continue past the approved time under the Family Medical Leave provisions of the Personnel Regulations. Employee shall thereafter no longer be entitled to any compensation provided herein.

7. Performance Evaluation.

(A) Employer shall annually review the performance of the Employee in July subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by the Employer and Employee. Additional reviews may be initiated by the Employer or requested by the Employee outside of the required annual review.

The annual evaluation process, at a minimum, shall include the opportunity for both parties to: (1) conduct a formulary session where the governing body and the Employee meet first to discuss goals and objectives of both the past twelve (12) month performance period as well as the upcoming twelve (12) month performance period, (2) following that formulary discussion, prepare a written evaluation of goals and objectives for the past and upcoming year, (3) next meet and discuss the written evaluation of these goals and objectives, and (4) present a written summary of the evaluation results to the Employee. The final written evaluation should be completed and delivered to the Employee within 30 days of the initial formulary evaluation meeting.

(B) Unless the Employee expressly requests otherwise in writing, the evaluation of the Employee shall at all times be conducted in executive session of the governing body and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Employer or Employee from sharing the content of the Employee's evaluation with their respective legal counsel.

(C) In the event the Employer deems the evaluation instrument, format and/or procedure

is to be modified by the Employer and such modifications would require new or different performance expectations, then the Employee shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

(D) Any increase in pay will be effective on August 1<sup>st</sup> following the July review.

8. General Business Expenses.

(A) Employer shall reimburse Employee for reasonable employment-related expenses including meals, travel and subscriptions. Reimbursement for expenditures on behalf of the City shall not be paid unless reimbursement is sought in accordance with standard City procedures, including receipts, vouchers, and supporting material.

(B) Employer shall pay the membership dues of Employee in the following organizations: (1) Alaska Municipal Managers Association, (2) International City Management Association.

(C) Recognizing the importance of constant communication and maximum productivity, Employer shall provide Employee a laptop computer with appropriate software for business use and mobile phone with a talk and data plan to perform their duties and maintain communication with Employer's staff and officials as well as other individuals who are doing business with Employer.

9. Conferences and Continuing Education.

(A) Employee shall be reimbursed for all costs of attending approved national or state City Manager association conferences. Employee shall have the opportunity to attend one national conference every two years.

(B) Employer shall pay any reasonable costs of registration, travel, and subsistence relating to training programs or conferences which serve to continue the professional education and development of Employee, subject to prior City Council approval.

10. Ethical Commitments. Employee will at all times uphold the tenets of the ICMA Code of Ethics, a copy of which is attached hereto and incorporated herein. Specifically, Employee shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time.

Employer shall support Employee in keeping these commitments by refraining from any order, direction or request that would require Employee to violate the ICMA Code of Ethics.

Specifically, neither the governing body nor any individual member thereof shall request Employee to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fund-raising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality and merit.

11. Indemnification and Hold Harmless. Employer shall defend, indemnify and save Employee harmless as provided in Chapter 1.10 of the Homer City Code.

12. Confidentiality. All matters required to be kept confidential by any provision of federal or state law, or city ordinance shall not be released by Employee to any person or group without the expressed consent of the City Council.

13. Conflict of Interest. Employee agrees to be fair and impartial in all dealings and to avoid any actions which create a conflict of interest or the appearance of a conflict of interest, or which might reasonably be interpreted as affecting the impartiality of the position of City Manager. Employee will avoid any action which adversely affects or appears to affect Employee's ability to perform the duties of City Manager.

14. Miscellaneous Provisions.

(A) Governing Law. This Agreement shall be governed by and construed under the laws of the State of Alaska and is subject to all applicable City Code provisions of the City of Homer.

(B) Personnel Regulations. It is agreed the only provisions of the Homer Personnel Regulations that apply to this Agreement are Sections referring to leave and holiday pay.

(C) Jurisdiction. In the event that any action or suit is brought to enforce this Agreement the parties agree to be subject to exclusive jurisdiction in the Superior Court of Alaska and agree that in any such action venue shall lie exclusively in the Third Judicial District.

(D) Entire Agreement. This Agreement contains the entire agreement of the parties and supersedes all prior negotiations. No other agreement, statement or promise made by or to any party, or any employee, officer, or agenda of any party, which is not contained in this Agreement shall be binding or valid.

(E) Partial Invalidity. If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in force and effect and in no way be affected, impaired, or invalidated.

(F) Assignment. Employee may not assign this Agreement.

(G) Amendment. This Agreement may be amended only by a written document executed by the parties hereto.

15. Employee's Certification. Employee hereby certifies receipt of a copy of this Agreement and certifies that the contents hereof are understood by Employee. Employee certifies that this Agreement fairly represents the agreement reached between the parties.

IN WITNESS WHEREOF the parties have executed the Agreement on the date first written above.

**EMPLOYEE**

\_\_\_\_\_  
Robert J. Dumouchel II, City Manager

**CITY OF HOMER**

\_\_\_\_\_  
Ken Castner, Mayor

ATTEST:

\_\_\_\_\_  
Melissa Jacobsen, CMC, City Clerk

STATE OF CALIFORNIA        )  
  ) ss.  
  )

THIS IS TO CERTIFY that on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of California, personally appeared Robert J. Dumouchel II, known to me and to me known to be the individual named in and who executed the foregoing document, and he acknowledged to me that he signed and sealed the same as his free and voluntary act for the uses and purposes therein set forth.

WITNESS my hand and notary seal the day and year first hereinabove written.

\_\_\_\_\_

Notary Public in and for California  
My Commission Expires: \_\_\_\_\_

STATE OF ALASKA                )  
  ) ss.  
THIRD JUDICIAL DISTRICT        )

THIS IS TO CERTIFY that on this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared Ken Castner, Mayor, known to me and to me known to be the individual named in and who executed the foregoing document, and he acknowledged to me that he was authorized to execute the foregoing document by authority granted in him by the CITY OF HOMER for the uses and purposes therein set forth.

WITNESS my hand and notary seal the day and year first hereinabove written.

\_\_\_\_\_

Notary Public in and for Alaska  
My Commission Expires: \_\_\_\_\_



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Human Resources

491 East Pioneer Avenue  
Homer, Alaska 99603

[personnel@cityofhomer-ak.gov](mailto:personnel@cityofhomer-ak.gov)  
(p) 907-235-8121 x2225  
(f) 907-235-3148

## MEMORANDUM OF UNDERSTANDING

This agreement is made this 7<sup>th</sup> day of July, 2020 by and between the City of Homer and Robert J. Dumouchel II.

1. The city of Homer will provide the amount of \$15,000 for the purpose of recruitment bonus in conjunction with an offer of employment.
2. This recruitment bonus will be paid in accordance with the rules of taxable income.
3. The recruitment bonus will be subject to all withholdings required by law and will be paid in a separate check in one lump sum within three business days after your first paycheck.
4. It is agreed that if this employee terminates his employment status with the City of Homer prior to working twelve (12) full months, he will repay the recruitment incentive bonus (\$15,000) on a prorated basis (equal to \$1250.00 per month not worked). Any amount remaining unsatisfied by this obligation will be deducted from the employee's final paycheck up to the full amount of that paycheck. Any additional amount remaining on the bonus payment will be paid in monthly installments of \$1250.00 per month until the balance is paid in full.

The signing of this document constitutes agreement to the terms of this recruitment bonus by the following parties:

Robert J. Dumouchel II \_\_\_\_\_ Date \_\_\_\_\_  
City Manager

Andrea Browning \_\_\_\_\_ Date \_\_\_\_\_  
HR Director

**CITY OF HOMER  
HOMER, ALASKA**

Mayor

**RESOLUTION 20-064**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
CONFIRMING THE APPOINTMENT OF RICK ABOUD AS INTERIM  
CITY MANAGER AND AUTHORIZING A ONE-TIME BONUS IN  
ADDITION TO HIS ACTING CITY MANAGER PAY.

WHEREAS, Rick Abboud was appointed as Acting City Manager for 2020 by Resolution  
20-002; and

WHEREAS, The intent of the appointment of Acting City Manager has been to serve in a  
short-term capacity when the City Manager is out of the office; and

WHEREAS, Upon the departure of Interim City Manager Yoder on June 9, 2020, Acting  
City Manager Abboud has taken over-full time duties of City Manager which has been a  
significant shift in duties and more in line with an Interim City Manager by scope and  
responsibly; and

WHEREAS, It is in the best interest of the City that the Council confirm the appointment  
of Rick Abboud as Interim City Manager; and

WHEREAS, A one-time bonus of \$5000 is authorized in addition to his Acting Manager  
pay.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby  
confirms the appointment of Rick Abboud as Interim City Manager and approves a one-time  
bonus in addition to his Acting City Manager pay.

PASSED AND ADOPTED by the Homer City Council on this 14<sup>th</sup> day of July, 2020.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: Salary, Benefits, and One-Time Bonus





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(f) 907-235-3148

## Memorandum 20-100

TO: City Council  
THROUGH: Mayor Castner  
FROM: Andrea Browning, HR  
DATE: July 9, 2020  
SUBJECT: Consideration of Rick Abboud to Interim CM

---

Rick Abboud was appointed Acting City Manager for the 2020 calendar year, through Resolution 20-002 approved by Council at the January 13, 2020 meeting. The intention of a yearly resolution that appoints an Acting CM has always been to serve in a short-term capacity in the event the CM is sick or on annual leave. However, since Mr. Abboud has taken over the full-time duties of City Manager since June 9, 2020 and will continue to do so until the new City Manager arrives in Homer, this has been a significant shift and more in line with an Interim City Manager by scope and responsibility.

I would ask Council to consider naming Mr. Abboud the Interim City Manager until the time that the new City Manager can travel to Homer and assume the responsibilities of the office. Additionally, I would ask Council to consider additional compensation for the duties Mr. Abboud has as the Interim City Manager.

The Personnel Regulations allow for Temporary Assignment Pay for City employees who assume all of the job duties, typically of their supervisor, of a period of five consecutive days or more. This provides a very small pay increase for taking on additional workload while supervisors are on leave. This provision does not equitably apply to a Department Head stepping in for a long period of time, taking on the significant job duties that come with the office of City Manager. I would suggest a one-time bonus in order to provide additional compensation for duties as Interim City Manager. This would be paid in accordance with the rules of taxable income, and subject to all withholdings required by law.



## City of Homer

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## Office of the Mayor

491 East Pioneer Avenue  
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[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

July 9, 2020

### **Memo to the City Council**

#### **Subject: Rick Abboud Bonus**

When we parted ways with Mr. Yoder, Rick slid over under his "acting" authority. The acting manager takes care of various details but is always backed by the absent manager. There is a small hourly pay increase attached to the duty.

In the case at hand, however, Rick has been working more as an interim manager and still has a full-time job in planning.

I have discussed what I would term "parity and just compensation" with Andrea, and we believe the Council should give Mr. Abboud a one-time bonus of \$5,000 in addition to his acting manager pay. His work has been exemplary and morale is vastly improved.

Andrea's memo is attached.

Thank you for your consideration.

/s/

Ken Castner, Mayor