



# Agenda

## City Council Regular Meeting

Monday, February 23, 2026 at 6:00 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
www.cityofhomer-ak.gov

### Zoom Webinar ID: 205 093 973 Password: 610853

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### CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

### MAYORAL PROCLAMATIONS AND RECOGNITIONS

### PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA

### RECONSIDERATION

**CONSENT AGENDA** (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Special Meeting and Regular Meeting Minutes of February 9, 2026. Recommend Approval.
- b. Ordinance 26-14, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating the Amount of \$1,553.56 from the Land Fund for the Purchase of a Tax Foreclosure Property and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Community Development Director. Recommended Dates Introduction February 23, 2026, Public Hearing and Second Reading March 9, 2026.

Memorandum CC-26-046 from Community Development Director as backup.

- c. Ordinance 26-15, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating \$25,000 From the Port Reserves Fund for the Purchase of Additional Timber to Repair the Spare Deep Water Dock Fender. Port Director/City Manager. Recommended Dates Introduction February 23, 2026, Public Hearing and Second Reading March 9, 2026.

Memorandum CC-26-047 from Port Director as backup.

- [d.](#) Resolution 26-017, a Resolution of the City Council of Homer, Alaska, Confirming the City Manager’s Appointment of Michael Scanlon as Chief of Police for the City of Homer Effective No Later than March 19, 2026. Recommend Adoption.

**VISITORS**

**ANNOUNCEMENTS / PRESENTATIONS / REPORTS** (5 Minute limit per report)

- a. Worksession Report
- b. Committee of the Whole Report
- c. Mayor's Report
- d. Borough Report
- e. Conversations with Councilmember - Venuti
- f. Economic Development Advisory Commission Report
- g. Library Advisory Board Report
- h. Planning Commission Report
- i. Parks Art Recreation and Culture Advisory Commission Report
- j. Americans with Disabilities Act Advisory Board Report

**PUBLIC HEARING(S)**

- [a.](#) Ordinance 26-12, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Reappropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$44,946.55 for Information Technology Capital Projects. City Manager/Chief Technology Officer. Recommended Dates Introduction February 9, 2026, Public Hearing and Second Reading February 23, 2026.

Memorandum CC-26-040 from Chief Technology Officer as backup.

- [b.](#) Ordinance 26-13, an Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Negotiate and Execute a Equipment Purchase Agreement with Mack Services to Allow for the Purchase of a 2026 Dump Truck and Amending the FY26 Capital Budget for a Current Year Payment of \$75,085.84 from the General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund and Related Matters. City Manager/Public Works Director. Recommended Dates Introduction February 9, 2026, Public Hearing and Second Reading February 23, 2026.

Memorandum CC-26-041 from Public Works Director as backup.

**ORDINANCE(S)**

- [a.](#) Ordinance 26-16, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code Title 4, Elections Sections 4.01.040 Date of Election, 4.01.100 Expense, 4.10.010 Declaration of Candidacy, 4.10.050 Prohibitions, 4.20.020 Voting Procedure at the Polls, 4.30.020 Eligibility, 4.30.060 Issuance of Ballot By Mail or in Person, 4.35.010 Review of Election Documents by Canvass Board, and 4.40.020 Runoff Election – Date and Notice. City Clerk. Recommended Dates Introduction February 23, 2026, Public Hearing and Second Reading March 9, 2026.

Memorandum CC-26-048 from City Clerk as backup.

Memorandum CC-26-049 from Councilmember Davis as backup.

### **CITY MANAGER'S REPORT**

- a. City Manager's Report
- [b.](#) Monthly FY26 YTD Report

### **PENDING BUSINESS**

### **NEW BUSINESS**

- [a.](#) Memorandum CC-26-050 from Councilmember Davis, Update on Possible Direct Collection of Sales Tax by Airbnb.

### **RESOLUTIONS**

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF THE CITY ATTORNEY**

### **COMMENTS OF THE CITY CLERK**

### **COMMENTS OF THE CITY MANAGER**

### **COMMENTS OF THE MAYOR**

### **COMMENTS OF THE CITY COUNCIL**

### **ADJOURNMENT**

Next Regular Meeting is Monday, March 9, 2026, at 6:00 p.m., Worksession at 4:00 p.m., Committee of the Whole at 5:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 26-04, a Special Meeting of the City Council of Homer, Alaska was called to order on February 9, 2026 by Mayor Pro Tem Shelly Erickson at 3:15 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

**PRESENT:** COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI

**ABSENT:** MAYOR LORD

**STAFF:** CITY MANAGER JACOBSEN  
CITY CLERK WOODRUFF  
PUBLIC WORKS DIRECTOR KORT

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

DAVIS/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

**NEW BUSINESS**

- a. Memorandum CC-26-039 from City Clerk re: Request for Executive Session Pursuant to AS 44.62.310 (C)(1) Matters, the Immediate Knowledge of Which would Clearly have an Adverse Effect upon the Finances of the City (Potential Purchase of Property for Long-Term Water Infrastructure Needs).

DAVIS/VENUTI MOVED TO ADJOURN TO EXECUTIVE SESSION PURSUANT TO AS 44.62.310 (C)(1) MATTERS, THE IMMEDIATE KNOWLEDGE OF WHICH WOULD CLEARLY HAVE AN ADVERSE EFFECT UPON THE FINANCES OF THE CITY, THE POTENTIAL PURCHASE OF PROPERTY FOR LONG-TERM WATER INFRASTRUCTURE NEEDS.

City Manager Jacobsen noted that Public Works Director Kort and Community Development Director Engebretsen will be joining in executive Session.

VOTE.

YES: ADERHOLD DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI

Motion carried.

*Mayor Pro Tem Erickson adjourned the meeting to executive session at 3:17 p.m. The meeting was reconvened at 3:47 p.m.*

**COMMENTS OF THE AUDIENCE**

**ADJOURNMENT NO LATER THAN 3:50 P.M.**

There being no further business to come before the council, Mayor Pro Tem Erickson adjourned the meeting at 3:48 p.m. Next Regular Meeting is Monday, February 23, at 6 p.m., Worksession at 4:00 pm., 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.

Session 26-05, a Regular Meeting of the City Council of Homer, Alaska was called to order on February 9, 2026 by Mayor Pro Tem Shelly Erickson at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska, and opened with the Pledge of Allegiance.

**PRESENT:** COUNCILMEMBERS ADERHOLD, DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI

**ABSENT:** MAYOR LORD

**STAFF:** CITY MANAGER JACOBSEN  
CITY CLERK WOODRUFF  
PUBLIC WORKS DIRECTOR KORT  
FINANCE DIRECTOR FISCHER  
CHIEF TECHNOLOGY OFFICER JIRSA

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

Mayor Pro Tem Erickson read the supplemental items into the agenda: Under the **Consent Agenda** item c, Ordinance 26-13 Authorizing the Purchase of a 2026 Dump Truck, we have a Financial Supplement Form. Under **Visitors/Presentations** we have a script and PowerPoint presentations for the 2025 Teshio Sister City Trip Report and thank you letter from Sarah Brewer.

DAVIS/VENUTI MOVED TO AMEND THE AGENDA TO ADD “MEGUMI BEAMS, 2025 TESHIO SISTER CITY TRIP REPORT” UNDER VISITORS/PRESENTATIONS.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

DAVIS/VENUTI MOVED TO APPROVE THE AGENDA AS AMENDED.

#### **MAYORAL PROCLAMATIONS AND RECOGNITIONS**

#### **PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA**

#### **RECONSIDERATION**

- a. Resolution 26-011(a), a Resolution of the City Council of Homer, Alaska Supporting Full Funding in the Amount of \$18,186,535 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2027 State Capital Budget. City Manager/Port Director.

ERICKSON/ADERHOLD MOVED TO RECONSIDER RESOLUTION 26-011(A)

Mayor Pro Tem Erickson explained that she brought this forward so that council can clean up the motion that was made at the last meeting, which had some confusing language in it.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**CONSENT AGENDA** (Items listed below will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Meeting Agenda at the request of a Councilmember.)

- a. Homer City Council Unapproved Regular Meeting Minutes of January 26, 2026. Recommend Approval.

- b. Ordinance 26-12, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Reappropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$44,946.55 for Information Technology Capital Projects. City Manager/Chief Technology Officer. Recommended Dates Introduction February 9, 2026, Public Hearing and Second Reading February 23, 2026.

Memorandum CC-26-040 from Chief Technology Officer as backup.

- c. Ordinance 26-13, an Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Negotiate and Execute a Equipment Purchase Agreement with Mack Services to Allow for the Purchase of a 2026 Dump Truck and Amending the FY26 Capital Budget for a Current Year Payment of \$75,085.84 from the General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund and Related Matters. City Manager/Public Works Director. Recommended Dates Introduction February 9, 2026, Public Hearing and Second Reading February 23, 2026.

Memorandum CC-26-041 from Public Works Director as backup.

- d. Resolution 26-013, a Resolution of the City Council of Homer, Alaska Approving a Contract with the Kachemak Bay National Estuarine Research Reserve, Alaska Center for Conservation Science, University of Alaska Anchorage, as a Subaward Recipient in the Amount Not to Exceed \$143,309 to Complete the Tasks Outlined in Relation to the Project Titled Acquiring Land to Foster Community Resilience in Homer, Alaska Bridge Creek Watershed As Outlined in Ordinance 25-62 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Community Development Director. Recommend Adoption

Memorandum CC-26-042 from Community Development Director as backup.

- e. Resolution 26-014, a Resolution of the City Council of Homer, Alaska Awarding a Contract for Construction of the Homer Public Library Security Grille to Steiner's North Star Construction of Homer, Alaska in the Amount of \$54,950 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager. Recommend Adoption.

Memorandum CC-26-043 from the City Engineer as backup.

- f. Resolution 26-015, A Resolution of the City Council of Homer, Alaska Authorizing Single Source Procurement of The Homer Education and Recreation Complex (HERC) Gymnasium Floor Repair and Refinishing Project from Alaska Industries Inc of Wasilla, Alaska in the Amount of \$38,000 and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Recreation Manager. Recommend Adoption.

Memorandum CC-26-044 from Recreation Manager as backup.

- g. Resolution 26-016, A Resolution of the City Council of Homer, Alaska in Support of Raising the Maximum Grant Amount for the Alaska Department of Transportation Municipal Harbor Facility Grant from \$5,000,000 to \$7,500,000. City Manager/Port Director. Recommend Adoption.

DAVIS/VENUTI MOVED TO ADOPT THE RECOMMENDATIONS OF THE CONSENT AGENDA AS READ.

## VISITORS

Megumi Beams presented a summary of the 2025 Teshio Sister City trip to Council. She introduced 4 students who had participated in the trip and shared some of what they learned on their travels.

Elayna Wilson talked about Taiko drumming, attending the Asahi-yama Zoo, visiting schools, and exploring local museums.

Rei Beams talked about seeing the Homer-Teshio sister city exhibit in the local museum and visiting a bamboo forest and a temple in Kyoto.

Sei Beams shared what she learned at the Hiroshima peace memorial museum and that she learned more Japanese and more confidence and respect.

Finn Brewer shared memories of visiting the World Expo in Osaka City and viewing pavilions representing countries from all over the world.

Mayor Pro Tem Erickson thanked the students for sharing and said they had a really special learning experience.

**ANNOUNCEMENTS / PRESENTATIONS / REPORTS** (5 Minute limit per report)

a. Worksession Report

City Manager Jacobsen described the mid-biennium budget process discussions during the worksession. Discussion included supplemental funding related to Medicare, water/sewer rates, and asset maintenance for the water and sewer system.

b. Committee of the Whole Report

Councilmember Aderhold commented that the committee of the whole meeting was one of the shortest on record. Discussion included:

Resolution 26-012, which states City positions in advance of the 2026 Winter Legislative Conference in Juneau. Council discussed a possible amendment associated with trawling and the substitution presented in the packet.

Ordinance 26-06, staff recommended that this ordinance be postponed indefinitely.

There was also a comment that the zoning code timeline has been updated since the print report was submitted for the packet, so there will be a second Planning Commission worksession on February 8<sup>th</sup>.

c. Borough Report

Assemblymember Cooper reported the following:

- KPB Assembly is also going through their budget process.
- KPB received 248,831 from the Opioid Settlement Grant Program. The application process will start soon and offer up to 8 grants of 31,000 each for opioid remediation purposes. To date, have received over 562,000 from nationwide settlements.
- It's been a cold, icy winter and sanding costs more than snow removal, so KPB has already expended its budget for winter roads maintenance. KPB Assembly will appropriate an additional 342,000 from the School Maintenance fund which will hopefully fund sanding and plowing through the end of the winter.
- The KPBSD School Board has also started their budget process and will present a proposed budget to the borough. Homer is having a local budget meeting for the School District tomorrow at 6 p.m., and the School Board will hold a budget worksession locally next week. The school board is facing down an \$8 million deficit.
- KPB continues to work on telecommunications infrastructure. \$2,045,000 was included in the federal appropriations bill to improve emergency response times and public communications support. The 25% local match that's required will be funded from ARPA funds awarded to the borough in 2022.

d. Planning Commission

- e. Title 21 Progress Report
  - i. Written Report

**PUBLIC HEARING(S)**

- a. Ordinance 25-70, An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget by Appropriating \$7,000 from the Homer Education and Recreation Complex (HERC) Capital Asset Repair and Maintenance Allowance (CARMA) for the Replacement of the Floor of the Activity Room in the Herc 1 Building. City Manager/Public Works Director. Introduction November 24, 2025 Public Hearing and Second Reading February 9, 2026.

Memorandum CC-25-266 from Public Works Director as backup.

Mayor Pro Tem Erickson noted that this item was on the Council agenda at the January 12<sup>th</sup> meeting for a public hearing. Council lost their spot in the agenda and then came back to this ordinance and took a vote without holding the public hearing. We're remedying that now.

Mayor Pro Tem Erickson opened the Public Hearing. There were no comments and the hearing was closed.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 25-70 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- b. Ordinance 26-08, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Accepting and Appropriating the FY26 State of Alaska Community Assistance Program Payment in the Amount of \$98,129.84 for the purchase of Network Storage at multiple City buildings. City Manager. Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-022 by the Chief Technology Officer as backup.

Mayor Pro Tem Erickson opened the Public Hearing. There were no comments and the hearing was closed.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 26-08 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Venuti noted that this is a wise use of these funds, since there is always a need to support technology infrastructure. Our City recognizes the value of technology.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- c. Ordinance 26-09, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.58.035 Commission and board member terms. City Clerk. Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-023 from City Clerk as backup.

Mayor Pro Tem Erickson opened the Public Hearing. There were no comments and the hearing was closed.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 26-09 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Venuti said she was glad that this change is happening, as it avoids the busy summer season and also the month of December when Council doesn't meet.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- d. Ordinance 26-10: An Ordinance of the City Council of Homer, Alaska Amending the FY26 Capital Budget and Appropriating \$29,000 from the Library Donation Account to Complete Construction and Installation of a Security Grille at the Homer Public Library. City Manager/ Library Director. Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-024 from Library Director as backup.

Mayor Pro Tem Erickson opened the Public Hearing. There were no comments and the hearing was closed.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 26-10 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Aderhold said she's excited that this is finally happening, since the project has been under discussion for at least two years. It can be amazing how long it takes to get a relatively simple thing done.

Councilmember Venuti said that the library building is turning 20, and this has been an idea since maybe the second year of the building's use. The funding structure is also a great model of how we can get things done when we work together.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- e. Ordinance 26-11, An Ordinance of the City Council of Homer, Alaska, Amending the Official Road Maintenance Map of the City of Homer by Adding 820 Lineal feet (.155 Miles) of Urban Road on Fairview Ave West. City Manager/Public Works Director. Introduction January 24, 2026, Public Hearing and Second Reading February 9, 2026.

Memorandum CC-26-025 from the Public Works Inspector as backup.

Mayor Pro Tem Erickson opened the Public Hearing. There were no comments and the hearing was closed.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 26-11 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

Councilmember Davis noted that he lives on this section of road and he is glad that the City is adopting it.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **ORDINANCE(S)**

### **CITY MANAGER'S REPORT**

- a. City Manager's Report

City Manager Jacobsen noted that her written report is in the packet and highlighted an upcoming event with the Alaska Department of Environmental Conservation's Brownfields lead to talk about the HERC Cleanup Project.

Councilmember Aderhold asked about the next steps for the tax foreclosure property. City Manager Jacobsen deferred to Community Development Director Engebretsen, who explained that the City Manager will sign a

form and submit it to the Borough, then the Borough will calculate the back taxes owed on the land on the order of \$2,000. The City will appropriate funds to pay that amount and go through a closing process with the Borough, and then the parcel will be City land.

Councilmember Parsons asked what accommodations would be available to the public at City Hall while the elevator is out of order. City Manager Jacobsen explained that during the roughly three weeks that the elevator is out of service, City staff will travel between floors to provide services to the public if someone enters the building on the wrong floor for the business they want to conduct.

Councilmember Davis asked whether the meeting about the HERC would include information on the \$10M demolishing option laid out in the packet or whether new options would be presented. City Manager Jacobsen deferred to Community Development Director Engebretsen, who said that the presentation will talk about the results of the report, estimated demolition costs, and potential next steps for the community as well as other points to consider. The information will most likely be presented to Council at a later meeting.

### **PENDING BUSINESS**

- a. Ordinance 26-06, an Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.84 Release of Public Record Sections 2.84.010 Policy, 2.84.020 Definitions, 2.84.050 Regulations, and 2.84.070 Appeals. City Manager. Introduction January 12, 2026, Public Hearing January 26, 2026, Second Reading Postponed to February 9, 2026.

Memorandum CC-26-033 from the City Manager as backup.

Memorandum CC-26-008 from the City Manager as backup.

Public Comment Received.

Mayor Pro Tem Erickson noted that Ordinance 26-06 was postponed from the January 26<sup>th</sup> meeting after a public hearing without a motion to adopt.

DAVIS/VENUTI MOVED TO ADOPT ORDINANCE 26-06 BY READING OF TITLE ONLY FOR SECOND AND FINAL READING.

DAVIS/VENUTI MOVED TO POSTPONE ORDINANCE 26-06 INDEFINITELY.

There was no discussion.

VOTE. YES: ADERHOLD, DAVIS, ERICKSON, HANSEN, PARSONS, VENUTI.

Motion carried.

- b. Resolution 26-011(A), a Resolution of the City Council of Homer, Alaska Supporting Full Funding in the Amount of ~~\$18,186,535~~ for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2027 State Capital Budget. City Manager/Port Director.

Resolution 26-011(S), a Resolution of the City Council of Homer, Alaska Supporting Full Funding in the Amount of \$18,186,535 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2027 State Capital Budget. City Manager/Port Director.

Mayor Pro Tem Erickson noted that resolution 26-011(A) was added to pending business under RECONSIDERATION above.

DAVIS/VENUTI MOVED to substitute Resolution 26-011(S).

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

DAVIS/VENUTI MOVED to adopt Resolution 26-011(S).

Councilmember Aderhold voiced concern that the number in the title is not included in the substitution. City Manager Jacobsen noted that it is included on line 38, and Councilmember Aderhold mentioned that she had been looking in the resolved clauses.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- c. Resolution 26-012, A Resolution of the City Council of Homer, Alaska Stating the City's 2026 Legislative Priorities and Positions. Aderhold

Resolution 26-012(S), A Resolution of the City Council of Homer, Alaska Stating Our 2026 Legislative Priorities and Positions. Aderhold.

Memorandum CC-26-036 from the Special Projects Coordinator as backup.

Memorandum CC-26-038 from the Special Projects Coordinator as backup

Memorandum CC-26-045 from the Special Projects Coordinator as backup.

Mayor Pro Tem Erickson noted that there was a motion to adopt Resolution 26-012 on the floor that was postponed from January 26<sup>th</sup>.

DAVIS/VENUTI MOVED TO SUBSTITUTE RESOLUTION 26-012(S)

There was no discussion.

VOTE(substitution). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ADERHOLD/VENUTI MOVED TO AMEND RESOLUTION 26-012(S) ON LINE 126 TO ADD A BULLET POINT STATING "WE RECOGNIZE THE COMPLEXITIES OF THE ISSUES SURROUNDING FACTORY TRAWLING IN WATERS OFF THE COAST OF ALASKA, YET WE ARE CONCERNED ABOUT THE POTENTIAL NEGATIVE IMPACTS TO MULTIPLE FISHERIES, LOCAL FISHERMEN, AND HOMER'S ECONOMY FROM THE BYCATCH AND HABITAT DEGRADATION ASSOCIATED WITH FACTORY TRAWLING. WE ASK THAT THE LEGISLATURE RESEARCH AND UNDERSTAND THE FULL CULTURAL, SOCIAL, AND ECONOMIC IMPACTS OF THE TRAWL FISHERY AND HOW IT AFFECTS COASTAL AND INTERIOR COMMUNITIES IN ALASKA, AND TAKE ACTION TO ADDRESS NEEDED CHANGES TO STATE STATUTES."

Councilmember Venuti noted that the motion is timely and well-written, and she appreciated councilmember Aderhold working on this effort while she was ill.

Councilmember Parsons recognized Councilmember Aderhold for her diligence putting this resolution together and thanked Mayor Pro Tem Erickson for putting time in with Councilmember Aderhold to develop this amendment.

Mayor Pro Tem Erickson noted that it's a complicated situation, and we all recognize that, and sometimes we have to take a deep dive to understand the ramifications of our decisions.

VOTE (amendment). NON-OBJECTION. UNANIMOUS CONSENT.

There was no discussion.

VOTE (substitution as amended). NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **NEW BUSINESS**

## **RESOLUTIONS**

### **COMMENTS OF THE AUDIENCE**

Kevin Lahaie, non-resident, provided an update on behalf of the Homer Skate Park Project, noting that the group is very close to their design goal for money, and invited the Council to start thinking about where they would want the skate park to go, since engineers will come out to look at the site and help with the design.

### **COMMENTS OF THE CITY ATTORNEY**

The City Attorney left the meeting.

### **COMMENTS OF THE CITY CLERK**

City Clerk Woodruff congratulated Deputy City Clerk I Scott Lynn who was just named Mr. Homer and will be representing Homer in the Winter Carnival Parade.

### **COMMENTS OF THE CITY MANAGER**

City Manager Jacobsen named open positions with the City, and thanked Council and Mayor Pro Tem Erickson for a good meeting.

### **COMMENTS OF THE MAYOR**

Mayor Pro Tem Erickson thanked everyone for a fun evening, and noted that it's been a few years since she chaired a meeting but it's actually been fun. This weekend is the Winter Carnival, last weekend there was a basketball tournament—go out and enjoy the sun whenever it peeks out!

### **COMMENTS OF THE CITY COUNCIL**

Councilmember Venuti reminded everyone that the Winter Carnival parade is this weekend on Saturday the 14<sup>th</sup>, and may just be led by Scott as Mr. Homer. She noted that she'll be hosting Conversations with a Councilmember at the Library tomorrow, from noon to 1. She thanked the Police Department and noted that she had met incoming chief Michael Scanlon, and he's a good hire. She lives near the police station and always feels good when she hears the sirens go off because she knows they do a great job of protecting people. The Japanese Club presentation was wonderful, and showed how much they have learned and grown as a result of their travels. Glacier Quartet and Dave Webster have shows coming up at The Porcupine. She thanked staff for providing food for Council, and for feeding the Planning Commission at their recent meeting. A little food really recognizes how hard people work and can go a long way. Enjoy Valentine's day and tell everyone how much you love them. It's heart month, so take care of your heart and get checked out if you need to. South Peninsula Hospital has new technology thanks to a Rasmuson Foundation grant, so take care of yourself.

City Attorney Gatti, who had reconnected to the meeting while Councilmember Venuti commented, asked to speak, apologizing for disconnecting earlier when he meant to speak. He thanked Mayor Pro Tem Erickson for keeping things moving along and noted that many interesting issues were debated.

Councilmember Parsons said that this was by far the shortest meeting he had ever been a part of at the Council table, and thanked Mayor Pro Tem Erickson for guiding the Council through the agenda. He noted that it reflects well on the effort of staff and the support of the City Manager and City Clerk.

Councilmember Aderhold thanked Mayor Pro Tem Erickson for taking the helm for an evening. She said that she's looking forward to the Winter Carnival parade and going down to Juneau next week to attend the Alaska Municipal League and meet with legislators about Homer's Priorities.

Councilmember Davis joked that Mayor Pro Tem Erickson is hired! As far as he is concerned, this was a great meeting. Thank you.

Councilmember Hansen agreed that this was a great meeting. She congratulated her niece back home who is celebrating her 17<sup>th</sup> birthday, and thanked all the community members who have celebrated her 25 years of service at Homer Medical Clinic. She also looks forward to traveling to Juneau.

Mayor Pro Tem Erickson wished her daughter Alivia a happy birthday on Valentine's Day and thanked everyone for making it an enjoyable meeting.

### **ADJOURNMENT**

There being no further business to come before the council, Mayor Pro Tem Erickson adjourned the meeting at 7:03 p.m. Next Regular Meeting is Monday, February 23, at 6 p.m., Worksession at 4:00 pm., 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.



# MEMORANDUM

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CC-26-050

**Ordinance 26-14, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating the Amount of \$1,553.56 from the Land Fund for the Purchase of a Tax Foreclosure Property and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** February 18, 2026  
**From:** Julie Engebretsen, Community Development Director  
**Through:** Melissa Jacobsen, City Manager

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**BACKGROUND:**

The Kenai Peninsula Borough regularly offers tax-foreclosed properties to cities and service areas before selling them at public auction. The Borough has notified the City about a tax-foreclosed lot at the bottom of Mattox, west of the Airport Critical Habitat Area and north of Beluga Lake. The City has a major drainage ditch along the west side of Mattox, and this parcel is very low, wet, and without utility access.

**RECOMMENDATION:**

Adopt the ordinance to purchase this property for conservation purposes and to support potential future green infrastructure and stormwater needs.

**ATTACHMENTS:**

Payoff Amount Statement





\*via email\*

February 11, 2026

Melissa Jacobsen, City Manager  
City of Homer, Alaska  
491 East Pioneer Ave  
Homer, AK 99603

Re: Conveyance of Tax Foreclosure Parcel No. 17913312

Ms. Jacobsen:

The Kenai Peninsula Borough (KPB) has received the City of Homer's request for conveyance of Parcel No. 17913312 through the KPB 2026 tax foreclosure process (see attached).

Subject to A.S. 29.45.460, this parcel may be deeded to the City upon payment of the taxes owed to KPB with accrued interest but without penalty, plus any out of pocket costs incurred by KPB. Upon receipt of payment, KPB will have a quitclaim deed recorded to convey title to the City. After receiving title, the City, by ordinance, must meet the obligations of A.S. 29.45.460 with respect to retention for a public purpose, or sale of the tax foreclosed property, as applicable.

Parcel No. 17913312 - Amount Due:

**\$1,553.56 if received by April 15, 2026**

Please send the check to my attention at the address listed above and payable to the Kenai Peninsula Borough.

**Note: After receiving title, the City must meet the obligations of A.S. 29.45 with respect to retention for a public purpose, or sale of the tax foreclosed property, as applicable.**

Please feel free to contact me if you have any questions.

Sincerely,

Jennifer Shields  
Land Management Agent



**KENAI PENINSULA  
Borough**

**Land Management**  
A Division of the Planning Department

144 North Binkley Street, Soldotna, AK 99669 | (P) 907-714-2205 | (F) 907-714-2378 | www.kpb.us

**REQUEST FOR CONVEYANCE OF REAL PROPERTY  
FORECLOSED FOR DELINQUENT PROPERTY TAX FOR A PUBLIC PURPOSE  
PURSUANT TO A.S. 29.45.450**

Name of City requesting conveyance: City of Homer \_\_\_\_\_

KPB Assessor Parcel No.: 17913312

Is parcel within the City Limits?  Yes  No

(Optional) Proposed public purpose: Street/stormwater infrastructure outfall, open space

(Optional) Explanation of public purpose:

- Include reference to City code or other authority for public purpose conveyance
- Planned use and development of parcel
- Attach additional pages or exhibits as needed

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Proposed Method of Payment:  Check \_\_\_\_\_

Authorized City Official:

<u>Melissa Jacobsen</u>	<u>City Manager</u>
Printed Name	Title
<u>Melissa Jacobsen</u>	<u>2/10/26</u>
Signature	Date

**INVOICE**  
(Completed by Finance Department)

Authorizing KPB Ordinance: <u>2026-05</u>	<u>Payoff goal to</u>
Parcel No.: <u>17913312</u>	<u>4/15/26</u>
Amount \$: <u>1,524.72</u> <i>mf</i>	Parcel
Recording Fee \$: <u>28.84</u>	Account #: <u>17913312</u>
TOTAL DUE: <u>1553.56</u>	Account #: <u>250.37229</u>

**CITY OF HOMER  
FINANCIAL SUPPLEMENT**

PROJECT NAME	<u>Purchase of Tax Foreclosure Property</u>	DATE	<u>02/19/2026</u>
DEPARTMENT	<u>Community Development</u>	SPONSOR	<u>City Manager/Community Development Director</u>
REQUESTED AMOUNT	<u>\$ 1,554</u>		

<b>DESCRIPTION</b>	<p>Pursuant to Homer City Code 18.06.010(a) Real property acquisitions, authority, the City may acquire, own and hold real property within or outside the City boundaries by any lawful means or conveyance, and may exercise all rights and powers in the acquisition, ownership and holding of real property as if the City were a private person. Kenai Peninsula Borough Land Management has prepared a preliminary list of foreclosed parcels. Pursuant to AS 29.45.450 Deed to Borough or City, a city may request conveyance of tax foreclosed property when the city has an immediate need for that property and property may be deeded to the City subject to taxes owed through judgment date, interest, and any out of pocket cost incurred by the KPB through the date of the actual payment. The City can acquire this lot for \$1,553.56 if paid by April 15, 2026. KPB Parcel 17913312, T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256 VIRGINIA LYN SUB LOT 47, is located at the southwestern end of Mattox Road that would serve the public as stormwater conveyance and green-infrastructure filtration area for the neighborhood drainage system flowing into Beluga Lake. Pursuant to the provisions of Homer City Code 18.06.030, 18.06.042, and 18.06.044 Real property acquisitions, designation for public use, and authorization for the appropriation, KPB tax parcel number 17913312 shall be retained for a public purpose and classified as "Conservation."</p>
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FUNDING SOURCE(S)	LAND RESERVES	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

FUNDING SOURCE 1: Land Reserves	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 245,874</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 16,668</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 1,554</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 227,652</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

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

3 City Manager/  
4 Community Development Director

5 **ORDINANCE 26-14**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
8 AMENDING THE FY26 CAPITAL BUDGET BY APPROPRIATING THE  
9 AMOUNT OF \$1,553.56 FROM THE LAND RESERVES FUND FOR THE  
10 PURCHASE OF A TAX FORECLOSURE PROPERTY AND  
11 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE  
12 THE APPROPRIATE DOCUMENTS.  
13

14 WHEREAS, Pursuant to Homer City Code 18.06.010(a) Real property acquisitions,  
15 authority, the City may acquire, own and hold real property within or outside the City  
16 boundaries by any lawful means or conveyance, and may exercise all rights and powers in the  
17 acquisition, ownership and holding of real property as if the City were a private person; and  
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19 WHEREAS, Kenai Peninsula Borough Land Management has prepared a preliminary list  
20 of foreclosed parcels; and  
21

22 WHEREAS, Pursuant to AS 29.45.450 Deed to Borough or City, a city may request  
23 conveyance of tax foreclosed property when the city has an immediate need for that property  
24 and property may be deeded to the City subject to taxes owed through judgment date, interest,  
25 and any out of pocket cost incurred by the KPB through the date of the actual payment; and  
26

27 WHEREAS, The City can acquire this lot for \$1,553.56 if paid by April 15, 2026;  
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29 WHEREAS, KPB Parcel 17913312, T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256  
30 VIRGINIA LYN SUB LOT 47, is located at the southwestern end of Mattox Road that would serve  
31 the public as stormwater conveyance and green-infrastructure filtration area for the  
32 neighborhood drainage system flowing into Beluga Lake; and  
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34 WHEREAS, Pursuant to the provisions of Homer City Code 18.06.030, 18.06.042, and  
35 18.06.044 Real property acquisitions, designation for public use, and authorization for the  
36 appropriation, KPB tax parcel number 17913312 shall be retained for a public purpose and  
37 classified as "Conservation."  
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39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
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41 Section 1. The Homer City Council hereby amends the FY26 Capital Budget by  
42 appropriating \$1,553.56 as follows:

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<u>Fund</u>	<u>Description</u>	<u>Amount</u>
150	Land Reserves	\$1,553.56

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_<sup>th</sup> day of March, 2026.

CITY OF HOMER

\_\_\_\_\_  
RACHEL LORD, MAYOR

ATTEST:

\_\_\_\_\_  
AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



# MEMORANDUM

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**Ordinance 26-15, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Appropriating \$25,000 From the Port Reserves Fund for the Purchase of Additional Timber to Repair the Spare Deep Water Dock Fender. Port Director/City Manager.**

**Item Type:** Back Up Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** February 14, 2026  
**From:** Bryan Hawkins, Port Director  
**Through:** Melissa Jacobsen, City Manager

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## Background

The Deep Water Dock has three berth locations: the Face Berth, the Trestle Berth, and the Inside Berth. The Face Berth, which accommodates most of the vessel traffic, was upgraded in 2013 with modern, heavy-duty fendering designed to withstand regular commercial use.

The Trestle and Inside Berths remain outfitted with fender units that were relocated from the former wooden dock before construction of the Pioneer Dock in 2003. While these fenders are now aging infrastructure, they continue to perform adequately for the limited use those berths receive. Full system replacement would represent a significant capital expenditure, so staff have continued to maintain and rotate these units to extend their service life. As expected with older systems, they require more frequent maintenance than modern fendering.

The Port maintains one spare fender assembly. When a fender unit is damaged, staff remove the damaged unit, install the spare, and then rehabilitate the damaged unit for future rotation back into service. This approach minimizes operational downtime, supports safe vessel berthing operations, and allows us to manage maintenance costs while preserving serviceability.

The purpose of this ordinance is to authorize the procurement of 12” by 12” timber members used to face these fender units. Approval of this purchase will allow the Port to acquire the required timbers, three of which will be used immediately to rehabilitate the spare fender unit, so it is fully ready for deployment. The remaining timbers will be placed into inventory to support future maintenance and repairs. Maintaining an on-hand stock reduces response time, supports safe operations, and helps avoid operational delays associated with material procurement.

This request represents a practical, preventative maintenance measure that protects Port infrastructure and ensures continued safe operations at the Deep Water Dock.

**Recommendation**

Approve Ordinance 26-15 to appropriate \$25,000 from the Port Reserves to fund the preventative maintenance of the Deep Water Dock spare fender.

CITY OF HOMER  
FINANCIAL SUPPLEMENT

PROJECT NAME	<u>Deep Water Dock Spare Fender Repairs</u>	DATE	<u>02/18/2026</u>
DEPARTMENT	<u>Port and Harbor</u>	SPONSOR	<u>City Manager/Port Director</u>
REQUESTED AMOUNT	<u>\$ 25,000</u>		

DESCRIPTION	<p>The City of Homer owns and operates the Homer Deep Water Dock as part of the Port and Harbor Enterprise. The Deep Water Dock includes three berthing locations known as the Face Berth, Trestle Berth, and Inside Berth. The Face Berth fendering system was upgraded in 2013 with modern heavy-duty components. The Trestle and Inside Berths utilize fender units relocated from the former Main Dock prior to construction of the Pioneer Dock in 2003. These fender units remain serviceable but require ongoing maintenance and periodic rehabilitation to ensure safe vessel berthing operations. Maintaining a spare fender assembly and an inventory of timber facing materials reduces operational downtime and supports safe and efficient port operations. Three 12" x 12" timber members are immediately required to rehabilitate the Port's spare fender unit, with additional timbers to be placed into inventory for future maintenance needs. Cost estimates for the required materials, based on current vendor pricing, total approximately \$25,000.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	0%	0%	100%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: Port Reserves (456-0380)	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 1,574,107</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 732,248</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 25,000</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 0</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 816,859</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____

**CITY OF HOMER  
HOMER, ALASKA**

City Manager/Port Director

**ORDINANCE 26-15**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
AMENDING THE FY26 CAPITAL BUDGET BY APPROPRIATING  
\$25,000 FROM THE PORT RESERVES FUND FOR THE PURCHASE  
OF ADDITIONAL TIMBER TO REPAIR THE SPARE DEEP WATER  
DOCK FENDER.

WHEREAS, The City of Homer owns and operates the Homer Deep Water Dock as part  
of the Port and Harbor Enterprise; and

WHEREAS, The Deep Water Dock includes three berthing locations known as the Face  
Berth, Trestle Berth, and Inside Berth; and

WHEREAS, The Face Berth fendering system was upgraded in 2013 with modern heavy-  
duty components; and

WHEREAS, The Trestle and Inside Berths utilize fender units relocated from the former  
Main Dock prior to construction of the Pioneer Dock in 2003; and

WHEREAS, These fender units remain serviceable but require ongoing maintenance and  
periodic rehabilitation to ensure safe vessel berthing operations; and

WHEREAS, Maintaining a spare fender assembly and an inventory of timber facing  
materials reduces operational downtime and supports safe and efficient port operations; and

WHEREAS, Three 12" x 12" timber members are immediately required to rehabilitate  
the Port's spare fender unit, with additional timbers to be placed into inventory for future  
maintenance needs; and

WHEREAS, Cost estimates for the required materials, based on current vendor pricing,  
total approximately \$25,000.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY26 Capital Budget by  
appropriating \$25,000 as follows:

44	<u>Fund</u>	<u>Description</u>	<u>Amount</u>
45	456-0380	Port Reserves	\$25,000

46  
47 Section 2. This ordinance is a budget amendment only, is not of a permanent nature  
48 and is a non code ordinance.

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50 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this \_\_\_\_ day of \_\_\_\_\_, 2026.

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53 CITY OF HOMER  
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55 \_\_\_\_\_  
56 RACHEL LORD, MAYOR  
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58  
59 ATTEST:  
60  
61 \_\_\_\_\_  
62 AMY WOODRUFF, CITY CLERK

63  
64 YES:  
65 NO:  
66 ABSTAIN:  
67 ABSENT:  
68  
69 First Reading:  
70 Public Hearing:  
71 Second Reading:  
72 Effective Date:

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 26-017**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
CONFIRMING THE CITY MANAGER'S APPOINTMENT OF MICHAEL  
SCANLON AS CHIEF OF POLICE FOR THE CITY OF HOMER  
EFFECTIVE NO LATER THAN MARCH 19, 2026.

WHEREAS, Homer City Code 2.52.010 states that the Police Chief shall be appointed by the City Manager for an indefinite term, and be confirmed by the City Council; and

WHEREAS, Homer City Code 2.52.030 states the Chief of Police shall have all the duties and authority assigned by law or ordinance to provide law enforcement, emergency communications, and shall have the supervision of all officers and employees assigned to the Department and shall have the authority to administer contracts for public safety services not provided by Department personnel; and

WHEREAS, Homer City Code 2.52.030 states The Chief of Police shall have all the duties and authority assigned by law or ordinance to provide law enforcement, emergency communications, and shall have the supervision of all officers and employees assigned to the Department and shall have the authority to administer contracts for public safety services not provided by Department personnel.

WHEREAS, Michael Scanlon meets the qualifications to serve the City of Homer in this capacity.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council that Michael Scanlon is hereby confirmed as Chief of Police for the City of Homer, effective upon the retirement of Chief Mark Robl, no later than March 19, 2026.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this \_\_\_ day of \_\_\_\_\_2026.

CITY OF HOMER

\_\_\_\_\_  
RACHEL LORD, MAYOR

41 ATTEST:

42

43 \_\_\_\_\_

44 AMY WOODRUFF, CITY CLERK

45

46 Fiscal Note: N/A



# MEMORANDUM

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**Ordinance 26-12, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Reappropriating the FY23 State of Alaska Community Assistance Program Payment in the Amount of \$44,946.55 for Information Technology Capital Projects.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor and City Council  
**Date:** February 3, 2026  
**From:** Bill Jirsa, Chief Technology Officer  
**Through:** Melissa Jacobsen, City Manager

---

Ordinance 26-12 would re-appropriate unspent State of Alaska FY23 Community Assistance Program funds toward the following Information Technology capital projects:

**Emergency Communications Recording System Replacement:**

The current dispatch recording system, which captures and archives 911 calls, radio traffic, and administrative phone lines and interview rooms at the Police Department, is now five years old and at the end of its reliable service life. In recent weeks, a hardware failure resulted in approximately 24 hours of downtime while staff worked with the vendor to bring the system back online. Gaps in recordings like this could potentially undermine the integrity of evidence, hinder after-action reviews, and compromise compliance with data retention laws. Replacing this hardware will restore dependability, reduce liability exposure, and ensure continuity for mission-critical communications.

**Windows Server Operating System Upgrade:**

Support for the operating system version currently in use on the City's Windows servers ends in October. Once that support ends, the City will lose access to feature updates, incident support, warranty claims and the full scope of security updates (patches available for another 5 years under "extended" support are limited to *critical* security patches). Upgrading the server operating system across the organization is a necessary step to help maintain security compliance, ensure application compatibility, and protect the availability of City applications for the next product lifecycle.

**Recommendation:**

Reappropriate the \$44,946.55 State of Alaska Community Assistance Program funds for these two projects.

CITY OF HOMER  
HOMER, ALASKA

City Manager

ORDINANCE 23-43(S)

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE FY23 CAPITAL BUDGET BY ACCEPTING AND APPROPRIATING THE FY23 STATE OF ALASKA COMMUNITY ASSISTANCE PROGRAM PAYMENT IN THE AMOUNT OF \$204,991.19 FOR VARIOUS CAPITAL PROJECTS.

WHEREAS, In FY23 the City of Homer received \$204,991.19 from the Community Assistance Program (CAP) which has not yet been accepted or appropriated; and

WHEREAS, The application for the FY23 Community Assistance Program funds indicated the City of Homer would **likely** designate those funds towards **Americans with Disabilities Act (ADA)** Improvements for City facilities; and

**WHEREAS, All ADA projects requested during the FY24/25 Capital Budget cycle were instead funded by Ordinance 23-23(A-3), with the exception of ADA accessibility equipment which is included in this ordinance; and**

**WHEREAS, Council removed \$204,991.19 worth of projects from Ordinance 23-23(A-3) with the intention of funding them with Community Assistance Program funds instead, a change allowed by the Community Assistance Program; and**

WHEREAS, Ultimately it is up to the Council as to where the funds are spent and we are not obligated by the State to follow the original application **It is encouraged to entirely expend the Community Assistance Program funds within FY24 for grant management and administration purposes;** and

WHEREAS, The City would benefit from applying Community Assistance Program funds towards select FY24/25 General Fund CARMA projects **that can be completed within the current fiscal year.**

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The Homer City Council hereby amends the FY23 Capital Budget by accepting the FY23 Community Assistance Program payment in the amount of \$204,991.19 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	FY2023 Community Assistance Program	\$204,991.19

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Section 2. The Homer City Council hereby amends the FY23 Capital Budget by appropriating the FY23 Community Assistance Program payment in the amount of \$204,991.19 as follows:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-xxxx	Upgrade City Workstations to Microsoft Office 2021	\$40,000.00
151-xxxx	NextGen Firewall	\$50,000.00
151-xxxx	Upgraded Internet Link for City Hall	\$30,000.00
151-xxxx	Two Ballistic Shields	\$6,732.00
151-xxxx	GIS Upgrade	\$16,490.00
151-xxxx	Air Conditioning for Public Works Server Room	\$8,000.00
151-xxxx	ADA Accessibility Equipment	\$9,739.00
151-xxxx	Replace Library Chairs	<u>\$44,030.19</u>
	Total:	\$204,991.19

Section 3. This appropriation is intended to pay for the aforementioned items previously included in the FY24/25 Capital Budget under General Fund CARMA.

Section 4. This ordinance is a budget ordinance only, is not permanent in nature and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 14<sup>th</sup> day of August, 2023.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES: 6  
NO: 0  
ABSTAIN: 0  
ABSENT: 0

First Reading: 6.26.23  
Public Hearing: 7.24.23, 8.14.23  
Second Reading: 8.14.23  
Effective Date: 8.15.23



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

3 City Manager/  
4 Chief Technology Officer

5 **ORDINANCE 25-10**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
8 AMENDING THE FY25 CAPITAL BUDGET BY REAPPROPRIATING  
9 FY23 STATE OF ALASKA COMMUNITY ASSISTANCE PROGRAM  
10 PAYMENT IN THE AMOUNT OF \$40,000 FROM THE WORKSTATION  
11 UPGRADE TO MICROSOFT OFFICE 2021 PROJECT.

12  
13 WHEREAS, Ordinance 23-43(S) appropriated \$40,000 in State of Alaska Community  
14 Assistance Program funds to upgrade City of Homer workstations to Microsoft Office 2021; and  
15

16 WHEREAS, Subsequent consideration has identified the pressure to explore options for  
17 next-generation office productivity software to enable the most effective solution for City staff  
18 and elected officials; and  
19

20 WHEREAS, Several upgrade options are available, including Microsoft Office 365, which  
21 offers enhanced tools and features, advanced support for collaboration, and the potential to  
22 improve productivity and efficiency across City departments; and  
23

24 WHEREAS, A feasibility project involving a pilot team of approximately 20-25 staff  
25 members from various City departments using Microsoft Office 365 for up to one year will  
26 provide valuable data and insights into the suitability, effectiveness and limitations of this  
27 solution for the City of Homer workforce.  
28

29 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
30

31 Section 1. The funds originally allocated to “Upgrade City Workstations to Microsoft  
32 Office 2021” in the amount of \$40,000 are hereby re-appropriated to be used to fund a  
33 feasibility project to evaluate the next generation of office productivity software for the City of  
34 Homer staff and elected officials as follows:  
35

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-7033	Office 365 Feasibility Project	\$40,000

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39 Section 2. The feasibility project shall include the following:  
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- 41 a. Assessment of the productivity software needs of the City of Homer workforce.  
42 b. Selection of a pilot team of 20-25 staff members from various City departments.

43 c. Engagement of contractors to assist with migration and licensing of Microsoft Office  
44 365 for the pilot team for a period of one year.

45 d. Evaluation of the pilot team's experience with Microsoft Office 365, including  
46 features, collaboration tools, productivity gains, and cost-effectiveness.

47 e. Preparation of a report with recommendations on the most effective and affordable  
48 solution for the whole City of Homer workforce.

49

50 Section 3. The City Manager is authorized to negotiate and execute any necessary  
51 agreements or documents to implement this project.

52

53 Section 4. This is a budget amendment ordinance, is temporary in nature and shall not  
54 be codified.

55

56 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 10th day of February, 2025.

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CITY OF HOMER

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59

DONNA ADERHOLD, MAYOR PRO TEM

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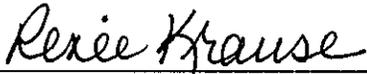
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64 ATTEST:

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67 RENEE KRAUSE, MMC, CITY CLERK

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70 YES: 6

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72 NO: 0

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74 ABSTAIN: 0

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76 ABSENT: 0

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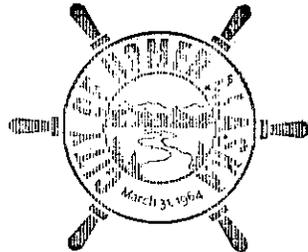
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79 First Reading: 1/27/25

Public Hearing: 2/10/25

Second Reading: 2/10/25

Effective Date: 2/11/25



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

3 City Manager/  
4 Chief Technology Officer

5 **ORDINANCE 26-12**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
8 AMENDING THE FY26 CAPITAL BUDGET BY REAPPROPRIATING THE  
9 FY23 STATE OF ALASKA COMMUNITY ASSISTANCE PROGRAM  
10 PAYMENT IN THE AMOUNT OF \$44,946.55 FOR INFORMATION  
11 TECHNOLOGY CAPITAL PROJECTS.  
12

13 WHEREAS, Ordinance 23-43(S) appropriated the FY23 Community Assistance Program  
14 (CAP) funds for various projects several of which were completed under budget; and  
15

16 WHEREAS, Ordinance 25-10 reappropriated \$40,000 from the workstation upgrade to  
17 the Office 365 Feasibility Project; and  
18

19 WHEREAS, the Office 365 Feasibility Project will submit a recommendation for  
20 transitioning Office 365 expenses to the FY27 operating budget which will leave remaining FY23  
21 CAP funds that are available to address new projects.  
22

23 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
24

25 Section 1. The Homer City Council hereby amends the FY26 Capital Budget by  
26 reappropriating the FY23 Community Assistance Program payment as follows:  
27

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
151-7033	Emergency Communications Recording System Replacement	\$14,315
151-7033	Windows Operating System Upgrade	\$29,162
151-7033	Office 365 Feasibility Project	\$1,496.55

33  
34 Section 2. This ordinance is a budget ordinance only, is not permanent in nature and  
35 shall not be codified.  
36

37 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of February, 2026.  
38

39 CITY OF HOMER  
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41 \_\_\_\_\_  
42 RACHEL LORD, MAYOR

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ATTEST:

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AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:



# MEMORANDUM

CC-26-041

**Ordinance 26-13, an Ordinance of the City Council of Homer, Alaska Authorizing the City Manager to Negotiate and Execute a Equipment Purchase Agreement with Mack Services to Allow for the Purchase of a 2026 Dump Truck and Amending the FY26 Capital Budget for a Current Year Payment of \$75,085.84 from the General Fund Fleet Capital Asset Repair and Maintenance Allowance (CARMA) Fund and Related Matters.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** January 30, 2026  
**From:** Daniel Kort, Public Works Director  
**Through:** Melissa Jacobsen, City Manager

## **SUMMARY:**

This Ordinance is requesting an amendment to the Capital Budget towards the purchase of a 2026 Mack Dump Truck to replace E-157.

## **BACKGROUND:**

The existing Dump Truck E-157 is a 2000 Freightliner that was scheduled for replacement in 2020. This truck has had differential and transmission issues. The transmission issues have been plaguing this truck since its original purchase. This was a first-generation automatic transmission that has never performed well. There have been numerous attempts to fix the issue, both by the manufacturer and our maintenance staff with no success prompting staff to “Red-Tag” the truck, removing it from service for both the maintenance and safety concerns.

The City of Homer (City) used manufacturer financing of its last purchased dump truck in 2015. The Public Works Department reached out to get quotes for a replacement dump truck as well as the options for manufacturer financing. The best option was offered by Construction Machinery Inc. (CMI) for a new Mack truck, which also provides consistency because the truck purchased in 2015 is also a Mack truck and has filled the City’s needs well.

The purchase price for the truck was quoted at \$277,380. There were 6 options offered for financing from the manufacturer, three options included annual payments at the closing date (annually on the closing date), and three options that included annual payments 1-year from the closing date. Staff did not consider the 3 options where the payment is made 1-year from the closing date because interest would be accumulating all year and the equivalent payments were much greater.

The remaining options were:

- 3-years at \$97,564.45/year
- 4-years at \$75,085.84/year
- 5-years at \$61,668.33/year

Since the Public Works Department already supplements the two owned dump trucks with hiring out an occasional 3<sup>rd</sup> dump truck, we also evaluated hiring out the services used for this truck rather than purchasing a new truck. The two dump trucks we currently own are considered primary pieces of equipment. Based upon the usage, hiring out for a dump truck was calculated to be greater than the proposed payments to own the new truck. Similarly, renting a dump truck was considered, and the nearest rental would be Anchorage. The cost to rent would exceed payments for the purchase of a new truck.

**RECOMMENDATION:**

The Public Works Department is recommending the purchase of the replacement dump truck with the manufacturer financing using the 4-year payment term.

**ATTACHMENTS:**

Formal Proposal for Financing.



Baystone Government Finance

November 05, 2025

# FORMAL PROPOSAL

**Obligor:** City of Homer, AK

This is a finance/ownership contract. No residual value.

**Equipment:** One (1) 2026 Mack Granite 64FR with 16 Foot Henderson Dump Body

**Option 1 -Fixed**

Acquisition Cost	\$	277,380.00	Term	Three (3) years	First Payment Due	At Closing
Document Fee	\$	395.00	Payment Mode	Annual in Advance	Payment Amount	\$97,564.45
Trade-In	\$	0.00	Interest Rate	5.4700%		
Principal Balance	\$	277,775.00	Rate Factor	.351236		

**Option 2 -Fixed**

Acquisition Cost	\$	277,380.00	Term	Four (4) years	First Payment Due	At Closing
Document Fee	\$	395.00	Payment Mode	Annual in Advance	Payment Amount	\$75,085.84
Trade-In	\$	0.00	Interest Rate	5.4700%		
Principal Balance	\$	277,775.00	Rate Factor	.270312		

**Option 3 -Fixed**

Acquisition Cost	\$	277,380.00	Term	Five (5) years	First Payment Due	At Closing
Document Fee	\$	395.00	Payment Mode	Annual in Advance	Payment Amount	\$61,668.33
Trade-In	\$	0.00	Interest Rate	5.5100%		
Principal Balance	\$	277,775.00	Rate Factor	.222008		

**Option 4 -Fixed**

Acquisition Cost	\$	277,380.00	Term	Three (3) years	First Payment Due	One Year from Close
Document Fee	\$	395.00	Payment Mode	Annual in Arrears	Payment Amount	\$102,996.77
Trade-In	\$	0.00	Interest Rate	5.5200%		
Principal Balance	\$	277,775.00	Rate Factor	.370792		

**Option 5 -Fixed**

Acquisition Cost	\$	277,380.00	Term	Four (4) years	First Payment Due	One Year from Close
Document Fee	\$	395.00	Payment Mode	Annual in Arrears	Payment Amount	\$79,357.36
Trade-In	\$	0.00	Interest Rate	5.5600%		
Principal Balance	\$	277,775.00	Rate Factor	.285689		

Baystone Government Finance

City of Homer, AK

Aaron Lindsten, Vice President - alindsten@ksstate.bank

Signature - Title

Date

Date

# FORMAL PROPOSAL - Continued

**Option 6 -Fixed**

Acquisition Cost	\$ 277,380.00	Term	Five (5) years	First Payment Due	One Year from Close
Document Fee	\$ 395.00	Payment Mode	Annual in Arrears	Payment Amount	\$65,208.98
Trade-In	\$ 0.00	Interest Rate	5.5900%		
Principal Balance	\$ 277,775.00	Rate Factor	.234755		

- This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.
- Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor may result in a documentation fee being assessed to the Obligor.
- **OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.**
- This transaction must be credit approved, all documents properly executed and returned to Baystone Government Finance and the transaction funded on ALL proposals on or before 11/19/2025. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety. Should there be a significant change in market rates at any time prior to funding of the transaction, Baystone Government Finance reserves the right to adjust the Interest Rate quoted above.
- This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.

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Baystone Government Finance

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City of Homer, AK




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Aaron Lindsten, Vice President - alindsten@ksstate.bank

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Signature - Title

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Date

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Date

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

3 City Manager/  
4 Public Works Director

5 **ORDINANCE 26-13**

6  
7 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
8 AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE  
9 A EQUIPMENT PURCHASE AGREEMENT WITH MACK SERVICES TO  
10 ALLOW FOR THE PURCHASE OF A 2026 DUMP TRUCK AND  
11 AMENDING THE FY26 CAPITAL BUDGET FOR A CURRENT YEAR  
12 PAYMENT OF \$75,085.84 FROM THE GENERAL FUND FLEET  
13 CAPITAL ASSET REPAIR AND MAINTENANCE ALLOWANCE (CARMA)  
14 FUND AND RELATED MATTERS.  
15

16 WHEREAS, The FY 26 Capital Budget included a request for funding towards the  
17 purchase and replacement of a Dump Truck E-157 that was not funded; and  
18

19 WHEREAS, The existing Dump Truck E-157 is 26-years old and was planned and  
20 scheduled for replacement in 2020; and  
21

22 WHEREAS, Dump Truck E-157 has transmission and rear differential issues and  
23 numerous attempts to repair the transmission issues have been made with no success; and  
24

25 WHEREAS, Dump Truck E-157 has been taken out of service and Red Tagged due to  
26 safety and mechanical concerns; and  
27

28 WHEREAS, The City of Homer's last dump truck was purchased using manufacture  
29 financing, so the Public Works Department requested quotes from multiple manufacturers for  
30 manufacturer financing to support the purchase of a new dump truck; and  
31

32 WHEREAS, The most cost-effective replacement dump truck was quoted to the City for  
33 a price of \$277,380; and  
34

35 WHEREAS, The financing options offered were a 3-year term with an annual payment of  
36 \$97,564.45, a 4-year term with an annual payment of \$75,085.84, or a 5-year term with an  
37 annual payment of \$61,668.33; and  
38

39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:  
40



- 83 ABSTAIN:
- 84
- 85 First Reading:
- 86 Public Hearing:
- 87 Second Reading:
- 88 Effective Date:



## MEMORANDUM

CC-26-048

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**Ordinance 26-16, an Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 4, Elections Sections 4.01.040 Date of election, 4.01.100 Expense, 4.10.010 Declaration of candidacy, 4.10.050 Prohibitions, 4.20.020 Voting procedure at the polls, 4.30.020 Eligibility, 4.30.060 Issuance of ballot by mail or in person, 4.35.010 Review of election documents by Canvass Board, and 4.40.020 Runoff election – date and notice.**

**Item Type:** Backup Memorandum, Action Memorandum, or Informational Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** January 29, 2026  
**From:** Amy Woodruff, City Clerk  
**Through:** Melissa Jacobsen, City Manager

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### **SUMMARY:**

This ordinance proposes changes to election code to align the City’s election date with the Kenai Peninsula Borough (KPB) election date in November.

As written, the ordinance makes no change to how the City represents the calculation of a plurality of votes for City elections. This memo outlines options for changes to § **4.35.020 Votes required to be elected** and staff will present a substitution ordinance that makes changes to that section of code if directed to do so by Council. Additional edits to Title 4 of City Code not related to the election date are included for efficiency, and the reason for each change is summarized in a table below.

### **BACKGROUND:**

During the October 7, 2025, Municipal Election, Borough voters approved KPB Citizen Initiative Proposition No. 5, which moved the Borough Election date from October to November to coincide with State elections. Approval of this Borough proposition does not affect the City of Homer election day. The City’s election date is established in City code and must be amended by ordinance.

While the City could continue to hold elections in October, the cost to hold an election would increase significantly without the cost-savings associated with collaborating with the KPB on sharing election workers and election equipment. In a January 2026 letter terminating the existing Memorandum of Agreement (MOA) with the City, KPB clerk Michele Turner wrote “If the City of Homer ultimately does move its election date to November, the intent would be to explore entering into a new elections administration MOA with the City.”

This ordinance makes the necessary changes to candidate filing deadlines, election dates, and runoff election dates in order to align our election date with the State and Borough elections in November. Staff also reviewed language in code related to requirements for postmarks on by-mail ballots and determined that current language is sufficient given that voters may request a manual postmark for their ballot at any post office.

Moving the election date back by one month will also effectively extend the terms of sitting councilmembers by one month. [HCC § 2.08.030 Composition of governing body – terms of office](#) specifies that councilmembers are elected “for three year terms and until a successor qualifies,” so councilmembers may continue to serve in their seats until the November Election or a December runoff when either they are reelected or a successor is elected for their seat.

<b>Section</b>	<b>Change</b>	<b>Reason</b>
<b>4.01.040 Date of election.</b>	Change “first Tuesday in October” to “first Tuesday after the first Monday in November”	Align with Borough and State election date.
<b>4.01.100 Expenses.</b>	Change minimum threshold for election worker rate of pay from “State” to “Kenai Peninsula Borough.”	We anticipate entering into a new MOU with the Kenai Peninsula Borough to share the cost of hiring election workers, and our rate of pay will therefore need to be equal to the Borough’s.
<b>4.10.010 Declaration of candidacy.</b>	Change filing period from August 1-15 to September 1-15.	Moving forward by one month corresponds with the change in election date. The change will allow additional time for candidates to file for office and aligns with ballot printing and booklet printing deadlines provided by the Borough.
<b>4.10.050 Prohibitions.</b>	Replace “member of the Library Advisory Board” with “Board Member.”	The City has more than one board among its advisory bodies.
<b>4.30.020 Eligibility.</b>	Remove conditions for absentee voting.	State elections are ‘no excuse’ absentee voting, which allows voters to vote an absentee ballot without restrictions. This aligns with State elections.
<b>4.30.040 Absentee voter at polls.</b>	Change “challenged” ballot to “questioned” ballot.	If there are concerns about a voter’s eligibility prior to providing them with a ballot, that is a ‘questioned’ ballot rather than a ‘challenged’ ballot.

<b>4.30.060 Issuance of ballot by mail or in person.</b>	Change “challenged” ballot to “questioned” ballot.	If there are concerns about a voter’s eligibility prior to providing them with a ballot, that is a ‘questioned’ ballot rather than a ‘challenged’ ballot.
<b>4.35.010 Review of election documents by Canvass Board.</b>	Change “questioned ballot” to “challenge.”	The term for raising concerns about an absentee ballot that has already been voted during the canvass process is to ‘challenge.’
<b>4.40.020 Runoff election – Date and notice.</b>	Change runoff date to the first Tuesday after the first Monday in December.	Moving the runoff election date forward by one month corresponds to the change in regular election date.

**Request for Council Direction regarding § 4.35.020 Votes required to be elected**

Current code requires that the percentage of votes to win an election is determined using the total votes cast in a race. Following the 2022 election, Councilmember Davis requested a calculation of the percentage of ballots cast and it was accommodated in the Clerk’s office by adding an extra column on the certificate of election listed as informational only. Clerk’s office staff would like direction from Council on reporting election results so that only one type of calculation is necessary on the final Certificate of Election.

HCC 4.35.020 requires that candidates receive a plurality of votes to be elected to a seat rather than a majority. This means that a candidate who receives the most votes in an election would not win that seat if they do not reach the plurality threshold specified in code. In that case, the City would hold a runoff election between the two candidates who received the highest number of votes.

The plurality threshold for a race with only one seat is defined as follows.

<b>Races with only one seat (i.e. Mayor, a specific Council seat)</b>	
<b>Number of Candidates</b>	<b>Percentage Threshold</b>
Fewer than five candidates	40% of votes cast
Five or more candidates	35% of votes cast

In races where there are two Council seats to fill with equivalent terms, voters may vote for up to two candidates. Calculating the plurality threshold for these races requires that City Clerk account for the two votes per voter that may be cast in that election. This has historically been represented in two different ways that are mathematically equivalent to each other.

<b>Races with two seats (i.e. two vacant Council seats with the same term)</b>		
<b>Number of candidates</b>	<b>Original percentage thresholds</b>	<b>As amended by Ordinance 18-52</b>
Fewer than five candidates	40% of (votes cast in the race ÷ 2)	20% of all votes cast in the race
Five or more candidates	35% of (votes cast in the race ÷ 2)	17.5% of all votes cast in the race

Option 1: Retain existing percentage thresholds specified in code where the percentages are calculated based on all votes cast in the race.

Option 2: Amend code to change the calculation to a percentage of votes cast in each race ÷ 2.

The vote totals from the October 2025 election will be used to illustrate how data would be represented under each option.

**Option 1: Retain existing percentage thresholds specified in code where the percentages are calculated based on all votes cast in the race.** For a race with only one seat available and fewer than 5 candidates, the threshold is 40%. For a race with two seats available and fewer than five candidates, the threshold is 20%.

Candidates – one to be selected City Council 1 Year Term	Homer No. 1 06-230	Homer No. 2 06-240	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast <b>(1304)</b> 40% Required to be Elected HCC 4.35.020
PARSONS, Bradley	328	207	264	799	61%
JONES, Michael L.	168	191	136	495	38%
Write-in	4	2	4	10	1%
Total Votes Cast	500	400	404	1304	
Total Registered Voters	2967	2511			
Candidates – Two to be selected City Council 3 Year Term	Homer No. 1 06-230	Homer No. 2 06-240	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast <b>(2390)</b> 20% Required to be Elected HCC 4.35.020
DAVIS, Jason	300	227	268	795	33%
HANSEN, Storm P.	259	192	230	681	28%
MINK, John	184	173	126	502	21%
GARVEY, Elias T.	151	150	99	400	17%
Write-in	5	2	5	12	1%
Total Votes Cast	899	744	728	2390	
Total Registered Voters	2967	2511			

**Option 2: Amend code to change the calculation to a percentage of votes cast in each race ÷ 2.**  
 For a race with only one seat available and fewer than 5 candidates, the threshold is 40%. For a race with two seats available and fewer than five candidates, the threshold is 40% of (2390 ÷ 2).

Candidates – one to be selected City Council 1 Year Term	Homer No. 1 06-230	Homer No. 2 06-240	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast <b>(1304)</b> 40% Required to be Elected HCC 4.35.020
PARSONS, Bradley	328	207	264	799	61%
JONES, Michael L.	168	191	136	495	38%
Write-in	4	2	4	10	1%
Total Votes Cast	500	400	404	1304	
Total Registered Voters	2967	2511			
Candidates – Two to be selected City Council 3 Year Term	Homer No. 1 06-230	Homer No. 2 06-240	Absentee/ Questioned/ Special Needs	Total Votes	Percentage of Total Votes Cast ÷ 2 <b>(2390/2 = 1195)</b> 40% Required to be Elected (Possible Edit to HCC)
DAVIS, Jason	300	227	268	795	67%
HANSEN, Storm P.	259	192	230	681	57%
MINK, John	184	173	126	502	42%
GARVEY, Elias T.	151	150	99	400	33%
Write-in	5	2	5	12	2%
Total Votes Cast	899	744	728	2390	
Total Registered Voters	2967	2511			

**RECOMMENDATION:**

Review the options for changes to § 4.35.020 Votes required to be elected. and provide recommendation to the City Manager. If a change is requested, Staff will have a substitute ordinance prepared for the next meeting with those changes.

**ATTACHMENTS:**

HCC 4.35.020 Votes required to be elected.

January 2, 2026 Press Release from the U.S. Postal Service regarding postmarks

January 26, 2026 Letter from the Kenai Peninsula Borough Clerk terminating the 2024 Revised Memorandum of Agreement for Administering Elections.

**4.35.020 Votes required to be elected.**

The number of candidates for an office equal to the number of vacancies to be filled who receive the highest number of votes for the office shall be elected; provided, that:

a. To be elected to the office of Mayor or to fill a specific vacant council seat, a candidate must receive at least the plurality of the votes cast for that seat. The plurality of the vote that is required for a candidate to be elected to the office of Mayor or to fill a specific vacant council seat shall be based on the number of qualified candidates who filed declarations of candidacy that remain in effect on the date of the election as follows:

<b>Number of candidates</b>	<b>Percentage of vote</b>
Less than five	40%
Five or more	35%

b. To be elected to the Council, a candidate must receive at least the plurality of the total votes cast for all candidates for Council. The plurality of the vote that is required for a candidate to be elected to the Council shall be based on the number of qualified candidates who filed declarations of candidacy that remain in effect on the date of the election as follows:

<b>Number of candidates</b>	<b>Percentage of vote</b>
Less than five	20%
Five or more	17.5%

c. When filling a vacancy under HCC [2.08.050](#) the following sections will apply:

1. For a single vacant Council seat or a vacancy in the office of Mayor, votes will be counted according to subsection (a) of this section;
2. For two vacant Council seats that are vacated with different terms, votes will be counted according to subsection (a) of this section;
3. For two vacant Council seats that are vacated with the same term, votes will be counted according to subsection (b) of this section.

# Postmarking Myths and Facts - Statements - Newsroom - About.usps.com

**MYTH: How the Postal Service applies postmarks is changing.**

**FACT:** The Postal Service has not changed and is not changing our postmarking practices, which have been consistent since we began moving away from hand-canceling every item at Post Offices decades ago. Postmarks are generally applied by machines at our originating processing facilities and will continue to be applied at those facilities in the same manner and to the same extent as before. Postmarks applied at those facilities will continue to contain the name or location of the facility that applied the postmark and the date on which the first automated processing operation was performed on that mailpiece.

While we are not changing our postmarking practices, we have made adjustments to our transportation operations that will result in some mailpieces not arriving at our originating processing facilities on the same day that they are mailed. This means that the date on the postmarks applied at our processing facilities will not necessarily match the date on which the customer's mailpiece was collected by a letter carrier or dropped off at a retail location.

As before, a customer can ensure that a postmark is applied to his or her mailpiece, and that the date on the postmark matches the date of mailing, by visiting a Postal Service retail location and requesting a manual (local) postmark at the retail counter when tendering their mailpiece. Manual postmarks will be applied free of charge.

**MYTH: The Postal Service has long offered the postmark as a way of proving when mail was sent.**

**FACT:** Customers have used postmarking for their own purposes, but postmarking is not and has not been a service that the Postal Service has provided to the public for such purposes. The postmark has always fundamentally existed to perform functions (including cancelation of postage) internal to Postal Service operations.

Customers who wish to obtain a postmark aligning with the date of mailing may request a manual (local) postmark at a retail location. Customers who wish to retain a record or proof of the date on which the Postal Service first accepted possession of their mailpiece(s) may purchase a Certificate of Mailing. Registered Mail and Certified Mail services also provide mailing receipts for individual mailpieces.

**MYTH: The Postal Service didn't notify the public about this update to its language.**

**FACT:** The Postal Service engaged in discussions with customer groups, posted information on our [website](#), and initiated a public notice and comment period in the Federal Register in August 2025, which concluded when the Postal Service published its final notice on this topic, including responses to the comments received, in November 2025. [Federal Register :: Postmarks and Postal Possession](#). The filing also includes details about our efforts to communicate this information with the public and various interest groups. The updated Domestic Mail Manual (DMM) language clarifies our practices so that customers who need a postmark, including a postmark with a date that aligns with the date of mailing, can plan accordingly.

**MYTH: Postmarks show when and where the Postal Service took possession of my mail.**

**FACT:** A postmark date does not necessarily indicate the first day that the Postal Service took possession of the mailpiece. Rather, it confirms that the Postal Service accepted custody of a mailpiece, and that the mailpiece was in the possession of the Postal Service on the identified date. Also note that the absence of a postmark does not necessarily imply that the Postal Service did not accept custody of a mailpiece, because the Postal Service does not postmark all mail in the ordinary course of operations and because occasional circumstances may arise where a legible postmark is not applied.

Again, if a customer wants to ensure that their mailpiece receives a postmark, and that the date on the postmark aligns with the date of mailing, the customer may take the mailpiece to a Postal Service retail location and request a manual (local) postmark at the retail counter when tendering their mailpiece. The manual postmark will be applied free of charge.



January 26, 2026

Delivered via email: [awoodruff@ci.homer.ak.us](mailto:awoodruff@ci.homer.ak.us)

Attention: Amy Woodruff, City Clerk

City of Homer

RE: 2024 Revised Memorandum of Agreement – Administration of Borough and City Elections

Dear City of Homer,

In accordance with Assembly Resolution 2025-045—"A Resolution Terminating the 2024 Revised Memorandum of Agreement Between the Kenai Peninsula Borough and the Cities of Homer, Kenai, Seldovia, Seward and Soldotna, for the Purpose of Intergovernmental Administration of Borough and City Elections"—adopted December 2, 2025, this letter is to provide formal **notice of withdrawal and termination of the 2024 Revised Memorandum of Agreement (MOA) between the KPB and the Cities referenced above. Per Section 5 of the MOA, this withdrawal is effective 4 months from the date of this notice.**

Our intent is to collaborate with all cities within the borough as they, respectively, work through their process for considering an election date that aligns with a November election date. If the City of Homer ultimately does move its election date to November, the intent would be to explore entering into a new elections administration MOA with the City.

Please don't hesitate to contact me if there are any questions.

Sincerely,

Michele Turner, CMC  
Borough Clerk



# MEMORANDUM

CC-26-049

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**Ordinance 26-16, an Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 4, Elections Sections 4.01.040 Date of election, 4.01.100 Expense, 4.10.010 Declaration of candidacy, 4.10.050 Prohibitions, 4.20.020 Voting procedure at the polls, 4.30.020 Eligibility, 4.30.060 Issuance of ballot by mail or in person, 4.35.010 Review of election documents by Canvass Board, and 4.40.020 Runoff election – date and notice.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** February 13, 2026  
**From:** Councilmember Davis

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As we prepare for introduction of the ordinance updating election code, I wanted to suggest one additional item that might be worth including while we already have election procedures open for revision: clarifying how election result percentages are reported in City Council races where voters may select more than one candidate.

In our current reporting format, percentages are calculated as a share of total votes cast. Because each voter normally selects up to two candidates, the percentages shown for each candidate often appear unusually low (for example, candidates winning with 20 or 22% of the vote), which is confusing to the public and media and can unintentionally understate apparent voter support.

A clearer approach — and one that many jurisdictions use in multi-seat elections — is to report the percentage of voters who selected each candidate, which is calculated by dividing votes received by the total number of ballots cast.

This method also avoids the issue we have encountered in the past when attempting to normalize percentages by doubling vote share, which becomes inaccurate if some voters choose only one candidate.

Because the ordinance already revises multiple election sections, this may be a good opportunity to include language (or direction to the clerk) clarifying how percentages are to be presented in official reporting so that future election results are easier for the public to understand.

I think this could also be handled through administrative direction rather than substantive code change, but incorporating it now would provide clarity and consistency going forward.

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**ORDINANCE 26-16**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA AMENDING HOMER CITY CODE TITLE 4, ELECTIONS SECTIONS 4.01.040 DATE OF ELECTION, 4.01.100 EXPENSE, 4.10.010 DECLARATION OF CANDIDACY, 4.10.050 PROHIBITIONS, 4.20.020 VOTING PROCEDURE AT THE POLLS, 4.30.020 ELIGIBILITY, 4.30.060 ISSUANCE OF BALLOT BY MAIL OR IN PERSON, 4.35.010 REVIEW OF ELECTION DOCUMENTS BY CANVASS BOARD, AND 4.40.020 RUNOFF ELECTION – DATE AND NOTICE.

WHEREAS, the City of Homer has historically collaborated with the Kenai Peninsula Borough on elections administration, including shared costs for ballot programming, ballot printing, election equipment and election workers; and

WHEREAS, On October 7, 2026, Kenai Peninsula Borough (KPB) Voters approved KPB Ballot Proposition No. 5 moving the Borough election date from October to November; and

WHEREAS, As a result of the election date change Kenai Peninsula Borough Resolution 2025-045 terminated the Memorandum of Agreement that provided for intergovernmental administration of Borough and City Elections; and

WHEREAS, The City’s costs to administer local elections would increase significantly if the October election date is maintained; and

WHEREAS, Several other amendments to elections code were identified while reviewing Title 4 in preparation for introducing this date change ordinance.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 4.01.040 Date of election is hereby amended as follows:

4.01.040 Date of election.

37 Regular City elections shall be held on the first Tuesday **after the first Monday in November**  
38 ~~in October~~ of each year. Special elections may be held on any Tuesday during the year, and  
39 are called by resolution of the Council providing for at least 20 days' notice pursuant to AS  
40 Title 29.

41  
42 Section 2. Homer City Code 4.01.100 Expenses is hereby amended as follows:

43  
44 4.01.100 Expenses.  
45 The City shall pay all necessary election expenses, including those of securing polling places  
46 and providing ballot boxes, ballots, voting booths or screens, national flags and other  
47 supplies and any wages due election officials unless otherwise provided by this code. The City  
48 shall pay each election official the hourly rate for similar election officials for **Kenai Peninsula**  
49 **Borough State** elections for the time spent at their election duties, including the receiving of  
50 instruction.

51 Section 3. Homer City Code 4.10.010 Declaration of candidacy is hereby amended as  
52 follows:

53  
54 4.10.010 Declaration of candidacy.  
55 a. Time. A person declares candidacy for an elective City office by filing a declaration of  
56 candidacy with the City Clerk on or after **September** ~~August~~ 1st and not later than 4:30 p.m.  
57 on **September** ~~August~~ 15th; provided, that if **September** ~~August~~ 15th is a Saturday or Sunday,  
58 a declaration of candidacy may be filed no later than 4:30 p.m. on the following Monday.  
59  
60 b. Filing. A declaration of candidacy may be filed with the City Clerk by electronic  
61 transmission; provided, that the original signed and notarized declaration is delivered to the  
62 City Clerk no later than the close of the filing period. If the City Clerk has not received the  
63 original signed and notarized declaration before the close of the filing period, the candidate's  
64 name shall not appear on the ballot.  
65  
66 c. Notice. At least one week preceding the candidate filing period, the City Clerk shall publish  
67 a notice announcing that candidacy declarations are available, naming offices and the terms  
68 that are open on the next regular election day. The notice shall include:  
69 1. Candidate qualifications.  
70 2. Time for filing declarations.  
71 3. Where to file declarations.  
72

73 d. Declaration. The City Clerk shall provide a form for declaration purposes which will include  
74 candidate's name, residence address, mailing address and telephone number; a statement of  
75 City residence, voter qualifications and the name of the office and the date of the election to  
76 which he declares himself a candidate; the term of office; and a statement of acceptance of  
77 the office if elected and an acknowledgment of compliance with the State of Alaska  
78 Campaign Disclosure Law. The declaration will be signed and dated by the candidate and  
79 sealed by a notary. The candidate's name shall be printed as specified on the declaration for  
80 candidacy (see ballot form in HCC 4.15.010 for prohibitions).

81

82 Section 4. Homer City Code 4.10.050 Prohibitions is hereby amended as follows:

83

84 4.10.050 Prohibitions.

85 a. A person may not serve simultaneously as Mayor, Council member, Commissioner or **Board**  
86 **Member.** ~~member of the Library Advisory Board.~~

87

88 b. No elected municipal official may hold any other municipal office, or municipal  
89 employment or elected position in the State or Federal government while in office.

90

91 c. A person elected or appointed to the office of City Mayor or City Council member may not  
92 be a candidate for another elected City office or for another term for the same City office,  
93 except as follows:

94 1. A person holding such City office may be a candidate for election to the same or a  
95 different City office during the last year of the person's term of office; and

96 2. A person who resigned from the office of City Mayor or City Council may be a  
97 candidate for the same City office only during or after the last year of the term from  
98 which the person resigned; and

99 3. At any time a person may be a candidate for the office of City Mayor while  
100 simultaneously serving as a City Council member, but if elected such person must  
101 resign the office of City Council prior to assuming the office of Mayor.

102

103 d. A candidate for municipal office who has complied with HCC 4.10.010 may not solicit or  
104 accept a financial contribution from the City Manager or an employee of the City.

105

106 Section 5. Homer City Code 4.20.020 Voting procedure at the polls is hereby amended  
107 as follows:

108

109 4.20.020 Voting procedure at the polls.

110 a. Before issuing any ballots, the election board must, in the presence of any persons  
111 assembled at the polling place, open and exhibit the ballot box to be used at the polling  
112 place. The ballot box then shall be closed and locked and shall not be opened again or  
113 removed from the polling place until the polls have closed.

114

115 b. 1. Before being allowed to vote, each voter shall exhibit to an election judge one form  
116 of identification, including but not limited to an official voter registration card, driver's  
117 license, birth certificate, passport, or hunting or fishing license;

118 2. An election judge may waive the identification requirement if he knows the identity  
119 of the voter;

120 3. A voter who cannot exhibit a required form of identification shall be allowed to vote  
121 a questioned ballot.

122

123 c. The judges shall keep a register or registers in which each voter, before receiving his ballot,  
124 shall sign his name and give both his residence and mailing address. A record shall be kept in  
125 the registration book in the space provided of the name of the person who offered to vote but  
126 who actually did not vote, and a brief statement of explanation. The signing of the register  
127 constitutes a declaration by the voter that he is qualified to vote. If any election official  
128 present believes that the voter is not qualified, he shall immediately question the voter  
129 according to the procedure outlined in subsection (i)(1) of this section. If the voter's polling  
130 place is in question, a voter shall be allowed to vote, and any election official shall consider  
131 the ballot as a questioned ballot.

132

133 d. When the voter is qualified to vote, the election judge shall give him an official ballot.

134

135 e. Each voter shall retire alone to a booth or private area to mark his ballot. If a voter is blind  
136 or otherwise physically unable to mark his ballot alone, he may request assistance and it may  
137 be permitted pursuant to AS 15.15.240. Immediately after marking the ballot, the voter shall  
138 place the ballot in the secrecy sleeve to conceal the manner in which the ballot is marked. In  
139 all cases the ballot shall be deposited in the ballot box by the voter himself, in the presence of  
140 the election judge, unless the voter requests the judge to deposit the ballot on his behalf.

141

142 f. If a voter improperly marks or otherwise damages a ballot, he shall return it to the election  
143 officials, concealing the manner in which it is marked, and shall request a new ballot. The  
144 election officials shall record and retain the ballot number and destroy the spoiled ballot. A

145 new ballot shall be issued to the voter. A voter may request replacement of a spoiled ballot no  
146 more than three times.

147

148 g. Prohibiting the Count of Exhibited Ballots. No election official may allow a ballot to be  
149 placed in the ballot box which he knows to have been unlawfully exhibited by the voter. A  
150 ballot unlawfully exhibited shall be recorded and treated as a spoiled ballot.

151

152 h. Fifteen minutes before closing the polls, the time remaining before such closure shall be  
153 proclaimed. When the polls are closed for the purposes of voting, that fact shall likewise be  
154 proclaimed and thereafter no ballot shall be issued except to those voters who were present  
155 and waiting their turn to go through the voting procedure at the time prescribed for closing  
156 the polls.

157

158 i. Questioned Ballot Procedure.

159 1. Every elected official shall question, and every watcher and other person qualified  
160 to vote in the precinct may question a person attempting to vote if the questioner has  
161 good reason to suspect that the questioned person is not qualified to vote. All  
162 questions regarding the person's qualifications to vote shall be made in writing,  
163 setting forth the reason for the **question. challenge**. A questioned person, before  
164 voting, shall provide the information required to vote a questioned ballot and shall  
165 subscribe to an oath and affidavit, provided by the Clerk on the questioned voter oath  
166 and affidavit envelope, attesting to the fact that in each particular case the person  
167 meets all the qualifications of a voter, that he is not disqualified, and that he has not  
168 voted previously at the same election. After the questioned person has taken the oath  
169 and signed the affidavit, the person may vote. If the questioned person refuses to  
170 provide the information required to vote a questioned ballot or refuses to take the  
171 oath or sign the affidavit, the person may not vote.

172 2. A questioned voter shall vote his ballot in the same manner as prescribed for other  
173 voters. Except that the questioned voter shall insert his ballot into the secrecy sleeve  
174 and then into the oath and affidavit envelope for questioned voters provided by the  
175 City Clerk. This envelope shall be sealed and deposited in the ballot box. When the  
176 ballot box is opened these envelopes shall be segregated for delivery to the counting  
177 center/election central along with the registration books or logs, etc.

178

179 Section 6. Homer City Code 4.30.020 Eligibility is hereby amended as follows:

180

181 4.30.020 Eligibility.

182 At any election, a qualified voter may vote an absentee ballot for the precinct in which he  
183 resides and is registered.:

184 ~~a. If he believes that he will be unavoidably absent from his voting precinct on election day.~~

185 ~~b. If he will be unable to be present at the polls because of physical disability.~~

186

187 Section 7. Homer City Code 4.30.040 Absentee voter at polls is hereby amended as  
188 follows:

189

190 4.30.040 Absentee voter at polls.

191 Should an absentee voter present himself to vote on election day, he must present his  
192 absentee ballot to the judges before receiving a ballot. He shall vote a ~~challenged~~ **questioned**  
193 ballot if his absentee ballot is not presented. The judge or judges of an election shall return  
194 the unused absentee voter's ballot with the other voting materials of the precinct and this  
195 shall be duly noted by the precinct chair on the narrative form provided.

196

197 Section 8. Homer City Code 4.30.060 Issuance of ballot by mail or in person is hereby  
198 amended as follows:

199

200 4.30.060 Issuance of ballot by mail or in person.

201 Before delivering any ballot, the Clerk shall verify the applicant's right to vote and may  
202 require the applicant to comply with the ~~challenged~~ **questioned** ballot procedure. Upon  
203 issuing an absentee ballot, the Clerk shall note the date of delivery, mailing or electronic  
204 transmission, either on the in-person oath and affidavit envelope or on the application for  
205 absentee ballot. The Clerk shall have available for public inspection the names and addresses  
206 of persons who voted absentee.

207

208 Section 9. Homer City Code 4.35.010 Review of election documents by Canvass Board  
209 is hereby amended as follows:

210

211 4.35.010 Review of election documents by Canvass Board.

212

213 a. The Clerk shall, subject to confirmation of the City Council, appoint a Canvass Board of as  
214 many members as required to accomplish the canvass in reasonable time. All members of the  
215 election Canvass Board, before entering upon their duties, must subscribe to the oath  
216 required of all public officers by the Constitution of the State of Alaska in the manner

217 prescribed by the Clerk. The Canvass Board will review the preliminary certificates of election  
218 and all official documents of the precinct election boards and the counting center boards.

219  
220 b. Not later than the Monday following each election, the Canvass Board shall meet in public  
221 session and canvass all election returns. The Canvass Board may be recessed from day to day,  
222 but not more than three such recesses. In full view of those present, the election Canvass  
223 Board shall judge the applicability of absentee and questioned ballots, shall open and tally  
224 those accepted, and shall compile the total votes cast in the election. The canvass of ballots  
225 counted by the counting center shall be accomplished by reviewing the tallies of the recorded  
226 vote to check for mathematical error by comparing totals with the counting center logs and  
227 certificates of results. All obvious errors found by the election canvass in the transfer of totals  
228 from the precinct tally sheets to the precinct certificate of results shall be corrected by the  
229 Canvass Board. A mistake which has been made in precinct returns from the tallies to the  
230 certificate of results empowers the Canvass Board to recommend a recount of the results of  
231 the precinct or precincts for that portion of the returns in question.

232  
233 c. To be counted in the election, an absentee ballot by mail must be postmarked by midnight  
234 of election day and received by the Clerk before the canvass. Envelopes of absentee ballots by  
235 mail received after that time shall not be opened, but shall be marked "invalid" with the date  
236 and hour of receipt noted thereon, and shall be retained with other ballots of the election. An  
237 absentee ballot that is returned by electronic transmission must be received by the Clerk not  
238 later than 8:00 p.m. on election day in order to be counted. When the Clerk receives a  
239 completed absentee ballot by electronic transmission, the Clerk will remove the ballot  
240 portion of the transmission from the portion that identifies the voter; place the ballot portion  
241 in a secrecy sleeve and seal the secrecy sleeve; place the sealed secrecy sleeve in an envelope  
242 of the type used for absentee ballots returned by mail and seal that envelope; attach the  
243 voter identification portion to the outer envelope; and forward the sealed outer envelope to  
244 the Canvass Board.

245  
246 d. Questioned and absentee ballots shall be counted as follows: No questioned or absentee  
247 ballot by mail shall be counted if the voter has failed to properly execute the certificate, if the  
248 witness or the officer or other person authorized by law to administer the oath fails to affix his  
249 signature, or if the voter fails to enclose his marked ballot inside the small envelope or  
250 secrecy sleeve provided. No absentee ballot by electronic transmission shall be counted if the  
251 voter has failed to properly execute the certificate, or if the witness or the officer or other  
252 person authorized by law to administer the oath fails to affix his signature. The Clerk or a

253 member of the election Canvass Board may challenge the name of an absentee voter if he has  
254 good reason to suspect that the voter is not qualified to vote, is disqualified, or has already  
255 voted at the same election. The person making the **challenge** ~~questioned ballot~~ shall specify  
256 the basis of the challenge for the record. The Canvass Board, by majority vote, may refuse to  
257 accept the challenge and count the ballot of a person properly challenged. If the ballot is  
258 refused, the Clerk shall notify the challenged voter by letter within four weeks of the canvass.  
259 All rejected ballots shall be enclosed in a separate envelope and shall be labeled “rejected  
260 ballots” retained with other materials of the election. If the ballot is not rejected, the large  
261 envelope shall be opened, the small inner envelope or secrecy sleeve shall be placed in a  
262 container and mixed with other blank absentee ballot envelopes, or in the case of counting  
263 questioned ballots with other blank questioned ballot envelopes, the mixed small blank  
264 envelopes or secrecy sleeves shall be drawn from the container, opened, and the ballots  
265 counted according to the rules of determining properly marked ballots.  
266

267 Section 10. Homer City Code 4.40.020 Runoff Election – Date and notice is hereby  
268 amended as follows:  
269

270 4.40.020 Runoff election – Date and notice.

271 a. If a runoff election is required due to the outcome of a regular election, the runoff election  
272 shall be held on the Tuesday after the first Monday in **December.** ~~November.~~ If a runoff  
273 election is required due to the outcome of a special election, the runoff election shall be held  
274 on the fourth Tuesday following the special election.  
275

276 b. At least five days prior to the election, the City Clerk shall post notice of a runoff election in  
277 three public places and publish it once in a newspaper of general circulation in the City. The  
278 notice shall be in substantially the same form as the notice required for regular and special  
279 elections set forth at HCC 4.01.050.  
280

281 Section 11. This ordinance shall take effect upon its adoption by the Homer City  
282 Council.  
283

284 Section 12. This ordinance is of a permanent and general character and shall be  
285 included in the City Code.  
286

287 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this \_\_\_\_\_ day of \_\_\_\_\_, 2026  
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ATTEST:

\_\_\_\_\_  
AMY WOODRUFF, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

Introduction:

Public Hearing:

Second Reading:

Effective Date:

CITY OF HOMER

\_\_\_\_\_  
RACHEL LORD, MAYOR

General Fund  
Expenditure Report  
Actuals through January 2026  
58% Fiscal Year Elapsed

**Current Fiscal Analysis**

	FY26	FY26 YTD	
	ADOPTED BUDGET	ACTUAL	
		\$	%
<b>Revenues</b>			
Property Taxes	\$ 5,431,570	\$ 5,817,311	107%
Sales and Use Taxes	8,374,067	6,533,257	78%
Permits and Licenses	43,463	23,064	53%
Fines and Forfeitures	3,543	2,370	67%
Use of Money	-	-	
Intergovernmental	750,919	419,424	56%
Charges for Services	513,406	407,843	79%
Other Revenues	-	89,092	
Airport	222,248	89,245	40%
Operating Transfers	1,467,157	-	0%
<b>Total Revenues</b>	<b>\$ 16,806,373</b>	<b>\$ 13,381,605</b>	<b>80%</b>
<b>Expenditures &amp; Transfers</b>			
Administration	\$ 2,142,690	\$ 1,239,521	58%
Clerks/Council	867,737	428,095	49%
Planning	466,252	280,977	60%
Library	1,139,976	651,998	57%
Finance	920,718	533,764	58%
Fire	1,721,874	1,011,993	59%
Police	4,614,240	2,868,657	62%
Public Works	3,787,976	1,946,892	51%
Airport	242,066	132,558	55%
City Hall, HERC	169,827	93,483	55%
Non-Departmental	197,000	197,000	100%
Total Operating Expenditures	\$ 16,270,355	\$ 9,384,935	58%
Transfer to Other Funds			
Leave Cash Out	\$ 330,254	\$ -	0%
Other	195,764	-	0%
Total Transfer to Other Funds	\$ 526,018	\$ -	0%
Transfer to CARMA			
General Fund Fleet CARMA	\$ -	\$ -	0%
General Fund CARMA	-	-	0%
Seawall CARMA	10,000	-	0%
Total Transfer to CARMA Funds	\$ 10,000	\$ -	0%
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 16,806,373</b>	<b>\$ 9,384,935</b>	<b>56%</b>
<b>Net Revenues Over (Under) Expenditures w/HART Roads Budget Transfer*</b>	<b>\$ 0</b>	<b>\$ 3,996,669</b>	
		<b>\$ 4,433,977</b>	

\*Based off FY26 YTD Roads Maintenance Operating Expenses (\$437,307)

Water and Sewer Fund  
Expenditure Report  
Actuals through January 2026  
58% Fiscal Year Elapsed

**Current Fiscal Analysis**

	FY26	FY26 YTD	
	ADOPTED BUDGET	ACTUAL	
		\$	%
<b>Revenues</b>			
Water Fund	\$ 2,522,112	\$ 1,531,304	61%
Sewer Fund	2,157,567	1,598,595	74%
<b>Total Revenues</b>	<b>\$ 4,679,679</b>	<b>\$ 3,129,898</b>	<b>67%</b>
<b>Expenditures &amp; Transfers</b>			
<u>Water</u>			
Administration	\$ 367,168	\$ 247,779	67%
Treatment Plant	781,321	310,409	40%
System Testing	36,000	14,419	40%
Pump Stations	126,114	61,333	49%
Distribution System	427,867	285,893	67%
Reservoir	29,695	20,968	71%
Meters	207,883	50,326	24%
Hydrants	219,623	134,375	61%
<u>Sewer</u>			
Administration	\$ 367,360	\$ 236,361	64%
Plant Operations	914,573	408,708	45%
System Testing	18,400	5,220	28%
Lift Stations	240,124	146,371	61%
Collection System	335,476	191,112	57%
<b>Total Operating Expenditures</b>	<b>\$ 4,071,603</b>	<b>\$ 2,113,272</b>	<b>52%</b>
Transfer to Other Funds			
Leave Cash Out	\$ 25,360	\$ -	0%
GF Admin Fees	-	-	0%
Other	10,277	-	0%
<b>Total Transfer to Other Funds</b>	<b>\$ 35,637</b>	<b>\$ -</b>	<b>0%</b>
Transfers to CARMA			
Water	\$ 308,460		0%
Sewer	263,979		0%
<b>Total Transfer to CARMA Funds</b>	<b>\$ 572,440</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 4,679,679</b>	<b>\$ 2,113,272</b>	<b>45%</b>
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ 0</b>	<b>\$ 1,016,626</b>	

Port and Harbor Fund  
Expenditure Report  
Actuals through January 2026  
58% Fiscal Year Elapsed

**Current Fiscal Analysis**

	FY26		FY26 YTD	
	ADOPTED		ACTUAL	
	BUDGET		\$	%
<b>Revenues</b>				
Administration	\$ 741,793	\$ 507,655	68%	
Harbor	4,269,962	3,375,657	79%	
Pioneer Dock	351,663	244,366	69%	
Fish Dock	614,006	632,253	103%	
Deep Water Dock	170,000	123,523	73%	
Outfall Line	2,400	4,800	200%	
Fish Grinder	8,000	9,330	117%	
Load and Launch Ramp	130,000	56,300	43%	
<b>Total Revenues</b>	<b>\$ 6,287,824</b>	<b>\$ 4,953,884</b>	<b>79%</b>	
<b>Expenditures &amp; Transfers</b>				
Administration	\$ 1,325,915	\$ 805,043	61%	
Harbor	1,454,590	855,517	59%	
Pioneer Dock	105,242	56,362	54%	
Fish Dock	915,281	553,009	60%	
Deep Water Dock	120,895	87,889	73%	
Outfall Line	19,000	2,410	13%	
Fish Grinder	47,039	31,393	67%	
Parking	211,631	88,062	42%	
Camping	119,070	65,725	55%	
Harbor Maintenance	492,573	290,425	59%	
Main Dock Maintenance	40,858	21,294	52%	
Deep Water Dock Maintenance	51,358	29,056	57%	
Load and Launch Ramp	118,899	82,702	70%	
<b>Total Operating Expenditures</b>	<b>\$ 5,022,351</b>	<b>\$ 2,968,888</b>	<b>59%</b>	
<b>Transfer to Other Funds</b>				
Leave Cash Out	\$ 59,849	\$ -	0%	
GF Admin Fees	-	-	0%	
Debt Service	-	-	0%	
Other	248,498	-	0%	
<b>Total Transfer to Other Funds</b>	<b>\$ 308,348</b>	<b>\$ -</b>	<b>0%</b>	
<b>Transfers to Reserves</b>				
Harbor	\$ 957,125	\$ -	0%	
Load and Launch Ramp	-	-	0%	
<b>Total Transfer to Reserves</b>	<b>\$ 957,125</b>	<b>\$ -</b>	<b>0%</b>	
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 6,287,824</b>	<b>\$ 2,968,888</b>	<b>47%</b>	
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ 0</b>	<b>\$ 1,984,996</b>		



# MEMORANDUM

CC-26-050

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## Update on Possible Direct Collection of Sales Tax by Airbnb

**Item Type:** Backup Memorandum, Action Memorandum, or Informational Memorandum  
**Prepared For:** Mayor Lord and Homer City Council  
**Date:** February 19, 2026  
**From:** Councilmember Davis

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### PURPOSE

This memo summarizes information received from Kenai Peninsula Borough (KPB) leadership regarding platform-based collection of short-term rental sales tax, and outlines policy options the Council may wish to consider for improving long-term compliance, administrative clarity, and encouraging a level playing field among lodging providers.

### SUMMARY OF DISCUSSION WITH KPB

On February 12 I met in Soldotna with Borough Mayor Peter Micciche and Finance Director Brandi Harbaugh to discuss the possibility of booking platforms like Airbnb collecting KPB and City of Homer sales tax directly at the time of reservation. I explained that because short-term rentals are decentralized, frequently changing, and primarily transacted through online platforms, there is a widely shared belief that the only consistently reliable point to capture tax is at the moment of booking. Many municipalities nationwide, including Anchorage and Juneau, have already moved to direct collection.

Both borough officials expressed reservations about relying on platform-based collection. Mayor Micciche said he was skeptical about big tech companies handling tax collection correctly. As an STR owner himself, he prefers to handle tax collection manually after booking, by requesting payment directly from guests after they have paid the platform for their stay, and covering the tax himself, from rental proceeds, if payment is not received.

Finance Director Harbaugh said she had several concerns, including reliance on aggregate reporting from Airbnb rather than transaction-level data, the administrative complexity created by multiple KPB jurisdictions with different rates, and the \$500 taxable cap. She said it was also her understanding that Anchorage's agreement with Airbnb had negatively impacted Anchorage's ability to audit local businesses.

At the same time, both the mayor and the finance director emphasized that Homer's 4.85% sales tax is the City's tax, collected by the Borough as an administrative service, and that nothing prevents the

City from entering into its own agreement with booking platforms for direct collection of the City tax at time of booking if it chooses to do so.

The finance director further noted that Borough compliance software regularly identifies STR operators who appear not to be paying sales tax – and that the one KPB municipality with near-perfect compliance is Seward, which requires STR’s to register with the city. Soldotna recently adopted a similar requirement and will likely soon begin exhibiting stronger sales tax compliance rates.

## **POLICY OPTIONS FOR COUNCIL CONSIDERATION**

### **1. Platform-based tax collection at booking**

The City could explore agreements with Airbnb (and perhaps eventually other major booking platforms) to collect City sales tax automatically at the time of reservation and remit it directly to the City, as is being done already with Amazon and other online retailers, via the Alaska Remote Sellers Sales Tax Commission (ARSSTC), which remits tax directly to the city, according to KPB officials. This approach captures tax at the moment of transaction, reduces reliance on post-booking collection and reporting, and would simplify compliance for both operators and guests. Hosts would likely ask Airbnb to collect Borough tax collection simultaneously (as many of them do already on a voluntary basis) so that guests experience a single checkout process.

### **2. Local short-term rental registration requirement**

As an alternative or complementary approach, the City could revisit adoption of a registration requirement for short-term rentals similar to Seward’s system. Borough staff report that such programs significantly improve visibility of operators and overall compliance. Homer previously considered such a framework and Council may wish to evaluate whether circumstances now favor revisiting it.