



# Agenda

## Comprehensive Plan Steering Committee Regular Meeting

Monday, February 5, 2024 at 3:30 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](http://www.cityofhomer-ak.gov)

### Zoom Webinar ID: 971 1030 8124 Passcode: 151329

<https://cityofhomer.zoom.us>  
Dial: 253-215-8782 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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### CALL TO ORDER, 3:30 P.M.

### AGENDA APPROVAL

### PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

### APPROVAL OF MINUTES

### VISITORS/PRESENTATIONS

### REPORTS

### PENDING BUSINESS

### NEW BUSINESS

- a. Introductions
- b. Memorandum CPSC-24-001 from City Clerk re: Election of Chair and Vice Chair
- c. Memorandum CPSC-24-002 from City Clerk re: Approval of Meeting Schedule
- d. Committee Scope of Work and Expectations
- e. Draft Public Participation Plan

### INFORMATIONAL MATERIALS

### COMMENTS OF THE AUDIENCE

**COMMENTS OF CITY STAFF**

**COMMENTS OF THE TASK FORCE**

**ADJOURNMENT**

All meetings scheduled to be held via Zoom Webinar and in person in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



# MEMORANDUM

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## Selection of Chair and Vice Chair

**Item Type:** Action Memorandum  
**Prepared For:** Comprehensive Plan Steering Committee  
**Date:** February 1, 2024  
**From:** Melissa Jacobsen, MMC, City Clerk

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Member Kathy Carssow will open the meeting as Acting Chair and take the group through the agenda to the selection of Chair and Vice Chair.

The responsibilities of the Chair and Vice Chair are as follows:

- The duty of the Chair is to preside at all meetings, facilitate orderly and relevant discussion of agenda items brought before the Task Force, and report the recommendations to City Council.
- The duty of the Vice Chair is to fill the role of the Chair in his or her absence.

Ms. Carssow will open the floor for selection of Chair.

- A committee member will move to appoint \_\_\_\_\_ as Chair.
- When the motion passes that person will assume the gavel and open the floor for selection of Vice Chair.
- A committee member will move to appoint \_\_\_\_\_ as Vice Chair



# MEMORANDUM

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## Approval of Comprehensive Plan Meeting Schedule

**Item Type:** Action Memorandum  
**Prepared For:** Comprehensive Plan Steering Committee  
**Date:** February 1, 2024  
**From:** Melissa Jacobsen, MMC, City Clerk

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The recommendation from staff and the consultants is that the Comprehensive Plan Steering Committee meet every two weeks on Mondays through the end of May from 3:30 to 5:00 p.m. as follows:

February 5<sup>th</sup> and 20<sup>th</sup> (Tuesday, Monday the 19<sup>th</sup> is an observed Holiday)

March 4<sup>th</sup> and 18<sup>th</sup>

April 1<sup>st</sup>, 15<sup>th</sup> and 29<sup>th</sup>

May 6<sup>th</sup> and 20<sup>th</sup>

It's anticipated the Committee will break for the summer and reconvene in September.

**Recommendation:** Move to approve the Committees meeting schedule.

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**CITY OF HOMER  
HOMER, ALASKA**

City Manager/City Planner

**RESOLUTION 23-129(A)**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
CREATING A STEERING COMMITTEE TO AID IN THE DEVELOPMENT  
OF A NEW COMPREHENSIVE PLAN.

WHEREAS, At the October 23, 2023, City Council Meeting, City Council approved the award of contract to Agnew Beck of Anchorage, AK for developing a new Comprehensive Plan; and

WHEREAS, The project scope of work includes the creation of a steering committee to aid in the guidance of developing the comprehensive plan; and

WHEREAS, City staff and project consultants will provide support to the steering committee.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby creates the Comprehensive Plan Steering Committee for the following purposes:

1. Goal #1 – Assist in the refinement and execution of the public outreach process for the Comprehensive Plan.
  - a. Scope of Work-
    - i. Work with consultants and City staff to refine and execute a public outreach program and schedule
  - b. Deliverables – Outreach plan, including notifications and schedule
  - c. Timeframe – January/February of 2024
2. Goal #2 – Participate in the Comprehensive Plan public outreach activities and events.
  - a. Scope of Work-
    - i. Work with each of your represented organizations to keep them informed on the project and encourage their participation
    - ii. Actively solicit participation from a wide range of people/organizations in the community
    - iii. Participate in event exercises and provide feedback
  - b. Deliverables – Contribute to the resulting work products of the outreach events
  - c. Timeframe – February-May of 2024

- 43           3. ~~Goal #3 Provide feedback and recommendations on Comprehensive Plan draft~~
- 44           ~~documents.~~
- 45           a. ~~Scope of Work~~
- 46           i. ~~Participate in outreach events on the review of a draft~~
- 47           ~~Comprehensive Plan~~
- 48           b. ~~Deliverables Submit written comments on the draft Comprehensive~~
- 49           ~~Plan~~
- 50           c. ~~Timeframe Fall of 2024~~
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52           BE IT FURTHER RESOLVED that the Comprehensive Plan Steering Committee will be  
53 made up of 35 members, with **2 City Council Members**, 2 City Commission Members, and 1  
54 City Resident.

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56           BE IT FURTHER RESOLVED that the Mayor will nominate appointees to the Steering  
57 Committee from a list of applicants; nominees must be approved by City Council. All  
58 appointees shall serve at the pleasure of the Council and may be removed from their position  
59 by a majority of the Council at any time without cause.

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61           PASSED AND ADOPTED by the Homer City Council this 27<sup>th</sup> day of November, 2023.

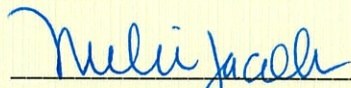
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63           CITY OF HOMER

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66           KEN CASTNER, MAYOR

67           ATTEST:

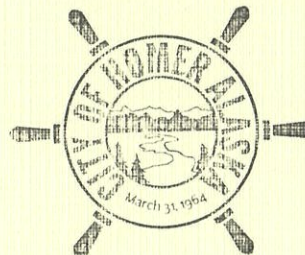
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70           MELISSA JACOBSEN, MMC, CITY CLERK

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72           Fiscal Note: Advertising and Staff Time





# MEMORANDUM

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**Resolution 23-129, A Resolution of the City Council of Homer, Alaska Creating a Steering Committee to Aid in the Development of a New Comprehensive Plan. City Manager/City Planner.**

**Item Type:** Backup Memorandum  
**Prepared For:** City Council  
**Date:** November 7, 2023  
**From:** Ryan Foster, AICP, City Planner  
**Through:** Rob Dumouchel, City Manager

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A key task for the comprehensive plan update project is the design of an effective public participation process; which includes the formation of a steering committee comprised of a well-rounded group of community members to help guide the project. The proposed Steering Committee will consist of 3 members, with 2 City Commission Members, and 1 City Resident. City staff and project consultants will provide support to the Steering Committee.

If approved, the public notices requesting application submittals will be posted, with the goal of approving the creation of the steering committee in January of 2024, in time to help prepare for the first phase of public outreach events. The Mayor will nominate appointees to the Steering Committee from a list of applicants; nominees must be approved by City Council. There are three total goals for the comprehensive plan's steering committee:

Goal #1 – Assist in the refinement and execution of the public outreach process for the Comprehensive Plan.

Goal #2 – Participate in the Comprehensive Plan public outreach activities and events.

Goal #3 – Provide feedback and recommendations on Comprehensive Plan draft documents.

We will likely want to have a similar committee formed when we transition to the zoning code update, however, that is a much more technical document and it may be a good idea for Council to consider recruiting new members for that task when the time comes.

**RECOMMENDED ACTION:** Adopt a Resolution to form a steering committee to provide guidance in development of the comprehensive plan.



# City of Homer

## Phase 1: Comprehensive Plan Update

Public Participation Plan

DRAFT February 1, 2024

Prepared for City of Homer by Agnew::Beck Consulting



# Table of Contents

1. Introduction.....	3
2. Schedule.....	4
3. Community & Partner Stakeholders .....	5
4. Potential Stakeholder Interview Questions .....	8
5. Community Visits.....	11
6. Other Outreach Activities .....	13
7. Public Participation Roles.....	15

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# 1. Introduction

## Project Overview

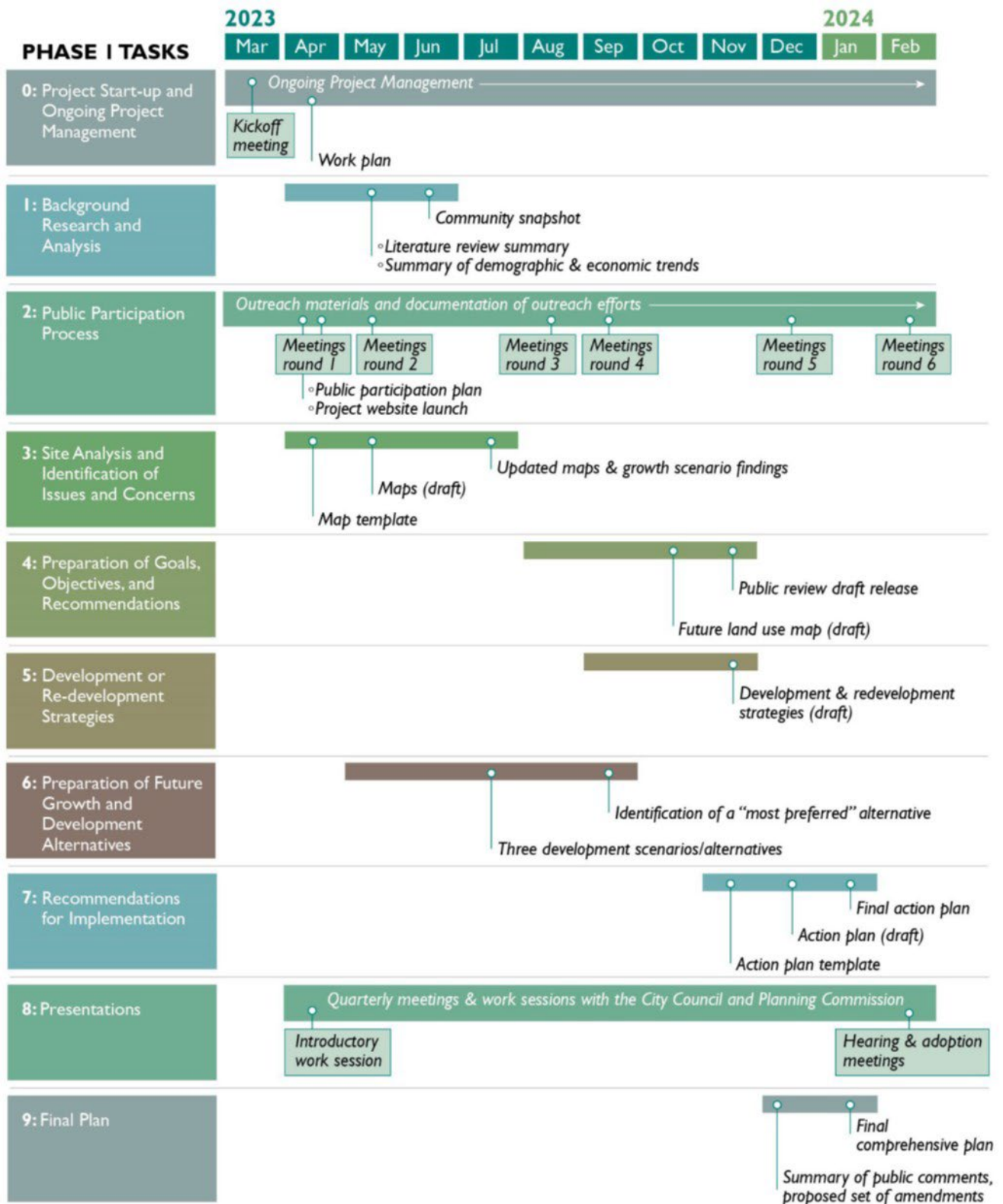
The purpose of this project is to update the Homer Comprehensive Plan. The process will include:

- **Background research and Analysis**, to include a literature review and compilation of demographic and economic trends.
- A set of **reference maps** depicting land ownership, existing zoning, and natural constraints.
- **Community outreach**, to include interviews, community discussions, and a community survey.
- **Preparation of development or re-development strategies** that include strategies for utilization of City owned land, land acquisition, land disposal, and other details.
- **Preparation of future growth and development alternatives** that includes three specific alternatives that address possible future growth scenarios for the City of Homer.
- Release of a **public review draft** of the comprehensive plan for a public comment period to collect feedback, followed by a refined and final draft of the comprehensive plan for City approval.

## Purpose of the Public Participation Plan (PPP)

This Public Participation Plan (PPP) outlines the project team’s approach for engaging with residents and stakeholders to develop a comprehensive plan that meets the needs of residents, neighbors, and partners. The PPP identifies target audiences, outreach activities, communication tools, an outreach schedule, and key questions to consider throughout the planning process.

# 2. Schedule



### 3. Community and Partner Stakeholders

The table below is organized by the preliminary focus areas for the plan.

Note: Some representatives of businesses or organizations are also members of City or community boards and commissions. In addition to the targeted outreach below, both seasonal and permanent residents will be encouraged to participate in the planning process.

Name	Includes	Partners/Stakeholders to Interview and/or Include in Small Group Discussions/Work Sessions
<b>General</b>	Residents, community leadership	<ul style="list-style-type: none"> <li>• Residents</li> <li>• Homer City Council members</li> <li>• Homer Planning Commission members</li> <li>• Homer City staff</li> </ul>
<b>Land Use</b>	Landowners and managers	<ul style="list-style-type: none"> <li>• Alaska Department of Natural Resources (DNR)</li> <li>• Alaska Mental Health Trust Authority Land Office</li> <li>• Alaska State Parks</li> <li>• Bureau of Land Management</li> <li>• Kenai Peninsula Borough</li> <li>• Seldovia Native Association</li> <li>• Ninilchik Traditional Council</li> <li>• Homer Planning Commission</li> <li>• Local Developers</li> <li>• U.S. Fish and Wildlife Service</li> <li>• University of Alaska Land Management</li> <li>• Alaska Department Fish &amp; Game</li> </ul>
<b>Housing</b>	New construction, rental market and availability, housing preservation and revitalization	<ul style="list-style-type: none"> <li>• Mobilizing for Action Through Planning &amp; Partnerships (MAPP)</li> <li>• Choosing Our Roots</li> <li>• South Peninsula Hospital Foundation</li> <li>• Kenai Peninsula Economic Development District</li> <li>• Kachemak Keller Williams Alaska Group</li> <li>• Homer Chamber of Commerce and Visitor Center</li> <li>• Alaska Housing Finance Corporation</li> <li>• Kenai Peninsula Housing Initiatives, Inc.</li> </ul>
<b>Public Services and Infrastructure</b>	Power, water, sewer, solid waste, internet	<ul style="list-style-type: none"> <li>• City of Homer</li> <li>• ENSTAR</li> <li>• Homer Electric Association</li> <li>• HomeRun Oil</li> <li>• Petro Marine</li> <li>• Suburban Propane</li> <li>• GCI</li> <li>• Alaska Communications</li> <li>• Starlink</li> </ul>

<b>Transportation</b>	Roads, marine, airport, trails, transit	<ul style="list-style-type: none"> <li>• Alaska Department of Transportation and Public Facilities/Alaska Marine Highway System</li> <li>• Alaska Marine Lines/Lynden</li> <li>• Ravn Air</li> <li>• Kenai Aviation</li> <li>• Port and Harbor Advisory Committee</li> <li>• Homer Marine Trades Association</li> <li>• Alaskan Coastal Freight</li> <li>• Mako’s Water Taxi</li> <li>• ATB Water Taxi and Freight</li> <li>• Span Alaska Transportation</li> </ul>
<b>Economic Development</b>	Economic development, tourism, agriculture, maritime, education and workforce development	<ul style="list-style-type: none"> <li>• Homer Economic Development Advisory Council</li> <li>• Kenai Peninsula Borough School District</li> <li>• Homer Chamber of Commerce and Visitor’s Center</li> <li>• Seldovia Native Association</li> <li>• Kenai Peninsula Economic Development District</li> <li>• Ninilchik Traditional Council</li> <li>• Icicle Seafoods/OBI</li> <li>• Coal Point Trading Company</li> <li>• Kenai Peninsula College</li> <li>• South Peninsula Hospital</li> </ul>
<b>Health and Wellness</b>		<ul style="list-style-type: none"> <li>• South Peninsula Hospital</li> <li>• Seldovia Village Tribe Health and Wellness</li> <li>• Kachemak Bay Medical</li> <li>• Homer Medical Center</li> <li>• Kachemak Bay Family Planning Clinic</li> <li>• Alaska Department of Health</li> <li>• Central Peninsula Hospital</li> <li>• Kenai Veteran’s Administration Clinic</li> </ul>
<b>Sustainability, Resilience, and Climate Change</b>		<ul style="list-style-type: none"> <li>• Homer Drawdown</li> <li>• Center for Alaskan Coastal Studies</li> <li>• Cook Inletkeeper</li> <li>• Friends of Alaska National Wildlife Refuges</li> <li>• Homer Soil and Water Conservation District</li> <li>• Kachemak Bay National Estuarine Research Reserve</li> <li>• Kachemak Bay Conservation Society</li> <li>• Seldovia Native Association</li> <li>• Kenai Peninsula Economic Development District</li> <li>• Ninilchik Traditional Council</li> <li>• Mobilizing for Action Through Planning &amp; Partnerships (MAPP)</li> </ul>
<b>Quality of Life</b>		<ul style="list-style-type: none"> <li>• Mobilizing for Action Through Planning &amp; Partnerships (MAPP)</li> <li>• South Peninsula Hospital Foundation</li> </ul>

		<ul style="list-style-type: none"> <li>• Homer Chamber of Commerce and Visitor Center</li> <li>• Alaska Housing Finance Corporation</li> <li>• Homer Economic Development Advisory Council</li> </ul>
<b>Financial Considerations</b>		<ul style="list-style-type: none"> <li>• City of Homer Finance</li> </ul>

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## 4. Potential Stakeholder Interview Questions

The following is a list of potential questions to guide conversations during interviews and small group discussions. The list will be adapted for different stakeholder groups as needed.

*General – for residents, staff, City Council members, and planning commissioners.*

1. **Accomplishments:** As a community, what have been our biggest accomplishments over the last 10 years?
2. **Values:** What do you like most about living in Homer? What makes it special? Which programs, services, or projects are important for the community? Why do you choose to live here?
3. **Challenges:** What are the biggest issues or challenges facing the community? What can make it hard to live and work in Homer?
4. **Opportunities:** How could life be improved for Homer residents?
5. **Future:** 20 years from now, what does your ideal Homer look like? What would you change and what you would keep the same?
6. **Priorities:** What should be the highest priorities for Homer, both in the short term and long term? These can be projects, activities, programs, etc. *(for suggestions that are emerging as potential priorities, ask for details when possible – what steps and resources are needed to make that happen? Who would lead the project and partnerships are needed? What is the potential impact?)* Specifically, how can the community help enhance and support the projects you've identified?

*Land Use Questions*

1. What are your organization/community/agency's short and long-term land use goals and strategies in the Homer?
2. Which areas in Homer are the best sites for future growth?
3. Which areas do you want to remain undeveloped or for some other specific purpose?
4. How would you characterize growth and development in Homer? What would you say are the highest priority development projects in Homer?
5. Based on the values, opportunities, and priorities mentioned above, how do any or all of those depend on land use policies?
6. How supportive are you of regulatory or zoning land use policies?
7. What is the capacity of staff to implement current and any proposed land use policies or ordinances?
8. How well do you think land use conflicts are currently addressed in Homer? What could help address conflicts or disagreements before they happen?
9. What, if any, changes are needed to current land use policies to help meet goals for quality of life, for economic development, and for environmental protection?

### *Housing Questions*

1. Describe the quality of housing stock in the Homer.
2. Describe the efforts the community has already undertaken to address housing issues in Homer?  
Which solutions have gained traction?
3. If there is a need for new or improved housing:
  - a. Who needs that housing?
  - b. What type of housing is needed?
  - c. Which specific populations and services are needed? For example, does Homer have sufficient senior/elder care housing and services for aging residents who want to stay in Homer?
  - d. Where should that housing be located (relates to current and desired future land use and zoning policies)?
4. Which building standards and permitting processes are in place for new construction? Do current standards and permits meet community needs?
5. Do you know of any recent or planned new housing developments in Homer? Where are they? What type? Do you have any ideas or comments about access to services, type of housing, etc.?

### *Public Services and Infrastructure Questions*

1. What are the community's utility challenges, needs, and/or opportunities in the following subcategories:
  - Drinking water
  - Sewer, stormwater, septic systems
  - Solid waste, recycling
  - Communications
  - Power
  - Renewable and alternative energy sources

### *Transportation Questions*

1. How satisfied are you with the quality and maintenance of Homer's roads, sidewalks, harbors, airport, and trails?
2. What are the community's transportation challenges, needs, and/or opportunities? For example:
  - How does transportation affect the quality of life for residents and businesses in Homer?
  - What are the future facility needs for the Homer marine transportation system, including docks and harbors?

### *Economic Development Questions*

1. What are Homer's unique economic features and strengths? Where do you see business, families, and residents thriving?
2. What are the biggest barriers or threats to economic development opportunities?
3. Which projects, strategies and/or business opportunities have the potential to economically benefit (create jobs, retain, or expand businesses, bring in more outside revenue) the entire region and improve quality of life for Homer residents?



4. What actions are needed to strengthen the economy and improve resilience to withstand economic downturns, disruptions, or unforeseen events?

*Health and Wellness*

1. How healthy do you think the residents of Homer are, overall?
2. What are the biggest barriers or challenges to physical and mental health for residents?
3. Which events, services, and programs in Homer come to mind when thinking about physical and mental health for residents?
4. Which types of services or programs do you think could increase the physical and mental health for residents, including elders, families, and youth?

*Sustainability, Resilience, and Climate Change*

1. What are some of the greatest effects of climate change Homer faces?
2. What does sustainability and resilience mean to you?
3. What are Homer's unique efforts in addressing sustainability, resilience, and climate change?
4. What more needs to be done to address the current and future effects of climate change in Homer?

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## 5. Community Visits

### **Community Visit #1 – Introductory Work Session (Date TBD). To include:**

- Orientation and work session with the Planning Commission and City Council. This orientation will share information on the purpose, structure, benefits, and legal aspects of comprehensive plans, including relevant insights from other communities, best practices, and recommendations on how to create a successful comprehensive plan, from draft report to implementable, tangible outcomes.
- Community exploration. An opportunity for members of our team to build on our existing knowledge of the people and important places.

### **Community Visit #2 – Visioning (TBD). To include:**

- A series of community meetings that will:
  - Develop a clear community vision with the public for the future of Homer.
  - Use maps to illustrate existing land uses and other features to aid in discussions.
  - Facilitate discussion to identify emerging goals and strategies in each of the key categories.
- Engagement at local events provide information and capture input from residents, fishermen, youth, and seniors.
- Planning Commission and City Council work sessions/updates.

### **Community Visit #3 and 4 – Focused Work Sessions (TBD). To include:**

- A series of work sessions and open houses that will:
  - Include representatives from specific focus areas such as housing, fisheries, childcare, agriculture, health care, tourism and others.
  - Share findings from the growth scenarios and start to identify development and redevelopment opportunities.
  - Facilitate discussion to identify emerging goals and strategies in each of the key categories.
  - These work sessions will define and/or confirm the highest priority strategies and identify ways to measure future progress towards comprehensive plan objectives.
- Engagement at local events to provide information and capture input from residents, fishermen, youth, and seniors, especially focused on summer season employers, workers, visitors, and residents.
- Planning Commission and City Council work sessions/updates.

### **Community Visit #6 – Plan Direction (TBD). To include:**

- With this round of community engagement coinciding with the release of the draft comprehensive plan, we will host Core Team and community work sessions to share and refine the contents of the draft comprehensive plan.

- These work sessions will define and/or confirm the highest priority strategies and identify ways to measure future progress towards comprehensive plan objectives.
- Planning Commission and City Council work sessions/updates.

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## 6. Other Outreach Activities

We will use the following suite of tools below to encourage robust public participation and to guarantee that the revised comprehensive plan truly represents the voices of the community.

**Community Survey:** An online attitudinal community survey will collect feedback on key issues and prioritize potential strategies. We would not expect to get a statistically valid sample of the full population, but enough to achieve a helpful sense of the views of a wide cross-section of the Homer area's residents. To boost participation, we will include a suite of survey incentives such as fuel cards, coffee cards, and more.

**Existing Community and Organizational Meetings:** Whenever possible and appropriate, we will connect with, ask to join a meeting agenda, and accept invitations from existing community and organizational meetings either in-person or remotely to get direct input on emerging strategies and priorities for the comprehensive plan. The groups we intend to reach out to are included in the stakeholder list in Section 3 of this document. We will provide an overview of the process to date, key dates and events happening in the process, and solicit feedback on comprehensive plan topics germane to each group.

**Community Events:** To accommodate summer and fall outreach during typically busy months for residents, our team will attend community events to discuss the comprehensive plan, and to listen and capture resident ideas and feedback. This will include casual engagement, such as having a presence and engaging with residents and visitors at the 4<sup>th</sup> of July parade, the Kachemak Bay Shorebird Festival, the Kachemak Bay Wooden Boat Festival, the Kenai Peninsula State Fair, the Seldovia Summer Solstice Festival, and others.

**Notices, Radio Announcements, and Local Radio Programs:** We will take the opportunity when appropriate to share information and promote outreach tools, such as the survey, via radio announcements on KBBI and Homer News.

**Social Media:** Our team will work with City staff and other community organizations to post relevant updates, including project milestones and opportunities for community input, such as the survey, on appropriate social media outlets.

### **Flyers, Postcards, and E-Newsletters:**

- We will develop a project flyer that summarizes the project purpose/importance, schedule, how residents and other stakeholders can get involved, and project points of contact.
- We will develop and send up to six e-newsletters for consistent and efficient project communications with residents and stakeholders. We will begin by creating a contact list and an e-newsletter template using the communication platform Mailchimp. We will continue to update the contact list with new subscribers throughout the planning effort.

- We will also design and coordinate the mailing of two postcards to all landowners within City boundaries. While printing and distributing postcards can be costly and require strategic timing, they are a useful tool for reaching older residents, individuals living in outlying areas, and those who may not be tracking happenings online.

**Project Webpage:** We will work with the City to prepare content for a project-specific webpage that will be referenced on outreach materials. The webpage will include a summary of the project purpose, information on upcoming opportunities to get involved (including an online comment tool), the project schedule, copies of draft products, team contact information, and other relevant materials.

**Web-Based Mapping:** Our team will use ArcGIS Online as one component of public outreach. By hosting an interactive map of the community, we can solicit public comments on specific elements of the community that are geocoded by location, allowing us to identify site-specific issues, needs and themes.

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## 7. Public Participation Roles

Agnew::Beck Consulting will work in partnership with other members of the consulting team and the City of Homer to implement the public participation plan. Primary roles and responsibilities of each group are described below.

### Coordination and Process Team

*Coordination and Process Team roles and responsibilities include:*

- Communicate and meet regularly to discuss project status, review relevant planning documents, and proactively address next steps and phases of the planning process.
- Provide guidance on overall public participation process and tools.
- Suggest community and stakeholder activities/virtual events for collecting resident input.
- Participate in key informant interviews and focus groups, when available.
- Support in-person outreach efforts at key points in the process, such as helping staff at events and open houses.
- Help get the word out about the planning process and opportunities to get involved.
- Review draft materials and help make sure what is presented is accurate and complete.

*Coordination and Process team membership includes:*

- Robert Dumouchel, City Manager
- Ryan Foster, City Planner
- Julie Engebretsen, Economic Development Manager
- Aaron Yeaton, Engineering GIS Technician
- Shelly Wade, Agnew::Beck Consulting
- Meg Friedenauer, Agnew::Beck Consulting
- Holly Smith, Agnew::Beck Consulting

### Steering Committee

*Steering Committee roles and responsibilities include as outlined in City of Homer Resolution 23-129(A):*

- Assist in the refinement and execution of the public outreach process, including refining and executing a public outreach program and schedule.
- Participate in the public outreach activities and events including work with each of the member's represented organizations to keep them informed on the project and encourage their participation, solicit participation from a wide range of people and organizations in the community, participate in event exercises and provide feedback.

*Steering Committee membership includes:*

- Mel Kim, Economic Development Commissioner
- Charles Barnwell, Planning Commissioner
- Kathryn Carsow, Library Board Member
- Shelly Erickson, City Council Member
- Jason Davis, City Council Member

## Planning Commission

### *Planning Commission roles and responsibilities include:*

- Be a sounding board and creative problem solver throughout the planning process.
- Provide guidance on overall public participation process and tools.
- Participate in key informant interviews and focus groups, when available.
- Support in-person outreach efforts at key points in the process, such as helping staff at events and open houses.
- Suggest community and stakeholder activities/virtual events for collecting resident input.
- Help get the word out about the planning process and opportunities to get involved.
- Seek to identify areas of agreement and common solutions that serve all Homer residents.
- Review draft materials and help make sure that what is presented is accurate and complete.
- Work productively with other Core Team members, project staff and partners even when there are differences of opinion.
- Help identify priorities in the plan.
- Advocate for adoption of the plan.

### *Planning Commission Members:*

- Scott Smith, Chair
- Charles Barnwell, Vice Chair
- Mike Stark
- David Schneider
- Roberta Highland
- Brad Conley
- Franco Venuti

## Mayor and City Council

### *Mayor and City Council roles and responsibilities include:*

- Participate in key informant interviews and focus groups, when available.
- Help get the word out about the planning process and opportunities to get involved.
- Seek to identify areas of agreement and common solutions that serve all Homer residents.
- Review draft materials and help make sure what is presented is accurate and complete.
- Review and adopt the final plan.

### *Mayor and City Council Members:*

- Ken Castner, Mayor
- Donna Aderhold
- Shelly Erickson
- Storm Hansen
- Caroline Venuti
- Rachel Lord
- Jason Davis

## City Staff

### *City staff roles and responsibilities include:*

- Provide guidance on overall public participation process and tools, including reviewing the public participation plan.
- Suggest community and stakeholder activities/virtual events for collecting input.
- Help arrange project updates, work sessions, and presentations with the Planning Commission and City Council.
- Participate in key public outreach activities such as the open houses and stakeholder dialogues.
- Support in-person outreach efforts at key points in the process, such as helping staff at events and open houses.
- Collaborate on efforts to produce local news articles and participate in local radio programming, with support and guidance from the consultant team.
- Post project announcements and content to Homer social media, with support and guidance from the consultant team.
- Review draft materials and help make sure what is presented is accurate and complete.

### *City staff team includes:*

- Robert Dumouchel, City Manager
- Ryan Foster, City Planner
- Julie Engebretsen, Economic Development Manager
- Aaron Yeaton, Engineering GIS Technician

## Consulting Team

### *Consulting team roles and responsibilities include:*

- Prepare the public participation plan.
- Plan for and facilitate interviews, focus groups, community meetings, and other public participation efforts.
- Prepare for, facilitate, and document the results of virtual meetings and events.
- Oversee the development and distribution of outreach materials, including e-newsletters, postcards, and flyers.
- Produce materials (talking points, QR codes, sign-up sheets, handouts, etc.) to support in person outreach efforts led by Core Team members, City staff, and Planning Commissioners.
- Develop, promote, and analyze results from a community survey.
- Compile background information and relevant data on demographic and economic trends and summarize key findings.
- Work with the City's staff to develop key maps including land ownership and zoning maps.
- Package public participation feedback and results.



- Assist with plan hearings and adoption, including preparing presentations, providing virtual meeting support, and answering questions.

*The Consulting Team includes:*

- Agnew::Beck Consulting
- Northern Economics
- Corvus Design
- RESPEC
- Kinney Engineering
- Stantec

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