



CC-23-094

# AGENDA ITEM REPORT

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**Resolution 23-037, A Resolution of the City Council of Homer, Alaska Outlining the Expectation of the City Council for Community and Stakeholder Engagement within the Harbor Expansion General Investigation/Feasibility Study. Lord/Aderhold/Davis.**

**Item Type:** Resolution  
**Prepared For:** Mayor Castner and Homer City Council  
**Meeting Date:** 10 April 2023  
**From:** Melissa Jacobsen, MMC, City Clerk

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Attached for consideration is Resolution 23-037 sponsored by Council Members Lord, Aderhold, and Davis.

**Recommendation:**

Move to adopt Resolution 23-037

**Attachment:**

Resolution 23-037

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

3 Lord/Aderhold/Davis

4 **RESOLUTION 23-037**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
7 OUTLINING THE EXPECTATIONS OF THE CITY COUNCIL FOR  
8 COMMUNITY AND STAKEHOLDER ENGAGEMENT WITHIN THE  
9 HARBOR EXPANSION GENERAL INVESTIGATION/FEASIBILITY  
10 STUDY.

11  
12 WHEREAS, the Feasibility Cost-Sharing Agreement (FCSA) was signed between the City  
13 and the US Army Corps of Engineers in March which sets in motion the General  
14 Investigation/Feasibility Study (Study) for the Homer Harbor Expansion project; and

15  
16 WHEREAS, the Study is a multi-stage and iterative process to identify and evaluate  
17 alternatives for a harbor expansion in Homer; and

18  
19 WHEREAS, the FCSA states that the Project Management Plan (PMP) is developed in  
20 coordination with the Sponsor (the City of Homer) and it “specifies the scope, cost, and  
21 schedule for Study activities and tasks...and that guides the performance of the Study”; and

22  
23 WHEREAS, the final decision regarding the Homer Harbor Expansion project will  
24 ultimately fall to the City Council; and

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26 WHEREAS, during the course of the Study two types of questions will arise, those that  
27 may be addressed as part of the Study (e.g., harbor construction) and those that must be  
28 addressed by the City outside of the Study (e.g., harbor operations and maintenance,  
29 community growth) but during the Study process; and

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31 WHEREAS, community engagement is critical to ensure that the Study and the  
32 subsequent City Council decision-making are robust public processes; and

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34 WHEREAS, throughout the Study, the City will be a strong partner helping to direct the  
35 vision for the alternatives; and

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37 WHEREAS, good project management leadership should integrate the voices of the  
38 Council, Commissions, and the broader community and stakeholders in a public and  
39 transparent way; and

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41 WHEREAS, effective leadership from the City will require close coordination between  
42 elected and appointed officials to develop an ongoing operations and maintenance vision

43 related to any potential alternative, potential community growth, and other identified issues;  
44 and

45  
46 WHEREAS, all City elected and appointed officials should have the same information for  
47 communicating and outreaching on this project.

48  
49 NOW, THEREFORE BE IT RESOLVED, that the Homer City Council hereby outlines the  
50 following expectations regarding community and stakeholder engagement within the Harbor  
51 Expansion General Investigation/Feasibility Study-

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- 53 1. The City Council will have an opportunity to review and provide feedback on the Project  
54 Management Plan when it is developed and at any point in which it is modified.  
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  - 56 2. Once the City, US Army Corps of Engineers, and HDR have established the Study  
57 leadership teams and organizational structure, the City will present that to the Council,  
58 showing the point of contact for Council and the public and lines of communication  
59 among the parties.  
60
  - 61 3. A detailed timeline for this project will be provided to the public as soon as possible  
62 now that the FCSA is signed.  
63
  - 64 4. The City will develop an interactive project website intended to inform the public with  
65 current and accurate information about the project and provide opportunities for the  
66 public to provide comments on the project.  
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  - 68 5. There will be at least three scoping meetings for the project, with no more than one  
69 held during summer months (May through August).  
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  - 71 6. The City Council and Commission members will be provided with outreach materials  
72 for each public meeting and other outreach materials so they can help to engage the  
73 community and spread the word with consistent and accurate information.  
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  - 75 7. City Council will be given a minimum of monthly written updates and a minimum of  
76 quarterly in-person updates from the project leadership team.  
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  - 78 8. The City Council and Commissions will be provided a formalized way to submit  
79 significant questions to be answered through the Study and City-led process. All  
80 questions will be documented on the project website and updates/answers will be  
81 updated as they are generated.  
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83 9. In order to ensure the broadest possible buy-in and support, any new messaging and  
84 concepts developed should be presented to City Council prior to being adopted in final  
85 and formally rolled out to the public.

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87 10. City Council will continue to listen to feedback from the public and Commissions, and  
88 may update these expectations through resolution at any time over the course of the  
89 Study.

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91 PASSED AND ADOPTED by the Homer City Council this 10th day of April, 2023.

92  
93 CITY OF HOMER

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96 KEN CASTNER, MAYOR

97 ATTEST:  
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99 \_\_\_\_\_  
100 MELISSA JACOBSEN, MMC, CITY CLERK

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102 Fiscal note: N/A