

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

3 City Manager/City Planner

4 **RESOLUTION 23-129(A)**

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6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
7 CREATING A STEERING COMMITTEE TO AID IN THE DEVELOPMENT  
8 OF A NEW COMPREHENSIVE PLAN.  
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10 WHEREAS, At the October 23, 2023, City Council Meeting, City Council approved the  
11 award of contract to Agnew Beck of Anchorage, AK for developing a new Comprehensive Plan;  
12 and  
13

14 WHEREAS, The project scope of work includes the creation of a steering committee to  
15 aid in the guidance of developing the comprehensive plan; and  
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17 WHEREAS, City staff and project consultants will provide support to the steering  
18 committee.  
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20 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby  
21 creates the Comprehensive Plan Steering Committee for the following purposes:  
22

- 23 1. Goal #1 – Assist in the refinement and execution of the public outreach process  
24 for the Comprehensive Plan.  
25 a. Scope of Work-  
26 i. Work with consultants and City staff to refine and execute a  
27 public outreach program and schedule  
28 b. Deliverables – Outreach plan, including notifications and schedule  
29 c. Timeframe – January/February of 2024  
30
- 31 2. Goal #2 – Participate in the Comprehensive Plan public outreach activities and  
32 events.  
33 a. Scope of Work-  
34 i. Work with each of your represented organizations to keep them  
35 informed on the project and encourage their participation  
36 ii. Actively solicit participation from a wide range of  
37 people/organizations in the community  
38 iii. Participate in event exercises and provide feedback  
39 b. Deliverables – Contribute to the resulting work products of the outreach  
40 events  
41 c. Timeframe – February-May of 2024  
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# 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.

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**CITY OF HOMER  
HOMER, ALASKA**

City Manager/City Planner

**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.

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
    - ii. Deliverables – Outreach plan, including notifications and schedule
    - iii. 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

