

# MUNICIPALITY OF ANCHORAGE



Planning Department

(907) 343-7931

*Mayor Dave Bronson*

February 21, 2023

To Boundary Advisory Committee Members:

Thank you for volunteering to serve on the Boundary Advisory Committee for the 10-Year Community Council Boundaries Review project. I look forward to our first meeting on Monday, February 27. Attached are several documents for that meeting. The overall information clearinghouse for the project is the [project web page](#), which Planning Department staff will keep updated. **White Paper #1**, available on the web page (and attached), summarizes the objectives and public process requirements for this project.

A list of the members is attached. To find volunteers for the committee, the Planning Department emailed the Community Councils Center's master contact list of officers on January 5, seeking interested officers or suggested names. Planning staff also contacted the Community Councils Center, the Municipal Ombudsman, the Chair of the Chugiak-Eagle River Advisory Board, a former Assembly member and HALO official, and several individual Community Council officers for help in finding volunteers to ensure representation for all parts of the Municipality. I am grateful for this geographically representative group of 12 active community council members who have volunteered and collectively bring so much experience as officers or committee members in your community councils.

The role of the Boundary Advisory Committee is to provide advice and feedback to the Planning Department and the Planning and Zoning Commission (PZC) in preparing their recommendations for proposed changes to community council district boundaries. The Boundary Advisory Committee's recommendations will also be forwarded to the Anchorage Assembly.

The Boundary Advisory Committee will provide valuable advice and feedback at key points in the process regarding:

- Identifying options for resolving boundary study areas that have been identified by the public. (The boundary study areas identified by the public will be listed in White Paper #2.)
- Applying the project's set of *boundary review criteria* (from White Paper #1) to each of these boundary study areas, to find a preferred, recommended option for resolving the boundary issue.
- Ensuring an open, inclusive process that incorporates comments from community councils and members of the public who wish to contribute.

For each of the above, you will receive working draft options and recommendations from staff in advance of meetings. The committee will discuss and may agree, recommend changes, suggest different options, or request further information. White Paper #1 (attached) and White Paper #2 (forthcoming) will provide the list of *boundary study areas* and the *boundary review criteria* to apply to each boundary study area.

Your knowledge and perspective regarding the needs of community councils and your experience helping lead community council organizations will be vital to the success of this project. I appreciate that many of you have also been involved with the Federation of Community Councils and other community-wide service organizations. As a result, you bring a broader perspective that includes the welfare of community councils in general.

The following page gives some details about the committee meetings, potential "field team" visits, and the boundary study areas.

**Committee Meetings.** To be inclusive and transparent, meetings will be publicly noticed and open to the public. There will be an opportunity for the public to speak. Agendas and meeting packet materials will be provided to you in advance and posted on the project web page. The meetings will be in a hybrid format, so that you and the public may attend either in-person or remotely via Microsoft Teams.

Committee meetings will follow the Roberts Rules of Order with an agenda of business items, like a community council or municipal board or commission meeting. Melinda Gant, an active member and former president of Airport Heights Community Council, has agreed to serve as Chair. Planning staff will provide draft meeting minutes and technical assistance in drawing up committee recommendations. When acting on its recommendations, the committee will make motions, take votes, and have its recommendations documented in a written Resolution.

**“Field Teams”.** If staff and committee members find that any boundary study areas merit field visits with stakeholders to improve our understanding of the neighborhoods and boundary issues in question, staff can organize opportunities for staff, committee members, and other interested members of the public to visit those areas as additional “field teams” that report back to the committee.

**Boundary Review Criteria. White Paper #1,** attached, provides the boundary review criteria to use in evaluating each of the boundary study areas.

**Boundary Study Areas.** The Planning Department solicited comments regarding community council boundaries from the community councils’ officers and members from November 4 through February 17. This included posting an online survey questionnaire that the Community Councils Center distributed in two public information alerts in November and February to its 9,500-member email contact list.

The feedback and information from community council officers and members, individual Assembly members, the Municipal Ombudsman, and the Community Councils Center has provided the basis for the “boundary study areas” – i.e., where there is an identified issue or a suggested change to a community council district area or its boundary with a neighboring community council – to be considered in the 10-Year Review of Community Council Boundaries project. **White Paper #2** (*forthcoming*) will summarize these public comments and questionnaire responses, and list the boundary study areas.

Thank you again for participating on this committee on behalf of the community councils, Municipality, and the public. I look forward to working with you.

Please contact me at (907) 343-7916 or [tom.davis@anchorageak.gov](mailto:tom.davis@anchorageak.gov) if you have any questions.

Sincerely,



Tom Davis, AICP  
Senior Planner - Urban Designer

**Attachments:**

- Boundary Advisory Committee Member List
- Boundary Advisory Committee – February 27, 2023 Meeting Agenda
- White Paper #1: Boundary Review Criteria