

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA**
- 4. VISITORS (10 minute presentation, 5 minutes Q&A)**
 - A. Mayor Castner, Commission Goals for the Upcoming Year
- 5. RECONSIDERATION**
- 6. ADOPTION OF CONSENT AGENDA** *All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.*
 - A. Minutes from September 20, 2018 Regular Meeting **Page 3**
- 7. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORT (20 minute limit)**
 - A. Staff Report – Julie Engebretsen, Deputy City Planner **Page 13**
 - B. Community Recreation – Mike Illg, Recreation Manager
 - C. Parks Report – Matt Steffy, Parks Maintenance Coordinator
 - D. Parks and Beach Walk Thru Reports
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS (10 minutes)**
- 10. NEW BUSINESS (10 minutes per item)**
 - A. Proposed Fee Schedule Amendments – Camping, Pavilion, Dump Station **Page 17**
 - B. Beach Policy Review **Page 19**
 - C. Letter to the Editor Content Discussion
 - D. 2019 Budget Review **Page 21**
- 9. INFORMATIONAL MATERIALS**
 - A. Commission Annual Calendar 2018 **Page 23**
 - B. Commissioner Attendance at City Council Meetings 2018 **Page 24**
 - C. Resolution 18-070(A) Adopting the 2019-2024 Capital Improvement Plan and Establishing Capital Project Legislative Priorities for Fiscal Year 2020 **Page 25**
 - D. Ordinance 18-37 Amending the 2018 Capital Budget by Appropriating up to \$48,590 from the Homer Accelerated Roads and Trails Program (HART) for Traffic Calming and Safety Improvements on Karen Hornaday Park Road. (The signed Ordinance is not available yet) **Page 27**
- 10. COMMENTS OF THE AUDIENCE**
- 11. COMMENTS OF THE COUNCILMEMBER** (If one has been assigned)
- 12. COMMENTS OF STAFF MEMBERS**
- 13. COMMENTS OF THE COMMISSION**
- 14. COMMENTS OF THE CHAIR**
- 15. ADJOURNMENT** the next regular meeting will be on **THURSDAY, NOVEMBER 15, 2018** at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska

Session 18-08 A Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on September 20, 2018 at 5:37 pm by Chair Deb Lowney at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS LOWNEY, SHARP, LEWIS, ASHMUN, FAIR, ROEDL, AND SALZMANN

ABSENT: COMMISSIONERS ARCHIBALD AND WALLS (EXCUSED)

STAFF: DEPUTY CITY PLANNER ENGBRETSSEN
DEPUTY CITY CLERK KRAUSE
PARKS MAINTENANCE COORDINATOR STEFFY
RECREATION MANAGER ILLG

The Commission met for a brief worksession from 5:23 p.m. to 5:32 p.m. in the upstairs conference room to review the Sister City Teshio Art Collection and possible locations and recommendations made by the Pratt Museum to protect the collection.

APPROVAL OF THE AGENDA

Chair Lowney called for a motion to approve the agenda.

LEWIS/ROEDL – MOVED TO APPROVE THE AGENDA.

There was a no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

VISITORS

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

A. Minutes for the Regular Meeting on August 16, 2018

Chair Lowney requested a motion to approve the Consent Agenda.

LEWIS/SHARP – MOVED TO APPROVE THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen reported that she received a request from the Friends of the Homer Public Library to have a member of the Commission volunteer to sit on the Art Selection Committee for the Library.

Deputy City Clerk Krause explained that this is the annual request that is advertised by the Friends to receive proposals for a rotating display of artwork by local artists. Members of the small review committee include members of the staff, the Friends

After a brief discussion Commissioner Fair volunteered.

She reported that the HERC Task Force will have a worksession with City Council on Monday at 4:00 p.m. The regular meeting will be on Tuesday at 3:00 P.M.

The City will be applying for a Conditional Use Permit to expand the Seafarer's Memorial Parking Lot she expected the application before now but has not received it. She responded to a few questions regarding the parking lot expansion and prior recommendations from the Commission not supporting the removal of additional green space on the Spit and this is something that the commission may comment on as individual members of the public.

Ms. Engebretsen also noted that the Main Street Sidewalk project is #4 on the CIP and strongly suggested that Commissioner Roedl attend and provide comment in support of that project if he would like to see it stay in the top five.

There was a brief clarification on attendance, time and commenting during the Public Hearing.

Jenny Carroll will be attending a future meeting regarding sidewalk funding and using Soundview Avenue Sidewalk project as an example, and speaking on how to match funding opportunities and park projects.

The Kachemak Bay State Park Plan is available at the Library.

There was a brief discussion on what the expansion of the parking lot and what it looks like and at this time there is no public information available.

B. Community Recreation – Mike Illg, Recreation Manager

Recreation Manager Illg presented a report to commission on the following:

- Recently conducted a sign up fair and the attendance was low so they are going to combine it with a West Homer Elementary event to get a better response
- Held the Toddler Clothes Swap over the past weekend
- Displayed the new Flag Football t shirts and they have approximately 40 kids signed up since there is no more Pop Warner football
- October will see a few programs starting at the end of the month/beginning of October such as gymnastics, Spanish, silversmithing, basketball
- In July they came up with a way to track attendance and have had 1000 adults 548 youth revenue

is about \$25,000 currently and expects to reach about \$45,000 for the year

- He is requesting additional staffing to expand after school programs he is hoping that the Commission will support his request.
- He will be attending the National Parks and Recreation Conference in Indianapolis, Indiana and will provide a report upon his return.

There was a brief clarification on the additional staffing requirements and duties if approved.

D. Parks Report - Matt Steffy, Parks Maintenance Coordinator

Mr. Steffy provided a thorough report on the past month of activity as follows:

- Camping is starting to slow down but will remain open through October
- The work has increased at the cemetery
- Staffing is slim but he will be able to retain the seasonal help since some were not on schedule till later in the season and currently while short-handed they will be getting someone that worked at the Harbor during the summer
- Staff assisted with the 1/2 K Brewery to Brewery run and was successful
- Staff also helped assist in coordinating the walk and traffic calming for the Burning Basket and the Rise for Climate Jobs and Justice. There were no issues
- New Playground equipment paid for by McDonalds and Rotary has been shipped and will arrive shortly.
- Some picnic tables were flipped today and sustained minimal damage.
- Budget meetings and it was well received and supported on adding two seasonal positions, outsourcing the flowers, changing beautification efforts and self-performing Turf Management and saving \$15,000 overall to the budget.

There was a brief discussion on the following:

- installing motion lights and cameras for security
- clearing of the brush and limbing up the trees to open up the area
- Public bathrooms are being locked in the evenings now by 9:00 p.m. and parks staff opens them in the morning.
- Signage will be installed once McDonalds redirects the angles on their security cameras
- Picnic tables being anchored or chained to prevent the sort of vandalism that recently occurred

Mr. Steffy elaborated on discussions being held by Homer Arts and Cultural Alliance (HACA) since they have been successful in bringing funding and diverse sources for various causes and examples were provided that received grant funding and is now managed by the Cook Inlet Housing Authority and they are just trying to come up with a program that the City gave a dollar a year lease and the entity management of the programs and some of the initial improvements of the facility. There are several variables and issues. He noted that Asia will be attending the HERC meeting and Karin Marks was in attendance at that meeting as well.

Chair Lowney appreciated the work that Mr. Steffy and his crew have accomplished with these parks and especially at Ben Walters. She did wonder if the trees would be cleaned up on the hill area of that park in the near future.

Mr. Steffy reported that he has it planned for the shoulder seasons since they will not have the pressures

of the campgrounds and before springtime seeding. He reported that McDonalds has advocated for totally clearing off that hill so there is no vegetation.

Chair Lowney then inquired about the Karen Hornaday Campground as she has received comments from that Councilmember regarding the goings on and inquired if there is anything they can do to clear up the lines of sight issues with each campsite as suggestions have been made to remove the lower campsites and turn it into parking or get rid of the campground altogether. They have talked before about this action. She would like his input on the subject.

Mr. Steffy reported that there is less issues with needles found, there is a higher incident of having people there who cannot or will not pay and they have been working with Haven House and other organizations in getting payments for people who have been vetted and need a place to stay. He noted that there are more locals who camp in Karen Hornaday Park and visitors stay on the Spit.

Commissioner Harrauld asked about the commission expressing support for Mr. Illg's budget request.

Deputy City Planner Engebretsen responded that it was not an item on the agenda so if she wanted to support the request they could attend the Council meeting and provide testimony during the appropriate time.

PUBLIC HEARING

PENDING BUSINESS

A. Woodard Creek Park Dedication

Deputy City Planner Engebretsen reported that they met with the tenant and the site is massively overgrown and in need of equipment to clean it out. She definitely wanted to recognize the donation but as far as getting something accessible in the near future for a ceremony she is not quite sure what can be done.

Discussion ensued on the following:

- possible trails
- creating a park plan
- ceremony for dedication and installing a monument to acknowledge the donation
- intent of making the monument hidden and suggestion to creating a trail through the alders, which can be accomplished quickly and the request for the commission to discuss this opportunity
- the hypersensitivity of Council to take on additional maintenance responsibilities
- the dedication ceremony does not necessarily have to take place on the property but could be conducted on the bridge since it will not take very long, the road could be closed for a short time to accomplish this so there is no need for people to access the property
- Preference to coordinate this event with an event in the spring, such as the reopening of the Pratt.
- Submit a Letter to the Editor that coincides with the dedication ceremony.

The Commission agreed by consensus on this direction for the dedication.

Deputy City Planner Engebretsen will contact Kenton Bloom and Laurie Stuart at the Pratt regarding the Commission plans for the dedication.

B. Sister City Art Collection Proposal and Recommendation to City Council

Chair Lowney inquired if there was a motion.

Deputy City Clerk Krause stated that there is a motion on the floor from the August meeting.

Chair Lowney read the motion from the memorandum:

ROEDL/LEWIS MOVED TO RECOMMEND CITY COUNCIL ALLOCATE FUNDS TO INSTALL SIGNAGE ON THE FRONT OF CITY HALL AND UV FILM PROTECTION FOR THE WINDOWS.

Discussion on relocating the art collection to the main upstairs lobby would address the request by Council to make the collection accessible, has a minimal impact to the budget and does not add additional strain to the city staff to be able to maintain and track. The commission also discussed including a photo collage of the collection at various city facilities to advertise the collection and bring people to City Hall.

There was a brief consideration of amending to motion to remove the inclusion of the UV protection but it was noted that all recommendations besides the specialty cabinets were minimal costs and application of the UV protection would still allow art to be placed in the conference room.

Chair Lowney called for a roll call vote.

VOTE. YES. ASHMUN, ROEDL, HARRALD, LOWNEY, SHARP, FAIR, LEWIS, SALZMANN

Motion carried.

NEW BUSINESS

A. Sidewalk Maintenance – Carey Meyer, Public Works Director

This item was postponed to the October meeting.

B. Ordinance 18-37, Karen Hornaday Park Traffic Calming and Safety Improvements

Chair Lowney explained that City Council remanded this back to the Commission based on concerns expressed by Commissioner Archibald and herself when they gathered some additional information after the commission had submitted their recommendations. Also some frustration with procedures on solving some of the issues with the parks in their community, and piece-mealing their way through and not considering the Master Plan in their considerations. So they decided to bring this back to the commission for discussion and to gather more information to consider some other options.

Commissioner Archibald contacted a landscape Architect in Anchorage who approved of the direction they were going with putting some curves in the road but recommended creating more of an “S” curve which may be more appealing and narrow in the pedestrian crossings.

Deputy City Clerk Krause stated that the Commission submitted their recommendation to City Council and the Commission must make the motion as recommended in the memorandum before further discussion or action can be taken, the motion must be made, seconded and approved by a majority vote.

LEWIS/FAIR MOVED TO AMEND THE PREVIOUSLY ADOPTED RECOMMENDATION OF THE COMMISSION REGARDING PARKING IMPROVEMENTS BY BRINGING BACK FOR FURTHER DISCUSSION AND REVIEW OF THE COMMISSION.

Points and discussion were made by the Commission and staff regarding the recommendation submitted to City Council as requested, the time and work expended by members of the commission, that this recommendation was a stop gap measure to address the immediate concerns of traffic calming and pedestrian safety and the lack of support to put more time into this issue and that this will show that something is being done to those members of the public who have spoken and the city is being responsive to the public concerns.

VOTE. NO. LEWIS, FAIR, SHARP, LOWNEY, HARRALD, SALZMANN, ASHMUN, ROEDL

Motion failed.

The recommendation will be forwarded back to City Council as originally submitted.

C. Elections – Chair and Vice Chair

Chair Lowney stated for the record that due to recent events she will not accept nomination for the office and opened the floor for nominations for the office of Chair.

Commissioner Harrauld nominated Commissioner Sharp. Commissioner Lewis seconded the nomination.

Commissioner Sharp declined the nomination stating that he will not be able to guarantee his attendance at meetings and events due to upcoming big changes in his personal life and his term will expire in October of next year and he does not plan to seek re-appointment due to the new demands on his time.

Commissioner Lowney nominated Commissioner Harrauld. Commissioner Lewis seconded the nomination and called for the vote.

The vote was unanimous and the appointment was reluctantly accepted by Commissioner Harrauld as the Commission assured her of their confidence in her abilities. Commissioner Lowney turned the meeting over to her.

Chair Harrauld called for nominations of Vice Chair.

Commissioner Lowney nominated Commissioner Archibald. Commissioner Sharp seconded the nominations.

There were no further nominations.

Commissioner Archibald was unanimously re-appointed as Vice Chair.

D. Karen Hornaday Fall Park Clean Up Day and Fall Park/Beach Walk Through

Chair Harrauld introduced the next item and requested input from staff.

Parks Maintenance Coordinator Steffy provided recommendations on Mariner Park, Ben Walters Park or Fishing Hole/Spit Campground Park expounding on use of dredge spoils to expand Mariner Park to increase the park towards the base of the Spit and the former area of tent camping at Mariner Park.

There was some brief comments on infill in the area of Mariner Park to the base of the Spit as a prime Shorebird observation area and that would not be a wise location to place the dredge spoils.

Chair Harrauld would like to showcase the community collaboration accomplished at Ben Walters.

LOWNEY/FAIR MOVED TO CONVENE AT 4:00 P.M. OCTOBER 25, 2018 AT FISHING HOLE THEN MOVE TO BEN WALTERS PARK THEN THE REGULAR MEETING.

There was further discussion on earlier in the month for better weather; the requirements to notice the worksession, preference to perform this all on single day, and commissioner availability.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

E. Dedication and Naming Request

Chair Harrauld introduced the item into the record.

SHARP/LOWNEY MOVED TO FORWARD TO PUBLIC HEARING.

There was a brief discussion on clarifying the field to be dedicated and the field that has been dedicated and Staff will determine the fields in question and bring back the information for the next meeting.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

F. Donation of a Work of Art to the City Municipal Art Collection

Chair Harrauld read the item into the record.

ROEDL/SHARP MOVED TO APPROVE THE DONATION.

Points were raised that the Library really wants this piece; they do have a collection of art that they are struggling with currently and should hesitate to recommend taking on another piece of art; the Library Advisory Board supported the donation; Library Director Dixon expressed the desire to have this piece displayed in the library.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. Commission Annual Calendar 2018

Chair Harrald reviewed the Annual Calendar.

B. Commissioner Attendance at City Council Meetings 2018

Chair Harrald requested for volunteers for the October meetings. She confirmed with Staff and Commissioner Lewis for the items to report on the September 24th meeting.

Commissioner Sharp noted that they do not meet before any of the

COMMENTS OF THE AUDIENCE

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause apologized for error on the Commissioner Attendance at Council Meetings schedule as she did not have the names listed and noted that Commissioners Lowney and Archibald were attendance and spoke so she thought they were scheduled. She thought it was a good meeting and appreciated getting done earlier since the meeting last night was really long.

Chair Harrald commented that she appreciated the acknowledgement of the error as it shows that everyone is human and these things do happen.

Deputy City Planner Engebretsen had no comments.

COMMENTS OF THE COMMISSION

Commissioner Ashmun commented it was a great meeting congratulated Ingrid and said she had to go and departed the meeting at 7:08 p.m.

Commissioner Roedl commented that he will see everybody at 4 pm on October 25th at the Fishing Lagoon. It was a great meeting. He thanked Ingrid for stepping up to the plate and enjoy your company.

Commissioner Lowney thanked Ingrid for taking office.

Commissioner Sharp thanked Ingrid, State Park draft is out super-hot topic for certain groups in this community and other communities. There is only one copy available at the library, he requested everyone to submit comments in whatever form they liked if they would like. He supported Mike's budget request and hopes that goes through. He misses Matt's leadership but it is very apparent that in his role he has been very effective as community organizations and various groups in the community have come together and it seems that is due to Matt and his energies and it's awesome; the community trails have been running those (school) he knew they were there but were not really accessible so thanked Deb for her work on the Community trails.

Commissioner Fair congratulated Ingrid and told her she would do fine; he requested some input on the

next Letter to the Editor content.

Commissioner Lewis congratulated Ingrid and thanked Deb.

Commissioner Salzmann stated that they were having Homecoming this weekend and a football game tomorrow at 5pm with a parade to follow. He thanked Ingrid and everyone else.

COMMENTS OF THE CHAIR

Chair Harrauld thanked Deb and stated that she will seek her guidance a lot. She then expressed her thanks to Julie, Matt and Renee for all that they do for the commission.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:17 p.m. The next regular meeting is scheduled for **THURSDAY, OCTOBER 25, 2018** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved: _____



City of Homer

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To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: October 17, 2018
Subject: October staff report

- Don't forget our work session; meet at the fishing hole at 4:00 pm, and at Ben Walters around 4:45 pm. If a few people want to carpool from City Hall, let me know! I can drive the city station wagon.
- HERC Task Force: work proceeds, progress is happening!
- I reported at the last meeting that the City will apply for a conditional use permit to expand the Seafarers Memorial parking lot. As of the writing of this memo, no application has been submitted.
- The request to dedicate a field at Jack Gist Park has been pulled; citizens will follow through at a later date.
- I participated in a Land and Water Conservation Fund teleconference.
 - o I learned that high priorities include trailheads, trails, parking lots, campgrounds, restrooms and ADA upgrades to remove barriers to recreation.
 - o A Hornaday park project for ADA parking, walkways around the restroom and up to the picnic shelter would be really attractive. And bathroom renovations.
 - o Jack Gist park parking lot and restrooms would also do well.
 - o There were several communities that participated in the teleconference, and only Homer had a current or recent grant. It seems like this pot of money is underutilized by other communities...Haines Borough, Wrangell, Kotzebue
 - o LWCF Funding is \$1.2 million this year, of which half is reserved for state projects. But the state anticipates this level of funding for the near future.
 - o My suggestion: figure out a process that the city can work on project costs over the winter, so that next time the grant comes up we are ready to apply for funds.
- At a future meeting, I hope to have Special Projects Coordinator Jenny Carroll attend and talk about sidewalk funding and LWCF, and CIP project descriptions.
- I continue to participate on behalf of the City in the update to the Kachemak Bay Critical Habitat Area meetings.

Letter to the Editor: I think we talked about the HERC building as a topic for the next letter? As that project continues, I think a letter to the editor to be published in the November 29th Homer News, and reviewed at the November 15th meeting would be appropriate timing.

Attachment: PARCAC Strategic Plan

PARK, ART, RECREATION AND CULTURE ADVISORY COMMISSION
STRATEGIC PLAN 2017 (September 2017)

MISSION STATEMENT

The Commission is established to advocate in an advisory capacity to the City Manager and the City Council on behalf of the residents and users of the City of Homer. The Commission serves to address the maintenance, development, and support of parks and recreation facilities, as well as the recreation, artistic, and cultural programs of the Homer community.

STRATEGIC GOALS OF THE COMMISSION – What is the focus for the commission?

General Goals of the Commission

- Advocate for obtaining open and green space
- Receive notification of future land disposals with attention to park and recreation needs
- Keep existing green space and public open space
- Preserve areas of natural beauty and access
- Receive notification of vacations of public access
- Receive annual status report on the cemetery
- Increase walkability of Homer
- Improve Public Outreach for parks, recreation and trails opportunities. Provide a quarterly point of view article in the newspaper to update the community. One article a year should be about public art.
- Keep existing staffing levels for Parks Maintenance
- Increase Community Rec staffing by .5 FTE over the 2015 budget.
- To encourage and include art in public spaces in Homer
- To educate the Council and public about the mission and projects of the City's public art program
- To advocate with the City of Homer's city council, manager and staff to include public art when planning all city upgrades, renovations and new projects
- Oversee execution of Public Arts Projects, RFPs, and selections committees
- Continue uniform sign installation at all city parks, trails and campgrounds
- Encourage programing for seniors, therapeutic and adaptive users (*CR is open to any/all classes the Community wishes to offer.*)
- Encourage ADA compliance and accessibility for parks and recreation programs
- Keep HERC available for education and recreation

STRATEGIC OBJECTIVES OF THE COMMISSION – Must have achievable results, an action statement.

1-2 Year Projects

- Create a criteria for sidewalk projects, how to prioritize them, and a list of the top 5 projects.
- Diamond Creek Recreational Improvement Plan –
 - o Next Steps, Trails improvements, Trail head parking lot, consider building a summer trail. Work with other user groups to accomplish next steps.

- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation. Immediate goal of identifying small projects in concert with the master plan. Drainage issues behind the ballfields are an immediate goal. Restroom remodel/replacement needs to be planned for.
- Increase the city budget for parks and recreation. Increase reserve savings and add 0.5 FTE. (budget request, annually)
- Improve pedestrian access to Mariner Park from the Homer Spit Road and the bike path. Lobby to have the extension of the bike path placed on the STIP list.
- Continue to use the HERC building for Community Recreation as long as possible.
- Complete park user agreements with user groups (staff)
- Investigate Endowment funding
- Increase PARCAC budget by \$500 a year for public arts duties (\$1500 total Commission budget) (2018 request)
- Investigate requiring parks within new subdivisions (staff to provide info)
- Organize parking at Coal Point Park in conjunction with leases
- Install beach signage (Mariner Park is next)
- Increase public access to public art
- Make the sister city art collection more visible to the public (*working with Pratt*)
- Work with DOT to install directional signage to Reber Trail on West Hill Road
- Install Reber Trail directional signage on Fairview Ave so its easier to find
- Develop a plan to promote parks, public art and trails (Parks day and Trails Symposium)

3+ Year Projects

- Advocate for a Parks and Recreation Department, and funding a department
- Support efforts for a multi-use recreational facility
- Mariner Park Site Improvements – Level parking area, delineation of day use area and camping area, define and improve campsites, increase number of spaces and revenues
- Keep greenspace on the Spit
- Make an annual report to City Council about public art

ACTIONS OF THE COMMISSION –Who will do what, when and how?

- Have quarterly reports in the newspaper.
- Have a committee go to City Council with recommendations, action plan and time frame.
- Every time there is a memo from the Commission to City Council a Commissioner should go to the meeting and speak about it.
- A commissioner should attend every council meeting to speak with council and keep them informed about what they are working on.
- Provide comments during Comments of the Commission if Commissioners are involved in outside organizations that involve a concern of the Commission.
- When visiting clerk's office, grab the minutes of other groups. Attend an upcoming meeting if items of P&R interest are being discussed. (Or subscribe to email updates on the City website).
- Network with other committees and commissions, in city and outside of city limits



Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: MATT STEFFY, PARKS MAINTENANCE COORDINATOR
DATE: OCTOBER 16, 2018
SUBJECT: AMENDING CAMPING FEES, DUMP STATION FEE AND IMPLEMENTING A PAVILION RENTAL FEE

The City of Homer offers multiple pavilions for reservation throughout the year. It is the common practice with most communities that this service comes at a fee. Not simply because of the staff time associated with maintaining the calendar, posting notices, etc., but because we are granting exclusive use. Anyone can use the pavilions at any time for free, but to get *exclusive use* (no one else is allowed in the pavilion) should come with a fee. Some examples of other communities:

Fairbanks:

-Pavilion Rental up to 4 hours = \$30

-Pavilion Rental over 4 hours: \$50

Valdez

-\$25 for up to 6 hours, \$10 per hour for each additional

Soldotna

-\$31.86 (with tax) for up to 4 hours

I am proposing a modest fee of \$25 (including tax) for each rental up to 4 hours. We could consider a daily fee (maybe \$40), but we do not get many rental requests for over 4 hours and those are usually special events.

If we had charged \$25 for each rental in 2018 (using some deductive predicting) this would have generated a little over \$5,000 in revenue for the City.

This is not to say that I think revenue should be a primary consideration in Parks Services, but when we can identify a service we are providing for free that other communities charge for, I think it is worth reconsidering.

Also, I have been considering offering additional facilities for rental (Mariner Gazebo, Karen Hornaday Pavilion #2), so this could potentially affect revenue as well. Again, anyone would still be able to use our fine pavilions for free, unless it is reserved, but if they want that reservation, they would have to pay for it. It is an interesting side note that, under our current system, someone could call me up today and reserve Karen Hornaday Park Pavilion from 12:00 PM to 8:00 PM from May 1st 2019 through September 30th 2019.

Camping

Our camping has increased twice in the last two years. While I believe our current rate (Tent: \$15 and RV \$24) is defensible and at or below average, we have received some negative feedback from users suffering from sticker shock as the change was so quick. As I have debated and discussed our fees with users, staff, and coworkers, there has been one consistent aspect that troubles me: Why do we charge RV's so much more than tents? Since we do not provide hook-ups or any additional amenities for the price, it is hard to charge two different amounts for the same site. There have also been increasingly greying lines over what constitutes an RV. I propose that we consider a fee schedule with a flat rate. I think \$20 is more than fair for the variety of sites we offer. This would have the added benefit of making my life, and Angie Kalugins' much easier as we currently have to spend a great deal of time processing deposits that consist of lots of wadded up ones, and miscellaneous change as folks struggle to find the \$4 to complete the fee. On a day with \$3,000 to count, that can take a lot of time. We also get plenty of tent campers who pay with a \$20 bill because that's all they have on hand. As a comparison, Soldotna has gravel pads with no hook-up and charges \$21 per site (RV or tent) during shoulder season and \$26 per night during peak season.

Pros:

- Defensible, fair rate for services rendered
- Will save A LOT of time counting money and processing deposits
- Will ease the pain of our many RV users who will see a decrease from \$24 down to \$20

Cons

- Changing the rate three years in a row may be a little disorienting to some
- Tent campers will see a three year jump from \$8 to \$15 to \$20.

(The unfortunate reality here is that we went so long without adjusting our fees while the rest of the state had been ratcheting up regularly)

Dump Station

One argument that could be made is that the higher fee associated with RV camping goes to subsidize our VERY inexpensive Dump Station Fee (\$5 donation). This is really the only benefit that RV users get. If this is factorable, then let's assign fees to where services are rendered. I think it would be defensible and fairly innocuous to raise our "suggested donation" from \$5 to \$10.

There are little to no controls on this system already, as the stations are unattended and patrons are expected to make the contribution out of good conscious.

As a comparison, Soldotna charges \$20 for its dump stations, and it is mandatory, not suggested.

Recommendation

MOVE TO RECOMMEND THE COMMISSION SUPPORTS AMENDING THE FEE SCHEDULE UNDER CAMPING AND PARKS FEES TO HAVE A SINGLE CAMPING FEE AND ADD A PAVILLION RENTAL FEE AND FURTHER RECOMMEND AMENDING THE DUMP STATION FEES.



City of Homer

www.cityofhomer-ak.gov

Planning
491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us
(p) 907-235-3106
(f) 907-235-3118

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: October 17, 2018
Subject: Beach Policy Review

Requested Action: Skim the plan on-line and bring up anything that catches your eye!

At the meeting, we will use the city website to go through the highlights of the plan. No action is requested from the Commission. The purpose of reviewing the plan is to familiarize PARCAC with city facilities and any long-term plans. I expect to spend 10-15 minutes on the plan during the meeting.

<https://www.cityofhomer-ak.gov/cityclerk/beach-policy>



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To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: October 17, 2018
Subject: Budget Review

Requested Action: No action! This is an educational opportunity so PARCAC has a better understanding of how the budget process works. And we can talk about the great things that are in the budget so far!

At the meeting, we will use the city website to go through the highlights of the budget. I expect to spend 10-15 minutes on the plan during the meeting.

<https://www.cityofhomer-ak.gov/finance/draft-2019-budget-released>

PARKS AND RECREATION ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2018 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
FEBRUARY 2018	LETTER TO THE EDITOR DRAFT COMPREHENSIVE PLAN LAND ALLOCATION PLAN KHP MASTER PLAN REVIEW
MARCH 2018	KHP MASTER PLAN STRATEGIC PLAN REVIEW
APRIL 2018	SPRING PARK &/ OR BEACH WALK THROUGH
MAY 2018	DIAMOND CREEK PLAN CAMPING FEES
JUNE 2018	INITIAL BUDGET REVIEW – WHAT DOES THE COMMISSION WANT FOR 2019? REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS
JULY 2018	NO MEETING SCHEDULED
AUGUST 2018	BUDGET REVIEW & RECOMMENDATIONS CONTINUED CIP RECOMMENDATIONS TO COUNCIL LETTER TO THE EDITOR DRAFT
SEPTEMBER 2018	FALL PARK WALK THROUGH AND BEACH WALK; ELECTIONS; SELECT KHP CLEAN UP DAY BUDGET DISCUSSION
OCTOBER 2018	REVIEW AND APPROVE THE 2019 MEETING SCHEDULE LETTER TO THE EDITOR
NOVEMBER 2018	BUDGET UPDATE MOU REVIEW & RECOMMENDATIONS
DECEMBER 2018	NO MEETING SCHEDULED HAPPY HOLIDAYS!

Quarterly: Letters to the editor updating the Community on P&R activities

Even Years: Comprehensive Plan (February) Strategic Plan review (March), Diamond Creek Plan (May), Camping Fees (May), Beach Policy (October), Art Policies

Odd Years: HNMTTP, Karen Hornaday Park Plan, 3 year budget trends & progress toward financial goals (April/May)

2018 HOMER CITY COUNCIL MEETINGS
PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION ATTENDANCE

It is the goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After Council approves the consent agenda and any scheduled visitors it is then time for staff reports, commission reports and borough reports. That is when you would stand and be recognized by the Mayor to approach and give a brief report on what the Commission is currently addressing, projects, events, etc. **A commissioner is scheduled to speak and has a choice at which council meeting they will attend. It is only required to attend one meeting during the month that you are assigned.** However, if your schedule permits please feel free to attend both meetings. Remember you cannot be heard if you do not speak.

The following Meeting Dates for City Council for 2018 is as follows:

January 8, 22 2018	_____	LOWNEY
February 12, 26 2018	_____	SHARP
March 12, 27* 2018	_____	SHARP
April 9, 23 2018	HARRALD	LOWNEY
May 14, 29* 2018	_____	_____
June 11, 25 2018	_____	_____
July 23 2018	<u>No Commission Meeting this month</u>	Jon Sharp
August 13, 27 2018	<u>Robert Archibald</u>	<u>Deb Lowney, Robert Archibald</u>
September 10, 24 2018	_____	David Lewis
October 8, 22 2018	NA	NA
November 26 2018	_____	_____
December 10, 2018	<u>No Commission Meeting this month</u>	_____

Please review and if you will be unable to make the meeting you are tentatively scheduled for please discuss. PLEASE NOTE: When additional commissioners are appointed the proposed schedule above will reflect those added commissioners.

Additionally it was agreed to report quarterly on any art related activities, projects, etc. to Council

- Tuesday Council meeting due to holiday

**CITY OF HOMER
HOMER, ALASKA**

Mayor/City Council

RESOLUTION 18-070(A)

A RESOLUTION OF THE HOMER CITY COUNCIL ADOPTING THE
2019-2024 CAPITAL IMPROVEMENT PLAN AND ESTABLISHING
CAPITAL PROJECT LEGISLATIVE PRIORITIES FOR FISCAL YEAR
2020.

WHEREAS, Duly published hearings were held on September 10 and September 24, 2018
to introduce the final draft of the 2019-2024 CIP and to obtain public comments on capital
improvement projects and legislative priorities; and

WHEREAS, The Council received comments from all of the City of Homer Advisory
Commissions and held a CIP worksession on August 27, 2018; and

WHEREAS, It is the intent of the City Council to provide the Governor, the State
Legislature, State agencies, the Alaska Congressional Delegation, and other potential funding
sources with adequate information regarding the City's capital project funding needs.

NOW, THEREFORE BE IT RESOLVED by the City Council of Homer, Alaska, that the "City of
Homer Capital Improvement Plan 2019-2024" is hereby adopted as the official 6-year capital
improvement plan for the City of Homer.

BE IT FURTHER RESOLVED that the following capital improvement projects are identified
as priorities for the FY 2020 State Legislative Request:

1. Homer Port & Harbor: New Large Vessel Moorage Facility
2. Homer Barge Mooring & Large Vessel Haul Out Repair Facility
3. Storm Water Master Plan
4. Main Street Sidewalk North
5. Fire Department Fleet Management

BE IT FURTHER RESOLVED that projects for the FY 2020 Federal Legislative Request
will be:

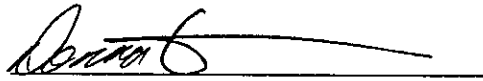
1. Homer Port & Harbor: New Large Vessel Moorage Facility
2. Homer Barge Mooring & Large Vessel Haul Out Repair Facility

BE IT FURTHER RESOLVED that the City Manager is hereby instructed to advise
appropriate State and Federal representatives and personnel of the City's FY 2020 capital

project priorities and take appropriate steps to provide necessary background information.

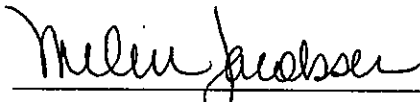
PASSED AND ADOPTED by the City Council for the City of Homer on this 24nd day of September 2018.

CITY OF HOMER



DONNA ADERHOLD, MAYOR PRO TEMPORE

ATTEST:



MELISSA JACOBSEN, CITY CLERK



Fiscal Note: N/A

**CITY OF HOMER
HOMER, ALASKA**

Stroozas

ORDINANCE 18-37

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE 2018 CAPITAL BUDGET BY APPROPRIATING UP TO
\$48,590 FROM THE HOMER ACCELERATED ROADS/TRAILS PROGRAM
(HART) FOR TRAFFIC CALMING AND SAFETY IMPROVEMENTS ON
KAREN HORNADAY PARK ROAD.

WHEREAS, Karen Hornaday Park Improvements, Phase 2 is a project on the Capital
Improvements Plan that focuses on safe access to the Park by relocating the access road; and

WHEREAS, In 2012 the cost of relocating the access road was estimated at \$726,000; and

WHEREAS, Safety improvements such as traffic calming, parking lot improvements and
dedicated pedestrian corridors will greatly increase safety at a much lower cost without
prohibiting a future project that moves the road when funding becomes available; and

WHEREAS, Memorandum 18-041 from the Homer City Council requests the Parks Art
Recreation and Culture Advisory Commission (PARCAC) to generate recommendations for safety
access improvements at Karen Hornaday Park; and

WHEREAS, Recommended safety improvements from PARCAC included shifting the road
slightly east at the upper portion of the existing parking lot, defining the edges of the parking lots
with boulders, installing speed bumps and organizing parking; and

WHEREAS, The project should install permanent concrete stops and landscaping
shrubbery whenever possible to prolong the life span of the improvement and visual appeal; and

WHEREAS, PARCAC also recommended improving the trail on the west side of the access
road to ADA standards which is not addressed in this ordinance.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. The FY 2018 Capital Budget is hereby amended by appropriating up to \$48,590
from the Homer Accelerated Roads/Trails Fund (HART) for Karen Hornaday Park Traffic Calming
and Safety Improvements.

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
620-0375 (HART)	KHP Traffic Calming and Safety Improvements	\$48,590

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of August, 2018.

CITY OF HOMER

BRYAN ZAK, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and approved as to form:

Katie Koester, City Manager

Holly Wells, City Attorney

Date: _____

Date: _____

