

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA**
- 4. VISITORS**
 - A. Tony Neal, Quiet Creek Subdivision Parks
 - B. Billy Day, Diamond Creek Trail
- 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 for the Regular Meeting on April 19, 2018 **Page 3**
- 7. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORT**
 - A. Staff Report – Julie Engebretsen, Deputy City Planner
 - B. Community Recreation – Mike Illg, Recreation Manager
 - C. Sister City Art Collection Report – Commissioner Roedl/Deputy City Clerk Krause
 - D. Parks Report – Matt Steffy, Parks Maintenance Coordinator **Page 15**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Sidewalk Funding **Page 17**
 - B. Safety Signage for the Waters of Kachemak Bay **Page 23**
- 10. NEW BUSINESS**
 - A. Welcome New Commissioner **Page 25**
 - B. Quiet Creek Subdivision Park Plan **Page 31**
 - C. Karen Hornaday Park Road and Safety Improvements **Page 37**
 - D. Diamond Creek Plan Review **Page 43**
 - E. Request for Donation from Bunnell Arts Gallery to Install Mural on Bishops Beach Pavilion **Page 45**
- 9. INFORMATIONAL MATERIALS**
 - A. Commission Annual Calendar 2018 **Page 53**
 - B. Commissioner Attendance at City Council Meetings 2018 **Page 54**
 - C. Memorandum to City Council Re: Art Donation of a Mural for Ben Walters Park **Page 55**
 - D. Memroandum to City Council Re: KHLT Recommendation **Page 57**
- 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, JUNE 21, 2018** at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska

Session 18-04 A Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on April 19, 2018 at 5:30 pm by Chair Deb Lowney at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS FAIR, LOWNEY, SHARP, HARRALD, ARCHIBALD, ROEDL, ASHMUN
AND SALZMANN

ABSENT: COMMISSIONER WALLS (EXCUSED)

STAFF: DEPUTY CITY PLANNER ENGEBRETSEN
DEPUTY CITY CLERK SMITH
RECREATION MANAGER ILLG
PARKS MANAGER STEFFY

APPROVAL OF THE AGENDA

Chair Lowney called for a motion to approve the agenda.

ARCHIBALD/ASHMUN – 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

Tess Dailey, city resident, commented in support of the proposed improvements to the Kachemak Heritage Land Trust/ Poopdeck Trail. She recently read an article about a city in Massachusetts that created an accessible trail. It increases the access for not only people with disabilities, but for everyone. She believes that this area of town could use improvement and more foot traffic. She hopes that this proposal will both increase foot traffic and decrease crime in this area.

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

A. Minutes for the Special Meeting on March 22, 2018

Chair Lowney requested a motion to adopt the Consent Agenda.

ARCHIBALD/ASHMUN – MOVED TO APPROVE THE CONSENT AGENDA

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS

A. Billy Day- Proposed Diamond Creek Area Trail

Mr. Day was not able to attend the meeting on a last minute notice.

B. Joel Cooper, Kachemak Heritage Land Trust- Accessible Interpretive Poopdeck Trail

Joel Cooper from the Kachemak Heritage Land Trust (KHLT) presented on the funding request to make Poopdeck Trail accessible for all. Mr. Cooper started his presentation by giving a brief history of Kachemak Heritage Land Trust. Mr. Cooper explained that KHLT was the first land trust in Alaska, formed in 1989 and is a nonprofit that conserves irreplaceable lands on the Kenai Peninsula for the future. Their focus is on protecting important wildlife and their habitats as well as recreational lands by working with willing land owners. KHLT currently holds 3 conservation easements, 4 fee-owned conservation management units, and is working on a 302.16 acre conservation easement in the Bridge Creek Watershed Protection District. In 2013, KHLT began working with National Park Service, Trails and Conservation Assistance Program to develop a public open space on the Poopdeck Platt Parcel and in 2017 they began working with the City of Homer, Independent Living Center, and Alaska State Parks to begin designing ADA Accessible Trails on the Poopdeck Platt Park and the City of Homer parcel. Mr. Cooper explained several new parking possibilities that are in the beginning process of being explored and explained the route that they are proposing the accessible trail take. The next steps are to work with trail designers and the community to design a handicap accessible trail in May or June 2018. Their goal is to have a design available for an Alaska Recreational Trails Program grant by September 2018. KHLT will also be soliciting funds from other entities such as; Christopher and Dana Reeve Foundation, Individual Supporters, and Corporate Sponsors.

Commissioner Ashmun asked what “fee-owned” means.

Mr. Cooper stated that fee-owned is the term they use when KHLT owns land. He went on to say that when KHLT owns land, they have to write up a management plan and the uses of the land must meet the wishes of the donor’s intent.

Commissioner Harrauld commented that she is super supportive of new trails in Homer and the idea that KHLT is proposing. She asked Mr. Cooper who will be maintaining and doing long term repairs to the trail.

Mr. Cooper stated that when this project happens he will be required to update the management plan and that it is still undetermined who will maintain the trail.

Chair Lowney thanked Mr. Cooper for coming and presenting. She also said that she is a frequent walker of Poopdeck and the library trail and that she has noticed great improvement since they added trash cans to the trail. Chair Lowney also discussed extending the trail to Bishops Beach in the future.

The commission briefly discussed the possibility of extending the trail down to Bishops Beach.

Mr. Cooper explained that KHLT is currently working to build funds, but as of right now they are asking for up to 5,200 dollars from HART funds.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen reviewed her staff report and commented on the following:

- She spoke with the City Manager and Jenny Carroll about adding the Fishing Hole access ramp to the CIP.
- Council is considering a HERC task force as well as funding for technical assistance. I will provide an update at the meeting.
- Councilman Stroozas has put forward a memorandum for staff and PARCAC to come up with some traffic calming measures for the Karen Hornaday Park road. I recommend the Commission have a worksession in early May at the park so everyone is familiar with the issues, and we can talk about some options.
- She met with Public Works Director Meyer about sidewalk costs. He was not able to provide feedback for the meeting.
- She met with members of the Kachemak Heritage Land Trust and Homer Independent Living Center about a proposed accessible trail on KHLT and City land in Town Center. They are requesting up to \$5200 of HART Trail funds to pay for design work, with the intention of a Recreational Trail Grant proposal in the fall.

B. Mike Illg, Recreation Manager

Recreation Manager Illg commented on the following items:

- Safe and Healthy Kids Fair is Saturday April 28th.
- Zumba room in the HERC is still under beginning coordination stages.
- Popeye Wrestling season is winding down. There were over 60 kids participating this season.
- Outdoor Pickup Soccer will be starting when space allows.
- Homer High School gym will be closed for the month of July due to repairs.
- Paired up with the Nutcracker ballet to host a ballet dance intensive with guest instructors from the Boston area. They were hoping to have 8 people signed up to make it cost effective; they currently have 20 people signed up.
- Game Night has been growing at a rapid pace.

Recreation Manager Illg commented that it was 15 years ago this month that he was hired as the Recreation Manager with the City of Homer and time has just flown by. He is also very excited to be working with Matt Steffy as the Parks Manager.

Commissioner Archibald stated that the outdoor basketball hoop by the HERC building is missing a backboard and asked if Recreation Manager Illg could look into getting that fixed. He has noticed kids playing half court due to it being missing.

C. Matt Steffy, Parks Manager

Parks Manager Steffy reviewed his report and commented on the following topics:

- Seasonal Staff began on April 10th and the vacancies for Temporary Camp Fee Collector and Temporary Parks Maintenance Laborer close on April 20th
- All campgrounds are open except Hornaday, which will be open soon.
- Met with Rotary to discuss improvements to Ben Walters Park
- Discussion is underway to replace fire pit at Karen Hornaday since it has failed.

- Started the addition of WKFL to pavilion reservation form online and he will soon be adding the other Karen Hornaday Park Pavilion to the list as well.
- Discussions are underway regarding the Boathouse pavilion and how the city will handle request for reservations. He is currently coordinating with Ken Castner, and potentially Carey Meyer, Harbor Staff, and other Administrative personnel.
- ADF&G, ILC, and other agencies have expressed interest in improving the ADA ramp at the Fishing Hole.
- Scoping is underway to prepare bid for paving from fish tables to Water Trail pavilion and paving two ADA RV sites. Existing campsites 1-10 will be moved about 15 feet out to provide corridor.
- Met with KHLT to discuss Poopdeck Plat Park.
- Flowers are growing in the greenhouse. He has spoken with Kendra Nelson about the future plans of the greenhouse. He also discussed giving the kids their greenhouse back and possibly move to an RFP type situation for flower starters.
- Friends of Woodard Creek are looking to expend remaining funds that will most likely go towards interpretive trail signage, trail realignment, and hand rails/ropes for safety.
- They also will most likely be putting together a HART request to extend the trail loop up to the campground host site.
- Trails need signage.
- Viewing scopes that are missing have been sent in for repairs and he hopes to have them back before Shorebird Festival.
- Applications for USFWS funding through HSWCD for invasive weed control are due by April 30th.
- Web page updates are in the works.
- Converting field data collection to a Microsoft Surface based software system.
- Electricity and heat has been restored to Camp Fee Station. IT will be installing an Enterprise wireless that will access share drive.
- Coordination has begun with Church on the Rock for annual clean up, first week of May.
- Parks Staff has provided material support for HOWL and their Dirtbaggers. New director, Mike Sturms, is interested in partnering with the City to work on projects similar to how they do with State Parks and KHLT.
- Tent #1 needs to be brought into discussion as there is no parking and it is a hazard.

Commissioner Harrald thanked Recreation Manager Steffy for his report and stated that it was very informative. She has been thinking about Ben Walters Park a lot because she is in that area frequently and she was wondering if they could put motion detection light to help deter crime and graffiti.

Recreation Manager Steffy stated that he really likes that idea and he will look into them. He also has suggested to Carey Meyer that they tear down the walls of that bathroom and make a concrete pavilion there instead. He stated that this idea hasn't gone anywhere yet, but it something he hopes to look into in the future.

Commissioner Archibald asked Recreation Manager Steffy if there had been any talk of rerouting the Mariner Park slough outflow. He stated that its part of why the beach is eroding.

Recreation Manager Steffy stated that there has been talk about rerouting the slough and he will talk to Dan Gardner when he is back in the office about possibly doing that this season.

Chair Lowney thanked Recreation Manager Steffy for his informative report. She stated that she is very

happy that they are looking into the Karen Hornaday fire pit because it's in need of serious repair. She does think that the fishing hole ramp does provide limited accessibility as it is now, so she recommends that they do not remove the ramp until they have a fixable solution. She looks forward to seeing the detailed statistics of the individual parks in the future. She also wanted to show her support of taking the flower starts out to RFP in the future.

Recreation Manager Steffy wanted to touch base on the proposed artwork on the building behind McDonalds. He stated that he really likes the idea, but is worried that it will not be there very long due to the amounts of graffiti that are in this area. His concern is that the artists must understand that the lifetime of this piece of art may be shorter than they have anticipated due to the graffiti.

D. Pratt Museum and Sister City Art Report, Peter Roedl

Commissioner Roedl reported that he talked to the Pratt Museum and it did not seem that the Pratt Museum would have the room to house the Sister City Items. He stated that the Pratt Museum would like to continue to stay involved and that they should have a meeting to discuss venues to place these items.

Commissioner Fair stated that they will have to have a group meeting to make suggestions and plans. The issue that he sees now is that the art is all spread out.

Commissioner Sharp suggested putting the Sister City art in the library and rotating the art throughout other public buildings.

Commissioner Ashmun suggested the Chamber of Commerce building.

Chair Lowney asked if anyone would like to help Commissioner Roedl find a solution to the Sister City Art.

Commissioner Fair stated that he would like to help but he is going to be gone for several weeks in May.

PUBLIC HEARING

PENDING BUSINESS

A. Sidewalk Funding

Chair Lowney explained that Carey Meyer from Public Works was supposed to provide a laydown at this meeting, but was unable to.

Deputy City Planner Engebretsen suggested that the Commission postpone this item to the next meeting.

ROEDL/ARCHIBALD-MOVED TO POSTPONE THIS ITEM TO THE NEXT MEETING

There was no discussion.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Strategic Plan Review

Deputy City Planner Engebretsen suggested that rather than refining the strategic plan, the Commission should pick the items that they are going to work on. We can only do so much in a meeting, so if there is something that the Commission would like to work on, then they will need a volunteer to spearhead that effort.

Commissioner Sharp asked for clarification on the endowment fund.

Deputy City Planner Engebretsen stated that it is a concept in the Needs Assessment. She believes that Anchorage has a program where they raise money in an endowment fund and they partner with the municipality to provide improvement to parks and smaller projects. It could be a mechanism that could increase funding for Parks. It would take a lot more research to find out if it's feasible in Homer.

Commissioner Harrauld suggested that the Commission continues to create the criteria for the sidewalk projects and Karen Hornaday Park improvements. She stated that she has a personal interest in developing a plan to promote parks, public art, and trails specifically Parks Day and Trails Symposium.

Commissioner Archibald stated that there are numerous subdivisions going in and that they have had past recommendations on parks. He feels that they need to pursue this because it got away from them before.

Deputy City Planner Engebretsen suggested that they plan a worksession to discuss it at length. She also mentioned that Tony Neal will be presenting on the parks that he is dedicating to the City at the next meeting.

Chair Lowney suggested that the Commission continues to pursue the Svedlund sidewalk and believes that it is an item that could get done in the near future. She also would like to focus on the wayfinding topics. She would like to remind everyone that when they go to speak at City Council meeting, to mention the adopt a trail and adopt a park programs so that they can get a little public recognition. She also would like to continue to work on the HERC and continue to advocate for the Karen Hornaday Park road realignment.

C. Safety Signage

Commissioner Archibald talked to Council member Erickson and it seemed that she was most interested in having signage on the beach saying that the public needs to be prepared to self-rescue if going into the water. He proved an example of a sign that he created. He stated that he is not sure where to proceed from here.

Commissioner Sharp said that he agrees with Commissioner Archibald about not knowing where to proceed.

ARCHIBALD/ASHMUN- MOVED TO FORWARD THIS PROPOSED SIGN TO CITY COUNCIL FOR THEIR COINSIDERATION AND DISCUSSION.

Commissioner Ashmun suggested that the words "Enter at your own risk" are made bigger.

Commissioner Harrald stated that she is not in love with this whole idea as a priority. She also stated that she doesn't want to just throw up signs. The Commission has been trying to strive on having continuity and she feels like this is a step in the wrong direction in that sense.

Chair Lowney agreed with Commissioner Harrald.

Deputy City Planner Engebretsen suggested that the Commission could vote this motion down and propose a new motion to not install this signage if it is something they feel strongly about.

Commissioner Sharp stated that he really liked that idea because it does not seem logical to post signage going down the coastline. However, he thinks the idea has good intentions, he just does not see any logic in putting signs down the coastline.

Commissioner Archibald agreed with everyone because it was very difficult finding a logistical way to create and place signage along the coast.

VOTE: NO: COMMISSIONERS FAIR, LOWNEY, SHARP, HARRALD, ARCHIBALD, ROEDL, ASHMUN

Motion failed.

ROEDL/ARCHIBALD – MOVED TO FORWARD THIS PROPOSED SIGN TO CITY COUNCIL BUT WITHOUT THE SUPPORT OF THE COMMISSION.

The commission discussed the wording of the motion.

VOTE: YES: ROEDL, ARCHIBALD

VOTE: NO: SHARP, ASHMUN, HARRALD, LOWNEY

Motion failed.

ARCHIBALD/ASHMUN- MOVED TO POSTPONE THIS ITEM TO THE NEXT MEETING.

There was no discussion.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Deputy City Clerk Smith noted that the Commission is coming up on their time limit and suggested that they make a motion to extend their meeting.

HARRALD/ARCHIBALD- MOVED TO EXTEND THEIR TIME LIMIT TO 8:30PM.

Commissioner Harrald reminded the Commission to be more concise in their comments so that they can move through the agenda quicker.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Funding Request for KHLT Trail Design Work

Chair Lowney requested a motion to support the funding request for Kachemak Heritage Land Trust.

ASHMUN/ROEDL - MOVE TO SUPPORT THE FUNDING REQUEST FOR KACHEMAK HERITAGE LAND TRUST FOR FUNDING ON THE TRAIL DESIGN WORK ON POOPDECK PLATT

The Commission discussed the additional ADA accessibility.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Homer Wayfinding Project

Deputy City Planner Engebretsen stated that she attended the Economic Development Commission meeting and that there was a lengthy discussion on the Homer Wayfinding Project. She suggests that the Commission postpones this item until the EDC has something more concrete for the Commission to do.

ARCHIBALD/ HARRALD- MOVED TO POSTPONE THIS PROJECT UNTIL THEY GET MORE FEEDBACK FROM THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION.

Chair Lowney commented that she is really excited about this project and she thinks it's a great idea.

VOTE: NON OBJECTION. UNANIMOUS CONSENT

Motion carried.

C. Schedule Spring Park and Beach Walkthrough

Deputy City Planner Engebretsen stated that they need to schedule a walk through at Karen Hornaday before May 12th.

The Commission discussed their schedules.

ASHMUN/ - MOVED THAT THE COMMISSION HAVE A WALKTHROUGH TO COINCIDE WITH A WORKSESSION WITH CITY EMPLOYEES AT KAREN HORNADAY PARK ON MAY 7TH WITH THE TIME TO BE DETERMINED

There was no discussion

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

D. HACA Membership (Homer Arts and Culture Alliance)

Deputy City Planner stated that the Commission needs to pick a person to be a representative on this Alliance.

Commissioner Sharp stated that he was interested if the meetings were later in the day.

Deputy City Planner Engebretsen stated that they were lunch time meetings normally.

Chair Lowney volunteered to represent to the commission and stated that if anyone else has time and would like to be a part of this, they absolutely are welcome.

E. Nomination of HERC Task Force Member

Chair Lowney stated that the meetings will be during the business day for a 6th month time period.

Commissioner Sharp stated that he is interested but again is not sure if he can represent it.

Chair Lowney stated that she has an interest in the HERC building and would like to be the representative.

FAIR/ROEDL- MOVED TO NOMINATE COMMISSIONER LOWNEY TO BE THE REPRESENTATIVE ON THE HERC TASK FORCE.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

F. Gift Proposal for a mural on the building behind McDonalds

Chair Lowney stated that she had talked to Rotary and they were concerned about having to upkeep the mural because of the graffiti.

Chair Ashmun stated that she does not mind saying yes to this gift proposal but that there are some things that the artists needs to be aware of. She stated that a lifetime of fifteen years is unrealistic because it will most likely become damaged or covered in graffiti. They should have a contingency plan on how to handle the graffiti when it happens.

Commissioner Sharp stated that he likes the idea and believes it would be a good addition to the park.

Commissioner Harrauld stated that she appreciates that these kids are taking the ownership of public space. She does have the same concerns that have already been stated as well as another concern for the timeline that they have proposed. She thinks if they are aware of the graffiti in the area and that there is a possibility

that their art could be covered, then she doesn't see the harm.

Commissioner Archibald stated he agrees with Commissioner Harrald and he feels that they need to correspond with the Rotary on what they have planned.

Commissioner Fair stated that he agrees with Commissioner Harrald and Archibald. He thinks that it is a positive idea that could benefit this area.

Chair Lowney stated that there is going to be a piece of art that will be done on wood and placed on the pavilion at Bishops Beach. She suggested that the Commission suggest to the artists that they do something like this so they are able to move it and it may be harder to damage.

The Commission discussed the possibility of asking the artist to paint a mural on some sort of platform instead of the wall.

ARCHIBALD/ASHMUN- MOVED TO APPROVE THE MURAL ON THE BEN WALTERS PARK RESTROOMS.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

- A. Safe and Healthy Kids Fair
- B. Commission Annual Calendar 2018
- C. Commissioner Attendance at City Council Meetings 2018

Commissioner Archibald volunteered to speak at the May 14th City Council Meeting.

- D. Public Works Snow Removal Policy
- E. Draft Ordinance 18-19 Authorizing Funds to Determine Feasibility of HERC Use
- F. Memorandum 18-041 to PARCAC from Councilmember Stroozas on Karen Hornaday Park Safety

COMMENTS OF THE AUDIENCE

COMMENTS OF THE COUNCILMEMBER

COMMENTS OF THE CITY STAFF

COMMENTS OF THE COMMISSION

Commissioner Ashmun commented that it is good to be back.

Commissioner Roedl thanked Chair Lowney for stepping in on the HERC Building Task Force and thanked everyone for being here.

Commissioner Archibald thanked Chair Lowney for taking the chair position and the staff. He stated that he will try to pitch in where he can.

Commissioner Fair asked when the next Letter to the Editor is due.

The Commission decided July is when the next letter is due.

Commissioner Fair commented that he supports the Kachemak Heritage Land Trust proposal. He stated that his family was one of the first to have an easement created by KHLT.

Commissioner Sharp congratulated Mike Illg for being with the city for 15 years. He also wanted to show his support for the KHLT trail proposal and he really liked the idea of putting motion lights at the Ben Walters Park.

Chair Lowney commented that she will try to get through the agenda faster in the future and stated that she appreciated everyone's comments. She thanked the staff for their work and wanted to show her support for the KHLT funding project.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:28 p.m. The next regular meeting is scheduled for **THURSDAY, MAY 17, 2018** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

HAYLEY SMITH, DEPUTY CITY CLERK I

Approved: _____



Memorandum

TO: PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION
FROM: MATT STEFFY, PARKS MAINTENANCE COORDINATOR
DATE: MAY 9, 2018
SUBJECT: GREATEST PARKS IN THE UNIVERSE STAFF REPORT

- Camping has been picking up. Hornaday Park was opened on May 3rd and is getting steady use.
- Church of the Rock Clean-Up Day will be Saturday May 26th.
- Staff have begun turf cutting around town. Our mowing contractor, Chugach Lawn Care will begin mowing on May 14th.
- Final selections have been made for new hires. We're going to have a great team this year.
- Staff appreciates commission input during the KHP walkthrough on May 7th. Some initial plans for the parking lot and road realignment have been drafted.
- Staff met with Rotary and McDonalds to discuss Ben Walters. Productive partnership that will see some great improvements over the next year.
- Staff met with Library to discuss the Friends of the Library interest in pursuing site renovations with Dutch Boy and creating less maintenance burden. Discussion is ongoing.
- Picnic tables are turning green.
- Staff met with Harbor, ILC, and ADF&G to discuss damage mitigation at Fishing Hole ADA Ramp. ADF&G has end of the year funds available. Parks is working with Port and Harbor to get some scope and prices together. Hope to improve surface and install retaining wall.
- Staff met with Little League on May 10th to discuss a Recreational Use Agreement.

From now on, statistics for each monthly meeting will presented for the previous calendar month. Data for May will be in the June report.



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: May 9, 2018
Subject: Sidewalk Funding

Requested action: Re-familiarize yourself with the sidewalk funding conversation; please see my previous staff report, and the draft matrix provided by Public Works. Ultimately, the Commission could provide Council with a prioritized short list of sidewalk project descriptions, justification and cost estimates, to move forward with more sidewalks in the community.

Current Status

I met with Carey Meyer in April and we discussed the attached list. Coming up with cost estimates is time consuming, and we have a long project list at this point. So Carey provided some notes on project complexity and why a project might cost more, such as the need for storm drains. On the table, if it says high complexity, that means high cost.

At the meeting, I'd like the Commission to review the projects and ask any questions. Time permitting, if there are proposed projects that are not a priority, let's move them to the bottom of the list. Ideally, with Commission buy in, I'd like to work with a Commissioner or two to write up a project description, get some photos, and write a short justification for the projects. This would go back to the Commission in June, or August, depending on workload and volunteerism.

Attachments:

May 2018 Sidewalk matrix

March 14, 2018 Sidewalk Funding staff report (attachments not included)

	Name	Length-ft	Notes	Complexity	Cost drivers	Opportunities
1	Soundview	1600	Could stay wide lane as it is now, could restripe	moderate	Woodard creek crossing, some storm drains needed	
2	Upper Main	2700	PARCAC highest priority, Pioneer to Bayview Park. Could be phased to Fairview	moderate	relatively developed neighborhood	
3	Lower Main	2000 to bunnell	part state project			
4	Svedlund	400	not sure where to stop project; length could get longer. PARCAC second highest priority	low first 400'; moderate beyond	storm drain extension/road pavement removal beyond 400'	
5	Kachemak Way	2200 to bayview	Expect higher traffic with Quiet Creek build out. Needs a plan to construct - 5 yr timeframe?	moderate	storm drain exists entire length	
6	Crittenden	30	2019 construction?	low		
7	Upper Heath	500		low	curb/gutter exists - no drainage issues	
8	Upper Ben Walters	1900		high	significant new pipe storm drain needed. Outfall to beluga lake wetlands	
9	Lower Ben Walters	1300		high	significant new pipe storm drain needed. Outfall to beluga lake wetlands	lower section first to provide outfall for upper section

	Name	Length-ft	Notes	Complexity	Cost drivers	Opportunities
10	Smokey Bay Way	600	low traffic, good visibility, sidewalk not a priority?	moderate	required storm drain could outfall in exist ditches, lower Ben Walters advantageous, but not required.	
11	Bunnell	?	Main to Beluga Place?	low	required storm drain exists	
12	Fairview	Between Heath and Main St.		high	required storm drain exists - street not continuous.	
	Fairview	West of Main St.		high	need for additional storm drain needs to be evaluated.	
13	Snowbird	720	Low priority? Low pedestrian counts? Future project but not needed now?	moderate	some storm drain needed - outfall to Hwy ditch	
14	Ohlson Lane	900		high	needs new storm drain - no appropriate outfall established	
15	Bayview Ave	2600		moderate	some new storm drains may be needed	



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: March 14, 2019
Subject: Sidewalk Funding

Requested action: Re-familiarize yourself with the sidewalk funding conversation, and review the draft matrix. If the Commission thinks we are on the right track, staff will work with Public Works to flesh out some basic costs for each sidewalk, and some measure of how complicated the project is. Ultimately, the Commission could provide Council with a prioritized list of sidewalk projects and cost estimates to move forward with more sidewalks in the community.

Background: Council sent the Commission a memo in June 2017 with four main points about sidewalks. The memo is attached. The Commission discussed sidewalk funding and prioritization at the September and November meetings. In December, I met with Commissioner Sharp to flesh out a table of sidewalk projects, with the criteria that has been discussed.

Attached is the draft sidewalk scoring list. The Commission has previously discussed that the sidewalks needed to be in the core area of town, and shown on the Homer-Non-Motorized Transportation and Trail Plan. I made a list of these sidewalks – there are not that many. See the attached spreadsheet.

I think one path forward is to provide Council with a list of prioritized projects with a very rough cost estimate. This would allow the City to identify which project clearly needs outside funding – like Main Street which will be expensive, and which project we might fund ourselves over time – like the sidewalk gap between Crittenden and the Sterling Highway, which is about 30 feet.

I hope the Commission can spend extra time on sidewalks at upcoming meetings and respond to Council prior to the July break.

Attachments:

Memo 17-091 from City Council
Sidewalk Project Scoring matrix
Sidewalk Cost matrix



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND HOMER CITY COUNCIL

FROM: ROBERT ARCHIBALD AND JON SHARP, COMMISSIONERS
PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION

THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK

DATE: MAY 10, 2018

SUBJECT: CITY OF HOMER SAFETY SIGNAGE FOR HOMER SPIT

At the March 22 & April 19, 2018 Parks, Art, Recreation and Culture Advisory Commission Meetings the topic of the Beach Safety Signs was discussed at great length. Several ideas were put forth at the April 19 meeting, but discussion gravitated to a simple safety sign stating that users must proceed at their own risk. A sample is enclosed.

The City of Homer has a Unified Sign Ordinance that describes the construction and appearance of city park signs. It was stated by staff that warning signs would not have to meet these standards.

Several Commissioners felt that beach users know the dangers of the cold water & extreme tides, and the fact that they are on their own when recreating off the beaches that border Homer. The idea of putting up more signage of low quality would be unwarranted to some, as they become an eyesore in the saltwater environment.

The concept of 3 signs at points of entry is a challenge as there are many points of entry, and dozens of miles of coastline that border the city.

After discussing this issue with staff, it was pointed out that the funding for these signs is coming out of the PARCAC Contingency Fund, which is not heavily funded by the city and supports park maintenance & operation. These signs are a capital investment and should come out of the General Fund if a decision is made to move ahead with safety signage.

The Commission has discussed this at length during the March & April meetings, and commissioners were unable to come to consensus on the language of a water safety sign. After discussion at regular meetings & with research by assigned commissioners, the spirit of the water safety signage is sound, but implementation not practical.

Recommendation

The wording of a sign should be discussed by the City Council. There are many messages that could be put forth.





City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: MAY 10, 2018
SUBJECT: WELCOME NEW COMMISSIONER

Everybody Say Hi to our newest return commissioner. David Lewis served on the City Council for several years. I guess he decided to join the fun commission!





City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

Memorandum 18-044

TO: HOMER CITY COUNCIL
FROM: BRYAN ZAK, MAYOR
DATE: APRIL 13, 2018
SUBJECT: APPOINTMENT OF DAVID LEWIS TO THE PARKS ART RECREATION & CULTURE
ADVISORY COMMISSION

David Lewis is appointed to the Parks Art Recreation & Culture Advisory Commission to fill the seat vacated by Matt Steffy. The term will expire in 2021.

RECOMMENDATION:

Confirm the appointment of David Lewis to the Parks Art Recreation & Culture Advisory Commission

Fiscal Note: N/A

City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Greetings

Be It Known That

David Lewis

Has been appointed to

serve as

"Commissioner"

on the

"Parks, Art, Recreation and Culture Advisory Commission"

This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.

*In Witness whereof I hereunto set my hand
this 25th day of April, 2018*



Donna Aderhold, Mayor Pro-Tempore

Attest:

Melissa Jacobsen, MMC, City Clerk



CITY OF HOMER
APPLICATION TO SERVE ON ADVISORY BODY
COMMISSION, BOARD, COMMITTEE, TASK FORCE

CITY CLERK'S OFFICE
CITY OF HOMER
491 E. PIONEER AVE
HOMER, AK 99603
PH. 907-235-3130
FAX 907-235-3143
clerk@cityofhomer-ak.gov

The information below provides some basic background for the Mayor and Council
This information is public and will be included in the Council Information packet

APR 03 2018 10:08:53 RK

Name: David Golewis Date: 4-2-18
Physical Address: 4037 Beluga Cir Homer AK 99603
Mailing Address: same
Phone #: 399-6073 Cell #: _____ Work #: _____
Email Address: davelyn@gci.net

The above information will be published in the City Directory and within the city web pages if you are appointed
by the Mayor and your appointment is confirmed by the City Council

Please indicate the advisory body that you are interested in serving on by marking with an X.
You may select more than one.

- | | |
|---|--|
| ☐ ADVISORY PLANNING COMMISSION
1ST & 3RD WEDNESDAY OF THE MONTH AT 6:30 PM
WORKSESSION PRIOR TO EACH MEETING AT 5:30 PM | ☐ ECONOMIC DEVELOPMENT ADVISORY COMMISSION
2ND TUESDAY OF THE MONTH AT 6:00 PM |
| ☒ PARKS ART RECREATION & CULTURE ADVISORY COMMISSION
3RD THURSDAY OF THE MONTH AT 5:30 PM | ☐ CANNABIS ADVISORY COMMISSION
4TH THURSDAY OF THE MONTH AT 5:30 PM |
| ☐ PORT & HARBOR ADVISORY COMMISSION
3RD WEDNESDAY OF THE MONTH
OCT-APRIL AT 5:00 PM
MAY - SEPT AT 6:00 PM | ☐ LIBRARY ADVISORY BOARD
1ST TUESDAY OF THE MONTH AT 5:30 PM |
| ☐ PUBLIC ARTS COMMITTEE
2ND THURSDAY OF THE MONTH AT 5:00 P.M.
FEB, MAY, AUGUST & NOVEMBER
WORKSESSIONS PRIOR AT 4:00 PM | ☐ OTHER - PLEASE INDICATE
_____ |
| ☐ CITY COUNCIL
2ND & 4TH MONDAY OF THE MONTH
SPECIAL MEETINGS & WORKSESSIONS AT 4:00 PM
COMMITTEE OF THE WHOLE AT 5:00 PM
REGULAR MEETING AT 6:00 PM | |

I have been a resident of the city for 29 years. I have been a resident of the area for 29 years.

I am presently employed at PIT Independent Living

Please list any special training, education or background you may have which is related to your choice of advisory body.

9 yrs city council

Have you ever served on a similar advisory body? If so please list when, where and how long:

9 yrs on city council

Why are you interested in serving on the selected advisory body?

I feel that I can help

Please list any current memberships or organizations you belong to related to your selection(s):

Please answer the following only if you are applying for the Advisory Planning Commission:
Have you ever developed real property other than a personal residence, if so briefly explain:

Please answer if you are applying for the Port & Harbor Advisory Commission:
Do you use the Homer Port and/or Harbor on a regular basis?

Yes

☐

No

☐

What is your primary use? Commercial

☐

Recreational

☐

Please include any additional information that may assist the Mayor in his/her decision making:

When you have completed the application please review and return to the City Clerk's Office. You may also email this to clerk@cityofhomer-ak.gov or fax to 907-235-3143. Thank you for applying!



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: May 10, 2018
Subject: Draft Park Plan for Quiet Creek Parks

Requested Action: Review the draft park plan, ask questions, and when ready, make a recommendation to the City Council.

Background

There is a new subdivision under construction just north of the High School. As part of the platting process, the developer Tony Neal is creating four parks and donating them to the City.

Mr. Neal would like some assurances on how the lands will be used in the future, and I think the Council/the City also wants a common understanding of what the City is taking on. New subdivision residents will likely have the same questions and concerns!

I have worked with Mr. Neal on the draft park plan. I will include more pictures and maps when the development is further along and things are green.

Mr. Neal will be attending the meeting and making a presentation about the parks at this meeting.

Attachments

Draft park plan
Vicinity map
Plat (not yet recorded)

City of Homer Quiet Creek Park Subdivision Park Plan

Introduction

The Quiet Creek Park Subdivision is centrally located in town, north of the Homer High School. The subdivision covers 37 acres, and includes approximately 64 residential lots. The subdivision also includes four park tracts, which are dedicated as public park space and owned by the City of Homer.

Parks within the City of Homer may have a formally adopted park plan, which outlines how the park will be developed. Plans are adopted by Resolution of the Homer City Council, and maybe be amended in the future, as community needs and desire change.

The parks

These public parks are intended to remain in their natural state as “nature reserves” where the native plants and native animals might find a small oasis in the middle of the growing urban territory of Homer. As the City grows, preservation of some natural areas will provide some balance to the neighborhoods. It is planned that no “improvements” will be done and the spaces will remain in their natural state. Work may be required to maintain drainage but will be done with the natural setting in mind. There is no plan to develop these properties into more formal parks such as playgrounds, lawn areas or sports fields.

The public may walk through the spaces and over time, trails may evolve. Foot trails may be part of the park plan but not motorized trails. Foot trails may be maintained and minimally improved by the City, always keeping in mind the nature reserve aspect.

Attachments – Plat map, aerial photo, topo map, probably some photographs of the property when road construction is further along



Vicinity Map

0 250 500 1,000 Feet

May 10, 2018



*Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.*



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: May 9th, 2018
Subject: Karen Hornaday Park Road and Safety Improvements

Thank you to the Commissioners who were able to attend the work session on May 7th. We got a lot accomplished! Matt Steffy, Carey Meyer and myself were present, as were Commissioners Lowney, Archibald, Ashmun and Sharp.

Brief Recap: Council sent Memo 18-041 to the Commission, essentially asking the Commission to come up with some safety options for the road that cost less than the \$726,000 requested in the Capital Improvement Plan. There were four ideas generated at the work session. Additionally, there was consensus on the need to organize the eastern parking lot, and to use that parking lot to narrow the road. Narrower roads usually reduces speed, which is a primary concern in that area.

Ideas:

1. Culvert the west side of the access road, to create a pedestrian/bike access gravel sidewalk.
2. In addition to option 1, on the east side of the road, create on street parking.
3. Install portable speed bumps (probably 4 locations).
4. Create new curves in the access road to slow down vehicles. The first curve could be incorporated along with organizing the east parking lot – see drawing. The rocks are on site, so creating parking lot delineation, this upper curve, and installing speed bumps may be a cost effective solution. Public Works Director Meyer has provided a draft sketch of what this might look like. A second curve in the road may also be possible.

Requested action: Discuss the ideas. There will probably be more information available at the meeting. When ready, make a recommendation to Council that provide less expensive options but increase safety at the park, compared to moving the road.

Attachments

1. Memorandum 18-041 from Council
2. Draft Sketch from Public Works Director Meyer



Memorandum 18-041

TO: City of Homer Parks Art Recreation and Culture Advisory Commission

THROUGH: Homer City Council

FROM: Councilmember Tom Stroozas

DATE: April 9, 2018

SUBJECT: Safety Improvements to Karen Hornaday Park Road

Karen Hornaday Park Improvements, Phase 2 on the City of Homer Capital Improvement Plan focuses on safe and inclusive access to the Park and its essential facilities by relocating the access road. In 2012, a budget for moving the road was estimated at \$726,000. This memo directs that Parks Art Recreation Culture Advisory Commission (PARAC) to come up with an improvement plan that includes alternate, less expensive, options for providing safe access to the Park and its facilities by considering measures such as:

1. Traffic calming including seasonal speed bumps and speed limit signs (SLOW 5 mph);
2. Creating a dedicated crosswalk and funneling patrons from the east parking lot via signage and landscape enhancement;
3. Other suggested improvements that would enhance pedestrian safety and improve access to the Park besides moving the access road.

The proposed funding source for the improvements would be the Homer Accelerated Roads and Trails fund (by ordinance).

Fiscal Note: Staff time from Public Works developing cost estimates and the Planning Department working with PARAC on recommendations.



1 inch = 60 feet



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: May 8, 2018
Subject: Review of the Diamond Creek Recreation Area Multi-Resource Management Plan

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 20 minutes on the plan during the meeting.

<https://www.cityofhomer-ak.gov/recreation/diamond-creek-recreation-area>



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

MEMORANDUM

To: Parks, Art, Recreation and Culture Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: May 9, 2018
Subject: Bunnell Street Arts Funding Request

Note: Commissioner Lowney is a board member at Bunnell; the Commission should go through the conflict of interest process to determine whether there is a conflict or not. Staff will provide guidance on how to do that.

Background

Earlier this year, the City accepted a donation of public art from Bunnell Street Arts for a mural to be attached to the pavilion at Bishops Beach. Bunnell is now requesting a donation \$500, to support the mural installation at Bishop's Beach. See attached letter.

Staff concern

The request for funds from the city is a little problematic and I wish to alert the Commission on how the City handles funding requests. This is an important policy for the city as funding requests can and do take up a lot of staff time, and random requests risk being inequitable. PARCAC does have discretionary funds, unlike any other City Commission. I would like the Commission to understand City practice on funding requests of this nature.

It's important for the Commission to understand the larger context of City funding in the community. The City of Homer has a grant program with the Homer Foundation. Non-profits that meet the program criteria can receive grants from the Homer Foundation. Bunnell participates in this program and is funded annually. With the exceptions of the Pratt Museum, the Chamber of Commerce, the Marine Trades association, this is how most if not all funding requests are handled. Those three organizations have agreements or contracts with the City to provide services. For example, the EDC was approached for funding for an economic development related project, but the applicant was referred to the Homer Foundation. While the City recognizes the valuable work that non-profits do in our community, the City has limited funds to support these services. The Homer Foundation provides the support and review of funding requests.

Another issue is that in the Public Art donation process, the applicant is asked if there are any additional expected costs. Bunnell did not identify any additional costs, and so the artwork was accepted as a donation with that understanding. PARCAC budget was increased by \$500 for FY 18, with the justification stated as \$500 per year to cover public art duty expenses such as placards, public outreach, and collection maintenance. It was one of only two budget increases city wide for FY18. To

date, the Commission has allocated \$100 for additional identification plaques and has a remaining budget of approximately \$1400 remaining for the year.

Options:

- Approve the request for funding
- Recommend the applicant apply through the Homer Foundation

Attachments:

May 1, 2018 funding request letter
Public Art Donation Application



106 west Bunnell, Suite A

Homer, AK 99603

www.bunnellstreetgallery.org

Asia Freeman, Artistic Director

asia@bunnellarts.org

"nurturing and presenting innovative art of exceptional quality in all media for diverse audiences"

PARC Advisory Council

City of Homer

419 E. Pioneer Avenue

Homer, AK 99603

May 1, 2018

Dear PARC Advisory Council,

Thank you very much for your continued investment in Homer's health. Bunnell Street Arts Center is proud to nurture Homer's creative ecosystem with art programs to strengthen the physical, social and economic fiber of our community. We deeply appreciate your leadership.

Thank you for partnering with Bunnell to promote Bishop's Beach Stewardship. With approval from the City Council, Bunnell has commissioned a mural by Homer painter, Marjorie Scholl, promoting respectful interactions between humans and pets in the fragile Bishop's Beach environment. The mural, for the West side of the Gazebo, will be installed for Dinner at the Beach on June 17, Father's Day. For more information about this event visit bunnellarts.org.

I am writing you today to request an appropriation of \$500 from your discretionary funds to support this mural. This disbursement on behalf of the City of Homer will express a positive commitment and investment in our partnership. Bunnell is investing \$4000 for the mural and an additional \$4000 in Dinner at the Beach. These projects celebrate and inspire a broadening circle of community members, businesses and City departments working together for Homer's health and stewardship.

I am pleased that Homer is among the communities nationally that invest in arts and culture as a renewable, sustainable Alaska resource, and also understand the intrinsic connection between parks, arts, recreation and culture.

You all are invited to some exciting and enriching events at Bunnell. The Plate Project, Bunnell's annual membership appeal opens on May 18 as well as a showcase exhibit of Artist in Schools May. We'll have a reception open to all, is followed by a concert with Tyler Langham and Friends at 7:30 pm. All are welcome to Bunnell anytime!

Sincerely,

A handwritten signature in black ink, reading "Asia Freeman". The signature is fluid and cursive, with a long, sweeping underline.



MUNICIPAL ART COLLECTION GIFT PROPOSAL APPLICATION

PLEASE TYPE OR PRINT CLEARLY AND MAKE YOUR RESPONSES COMPLETE AND THOROUGH.

DATE _____

CONTACT PERSON _____ TITLE _____

ORGANIZATION IF APPLICABLE _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____ CELL _____

EMAIL _____

TELL US WHY YOU WISH TO DONATE THIS ARTWORK TO THE CITY OF HOMER? _____

PROPOSED ARTWORK

TITLE OF ARTWORK _____

ARTIST(S) NAME _____

YEAR COMPLETED _____ DIMENSIONS _____

MATERIALS USED TO CREATE ARTWORK _____

PHYSICAL DESCRIPTION OF THE PROPOSED PIECE--

NARRATIVE DESCRIPTION OF THE PROPOSED ARTWORK - TELL US THE STORY BEHIND THE PIECE OR SIGNIFICANCE -

IS THE PROPOSED PIECE ONE OF A KIND? _____ IS THE PIECE PART OF A SERIES, LIMITED OR OTHERWISE? _____
IF SO, AN EDITION OF HOW MANY? _____ IS THE PIECE COMPLETED? _____ IF NOT WHEN IS THE
EXPECTED COMPLETION DATE? _____
WHAT IS THE CURRENT CONDITION OF THE PIECE? _____

PROPOSED SITE OR LOCATION

DO YOU HAVE A SITE(S) IN MIND FOR THE PLACEMENT OF THE ARTWORK? IF SO WHERE? _____

IS THIS A CITY OWNED PROPERTY IF NOT WHO OWNS THE PROPERTY? _____

WHAT IS THE RATIONALE FOR SELECTING THIS/THESE LOCATION(S)? _____

ARE YOU AWARE OF ANY PERMITS OR PERMISSIONS THAT MAY BE REQUIRED? _____

TECHNICAL SPECIFICATIONS

DESCRIBE HOW THE ARTWORK IS CONSTRUCTED OR MADE. PLEASE INCLUDE ANY DOCUMENTATION AT THE END OF
THIS APPLICATION. _____

HOW IS THE ARTWORK TO BE PROPERLY INSTALLED? _____

DOES THE PIECE REQUIRE ELECTRICITY, PLUMBING OR OTHER UTILITY HOOKUPS? _____

WHO WILL BE INSTALLING THE ARTWORK? _____

WHAT IS THE EXPECTED LIFETIME AND STAYING POWER OF THE MATERIALS USED IN CREATING THE PIECE? _____

WHAT MAINTENANCE IS REQUIRED AND HOW OFTEN? _____

PLEASE IDENTIFY ANY SPECIFIC MAINTENANCE PROCEDURES AND OR EQUIPMENT AND THE ASSOCIATED COSTS: _____

WHAT PRECAUTIONS HAVE BEEN TAKEN TO GUARD AGAINST VANDALISM IF ANY? _____

WHAT STEPS HAVE BEEN TAKEN TO ASSURE THIS PIECE WILL NOT PRESENT A SAFETY HAZARD? _____

BUDGET

PROJECT MANAGEMENT FEES	\$ _____	INSURANCE	\$ _____
ARTIST’S FEES	\$ _____	UTILITY HOOKUP	\$ _____
PURCHASE PRICE	\$ _____	DELIVERY	\$ _____
PERMITS	\$ _____	INSTALLATION	\$ _____
STRUCTURAL ENGINEERING	\$ _____	SIGNAGE	\$ _____
SITE PREPARATION	\$ _____	RECOGNITION	\$ _____
OTHER COSTS NOT LISTED	\$ _____	DESCRIPTION	_____

DATE PIECE WAS LAST APPRAISED? _____

WHAT IS THE VALUE OF THE PIECE OR ESTIMATED MARKET VALUE IF NO APPRAISAL WAS DONE? _____

TIMELINE

WHAT IS THE TIMELINE FOR THE COMPLETION OR INSTALLATION OF THE PIECE? IDENTIFY THE DIFFERENT STAGES AND DATE GOALS TO PREPARE THE PIECE FOR DONATION _____

RESTRICTIONS

ARE THERE ANY KNOWN COVENANTS, REQUIREMENTS OR RESTRICTIONS THAT COME WITH THE PIECE? _____

WHAT EXPECTATIONS DO YOU HAVE FOR THE CITY OF HOMER IN ACCEPTING THIS ARTWORK? _____

COMMUNITY INVOLVEMENT

WAS THERE ANY COMMUNITY OR USER INVOLVEMENT IN SELECTING THE RECOMMENDED LOCATION? _____

PLEASE INCLUDE ANY LETTER(S) OF SUPPORT FOR THE PROJECT OR PROPOSED DONATION.

APPLICANT MUST SUBMIT THE FOLLOWING SUPPORTING DOCUMENTATION WITH THIS APPLICATION.

_____ AN RESUME OR BIO FROM THE ARTIST WHO CREATED OR WILL CREATE THE ARTWORK.

_____ FIVE TO TEN IMAGES OF PAST WORK FROM THE ARTIST. THESE CAN BE PHOTOGRAPHS.

_____ THREE TO FIVE CLEAR IMAGES OF THE PROPOSED ARTWORK

_____ SCALE DRAWING/MODEL OF THE PROPOSED ARTWORK

_____ IF YOU HAVE A SITE(S) IN MIND PLEASE INCLUDE PHOTO AND DESCRIPTION OF THE SITE(S) AND A SCALED
DRAWING OF THE PROPOSED ARTWORK IN THE RECOMMENDED LOCATION.

_____ A COPY OF A FORMAL APPRAISAL IF AVAILABLE

_____ TECHNICAL SPECIFICATIONS, MAINTENANCE MANUAL OR DRAWINGS/RECOMMENDATION FROM STRUCTURAL
ENGINEER.

APPLICATIONS ARE TO BE SUBMITTED TO:

THE CITY OF HOMER

CITY CLERKS OFFICE

491 E. PIONEER AVENUE

HOMER, AK 99603

OR YOU MAY SUBMIT VIA FAX AT 907-235-3143 TO SUBMIT VIA EMAIL PLEASE SEND TO clerk@ci.homer.ak.us

IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT THE CLERK'S OFFICE AT 235-3130.

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>	_____
August 13, 27 2018	_____	_____
September 10, 24 2018	_____	_____
October 8, 22 2018	_____	_____
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

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR ZAK AND HOMER CITY COUNCIL

FROM: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION

THRU: RENEE KRAUSE, CMC, DEPUTY CITY CLERK

DATE: MAY 7, 2018

SUBJECT: DONATION OF A MURAL FOR BEN WALTER'S PARK

At the April 19, 2018 regular meeting the Commission reviewed and discussed and recommended acceptance of the Gift Proposal of a Mural on the Restroom Facilities in Ben Walters Park.

The Commission expressed appreciation for this donation and the youth wanting to take the ownership of the space and is fully supportive of the project.

The Commission voiced concerns regarding the frequent incidents of graffiti, and recommended that an alternative to painting the mural on the building itself be considered by the group. The Commission wanted to make sure that the group was very aware of the propensity of future damage to a mural placed on this facility.

Lastly, the Commission suggested the youth work with Rotary, who has adopted the park and put many hours of hard work into the park.

Recommendation

City Council accept the donation of a mural from the REC Room/Kachemak Bay Family Planning Clinic entitled, *Rooted in Respect* with the understanding that the mural could be damaged by future graffiti; the Artist(s) should consider protective measures for the artwork and convey their ideas to the Rotary group who have adopted this park.

Excerpt from the April 19, 2018 Regular Meeting Minutes of the Parks, Art, Recreation and Culture Advisory Commission

F. Gift Proposal for a mural on the building behind McDonalds

Chair Lowney stated that she had talked to Rotary and they were concerned about having to upkeep the mural because of the graffiti.

Chair Ashmun stated that she does not mind saying yes to this gift proposal but that there are some things that the artists needs to be aware of. She stated that a lifetime of fifteen years is unrealistic because it will most likely become damaged or covered in graffiti. They should have a contingency plan on how to handle the graffiti when it happens.

Commissioner Sharp stated that he likes the idea and believes it would be a good addition to the park.

Commissioner Harrauld stated that she appreciates that these kids are taking the ownership of public space. She does have the same concerns that have already been stated as well as another concern for the timeline that they have proposed. She thinks if they are aware of the graffiti in the area and that there is a possibility that their art could be covered, then she doesn't see the harm.

Commissioner Archibald stated he agrees with Commissioner Harrauld and he feels that they need to correspond with the Rotary on what they have planned.

Commissioner Fair stated that he agrees with Commissioner Harrauld and Archibald. He thinks that it is a positive idea that could benefit this area.

Chair Lowney stated that there is going to be a piece of art that will be done on wood and placed on the pavilion at Bishops Beach. She suggested that the Commission suggest to the artists that they do something like this so they are able to move it and it may be harder to damage.

The Commission discussed the possibility of asking the artist to paint a mural on some sort of platform instead of the wall.

ARCHIBALD/ASHMUN- MOVED TO APPROVE THE MURAL ON THE BEN WALTERS PARK RESTROOMS.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.



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: Mayor Zak and Homer City Council
FROM: Parks, Art, Recreation and Culture Advisory Commission
THROUGH: Julie Engebretsen, Deputy City Planner
DATE: May 8, 2018
SUBJECT: Support for trail design funding

At the Parks, Art, Recreation and Culture Advisory Commission meeting of April 19th, Joel Cooper of the Kachemak Heritage Land Trust made a presentation and request for trail design funds. Mr. Cooper gave a similar presentation to the City Council on April 9th. The Commission voted to recommend supporting KHLT's request for up to \$5,200 of HART trails funds to design an ADA accessible trail crossing KHLT and City properties.

Recommendation: Council support the request for funding by sponsoring an ordinance.

Excerpt from April 19th PARCAC meeting Public Comment

Tess Dailey, city resident, commented in support of the proposed improvements to the Kachemak Heritage Land Trust/ Poopdeck Trail. She recently read an article about a city in Massachusetts that created an accessible trail. It increases the access for not only people with disabilities, but for everyone. She believes that this area of town could use improvement and more foot traffic. She hopes that this proposal will both increase foot traffic and decrease crime in this area.

Presentation

Joel Cooper from the Kachemak Heritage Land Trust (KHLT) presented on the funding request to make Poopdeck Trail accessible for all. Mr. Cooper started his presentation by giving a brief history of Kachemak Heritage Land Trust. Mr. Cooper explained that KHLT was the first land trust in Alaska, formed in 1989 and is a nonprofit that conserves irreplaceable lands on the Kenai Peninsula for the future. Their focus is on protecting important wildlife and their habitats as well as recreational lands by working with willing land owners. KHLT currently holds 3 conservation easements, 4 fee-owned conservation management units, and is working on a 302.16 acre conservation easement in the Bridge Creek Watershed Protection District. In 2013, KHLT began working with National Park Service, Trails and Conservation Assistance Program to develop a public open space on the Poopdeck Platt Parcel and in 2017 they began working with the City of Homer, Independent Living Center, and Alaska State Parks to begin designing ADA Accessible Trails on the Poopdeck Platt Park and the City of Homer parcel. Mr. Cooper explained several new parking possibilities that are in the beginning process of being explored and explained the route that they are proposing the accessible trail take. The next steps are to work with trail designers and the community to design a handicap accessible trail in May or June 2018. Their goal is to have a design available for an Alaska

Recreational Trails Program grant by September 2018. KHLT will also be soliciting funds from other entities such as; Christopher and Dana Reeve Foundation, Individual Supporters, and Corporate Sponsors.

Commissioner Ashmun asked what “fee-owned” means.

Mr. Cooper stated that fee-owned is the term they use when KHLT owns land. He went on to say that when KHLT owns land, they have to write up a management plan and the uses of the land must meet the wishes of the donor’s intent.

Commissioner Harrauld commented that she is super supportive of new trails in Homer and the idea that KHLT is proposing. She asked Mr. Cooper who will be maintaining and doing long term repairs to the trail.

Mr. Cooper stated that when this project happens he will be required to update the management plan and that it is still undetermined who will maintain the trail.

Chair Lowney thanked Mr. Cooper for coming and presenting. She also said that she is a frequent walker of Poopdeck and the library trail and that she has noticed great improvement since they added trash cans to the trail. Chair Lowney also discussed extending the trail to Bishops Beach in the future.

The commission briefly discussed the possibility of extending the trail down to Bishops Beach.

Mr. Cooper explained that KHLT is currently working to build funds, but as of right now they are asking for up to 5,200 dollars from HART funds.

NEW BUSINESS

A. Funding Request for KHLT Trail Design Work

Chair Lowney requested a motion to support the funding request for Kachemak Heritage Land Trust.

ASHMUN/ROEDL - MOVE TO SUPPORT THE FUNDING REQUEST FOR KACHEMAK HERITAGE LAND TRUST FOR FUNDING ON THE TRAIL DESIGN WORK ON POOPDECK PLATT

The Commission discussed the additional ADA accessibility.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

