

**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. Clyde Boyer and Vivian Finlay, Kachemak Advocates of Recycling
- 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 September 21, 2017 **Page 3**
- 7. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORT**
  - A. Community Recreation Report – Mike Illg
  - B. Parks Management Report – Angie Otteson (See Pending Business Item B)
  - C. Julie Engebretsen, Deputy City Planner **Page 9**
  - D. Park Walk Through Report - Commissioners
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Main Street Sidewalk Project **Page 11**
  - B. Camping Fees **Page 15**
- 10. NEW BUSINESS**
  - A. Memorandum from City Clerk dated October 2, 2018 re: 2018 Meeting Schedule **Page 17**
  - B. Letter to the Editor – Ideas
- 9. INFORMATIONAL MATERIALS**
  - A. Commission Annual Calendar 2017 **Page 25**
  - B. Commissioner Attendance at City Council Meetings 2017 **Page 26**
- 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 16, 2017** at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska



Session 17-08 Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on September 21, 2017 at 5:31 pm by Chair Matt Steffy at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

**PRESENT:** COMMISSIONERS FAIR, LOWNEY, STEFFY, ARCHIBALD, SHARP, ROEDL AND SALZMANN

**TELEPHONIC:** COMMISSIONER HARRALD

**ABSENT:** COMMISSIONER ASHMUN (EXCUSED)

**STAFF:** DEPUTY CITY PLANNER ENGBRETSSEN  
DEPUTY CITY CLERK KRAUSE

### **APPROVAL OF THE AGENDA**

Chair Steffy called for a motion to approve the agenda.

LOWNEY/ARCHIBALD – SO MOVED.

There was a no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA**

#### **VISITORS**

A. Karin Marks, Chair, Economic Development Advisory Commission, member of the Pioneer Revitalization Committee and former business owner of the Art Shop Gallery and member of the Public Arts Committee spoke to the commissioners on the cultural aspects of Homer and what culture means in relationship to the directive of the commission.

Ms. Marks advocated for working with existing organizations and supporting the projects and goals that were in place currently before looking to add. She additionally encouraged the commissioners work with those existing organizations, be considerate of the available and limited funding and referred to the Needs Assessment that was completed in relationship to a Community Center or facility with regards to growing the tax base first.

Ms. Marks invited the commission to attend a meeting of the Pioneer Avenue Revitalization Task Force which meets on the last Wednesday of month at 1:00 p.m. at the Chamber of Commerce.

The Commissioners thanked Ms. Marks for coming and appreciated the guidance and direction for the commission's consideration.

## **RECONSIDERATION**

### **ADOPTION OF THE CONSENT AGENDA**

#### A. Minutes for the Special Meeting, September 7, 2017

Chair Steffy requested a motion to adopt the Consent Agenda.

LOWNEY/ARCHIBALD – MOVED TO ADOPT THE CONSENT AGENDA CONTAINING THE MINUTES FOR THE SEPTEMBER 7, 2017 SPECIAL MEETING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS**

#### A. Community Recreation Report – Mike Illg

Mr. Illg was not present and did not provide a written report for the meeting.

#### B. Parks Management Report – Angie Otteson

Ms. Otteson was not present and did not provide a written report for the meeting.

#### C. Staff Report - Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen distributed figures representing the 2017 summer camping season and requested the commissioners review the information as they will have it on the October agenda to discuss in detail. She noted that the first phase of the cemetery expansion has been completed, the City Manager's draft budget for 2018 will be presented to Council at the October 9, 2017 meeting and due to a possible conflict the October 23, 2017 City Council meeting may be postponed to October 30, 2017.

In response to a question from the commission Deputy City Planner Engebretsen explained that the Council reviews and amends the Fee Schedule during the budget period so the commission can submit any recommendations during this time for consideration.

## **PUBLIC HEARING**

### **PENDING BUSINESS**

#### **NEW BUSINESS**

##### A. Jack Gist Park- Land Purchase for Expansion

Chair Steffy reviewed the memorandum provided by Deputy City Planner Engebretsen.

The commissioners expressed concerns over the asking price being 150% over the assessed value, the amount of work needed to make the parcel usable, possible drainage issues, adding parkland is an intrinsic value; a place for children to play and explore; concerns regarding funds available to complete any work on the parcel if purchased; input from Public Works on the parcel for the uses expressed by the commission.

ROEDL/LOWNEY – MOVED THAT THE PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION SUPPORTS CONSIDERATION OF PURCHASING THE PARCEL FOR NO GREATER THAN 10% OVER THE ASSESSED VALUE LISTED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### B. Main Street Sidewalk Project – Priorities and Funding

Chair Steffy reviewed the staff memorandum contained in the packet.

The commission reviewed the rubric submitted by Commissioner Sharp. This rubric was a compilation of efforts provided by Commissioners Lowney, Roedl and Sharp.

LOWNEY/ARCHIBALD – MOVED TO POSTPONE THIS DISCUSSION TO THE OCTOBER MEETING TO ALLOW THE COMMISSION TIME TO REVIEW THE INFORMATION FULLY.

There was a brief discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### C. Karen Hornaday Park Trail Grand Opening – Finalizing Preparations and Schedule

Chair Steffy reviewed the previous discussion at the special meeting and noted the laydown materials provided by staff.

The commissioners reviewed and finalized the following:

- Schedule of events
  - o Set up
  - o Start up and Explanation
  - o Ribbon Cutting and Trail Walk
  - o Food, Social time
  - o Clean up
- Purchasing
- Final Trail Preparation

- Media

There was no further discussion or comment.

## **NEW BUSINESS**

### **A. Elections – Chair and Vice Chair**

Chair Steffy provided an overview of the process and called for nominations for Vice Chair.

Commissioner Archibald nominated Commissioner Lowney. Commissioner Roedl seconded the nomination.

No further nominations were offered. Chair Steffy confirmed the acceptance of the office of Vice Chair with Commissioner Lowney and then turned the gavel over to Vice Chair Lowney who opened the floor for nominations of Chair.

Commissioner Archibald nominated Commissioner Steffy for the office of Chair. There were no additional nominations and Vice Chair Lowney inquired if Commissioner Steffy would accept the role of Chair one more year. Commissioner Steffy accepted and thanked the commission for the vote of confidence.

Vice Chair Lowney returned the gavel to Chair Steffy.

### **B. Scheduling a Fall Park Walk Through**

Chair Steffy opened the item for discussion and inquired if there were any preferences from the Commission.

The Commission discussed taking the opportunity to visit Jack Gist Park to not only view the park as a whole before winter set in but the proposed parcel for purchase. They requested staff to seek permission to view the parcel. Staff will email the Clerk who will notify the commissioners.

A date was established for October 12, 2017 at 4:00 p.m. The commission will meet at the park.

The commissioners entertained a brief discussion on viewing the campground at Karen Hornaday Park to consider the actual camp sites in regard to concerns expressed by Commissioner Lowney on the viewshed, privacy and safety issues.

## **INFORMATIONAL MATERIALS**

### **A. Commission Annual Calendar 2017**

Chair Steffy noted the items scheduled to be on the agenda for the October meeting.

Commissioner Clark agreed to write the Letter to Editor and commissioners were requested to submit some ideas via email with the caveat not to copy or reply all.

The Commission agreed that a topic could be chosen at the October meeting and Commissioner Fair will provide a draft letter for the November meeting for review by the Commission.

#### B. Commissioner Attendance at City Council Meetings 2017

The Commission decided not to have a representative attend the October 9<sup>th</sup> Council meeting and will determine if there is a commissioner available for the October 23<sup>rd</sup> or 30<sup>th</sup> meeting, depending on the schedule amendment, at the October commission meeting.

#### C. Strategic Plan 2017

Chair Steffy noted that this document was the updated and revised document, thanked everyone for their input and staff's efforts for inputting the commission revisions and updating this document.

#### D. Memorandum to Port and Harbor Advisory Commission re: RV's as Dwellings on the Spit

There was a brief explanation by Deputy City Planner Engebretsen.

Chair Steffy reminded the Commissioners that if they commented on this item to please comment as a private citizen not a representative of the commission.

### **COMMENTS OF THE AUDIENCE**

#### **COMMENTS OF THE CITY STAFF**

Deputy City Planner Engebretsen announced the visitor for the October meeting will be the recycling organization, Kachemak Cares and possibly the Pratt museum at the February meeting to provide an update on the Sister City collection curation efforts.

#### **COMMENTS OF THE COMMISSION**

Commissioner Salzmann requested the contact information on the recycling group. Ms. Engebretsen responded where he could find her email information on the city website.

Commissioner Roedl wanted the commission to consider that these projects for sidewalks are spendy and construction is going to be years and years out since any type of government budget is tight right now, but he would like them to think about what it will take to make Homer's streets safer for pedestrians since a two foot wide path is not; he is willing to have streets less car friendly and safer for pedestrians; there are two streets that really need to be addressed. He does not want to see anybody hurt.

Commissioner Archibald agreed with the previous sentiments and also noted that the HART fund on the streets side will cover construction of sidewalks. They are not constructed with the trail side of the HART fund. He notified the commission that he will be absent from the October meeting as he will be in Louisiana looking at tug boats and thanks for a great meeting.

Commissioner Lowney expressed her concern for the HERC property as she has heard a conversation about selling that property and believes that this commission needs to stay on top of that issue. She also has received calls and been asked questions about proposition one on the ballot regarding the HART funds being used for maintenance. She requested the commission to advocate for the passage of that

proposition since it made sense to be able to maintain what they build.

Commissioner Fair agreed with Commissioner Lowney on the use of the HART fund for maintenance. He then noted that the Doggie Bag dispenser installed at Reber Trail as it leaves Fairview is empty and has been for a few weeks now. He was also under the impression that the horse-guy was not allowed to be at Mariner Park.

Deputy City Planner Engebretsen explained that he could contact Angie at Public Works regarding any empty dispensers they come across and that her understanding is the horse guy has stated or provided information to Angie that he is certified to provide animal therapy with his horses. He is not charging for his services and he was camping at the park for two weeks. She is not aware of the state providing certifications for that service and she is unaware of how to manage that type of actions. She noted that the commission could take that issue up at another meeting.

Chair Steffy expressed comments on the potential liability issues and how those would affect the city, licensing a for profit service versus a non-profit and those inherent issues surrounding that. He commented that it was a good meeting and while he hopes to be able to attend Sunday he will be across the bay taking care of things there. He wished everyone a successful event.

#### **ADJOURNMENT**

There being no further business to come before the Commission, Chair Steffy adjourned the meeting at 7:00 p.m. There will be a **WORKSESSION ON OCTOBER 12, 2017 AT 4:00 P.M. AT JACK GIST PARK**. The next regular meeting is **SCHEDULED FOR THURSDAY, OCTOBER 19, 2017** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

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Renee Krause, CMC, Deputy City Clerk I

Approved: \_\_\_\_\_





## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto: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 9, 2017  
Subject: October Staff Report

- The draft 2018 budget is out. Look for a copy on line or a public copy at the table near the clerk's window.
- Attached is the draft memo to CC about the Jack Gist land.
- Meeting schedule – the proposed meeting schedule for 2018 is part of this packet. Staff recommends moving the meeting date to October 25<sup>th</sup>, because the meeting date in the resolution is Alaska Day, and a State holiday.
- The Spit boathouse is under construction.
- The Soundview Sidewalk Project is largely complete. I encourage all of you to walk or drive to see it.





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To: Mayor Zak and Homer City Council  
From: Parks, Art, Recreation and Culture Advisory Commission  
Through: Julie Engebretsen, Deputy City Planner  
Date: October 12, 2017  
Subject: Lot 3 land acquisition north of Jack Gist Park

Via Memorandum 17-090, Council requested PARCAC review the acquisition of Lot 3, adjacent to Jack Gist Park. The Commission discussed the purchase in light of Council's questions at the August 17<sup>th</sup> meeting and September 21<sup>st</sup> meetings. The Commission's conclusions were:

1. The land purchase should only occur if the City can buy it at fair market or assessed value. It is not a usable enough piece of land for recreation to justify a high price tag.
2. The land could be used to relocate the disc golf facility.
3. Land acquisition would help avoid future conflicts with neighbors.
4. The Commission would like more greenspace.
5. Jack Gist Park does need additional park land.
6. The Commission recognizes the need for a long term Jack Gist Park Plan.

In conclusion, if the opportunity arises in the future to purchase this land at no more than 10% over the assessed value, the purchase should be considered.



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To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: September 12, 2017  
Subject: Main Street Sidewalks/Sidewalk project prioritization

At the last meeting, PARCAC reviewed the memo sent by Council about Main Street Sidewalks. There were four main topics the Council requested PARCAC to address. The Commission decided to tackle one topic at a time. The topics are complicated and this task will take several months.

Staff recommends talking through these ideas. At the next meeting, we can score a few projects and see how the criteria really works out.

September topic: Sidewalk prioritization. What is the mechanism for prioritizing one area over another?

The HART Policy Manual already requires:

1. The project must be mapped as either sidewalks, paved shoulders or separated pathways in the HNMTTP.
2. OR the project must directly serve the special populations discussed in sections 3.1 and 3.2 of the HNMTTP. ....Special populations include schoolchildren, seniors, and disabled citizens.

Maybe the project should do both 1 & 2? For example, Greatland is a mapped route, but arguably it is not used by kids and seniors as much as say a Soundview sidewalk or Kachemak Way sidewalk would be.

Other ideas:

3. How busy the street is (i.e. traffic counts)?
4. Any accidents/police reported traffic violations, injuries, etc.
5. How many people walk the street already – i.e. is it a well-established, highly used walking route? (Would need to measure this somehow, number of walkers at noon on a nice day?)

What are some other criteria the Commission would like to talk about? Ideas?









Homer PARAC

Sidewalk prioritization rubric

Draft 9/15/17

Criteria	Brief Description	Explanation	Points
Potential Demand	The potential for walking activity to occur appropriate walking facilities are provided.	Areas with higher levels of potential walking activity should have higher priorities for installing sidewalks than other areas. (This is also called "latent demand").	
Safety	Safety of pedestrians based on the number of pedestrian crashes and emergency routes and/or heavy commercial thoroughfare.	Sidewalks should be prioritized for locations with larger numbers of pedestrian crashes.	
Partnering Project and Parallel Projects	An existing city project involving construction in the right of way.	If a project is planned to dig up a roadway, it can reduce the city's expense and public's inconvenience by including a sidewalk if possible.	
Schools	School walking routes.	Preferred walking routes to schools have been identified by the city and school districts to increase student safety.	
Senior Population	Density of senior population.	Concentrations of senior residents require more attention to sidewalks.	
Population with Disabilities	Density of population with disabilities.	Concentrations of people with disabilities require more attention to	



		sidewalks.	
Auto ownership population density	Density of households.	Concentration of residents without cars require more attention to sidewalks.	
Children's activity centers	Locations to which children commonly walk.	Activity centers consist of: libraries, playgrounds, recreation centers, and public pools.	
Sidewalk Gaps and Condition	A location with no sidewalk, or the physical condition of an existing sidewalk or similar facility.	Condition includes: surface conditions (cracks, heaving, crumbling), dimensions (narrowness) and obstacles (poles, hydrants).	
Identified Need	Project has been identified as a priority in an existing study.	A study or user group has identified a particular sidewalk need.	
Public Facilities Proximity (Place Making) police, fire, library, university, etc.	Proximity to public facilities		



**CAMPGROUND FEE COLLECTION TOTALS FOR 2014**

MONTH	DAYS	SPIT	RV'S	Tents	HORNADAY	RV'S	Tents	TOTALS
APRIL	30	\$ 1,345.00	29	33	\$ -	0	0	\$ 1,345.00
MAY	31	\$ 15,178.94	363	450	\$ 3,006.75	38	139	\$ 18,185.69
JUNE	30	\$ 29,748.00	836	623	\$ 5,812.00	62	248	\$ 35,560.00
JULY	31	\$ 52,430.00	1508	1047	\$ 7,378.00	108	262	\$ 59,808.00
AUG.	31	\$ 28,045.00	823	707	\$ 4,411.00	74	216	\$ 32,456.00
SEPT.	30	\$ 6,497.00	214	178	\$ 980.00	15	68	\$ 7,477.00
OCT.	30	\$1,840.00	40	21	\$197.00	0	8	\$2,037.00
7	213	\$ 135,083.94	3813	3059	\$ 21,784.75	297	941	\$ 156,868.69

**CAMPGROUND FEE COLLECTION TOTALS FOR 2015**

MONTH	DAYS	SPIT	RV'S	Tents	HORNADAY	RV'S	Tents	TOTALS
APRIL	30	\$ 1,685.60	51	45	\$ -	0	0	\$ 1,685.60
MAY	31	\$ 19,438.95	801	883	\$ 3,333.55	68	303	\$ 22,772.50
JUNE	30	\$ 36,423.75	1726	1328	\$ 6,355.95	168	480	\$ 42,779.70
JULY	31	\$ 54,692.96	2562	1901	\$ 7,364.00	198	542	\$ 62,056.96
AUG.	31	\$ 32,629.00	1500	1281	\$ 5,431.00	126	424	\$ 38,060.00
SEPT.	30	\$ 7,940.00	339	384	\$ 1,885.00	33	145	\$ 9,825.00
OCT.	30	\$2,049.00	64	150	\$53.00	3	1	\$2,102.00
7	213	\$ 154,859.26	7043	5972	\$ 24,422.50	596	1895	\$ 179,281.76

**CAMPGROUND FEE COLLECTION TOTALS FOR 2016**

MONTH	DAYS	SPIT	RV'S	Tents	HORNADAY	RV'S	Tents	TOTALS
APRIL	30	\$ 1,235.00	68	23	\$ 385.00	10	25	\$ 1,620.00
MAY	31	\$ 19,493.00	759	759	\$ 5,000.00	92	374	\$ 24,493.00
JUNE	30	\$ 41,451.72	2019	1123	\$ 6,945.36	123	514	\$ 48,397.08
JULY	31	\$ 53,177.85	2404	1633	\$ 8,788.00	194	588	\$ 61,965.85
AUG.	31	\$ 30,048.75	1438	899	\$ 6,349.58	145	422	\$ 36,398.33
SEPT.	30	\$ 11,047.00	522	318	\$ 2,198.00	55	147	\$ 13,245.00
OCT.	30	\$1,395.00	83	19	\$663.00	25	22	\$2,058.00
7	213	\$ 157,848.32	7293	4774	\$ 30,328.94	644	2092	\$ 188,177.26

**CAMPGROUND FEE COLLECTION TOTALS FOR 2017**

MONTH	DAYS	SPIT	RV'S	Tents	HORNADAY	RV'S	Tents	TOTALS
APRIL	0	\$ 1,952.00	69	45	\$ -	0	0	\$ 1,952.00
MAY	31	\$ 16,627.00	532	398	\$ 4,487.05	56	258	\$ 21,114.05
JUNE	30	\$ 45,051.00	1727	832	\$ 9,649.56	167	474	\$ 54,700.56
JULY	31	\$ 66,521.57	2545	1185	\$ 11,914.30	284	472	\$ 78,435.87
AUG.	31	\$ 34,351.65	1235	700	\$ 6,744.00	147	346	\$ 41,095.65
SEPT.	30	\$ 8,858.00	324	182	\$ 2,076.00	52	76	\$ 10,934.00
OCT.	30	\$ 597.00	24	91	\$ 204.00	6	7	\$ 801.00
7	183	\$ 173,958.22	6456	3351	\$ 35,074.91	712	1633	\$ 209,033.13

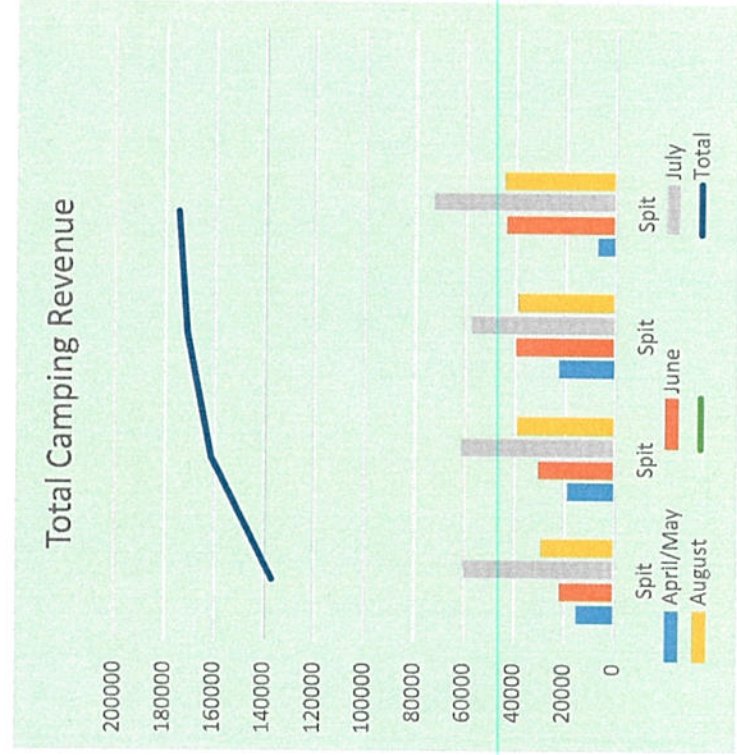
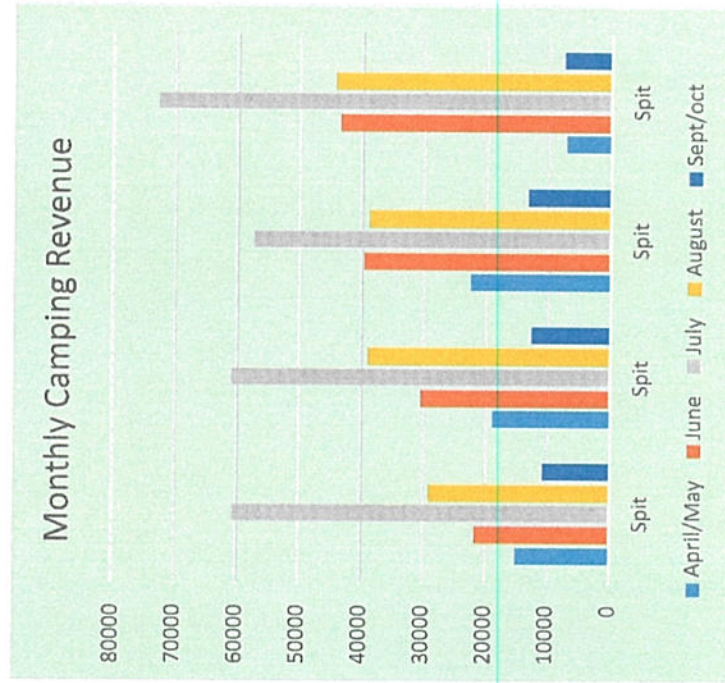
**CAMPING FEES COLLECTED FOR 2014-2017**

# DRAFT Camping Revenues 2014-2017 by month and location

Month	2014		2015		2016		2017*	
	Spit	Hornaday	Spit	Hornaday	Spit	Hornaday	Spit	Hornaday
April/May	15038	2536	18818	2183	22405	6453	7118	2629
June	21515	4915	30260	5705	39418	7094	43379	11477
July	60601	10412	60887	8189	57370	8970	72554	13184
August	28928	5078	38755	5622	38623	7750	44085	8677
Sept/oct	10747	1481	12585	2700	13197	3034	7484	1522
								* through 9/12

Total	136829	24422	161305	24399	171013	33301	174620	37489
Annual total	161251		185704		204314		212109	

Notes  
Great WX      Great WX      wetter/chilly  
campground open early?





## City of Homer

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## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

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(p) 907-235-3130

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## Memorandum

TO: ADVISORY BODIES  
FROM: MELISSA JACOBSEN, CITY CLERK  
DATE: OCTOBER 2, 2017  
SUBJECT: MEETING SCHEDULE FOR 2018

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Please review the draft resolution that establishes your meetings for 2018. If you have any changes please submit them to me by December 5<sup>th</sup>.

Council will be setting the 2018 meeting schedule for Council and Advisory Bodies with the adoption of the resolution at their December 11, 2017 meeting.



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

City Clerk

3  
4 **RESOLUTION 17-xxx**

5  
6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 ESTABLISHING THE 2018 REGULAR MEETING SCHEDULE FOR  
8 THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY  
9 COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART  
10 RECREATION AND CULTURE ADVISORY COMMISSION, ADVISORY  
11 PLANNING COMMISSION, PORT AND HARBOR ADVISORY  
12 COMMISSION, AND CANNABIS ADVISORY COMMISSION.  
13

14 WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council annually  
15 sets the schedule for regular and some special meetings, noting the dates, times and places  
16 of the City Council, Advisory Commissions, and the Library Advisory Board meetings; and  
17

18 WHEREAS, The public is informed of such meetings through notices located at the City  
19 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public  
20 Library; and  
21

22 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper  
23 of general circulation at least three days before the date of the meeting and that special  
24 meetings should be advertised in the same manner or may be broadcast by local radio at  
25 least twice a day for three consecutive days or two consecutive days before the day of the  
26 meeting plus the day of the meeting; and  
27

28 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council  
29 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of  
30 the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that  
31 the failure to give the notice provided for under this chapter does not invalidate or otherwise  
32 affect any action or decision of a public body of the City; however, this sentence does not  
33 change the consequences of failing to give the minimum notice required under State Statute;  
34 that notice will ordinarily be given by the City Clerk; and that the presiding officer or the  
35 person or persons calling a meeting are responsible for notifying the City Clerk of meetings in  
36 sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City;  
37 and  
38

39 WHEREAS, This Resolution does not preclude additional meetings such as emergency  
40 meetings, special meetings, worksessions, and the like; and  
41

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2018 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Advisory Planning Commission, and Port and Harbor Advisory Commission of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1, New Year's Day, Monday	February 19, Presidents' Day, the third Monday	March 26, Seward's Day, last Monday	May 28, Memorial Day, last Monday	July 4, Independence Day, Wednesday	September 3, Labor Day, first Monday
October 18*, Alaska Day, Thursday	November 12**, Veterans Day, Monday	November 22 Thanksgiving Day, Thursday	November 23, Friday, the day after Thanksgiving	December 25, Christmas, Tuesday	

\*\*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 8, 22	February 12, 26	March 12, 26	April 9, 23	May 14, 29*	June 11, 25
July 24**	August 13, 27	September 10, 24	October 2 Election	October 8, 22 Oath of Office October 8	Canvass Board October 5 or 8
November 6 Runoff Election	November 26**	December 10****	December 17**** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

AML Annual Conference Week is tentatively scheduled for November 12 – 16, 2018.

\*Tuesday meeting due to Memorial Day/Alaska Day.

\*\*There will be no First Regular Meeting in July or November.

\*\*\*The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday.

\*\*\*\* The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

#### ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 9	February 13	March 13	April 10	May 8	June 12
July 10	August 14	September 11	October 9	November 13	December 11

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each Month at 6:00 p.m.

#### LIBRARY ADVISORY BOARD (LAB)

February 6	March 6	April 3	May 1	August 7
		October 2	November 6	December 4

Library Advisory Board Regular Meetings are held on the first Tuesday of the months of February, March, April, May, August, October, November, and December at 5:30 p.m.

#### PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

	February 15	March 15	April 19
May 17	June 21		August 16
September 20	October 25*	November 15	

Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday of each month at 5:30 p.m. with the exception of January, July, and December.

\* Rescheduled due to Alaska Day Holiday

#### PLANNING COMMISSION (P/C)

January 3, 17	February 7, 21	March 7, 21	April 4, 18	May 2, 16	June 6, 20
July 18**	August 1, 15	September 5, 19	October 3, 17	November 7**	December 5**

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. \*\*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

#### PORT AND HARBOR ADVISORY COMMISSION (P/H)

January 24	February 28	March 28	April 25	May 23	June 27
July 25	August 22	September 26	October 24	November 21	December 12

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the December meeting is scheduled for the second Wednesday of the month.

CANNABIS ADVISORY COMMISSION (CAC)

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25	November 15	December 20

Cannabis Advisory Commission Regular Meetings are held on the fourth Thursday of each month at 5:30 p.m. The November and December meetings are scheduled for the third Thursday of the month.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_ day of \_\_\_\_\_, 2017.

CITY OF HOMER

\_\_\_\_\_  
BRYAN ZAK, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any additional meetings.



**2017 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 2017 is as follows:

January 9, 23 2017	XXXXXX	XXXXXX
February 13, 27 2017	XXXXXX	Sharpe
March 13, 28 2017	Steffy	Lowney
April 10, 24 2017	Archibald	Ashmun
May 8, 30 (Tues) 2017	HarraId	Sharpe
June 12, 26 2017		
July 24 2017	No Commission Meeting this month	
August 14, 28 2017		
September 11, 25 2017	HarraId	Lowney
October 9, 23 2017	No representative	
November 27 2017		
December 11, 2017	No Commission Meeting this month	

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

<b>MEETING DATE</b>	<b>SCHEDULED EVENTS OR AGENDA ITEM</b>
FEBRUARY 2018	LETTER TO THE EDITOR DRAFT COMPREHENSIVE PLAN
MARCH 2018	LAND ALLOCATION PLAN REVIEW & RECOMMENDATIONS STRATEGIC PLAN REVIEW
APRIL 2018	SPRING PARK &/ OR BEACH WALK THROUGH
MAY 2018	LETTER TO THE EDITOR DRAFT 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 19, 2017	REVIEW AND APPROVE THE 2017 MEETING SCHEDULE LETTER TO THE EDITOR
NOVEMBER 16, 2017	BUDGET UPDATE MOU REVIEW & RECOMMENDATIONS
DECEMBER 2017 JANUARY 2018	NO MEETING SCHEDULED 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)

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

