

Session 17-01 Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on February 16, 2017 at 5:36 pm by Chair Matt Steffy at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS FAIR, SHARPE, ARCHIBALD, ROEDL, HART,
ASHMUN AND STEFFY

ABSENT: COMMISSIONERS LOWNEY, ASHMUN, HARRALD (EXCUSED)

STAFF: DEPUTY CITY PLANNER ENGEBRETSEN
DEPUTY CITY CLERK KRAUSE

Due to Technical difficulties with the phone Commissioner Lowney was unable to attend the meeting telephonically as requested & scheduled.

APPROVAL OF THE AGENDA

HART/ARCHIBALD - MOVED TO APPROVE THE AGENDA.

There was a no discussion.

VOTE. YES. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

VISITORS

A. Laurie Morrow, Executive Director, Pratt Museum – Display of the Sister City Teshio Art Collection

Ms. Morrow spoke to the Commission regarding the willingness of the Pratt Museum curating the Art Collection from Teshio, Japan. She requested some input from Commission regarding the goals for the collection were.

Chair Steffy provided the following information:

- Councilmember Lewis presented the idea at the November 17, 2016 meeting as a result of his recent visit to Teshio, Japan
- The Pratt Museum was one location that was considered as an appropriate venue for the displaying the collection, the main lobby and the Library.
- The Commission did not think it appropriate to charge a fee since they received the items as gifts within the Sister City relationship.
- City Clerk's Office, Deputy City Clerk Krause would be the best contact at this point regarding additional information

Ms. Morrow responded that currently the location would be located in a fee area. That may change in the future. She inquired if there was a story that tells the initiation of the sister city relationship. She did note the plaque that was upstairs and was more interested in if there was a liaison currently or if the relationship

was sort of static.

Councilmember Reynolds offered the information that the items from Homer that were given to Teshio as gifts were placed in high regard according to Councilmember Lewis and he was hosted, lauded, showered with gifts and several presentation and community gatherings, she agreed that this would be a great way to reignite the relationship.

A brief discussion on creating and having a Sister City Day and changing a static relationship into a more fluid one with designated representative(s) from both cities; Council approving a resolution to support the concept of the Sister City Day; the funding necessary to conduct and grow that idea; to visually see how Teshio has displayed the gifts from Homer; arranging Skype calls and having classrooms exchange talks & culture related concepts; this idea fits the mission of the Pratt and if this is a priority of the city then Ms. Morrow will bring the idea back to her Board.

B. Adele Person, Woodard Creek Coalition, Woodard Creek Watershed Plan

Ms. Person provided a presentation on the work done to highlight the issues, benefits and future of the Woodard Creek Watershed and that they were seeking the support and recommendation of the Commission for Council to approve and adopt the plan.

She went on to explain the information and steps that were taken to develop the plan and working with broad base of partners that included arts organizations, private property owners, businesses, City, state and Borough plus other environmental organizations working together to develop the best plan and future for the Woodard Creek watershed.

Ms. Person explained that there was also some issues regarding the Steep Slope that they would like to change in Title 21 and are seeking support and recommendation to council to approve the changes to City Code. This plan was presented to the Planning Commission on Wednesday, February 15, 2017.

Some points of the plan were as follows:

- Improve Public Awareness, Access and Engagement in the Process
- Increase Outreach, Education and Stewardship opportunities
- Integrate Woodard Creek into Local Planning Effort
- Restore and Protect the Natural Flow of Woodard Creek
- Address Stream Bank Fill in Karen Hornaday Park
- Address Stream Bank Channelization and Culverting on the Lower levels of the Watershed
- Protect Natural Systems

A few comments were made by Chair Steffy and Commissioner Archibald regarding the work done on the Watershed Plan as they were members of the group.

The commissioners thanked Ms. Person for presenting the Watershed Plan to them. It was noted that to make a recommendation they would have to have the item on a future agenda.

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

- A. Minutes for the Regular Meeting on November 17, 2016
- B. Memorandum PARC 17-02 Strategic Plan 2016
- C. Memorandum PARC 17-01 Recommendation to Purchase Land to Expand Jack Gist Park
- D. Memorandum PARC 17-05 Recommendation for the Display of the Sister City Art Collection
- E. Memorandum PARC 17-03 Mariner Park Restrooms

Chair Steffy requested a motion to approve the Consent Agenda. Commissioner Hart requested Item B. Memorandum PARC 17-02 Strategic Plan 2016 be moved to Pending Business. There were no further amendments. Chair Steffy requested a motion to approve the Consent Agenda as amended

HART/ARCHIBALD – SO MOVED.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

- A. Community Recreation Report – Mike Illg

Staff was not in attendance and did not provide a written report.

- B. Parks Management Report – Angie Otteson

Staff was not in attendance and did not provide a written report.

- C. Staff Report – Julie Engebretsen

Deputy City Planner Engebretsen provided a summary review of her report. She provided additional information on the following:

- A new finance director has been hired and will start on March 20, 2017.
- Request delay in reviewing the 2017 Budget since Finance has not been able to finalize it
- Volunteer needed to write the Letter to the Editor and also need someone to speak to Council on the Public Arts Program and
Chair Steffy encouraged Commissioner Fair who accepted to offer his talent in writing a small piece regarding Public Art to be submitted by the end of March. Chair Steffy recommending focusing on the Sister City efforts and transition of the Commission to include Arts and Culture and should be approved by the Commission through the Consent Agenda. The Letter to the Editor should be limited to 200 words. Present to Council in June at the second meeting if possible.
- MOU for the Ski Club is in place. The legal entity for Jack Gist is no longer in existence and waiting on direction from the City Manager and the next one is with Little League.
- Working on the Interpretive Signage for Bishops Beach along with Chair Steffy that will be distributed by the Clerk when available or included in the next packet.
- The Draft Beach Policy will be before City Council on March 13, 2017. She will be available to answer any questions on the rewrite.

- The Cemetery Expansion has been before the Planning Commission, neighbors were invited for comment but there were none. Work should start this spring and Plots available by May 1, 2017 the earliest. Chair Steffy inquired about invasive species mitigation since the cemetery is ground zero for orange hawkweed. It will be a phased project with approximately 350 plots available upon completion of the first phase.
- Beluga Slough Trail completion is in the works, staff and administration has been working with the private landowner to get an easement and if it is not granted then that portion of the trail will not be done.
- City Council has begun review on the HART program. At the last Council meeting the discussion primarily focused on funding. There was concern regarding proposed changes to the funding.

PUBLIC HEARING

PENDING BUSINESS

A. Dog Waste Dispenser

Chair Steffy was unsure why Commissioner Lowney requested this item.

B. Strategic Plan 2016

Commissioner Hart questioned the dates and asked if those should be corrected. Deputy City Planner Engebretsen stated that referenced a benchmark in time and would have to double check the 2017 budget to see if that required changing other than that it would reference increasing the staffing .35 over the 2015 budget amount.

Commissioner Hart then questioned the addition of ADA requirements in the item regarding encouraging programming and after a brief discussion it was explained that the word “adaptive” references that by title. Commissioner Archibald questioned if the commission will be communicating with the committee regarding the recommendations for ADA requirements and addressing them as they go along instead of all at once. Staff apprised the commissioners that this is a continuing effort and Melissa Jacobsen was appointed the ADA Coordinator for the city also this is not something that the city is very knowledgeable of so is looking into hiring a consultant. She will try to keep the commission updated in the status of implementation.

Commissioner Sharpe inquired how they arrived at the .25 FTE and was wondering if that should be higher? Deputy City Planner Engebretsen explained the process and more would be preferred but Mr. Illg was being realistic and trying to get at least a person in for quarter time staffing to provide vacation and relief time. Further clarification on additional staffing for Ms. Otteson was temporary seasonal employee, Mr. Illg's position is partially funded under the Parks.

Chair Steffy noted the revised Mission Statement and creating a more relevant one to accommodate for the changes in the commission's directive. Deputy City Clerk Krause requested a motion to approve the Strategic Plan as amended.

SHARPE/FAIR – MOVED TO APPROVE THE STRATEGIC PLAN AS AMENDED.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

NEW BUSINESS

A. Trails Symposium

Commissioner Lowney requested this item on the agenda but did not provide any clarification or item to address under this.

Chair Steffy provided background information on the creation of this and what events and efforts had been done regarding trails. Notice and recommendation was received regarding the joining of the Trails Group with Homer Area Trails group and that they should bypass having an event this year. Chair Steffy noted that he is open to suggestions or input from the Commission on a Trails Symposium or other. Commissioner Archibald stated he favored keeping the idea going and liked the Share the Trail initiative. He also advocated for volunteerism and wondered about city policy. Staff noted that they have an Adopt a Trail program.

Commissioner Archibald inquired about the suggestion to clear trails at Karen Hornaday Park.

A brief discussion ensued on promoting an Adopt a Park contest and the Adopt a Park program. These interested groups are directed to talk with Angie Otteson and would be the one that has that information on the numbers. Staff can contact her regarding those numbers.

ARCHIBALD/ROEDL – MOVED TO POSTPONE DISCUSSION TO THE NEXT MEETING WHEN COMISSIONER LOWNEY WILL BE PRESENT TO SPEAK ON THE TOPIC.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Memorandum PARC 17-06 Mariner Park: Signage and Gate

Deputy City Planner Engebretsen explained that Council approved \$10,000 for signage and for the moment the Bishop's Beach signage is being taken care of and she sees the next steps as implementing the signage and gate needed at Mariner Park.

Commissioner Sharpe expressed interest in working on this. Deputy City Planner Engebretsen clarified that this funding would be for all signage. Chair Steffy expressed his recommendation that consideration for placement of the signage since if you are not parked right in front of the signs you may not see them so he suggested placing signs at the entrance.

Commissioner Archibald inquired about delineating the parking at Mariner and wondered if that would require funding to accomplish.

Deputy City Planner Engebretsen spoke with Ms. Otteson regarding the placement of timbers for

impeding visitors to parking on the grass and getting the gate installed this summer. She was not sure if it would be Angie's crew or Public Works.

There was further brief discussion on the placement of signage at the entrance of the park.

INFORMATIONAL MATERIALS

A. Commission Annual Calendar 2017

B. Commissioner Attendance at City Council Meetings 2017

Chair Steffy requested volunteers to attend the Council meetings on February 27th, Commissioner Sharpe stated he would go. Chair Steffy will attend the March 13th meeting since the Beach Policy will be presented. Commissioner Sharpe stated he would attend with Commissioner Lowney on March 28th which the Clerk pointed out that it is a Tuesday. Commissioner Archibald stated he would attend also.

C. Memorandum PARC 17-04 Welcome New Commissioner

Chair Steffy recognized Commissioner Harrald and hoped that she was able to extricate herself from the snow safely and hoped that they would see her at the next meeting.

D. Ordinance 16-38(S) (A) Amending Title 7 and 20 Animal Regulations

Commissioner Archibald requested this information in the packet.

E. Effective Meetings – Using Robert's Rules during the Meeting

Chair Steffy would like the commissioner's to familiarize themselves with Robert's Rules to be able to conduct more efficient meetings. He went on to state that the biggest weakness and the item that needed to most work was the two comment/respond on a motion. He thanked Deputy City Clerk Krause for providing the information.

F. Capital Projects Completed in 2016

Chair Steffy pointed out the Nick Dudiak Fish Cleaning Tables and the Camp Fee Building

G. Resolution 16-124, 2017 Regular Meeting Schedule for Council and Advisory Bodies

COMMENTS OF THE AUDIENCE

Catriona Reynolds, city resident, member of City Council, thanked the commissioners for their time, preparing for the meetings and reporting at City Council meetings too. She wanted to offer her initial support for the Share the Trails theme for a Trails Symposium, she often cycles to work and has worked with Adele Person; this topic is of great interest to her and believes that it would have good potential; Ms. Reynolds commented on the duplication of signage that Islands and Ocean has created previously for Bishop's beach and wondered if they could duplicate signage for their work in Mariner Park. She has not randomly attended tonight but does have a motive, Ms. Reynolds explained that it was her goal to have a student commissioner on each board or commission that has such a position and tonight she has a fellow co-worker who has expressed an interest.

Chloe Pleznac, non-resident, when she heard about the possible opportunity she jumped on it and when she heard what was discussed tonight her interest has been peaked and she was very impressed by what the commission has addressed tonight.

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen thanked the commissioners, added a brief note to the signage for Bishop’s Beach has a theme to it and hopefully it could be a theme that can be used at other city beaches.

Deputy City Clerk Krause commented that it was a good meeting, short and appreciated the commissioner’s efforts.

COMMENTS OF THE COMMISSION

Commissioner Sharpe thanked staff, supper information, thanked Ms. Pleznac for coming and also Councilmember Reynolds for attending.

Commissioner Fair requested information on the impact of SPARC on Community Recreation and wondered if anyone could provide an update on SPARC as it seems to have stalled.

Commissioner Roedl provided the information that SPARC is hoping to complete the electrical and have dirt brought in so that they can open at the end of March. SPARC is planning on making it usable for others not just soccer and are looking forward to getting more interest generated so they can raise the funds necessary to complete the facility. He further added that they needed volunteers and to just show up. Daniel Zatz will have you sign a waiver. Will Files will add your name to a list and contact you. They also now have heat so you would be comfortable and normally a great lunch is served.

Chair Steffy provided Mr. Zatz cell number for additional information.

Commissioner Fair then asked about Crittenden and what that referenced. Chair Steffy and Deputy City Planner Engebretsen responded to his question stating that the commission wanted to install steps down to the beach.

Commissioner Archibald commented that he has just returned from Juneau and if you want to see an impressive use of Robert’s Rules that’s the place to be. He also noted that he wanted to speak to Public Works Director regarding and asphalt sidewalk from the parking area to the Water Trail Pavilion and then to the restrooms to provide ADA accessibility, so wanted to let the commission know that may come before them in the next few months.

Commissioner Roedl commented it was a great meeting, thanks for coming everyone.

COMMENTS OF THE CHAIR

Chair Steffy thanked everyone for their comments. He appreciated staff efforts and work since the commission has had a two month break they have not. He welcomed Ms. Pleznac’s interest and encouraged her to apply. He informed the commission about the Alaska State Trails Symposium in late

April and he will be presenting on Share the Trails which will be more of a round table and everyone sharing their problems on trails. He will also be presenting on two additional topics but cannot recall them at this time. He provided the background on where the idea came from to Share the trails. He updated the commission that Adam Depesa had resigned his position with Snomads since his personal business has taken off and they are looking for a part-time coordinator/grant writer. Chair Steffy provided some additional background information on the sharing of resources in creating and maintaining trails, motorized and non-motorized hierarchy of trails. He looks forward to everyone wanting to work together. The last item is the Schoolyard Habitats is winding down and they are going to be working this year on the MacNeil Canyon and the Homer Middle School. He has received a donation of geotextile materials. One great thing is that the middle school students have been through this before so know more than their teachers.

ADJOURNMENT

There being no further business to come before the Commission, Chair Steffy adjourned the meeting at 7:32 p.m. The next **REGULAR MEETING IS SCHEDULED FOR THURSDAY, MARCH 16, 2017** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk

Approved: _____