

Session 16-06 Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on June 16, 2016 at 5:32 pm by Chair Matt Steffy at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS ARCHIBALD, ASHMUN, LOWNEY, BRANN AND STEFFY

ABSENT: COMMISSIONERS HART, ROEDL (EXCUSED)

STAFF: JULIE ENGBRETSSEN, DEPUTY CITY PLANNER
RENEE KRAUSE, DEPUTY CITY CLERK

APPROVAL OF THE AGENDA

Chair Steffy called for a motion to approve the agenda.

BRANN/LOWNEY - MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

Tony Arsenault, city resident, handed a petition signed by 15 of his neighbors in 2012 and commented that "says it all, things have only gotten worse." Mr. Arsenault proceeded to vehemently express his frustration and anger over the placement and use of the Disc Golf Course established at Jack Gist Park several years ago. He highlighted incidents where users have been yelling vulgar obscenities, using those vulgar obscenities in calling him names when he has requested that they shut up; and even yelled at his dog to shut up. Mr. Arsenault complained that the police don't do anything so he stopped calling them; he related the late hour people are using the park, 11:00 p.m. or after and that it was unacceptable. He is requesting that something be done.

Harry Blankenship, city resident, property owner, supported Mr. Arsenault's statements, commenting that there have been several incidents of obscenities being used, over the television and people there far past the 11:00 p.m. park closure time. He related that his wife has to be up very early and so retires early. Mr. Blankenship also explained the topography of the area does not help matters since it is a bowl shaped area and sound carries into the neighborhood from the park. He appreciated the Commissioners time taking some steps to address the issues.

Commissioner Archibald questioned Mr. Arsenault if he had issues from the softball folks, Mr. Arsenault replied he had no issues from the softball folks, Ms. Koppen responded from the audience that they get loud, and Mr. Arsenault added, but it's not bad. He further stated that Carey Meyer explained how the park was being laid out when the fields were being built and that the area that the disc golf course is in would be left as a buffer zone; that is gone.

Commissioner Lowney inquired about the number of times he has called the police, noting that only three calls were made in the last 18 months. Mr. Arsenault responded that he gave up calling the police because they do nothing. Commissioner Lowney then asked for any other solutions besides the time that Mr. Arsenault could suggest. Mr. Arsenault responded that they don't want them back there, at the same time, Ms. Koppen loudly stated, "Close it" and Mr. Arsenault also indicated that everyone that had signed the petition would like to have it closed too.

Commissioner Lowney responded that closure was unlikely but could he offer any other actions that would

be feasible and Mr. Arsenault commented about a privacy fence, 11:00 p.m. is too late. Ms. Koppen commented as she was preparing to leave Chambers, that the next step will be hiring an attorney which she will look into tomorrow.

VISITORS

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

A. Minutes for the regular meeting of April 21, 2016

Chair Steffy called for a motion to adopt the consent agenda.

ASHMUN/ARCHIBALD - MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. YES. NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Staff Report - Julie Engebretsen, Deputy City Planner

Deputy City Planner Engebretsen reported that she has laminated several of the notices and provided to Angie Otteson to post at various areas. She also recommended that the Commission schedule a worksession during the day in July since staff will be unavailable to attend the August meeting.

Deputy City Planner recommended sometime during the last two weeks of July, a brief discussion ensued on availability and Deputy City Clerk Krause will coordinate availability for commissioners and Ms. Carroll will be presenting at various commissions and the Commissioners were more than welcome to attend one of those meetings.

Deputy City Planner Engebretsen reviewed locations for trash cans and doggie bag dispensers/receptacle placement.

Commission Lowney added information regarding a public request and recommendation on a type of receptacle. She offered to bring back the cost of those for the next meeting.

Additionally Deputy City Planner reported on the following:

- Approving a grant application for the Boat Pavilion
- More scrutiny on how the cruise ship money is being used, how the decisions are made, not a large sum of money, must be directly beneficial to the cruise ship passengers and on the Spit
- Approved the joint use agreement with the School District
- Renee Krause will staff the Commission for the duration of her leave

Commissioner Brann suggested a bike loaner/rental program and staff responded that would be a great idea for the private sector. A brief discussion ensued on the feasibility.

B. Community Recreation Report - Mike Illg

C. Parks Report - Angie Otteson

PUBLIC HEARING

PENDING BUSINESS

A. Beach Policy Review and Revisions

Deputy City Planner Engebretsen provided a revised policy and requested the Commission to decide to submit to Council as it is or review for additional revisions and postpone until the September October meeting.

Commissioner Ashmun wanted to review and make additional revisions as she believed that there were several areas that could be cleaned up.

Deputy City Planner Engebretsen requested the commissioner's changes and amendments to be submitted to staff and she will make those amendments when she returns in the fall.

Chair Steffy requested staff to email a word document for their review and changes.

A brief discussion ensued on signage and access points included in the policy which is the only location in the city that the information is contained in one place. It was noted that it was good to have these easements and accesses in place from a planning aspect.

Deputy City Planner Engebretsen explained that there are three access points from Ocean Drive Loop that actually lead to private property and were held over from previous commissions and could actually be changed. There are private accesses that are more visible but are not public.

Commissioner Archibald inquired about addressing the dog issue and staff responded that the changes they are making now have been addressed by Council. Council has not taken up the recommendations on dogs that the commission made and it would be best to contact a Council member to see if they will support a resolution to address the Commission recommendations.

B. Recommendations on Doggie Bag Dispensers, Trash Cans and Informational Handouts

Commissioner Lowney did not have any additional information and requested postponement to the August meeting. She added that she will continue working with the Peonies on Pioneer Avenue project and speaking about businesses getting trash cans out and noted that this is a long range plan and nothing will be moving until next year.

Commissioner Lowney then added that she will talk with the dog people with regard to placement of dispensers in troublesome areas. If they are unable to help she will come back with a recommendation to purchase.

Commissioner Lowney added that they will work on getting the box out of Deputy City Planner Engebretsen office. Commissioner Brann requested an accounting of where the bags were distributed to refresh his memory.

Commissioner Lowney commented on a dispenser that was made by a community in Washington state which would be a good option. Chair Steffy mentioned the PVC receptacles. Commissioner Lowney stated they are making gains on picking it up but now it is obtaining the trash cans since people don't want to carry the bags with them. Commissioner Ashmun added that they need to address the concerns of emptying those cans once they get them placed. Commissioner Lowney wanted to address those areas where it was recommended to have trash cans but the public filled them up with household trash.

Commissioner Archibald reported that a PSA on KBBI would have to be paid for at the cost \$15 for a 30 second announcement or \$13 for a 15 second announcement, a suggestion was to run a few things together such as leash, licenses, and pick up after them. It was suggested to run those ads during certain times of the year or before a big event.

Deputy City Planner Engebretsen recommended that if the commission wants to have a media blitz that they also advertise on the FM stations in order to get the message out to everyone. She further noted that the City has advertising money and it could be on the August agenda to motion that a campaign be done in September.

A brief discussion on funding sources available for this type of information campaign ensued. Chair Steffy suggested that they have this on the August agenda to determine what type of information campaign that the commission wants to have.

NEW BUSINESS

A. Budget Recommendations for 2017

Deputy City Planner Engebretsen advised the Commission that it will be before Council at 5:00 p.m. on August 8th to discuss budget priorities for the 2017 budget and then it will be on the agenda for Public Hearing at the regular meeting at 6:00 p.m. She proceeded to provide a brief explanation on the Budget process. Chair Steffy requested clarification on being able to speak at the August 8th meeting being for commission or personal support. Ms. Engebretsen explained that meeting would be for personal support and responded to Commissioner Ashmun that the list needs to be to staff the beginning of August. She further noted not to worry about HART fund projects only things that would be funded from the general fund. Those are a bit more difficult since Council must figure where the funding needs to come from.

Ms. Engebretsen explained further the types of budget requests:

- a. Increases to the annual operating budget: this increases the amount of money parks has for a certain task, like labor. This increase would stay in the budget unless cut.
- b. Capital Projects: funding is in place for three years, over \$5000 and a long term improvement. Funding comes from reserves or the general fund.
- c. HART projects: trail projects normally or trail related such as parking lot

Recommendations Submitted by Commissioners:

- Fix ballfield drainage issues at Karen Hornaday Park - upper west field

Staff will consult with Public Works

- Replacement of summer banners and winter decorations (request from Parks Maintenance)

Need about 50 decorations for 23 posts

Chair Steffy inquired if these were prioritized, staff responded that they could at the August meeting after costs are received but was not aware if the commission or staff prioritized the requests. Chair Steffy was concerned on getting funding for one thing over another.

Further discussion on how the Peonies on Pioneer would affect banner design, costs for banners versus winter lighted decorations. Commissioners advocated for working in conjunction with the Peonies on Pioneer Avenue project. Staff will work with Parks Maintenance on the decorations, banners, quantity, lifespan, etc.

- Bishop's Beach Pavilion Roof repair/replacement
- Commissioners were agreeable for the needed repairs

- Complete Old Shelter relocation project at Karen Hornaday Park
- Staff will request a cost estimate on the completion and adding one Bar-b-que grill

- Mariner Park Improvements/Beach Rehabilitation - Define Camping spaces and move away from the berm. Install Beach Access gate. This will facilitate the area to the maximum use of space and offer protection to the berm.

Staff does not have a cost estimate on the gate.

Discussion included to gate installation and potable water at the park.

Commissioner Brann suggested protection for the grassy area at the west end of the Seafarers Memorial Parking to stop the encroachment also the area next to Captain Patties.

Staff will consider some appropriate remedies.

Commissioners recommended the following:

- Bayview Park Improvements - \$35,000 for fence replacement, plus additional fill and wood replacement or sanded; ADA pathway to ADA swings. Staff will check with Parks Maintenance to see if these maintenance items can be accommodated by their budget.

- Hornaday Park and Jack Gist Safety improvements

Recommended improvements for safety campground and lower ballfield - cleaning out the bushes, trimming for height, visibility is desired for the safety of children playing in the playground. Alders can be trimmed to shrub/hedge height. Staff noted this also fell under maintenance issues.

- Hornaday Park - topsoil and Seeding in the area by the shelter and restrooms

- Jack Gist - topsoil and seeding - lack of water to maintain the fields, should make this a priority capital improvement as water was available Add as a new CIP project. Staff will pass information on to Jenny Carroll.

- Woodard Creek Park - Commissioner Lowney requested postponement on any discussion Lou Stewart has adopted the park and there is discussion on land swap to increase the size, etc.

- Interpretive Signage - Mariner park and other locations (to be kept on the radar)

Trails

Coal Point Park - Paving and Striping - \$76,000 (\$28,000 from 160-0766 and \$48,000 from 165-0375)

Deputy City Planner Engebretsen why the bulk of the cost would come from the trails side of HART, parking area falls under trails as an amenity. A discussion ensued on expending that amount of money coming from trails when the bulk of the money will be used by others and those parking spaces should be designated for the trail. Staff will check with the Port & Harbor to see how much they would be willing to partner on this project.

Greatland Street Trail Rehab - \$25,000 most work could be done in-house

Fairview Ave/Karen Hornaday Park Trail - can be paired with Greatland Trail and need to request renewal of the appropriation. Deputy City Planner Engebretsen explained that the funding is designated for projects for a term of 3 years, typically can be left there until the work is completed.

Additionally the commissioners entertained discussion on West Homer Trail Connection, \$25,000 is funded until 2017, Reber Trail to Hornaday Park there are no numbers, routing, this was the trail from Mullikin, stairs at Crittenden, due to erosion, should be included in a Trails Grant program as there is no cost estimate. Commissioners also briefly discussed enforcement of the no parking along campground road, purchase of the Roger's Loop Trailhead using the services of the real estate broker.

B. Parks, Art, Recreation and Culture Advisory Commission Draft Bylaws

Chair Steffy read the title into the record noting that all the previous Parks and Recreation Bylaws and incorporating the Public Arts Committee Administrative Guidelines. Staff noted that there were no funds remaining in the Public Arts Reserve Account.

Deputy City Clerk Krause informed the commissioners on the brief history of the Administrative Guidelines, the Municipal Art Collection Catalogue which will have a place on the city website.

Commissioners discussed and expressed the following questions and concerns:

- Participating 100% in the cultural aspects of the commissions meetings

- Making sure that the vacancies are filled with someone from the Art related community

- Funding for Public Art through the 1% for Art Program on the Public Safety Building

- There is a local preference that is state wide not specifically Homer, but art selected is more of project specific

- Committee Structures for Art Selection is outlined in the Bylaws

- Commissioners will be able to serve on committees and Deputy City Clerk will also staff those selection

committees and the Selection Committee will make the decisions and or selections
- Locations within a project are recommended however there is freedom granted to the artists to select other areas “outside the box”; any Request for Proposal encourages incorporating artistic expression within the architectural aspects of the project such as doors, counters, flooring, etc.

ASHMUN/LOWNEY - MOVED TO ADOPT AND FORWARD FOR SECOND AND FINAL READING AT AUGUST 18, 2016 REGULAR MEETING.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Steffy called for a brief recess at 7:15 p.m. The meeting was called back to order at 7:20 p.m.

C. Recommendation to Place Additional Picnic Tables in Specific Locations on the Homer Spit

Commissioner Brann explained that he wanted to preserve the green space between the parking for the Seafarer’s Memorial and the Boardwalk Fish and Chips by placing a couple of picnic tables. He also noted there were a few trails in that area leading down to the beach. Commissioner Brann also reported that if there was no funding for picnic tables or there were none available he could probably obtain the funding or manage to get the two picnic tables constructed through another source.

The commission reviewed the proposed plans for the Seafarer’s Memorial parking lot improvement project and it was noted that there were three picnic tables planned or included in that project. No information was available on the construction date of this project however. The Port and Harbor Advisory Commission would be discussing this at their meeting on Wednesday, June 22, 2016, next week.

LOWNEY/BRANN - MOVED TO REQUEST PARKS MAINTENANCE PLACE PICNIC TABLES IN THE AREA BETWEEN THE SEAFARER MEMORIAL AND BOARDWALK FISH AND CHIPS ON THE HOMER SPIT.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

D. Noise and Jack Gist Park Concerns

Chair Steffy introduced the item into the record. He reviewed the request from Council to facilitate a solution to the complaint. He noted that he has never visited the park. He referred to the mentioned privacy wall that was never funded and related a previous experience during his tenure as Park Manager in Fairbanks. He suggested following staff recommendation to encourage collaborative solutions with the Disc Golf Association.

Deputy City Planner Engebretsen suggested that if the commission decides to facilitate a discussion at the next meeting to invite Councilmember Lewis to attend.

Commissioner Lowney related her recollection of the prior history on this issue that has been before the commission three years ago. She did note that the commission recommended a natural barrier, to allow vegetation to grow and fill in an area between the residences and the Disc Golf course and that it should assist with diffusing the noise. She acknowledged that tees one and two are close to Mr. Arsenault’s house but that the distance of 50 feet is exaggerated. Commissioner Lowney has been on that course and personally could not see Mr. Arsenault’s home from the course. She sympathized with him, knowing what he has experienced as they have a basketball court just down from her home and when someone turns on

the music late at night it can be a bit irritating. She additionally expressed concern with the temper Mr. Arsenault displayed and conducting a meeting with everyone and the commission's ability to channel that aggression.

Commissioner Lowney expressed belief that the Disc Golf people need to address these complaints but that they are positive group of people, her nieces play and it is a positive thing but with some negative attached to it as with anything else. She recommended installation of walls around the tees to deflect the noise that the Frisbee hitting the baskets may help.

Commissioner Ashmun recommended more enforcement or patrols as it may be people who are at the park that are not playing Disc Golf. She is not sure what they can do regarding enforcement with their limited police force.

Commissioner Archibald opined the Mr. Arsenault had a valid complaint if the disc golfers are behaving in that manner. Staff recommended the commission exercising caution since there is no evidence that it is the disc golfers behaving badly.

The commission discussed possible solutions and approaches on handling this matter such as a neighborhood meeting which may or may not go smoothly due to the high tempers, recommend staff entertain discussion with both parties and clarification on specifics of the complaints such as time frames, does it happen during the day and on the weekends. Further factors is verbal assault, such as profanity, enforcement or rules, possible change in operating hours for the park and separate hours for the Disc Golf course and closure was discussed.

Commissioners recommended discussing and request the following:

- Can they police themselves or the course?
- Are the problems coming from the users/players on the course or just visitors to the park in general?
- Would they be amenable to changing the last tee time as 8:30 p.m.
- Earliest tee time 9:00 a.m.
- This is a public park
- Try these suggestions for the month of July through August meeting date then take further action if required at the August meeting
- Suggest closure during the week of the course.
- Relocate the baskets/tees that are located behind the residences
- Establish partial fencing around baskets and post notices of quiet times, please be considerate of neighbors, etc.

This item will be on the August agenda. Staff will invite members of all parties involved to attend.

E. Donation of a Sculpture

Chair Steffy requested any additional questions or comments on the donation.

Deputy City Clerk Krause informed the commission that the piece is being donated to the Library and being facilitated by the Friends. The commission's job is to determine if the piece of art falls within the requirements as laid out in the Guidelines and a motion to recommend acceptance of the donation and including into the Municipal Art Collection is required.

LOWNEY/ARCHIBALD - MOVED TO RECOMMEND CITY COUNCIL ACCEPT THE DONATION OF THE SCULPTURE INTO THE MUNICIPAL ART COLLECTION FOR PLACEMENT AT THE LIBRARY.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

F. Review and Recommendations on Homer Accelerated Roads and Trails Program

Deputy City Planner Engebretsen requested some housekeeping items first in order to offer clarification.

There is a list of qualifying criteria for trails. A proposed trail should address at least some of these criteria. Change the wording on item G. page 4, HART:

Existence or potential for contributing funds or volunteer efforts

This will allow giving a higher priority rating to a trail project where there is volunteer participation or efforts.

The staff recommendation was approved by consensus of the Commission.

In the beginning the City did not have guidelines in place now there is a separate document. The recommendation was to strike item B in full from Section VII Trail Prioritizing Criteria and Planning Guidelines. City Planner Engebretsen responded that there was no need to reference the document in this document and believed that it was outlined in Homer City Code.

The staff recommendation was approved by consensus if the Commission.

Deputy City Planner Engebretsen is working with Adele Person and Kenton Bloom to create a Trails Grant Program over the summer. She recommended amend the HART Manual to simply state that volunteers may work with the City Administration to use HART funds to construct public trails. This grant program details would be a separate document to be amended over time and allows administration to address the grant program as a separate topic and document.

Discussion was entertained regarding the ability of the Commission to provide comment and recommendation would detract from forming a committee that is setup similar to the 1% for Art Program selection committee and the PARCAC commissioner appointed to this committee would provide a report to the full commission on the status. Deputy City Planner Engebretsen also stated that this commission was not the body that reviewed the manual that falls under the Planning Commission. At this time there is no reason to involve the Homer Foundation and this can be amended at any time in the future since we do not know how many trails will be recommended currently the thinking is only a few a year.

Staff will provide a preliminary memo on some ideas that can be considered over the summer. As a rough target, it would be nice to have this work completed by late October. This will allow time for the Planning Commission and then Council for review and approval by the first of next year.

Commissioner Lowney requested discussion on the value to having the commission adding recommendation to the proposed project. Staff responded that when you have a committee that includes staff and members of the public equally if there is a maintenance or contracting aspect or something that voice carries equal weight versus if you the Public Works Director in front of a group of nine saying you won't get that trail and a trail advocate saying it would be great with no idea of any additional information. She noted that there would be a request once each year. There would be a scoring sheet and committee formed with the criteria and the committee would review each proposed project according to the established criteria such as is there an easement, does it fit the budget, etc. The dates would be established, project reviewed and submitted to Council for approval.

Additional comments from the commission regarding having the projects on an approved list whereas the SPARC was not but the commission was not aware of it until after Council said yes and the Boat House project was similar but at least the group presented the idea to the commission prior to going before Council.

One committee would be established to vet the applicants with input from Staff. The Committee could be comprised similar to the requirement of the Art Selection Committee. There will be an application created which would be thorough enough in the content for the committee to determine the project's suitability.

Chair Steffy recommended something similar to the Recreational Trails Program, Alaska State Parks initiates and the ORTAB Board reviews and scores and US Forest Service RAC Grants has a similar program.

He believed that this will resemble those programs.

INFORMATIONAL MATERIALS

- A. Commission Annual Calendar 2016
- B. Commissioner Attendance at City Council Meetings 2016

Chair Steffy reviewed the calendar and stated that in July if a Commissioner is in attendance for another feel free to comment on the great summer.

- C. Parks and Recreation Advisory Commission Strategic Plan 2016

Commissioner Lowney asked about incorporating the arts and culture to their strategic plan. Ms. Engebretsen reported that staff has discuss alternating the years the commission addresses items. There are a number of items from the Public Arts Committee that could be incorporated into this plan. Chair Steffy opined that he would like to address these things when they have a full commission and requested this to be on the January calendar.

- D. What Happens When You Don't Keep an Eye on the Tides
- E. Vegetation Happens!
- F. Ordinance 16-22, Parks, Art, Recreation and Culture Advisory Commission

There was a brief discussion on the new commission name and that it was long and a mouth full.

- G. June 2016 ASCA Newsletter

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen commented she will try to get everything done before little H comes. She has spoken to Daniel Zatz and the recommendation is to wait until the facility is built so they have information to bring to the property owner.

Deputy City Clerk Krause commented it was a great meeting there, was a lot on the agenda and they did an awesome job getting through it.

COMMENTS OF THE COUNCILMEMBER *(If one is present)*

COMMENTS OF THE COMMISSION

Commissioner Lowney commented on the Woodard Creek park development, wished Julie all the best as she entered this new phase, enjoy your time and thanked her for all she does, working with her over the past few years, well it's been a real gem and keeps getting easier and easier. Renee you too, you guys are just awesome. She also inquired about the status of the easement for the trail.

Commissioner Archibald commented that for every vehicle that is left on the beach and inundated that the City should find these people and do something. He wanted to investigate implementing a consequence. He inquired about the PowerPoint and using the pictures, he was directed to stop by during business hours to see Deputy City Planner Engebretsen.

Commissioner Lowney replied that the sad thing was that those people walked away and by the time the owner was found the vehicle was stripped. The vehicle was purposely driven into the tide pool.

Commissioner Brann commented on vehicles left on the beach should be removed within two weeks and there should be a fine for oil spill automatically and if it is not removed then a really large fine like \$10,000. They can see what the costs are to remove vehicles and base fees from there. He believed that

something should be done whether it's our beach or someone else's. He inquired about the article for the paper if it was submitted. Staff confirmed it was in the paper two weeks ago. He then stated that it may be time to consider another letter regarding the dogs issue and introduction to council. Thanks to the Staff for all that you do.

Commissioner Ashmun thanked Julie and Renee; we will try not to stress Renee too much. She expressed that she thought staff were both amazing and do so much for the commission.

COMMENTS OF THE CHAIR

Chair Steffy echoed the sentiments and wishes for Julie and appreciation for the assistance of staff.

ADJOURNMENT

There being no further business to come before the Commission, Chair Steffy adjourned the meeting at 8:34 p.m. The next **REGULAR MEETING IS SCHEDULED FOR THURSDAY, AUGUST 18, 2016** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk

Approved: _____