

**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA** *(Three minute time limit)*
- 4. VISITORS** *(Visitors normally have 10 minutes for their presentation.)*
 - A. The Soccer Dome Presentation by Danial Zatz
- 5. RECONSIDERATION**
- 6. ADOPTION OF CONSENT AGENDA** *All items on the consent agenda are considered routine and non-controversial by the Parks & Recreation Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Parks & Recreation 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 March 17, 2016 **Page 3**
- 7. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORT**
 - A. Staff Report - Julie Engebretsen, Deputy City Planner **Page 13**
 - Resolution 16-037 Amending the Commission Bylaws **Page 15**
 - Resolution 16-038 Supporting South Peninsula Athletic Recreation Center **Page 19**
 - Ordinance 16-18(A), Enacting a Recreation Facility Matching Grant **Page 21**
 - B. Community Recreation Report - Mike Illg
 - C. Parks Management Report - Angie Otteson
 - D. Park and Beach Spring Walk Through Reports - Commissioners
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
 - A. Combining the Public Arts Committee with the Parks and Recreation Commission Recommendation to Council - Draft Ordinance Review **Page 25**
 - B. Trails Symposium 2016 Review of Final Arrangements and Approval of Funding **Page 33**
 - C. Beach Policy Review and Revisions Continuation **Page 49**
- 10. NEW BUSINESS**
 - A. Scoop the Poop - Additional Placement of Dispensers Around Town **Page 67**
 - B. Comprehensive Plan Update **Page 69**
- 9. INFORMATIONAL MATERIALS**
 - A. Commission Annual Calendar 2016 **Page 85**
 - B. Commissioner Attendance at City Council Meetings 2016 **Page 86**
 - C. Parks and Recreation Advisory Commission Strategic Plan 2016 **Page 87**
- 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, MAY 19, 2016** at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska

Session 16-03 Regular Meeting of the Parks and Recreation Advisory Commission was called to order on March 17, 2016 at 5:30 pm by Chair Matt Steffy at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS STEFFY, ARCHIBALD, BRANN, ROEDL, ASHMUN, AND HART

ABSENT: COMMISSIONER LOWNEY

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/ASHMUN – MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

There were no comments from the audience present.

VISITORS

A. Michele Miller, Chair, Public Arts Committee and Erin Hollowell, member, Public Arts Committee
RE: Combining the Public Arts Committee with the Parks and Recreation Advisory Commission

Michele Miller spoke on the idea of consolidating the committee with the commission noting the benefits to both advisory bodies and benefits to the Public Arts Committee. Ms. Miller did state that she has spoken with the City Manager who is supportive of the idea and as long as the commission made a recommendation in support of creating a combined commission it is believed it would be approved by Council. Ms. Miller stated that they first considered the idea when a former committee member brought forth the idea with the intent to reduce some of the duplicated efforts of staff, assist the committee in completing their assigned responsibilities and it is believed that the commission and committee is synergistic combination of efforts, this consolidation would offer a savings of staff time and efforts and that the number of projects that they were not doing, it did not make sense to ignore the growing cohesion of the arts community and the recreation and parks community. To have the government reflect what is happening in the community.

The committee is open to any discussion the commission would like to have and or a worksession. Ms. Miller referenced the memorandum from Ms. Krause that outlined it pretty well.

Ms. Miller responding to Commissioner Brann's question on the number of the members on the Committee stating that currently they have three members however one member has been absent, the

committee began with seven members and was reduced to five in order to meet the lesser quorum requirements but now they have been unable to recruit new members for a couple of years now which does not enable the committee to complete projects in a timely manner.

Ms. Miller stated that the committee this year does not have any budget last year they were able to receive \$4000 to complete the inventory and cataloging of all city owned artwork in response to Commissioner Hart.

Staff noted that the majority of the budget for art was obtained through capital projects and that will be few and far between in the next couple of years due to the financial outlook however there were options for grants and funding for projects that could contain recreational, art and other aspects available to communities still available.

Ms. Miller and Ms. Hollowell expressed an interest in serving on the consolidated commission if the Mayor would be willing to appoint them.

RECONSIDERATION

ADOPTION OF THE CONSENT AGENDA

A. Minutes for the regular meeting of February 18, 2016

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

BRANN - MOVED TO ADOPT THE CONSENT AGENDA.

Chair Steffy noted that the date for the next meeting was incorrect. Ms. Ashmun had passed on additional clarifications and corrections to Ms. Krause prior to the meeting.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Staff Report – Julie Engebretsen, Deputy City Planner

Ms. Engebretsen provided a brief observation during a recent visit she made to Mariner Park regarding vehicle usage on the beach and there was only one set of tire tracks, which it appears that word has gotten out. Public Works has assigned staff to the Roger’s Loop Trail Head Acquisition; Beach Policy signage is in the works it will be more regulatory in nature so that the police can impose the new restrictions. The City Manager would like to know if there is a designation for funding for the Bayview Park improvements and will try to get more attention to the trash emptying but they are limited since there is only one staff member.

Commissioner Brann thanked her for the attention to the Roger’s Loop Trail project.

Commissioner Ashmun inquired about the signage for the beach policy regarding additional laws such as dogs. Ms. Engebretsen stated that the posts are there and waiting will not ensure that signage is in place before the start of the season.

Commissioner Brann added that signage should be individual and clear so that there is no misunderstanding.

Chair Steffy commented on a Facebook post showing the placement of boulders on Bishops Beach to block the access to the east.

Ms. Engebretsen also reported that Public Works should be installing the boulders at Karen Hornaday Park today to block any vehicular access to those areas in the park that vehicles should not go.

C. Community Recreation Report – Mike Illg

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

D. Parks Report – Angie Otteson

Ms. Otteson was not in attendance and did not provide a written report.

Chair Steffy asked if Staff could see if Ms. Otteson could attend a meeting on a quarterly basis to report any concerns she may have or to just provide a brief status report on the parks, etc.

PUBLIC HEARING

PENDING BUSINESS

A. Amending the Commission Bylaws

1. Packet Material and Agenda Review Conducted by the Chair

Chair Steffy read the title into the record and requested a motion to bring it to the floor.

BRANN/HART - MOVED TO AMEND THE PARKS AND RECREATION ADVISORY COMMISSION BYLAWS TO HAVE THE CHAIR OR VICE CHAIR AS APPROPRIATE CONDUCT PACKET CONTENT REVIEW AND AGENDA APPROVAL.

Chair Steffy commented on the process will work very well and help contain what the commission can address in one meeting.

VOTE. YES. ASHMUN, ROEDL, BRANN, STEFFY, HART

Motion carried.

B. Combining the Public Arts Committee with the Parks and Recreation Commission
Recommendation to Council

Chair Steffy read the title into the record.

ROEDL/BRANN - MOVED TO RECOMMEND CITY COUNCIL COMBINE THE PARKS AND RECREATION ADVISORY COMMISSION AND THE PUBLIC ARTS COMMITTEE TO FORM A NEW COMMISSION ENTITLED HOMER PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

The commission discussed the pros and cons to consolidating efforts with the Public Arts Committee. Commissioners discussed the following:

- Lack of knowledge about the arts and vice a versa
- How consolidation would affect the meetings regarding agenda items and time management
 - including and incorporating art related topics as required into the agenda
- Adding additional seats to the commission and how that would detail out
 - Existing members stepping up to fulfill the new commission seats
 - Actual seating of additional members
- Continuing the momentum of the PARC steering committee and implementation of recommendations from the needs assessment
- Responsibilities of the Public Arts Committee
 - Overseeing the 1% for Art program related to capital projects
 - Placement of art on or in city owned facilities
 - Managing the Municipal Art Collection and donations of art to the city
- Funding of projects that would be available to the commission that has art and recreational components
- Public Art in Parks recommendations and donations
- Public Arts Committee has not been able to recruit new members believed in part because they do not have a fixed budget, are not part of a department per se and lack of members make it difficult to obtain a quorum

Commissioner Roedl questioned the sense of urgency and requested reviewing the draft ordinance before signing off on it and Chair Steffy explained that there was no urgency but it was brought before the commission last year and the commission postponed discussion and decision. In all fairness to the Public Arts group the Commission should address their request. He further advocated that if there was no opposition to assimilating the committee into the commission he did not see why they could not accommodate the committee and address the issue sooner rather than later since the season is fast approaching and they will not be meeting for a lengthy period over the summer. Chair Steffy agreed it was reasonable to review the ordinance before submitting to council.

Staff explained that it will be a multi-step process since there will be changes needed to the bylaws to incorporate aspects of the Public Arts Committee and their administrative guidelines. Commissioner Ashmun expressed the desire to retain existing policies regarding the arts as part of the new commission.

Chair Steffy called for the vote.

VOTE. YES. HART¹, STEFFY, BRANN, ROEDL, ASHMUN

Motion carried.

¹ Commissioner Hart did not voice a vote. Chair Steffy noted that she was not in favor. Commissioner Hart rebutted she was not opposed to the motion but was abstaining. After checking with the City Clerk and Robert's Rules regarding this abstention it is found that abstaining is not permitted on this class of motion. Since Commissioner Hart stated on the record that she was not opposed her vote was included in favor of the motion.

C. Protecting Our Parks and Green Spaces

Continued Discussion on How to best Protect, Preserve and Maintain City Parks and Green Spaces

The commission discussed the issues of vandalism and staff advised the commissioners on the need to advise city personnel if anything is observed of that nature, as they try to address vandalism as quickly as possible. The commission included in their discussion the general maintenance and repair that is required at all city facilities as they are really looking run down and that will only encourage vandals. Discussion included how to determine what a budget request would be until they are able to discuss with Angie Otteson her needs.

Commissioner Hart mentioned the far trailer between the upper fields was wide open and the window was missing. The question was posed on communicating with Little League regarding the maintenance and care of their equipment, noting that it should not be the responsibility of the staff.

Staff responded to the questions regarding how many temporary summer staff, time period how they are used and where. It would assist staff to quantify what more maintenance means if the commission itemizes what they want to see accomplished. Generalities are good but more specifics would be better in order to address those maintenance issues.

Chair Steffy informed the commission that former Commissioner MacCampbell was addressing that task and he was not sure how far he progressed with that but would definitely like to see user agreements in place for all organizational groups using the city facilities. It is great to have the facilities at the city parks but not at the expense of the city. He believed that groups should be responsible for their own maintenance and care of equipment, buildings, etc.

Staff commented that Kathy Beachy was still president of Little League and the drainage work is a larger project that summer temporary help would not be used in response to a query from the commission.

Chair Steffy added that as an information point for the parks that if there is any issues an information board for the general public to access.

Commissioner Hart commented on vandalism to the wood fence up at Baycrest Pullout and that it needed to be replaced. Staff apprised the commission that the pullout was actually the state's responsibility and that there is a project in the works for improvements in collaboration between the city, state, Islands and Ocean, the Garden Club and Chamber of Commerce; noting that in fact that the Improvement Plan for Baycrest created, with the assistance of the State of Alaska and approved by Council, was started by the Public Arts Committee.

Commissioner Hart recommended installing another doggie bag dispenser in the area back between the upper fields at Karen Hornaday Park.

Commissioner Brann related anecdotal information on a public art project using the pin flags to denote dog piles in order to bring awareness to cleaning up after your pet.

D. Drafting a Parks and Recreation Commission Strategic Plan
Completion of Revisions to Existing Strategic Plan and Adding New Items

Chair Steffy read the title into the record and gave the floor to Ms. Engebretsen. She requested the commissioners to review the included table and provide one or two items that they would like to see as priorities.

The following items were briefly discussed:

- Removing the Cemetery from the commission general goals
 - Maintenance is contracted out and the commission was looking to have an annual status report
- Add increase walkability under general goals and throughout the strategic plan
- Centralized Parks and Recreation Department
 - Questions on how to create and fund a department
 - Creating a Branding or logo for Parks and Recreation
- Consolidate recreation and culture leadership, Reduce the number of volunteer boards
- Indoor multi use recreational facility
 - working with the private group that is starting a indoor soccer facility
 - The Mayor will be putting forth a resolution or ordinance to appropriating funds to construct a multi-use gym and infrastructure on the land designated in Town Center
- Recreational programming for Senior, Therapeutic and Adaptive
- article in the local papers quarterly
 - Goal for article in the paper before Shorebird Festival (April)
- Keeping Green Space on the Spit

Commissioners entertained additional discussion on the following:

- city being on the military surplus list for recreational items.
- Staff will add User Agreements to the Short term 1-2 Year Projects.
- Endowment Funding
- subdivision requirements to include a park within the design
- green space on the spit
- Letters to Editor
 - Commissioner Brann will take on the first letter
- Communication with other organizations and City commissions or committees
 - providing reports during Comments of the Commission if Commissioners are involved in outside organizations that involve a concern of the commission
 - when visiting the City Clerk's Office grab the minutes of other groups and if they are addressing a topic of interest a commissioner can attend the next meeting
- Public Toilet at Base of the Spit
- Remove service district
- Hockey Rink as additional venue
 - purchase of removable flooring
 - charging use fees to recoup the cost of the floor
 - would make the building self-sustaining
- Remove parks plans
 - staff does not have the available time and does not see this in the immediate or near future

NEW BUSINESS

A. Recommendation and Approval of Annual Trails Symposium

Chair Steffy read the title into the record and requested a motion to bring to the floor for discussion.

BRANN/ASHMUN - MOVED TO APPROVE THE TRAILS SYMPOSIUM TO BE SCHEDULED IN MAY AND SUPPORT THE DATE THAT THE GROUP CHOOSES.

There was a brief discussion on the location and date and if funding was needed from the Commission. The group can bring back a request for funding but the commission only received a thousand dollars this year instead of two.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Main Street: Pedestrian Safety

1. Adding Main Street Improvements to the Capital Improvement Plan (CIP)

Chair Steffy read the title into the record and gave the floor to Deputy City Planner Engebretsen

Ms. Engebretsen explained that Commissioner Hart had requested the commission start the process to implement pedestrian safety measures. This is one of the main roadways within the town and there are no sidewalks and it is not ADA compliant either Commissioner Hart added.

HART/ BRANN – MOVE TO ADD MAIN STREET IMPROVEMENTS NORTH OF PIONEER AVENUE TO THE CAPITAL IMPROVEMENT PLAN.

Brief discussion ensued on why this would be important to add sidewalks on the west side of main street north to just Fairview Avenue it should go all the way up and have curb and gutter. Phasing the project would definitely be acceptable but that sidewalks should go up preferably on both sides of the road but at least one side, all the way to Bayview Park.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

C. Beach Policy Review and Update

1. Beach Policy with Ordinance 16-05(S-2) (A-2)

Staff explained that this policy was going to be on the commission agenda for two meetings. Changes that were implemented by the approval of Ordinance 16-05 (S-2) (A-2) are in bold and items removed are bold strike through. There are additional updates and changes that are needed to the policy. It was initially going to be approved at the March 14, 2016 Council meeting however it was noted that the dates are still incorrect. They should be October 1 through March 31st so it has been postponed to the March 29, 2016 Council meeting.

Ms. Engebretsen commented on the policy following along the sections of the beach. Signage requires specific and precise language so it is clear. She referred to line 197 to remove the barge; this has been completed; updating the maps in the policy. She provided an example of closing the western end of

mariner park/beach such as defining the campsites and adds a gated access to control access in the winter.

Chair Steffy requested clarification for Section 4, lines 100-102 regarding the rules of the road being applicable to off road vehicles reckless driving off road such as an ATV doing brodies on the beach could be cited for breaking the rules the same if doing brodies on the paved roadway.

Commissioner Ashmun, lines 139-144, Increase Parking on the Spit, appears to be out of date and should be removed. Then line 153 Airport Access Road Signage, bullet point two should be removed.

Ms. Engebretsen responded that any language in the document that reflects to signage should be removed as that will be addressed in the city code. She can add a section regarding interpretive signage.

Chair Steffy requested clarification on Section 9, that this section should be removed from the policy altogether. Ms. Engebretsen responded with some history on the parking and did not feel that it should be included in the policy now. Further discussion on increasing parking on the southern end around the harbor and requested delineation to prevent vehicles from encroaching on the few grassy areas that are actually berms. Ms. Engebretsen will add that to the section related to Mariner Park.

Commissioner Ashmun then stated on page 53 of the packet, lines 182-184, she questioned having this in the policy which is supposed to reflect the rules and regulations not a "to do" list. After receiving some clarification from Staff she recommended removing those lines.

Commissioner Brann questioned the language on page 53, line 157 through line 165 stating that it was very confusing and further discussion and comments on the section were the access was owned by the state and they could block access. Staff has not really explored that section in regards to how much is "beach" and actual uplands.

Commissioner Brann then provided some historical background on the platform referenced in Lines 182-184 and recommended it be removed. It has never been used as recommended previously and it not used by the birds. Staff will check on the status of the easement and public works on the condition since there may have been some deterioration.

Next he questioned the definition on line 55, page 49 in the packet. Staff explained that was from the Attorney.

Page 61, a proposed re-route along an easement, there is a marker, he would like to see that access with identified signage, currently the only signage is no trespassing and any other access is on Cousin's property, which appeared to be a bit hazardous.

Commissioner Ashmun wanted to talk about the other public accesses on page 50; line 70, her understanding is that the access is on private property for Crittenden Drive. Commissioner Brann provided clarification that the trail was on private property but the access was Crittenden Drive. She still took issue with including the specifics and staff explained that if a Councilmember or someone wanted to find out something about the beaches this is the only document that is available. Staff recommended modifying the title of the document.

Commissioner Brann recommended annual photos assessment of the beaches and accesses. Staff suggested that it could be added to the commission's annual calendar and they can then upload to the website. Chair Steffy commented similar to Kachemak Land Trust. Staff suggested approaching the

Coast Walk people and see if they would be interested in taking those pictures. Commissioner Ashmun offered some suggestions since she participates in that organization. Chair Steffy also suggested KBERR.

Chair Steffy noted that the meeting was coming to a close and it was recommended to take two meetings on the policy so he encouraged the commissioners to review the policy further and postpone further discussion until the April meeting.

Commissioner Archibald arrived at the meeting at 7:50 p.m.

INFORMATIONAL MATERIALS

A. Commission Annual Calendar 2016

Chair Steffy noted that the next meeting is supposed to be a Spring Park/Beach Walk Through and he will not be in attendance at that meeting as he will be participating in a West Homer Elementary event. He questioned if the commission wished to establish a worksession or perform individual inspections in the same format as they did before.

Commissioner Brann suggested visiting Bishop's Beach and staff recommended taking pictures and noted that three commissioners can get together without having to notice the meeting. Staff indicated that if they can get all the pictures they can create a movie. The pictures can be sent to Ms. Engebretsen or Ms. Krause.

B. Commissioner Attendance at City Council Meetings 2016

Commissioner Ashmun will be doing the March 29, 2016 Council meeting
Commissioner Brann will be the April 11, 2016 Council meeting
Commissioner Steffy will be at the April 25, 2016 Council meeting
Commissioner Lowney has the May 23, 2016 Council meeting

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen commented that it was a good meeting and requested all commissioners expected absences for the next few months.
Commissioner Steffy will be absent for the April 21st meeting
Commissioner Hart will be absent for May 19th and June 16th
Commissioner Roedl will be gone the first part of May but should be here for the meeting.
Commissioner Brann is gone for the May meeting.

COMMENTS OF THE COUNCIL MEMBER *(If one is present)*

COMMENTS OF THE COMMISSION

Commissioner Hart mentioned that in case the funding for the Bayview Park fence does not get approved there is a fence at the HERC building that may be able to be re-purposed and she did visit Jack Gist to start playing Disc Golf, she reported attending the Walkable Homer meeting and it was very interesting and fun and also attended the Cannabis Commission and the Public Safety Building

Committee Building and Mr. Castner stated he could do the building for an amount then the Council came back with a smaller amount and it ended up like an auction until they settled on \$12 million but at the committee meeting it still appears that they will be taking the HERC for the Police Station now.

Commissioner Archibald commented that Washington DC was a zoo yesterday since the public transportation was out and this morning was even crazier since they had a fire in the hotel. It is nice to see smiling faces and be home again.

Commissioner Brann commented on all the activities that are going on in town for the month, Homer is a fun and recreating place and the economic value that it all brings to our town. Update on the Pavilion is they applied for a grant and they currently have all the funding needed for the timbers but they applied for the grant to purchase those and they will probably get it and then they can use the funds in hand to do other stuff however they have to wait until they see for sure they are getting the grant. So they may not start until September. In reference to all the negative comments on seniors he feels like every time he speaks to Council he is going to list himself as a senior.

Commissioner Roedl thanked everyone good meeting.

Commissioner Ashmun thanked staff for all the work they have done they could not do it without them.

COMMENTS OF THE CHAIR

Chair Steffy echoed Commissioner Ashmun’s sentiments and has requested the Diamond Creek plan for the May agenda. He provided a brief summary and looks forward to bringing that back before the commission. He also noted the AK Trails Conference event and members will receive a discount at the Golden Lion. He announced the new Director, Barb Seaman and they have decided not to hire a Trails person and just have himself take on more of those responsibilities officially.

ADJOURNMENT

There being no further business to come before the Commission, Acting Chair Lowney adjourned the meeting at 8:18 p.m. The next **REGULAR MEETING IS SCHEDULED FOR THURSDAY, APRIL 21, 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:_____



City of Homer

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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: April 12, 2016
Subject: April Staff Report

April Staff Report

- Park walkthrough: please email staff your photos and I will put together a PowerPoint for the meeting. Please provide them by Wednesday the 20th (day before the meeting).
- I forwarded the Commission's recommendation about the Main Street Sidewalk as a CIP project to Jenny Carroll, Special Projects & Communications Coordinator. She appreciated the advance information.
- As requested, I asked Angie to attend this meeting. The campgrounds have been opened early and her seasonal staff is in the process of being hired. The new movable camp fee office for Mariner Park is nearing completion and will be placed at the park soon.
- Seasonal hires will be back on the job in mid-April, which is typically an additional 3-4 full time staff. These workers usually work for about 6 months. By about mid-May, an additional 3 workers are on staff to handle the peak season, until about mid-August. During the high season, parks staff cover the parks and campground from 7 am to 11 pm, seven days a week. After Labor Day, staff begins to dwindle dependent on what projects are needed, weather, and how long seasonal staff wants to work.

- On Monday April 11th, Council had several topics on the agenda that were related to P&R.
 - Approved resolution 16-037, amending the bylaws so the chair or vice chair reviews the agenda.
 - Public Hearing on Ordinance 16-09(A), regarding boat trailer parking on the Spit, and Ordinance 16-15, appropriating funds for spit parking signage and boat trailer parking enforcement improvements.
 - Held first reading of Ordinance 16-18, regarding using money from the permanent fund (Exxon Valdez settlement) to create a recreational facility matching grant program. Public hearing and second reading is scheduled for April 25th (as of the writing of this report anyway!)
 - HART program: Council is considering changes to the program, and plans to refer it to the Planning Commission (who also has transportation duties) for review and updating. I will keep you posted.

- City Revenues

The topic of city budgets is ongoing. I think it's important to offer the City Council some revenue solutions. While there are not many options to increase revenue from parks, the commission could consider a recommendation to increase camping and RV fees. I think we have the cheapest camping of all the municipalities, and possibly the cheapest RV sites as well... same as or cheaper than state parks even. Additionally, campgrounds have been opened early this year due to mild weather, and demand. Perhaps with adequate increased revenue, seasonal staff could be hired earlier in the season, and could be paid for through additional camper nights.... Or more money could be put into depreciation. If the Commission is interested in more information on camp fees, let me know and it can be a future agenda item. Example: a 10% fee increase could generate \$10-15K/yr for depreciation reserves.

2016 RATES: RV rates are **\$15** per night, **\$95** for 7 consecutive days or **\$189** for 14 consecutive days if paid in advance. Tent rates are **\$10** per night, **\$63** for 7 consecutive days or **\$125** for 14 consecutive days.

- Cemetery update: No new information. The Planning Commission will take this up in May.
- Reminder: Strategic Plan – The Commission made a goal of having a quarter letter to the editor in the newspaper, and Dave offered to do it in June.

Upcoming Agenda items:

May – Diamond Cr Park, begin discussion of budget recommendations for 2017.

June agenda,

- Discussion for August budget recommendations: Mariner Park Site Improvements – Level parking area, delineation of day use area and camping area, define and improve campsites and relocate kiosk, increase number of spaces and revenues. Other budget requests?
- CIP- Capital Improvement Plan, nominate new projects. Better yet if you have an idea, get it to Jenny Carrol ASAP

Upcoming Events:

Community cleanup day, May 7

Shorebird Festival, May 12-15

Attachment:

Resolution 16-037, Approved Bylaws

Resolution 16-038

Ordinance 16-18(A)

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

3 City Clerk/Parks & Recreation
4 Advisory Commission

5 **RESOLUTION 16-037**
6

7 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
8 AMENDING THE PARKS AND RECREATION ADVISORY
9 COMMISSION BYLAWS, REGULAR MEETINGS, CHAIR OR VICE
10 CHAIR TO CONDUCT AGENDA REVIEW.
11

12 WHEREAS, The Parks and Recreation Advisory Commission introduced and discussed
13 the proposed change to their Bylaws at their regular meetings of February 18, 2016 and March
14 17, 2016; and
15

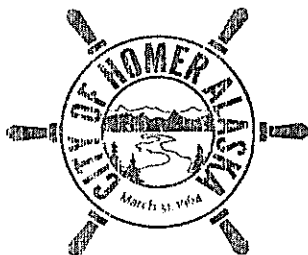
16 WHEREAS, The Parks and Recreation Advisory Commission in an effort to conduct
17 more efficient meetings would like to revert to a previous process where the Chair or Vice
18 Chair reviewed and approved the agenda; and
19

20 WHEREAS, Having the Chair or Vice Chair determine the items on the meeting agenda
21 is a more suitable procedure.
22

23 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends
24 the Parks and Recreation Advisory Commission Bylaws, Regular Meetings, for the Chair or
25 Vice Chair to Conduct Agenda Review.
26

27 PASSED AND ADOPTED by the Homer City Council this 11th day of April, 2016.
28

29 CITY OF HOMER
30



35
36
37
38

Mary E. Wythe
MARY E. WYTHE, MAYOR

39 ATTEST:

40
41

Jo Johnson

JO JOHNSON, MMC, CITY CLERK

Fiscal Note: NA

**PARKS AND RECREATION ADVISORY COMMISSION
BYLAWS**

The Homer Parks and Recreation Advisory Commission is established with those powers and duties as set forth in Title 1, Section 74, of the Homer Municipal Code.

The Commission is established to act in an advisory capacity to the City Manager and the City Council on the problems and development of parks and recreation facilities and public beaches within the City.

The Commission's jurisdiction is limited to the area within the City Boundaries except for those extra territorial interests, such as trails and city properties, subject to city jurisdiction.

The Homer Parks and Recreation Advisory Commission consist of seven members; up to three members may be residents from outside the city limits, preference shall be given to City resident applicants.

Members will be appointed by the Mayor for three-year terms (except to complete terms) subject to confirmation by the City Council.

One Homer area High School student selected by his or her student body shall serve as a consulting member of the Commission in addition to the seven appointed members, and may attend and participate in all meetings as a consultant, but shall have no vote. (Ord. 99-04, 1999)

There will be regular monthly meetings except January, July and December of the Commission and permanent records or minutes shall be kept of the proceedings. The minutes will record the vote of each member upon every question. Every decision shall be filed in the office of the City Clerk and shall be public record open to inspection.

HISTORY

The By-laws were passed by the Parks and Recreation Commission on October 20, 1983 by the Homer City Council on February 13, 1984, and shall be in effect and govern the procedures of the Commission.

The duties and responsibilities of the Commission are:

- A. Act in advisory capacity to the City Manager and the City Council on the problems and development of park and recreation facilities and public beaches in the city. Consideration may include existing facilities, possible future developments and recommendations on land use.
- B. Consider any specific proposal, problem or project as directed by the City Council.

BY-LAWS

- A. To abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer Municipal Code;
- B. To abide by Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer Municipal Code.

C. REGULAR MEETINGS:

- 1. January through November on the third Thursday of the month, at 5:30 p.m.
- 2. Items will be added to the agenda upon request of staff, **through the Chair or upon approval by the Chair and in the absence of the Chair, the Vice Chair.** Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m.
- 3. Removing items from the published agenda will be by consensus of the Commission. No items may be added.
- 4. Commissioners will give staff or Chair a minimum of two weeks notice or as soon as possible regarding their potential absence from a meeting.

D. COMMITTEES

- 1. The Chair shall appoint committees for such specific purposes as the business of the Commission may require. Committee membership shall include at least two Commissioners. Other Committee members may be appointed from the public.
- 2. One Committee member shall be appointed Chair and be responsible creating an agenda and notifying the City Clerk of meetings so they may be advertised in accordance with Alaska State Law and Homer City Code.
- 3. One Committee member shall be appointed responsible for furnishing summary notes of all Committee meetings to the City Clerk.
- 4. Committees shall meet in accordance with Commission bylaws and Robert's Rules.

**CITY OF HOMER
HOMER, ALASKA**

Reynolds

RESOLUTION 16-038

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
SUPPORTING THE SOCCER ASSOCIATION OF HOMER'S SOUTH
PENINSULA ATHLETIC AND RECREATION CENTER (SPARC)
FACILITY.

WHEREAS, The City of Homer supports private efforts that provide our community's youth with athletic and recreational opportunities; and

WHEREAS, The City of Homer recognizes that Homer Soccer Association has identified a particular need for increased access to recreational and exercise space for elementary and middle-school aged children for non-school based sports and other activities; and

WHEREAS, The City of Homer supports private efforts that provide our community's senior citizens with healthy, indoor walkable space when roads, sidewalks and trails are ice-covered; and

WHEREAS, The City of Homer recognizes the community's #1 identified need for recreation is an indoor sports facility; and

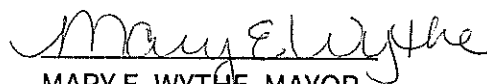
WHEREAS, The City of Homer encourages the provision of low-cost, affordable recreational opportunities by agencies and individuals within the City; and

WHEREAS, The City of Homer supports opportunities created by private funding that improve the quality of life for the community's residents.

NOW, THEREFORE, BE IT RESOLVED The City of Homer hereby affirms its support for the Soccer Association of Homer's SPARC (South Peninsula Athletic and Recreation Center) facility.

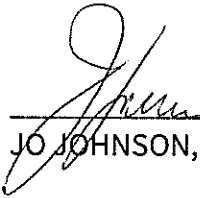
PASSED AND ADOPTED by the Homer City Council this 11th day of April, 2016.

CITY OF HOMER


MARY E. WYTHE, MAYOR

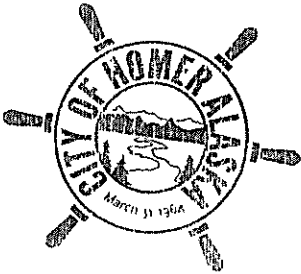
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ATTEST:



JO JOHNSON, MMC, CITY CLERK

Fiscal information: N/A



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

Lewis

3
4 **ORDINANCE 16-18(A)**

5
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 ENACTING HOMER CITY CODE CHAPTER 3.20, RECREATIONAL
8 FACILITY MATCHING GRANTS; AND AMENDING THE FY 2016
9 OPERATING BUDGET BY APPROPRIATING FUNDS IN THE
10 AMOUNT OF ~~\$900,000~~ **\$225,000** FROM THE PERMANENT FUND
11 TO THE RECREATIONAL FACILITY MATCHING GRANT FUND.

12
13 WHEREAS, Receiving assistance through State and Federal grant funds is becoming
14 increasingly difficult; and

15
16 WHEREAS, Recreation plays a vital role in the health, wellness and quality of life or our
17 community; and

18
19 WHEREAS, Recreational events attract visitors to Homer and stimulate economic
20 development; and

21
22 WHEREAS, It is in the interest of the City to provide grant funding for community
23 sponsored recreational capital projects where the community provides funding for at least
24 50% of the cost of the project; and

25
26 WHEREAS, A capital project is defined as a major acquisition or construction project
27 with a value of \$25,000 or greater that result in a fixed asset with a useful life of at least three
28 years.

29
30 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

31
32 Section 1. Homer City Code Chapter 3.20, Recreational Facility Matching Grants, is
33 enacted to read as follows:

34
35 Chapter 3.20
36 RECREATIONAL FACILITY MATCHING GRANTS

37
38 Sections:

39 3.20.010 Definitions.

40 3.20.020 Program established; Adoption of policy.

41 3.20.030 Grant applications.

42 3.20.040 Grant award.

43 3.20.050 Award conditions; Grant agreement.

44 3.20.060 Books and records; Audit.

45

46 3.20.010 Definitions.

47 In this chapter:

48 “Capital project” means the acquisition or construction of a fixed asset with a useful
49 life of at least three years that costs at least \$25,000.

50 “Grantee” means the recipient of a grant awarded under this chapter.

51 “Policy” means the recreational facility matching grant policy adopted under Section
52 3.20.020, as the same may be amended from time to time.

53 “Recreational facility” means a capital project that is intended for use and is useful in
54 the conduct of individual or team recreational or competitive athletic activity.

55

56 3.20.020 Program and fund established; Adoption of policy.

57 There shall be a recreational facility matching grant program that shall be
58 administered as provided in this chapter and in a recreational facility matching grant
59 program policy that the Council shall adopt by resolution and may amend from time to time.
60 There is established a Recreational Facility Matching Grant Fund, which shall be the source of
61 any grants awarded under this chapter.

62

63 3.20.030 Grant applications.

64 Annually the City shall publish on its website a notice requesting proposals for grants
65 of matching funds for recreational facility projects. A proposal shall include the information
66 required by the policy, which shall include without limitation:

67 A. A description of the proposer that demonstrates the proposer’s financial and
68 managerial capability to execute the recreational facility project and to operate and maintain
69 the recreational facility upon its completion.

70 B. A proposed budget for the recreational facility project including all costs of the
71 project and all funding sources for the project.

72 C. A description of the benefits to the City and its residents that will result from
73 the recreational facility project.

74

75 3.20.040 Grant award.

76 The Council or a designee, which may be an individual or a committee, shall review
77 proposals and identify those proposals that are eligible for a grant award. The Council shall
78 make all grant award decisions in its sole discretion. The Council shall determine the amount
79 of each grant, which shall not exceed 50% of the cost of the recreational facility project.

80

81 3.20.050 Award conditions; Grant agreement.

82 In addition to other conditions that may be included in the Policy, each grant award
83 shall be conditioned on the following:

84 A. The grantee demonstrating to the satisfaction of the City the commitment of
85 all other sources of funding that are required to pay the cost of the recreational facility
86 project.

87 B. The grantee executing a grant agreement with the City that, among other
88 things, includes the grantee's undertaking to operate and maintain the recreational facility
89 for the useful life of the facility.

90

91 3.20.060 Books and records; Audit.

92 A grantee shall maintain books and records that properly document its expenditure of
93 grant funds for costs of the recreational facility project, which books and records shall be
94 subject to inspection by the City upon reasonable notice. Upon completion of the
95 recreational facility project, the grantee, at its own expense, shall prepare and deliver to the
96 City an audit by a certified public accountant of all expenditures for the recreational facility
97 project.

98

99 Section 2. The FY 2016 Operating Budget is amended by appropriating \$900,000 from
100 the Permanent Fund to the Recreational Facility Matching Grant Fund for recreational facility
101 matching grants under HCC Chapter 3.20.

102

103 Revenue:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
	Permanent Fund	\$900,000 <u>\$225,000</u>

106

107 Expenditure:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
	Recreational Facility Matching Grant Fund	\$900,000 <u>\$225,000</u>

110

111

112 Section 3. Section 1 of this Ordinance is of a permanent and general character and
113 shall be included in the City Code. Section 2 of this Ordinance is a budget amendment only, is
114 not permanent in nature, and shall not be codified.

115

116 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER, ALASKA, this _____ day of
117 _____ 2016.

118

119

CITY OF HOMER

120

121

122

MARY E. WYTHE, MAYOR

123

124

125 ATTEST:

126

127

128

129 _____
JO JOHNSON, MMC, CITY CLERK

130

131

132 AYES:

133 NOES:

134 ABSTAIN:

135 ABSENT:

136

137

138 First Reading:

139 Public Reading:

140 Second Reading:

141 Effective Date:

142

143

144 Reviewed and approved as to form:

145

146

147

148 _____
Mary K. Koester, City Manager

149

150 Date: _____

Thomas F. Klinkner, City Attorney

Date: _____



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 AND RECREATION ADVISORY COMMISSION
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: APRIL 14, 2016
SUBJECT: RECOMMENDATION TO COUNCIL TO CREATE A NEW COMMISSION PARKS, ART,
RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

The Commission reviewed and discussed the idea to consolidate and merge the Public Arts Committee and the Parks and Recreation Advisory Commission into one nine member commission at the regular meeting on March 17, 2016. Commissioner Roedl requested a review of the ordinance creating the new commission before submitting their recommendation to Council for approval stating that he wanted to know what he was recommending before it was a done deal. Additional members agreed with Commissioner Roedl.

Below is the excerpt from the minutes reflecting the motion and discussion from this meeting:

*B. Combining the Public Arts Committee with the Parks and Recreation Commission
Recommendation to Council*

Chair Steffy read the title into the record.

ROEDL/BRANN - MOVED TO RECOMMEND CITY COUNCIL COMBINE THE PARKS AND RECREATION ADVISORY COMMISSION AND THE PUBLIC ARTS COMMITTEE TO FORM A NEW COMMISSION ENTITLED HOMER PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

The commission discussed the pros and cons to consolidating efforts with the Public Arts Committee. Commissioners discussed the following:

- Lack of knowledge about the arts and vice a versa*
- How consolidation would affect the meetings regarding agenda items and time management
 - including and incorporating art related topics as required into the agenda**
- Adding additional seats to the commission and how that would detail out
 - Existing members stepping up to fulfill the new commission seats*
 - Actual seating of additional members**
- Continuing the momentum of the PARC steering committee and implementation of recommendations from the needs assessment*
- Responsibilities of the Public Arts Committee
 - Overseeing the 1% for Art program related to capital projects*
 - Placement of art on or in city owned facilities*
 - Managing the Municipal Art Collection and donations of art to the city**
- Funding of projects that would be available to the commission that has art and recreational components*
- Public Art in Parks recommendations and donations*

- Public Arts Committee has not been able to recruit new members believed in part because they do not have a fixed budget, are not part of a department per se and lack of members make it difficult to obtain a quorum

Commissioner Roedl questioned the sense of urgency and requested reviewing the draft ordinance before signing off on it and Chair Steffy explained that there was no urgency but it was brought before the commission last year and the commission postponed discussion and decision. In all fairness to the Public Arts group the Commission should address their request. He further advocated that if there was no opposition to assimilating the committee into the commission he did not see why they could not accommodate the committee and address the issue sooner rather than later since the season is fast approaching and they will not be meeting for a lengthy period over the summer. Chair Steffy agreed it was reasonable to review the ordinance before submitting to council.

Staff explained that it will be a multi-step process since there will be changes needed to the bylaws to incorporate aspects of the Public Arts Committee and their administrative guidelines. Commissioner Ashmun expressed the desire to retain existing policies regarding the arts as part of the new commission.

Chair Steffy called for the vote.

VOTE. YES. HART¹, STEFFY, BRANN, ROEDL, ASHMUN

Motion carried.

¹ Commissioner Hart did not voice a vote. Chair Steffy noted that she was not in favor. Commissioner Hart rebutted she was not opposed to the motion but was abstaining. After checking with the City Clerk and Robert's Rules regarding this abstention it is found that abstaining is not permitted on this class of motion. Since Commissioner Hart stated on the record that she was not opposed her vote was included in favor of the motion.

Recommendation

REVIEW THE ORDINANCE AND PROVIDE ANY ADDITIONAL COMMENTS (OR CONCERNS) AND RECOMMENDATIONS FOR CITY COUNCIL REGARDING THE CREATION OF THE NEW COMMISSION. MAKE A MOTION TO RECOMMEND CITY COUNCIL ESTABLISH THE HOMER PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION AS ESTABLISHED BY HOMER CITY CODE 2.60

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

City Clerk

3
4 **ORDINANCE 16-**
5

6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,
7 REPEALING AND REENACTING HOMER CITY CODE 2.60, PUBLIC
8 ARTS COMMITTEE; REPEALING HOMER CITY CODE 2.68, PARKS
9 AND RECREATION ADVISORY COMMISSION; AND AMENDING
10 HOMER CITY CODE 18.07.020, DEFINITIONS, HOMER CITY CODE
11 18.07.040, IMPLEMENTATION, HOMER CITY CODE 18.07.050,
12 SELECTION, HOMER CITY CODE 18.07.070, EXEMPTIONS, HOMER
13 CITY CODE 18.07.090, PUBLIC ART FUND, AND HOMER CITY CODE
14 18.07.100, OWNERSHIP AND MANAGEMENT OF WORKS OF
15 PUBLIC ART; TO CREATE THE CITY OF HOMER PARKS, ART,
16 RECREATION AND CULTURE ADVISORY COMMISSION,
17 PRESCRIBE ITS DUTIES, AND PROVIDE FOR THE TRANSITION
18 FROM THE FORMER PUBLIC ARTS COMMITTEE AND PARKS AND
19 RECREATION ADVISORY COMMISSION TO THE NEW PARKS, ART,
20 RECREATION AND CULTURE ADVISORY COMMISSION.
21

22 WHEREAS, The Public Arts Committee and the Parks and Recreation Advisory
23 Commission have similar responsibilities to advise the City Manager and City Council
24 regarding cultural, educational, entertainment and recreational activities and facilities to
25 enhance the health and wellness of the community; and
26

27 WHEREAS, The overlapping responsibilities of the Public Arts Committee and the
28 Parks and Recreation Advisory Commission result in duplicative demands on the City staff
29 and services that support each body; and
30

31 WHEREAS, The Parks and Recreation Advisory Commission and the Public Arts
32 Committee recommend creating a combined commission that will have all of the
33 responsibilities of each body; and
34

35 WHEREAS, There are many examples of Parks, Art, Recreation, and Culture
36 Commissions operating successfully across the United States and it would be beneficial to
37 the City for the responsibilities of the Public Arts Committee and the Parks and Recreation
38 Advisory Commission to be combined.
39

40 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
41

42 Section 1. The purpose of this ordinance is to create a new Parks, Art, Recreation, and
43 Culture Advisory Commission to replace and perform the duties of the existing Public Arts
44 Committee and Parks and Recreation Advisory Commission, and to provide for the transition

Added language. Deleted language stricken through.]

45 from the former Public Arts Committee and Parks and Recreation Advisory Commission to
46 the new Parks, Art, Recreation, and Culture Advisory Commission.

47

48 Section 2. Homer City Code Chapter 2.60 is repealed and reenacted to read as follows

49

50 2.60.010 Created – Membership.

51 a. There shall be a City of Homer Parks, Art, Recreation and Culture Advisory
52 Commission, hereinafter referred to as the Commission. The Commission will be composed
53 of nine voting members, who shall be appointed by the Mayor and confirmed by the City
54 Council, plus one non-voting member who shall be a Homer area high school student
55 selected by his or her student body. Up to three voting members of the Commission may be
56 nonresidents of the City, but City resident applicants shall be preferred for all Commission
57 member appointments.

58 b. A Chair and Vice-Chair of the Commission shall be elected annually from and by the
59 voting members of the Commission. The Chair shall preside at meetings of the Commission.
60 In the absence of the Chair, the Vice-Chair shall perform the duties of the Chair.

61

62 2.60.020 Terms of members.

63 a. Voting members of the Commission are appointed for three-year terms.

64 b. The non-voting high school student member serving from Homer High School class
65 shall be appointed for a term that coincides with the school year.

66 c. A Commission member who is absent without excuse from two consecutive regular
67 meetings shall be subject to removal from the Commission by a majority vote of the members
68 present.

69

70 2.60.030 Proceedings of Commission.

71 The Commission shall hold one regular meeting in each of the months of February
72 through June and August through November on the day of the month that the Commission
73 shall select from time to time, and otherwise at the call of the Chair or a majority of the
74 Commission. A recording shall be made or minutes shall be kept of each meeting of the
75 Commission, showing the vote of each member upon every question. The recording or
76 minutes shall be filed in the office of the City Clerk and shall be a public record open to
77 inspection by any person.

78

79 2.60.040 Duties and responsibilities of Commission.

80 The Commission shall have the following duties and responsibilities:

81 a. Act in an advisory capacity to the City Manager and the City Council on matters
82 involving:

83

1. City parks.

84

2. Recreation facilities.

85

3. Public beaches and trails.

86

4. Support of the arts.

87

5. Acquisition, maintenance and disposition of works of art.

Deleted language stricken through.

88 6. Land use and future development related to parks and recreation facilities.

89 7. The administration of the public arts fund established by HCC 18.07.090.

90 Any recommendation by the Commission regarding the matters described above shall be
91 directed to the City Council through the City Manager, except that the recommendation shall
92 be sent directly to the Council when the Commission so requests.

93 b. Perform the functions prescribed in HCC Chapter 18.07 related to funding works of
94 art in public spaces.

95 c. Further the development and awareness of the arts in the City.

96 d. Consider any specific proposal, problem or project as directed by the City Council
97 and report thereon directly to the Council or as the Council otherwise directs.

98 e. Solicit donations of money and property in support of its duties under this section.

99 Donations of money shall be deposited to the City treasury in a separate fund designated for
100 parks, art, recreation and culture purposes. Donations of property shall be accepted by deed
101 or other conveyance subject to the approval of the City Council, and shall be held or disposed
102 of for parks, art, recreation or cultural purposes as the Council may direct. The Commission
103 may make recommendations to the Council for the disposition of money or property so
104 received.

105

106 Section 3. Homer City Code Chapter 2.68 is repealed.

107

108 Section 4. Homer City Code 18.07.020, Definitions, is amended to read as follows:

109

110 18.07.020 Definitions.

111 The following words, terms and phrases, when used in this chapter, shall have the
112 meaning ascribed to them in this section, except where the context clearly indicates a
113 different meaning:

114 “Art” and “work of art” mean all forms of original creations of visual art, including but
115 not limited to the following:

116 1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or
117 electronic, in any material or combination of materials.

118 2. Painting: all media, including portable and permanently affixed works, such
119 as murals.

120 3. Graphic arts: printmaking and drawing.

121 4. Mosaics.

122 5. Photography.

123 6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.

124 7. Calligraphy.

125 8. Mixed media: any combination of forms or media, including collage.

126 **“Commission” means the Parks, Art, Recreation and Culture Advisory**
127 **Commission.**

128 “Construction, remodeling or renovation of municipal buildings and facilities” means
129 any capital improvement projects paid for wholly or in part by the municipality to build,
130 rebuild or improve any decorative or commemorative structure, park or parking facility or

[Bold and underlined added. Deleted language stricken through.]

131 any building.

132 “Total cost of construction, remodeling or renovation” means the total allotted
133 funding for the subject project at the time of award of contract, exclusive of the costs of land
134 acquisition, site investigation, and environmental cleanup or remediation.

135
136 Section 5. Homer City Code 18.07.040, Implementation, is amended to read as
137 follows:
138

139 18.07.040 Implementation.

140 a. During the preliminary design review of any project for construction, remodeling or
141 renovation covered by this chapter any contractor, department or instrumentality of the
142 municipality charged with the design preparation of this project shall consult with the
143 **Commission** ~~Public Arts Committee~~ regarding the implementation of HCC 18.07.030(a).

144 b. The **Commission** ~~Public Arts Committee~~ may adopt, and from time to time amend,
145 regulations setting forth the manner in which the requirements of this chapter shall be
146 carried out, which shall be effective upon approval by City Council resolution.

147 c. The requirements of HCC 18.07.030(a) shall not be waived except as provided for in
148 HCC 18.07.070.

149
150 Section 6. Homer City Code 18.07.050, Selection, is amended to read as follows:
151

152 18.07.050 Selection.

153 a. Where works of art are to be incorporated in the construction, remodeling or
154 renovation of a City building or facility or its grounds, such works of art shall be selected and
155 recommended to the Council for approval by a jury consisting of the architect or project
156 designer, a representative of the user department, a representative of the **Commission**
157 ~~Public Arts Committee~~ and such additional persons that the **Commission** ~~Public Arts~~
158 ~~Committee~~ may designate, subject to Council approval.

159 b. Where works of art are to be commissioned or acquired, but not incorporated in the
160 construction, remodeling or renovation of a City building or facility or its grounds, such works
161 of art shall be selected and recommended to the Council for approval by a jury of at least
162 three members consisting of a representative of the user department, one or more members
163 of the **Commission** ~~Public Arts Committee~~ and such additional persons that the **Commission**
164 ~~Public Arts Committee~~ may designate, subject to Council approval.

165
166 Section 7. Homer City Code 18.07.070, Exemptions, is amended to read as follows:
167

168 18.07.070 Exemptions.

169 The City Council may waive the requirements of this chapter in whole or in part as to
170 the construction, remodeling or renovation of a City building or facility upon a finding by the
171 **Commission** ~~Public Arts Committee~~ or City Manager that the inclusion of works of art in the
172 construction, remodeling or renovation as required by this chapter would not provide any
173 aesthetic benefit to the community or to the principal users of the building or facility.

[Bold and underlined added. Deleted language stricken through.]

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Section 8. Homer City Code 18.07.090, Public art fund, is amended to read as follows:

18.07.090 Public art fund.

a. A public art fund is established as a separate, interest bearing account in the City general fund to receive money for the public art program from the following sources:

1. Funds for public art fees received from private development.
2. Funds donated to the City for public art.
3. Other funds appropriated by the Council for public art.

b. Money in the public art fund shall be used solely to pay the costs of selecting, commissioning, acquiring, installing, maintaining, public education regarding, administrating, removing and insuring the works of public art, and any other expense related thereto.

c. Interest earned on money in the public art fund shall be deposited in the public art fund.

d. The public art fund is administered by the City with the advice of the **Commission** ~~Public Arts Committee~~.

e. The **Commission** ~~Public Arts Committee~~ annually shall prepare a plan for expenditures from the public art fund for approval by the City Council.

Section 9. Homer City Code 18.07.100, Ownership and management of works of public art, is amended to read as follows:

18.07.100 Ownership and management of works of public art.

a. Ownership of all works of art acquired by or on behalf the City shall be vested in the City.

b. The City shall place or construct public art at locations that are open to the public and where the public art shall be visible to the general public during, at a minimum, normal business hours.

c. The removal from display by the City of public art owned by the City shall follow established guidelines for de-accessioning and shall be subject to review and recommendation by the **Commission** ~~Public Arts Committee~~ with final approval by the Council.

Section 10. Each person who is a member of the Parks and Recreation Advisory Commission immediately preceding the effective date of this ordinance shall become a member of the Parks, Art, Recreation and Culture Advisory Commission on the effective date of this ordinance, to serve for the remainder of the term for which the person was appointed to the Parks and Recreation Advisory Commission. Immediately following the effective date of this ordinance, the Mayor shall appoint, subject to confirmation by the City Council, additional voting members of the Parks, Art, Recreation and Culture Advisory Commission as required to fill any vacancy on that Commission. The persons so appointed shall serve for terms designated by the Mayor so that the terms of three voting Commission members expire

[Bold and underlined added. Deleted language stricken through.]

217 every year.

218

219 Section 11. Sections 2 through 9 of this ordinance are of a permanent and general
220 character and shall be included in the City code. Sections 1 and 10 of this ordinance shall not
221 be codified.

222

223 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER, ALASKA, this _____ day of
224 _____ 2016.

225

226 CITY OF HOMER

227

228

229

230 _____
MARY E. WYTHE, MAYOR

231 ATTEST:

232

233

234

235 _____
JO JOHNSON, MMC, CITY CLERK

236 AYES:

237 NOES:

238 ABSTAIN:

239 ABSENT:

240

241

242

243 First Reading:

244 Public Reading:

245 Second Reading:

246 Effective Date:

247

248

249

250 Reviewed and approved as to form:

251

252

253 _____
Mary K. Koester, City Manager

254

255

Thomas F. Klinkner, City Attorney

Date: _____

[**Bold and underlined added.** Deleted language stricken through.]



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: April 12, 2016
Subject: Trails Symposium

Commissioner Lowney will provide an update on the symposium. Funding is needed to pay the required security fee, as well as any additional desired newspaper advertising.

Requested Action: Approve funds for Islands and Ocean building fee, and any advertising.

Date: Tuesday May 3rd

Time: ?

Symposium goal: ?

Anything needed from Commissioners?

Anything needed from Staff?



From: Debra Lowney <dlowney@acsalaska.net>
Sent: Wednesday, April 06, 2016 7:08 PM
To: adele@bunnellarts.org
Cc: matt@homerswcd.org; Julie Engebretsen; Renee Krause
Subject: Fwd: RESERVATION CONFIRMATION: Islands & Ocean Visitor Center 5/3/16
Attachments: AIOVC Meeting Checklist.doc; Cleaning Checklist.docx; Recycling Letter.doc; UsePolicy_IOVC_Updated6.2015.pdf

This is the confirmation for the trails symposium location.

I will make contact with the security service. I believe it is \$25 per hour.

Deb

Sent from my iPad

Begin forwarded message:

From: "Zwickey, Kara" <kara_zwickey@fws.gov>
Date: April 6, 2016 at 1:21:03 PM AKDT
To: <dlowney@acsalaska.net>
Subject: RESERVATION CONFIRMATION: Islands & Ocean Visitor Center 5/3/16

Hi Deb-

This confirms your *tentative* room reservation for the Alaska Maritime National Wildlife Refuge's **Seminar Room on May 3, 2016 from 4:30-8:00 pm**. Your reservation will be complete when you inform me who you have booked for security for the evening.

FACILITY FEE

As this is a free educational event supporting conservation, we will offer you the facility free of charge. Please forward me a copy of any fliers or press releases you do for the event, and please credit the Alaska Maritime National Wildlife Refuge as a sponsor for use of the building.

SECURITY

Our doors open at 12:00pm and close at 5:00pm (Tuesday - Saturday) sharp. You will need to contract with an approved security person outside these hours to handle building lock-up. Please e-mail them at security@islandsandoocean.org to make arrangements.

FACILITY RESERVATION POLICY

Finally, please review the attached Meeting Coordinator Checklist, Recycling letter, and cleaning checklist before arriving at the Center. It contains important information about facility usage and clean-up.

Please feel free to contact me with any addition questions. We look forward to hosting you at Islands & Ocean Visitor Center!

Sincerely-

To cancel a reservation: Please notify the Visitor Center Manager in writing (e-mail or fax) at least five business days in advance of the date you are scheduled to use the Center.

PLEASE FORWARD THIS E-MAIL TO ALL HOSTS/TRAINERS OF THE EVENT, TO ENSURE THEY ARE AWARE OF THE IMPORTANT BUILDING USAGE INFORMATION OUTLINED BELOW AND IN THE ATTACHMENTS

Kara Zwickey

Islands and Ocean Visitor Center Manager

Alaska Maritime National Wildlife Refuge
95 Sterling Highway #1
Homer, Alaska 99603

907.226.4675

Kara_Zwickey@fws.gov

<http://AlaskaMaritime.fws.gov>



Visit us on
Facebook

[Like us on Facebook](#)



Alaska Maritime National Wildlife Refuge

Space Use Policy



The Alaska Maritime National Wildlife Refuge's Islands & Ocean Visitor Center provides a unique setting for community events and functions. To ensure the safety of our guests, preserve our facility, and its collection of exhibits, the following policies and procedures will be strictly enforced.

Eligible Users and Uses:

The Alaska Islands & Ocean Visitor Center is a partnership between the Alaska Maritime National Wildlife Refuge (U.S. Fish & Wildlife Service), the Kachemak Bay Research Reserve (University of Alaska), and NOAA, dedicated to understanding and conserving the marine environment. The facility may not be used for activities deemed inappropriate by Refuge Manager. Banquets are not a permitted activity. Priority for use is given to events in support of the agencies' missions. Private use of the facility for events or functions is not permitted, to avoid a sense of competition with private business. The following types of groups may use the Alaska Islands & Ocean Visitor Center:

- Government Agencies
- Community-based nonprofit and professional organizations
- Education organizations and K-12 and University educators and students
- Organizations for non-partisan public issue awareness and education and nonpartisan organizations promoting participation in the political process.

The Islands & Ocean Visitor Center cannot be used for any activity that advances a particular religious doctrine. Because of the high demand for space, we cannot book regular weekly or monthly board meetings groups.

TO REQUEST A SPACE:

1. Read this document - the **Space Use Policy**.
2. Fill out the **Use Request Form** and return to:
Alaska Maritime National Wildlife Refuge
Visitor Center Manager
95 Sterling Highway, #1, Homer, AK 99603
Email: alaskamaritime@fws.gov
Phone (907) 226-4675 Fax (907) 235-7783

Reservations for space are guaranteed only when a confirmation letter has been issued. The letter will include any rental fee amount. Payment of the rental fee and cleaning deposit is due in full 14 days prior to the event. Make checks payable to: U.S. Fish and Wildlife Service (separate check for cleaning deposit).

Cancellation Policy: Upon cancellation, fees will be returned minus any expenses incurred.

Guarantees: The user's authorized representative and the Visitor Center Manager must approve final plans 14 days prior to the event. This includes all arrangements for suppliers, subcontractors, musicians, deliveries, security services provided, clean-up plan, etc. Any changes requested within the 14-day period will be evaluated and reasonable efforts will be made to comply. Additional charges may be incurred as a result of these changes. The Visitor Center reserves the right to disallow any changes to the original plans.



Event Staffing: Alaska Islands & Ocean Visitor Center does not provide event staffing, only space. It is the responsibility of the user to provide staff for setting up, taking down, cleaning-up, running the event, monitoring event participants, and hiring **approved** (email: security@islandsandocean.org) building security personnel.

Authorization: The user or organization must identify one person to coordinate the event details with the Visitor Center Manager. The designated person will have the authority to make an agreement for the Visitor Center’s space rental and use. Prior to each authorized event a representative of the organization will be required to complete and sign a Space Use Request that authorizes the activities and notes any special conditions required of the user. The permitting process is intended to protect both the facility management and user from misunderstandings that could arise from simple verbal discussions and agreements.

Space Limitations and Hours: Users are permitted in only those area(s) specified in the signed permit. The number of guests must not exceed the maximum room capacity or the maximum number of guests specified by the permit. If last-minute guests are added who require additional accommodations and/or alternate space the permit may be renegotiated and rooms/rates adjusted accordingly. Events occurring during posted Visitor Center hours will incur the fees in the schedule below. Events occurring before or after posted Visitor Center hours will incur any expenses involved in hiring an approved security person as specified below. All activities, including set-up and clean-up, will be conducted between the hours of 8:00am and 10:00 p.m. The lobby and auditorium will not be available for rental during posted Visitor Center hours from April 1 through Labor Day as it will be operating 7 days a week. The facility is closed and not available for rent on federal holidays. The Exhibit Hall will be accessible to guests after posted business hours by special arrangement only. Advance set up and take down arrangements must be scheduled through the Visitor Center Manager and may result in additional charges. It is the responsibility of the user to see that all guests adhere to the times and locations specified in the permit. Activities beyond the parameters of the permit will result in additional charges.

Space Name	Size	Daily Use Fees*
Seminar Room	Seating 50	\$275
Lab Classroom	Seats 32 at work tables (may be divided into two equal rooms; 16 seats each)	\$315
Auditorium	Seating for 170 maximum Max 260 people reception style: no chairs; up to 6 tables	\$550 <i>(only 120 available during regular business hours)</i>
Lobby	Only available after hours	\$470

***\$50 Cleaning Deposit Required for all events - separate check**

**Lab Classroom rental rate does not include use of lab equipment. The lab classroom is not available as a rental unless combined with a staffed educational program. Reconfiguration of the classroom is not permitted.*

** Users responsible for setting up chairs/tables in Seminar and Auditorium Room configuration; maximum occupancy must always be observed.*

Building available between 8:00am – 10:00pm, including set-up and clean-up time.



Security: The user will be responsible for contracting for security at the Visitor Center for events held after hours. Security for the Center consists of approved individual(s) who:

- are not associated with or attending the event
- have an adjudicated U.S. Department of the Interior background check
- have been trained in building operations by the Visitor Center Manager.

Security personnel will be responsible for: unlocking the facility prior to the event, disarming the alarm system, turning on lights, and monitoring hallways, lobby, exhibit hall, and entrance/exits at all times while the event is occurring. The security personnel will be responsible for clearing the Visitor Center at the conclusion of the event. The security personnel will turn off appropriate lights, lock all doors, and arm the security alarm system. Failure to have the appropriate security personnel in the submitted event plan will result in denial of the event and space requested or reserved. Current rates are \$25/hour payable directly to the security contractor.

Security and A/V tech contractors can be reached by email: security@islandsandocean.org.

Property Damage: The user will be held financially responsible for any and all damage to the facility, grounds, exhibits, works of art, equipment or other Visitor Center property damaged by any member of the user group and/or subcontractor employed by the user group. All damage must be repaired to the satisfaction of the Visitor Center Manager. The Visitor Center is not responsible for the loss or damage to any property or liability sustained by members or guests while on Visitor Center property.

Children: Childcare facilities are not available. All children must be under the direct supervision of an adult and must remain in the same room that the function is being held in.

Decorations & Signs: Erecting or posting signs on Visitor Center property is prohibited. No material is to be fastened by any means to any wall surface, exhibit, ceiling or equipment without prior approval by the Visitor Center Manager. The contracting individual/organization is responsible for all cleaning charges resulting from decorations. The use of candles, or tossable materials such as balloons, confetti, rice, and birdseed are not allowed in the facility or on the grounds. Room arrangements must meet all fire, safety, and building code requirements for access and egress.

Green Requirement: REDUCE, REUSE, RECYCLE

Alaska Islands & Ocean Visitor Center has a comprehensive waste reduction program that all groups are required to participate in. Through reducing, reusing, recycling and composting we divert approximately 80% of our waste (by weight) from the local landfill. As you plan your event make sure that you plan for an announce reminders at the beginning of your event:

- Bring, or use our reusable supplies and facilities (Over 30 sets of complete dinnerware, including ceramic cups, glasses, flatware, and small and dinner-sized plates are available. Please arrange use with Visitor Center Manager for your meeting. A dishwasher located in the seminar room is available for clean-up.)
- Please take time to sort your trash and recycling into the appropriate containers.
- Remove lids & caps and empty contents of beverage containers before recycling.
- Eliminate plastic water bottles by using our Britta filtering water pitchers.
- Hot pots are available for making coffee or hot water for tea (tea, coffee grounds, sugar, and creamer not provided).



Clean Up: Cleaning will be the responsibility of the user, immediately following an event. Cleaning consists of: collecting items left, emptying used trash cans, cleaning up all spills, stains, and discarded items in the Visitor Center and on grounds as a result of the event. Areas used for the event will have the floors swept and/or vacuumed. Any Visitor Center equipment including: tables, coffee makers, cups, glasses, or utensils shall be cleaned thoroughly and put away after use. All recyclable materials shall be put in the proper receptacles. Garbage will be placed in the dumpster located near the service entry of the facility. Cleaning equipment and products will be provided as part of the use agreement. The Visitor Center does not provide any cleaning services; however, depending on the type and extent of an event the Visitor Center Manager may require a contracted professional cleaning service as part of the Building Use Permit. A cleaning deposit equal to the rental fee is due at the same time as the rental fee. At the Visitor Center Manager's discretion, a walk-through inspection at the conclusion of the event may be required. Room set up and take-down is the responsibility of the user organization/individual.

Media Coverage/Photography: If media coverage is anticipated for any event, the client must obtain prior approval from the Visitor Center Manager. Images from the Visitor Center's works of art or exhibits may not be reproduced for profit or self-promotion without prior written approval of the Visitor Center Manager.

Vendors/Suppliers: Users must provide the name, address, telephone number, and a contact person for every vendor/supplier providing service for a Visitor Center event. Accurate set-up times and other requirements must be confirmed in advance. The Visitor Center Manager reserves the right to refuse access to any vendors who do not meet the standards for goods and services deemed appropriate by the Visitor Center. Delivery arrangements for materials and equipment must be made in advance through the Visitor Center Manager.

Audio/Visual Services: The Visitor Center has limited audio/visual equipment available for meetings and presentations. Use arrangements must be made through the Visitor Center Manager, and any requested equipment is not reserved until confirmed in writing by the Visitor Center Manager. The Visitor Center is not equipped to handle photocopying, faxing or other business service needs.

Smoking/Open Flame: Smoking or the use of open flame, i.e. candles or sterno*, etc. is not permitted within the Visitor Center. (*Exception – applicants may request permission in their Space Use Request to allow a professional catering service use warming devices.) If a fire or smoke alarm is activated, resulting in a false alarm during an event as a result of the user or user guest, the user will be charged a security system response fee of up to \$300.00.

Food and Beverage/Catering: Food service associated with meetings may be permitted but Banquet events are not permitted. There are no catering services, food preparation areas, or food storage areas available at the Alaska Islands & Ocean Visitor Center. The Visitor Center does have some serving tables and coffee service areas. Under no circumstances will food or beverages be allowed in the exhibit areas. An approved list of caterers is below, please contact the Visitor Center Manager if you wish to add a caterer not listed: Two Sisters Bakery, Fat Olives, Fritz Creek, or Cosmic Kitchen.



Parking: Parking for center events can be a limiting factor in approving a request for use. The visitor parking area has approximately 65 parking spaces and the staff parking area has approximately 45 spaces. If it is obvious that an event will overwhelm the available parking we reserve the option to deny the use request. Other options may be available that will satisfy overflow parking and could include offsite arrangements, tour bus, carpooling, etc.

Bookstore Availability: If the user requests the Alaska Geographic Bookstore to be open for their event outside of posted Visitor Center hours, prior arrangements must be made with the bookstore manager, by calling 907-226-4618.





Alaska Maritime National Wildlife Refuge

Use Request



Today's Date: _____

Space Requested: (use a separate form for each room & date)

- Seminar Room
- Lab Classroom
- Auditorium
- Lobby

Organization Name: _____

Organization Address: _____

Organization is: Government Agency Non-Profit Professional Organization

Our mission: Supports conservation (write below)
 Is not connected to the mission of the Refuge

OFFICIAL USE ONLY	
Room Host: _____	
<input type="checkbox"/> Payment Received	
<input type="checkbox"/> Cleaning Deposit Received	
<input type="checkbox"/> Booked on Calendar	
Security Personnel: _____	

Event Title: _____

Purpose of Event: _____

Number of People: _____

Event Day & Date: _____

Alternate Day & Date: _____

Event Start Time: _____

Event End Time: _____

Set-up/Arrival Time: _____

Clean-up/Departure Time: _____

Event Coordinator: _____

Phone Number: _____

Fax Number: _____

E-mail Address: _____

Catering Company: _____

Equipment Request: (Event Coordinator Responsible for Set-up/Clean-up; Equipment Subject to Availability)

Chairs: (#) _____ Tables: (#) _____ LCD Projector Wireless Microphone DVD Player

I have read, understand, and agree to the terms and conditions outlines in the Alaska Maritime National Wildlife Refuge Use and Rental Policy. I understand that I am responsible for all set-up and clean-up of the space, and may be required to hire one or more approved security personnel. I understand that the space is not reserved until confirmed in writing by the Visitor Center Manager.

Signature: _____ Date: _____

PLEASE FILL OUT FORM COMPLETELY. INCOMPLETE REQUESTS WILL NOT BE PROCESSED.





95 Sterling Highway, Suite #1
Homer, AK 99603
Phone: (907) 226-6546/ Fax: (907) 235-7469
<http://IslandsAndOcean.org>

Meeting Coordinator's Checklist

We look forward to hosting your group at the Alaska Islands & Ocean. The Alaska Islands & Ocean Visitor Center is a partnership between the Alaska Maritime National Wildlife Refuge (U.S. Fish & Wildlife Service) and the Kachemak Bay Research Reserve (Alaska Dept. of Fish & Game) in which education and interpretation of the marine ecosystem is an emphasis. We are happy to provide you with comfortable, modern meeting facilities and equipment, but with our limited staff cannot provide some of the personal services you would find at a paid hotel conference center. The following checklist will help you have a successful meeting at the Alaska Islands & Ocean Visitor Center.

- The Meeting Coordinator listed on the form will be our single point of contact.** Your *Alaska Islands Visitor Center Usage Request Form* should give us all the information we need to set up your meeting.
- Changes or cancellations must be made in writing,** via email or fax, no later than **five business days** prior to your meeting.
- Rooms must be left in the condition in which they are found.** It is your responsibility to set-up and take-down chairs and tables as requested on the *Alaska Islands & Ocean Visitor Center Usage Request Form*. Our tables are heavy and should be carried, not dragged, when moving – so plan on having two people to set them up. A vacuum and other cleaning supplies are available on-site – in the closet of the seminar room and in the janitor's closet in the employee/deliveries entrance hall.
- Coordinate equipment and other needs with your presenters.** Do not refer presenters to Alaska Islands & Ocean Visitor Center staff. Users are responsible for safe use of all equipment and for any damage.
- Check your equipment request.** Our small staff has basic training in our audiovisual equipment. If your needs are more complex, you may wish to bring your own equipment.
- Computers and phones are not available.** You will need to bring your own computer and will not have internet access unless it is a USFWS computer. We do not have phones available for use by non-FWS meetings.
- Please bring required office supplies** The Alaska Islands & Ocean Visitor Center does not stock office supplies for distribution. See Office Supplies Checklist attached.
- Allow ample setup and cleanup time.** Please include time for set-up and breakdown when requesting 'timeframe' on Usage Request Form.
- Allow five minutes** at the start of your meeting for a safety briefing by Alaska Islands & Ocean Visitor Center staff.
- There are no catering services or food preparation areas, or food storage areas available through Alaska Islands & Ocean Visitor Center.** The Center does have serving tables and coffee service areas within some spaces. An approved list of caterers is below, please contact the Visitor Center Manager if you wish to add a caterer not listed:
 - Two Sisters Bakery
 - Fat Olives
 - Fritz Creek
- Food and beverages are not allowed in the exhibit hall.**
- No tape, tacks, or artist gum - the Center does not allow any material to be fastened by any means to any wall surface, exhibit, ceiling or equipment without prior approval by the Visitor Center Manager.** The contracting individual/organization is responsible for all cleaning charges resulting from decorations. The use of candles, or tossable materials such as balloons, confetti, rice, and birdseed in the facility and on the grounds is not allowed. Room arrangements must meet all fire, safety, and building code requirements for access and egress.
- The Alaska Islands & Ocean Visitor Center is a smoke-free environment.**

The Alaska Islands & Ocean Visitor Center *does not* provide office supplies, including:

- COMPUTERS/Computer cords/Power cords**
- Post-its (large and small) and flags**
- Pens/Pencils**
- Scotch tape, masking tape, glue sticks**
- Rubber bands**
- Paper clips, binder clips, push pins, velcro**
- Hi-lighters**
- Note pads and notebooks**
- Stapler, staples, staple remover**
- Clipboards**
- Name tags**
- Calculator**
- Index cards**
- Hole punch**
- Scissors**
- White out**
- Flip chart paper**
- Markers**
(Please plan on bringing white-board markers for use in the seminar room)
- Magnets**
(The seminar room's whiteboards are magnet-friendly)

Cleaning Checklist:

- Wipe down tables
- Wipe down counters and surfaces.
- Clean Whiteboards
- Empty trash cans and dispose in outside dumpster. Replace plastic liner.
 - **No exceptions. Must be emptied at the end of EACH event.**
- Empty recycle bins and dispose in back hallway. Replace plastic liner.
- Return all trash/recycling bins to designated space
- Collect and discard all items left in meeting space, lobby, and grounds as a result of event. Please check lockers, too.
- Empty contents of refrigerator
- Vacuum Floors (Seminar/Auditorium)
- Sweep Floors (Lab Classroom, Lab 129)
- Return tables to designated storage space
- Return excess chairs to designated storage space
- Set-up chairs in designated configuration. (Seminar: 50; Auditorium: 120)
 - Seminar: 5 rows 10, 1 center isle
 - Auditorium: 2 isles, 4- 6- 4 in each row. Metal scones @ back
 - ****SEE VC MANAGER FOR CONFIGURATION**
- Run dishwasher and return cups, glasses, and utensils to designated storage space.
- Rinse coffee pots and open to dry
- Wipe down coffee makers and empty grounds
- Fill Britta water filters in refrigerator
- Restroom checked and any major problems resolved
- Return checked-out AV equipment in working condition ****see below****
- Damage reported immediately to IOVC Staff

****Cleaning equipment and products located under sink in Seminar Room and Auditorium.**

****Vacuum, rags, trash can liners – in custodial closet**



REDUCE

REUSE

RECYCLE

COMPOST

Dear Event Coordinator,

Alaska Islands & Ocean Visitor Center has a comprehensive waste reduction program that we encourage all visiting groups to participate in. Through reducing, reusing, recycling and composting we divert approximately 80% of our waste (by weight) from the local landfill.

You can assist our efforts by:

- taking advantage of our reusable supplies and facilities
 - *Over 30 sets of complete dinnerware – including ceramic cups, glasses, flatware, and small and dinner-sized plates. Please ask to use them for your meeting and take advantage of our dishwasher in the seminar room for clean-up.*
 - *We have three large Britta filtering water pitchers that we can fill and refrigerate for you for meeting use to eliminate plastic water bottle use.*
 - *Hot pots are available for making coffee or offering hot water for tea (be sure to bring your own coffee grounds, sugar, and creamer)*
- announcing the following reminders at the beginning of your event:
 - *Please take time to sort your trash into the appropriate containers.*
 - *Remove lids & caps and empty contents of aluminum, glass and plastic beverage containers before recycling.*
 - *We encourage you to bring a container to collect food and paper towel compost and take it with you.*

Help us continue to be part of the solution instead of the problem. Your cooperation will be appreciated!

*Regards,
The I&O Custodian*

P.S. Those wanting to know more about our program are welcome to visit “recycling central” in the shipping/receiving room at the rear entrance. You just may learn something new...



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: April 14, 2016

Subject: Beach Policy Update

I have more work to do on the appendices; I should have them for the May meeting. Please review the minutes in your packet from the last meeting on the Beach Policy.

Requested action at this meeting:

Page 4 line 74, also page 12 line 314: one of the recommendations is improved access at Crittenden. Before the recent road project there was beach access only by private land. There is now a public trail, although it is somewhat steep. Increased pedestrian access may also lead to more illegal street parking, user conflicts, trash, etc. Please discuss this beach access point to determine what improvements are desired now, or just leave it as a general recommendation? We can also document the problems at this location, even if we don't have solutions now.

Page 5 Line 97: See staff comments on this section. Commission comments?

Page 6 Line 127: See staff comments on this section. Commission comments?

Page 8 Line 199: See staff comments on this section. Commission comments?

Page 8 Line 209: See staff comments on this section. Commission comments?

Page 9 Line 218: Robert is investigating, thank you!

Page 10 Line 257: See comments about the conservation easement

Page 11 Line 276: Make a new beach map and get rid of area 7? Now that more areas are closed to cars, staff doesn't think we need as many separate zones...

Attachments: April DRAFT 2016 Beach Policy

City of Homer Beach Policy

APRIL DRAFT 2016

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14 **Table of contents**

15 1. Purpose and Intent

16 2. Definitions

17 3. General Policy Recommendations

18 4. Specific Area Recommendations

19 5. Beach Policy History

20 Beach Area Map [– to be updated](#)

21 Section Line Easement Diagram [to be updated](#)

22 State Attorney General Opinion

23 Appendix A: Beach Access Notes [– to be updated](#)

24 Appendix B: Mainland public access points to Kachemak Bay [– to be](#)
25 [updated, \(might be a fall project\)](#)

26

27 **1. Purpose and Intent**

28 This document is an update to the Beach Policy Task Force Final Recommendations,
29 adopted June 25th 2001 [and the Parks and Recreation Commission recommendations in](#)
30 [2007 and 2016](#). Since 2001, the City of Homer has annexed more land and beaches, and
31 implemented parts of the original plan. The purpose of this document is to update the
32 Beach Policy and make recommendations for future actions. The intent of the Beach Policy
33 is to keep Homer’s beaches safe and enjoyable for all users, and preserve natural
34 environment.

35 **Goals**

36 **Education**

37 Educate beach users by provide signage and beach information at convenient locations.

38 **Prevention**

39 Limit conflicts between motorized users and pedestrians by encouraging courtesy and
40 common sense.

41 Protect sensitive beach habitat and wildlife from inappropriate use of beaches – i.e. keep
42 motorized vehicles out of lagoon areas.

43 **Enforcement**

44 Ensure adequate staffing on holiday weekends.

45 **2. Definitions**

46 a. “Berm” means a natural, linear mound or series of mounds in a beach area composed of
47 sand, gravel, or both, generally paralleling the water at or landward of the elevation of
48 mean high water.

49 b. “Storm berm” – means a berm formed by the upper reach of storm wave surges or the
50 highest tides. Storm berms generally include an accumulation of seaweed, driftwood, and
51 other water-borne materials. A beach area may have more than one storm berm.

52 **Example:** Grassy areas of Mariner Lagoon and Beluga Slough where highest
53 tides and storm deposit logs and driftwood. Tall grasses grow there most of the time, and
54 only at the highest tides and largest storms are logs thrown up on the beach.

55 c. “Submerged land” means land covered by tidal water from the elevation of mean low
56 water seaward to the corporate boundary of the city.

57 d. “Tideland” means land that is periodically covered by tidal water between the elevation
58 of mean high water and mean low water.

59 e. “Beach area” means all of the following, whether publicly or privately owned:
60 submerged land, tideland, and the zone of sand, gravel and other unconsolidated materials
61 that extends landward from the elevation of mean high water to the place where there is a
62 marked change in material or physiographic form.

63 f. “Motor vehicle” means a device in, upon, or by which a person or property may be
64 transported or drawn upon or immediately over land, that is self propelled except by human
65 or animal power.



66

67

68 **3. General Recommendations for all Homer Beaches**

69 **1. Identify and improve beach access points.** Heavy impacts are created by a large
70 number of people accessing the beach at a small number of places. By finding, improving
71 and publishing all public beach access points, we will diffuse the impacts and provide a
72 more enjoyable experience to all.

73 A. Improve Access via: Crittenden Dr., Ocean Dr., Spit, Kachemak Dr.

74 [Staff comment: what more improvements are desired at Crittenden?](#)

75 B. Provide signage at all public access points.

76 1. Specifically, signage shall be maintained at Bishop’s beach park, Ocean Drive
77 Loop, the parking areas on the east side of the Homer Spit, on the Airport Beach Road, and
78 Kachemak Drive.

79 C. Appendix A documents other public access points and the pros and cons of their
80 development. [Staff comment: I will update w comments from 2015 meetings](#)The appendix
81 should be expanded to include Homer Spit public access points, particularly on the east side of
82 the spit. [Staff comment: I will work on this for May meeting](#)

83 | **2. Install and maintain signage as needed. Signage should be positive and**
84 | **informative.**

85 | A. Sign examples for the Mud Flats, Berms & Driftwood

86 | 1) Help build our beach berms and protect our critical habitat areas.

87 | 2) Please do not drive on or remove any material from the storm berms. The
88 | grasses growing here provide habitat and are an important part of berm
89 | stabilization. Driftwood plays an important role in building and protecting our
90 | berms.

91 | 3) The Mud Flats are fragile and important habitat for wildlife. They are
92 | hazardous and off limits to vehicles and foot traffic.

93 | 4) Encouraging courtesy to other users.

94 | B. Examples for private property:

95 | 1) Please be aware that private property extends 100' or more toward the water
96 | from the high tide line.

97 | **3. ~~Ask for City Attorney opinion on location of seaward property lines.~~**

98 | Be aware of seaward property boundaries when making municipal decisions.

99 | Although many people believe property lines stop at a water boundary, it has become
100 | apparent this is not always the case in Kachemak Bay. Normal property lines next to the ocean
101 | are established at mean high tide, and slow erosion does change boundaries. The 1964
102 | earthquake caused the sinking of the Spit and Homer area. The sea flowed over the lowered land.
103 | This sudden change is called avulsion and legally does not change land boundaries. (See attached
104 | opinion by State Attorney General). Usually in Alaska, the area below mean high tide is owned
105 | by the State of Alaska, and this is true in a few spots in Homer. But generally speaking, the City
106 | owns the tidelands below mean high tide.

107 | Staff comment: slow erosion affects property lines; so far no one in Homer has proven
108 | avulsion due to the 1964 earthquake. They have that legal avenue in court, but without adequate
109 | documentation it's a long shot. I would rephrase this section and not ask for a city attorney
110 | opinion, which by the way is not binding – only a court case or platting action would actually
111 | change anything.

112 | **4. Encourage better enforcement of applicable existing state and local laws.**

113 | Examples of applicable laws include: HCC 19.08 Campgrounds, HCC 7.16 Vehicles in Beach
114 | Areas; HCC 18.28.200 Waste or injury to land, and Alaska State Traffic Regulations regarding:
115 | DWI, Reckless Driving, Negligent Driving, Basic Speed, and Littering.

116 A) More evening enforcement in City campgrounds, and encourage/post quiet hours.

117 B) More enforcement of city driving laws on city beaches. [JE check w Chief Robl](#)

118 **5. Develop and distribute brochures with a coordinated public relations campaign.** It
119 is important to enlist the public in the campaign to keep our beaches enjoyable for all, to limit the
120 human damage to fragile areas and to minimize friction between user groups. We need
121 everyone's help.

122 A. Prior to major holiday weekends, advertise beach rules and etiquette in the local
123 newspapers. Consider a public services announcement on local radio stations. Budget at least
124 \$500 annually for this advertising.

125 B. Budget at least \$500 a year for sign replacement.

126 C. Provide beach maps and brochures on beach etiquette at city campground facilities.

127 **6. Perform an annual assessment of beach health and developing impacts.** [JE](#)
128 [comment: This section has rarely if ever been accomplished. Suggestions? Is P&R willing](#)
129 [to take this task on, or can it be modified? We've discussed commissioners taking photos,](#)
130 [and putting the reports on the city website for long term archiving.](#)

131 A. City staff & Parks and Recreation Commission representatives prepare an assessment
132 with reports to City Manager, City Council, & City Commissions. The report should be prepared
133 in a timely manner so that items requiring maintenance or ongoing funding may be considered
134 during the budget process. Include an assessment of the condition of the storm berm at Mariner
135 Park, specifically including pedestrian impacts.

136 B. Add each annual assessment to the original BPTF report with updated photos to create
137 a continuous record.

138 **7. Driftwood from berm areas should not be removed.** Testimony by scientists
139 emphasized the importance of the natural berm building process to protect the spit, lagoon and
140 slough. The berms also provide important wildlife habitat. It was found that driftwood plays an
141 important role in building and stabilizing berms. Thus, it is hoped that providing an alternate
142 source of campfire wood for campers serves the important function of protecting the berms.
143 Driftwood was also described as an important esthetic enhancement to the beach and a material
144 resource.

145 A. Direct City Administration to investigate providing firewood to beach users or
146 allowing firewood concessions in city campgrounds.

147 **8. Find ways of supporting beach cleanup.**

148 A. Support the efforts of spring clean up day to include Homer beaches. The City should
149 actively continue to support the efforts of volunteers by providing trash bags for the event
150 and dumpsters or trash removal at locations such as Bishop’s Beach.

151 B. Support the efforts of the Center for Alaskan Coastal Studies for their annual
152 CoastWalk and beach trash removal. Support may be in the form of providing trash bags,
153 dumpster service at beach parks, and city funding for newspaper advertising for
154 CoastWalk educational and beach clean up activities.

155 **9. Increase Parking on the Spit**

156 ~~A. We need more parking and areas for people to access the beach. These parking areas~~
157 ~~distribute the impact of beach users, provide safe off highway parking for vehicles.~~

158 ~~B. Situate the parking close to Spit Road for aesthetic purposes.~~

159 ~~C. Better parking further down the spit will allow pedestrians to enjoy to the beach~~
160 ~~where vehicles are not present.~~

161 **4. Recommendations by Area** (Following the beach line, East to West)

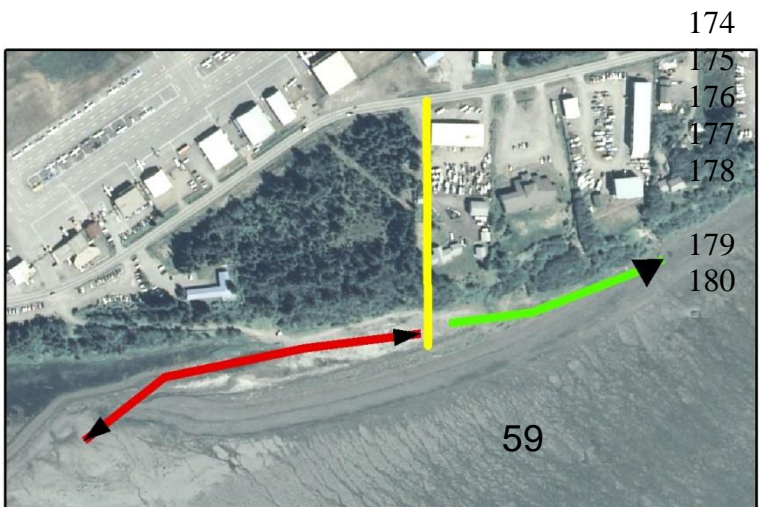
162 **1. Area 1 - Miller's Landing to Airport Access Road.**

163 A. Miller’s Landing. Create a public viewing spot in the Beach Access Road Right of
164 Way off of Kachemak Drive, by posting a sign stating the location of the public access. In the
165 future, as use warrants, create a small parking area, and use boulders to discourage trespassing on
166 adjacent properties.

167 B. Airport Access Road Signage (with diagram of berm-slope-flats).

- 168 • No camping
- 169 • ~~Please keep vehicles between the storm berm and the mud flats.~~
- 170 • All of the areas above high tide (and much below) are private property and there are no
- 171 designated camping areas. ~~Voluntary limits to the areas used by vehicles will help protect~~
- 172 ~~sensitive areas.~~

173 C. Vehicle use at the bottom of airport beach access road on the beach is not allowed.



D. Vehicles are allowed on the beach east of the vacated easement formerly known as Shirlene Circle (refer to map), under the terms of HCC 7.16

Vehicles are not allowed on the beach at the bottom of the

181 airport beach access road. Vehicles are allowed east of that area, but there is no public
182 vehicle access point to get to that part of the beach. Land owners or those with land owner
183 permission may access the beach from private vehicle access points. Once on the beach,
184 nothing in City laws or policy condones trespassing on adjacent private lands.

185

186 | **2. Area 2 - Airport Beach Access Road to North End of Berm outside of Louie's Lagoon**
187 **and Louie's Lagoon.**

188 A. Due to expert testimony, it was agreed by the BPTF that limiting vehicle use in this
189 area was necessary to protect the fragile habitats from Mud Bay to Louie's Lagoon.

190 B. Signage - identifying access and informing the public as to where vehicles are
191 prohibited.

192 C. Vehicles are prohibited in this entire area - outside of access driveways and parking.

193 | D. Completing Conservation zoning ~~is suggested~~ for all public lands in this area. Much
194 of Area 2 ~~already~~ has a conservation easement.

195 E. Designate the platform area as a park and initiate cleanup of surface debris in Louie's
196 Lagoon. A layer of dredge spoils to cover debris and more grass around the platform is
197 also recommended. Investigate potential as a bird viewing platform. From Feb meeting:
198 Remove? JE has research to do

199 F. Long term goal: Reconfigure the section line easement. The current section line
200 easement goes across the mud flat in the bird sanctuary. A reconfiguration would provide
201 better access to the beach, and protection for the sanctuary. As designated on attached
202 map. Staff comment: It would be better to say, acquire a right of way easement as shown
203 on the map, and I'll make a new map. I've never seen a section line easement
204 reconfigured; its either there or its not, they don't move. Other types of easements are
205 granted.

206 G. Preserve subsistence fishing access for vehicles, and public access to that part of the
207 Spit. This has traditionally included an access across the northern portion of the English
208 Bay property.

209 I. Budget for rock placement at the Airport Beach Access to discourage travel to the west
210 into Mud Bay. Contract the work out. JE comment: not city property, probably not a city
211 budget item. Instead, work with DNR and DOT Airports to prevent vehicle access to this
212 area?

213 | **3. Area 3 - From Louie's Lagoon - South to end of Homer Spit and then North to City**
214 **Campground across from Fishing Hole**

215 | ~~A. Long range goal: Removal of beached barge on English Bay Corporation property.~~
216 | Done

217 |
218 | B. Is this Done? Or can the Commission give specific examples? Encourage the
219 | elimination of unsightly waste on properties near the beach by working with owners. Several
220 | highly visible properties have allowed the accumulation of waste and industrial junk. The City
221 | has also allowed this to occur on City land, and should lead the way in the cleanup effort.
222 |

223 | **4. Area 4 - From City Fishing Hole Campground to ~~the Outlet of south end of~~ Mariner**
224 | **Park Lagoon**

225 | A. At the seasonal campground ~~office at Mariner Park, building across from the Fishing~~
226 | ~~Holeo~~, make beach use maps available, as well as information and signage that is interpretive
227 | about the berm building process, encourages courtesy to pedestrians, and states where vehicles
228 | are permitted.

229 | ~~B. Install signage at a controlled exit from the City Fishing Hole campground to the~~
230 | ~~beach to direct vehicles to the base of the spit, and away from the no recreational vehicle area.~~

231 | C. Define limits to Mariner Park campground by utilizing logs, rocks or other means to
232 | restrain vehicles from entering the lagoon, and also to create one beach access point that can be
233 | gated seasonally to control vehicle acces to the beach. This would also help protect the berm in
234 | the park, which sees heavy seasonal user from campers. Similar to Parks & Recreation Advisory
235 | Commission Draft Master Plan for Mariner park campground, which extends a revetment to
236 | protect berms, grasses and tidal mud, with no additional incursion into the lagoon.

237 | D. Create a cost estimate for placing boulders at Mariner Park to better define the park
238 | and places where motorized vehicles are prohibited. Include the project in the annual budget in
239 | the near future, and contract the work out. Is this a duplicate?

240 |
241 | E. Budget for a new kiosk at Mariner Park. Include a large interpretive map with beach
242 | access and user information. Include the project in the annual budget and contract the work out. I
243 | think this has been done. Also in discussion w I&O on a sign design that can be used at Bishops
244 | and Mariner.

245 | G. Vehicles are prohibited ~~between the former campground building site, and the~~ south
246 | ~~end of~~ of the south end of Mariner Park.

247 | H. Between the south end of Mariner Park and the east end of the sea wall, vehicles are
248 | allowed on the beach from October 1 through March 31st , solely for the purpose of gathering
249 | sand and coal. The beach is closed to vehicles at all other times and for all other uses.

250 | **5. Area 5 - Mariner Park Lagoon including the storm berm**

251 A. Install and maintain signage stating vehicles are prohibited in the Lagoon and above
252 the high-tide line near the berm. This is a fragile berm.

253 B. Signage should also indicate the high potential of vehicles getting stuck in this area.

254 ~~C. Finish transfer of ownership of parcels to City of Homer. Two large parcels in Mariner~~
255 ~~Park Lagoon were obtained by the City from DNR, but the transfer paperwork was not~~
256 ~~completed. Done~~

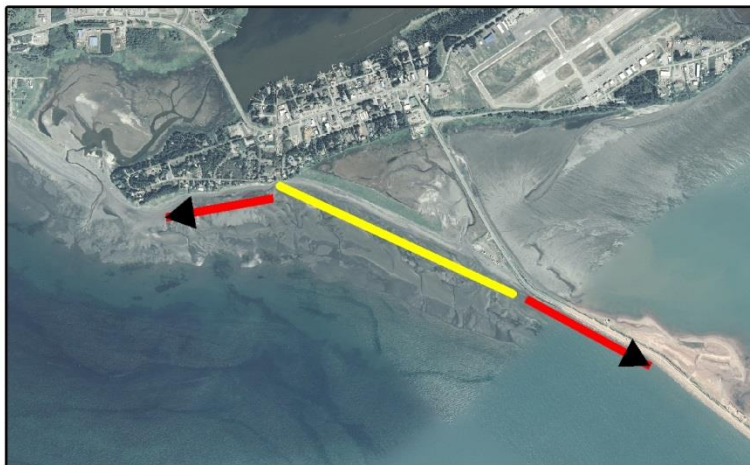
257 D. Enact Conservation Zoning and continue work on the conservation easement. Zoning
258 changes may begin at any time. The land ownership transfer must be complete prior to the
259 conservation easement completion. This was a conversation about an easement in 2001 that did
260 not happen is no longer being discussed. What would the commission like to have happen? Staff
261 can reword or delete this accordingly.

262 **6. Area 6 - Mariner ~~Park Lagoon outlet~~ (below the berm) to Beluga Slough outlet.**

263 A. ~~Provide signage discouraging motor vehicle usage and encouraging courtesy to~~
264 ~~pedestrians. Vehicle prohibition is not necessary, but use of vehicles in this area often leads to~~
265 ~~driving or parking on the storm berm.~~

266 B. Improve and identify with signage the Ocean Drive Loop beach and Beluga Slough
267 access.

268 AC. Vehicles are allowed between the south end of Mariner Park beach and the east end
269 of the seawall from October 1 through March 31st solely for the purpose of gathering
270 sand and coal. The beach is closed to vehicles at all times for any other purpose. The area
271 in front of the sea wall west to the Beluga Slough outfall is closed to vehicles.



Red = No vehicles
Yellow = Vehicles only under the terms of HCC 7.16, paraphrased in C, above.

272

273

274 **7. Area 7 - Beluga Slough Outlet to Bishops Beach Park access.** This is a heavily used area,
275 and has the greatest potential for conflicts between user groups. Staff comment: get rid of this
276 zone, and treat Mariner Park to Bishop’s beach as all one area?

277 A. This area is closed to vehicles.

278 B. Support Fish & Wildlife efforts to protect berm and promote rye grass and driftwood
279 buildup.

280 C. Support Fish & Wildlife work to develop a plan to maintain the ecological integrity of
281 their educational reserve, including possible conservation zoning.

282 D. Increase at Bishop's Beach Park. ???parking?

283 **E. Signage at Bishop's Beach access:**

284 1. ——— "Pedestrian
285 Zone" please limit vehicle
286 use East to outlet of Beluga
287 Slough."

288 2. ——— "Unauthorized
289 vehicles are prohibited on
290 the storm berm and in the
291 Beluga Slough area."



292

293

Vehicles are allowed west from Bishop’s beach Park access, and prohibited to the east.

294

295

296

297

298 **8. Area 8 - West from Bishops Beach Park Access to City Limits**

299 A. This area is open to vehicles, following the laws under HCC 7.16.

300 B. Construct a kiosk with interpretive signage (Visitor information, berms, driftwood,
301 private property, compass rose), encourages courtesy to pedestrians, ~~and that vehicles are~~
302 ~~permitted to the west towards Anchor Point.~~

303 C. Provide and maintain signage requesting;

- 304 • Please do not remove driftwood from storm berms and private property

305 D. ~~Develop Charles Way as a footpath for better pedestrian flow. Do not develop for~~
306 ~~vehicle access as the bluff is eroding and it is not worth the expense to the public to build a road~~
307 ~~that will have near future erosion problems. Done~~ Improve erosion control and access at
308 Crittenden Drive and at Main Street. Additional parking in the area, or signage directing people
309 nearby parking may be needed. (Chamber of Commerce, Island and Ocean Visitor Center)

310 E. Improve access at Main Street. Construct a stairwell to the beach. Use the right of way
311 at the end of Main Street for an erosion control project, using seeding, native grasses and other
312 low impact techniques. Develop a stairway so people may access the beach without treading on
313 the eroding bluff face.

314 F. ~~Correct the drainage ditch from Crittenden Drive so that the water is not eroding~~
315 ~~neighboring private property. Extending the culvert system down to the beach may be a solution.~~
316 Done. Work with adjacent landowners to secure public access easements to the beach, using a
317 route that is sustainable. Staff comment: a trail has been constructed, although its steep. Not
318 many options there without either building stairs, or gaining easements for additional land,
319 although it is highly erosive soil and staff thinks it will be difficult to build and maintain a
320 traditional trail if there is heavy pedestrian use. Alternate language: investigate and encourage
321 sustainable public beach access from Crittenden Drive. Probably merge this with D above.

322 G. Work with property owners and interested volunteers to remove the junk cars from the
323 beach near the bottom of West Hill. JE comments: checking, I think some of this was
324 accomplished.

325 5. History

326 The original Beach Policy Task Force was established in 2000 and completed the beach policy in
327 2001. The City adopted it on June 25, 2001. In 2003, Ordinance 03-27, the city was awarded a
328 \$75,000 Coastal Impact Assessment grant to fund beach access restriction improvements,
329 regulatory signage, a GIS coastal erosion and beach habitat information mapping project and
330 funds for the 2004 United States Geological Survey sediment transport study camera operation.

331 The Task Force made further recommendations in 2005, in Memorandum 2005-78, and
332 concluded their work. In 2007, the City Council added advising on public beaches to the duties
333 of Parks and Recreation Advisory Commission (Ordinance 2007-01(A)). The Commission
334 formed a Beach Committee to update the Beach Policy, which resulted in this document.

335 In fall of 2014 the Parks and Recreation Advisory Commission was directed by Council to
336 review and recommend revisions to the Beach Policy. The Commission worked on the policy the
337 first six months of 2015 and made recommendations via Memorandum 15-102. Council adopted
338 Ordinance 16-05 (S-2)(A-2) on February 23, 2016. Ordinance 16-13 then made minor

339 amendments. The Beach Policy was amended to reflect these revisions through Resolution 16-
340 029XX.



City of Homer

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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: April 12, 2016
Subject: Scoop the Poop

This agenda item is to get an update from Deb and Louise on dog bag dispensers. Staff hopes to provide an update on the Commission's request for more trash cans. Also at the last meeting it was suggested that placing a dog bag dispenser at Karen Hornaday Park between the upper back fields would be helpful. Please pass a motion for this and any other recommendations.

The Commission also wanted a public information campaign on picking up after pets. One free option would be to have a sign/flier at each campground, and provide parks staff with baggies or dispenser to give to campers. A Commissioner would need to come up with the flier (any volunteers?). It could also be posted on the City website under campgrounds.

Attachment: Email from Deb Lowney dated April 7, 2016





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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Deputy City Planner
Date: April 14, 2016
Subject: Comprehensive Plan Update

Requested Action: review the draft P&R section and provide comments to staff. Staff plans on two meetings for this process.

Staff comments: There is quite a bit of difference between the current plan, and this draft document. The current plan has a separate Park, Recreation and Culture chapter. However, when you get rid of all the duplications in this chapter with other chapters, there is not a lot of content left. Also, most if not all city services are discussed in a chapter called Public Services and Facilities. The City Planner and myself think P&R should be in this chapter with all the other city services; police, fire, water/sewer, port, etc. So the draft you have before you is a boiled down document, with some of the ideas from the needs assessment.

Are there missing ideas? Things you'd like to ask the public during public meetings/com plan process?

I have not completed the implementation table for this section. I will have that for the May meeting after the Commission has had some discussion.

Below is an outline of how Chapter 6 works – all the city functions are listed under goal 1. Goal 2 will go in to partnerships with others, and goal 3 is things we hope others in the community do.

Summary of Goals – Public Services and Facilities

GOAL 1: *(Stuff the City does directly)* Provide and improve city-operated facilities and services to meet the current needs of the community, anticipate growth, conserve energy, and keep pace with future demands.

GOAL 2: *(Things the City partners with others to make available in the community)* Seek collaboration and coordination with other service providers and community partners to ensure important community services are improved upon and made available.

GOAL 3: *(Things the City hopes other entities will do, not a city service or obligation)* Encourage the broader community to provide community services and facilities by supporting other organizations and entities that want to develop community services.

Background

The last major update of the Homer Comprehensive Plan was adopted in 2010. Most of the work was done between fall 2006 and spring 2008, right about the peak of the local and national economy prior to the recession. Much of the plan infers that there are unlimited financial and personal resources within the City and the community to expand services and regulation. This is clearly not the financial reality of the City and community today, or in the next 5-10 years. A new tax base could evolve and change the fiscal environment, but in the meantime, our Comprehensive Plan should be realistic and help guide us on what is most important and how to make the most of what we have.

Between adoption and 2015, many of the goals and implementation items have been addressed. It is time to update the plan to reflect the work that has been accomplished, add new work items, possibly prioritize items within the plan, and change the character of the plan to reflect the City's fiscal reality.

Process

This work began in January 2016, with City Planner Rick Abboud communicating with department heads about their respective chapters of the plan. Next, the Commissions will review their portion of the plan, with the department head comments (Draft 1). After the Commissions have reviewed the first draft, a second draft with Commission recommendations will be released and public meetings will be held (fall 2016). Changes to the draft will be made based on public comment, and a public hearing draft will be presented to the Commissions. Eventually the Planning Commission will hold a hearing, passing the document to the City Council (2017).

Attachments

1. Draft Chapter 6 Section E, Parks and Recreation
2. Current Chapter 7, Parks, Recreation and Culture

■ CHAPTER 6 PUBLIC SERVICES & FACILITIES

Vision Statement: The City should strive to provide public services and facilities that meet current needs while planning for the future. The City wishes to develop strategies to work with community partners that provide beneficial community services outside of the scope of City government.

GOAL I: Provide and improve city-operated facilities and services to meet the current needs of the community, anticipate growth, conserve energy, and keep pace with future demands.

Fire, police, library, port, water/sewer etc are listed here and each has their own section and goal.

Objective E: PARKS & RECREATION - Identify resources needed to operate parks, recreation facilities and recreation programs, enhance City and community-sponsored year-round recreational facilities and programs to serve people of all ages, and support citizen efforts to maintain environmental quality and public use of beaches through the Beach Policy.

Current Status

The City of Homer provides municipal parks and recreation services through two separate departments: the Parks Maintenance Division under Public Works and Community Recreation under Administration. The Parks division maintains and is responsible for daily operations associated with the City's summer campgrounds, parks, playgrounds, restrooms, and cemetery facilities. The Community Recreation Division is responsible for providing community based educational and recreational programming for community members of all ages. Through a partnership with the Kenai Peninsula Borough School District, Community Recreation is able to utilize the Borough owned fields and facilities located at both the Homer Middle and High Schools. Currently xFTE are budget for Parks (facilities), and xFTE for community recreation (programming), representing x% of the annual budget. There is also a desire to better coordinate all efforts through a combined Parks and Recreation Department.

Long term, both parks facilities and programming need secure funding. One idea for facilities is to create an endowment fund, where city fund could be leveraged to allow private citizens to donate to it for the ongoing maintenance and improvement of the City's park system, thereby relieving some pressure from the City for parks. Alternately, the funds could be used as grants to support other organizations in their efforts to provide facilities. The community probably needs to weigh in on using public funds for private facilities. On the one hand endowment funding will help keep existing partner facilities open, and possibly allow for new facilities, but at the same time public parks need adequate funding as well.

Community rec funding ideas? Public/private partnerships for capitol and operations. **Thoughts?**
Ask direct question during comp plan public process

Lastly, public beaches fall under the purview of the Parks and Recreation Advisory Commission. The City has an adopted Beach Policy, which has historically been updated about every 7 years, generally in response to new or unresolved ongoing problems. As new challenges and opportunities arise, this document will need to be updated and the city will need to fund any plan implementation strategies.

Near term

Implementation Strategies

1. Research the year-round and seasonal staff needs to maintain and operate city park facilities and programs. Increase staffing and volunteer involvement as needed to provide basic City services.
2. Expand and promote the “adopt-a-park” program in which local businesses, service organizations, or youth groups care for a particular park.
3. Establish a park endowment fund through the City or in partnership with the Homer Foundation.
4. Conduct a cost benefit analysis on creating a unified Parks and Recreation Department that combines the Community Recreation and Parks Maintenance Division.
5. Create park landscaping standards to find a balance between natural and manicured park development. P&R Commission: still a desire? r

Mid term

A particular challenge is ensuring residents from all sectors of the community have access to programs and facilities. In addition to providing programs and facilities for which the City is directly responsible (e.g., campground, trails), Homer has a hardworking sector of volunteers, nonprofit recreation organizations, and private businesses that provide recreational activities. The City will need to continue to partner with organizations and businesses for Homer to continue to enjoy the wealth of facilities and programs currently available.

Implementation Strategies

1. Long term CR funding? Ideas?? (create a structure for public/private partnership grants for operations?)
2. Partner with other organizations to continue providing programs and facilities.
3. Continue to work with the school district and borough to maintain and expand the partnership for community use of their infrastructure for recreational purposes.

4. Every 5-10 years, assess whether available park and recreation facilities and programs are meeting demands, from inside and outside city limits.
5. Pursue financial strategies that leverage City tax dollars to build public recreation facilities, and support private efforts.
6. Use the Capital Improvement Plan, city budget, bond measures and partnerships with other organizations (such as Little League) to lobby, fundraise and build public recreation facilities.
COMMENT: do we want to visit the idea of non-city facilities receiving public funds?

Long term

In 2015, the City completed the Park, Art Recreation and Culture Needs Assessment (PARC). The goal of the needs assessment was to determine the resources and prioritize the needs for the community concerning parks, arts, recreation and culture facilities and programs. One desired improvement identified by many Homer residents is a multi-use, year round community facility. The PARC Needs Assessment identifies a range of activities that need indoor space, although no one facility would likely accommodate all the desires. The City's role in a community recreation facility includes providing political support for the establishment of the facility and assisting to secure space in an existing building or a site for the proposed facility. Its possible that a public private partnership is more advantageous to the community, such as a combination hotel and convention center. In the absence of a private or non-profit sector partner, the community will need to identifying the priority uses, and thus building design, as one of the first steps. In the near term, the City can continue to rely on existing facilities and a collaborative approach to host performing arts events, cultural activities, community meetings, conferences, and conventions.

Lastly, the City of Homer has an adopted beach policy. As new challenges and opportunities arise, this document will need to be updated and the city will need to fund any plan implementation strategies.

Implementation Strategies

1. Establish Community Recreation Center; define what is needed as part of this facility, what gap it will fill, what purpose it will serve, and how operations and maintenance will be funded.

Ongoing

1. Support the policies and recommendations of the Beach Policy document.
2. When opportunities arise, enhance or improve public access to the beach at public access points.
3. As the need arises, update the beach policy and implement the recommendations.
4. Discourage right-of-way and public access easement vacations to the beach.

■ CHAPTER 7 PARKS, RECREATION & CULTURE

Vision Statement: Homer wishes to encourage a wide range of health-promoting recreation services and facilities, desires ready access to open space, parks and recreation, and takes pride in supporting the arts.

Overview

This chapter reviews existing parks, recreation and cultural facilities, and related programs in Homer and describes actions for needed improvements. Strategies for tourism, a related but separate topic, are covered in the Economic Development chapter.

City Services

Providing a diverse, high-quality system of parks, trails, and sports and recreational facilities and programs is an important role for City government. These activities support the quality of life and help to attract and retain local businesses. In addition, quality recreational facilities and programs are a critical part of the nationwide effort to combat obesity and encourage more active, healthier lifestyles. The City shares responsibility for providing such programs and facilities with a number of partners, including the schools, the State and Borough, sports clubs, and community volunteers.

The Parks and Recreation division of Homer's Public Works department supports and maintains a number of integral Homer facilities. Parks and Recreation staff are responsible for daily operational duties associated with the City's summer campgrounds, parks, playgrounds, and cemetery facilities. Additionally, they monitor and collect parking fees at the Homer Airport.

The Parks and Recreation division also administers the Homer Beautification Project which ensures that City flower gardens are cared for, grass is mowed, streets are cleaned, and dump stations and restrooms are well-maintained. The City parks and recreation staff primarily deals with all of these maintenance tasks with limited support from volunteers.

In 2006, the City assumed responsibility for operating the Homer Community Schools program. The program is partially funded through class fees. The balance of the funding is provided by the City of Homer through tax dollars. The City has an agreement with the Kenai Peninsula Borough School District for use of equipment and facilities at several locations such as Homer High School and Paul Banks Elementary School. The Community Schools program works to promote community involvement and lifelong learning through educational and recreational opportunities for people of all ages. The Community Schools mission statement says that the program will "maximize usage of all community facilities and resources, while utilizing, expanding and uniting local business and school resources and expertise."

Community Service Providers

The City and community of Homer augment City Parks and Recreation's efforts with an array of additional programs ranging from the Community Schools program to programs offered by the Boys and Girls Club. The City supports these community-based efforts. Homer has a hardworking sector of volunteer and nonprofit recreation organizations that also provide recreational activities.

Examples include the Homer Hockey Association, Kachemak Nordic Ski Club, Homer Little League, the Softball Association, and the Kachemak Equestrian Association. A particular challenge is ensuring residents from all sectors of the community have access to programs and facilities. Expanding events and sports programs is generally not a direct City function. These responsibilities largely lie with local schools and sports clubs.

Park Users

Homer's parks and recreational facilities are regularly used not only by residents from within city limits, but by users from adjoining unincorporated areas and visitors from outside the area. Maintaining Homer's parks is a particular challenge in the summertime, when park use increases dramatically due to the visitor population. Goal 1 addresses the issue of how best to sustain and expand capacity and resources for ongoing park and recreation operations.

Desired Improvements

Homer residents have expressed the desire to ensure that Parks and Recreation be given equal status with other community services. Currently Parks and Recreation is a division within the Public Works Department and the Community Schools program is under the Administration Department. The sense among residents is that the maintenance and creation of parks and recreation resources, activities, and programs holds critical importance to the quality of life and its economic vitality. Forming a Parks and Recreation department will give supporters the status, staff, and funding required to further improve Homer's parks and recreation facilities and programs.

One desired improvement identified by many Homer residents is a multi-use, multi-seasonal community recreational facility, offering programs for youth, adults, and seniors. This community recreation center could host a variety of activities for all ages. The center could act as a community information center to publicize current regional activities and coordinate with other organizations. The center could also be a major tenant or attraction in the proposed town center.

Homer residents are eager to improve and expand the trail system and as described in the Homer Non-Motorized Transportation and Trail Plan. In this comprehensive plan, trails and other forms of non-motorized transportation are expanded upon in Chapter 5; however, they link to the discussion of parks and recreation.

Parks and recreation projects need to be organized to provide a clear and realistic implementation plan. Evaluating and prioritizing projects and capital improvement goals will help gain the support of the City and community. The creation of a Parks and Recreation Master Plan will provide clear guidance for support through the City's Capital Improvement Program.

Arts and Culture

Homer's arts and cultural scene is something to boast about. For a town of its size, Homer offers an impressive variety of arts and cultural opportunities including the Pratt Museum, Pier One Theater, Kachemak Bay Campus, numerous restaurants and bars offering live entertainment, and a thriving community of artists who sell their work in an array of local galleries. Homer has a robust festival season



as well. Kachemak Bay also has a rich Alaska Native history whose early culture is shared through exhibits at the Pratt Museum. Continuing support for Homer's arts and culture network benefits Homer's economy and quality of life. Community comments expressed during the process of preparing this plan showed strong support for supporting arts and cultural opportunities in Homer. Some of these objectives are best carried out by the City, while others are best undertaken by local arts groups and tourism marketing organizations with City cooperation and encouragement.

1% for the Arts Program

Homer has a tradition of fostering arts and cultural activities that contribute to quality of life and provide economic benefits to the community. *See Chapter 8, Economic Vitality.* While the City is not the primary party responsible for continuing and expanding cultural activities, it can be a helpful partner. The City has a "1% for Art Program" that aims to foster culture and the arts in the community through the purchase and commissioning of works of art for municipal buildings.

Desired Improvements

Through this comprehensive planning process, a number of people have suggested the benefits of establishing a multipurpose community arts and cultural facility located in the downtown area, near restaurants, shopping, art galleries, bars and other complementary business activities. Homer's downtown will benefit from being able to offer an expanded range of arts and cultural programs. These activities would help draw visitors to specific events, who then might choose to linger and spend time and money at local restaurants and shops. The Homer Town Center Development Plan emphasizes the importance of civic facilities and institutions as providing the "critical mass" needed to bring the area alive. The Plan mentions the need to pursue "a centralized Town Square that includes a cultural center" in addition to "other civic institutions such as a courthouse, civic center or conference center." While developing such a facility would clearly have benefits, it would be costly to construct and operate.



Fourth of July Parade

Summary of Goals

- GOAL 1:** Explore resources needed to operate parks and recreation facilities and options for expanding parks and recreation programs.
- GOAL 2:** Create a Parks and Recreation Master Plan.
- GOAL 3:** Enhance areawide recreational trail systems and connections between residential areas, downtown, schools, university, institutional areas, and recreational areas. *See Transportation Chapter.*
- GOAL 4:** Identify recreation resources and key open space areas as part of green infrastructure mapping. *See Land Use Chapter.*
- GOAL 5:** Maintain, improve, and create new citywide parks and recreation facilities and Community School programs to offer year-round opportunities for residents and visitors.
- GOAL 6:** Implement the recreation and cultural components of the Homer Town Center Plan for downtown.
- GOAL 7:** Support public beach access.
- GOAL 8:** Continue to improve local arts and cultural opportunities and Homer's reputation as an art-and-culture-friendly community.

Goals & Objectives for Parks, Recreation & Culture

GOAL 1: Identify resources needed to operate parks and recreation facilities and options for expanding for parks and recreation programs.

Objective A: Expand resources available to manage and maintain facilities and programs.

Implementation Strategies

Staff, volunteer, and financial resources for park maintenance need to grow, particularly as new parks are developed.

1. Research the year-round and seasonal staff needs to maintain and operate city park facilities and programs. Increase staffing or volunteer involvement as needed to provide basic City services.
2. Work with volunteers and service organizations to expand the local park maintenance workforce. Consider an “adopt-a-park” program in which local businesses, service organizations, or youth groups choose or are assigned to care for a particular park. One drawback to the program is that it may require an additional City staff person to implement and administer.

3. Establish a park endowment fund with the Homer Foundation. This sets up an initial fund and then allows private citizens to donate to it for the ongoing maintenance and improvement of the City's park system, thereby relieving some pressure from the City for parks.

Objective B: Explore options, costs, and benefits of combining the Community Schools program and the Parks and Recreation division to establish a new, stand-alone Parks and Recreation department.

Implementation Strategies

1. If supported by a cost benefit analysis, create a unified Parks and Recreation Department that includes the Community Schools program.

GOAL 2: Create a Parks and Recreation Master Plan.

Objective A: Identify City owned or offered park and recreation needs.

Implementation Strategies

1. Determine geographic layout of parks, where more are needed, and develop a park dedication ordinance.
2. Identify the program gaps and needs for Community Schools.

Objective B: Pursue financial strategies that leverage City tax dollars to build public recreation facilities, and support private efforts.

Implementation Strategies

1. Use the Capital Improvement Plan, city budget, bond measures and partnerships with other organizations (such as Little League) to lobby, fundraise and build public recreation facilities.

GOAL 3: Enhance areawide recreational trail systems. Improve connections between residential areas, downtown, schools, institutional areas, and recreation areas.

Objective A: Implement the Homer Non-Motorized Transportation and Trail Plan and other policies to improve pedestrian connections. *Also see Chapter 5.*

Implementation Strategies

1. Document where trails are locate.
2. Create incentives and requirements for an interconnected system of trails, biking networks, and pathways.
3. Create public trail easements rather than trails within right of ways.

4. Enhance existing trails by adding landscaped buffers in particular parts of town, such as more urbanized areas.
5. Encourage businesses to participate in the development of landscaped buffers.
6. Support the adoption of policies and dedication of staff to implement the Non-motorized Transportation and Trail Plan.
7. Develop a plan to ensure new trails are maintained.

See Goal 1 – Objective A this section for discussion of the Parks division. Additionally, this goal is more thoroughly addressed in the Transportation chapter.

GOAL 4: Identify recreation resources, key open space areas, and future parks as part of green infrastructure mapping.

The Land Use Chapter – Goal 2, Objectives A and B, encourages the development of a “green infrastructure” system for Homer.

Implementation Strategies

1. The green infrastructure system should include consideration of functional environmental features such as waterways that support drainage, and aquifer recharge zones, as well as key recreation and open space resources. The system needs to work at multiple scales – from regionally significant features such as the Homer Spit and the associated bike trail to smaller local facilities such as pocket parks and small swaths of green space in existing neighborhoods.
2. Encourage the use of Green infrastructure mapping to help identify and protect significant open space and recreation resources and to help ensure the goals in this chapter are met. *See Goal 2 of the Land Use Chapter.*

GOAL 5: Maintain, improve, and create new city-wide parks and recreation facilities and Community School programs to offer year-round opportunities for Homer residents and visitors.

Objective A: Continue to maintain and improve city parks and open spaces.

Implementation Strategies

1. Continuously assess whether available park and recreation facilities and programs are meeting demands, from inside and outside city limits.
2. Expand capacity to maintain facilities and offer programs. *See Goal 1.*
3. The City should follow a systematic approach to maintaining and improving Homer’s park system, including the following:
 - a. Identify an integrated “green infrastructure” system for the entirety of Homer, including parks, trails and open spaces. *See the “green infrastructure” section in Goal 2 of the Land Use Chapter, and in Goal 4, for details.*

- b. Establish regulations that facilitate the creation of parks as part of the development process.
 - i. Encourage developers to show existing or potential trails and open space resources on their development plans and demonstrate how they will retain these values in their projects.
 - ii. The City should consider developing a park dedication ordinance. These regulations require that new development either designate a certain amount of useable land for parks and trail access or pay into a park fund in lieu of land dedication.
- 4. In conjunction with a park ordinance, create park landscaping standards to find a balance between natural and manicured park development.
- 5. Develop a City greenhouse to better implement the City beautification program.

Objective B: Support and enhance City and community-sponsored year-round recreational facilities and programs to meet the needs of Homer’s youth, adult and senior populations.

Implementation Strategies

In developing this comprehensive plan, a specific set of priority park-related projects and programs was identified, based on input from the community residents. These are discussed below.

1. Partner with other organizations. In addition to continuing to provide programs and facilities for which the City is directly responsible (e.g., campground, trails) the City could partner with schools, nonprofit organizations, and other community groups. Example include providing and helping to maintain land for parks and other recreational facilities.
2. Improve Access to Recreation Programs and Facilities.
 - a. Removing barriers to participation is important, particularly for youth and seniors. Suggested means to removing barriers to citizen participation in existing recreational activities include:
 - i. Offering transportation to/from facilities and events
 - ii. Sliding payment scales for participation in sporting activities and equipment purchase
 - iii. Providing facilities with a range of hours of operation
 - iv. Providing small facilities in a variety of locations throughout town
3. Establish Community Recreation Center.
The City’s role in a community recreation facility, if determined as a priority, includes providing political support for the establishment of the facility and assisting to secure space in an existing building or a site for the proposed facility.
4. Determine needed recreational facility improvements and programs using the following steps:
 - a. Conduct an inventory of parks and recreational facilities and programs. Identify key gaps and shortfalls.

- b. Work with user-groups to conduct a community survey to prioritize parks and recreation needs.
- c. Develop a priority recreation facility and program needs and assessment list.
- d. Identify funding sources.
- e. Use this list to raise and direct funds.

GOAL 6: Implement the recreation and cultural components of the Homer Town Center Development Plan for downtown.

Implementation Strategies

A number of major initiatives may be needed to allow the town center to fully and sustainably develop. Plans for downtown are covered in the Land Use Chapter under Goal 4 – Objective A. A short summary of recommended actions include the improvements listed below. A more comprehensive list can be found in the Town Center Plan.

- 1. Build a town center plaza/town square in the town center area.
- 2. Build a public restroom in the town center.
- 3. Maintain a sense of the natural environment in the area through retention of streams and vegetation. Include park areas with a predominately natural feel, as well as more “urban” public spaces.
- 4. Continue to improve the existing city zoning ordinance to better meet town center goals.
- 5. Establish routes and right-of-ways for trails and sidewalks; create new north-south and east-west access roads.
- 6. Encourage new private business development required for a successful town center.

GOAL 7: Support public beach access.

Objective A: Support citizen efforts to maintain environmental quality and public use of beaches through the current Beach Policy.

The City of Homer has an adopted beach policy. As new challenges and opportunities arise, this document will need to be updated and the city will need to fund any plan implementation strategies. The Parks and Recreation Advisory Commission is the advisory body which makes recommendations to the City Council on beach issues. This objective is intended to empower Homer citizens to work with the Commission to make recommendations to the City Council on how to manage problems.

Implementation Strategies

- 1. Support the policies and recommendations of the Beach Policy document.
- 2. As the need arises, update the beach policy and implement the recommendations.

Objective B: Maintain and Enhance public beach access

Implementation Strategies

1. Discourage right-of-way and public access easement vacations to the beach.
2. When opportunities arise, enhance or improve public access to the beach at public access points.

GOAL 8: Continue to improve local arts and culture opportunities and Homer’s reputation as an art-and-culture-friendly community.

Objective A: Establish mixed use zoning that accommodates art studio activities and residential living. *See Land Use Chapter.*

Objective B: Prepare a Homer Comprehensive Art and Cultural Assets and Needs Plan, including inventorying facilities, documenting future needs, and setting priorities for action such as fundraising, marketing and facilities.

The Economic Vitality Chapter also discusses how Homer can build from its existing strong art and culture base.

Implementation Strategies

1. Prepare a Homer Arts and Cultural Assets and Needs Plan. The City is not the organization to take the lead in this effort, but can be a partner. Key players include the Homer Council on the Arts, the Pratt Museum, the Islands and Ocean Center, as well as downtown and Old Town businesses. This plan could inventory current facilities, activities, and programs, as well as identify near term and longer term strategies to accelerate development of cultural resources. Strategies should be developed to find ways to maximize the community benefits of these developments.
 - a. The plan should address how to improve access to and the availability of arts and cultural activities to people of all ages. In addition, an arts and culture planning effort would be the first step in facilitating Objective C below.

Objective C: Evaluate the development of a new, multi-purpose cultural and community facility in Homer’s downtown.

Implementation Strategies

1. In the near term, continue to rely on existing facilities and a collaborative approach to host performing arts events, cultural activities, community meetings, conferences and conventions. The Islands and Ocean Center, Mariner Theater, library and high school currently provide facilities that can support many such uses.
2. As part of the City Hall/Town Square programming and design process, explore options to maximize the use of these new facilities to support a range of cultural, performing arts, conference and meeting activities. A new City Hall might allow for moderately sized community cultural and art events.

3. Design the Town Square to support a range of outdoor and/or partially covered community cultural and art events.
4. Define what is needed as part of this facility, what gap it will fill, what purpose it will serve; e.g., a performing arts space, exhibition hall, meeting facility?
5. Investigate options for creating the facility in downtown. In 2005, the City completed a feasibility assessment of a possible conference and convention facility and concluded that while such a facility would be valuable, there may not be enough demand to sustain its operations without significant public subsidy. In the future, as statewide demand for meeting and conference space expands, along with continued growth in the size of Homer and its capacity to cover costs, developing such a facility may become a practical, sustainable project.

Parks, Recreation and Culture Implementation Table

Project	Timeframe			Primary Responsibility
	Near Term	Mid Term	Longer Term	
Design, fund, and build Town Center/Town Square.		x		City, community
Increase staffing at Parks & Recreation and determine if a merger with Community Schools would be appropriate.		x		City
Conduct parks inventory and needs assessment; establish a park dedication ordinance.		x		City, nonprofits
Establish, implement park landscaping standards.	x			City
Build a City greenhouse to support the Homer beautification program.			x	City
Improve access/remove barriers to using parks and recreation facilities.	x			City
Develop a community recreation facility.			x	City, nonprofits
Establish park endowment fund.		x		City
Develop public restrooms in downtown.	x			City
Support implementation of the Non-motorized Transportation Plan.	x			City, community
Investigate multipurpose arts and cultural facility.		x		City, nonprofits
Develop Arts and Culture Plan.		x		Nonprofits
Create a Parks and Recreation Master Plan.	x			City
Conduct a parks and recreation inventory to identify gaps and shortfalls in community offerings and facilities.	x			City, nonprofits
Update the Beach Policy.		x		City

PARKS AND RECREATION ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2016 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>	
FEBRUARY 18, 2016	STRATEGIC PLAN RE-WRITE	
MARCH 18, 2016	LAND ALLOCATION PLAN REVIEW & RECOMMENDATIONS COMPLETE STRATEGIC PLAN RE-WRITE	
APRIL 21, 2016	SPRING PARK &/ OR BEACH WALK THROUGH	
MAY 19, 2016		
JUNE 16, 2016	INITIAL BUDGET REVIEW – WHAT DOES THE COMMISSION WANT FOR 2017? REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS	
AUGUST 18, 2016	BUDGET REVIEW & RECOMMENDATIONS STRATEGIC PLANNING	
SEPTEMBER 15, 2016	FALL PARK WALK THROUGH AND BEACH WALK; ELECTIONS; SELECT KHP CLEAN UP DAY BUDGET DISCUSSION	
OCTOBER 20, 2016	REVIEW AND APPROVE THE 2016 MEETING SCHEDULE	
NOVEMBER 17, 2016	STRATEGIC PLAN REVIEW & PLANNING	
DECEMBER 2016	NO MEETING SCHEDULED	HAPPY HOLIDAYS!

PARKS AND RECREATION ADVISORY COMMISSION
STRATEGIC PLAN 2016 (April)

MISSION STATEMENT

The Commission is established to advocate in an advisory capacity to the City Manager and the City Council on the problems and development of parks, recreation facilities and public beaches within the City.

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

General Goals of the Commission

- Advocate for obtaining open and green space
- Receive notification of future land disposals with attention to park and recreation needs
- Keep existing green space and public open space
- Preserve areas of natural beauty and access
- Receive notification of vacations of public access
- Receive annual status report on the cemetery
- Increase walkability of Homer
- Improve Public Outreach for parks, recreation and trails opportunities. Provide a quarterly point of view article in the newspaper to update the community.
- Keep existing staffing levels for Parks Maintenance (FTE in 2016 ____).
- Increase Community Rec staffing by .25 FTE over the 2015 budget.

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

1-2 Year Projects

- Develop a Kayak Launch for the Water Trail @ the Pier 1 lot, and picnic shelter. When the shelter is completed this project will be complete.
- Diamond Creek Recreational Improvement Plan –
 - o Next Steps, Trails improvements, Trail head parking lot (*Rogers Loop land acquisition*)
- Work with community groups to plan and build Woodard Creek Trail
- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation. Immediate goal of identifying small projects in concert with the master plan. Drainage issues behind the ballfields are an immediate goal.
- Increase the city budget for parks and recreation. Increase reserve savings and add 0.5 FTE.
- Improve pedestrian access to Mariner Park from the Homer Spit Road and the bike path
- Explore what should be done with the HERC building, after the fall 2016 ballot measure for the Public Safety Building.
- Complete park user agreements with user groups (staff)
- Investigate Endowment funding
- Investigate requiring parks within new subdivisions
- Organize parking at Coal Point Park in conjunction with leases, install interpretive signage (work with Scott at Pratt)

3+ Year Projects

- Advocate for a Parks and Recreation Department, and funding a department
- Consolidate recreation and culture leadership; reduce the number of volunteer boards
- Support efforts for a multi-use recreational facility
- Increase programming for seniors, therapeutic and adaptive users
- Mariner Park Site Improvements – Level parking area, delineation of day use area and camping area, define and improve campsites and relocate kiosk, increase number of spaces and revenues (*place on June Agenda for August budget recommendations*)
- Keep greenspace on the Spit

BEGIN MARCH REVIEW FROM THIS POINT:

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

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

SHARED ACTIONS STAFF/COMMISSION

- Focus and monitor the HNMTTP implementation

