

*Parks & Recreation
Advisory Commission*

*Thursday
JANUARY 17, 2013
REGULAR MEETING
5:30 p.m.*



City Hall Cowles Council Chambers
491 E. Pioneer Avenue
Homer, Alaska 99603

Prepared and Produced by the City Clerk's Office -1/11/2013 - rk



**NOTICE OF MEETING
REGULAR MEETING AGENDA**

1. CALL TO ORDER

2. AGENDA APPROVAL

3. APPROVAL OF THE MINUTES*(Minutes are approved during Regular Meetings Only)*

A. Minutes from the Special Meeting December 20, 2012 Page 5

4. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA*(Three minute time limit)*

5. VISITORS *(Visitors normally have 10 minutes for their presentation.)*

A. Ginney Espenshade, Homer Prevention Project

6. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Community Recreation – Mike Illg
B. Staff Report – Julie Engebretsen, Planning Technician/GIS Page 11
C. Parks Maintenance – Angie Otteson
D. Kachemak Drive Path Committee Report – Dave Brann
F. Karen Hornaday Park Committee – Robert Archibald Page 13

7. PUBLIC HEARING

8. PENDING BUSINESS

A. Budget Update – *Postponed from the December Special Meeting* Page 15
C. Dog Park Presentation & Discussion – *Continued Postponement from the December 20, 2012 Special Meeting*
Page 25

9. NEW BUSINESS

A. Strategic Planning – *Postponed from the December 20, 2012 Special Meeting* Page 27
B. Kachemak Drive Path Committee – *Postponed from the December 20, 2012 Special Meeting*
Page 31

10. INFORMATIONAL MATERIALS

A. Commissioner Attendance at Council Meetings 2013 Page 33
B. Commission Annual Calendar 2013 Page 35

11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE COUNCILMEMBER (If one has been assigned)

13. COMMENTS OF STAFF MEMBERS

14. COMMENTS OF THE COMMISSION

15. COMMENTS OF THE CHAIR

16. ADJOURNMENT THE NEXT REGULAR MEETING IS FEBRUARY 21, 2013 at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska

Session 12-15 a Special Meeting of the Parks and Recreation Advisory Commission was called to order by Vice Chair Brann at 5:30 p.m. on December 20, 2012 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONER ARCHIBALD, BRANN, BELL, LILLIBRIDGE, LOWNEY (in at 5:50)

ABSENT: BREMICKER

STAFF: ANGIE OTTESON, PARKS MAINTENANCE COORDINATOR
MIKE ILLG, RECREATION SPECIALIST
KATIE KOESTER, COMMUNITY AND ECONOMIC DEVELOPMENT COORDINATOR
CAREY MEYER, PUBLIC WORKS DIRECTOR
MELISSA JACOBSEN, DEPUTY CITY CLERK

AGENDA APPROVAL

The agenda was amended to allow Community and Economic Development Coordinator Koester to speak first under staff reports and Todd Schroder with the Soil and Water Conservation District after Staff Reports. The agenda was approved as amended by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

None

RECONSIDERATION

There was no reconsideration scheduled.

APPROVAL OF MINUTES

A. October 25, 2012 Regular Meeting Minutes

Vice Chair Brann commented that Todd Schroeder was not at the last meeting and he should be removed from the minutes on page 5.

The minutes were approved by consensus of the Commission.

VISITORS

None

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Community and Economic Development Coordinator – Katie Koester

Community and Economic Development Coordinator Koester talked to the Commission about the Land and Water Conservation Fund Grant Application for Karen Hornaday Park. The City Manager believes

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that Council will support a \$75,000 match so if the grant is awarded the City will have \$150,000 to work with. The staff report from Planning Technician Engebretsen suggests the following projects:

1. Access Road extension to back ball field, loop around picnic shelter location
2. Drainage along the back side of the ball fields
3. Create a camp host site. Provide electricity
4. Level campsites, improve drainage, and improve access road

Her staff report also included a walking trail along ball fields, and little league storage area/coach connex removal/block building TLC, as projects to think about, but they might not fit in the application and project timing at the park.

Mrs. Koester asked the Commission for guidance when she finalizes the grant application as to whether they would like to see the grant monies be spread out over all four projects or focused on one or two projects. She explained that she reviewed the four items with Public Works Director Meyer who thought it would be fair to tackle a little bit of each of these four items with a \$150,000 appropriation. The Commissioner's agreed that they are all good projects and most were of a mind that it would be better to use the funds to complete one or two of them, rather than have four that are half done. Most expressed support for improvements to the campground. There was discussion of the need to work on the Woodard Creek Trail. Mrs. Koester and Mr. Meyer explained that the Woodard Creek Trail wouldn't be the best fit for the this particular grand because of the drainage work necessary for the area and ADA accessibility will be challenging with the grade of the area. Mrs. Koester reminded them that ADA improvements are part of this grant, and there are other funds that can be used for Woodard Creek Trail. She reviewed the timeline for the grant process. The Commission's recommendations of the four project priorities were: Bell 3&4, Lillibridge 4 & a safety trail, Lowney 3&4, Brann 4&2, Archibald never stated a preference. Mr. Meyer talked to the Commission about the proposed projects commenting about the drainage, work that has already been done, and the access road.

Mrs. Koester summarized her understanding of the conversation that the campgrounds are a major priority, including accessibility, drainage, and leveling. Items 1 and 2 need to be incorporated to some extent, but the focus of the grant will be on camp grounds.

Public Works Director Meyer commented briefly regarding Woodard Creek Trail.

B. Community Recreation – Mike Illg

Recreation Specialist Illg reported that the Health Fair was well attended this year and he thanked Parks Maintenance Coordinator Otteson for staffing the parks booth at the event. He said he is planning a meeting at the end of January or early February with community stake holders who are interested in producing a trail and parks map and work on raising funds for it. He advised the Commission that the preliminary report for the HERC building is not promising and somewhat discouraging and is not sure what will be happening next. There is an estimated price tag of \$10 million, so if the City is going to have a community center we should build our own. He is aware of a proposal for a dog park in the HERC area and he suggests holding off on creating a park in the area until they know what is going to be done with the space. Heading into the spring schedule it is becoming more discouraging as we are running out of space for the recreational program activities and there is no compromise. The program will suffer, as there will be angry parents and disappointed children in our community.

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In response to questions Mr. Illg commented that there has been some talk with a local church about using their space for youth wrestling, but it will cost a lot, and it's not guaranteed. They lost 25 kids in the program last year due to scheduling changes. The Boys and Girls Club is hesitant to share their space due to programs they are offering. He discussed the challenges of working with the school district, noting that the City pays to use the space, but still gets bumped if a school need comes up. He wished the group Merry Christmas and Happy New Year.

C. Staff Report – Julie Engebretsen, Planning Technician/GIS

Planning Technician Engebretsen was absent.

D. Parks Maintenance – Angie Otteson

Parks Maintenance Coordinator Otteson said she didn't have a report tonight. She noted the park and trails map that was on display at the Health Fair booth is available on the City website. She commented that she loves the idea of a dog park but is hesitant about doing it in the HERC area. She thinks they can continue to look for other suitable locations. She thanked everyone for their work this year and wished them Happy Holidays.

In response to questioning about the camp host Ms. Otteson explained that she thinks they can get someone into a camp host spot before the hook ups are in. It is a new program for the City and it may take a little time to get people who are interested. The application is available on line and she encouraged them to spread the word to people who may be interested in being a camp host. She also let them know that Rotary has agreed to adopt Ben Walter's Park for another year.

Vice Chair Brann asked for Todd Schroeder to make his comment to the Commission. There was no objection.

Mr. Schroeder with the Soil and Water Conservation District provided information to the Commission regarding the Diamond Creek Recreation Area Multi-Resource Management Draft Plan. He encouraged the Commission to review the information and he will work with the staff to be scheduled on a future agenda.

E. Kachemak Drive Path Committee – Dave Brann

Vice Chair Brann commented that the Committee talked about seeking funding through grants. If the Committee or Commission can find grants outside of HART funds, Katie would look at it to help determine if it makes sense for the group to pursue. Any money that comes from a grant has to be approved and accepted by Council. He said he met with Carey about the first section and they outlined the parameters of where the surveying would take place.

F. Karen Hornaday Park Committee – Robert Archibald

Commissioner Archibald commented that at their last meeting they considered priorities for the funds available for the day use area improvements. Their priority is to remove the current pavilion and add the new one in conjunction with the dirt work. It would alleviate tearing into the area twice. They developed a task force that will meet January 23rd to look at designs of picnic shelters. Public Works Director Meyer participated in discussion about the pavilion. They talked about ways to save costs by

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encouraging a volunteer opportunity, the City designing the structure as compared to getting a kit that can be built on site. Mr. Meyer said he could contact the cities of Seward and Soldotna for information about the cost of their pavilions.

Commissioner Archibald summarized their first priority is moving the picnic shelter, the second is designing the new picnic shelter area, and the third is to do the seeding and landscaping, in that order to avoid re-doing things. As far as the rest of the list goes, they are all important but some of them fall under the maintenance category more than improvements.

Vice Chair Brann called for a break at 7:09 pm and reconvened at 7:12 pm.

PUBLIC HEARING

None

PENDING BUSINESS

A. Karen Hornaday Park Day Use Recommendations

Commissioner Archibald reiterated the park committee's suggestions to move the existing structure and come up with a feasible plan for a new structure. There was discussion about the best way to proceed. If the work is being done by volunteers it may not need to go to council. If they need to award a contract for any work, then council approval would be required. It might be necessary to have a contractor involved to remove the old structure safely.

Vice Chair Brann suggested sending a memo to the City Manager explaining the process of what they would like to do, utilizing volunteers, and asking for a response on how to proceed. There was no objection from the body.

B. Budget Update

This was moved to the next agenda by consensus of the Commission.

C. Dog Park

Commissioner Lillibridge requested moving this to the next agenda as she would like to show some photos via power point.

Commissioner Lowney said she will be absent in January and wanted to comment that she is in favor of having a dog park at the HERC yard location. It is a central and visible location that is already being used by people doing agility training. There is plenty of parking and most of the area is already fenced. If you hide it in an offset location people won't be used as much.

Commissioner Archibald said he has heard favorable comments from people about that area as well. He has some ideas he will share next time.

NEW BUSINESS

PARKS AND RECREATION ADVISORY COMMISSION
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A. Strategic Planning

This was moved to the next agenda by consensus of the Commission.

B. Commissioner Attendance at 2013 Council Meetings

The Commission reviewed the dates and confirmed the following months:

Commissioner Bell- January and August

Commissioner Lowney- March and July

Commissioner Lillibridge- February and June

Vice Chair Brann- April and May

Commissioner Archibald couldn't confirm dates due to his work schedule but would try to fill in when needed.

C. Land and Water Conservation Fund Grant Application for Karen Hornaday Park

This agenda item was addressed by Community and Economic Developer Koester at the beginning of the meeting.

D. Kachemak Drive Path Committee

Vice Chair Brann suggested not acting on this until Chair Bremmicker returns to give some feedback. Commissioner Lillibridge thinks it is premature at this point as it is almost Christmas and the Chair is absent. They should devote some discussion as to why it should be disbanded. It has been nice to have sub committees to deal with these issues. She would like to have an understanding of the process going forward before disbanding.

Commissioner Lowney sees the benefit of putting it to an ad hoc committee, but perhaps the Committee could remain in place. The Karen Hornaday Committee had talked about disbanding, suggested meeting quarterly, but continues to meet regularly as there are things that keep coming up. There are pro's and con's, but it might be a good way to go until the wheels get going again.

Commissioner Archibald expressed his awareness that the City is going to be busy with projects and the burden of having a project that is still in its infancy with budget constraints holding it back, and the light at the end of the tunnel is dim. He is unsure if it will be easier to proceed with an ad hoc committee. He agrees with waiting to discuss it when Chair Bremmicker returns.

This was moved to the next agenda by consensus of the Commission.

INFORMATIONAL ITEMS

- A. Approved Ordinance 12-49, Appropriating \$20,000 from HART Fund for Survey Work and Engineering/Cost Estimating for Proposed Kachemak Drive Trail
- B. Commissioner Attendance at Council Meetings 2012
- C. Commission Annual Calendar 2012
- D. Resolution 12-2013 City Council and Advisory Body Meeting Schedule

COMMENTS OF THE AUDIENCE

None

COMMENTS OF CITY STAFF

None

COMMENTS OF THE COUNCILMEMBER

None

COMMENTS OF THE CHAIR

None

COMMENTS OF THE COMMISSION

Commissioner Lillibridge wished everyone a wonderful holiday and good vacation. Everyone has worked very hard this year and this is a dynamic, hardworking Commission. She is proud to be a Commissioner with this group and has had a lot of fun this year.

Commissioner Lowney wished everyone Merry Christmas and agrees this has been an incredible year. She looks forward to another good year and is going to be sorry to miss the next meeting. In reference to the dog park, looking at the HERC area, she isn't opposed to it being a playground, but thinks maybe it is time to develop a playground for another user group in the community. This is a dog friendly community and we need it. There are things in the area that need to be addressed before adding more to that space. As a group they need to address the corner that includes skate park and the basketball court which she thinks is half on city grounds and half on school grounds. Maybe some of it is dependent on what happens with HERC. Before building another play area at the HERC , let's deal with the ones we have.

They asked for an update with what is happening with the HERC building at the next meeting.

Commissioner Bell said it has been a great year and is looking forward to lots of exiting improvement in Parks and Recreation this next year.

Commissioner Archibald said Merry Christmas and that they've accomplish a lot and it's been lots of fun.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 7:48 p.m. The next regular meeting is scheduled for Thursday, January 17, 2013 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____



City of Homer Planning & Zoning

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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: January 17, 2013

Subject: January Staff report

Karen Hornaday Park –The survey work with topo has been completed for the park. The Committee will use the information at their next meeting.

Spit Trail - At the February meeting, there will be a presentation on the Spit Trail construction project! Exciting to see this project moving forward.

Restrooms – design work is moving forward on the two restrooms on Pioneer Ave, at End of the Road Park, and at the Deep Water Dock.

Mariner Park - the Commission asked this to be a January agenda item but I have been unable to do any work on this. Council funded new vault restrooms for the park and I think the Commission wanted to talk about where they would be located. Hopefully Angie can talk with oyu at the next meeting on this item.



Where the Land Ends and the Sea Begins

Synopsis of the Karen Hornaday Park
Committee Meeting
December 18, 2012

Chair Robert Archibald called the meeting to order at 535 p.m.

Members present: Trish Lillibridge, Phil Needham, Ralph Broshes, Deb Lowney, and Marty Mccleery

Agenda was approved.

No Public comment.

No reconsideration

There were no minutes from previous work session.

There were no visitors

There was no staff report

Pending Business:

- Discussion centered around the Park improvement List submitted by staff as follows:
 1. Moving the picnic shelter to the area between the east and west ball fields.
 2. Design and construction of new shelter. A taskforce was setup consisting of Deb Lowney, Trish Lillibridge, Marty Mccleery, and Phil Needham. This group will research a design and placement of a new pavilion. The idea of a community build of the pavilion was brought up and the Committee felt this was a great idea.

3. Place topsoil and seed area when dirt work is done.

The other items on the list were discussed ant the committee felt that all warranted attention. We also felt that funding for some should not fall into the Day-Use improvement funds as we feel these are maintance costs.

4. Drainage is still a issue and we will pursue the issue behind the ball fields
5. The storage shed and shack shed need to be looked at for repair or removal as these are holding up dirt work in that area.
6. We discussed trails in the Park and where funds could come for construction. Woodard Creek Trail is on the Master Plan and still very important to the Committee.
7. The Park Host was discussed. The Committee felt that we need to move on this and improve the site as funds are available. In the

interim, a site needs to be designated for use this year, which may require the Host to be self-sufficient.

New Business

The Committee unanimously agreed that the City should apply for the Land and Water Conservation Fund Grant.

The use of this money, if funded will have to be discussed further. Some ideas were:

- A exercise trail around the park
- Woodard Creek Trail

The Committee moved to pass on to the Commission the following.

1. We would like to see the existing picnic pavilion moved as soon as possible.
2. Start Design work as soon as possible for construction this summer, of a new pavilion that the task forces along with the City agree on. It would work with the existing condition to perform this work being that the dirt work is still fresh and no seeding has been done. We also feel a "Community Build Option" would save money and should be looked into.
3. After completion of improvements, place topsoil and seed area.
4. The Committee expressed their strong support for the Woodard Creek trail and not forgetting the Master Plan.

There were no comments from the audience.

There were no comments from Staff, or Committee.

First meeting of the Pavilion Taskforce will be Jan. 23, 2013

Next KHPC Meeting Feb 7, 2013

Meeting was adjourned at 1850



City of Homer Planning & Zoning

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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: January 10, 2013

Subject: 2013 Budget

No action needed

Attached are the draft approved budget pages for Parks and Recreation related activities. In 2012, the Commission had requested funding for additional parks maintenance staff, a new trails brochure etc. The only items that received funding were:

From Parks and Recreation Reserves: \$35,000 each for Mariner Park Vault restrooms, and Jack Gist Park parking lot improvements, and Hickerson Cemetery work (Funding available for 3 years). This will draw the reserve fund down to a balance of a few thousand dollars.

In the regular budget: increase of \$1,000 for the Commission (to include adopt a park and volunteer project funding), \$1,000 under code 5210 for Jack Gist Park Signage.

Hart Trails: \$20,000 for Kachemak Drive, \$25,000 for Fairview Ave, Greatland Street and Woodard Creek Trails. (Funding available for 3 years)



**CITY OF HOMER
2013 OPERATING BUDGET**

**FUND 100
115 - COMMUNITY RECREATION**

		FY 2009	FY 2010	FY 2011	FY 2012	FY 2012	FY 2013	Difference	
		Actual	Actual	Actual	Adopted Budget	Amended Budget	Adopted Budget	Between 2012 Amended & 2013 Adopted Budget	
Salaries and Benefits									
5101	Regular Employees	\$ 53,771	\$ 50,384	\$ 51,478	\$ 52,652	\$ 52,652	\$ 58,813	6,161	11.70%
5102	Fringe Benefits	34,374	34,111	28,732	30,445	30,445	34,304	3,859	12.68%
5102	Fringe Benefit - PERS relief	-	-	-	-	-	6,758	6,758	0.00%
5103	P/T Employees	2,276	2,843	4,472	4,000	4,000	8,000	4,000	100.00%
5104	Fringe Benefits P/T	192	234	364	184	184	724	540	293.48%
Total Salaries and Benefits		90,614	87,572	85,046	87,281	87,281	108,599	21,318	24.42%
Maintenance and Operations									
5201	Office Supplies	-	95	-	500	500	500	-	0.00%
5202	Operating Supplies	1,440	1,587	1,615	2,500	2,500	2,500	-	0.00%
5208	Equipment	193	100	-	500	500	500	-	0.00%
5210	Professional & Special Services	4,875	15,439	13,747	14,500	14,500	14,500	-	0.00%
5215	Communications	1,734	1,849	1,726	1,950	1,950	1,950	-	0.00%
5216	Postage/Freight	364	684	45	50	50	50	-	0.00%
5223	Liability Insurance	1,529	1,199	847	1,029	1,029	955	(74)	-7.22%
5227	Advertising	-	136	906	950	950	950	-	0.00%
5235	Memberships/Dues	183	180	185	185	185	100	(85)	-45.95%
5236	Transportation	283	100	418	250	250	250	-	0.00%
5237	Subsistence	189	-	84	250	250	250	-	0.00%
5238	Printing/Binding	1,560	1,650	1,646	1,800	1,800	1,800	-	0.00%
5603	Employee Training	2,000	-	199	250	250	250	-	0.00%
5614	Car Allowance	-	-	-	300	300	300	-	0.00%
Total Maintenance and Operations		14,350	23,018	21,419	25,014	25,014	24,855	(159)	-0.64%
Total		\$ 104,964	\$ 110,591	\$ 106,465	\$ 112,295	\$ 112,295	\$ 133,454	21,159	18.84%
Staffing History		1.00	0.88	0.88	0.88	0.88	0.88		

LINE - ITEM EXPLANATIONS:

5103 - To Increase P/T Wages for supervision and the collection of fees at events.

Account Number Explanations: See "Appendix" Tab.

**CITY OF HOMER
2013 OPERATING BUDGET**

**FUND 100
175 - PARKS/RECREATION/CEMETARY**

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2012	FY 2013	Difference Between		
	Actual	Actual	Actual	Adopted	Amended	Adopted	2012 Amended & 2013 Adopted Budget		
Salaries and Benefits									
5101 Regular Employees	\$ 82,881	\$ 96,298	\$ 60,227	\$ 84,686	\$ 84,686	\$ 96,940	12,253	14.47%	
5102 Fringe Benefits	59,300	68,998	50,183	57,543	57,543	62,356	4,813	8.36%	
5103 P/T Employees	77,537	75,909	56,777	68,655	68,655	68,746	91	0.13%	
5104 Fringe Benefits P/T	11,729	13,659	15,194	9,268	9,268	8,820	(448)	-4.84%	
5105 Overtime	2,682	362	431	1,520	1,520	1,520	-	0.00%	
5107 P/T Overtime	835	1,224	-	-	-	-	-	0.00%	
Total Salaries and Benefits	234,963	256,450	182,812	221,672	221,672	238,381	16,709	7.54%	
Maintenance and Operations									
5202 Operating Supplies	9,325	14,173	11,318	11,700	11,700	11,700	-	0.00%	
5203 Fuel/Lube	16,328	16,542	22,950	22,821	22,821	22,800	(21)	-0.09%	
5208 Equipment Maintenance	303	376	9	1,000	1,000	1,000	-	0.00%	
5209 Building & Grounds Maintenance	19,132	18,861	14,685	19,000	19,000	19,000	-	0.00%	
5210 Professional & Special Services	29,263	33,353	32,692	34,200	34,200	35,200	1,000	2.92%	
5214 Rents & Leases Expense	-	-	-	2,500	2,500	2,500	-	0.00%	
5215 Communications	170	7	-	800	800	800	-	0.00%	
5217 Electricity	8,968	7,921	8,591	11,325	11,325	11,325	(0)	0.00%	
5218 Water	17,666	14,321	12,673	14,028	14,028	14,000	(28)	-0.20%	
5219 Sewer	17,543	12,784	11,148	11,000	11,000	11,000	-	0.00%	
5220 Refuse/Disposal	1,489	809	-	25,000	25,000	25,000	-	0.00%	
5227 Advertising	92	162	(40)	400	400	400	-	0.00%	
5231 Tools/Equipment	1,719	1,203	1,983	3,350	3,350	3,350	-	0.00%	
5235 Memberships/Dues	55	40	-	250	250	250	-	0.00%	
5236 Transportation	926	-	-	-	-	-	-	0.00%	
5237 Subsistence	330	-	-	-	-	-	-	0.00%	
5251 Pioneer Beautification	1,040	553	614	618	618	650	32	5.18%	
5252 Credit Card Expense	-	-	-	80	80	80	-	0.00%	
5601 Uniform/Clothing Allowance	216	-	196	300	300	300	-	0.00%	
5603 Employee Training	154	(275)	-	900	900	900	-	0.00%	
5604 Public Education	-	-	-	500	500	500	-	0.00%	
5815 Parks & Rec Board	-	-	-	1,000	1,000	2,000	1,000	100.00%	
Total Maintenance and Operations	124,720	120,830	116,819	160,772	160,772	162,755	1,983	1.23%	
Capital Outlay, Transfers and Reserves									
5990 Transfer to	12,000	-	-	20,000	20,000	-	(20,000)	0.00%	
Total Capital Outlay, Transfers & Reser	12,000	-	-	20,000	20,000	-	(20,000)	0.00%	
Total	\$ 371,683	\$ 377,280	\$ 299,631	\$ 402,445	\$ 402,445	\$ 401,136	(1,308)	-0.33%	
Staffing History	4.60	4.67	3.87	4.12	4.12	4.12			

LINE - ITEM EXPLANATIONS:

Revenues anticipated to be generated by Parks, Recreation & Cemetery are:
 Spite Camping Fees - \$142,000, City Campground Fees - \$18,000, Cemetery Plots - \$1,800.
5101 - 5106 - In 2010, part of the Community Schools Coordinator has been budgeted (12%) in Parks and Recreation's Budget. During summer months this position will help with the coordination of and scheduling therein various parks activities.
 Reallocation of Public Works Staff.
5210 - Increased for Jack Gist Signage
5815 - This account was created for the Parks & Rec Commission to use in part for Park Day and frugally as needed for other relate needs. (11/28/11 Council Mtg).

Account Number Explanations: See "Appendix" Tab.

Dept	Reserve	2013 Beg Bal	Transfers In	Expenditure:	Expenditure:	Expenditure:	2013 End Bal
385	Depreciation Reserve	109,403	-	-	-	-	109,403

**CITY OF HOMER
2013 OPERATING BUDGET**

Parks & Rec Reserves

156 - 385

Expenses thru 6/30/12

Acct #	2009		2010		2011		2012		2013	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Beginning Balance	80,814		71,853		66,060		78,335		108,335	
4992 Annual Transfer	12,000						20,000		-	
Transfer Per Ordinance 12-32							40,000			
4905 Donations					50					
Trans from Future Parks					121,980					
156-37: Transfer from 156 - GF	Ord 09-: 21,500									
Expenditures	(42,461)		(5,793)		(109,756)					
Subtotal	71,853		66,060		78,335		138,335		108,335	
Encumbered							(30,000)		(70,500)	+ 35,000
Ending Balance	<u>71,853</u>		<u>66,060</u>		<u>78,335</u>		<u>108,335</u>		<u>37,835</u>	

Expenditure Detail

Expenditure Detail	Ord #	2009		2010		2011		2012		2013	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beach Policy Improvements			785								
Jersey Barriers		5,000	3,500								
Jack Gist Ballfield	09-35(A)	23,000	28,000								
Bishop's Beach Shelter	09-35(A)	10,000	10,176								
Transfer energy	10-14				1,018						
Phase I Karen Hornaday Pk	10-23(A)			55,000		55,000					
Nick Dudiak Fish Lagoon Imp	10-23(A)			15,000							
Phase I, Jack Gist Pk Imp	10-23(A)			51,980	4,775	54,756					
Mariner Access Relocaqtion	12-28						30,000				
2013 Budget											
Jack Gist Recreation Parking										35,500	
Mariner Park Vault Restroom										35,000	
		<u>38,000</u>	<u>42,461</u>	<u>121,980</u>	<u>5,793</u>	<u>-</u>	<u>109,756</u>	<u>30,000</u>	<u>-</u>	<u>70,500</u>	<u>-</u>

Cemetery 35,000

**CITY OF HOMER
2013 OPERATING BUDGET**

**HART Trail Reserves
165-375**

Expenses thru 6/30/12

Acct #		2009	2010	2011	2012	2013
		Actual	Actual	Budget	Budget	Budget
	Beginning Balance	168,949	133,314	226,222	339,522	431,688
	Revenue					
4201	Sales Tax	105,959	111,631	134,891	110,589	117,655
4801	Investment Interest	1,131	522	1,995	588	
	Total Revenue	107,090	112,153	136,886	111,177	117,655
5xxx	Expenditures	9,321	3,150	7,815	-	
	Encumbered					25,000
	Transfers Out					
	Debt Payment - Principal					
	Debt Payment - Interest					
	Fund 100 - GF Admin Fees	23,913	16,095	15,770	17,954	8,415
	To 151-741 Ocean Drive					
	Transfers	109,491			1,057	
	Total Transfers	133,404	16,095	15,770	19,011	8,415
	Total Expenditures, Encumbrances & Transfers	142,725	19,245	23,585	19,011	33,415
	Ending Balance	133,314	226,222	339,522	431,688	515,928

Expenditure Detail

	Ord #	2009		2010		2011		2012		2013	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beluga Slough Trail - HART	10-49	25,000						30,000			
HART - Reber Trail	07-90	54,500				7,815					
HART - W Homer Elementary Trail Phase 1		8,000	1,119								
Contract for a Trail Design Criteria Manual		30,000	8,203		3,150						
Homer Spit Trail	09-48							31,000			
2013 Trail Improvements, Greatland, Fairview & KH Bud		117,500	9,321	-	3,150	-	7,815	61,000	-	25,000	-

ord 12-49 Kachemak Dr

20,000

45,000

Vicinity Map

NOVIEW AVE.

SPRUCEVIEW AVE.

BOTT'S ST.

Middle School

Old ball field
Mostly fenced. Future dog park?

Vet

WOODSIDE AVE.

Sterling highway

Pioneer

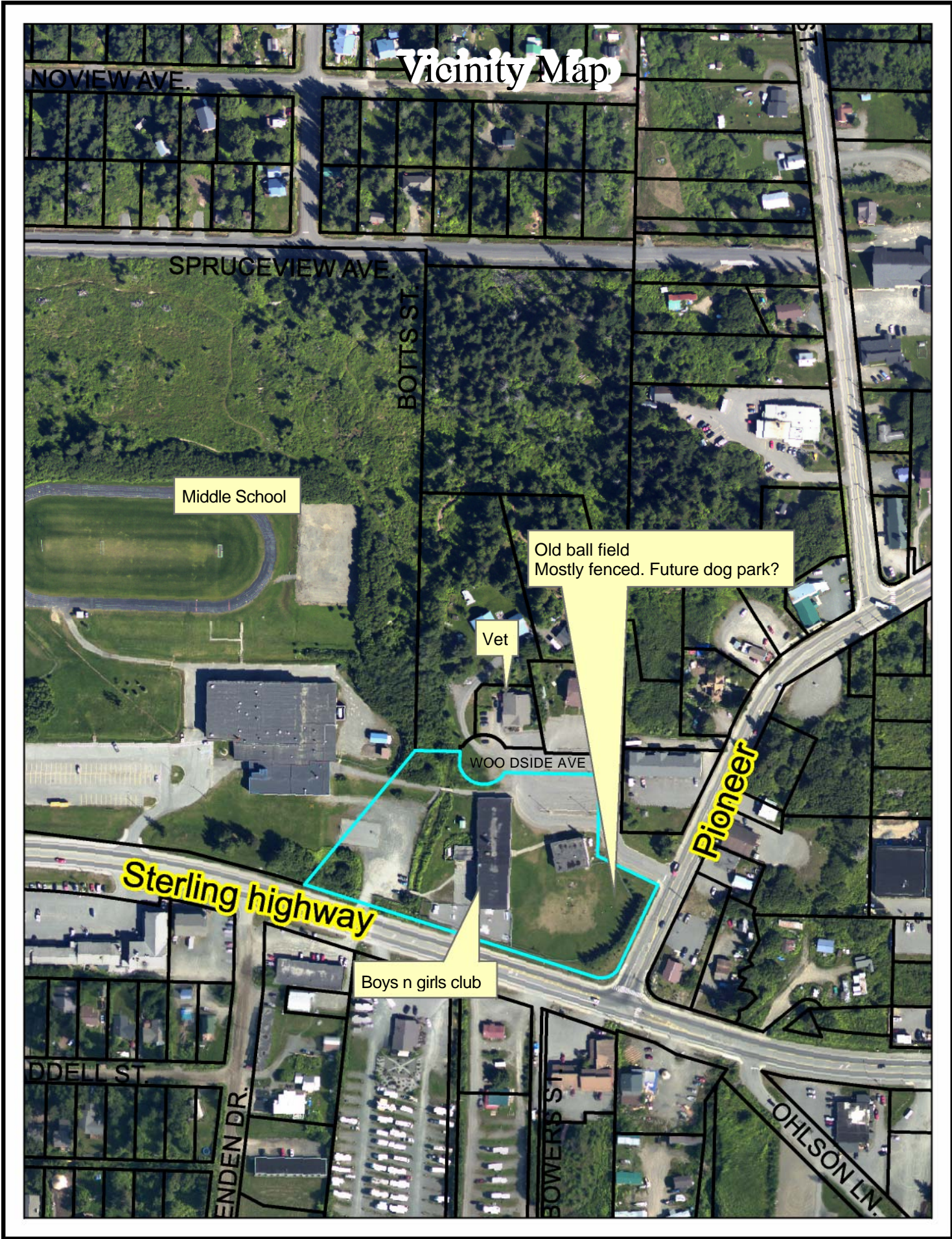
Boys n girls club

DELL ST.

ENDEN DR.

BOWER'S ST.

OHLSON LN.





City of Homer

Planning & Zoning

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To: Parks and Recreation Advisory Commission
From: Julie Engebretsen, Planning Technician
Date: January 17, 2013

Subject: Strategic Plan

Strategic planning is a very organized way to make a roadmap of where you want to go (goals), how you know you have reached your destination (objectives), and how you will get there (action plan).

The strategic plan has two uses; it helps the group and staff be focused on identified priorities, and also is a reminder of these priorities when other new projects come along. It is great to bring new ideas forward, but understand that means the old priorities will be put on hold. Be contentious of the group goals, and the fact the Commission only meets once a month. If a new project is added to the strategic plan, something else should probably be cut, or postponed for several months.

Strategic Plan Outline:

1. **Mission Statement:** Advocate to the City Manager and City Council on the problems and development of parks, recreation facilities and public beaches within the city.
2. **Strategic Goals:** What is the focus of the Commission's efforts? (3-5 year timeframe)
3. **Strategic Objectives:** These must be achievable, measurable results, in a 1-2 year timeframe
4. **Action Plan:** Who will do what, when and how?
5. **Implementation:** Do it!



PARKS AND RECREATION ADVISORY COMMISSION
STRATEGIC PLAN 2012

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 Report on City cemetery maintenance costs, future land use, budget orientation funds, how many plots and where the revenues are applied from plot sales
- Raise Public Awareness of Parks and Recreation Opportunities on the Homer Spit

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

3-5 Year Projects

- Advocate for a Parks and Recreation Department – obtain information on each city on the Peninsula that has a Parks and Recreation Department and Commission
- Establish a Campground Host Program at Karen Hornaday Park
- Develop a Park in the Area known as Town Center and plan for pathways and trails

1-2 Year Projects

- construct a pedestrian/bike path along Kachemak Drive
- Support Playground Improvement Project at Karen Hornaday park
- Document current and historical trails, create a pamphlet to show hiking trails, beaches, recreational access points, parks, campgrounds and basic rules and etiquette
- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation
- Increase the city budget for parks and recreations
- Mariner Park driveway access and pedestrian access from the Homer Spit Road and bike path crossing of Homer Spit Road.
- Create an overall uniform sign design for city parks and recreation areas.
- Review Town Center Plan to Identify Short Term Projects

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

- 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.

- One member of the Commission attend meetings of other user groups – skiing, co-host, etc. Create better working relationship and communication with user groups.
- Educate other city commissions, committees and boards
- Staff to send notice of commission projects

SHARED ACTIONS STAFF/COMMISSION

- Focus and monitor the HNMTTP implementation
- Research and create best use plans for all parks, with WKFL being the next park.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

Melissa Jacobsen, CMC, Deputy City Clerk II
Renee Krause, CMC, Deputy City Clerk I



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MEMORANDUM

TO: PARKS AND RECREATION ADVISORY COMMISSION
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK
DATE: JANUARY 11, 2013
RE: COMPLETION OF THE KACHEMAK DRIVE PATH COMMITTEE

Background

At the December 20, 2012 Special Meeting this item came before the commission to address. The commission decided not to take action and postponed until the next meeting to allow Chair Bremicker to comment.

Chair Bremicker will not be in attendance until the February meeting of this commission in accordance with the notice he made at the October commission meeting.

During the brief discussion Commissioner Lillibridge wanted to understand the process to disband a committee. If the commission desires to entertain a discussion on this point it can be done at this time.

RECOMMENDATION

1. Indicate to Staff that the commission as a whole would like to know the process to determine how and when to disband a committee that has been established by a commission/committee.
2. Make a motion to postpone this item until the return of the Chair for this commission.

2013 HOMER CITY COUNCIL MEETINGS
PARKS AND RECREATION ADVISORY COMMISSION ATTENDANCE

It is the goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After Council approves the consent agenda and any scheduled visitors it is then time for staff reports, commission reports and borough reports. That is when you would stand and be recognized by the Mayor to approach and give a brief report on what the Commission is currently addressing, projects, events, etc. **A commissioner is scheduled to speak and has a choice at which council meeting they will attend. It is only required to attend one meeting during the month that you are assigned.** However, if your schedule permits please feel free to attend both meetings. Remember you cannot be heard if you do not speak.

The following Meeting Dates for City Council for 2013 is as follows:

Commissioner Archibald will attend as needed depending on his work schedule.

January 14, 28 2013	<u>Commissioner Bell</u>	
February 11, 25 2013	<u>Commissioner Lillibridge</u>	
March 11, 25 2013	<u>Commissioner Lowney</u>	
April 8, 22 2013	<u>Commissioner Brann</u>	
May 13, 28 (Tues)	<u>Commissioner Brann</u>	
June 10, 24 2013	<u>Commissioner Lillibridge</u>	
July 22 2013	<u>Commissioner Lowney</u>	
August 12, 26 2013	<u>Commissioner Bell</u>	
September 9, 23 2013	_____	_____
October 14, 28 2013	_____	_____
November 18, 2013	_____	_____
December 9, 2013	_____	_____

Please review and if you will be unable to make the meeting you are tentatively scheduled for please discuss.

PLEASE NOTE: When additional commissioners are appointed the proposed schedule above will reflect those added commissioners.

PARKS AND RECREATION ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2013 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEMS</u>
<input type="checkbox"/> FEBRUARY 21, 2013	LAND ALLOCATION PLAN REVIEW & RECOMMENDATIONS TO COUNCIL
<input type="checkbox"/> MARCH 21, 2013	APPOINT/VOLUNTEERS TO ATTEND CITY COUNCIL JOINT WORKSESSION ON LAND ALLOCATION PLAN 2012 3/27/12
<input type="checkbox"/> APRIL 18, 2013	SELECT SPRING PARK &/ OR BEACH WALK THROUGH
<input type="checkbox"/> MAY 16, 2013	PLANNING PARK DAY OR SIMILAR EVENT SPRING PARK AND/OR BEACHES WALK THROUGH
<input type="checkbox"/> JUNE 20, 2013	COMPLETE ARRANGEMENTS FOR PARK DAY OR SIMILAR EVENT INITIAL BUDGET REVIEW – WHAT DOES THE COMMISSION WANT?
<input type="checkbox"/> JULY 18, 2013	REVIEW CAPITAL IMPROVEMENT PLAN PARK DAY BUDGET TALKS
<input type="checkbox"/> AUGUST 15, 2013	BUDGET REVIEW & RECOMMENDATIONS TO CITY MANAGER & CITY COUNCIL
<input type="checkbox"/> SEPTEMBER 19, 2013	FALL PARK WALK THROUGH AND BEACH WALK; ELECTIONS; SELECT KHP CLEAN UP DAY
<input type="checkbox"/> OCTOBER 18, 2013	KAREN HORNADAY PARK CLEAN-UP REVIEW AND APPROVE THE 2014 MEETING SCHEDULE
<input type="checkbox"/> NOVEMBER 21, 2013	STRATEGIC PLAN REVIEW & PLANNING REVIEW OF KAREN HORNADAY MASTER PLAN & PROGRESS
DECEMBER 2013	NO MEETING SCHEDULED HAPPY HOLIDAYS!

