

Session 13-05 a Regular Meeting of the Parks and Recreation Advisory Commission was called to order on June 20, 2013 at 5:50 pm by Chair Bumpo Bremicker at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS ARCHIBALD, LOWNEY, BREMICKER, BRANN, LILLIBRIDGE

STAFF: JULIE ENGBRETSSEN, PLANNING TECHNICIAN
RENEE KRAUSE, CMC, DEPUTY CITY CLERK

APPROVAL OF THE AGENDA

Chair Bremicker requested a motion to approve the agenda.

LOWNEY/BRANN - SO MOVED.

There was no discussion.

The agenda was approved by consensus of the Commission.

APPROVAL OF THE MINUTES *(Minutes are approved during regular meetings only)*

A. Meeting Minutes for the regular meeting on May 16, 2013

Chair Bremicker requested approval of the minutes.

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

There was no discussion.

The minutes were approved by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA *(Three minute time limit)*

Kevin Walker, a resident of Kachemak City, made comments in favor of reducing the speed limit on E. End Road from the Cottonwood Horse Park to a distance past the entrance to Jack Gist Park and establishing a crosswalk for Jack Gist Park.

Mr. Walker then commented in favor of keeping the Kachemak Drive project in the top favorites for the Capital Improvement Plan and proceeded to outline the progress of the citizen group that has formed and what they have been doing and the meetings held.

Ms. Krause cited a point of order as Mr. Walker was proceeding to give a report and no longer commenting on the subject on the agenda.

There were no further comments.

RECONSIDERATION

There were no items for reconsideration.

VISITORS

A. Katie Koester, Community and Economic Development Coordinator
1. Capital Improvement Plan

Ms. Koester provided a brief synopsis on what the Capital Improvement Plan was; its purpose and how it is used by the City in obtaining funding from various sources including the State of Alaska. She provided a recommendation on several of the projects and the tentative plan of City Council to reduce

the number of projects as top priority to the City. This will have a better impact to the Legislature when requesting funding for the projects. She then described the various sections of the plan and how it was organized.

Ms. Koester also noted the recommendations on the various projects that should be removed or not included in the commission's consideration process or recommendation to council and the reasons for not including those specific projects.

Ms. Koester commented on the Press Package that was included on the projects that were funded this year to provide an idea on what projects get funding. She also noted the laydowns which are new projects that Council will need to approve to include on the plan. If the commissioners decide to include one of these new projects then a separate recommendation to request Council's inclusion in the CIP is needed. Ms. Koester additionally noted the worksheet provided for the commissioner's use in ranking their choices.

Chair Bremicker stated with consensus from the Commissioners that they would prefer to review the projects related to Parks and Recreation only.

Ms. Koester noted the following projects: Kachemak Drive Rehabilitation and Pathway, Baycrest Overlook Gateway Project and the Homer Education and Recreation Center Project require some updating to the project descriptions and project. She noted that there were outstanding issues with the HERC project and will not be ready for this year's request. The Kachemak Drive project is a very large project and focuses on re-doing the whole roadway plus a pathway. This is a state project and will be relocated to that section of the CIP. The current project being worked on by the citizens group can go through the CIP process as any normal project. Ms. Koester then provided a brief update on the Baycrest project.

The Ben Walters Park Improvements, Phase 2 requires the Rotary updates; the Horizon Loop Trail is being recommended by staff to remove to the Long Range section; Jack Gist Phase 2 has no significant updates; Karen Hornaday Park Phase 2, keep nothing done on this and then Mariner Park Restroom project requires a cost estimate update since Public Works has determined the project could be accomplished less than previously determined; Homer High School Turf Field would be removed if a Bond is not approved then the advocates for the project wanted to keep it on the CIP list just in case; the next list is projects that are not City related by supported by the community and the value added to those projects by being on the CIP.

Commissioner Brann provided information on the Rogers Loop Trailhead project and confirmed location and purpose for the commission.

Ms. Koester then recommended that the commission during the discussion motion to request council approve the recommendation to make it a City Project. This would allow the city to apply for grants and access existing trail funds.

STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS

A. Staff Report - Julie Engebretsen

Ms. Engebretsen noted there were only two items of concern on her staff report and that there may not be a quorum for the July meeting with two of the commissioners gone and another recently resigned. It was determined that Commissioner Archibald could call in however it might present some background noise if they were underway. All other available commissioners stated they would be available on July 18, 2013. Ms. Engebretsen further recommended scheduling a worksession to discuss and plan the Park Day event just in case. The Park Day is scheduled for August 17th and there was a brief discussion regarding the date so all commissioners are available. It was determined to leave it as scheduled. It was noted that the following was discussed:

Location: Ben Walters Park Time: Noon until 2:00 p.m.

The Commission would invite the dignitaries and acknowledge the contributions and improvements provided by the Rotary Club for the park.

The commissioners agreed by consensus on July 30, 2013 Tuesday at 5:30 p.m. for the worksession on Park day.

There was no further discussion.

PUBLIC HEARING

There were no public hearings scheduled.

PENDING BUSINESS

There was no Pending Business.

NEW BUSINESS

A. Review of the Draft Capital Improvement Plan and Recommendations to Council

Chair Bremicker read the title into the record and requested staff to facilitate discussion.

After discussion it was determined to narrow the recommendations from five to three from the commission. Staff explained that there was no need to rank the individual picks and recommended taking a 5 minute break and the commissioners can review the projects and write down their top three to five projects.

Chair Bremicker called for a recess at 6:34 p.m. The meeting was reconvened at 6:40 p.m.

Chair Bremicker questioned the Kachemak Drive project and requested clarification.

Ms. Engebretsen explained that Ms. Koester and her had a brief conversation and one thing that could happen is the citizens group could propose another project that is specific to what they would like to see what would happen and the City could support that project but that would also mean that the \$20 million dollar project would probably be removed from the City's list since the likelihood of that large a project being funded for a road improvement with only 2000 vehicles a day on it is highly unlikely.

Chair Bremicker then requested confirmation regarding the process to present the new proposed project to council by the citizens group for the pathway. Ms. Koester confirmed that there were three different types of groups that can submit projects for Council consideration and they were Non-Profits, Advisory Commissions and Department Heads. Ms. Koester noted that the private groups would have to be a Non-profit or find one who can accept funds on their behalf. She noted the process again for the commissioners. She also noted that the path project could be submitted to the Commission for recommendation to Council.

Ms. Engebretsen tallied up the recommendations and noted the following projects were selected by the Commissioners to forward to Council: Karen Hornaday Park Improvements Phase II, Mariner Restroom and Jack Gist Park Improvements. These projects were approved by consensus of the commission.

ARCHIBALD/BRANN - MOVED TO RECOMMEND TO CITY COUNCIL THAT THE ROGERS LOOP TRAILHEAD PROJECT BECOME A CITY PROJECT.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Amending the Bylaws - Meeting Time Limits and Committees

Chair Bremicker read the title into the record and opened discussion on this item.

Ms. Engebretsen explained how establishing a time limit for the meetings has benefits to conducting effective meeting.

LILLIBRIDGE/ARCHIBALD - MOVED TO ESTABLISH 7:30 P.M. AS A MEETING DEADLINE WITH EXTENSIONS APPROVED BY A SIMPLE MAJORITY OF THE COMMISSION.

There was a brief discussion on the long meetings and how long the agendas were and getting the work completed by 8:00 p.m. would be more reasonable.

LOWNEY/BRANN - MOVED TO AMEND THE MEETING END TIME TO 8:00 P.M.

There was no further discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Bremicker then brought up the issue of committees for discussion. He offered establishing a sunset time for the committee. Commissioner Lowney offered that having standing committees was a good tool such as the Karen Hornaday Park Committee however offered the moot issue with monthly meetings that are not necessary. Chair Bremicker argued that it would be hard to define or determine when a task is completed by the committee.

Commissioner Brann noted the staff recommendations.

BRANN/LOWNEY - MOVED TO SUPPORT STAFF RECOMMENDATIONS NOT TO CHANGE THE BYLAWS REGARDING COMMITTEES.

Commissioner Lowney advocated with providing more succinct tasks for committees and directions and that it should not be up to the committee such as the Karen Hornaday Park (KHPC) committee to determine what they were supposed to do next. Further discussion included some recommendations on future focus points for the KHPC to include trails, parking, etc.

Chair Bremicker called for a point of order.

Commissioner Lowney cited the parking issues along the surrounding streets.

Commissioner Lillibridge mentioned the Park Host position.

Chair Bremicker once again directed the Commissioners to the subject at hand were the committee process of the commission at this time.

Commissioner Archibald commented in favor of the current committee process.

Chair Bremicker called for the vote.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There were no further comments.

C. Discussion on Crosswalks and Speed Limits on East End Road near Jack Gist Park

Chair Bremicker opened the item for discussion.

Commissioner Archibald commented on the difficulty of getting a large horse trailer out of the Cottonwood Horse Park which is just before the Jack Gist Park. It is getting very dangerous with the amount of traffic and the higher speed. Commissioner Lowney commented on a recent trip to the park and the issues with the egress and sun glare and line of sight issues. Chair Bremicker agreed with the other Commissioners however he was focused on pedestrian access and safety. Commissioner Archibald agreed and mentioned the flagrant violations of the right of way laws.

Commissioner Brann was supportive of a memorandum to the Administration and warning signage installation also educational efforts within the community. Commissioner Lillibridge commented on petitioning the Administration to set back the speed limit from 45 mph to 35 mph to a point past the Park entrances and she agreed with the difficulties during ingress/egress in that section of East End Road.

LOWNEY/ARCHIBALD - MOVED TO SEND A LETTER TO CITY ADMINISTRATION EXPRESSING strong SUPPORT TO REDUCING THE SPEED LIMIT TO 35 MPH TO A POINT PAST THE ENTRANCE OF JACK GIST PARK AND INCLUDING APPROPRIATE SIGNAGE INDICATIVE OF THE REDUCTION IN SPEED AND WARNING OF CROSSINGS.

There was further discussion on doing a speed study for the area and the safety issues involved with that area, hiring a firm or traffic engineer, options available and adequate distance

VOTE. YES. NON-OBJECTIVE. UNANIMOUS CONSENT.

Motion carried.

D. Recommendation and Approval of Providing Additional Funding for the New Trails Map

Chair Bremicker read the title into the record.

Commissioner Lowney explained her basis for requesting the additional funding and the current status of the project. She indicated that the initial request was for \$250 and this amount was lowered when the funds were thought to be less but since it has been confirmed that the Commission does have the available funding she would like to request the additional monies.

LOWNEY/BRANN - MOVED TO APPROVE AN ADDITIONAL ONE HUNDRED AND FIFTY DOLLARS BE PROVIDED TO THE GROUP WORKING ON THE NEW TRAILS MAP.

INFORMATIONAL MATERIALS

A. Commissioner Attendance at Council Meetings 2013

B. Strategic Plan 2013

D. Recommendation to Execute a Memorandum of Understanding with Little League at Karen Hornaday Park to City Manager dated April 23, 2013

E. Request to Monitor and Enforce Speed Limit on Kachemak Drive to City Manager dated April 23, 2013

F. Request for Consideration of Proposed Sculpture "Squid versus Whale" to Public Arts Committee dated April 23, 2013

G. Memorandum 13-059 dated April 22, 2013 to Mayor Wythe and City Council Re: Proposed Resolution 13-040

There was no discussion on the informational materials.

Chair Bremicker invited Mr. Carey Meyer to speak on the Karen Hornaday Park since there was something in the packet but they bypassed it earlier in the meeting.

Mr. Meyer pointed out that due to the estimated cost to construct the new picnic pavilion according to the proposed design it would leave them short on funds for any additional improvements to the day use area including seeding. They could redesign the shelter or there may be some options that were included in the design of the new pavilion that could be postponed until additional funding has been acquired or constructed by volunteer labor. He noted that the desire was to spend all the grant monies in the most expedient manner and so that they can get further funding from the legislature. He did note that there were funds that were stipulated for the design or engineering work on the road which are half expended and if the commission would like to re-designate funds he could support that decision. He made additional comments on some areas where volunteer efforts could be used to effect cost savings. Mr. Meyer did note that he was unwilling at this time to give up the concrete columns and footings as the design proposed.

Commissioner Lillibridge offered information on previous offers from contractors that were involved with the HoPP group efforts.

Mr. Meyer then stated that his goal for completion was August and September of this year. He still intends to relocate the existing shelter and building the new shelter.

There was a brief summary on upcoming projects on the Spit.

Commissioner Lowney was skeptical on finding volunteers and was willing to consider budget shortcuts to get to the shelter constructed.

Some additional funding from the Land and Water Conservation Grant would be able to relocate the shelter; individuals are out there to perform the work but the difficulty was finding someone to coordinate all the parties' efforts.

Commissioner Archibald requested dialog between the committee and Public Works regarding what was needed and the volunteer crews required. He felt fairly comfortable that they would be able to get the volunteers once they had some concrete information on what they would be required to do.

Commissioner Lowney commented on concessions and the plans for the existing concessions stand. She also noted the drainage needs for the area. Ms. Engebretsen responded that those concerns will be addressed by the Conservation grant. She also inquired about doing something about the grass conditions at the park.

Commissioner Lillibridge supported going to bid as soon as possible and inquired how long that process takes and could that also include the volunteer aspects they have been talking about.

Mr. Meyer responded that they can typically separate out the project and noted the different aspects or sections of the project so they could get a really good idea on how much each component of the project costs. He would check with the City Manager but believed that this project's size would require a two week advertisement, pre-bid meeting, and then allow an appropriate time to allow contractors to submit their bids. So approximately a 6 week time frame and it could be less than what has been estimated by the engineer since the contractor is local or in the area or incorporate volunteer efforts.

Commissioner Lillibridge mentioned the possibility of some remaining funds for use in the Day Use Area that HoPP had available however Commissioner Lowney stated that those funds were to be used as matching funds.

Mr. Meyer felt the most important was to get this project out for bid and will try to accomplish that before the end of the month.

He thanked the commissioners for allowing him the opportunity to speak and update them on things.

COMMENTS OF THE AUDIENCE

There were no comments from the audience.

COMMENTS OF THE CITY STAFF

There were no comments from the staff.

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

There was no councilmember present.

COMMENTS OF THE CHAIR

Chair Bremicker commented that they did some good progress and then provided a report on the good things that the group is doing and expounded on the little trail at the end of the parking lot up the hill, beautiful views of the field and the group is working on speaking with the airport regarding access. He

also noted his own personal incident with a cyclist on that hill. He thanked staff for their efforts and good city government. He requested that the intersection of Spit Road and Kachemak Drive.

COMMENTS FROM THE COMMISSIONERS

Commissioner Archibald complimented Public Works Employees on their efforts dealing with the emergencies that arise such as a recent water main breakage. He also commented on an incident with a young person riding their bike along the road at Karen Hornaday and the cars parked on both sides of the road. He noted the dying grass all over the place. Maybe they can locate funds to do reseeding.

Commissioner Brann stated the three signs have been delivered to Public Works for Kachemak Drive; and he thanked Julie for her advice on Rogers Loop and thanked staff for their help in getting through the CIP process effortlessly; and thanked the crews at Public Works also; and commented that it's a good summer.

Commissioner Lillibridge encouraged it was a good meeting they are finishing up within their new time period and she was pleased with Carey's positive report and update. She wanted to keep improving the parks and looking forward to supporting their three projects they recommended. She inquired about the commissioner's attendance at council meetings and confirmed her report at the next council meeting. She requested for the agenda a discussion on zoning changes for areas of the Spit.

Commissioner Lowney stated good meeting, and reiterated her feelings regarding Karen Hornaday park and the speed limit between the horse park and Jack Gist concern for those areas and related a close call she had on Kachemak Drive on the hill. She voiced her concern regarding the safety concerns. She also requested an update on city projects. She also would like on the agenda to finish the council meeting attendance.

ADJOURNMENT

There being no further business to come before the Commission, Chair Bremicker adjourned the meeting at 7:55 p.m. The next meeting is a Thursday, July 18, 2013 at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

Renee Krause, CMC, Deputy City Clerk I

Approved: _____