

# *Parks & Recreation Advisory Commission*

*Thursday  
November 21, 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 -11/14/2013 - 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 Regular Meeting on September 19, 2013
- 4. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA** (*Three minute time limit*)
- 5. VISITORS** (*Visitors normally have 10 minutes for their presentation.*)
- 6. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS**
  - A. Staff Report - Julie Engebretsen, Planning Technician/GIS
  - B. Parks Maintenance - Angie Otteson
  - C. Community Recreation - Mike Illg
- 7. PUBLIC HEARING**
- 8. PENDING BUSINESS**
  - A. Karen Hornaday Park Pavilion - Status Update
  - B. Worksession Scheduled for November 23, 2013 Re: Site Visit to HERC Building
  - C. Discussion on Worksession Site Visit to Sterling, Alaska Community Recreation Center
  - D. 2013 Park Volunteers Thank You Advertisement
  - E. Budget 2014 - Needs Assessment
- 9. NEW BUSINESS**
  - A. Welcome New Commissioner!
  - B. Establishing the 2014 Meeting Schedule
    1. Resolution 13-0XX
  - C. Elections - Chair and Vice Chair for 2014
  - D. New Memorandum of Agreement - Kachemak Nordic Ski Club
  - E. Adopt a Park
- 10. INFORMATIONAL MATERIALS**
  - A. Commissioner Attendance at Council Meeting Schedule
  - B. 2013 Strategic Plan
  - C. Commission Annual Calendar
  - D. 2013 Council Budget Development Schedule
  - E. Memorandum 13-139 Appointment and Reappointment
  - F. Resolution 13-092, Amending the Meeting Length
  - G. Resolution 13-095, Authorizing to Keep the HERC Building Gym Open
  - H. Memorandum dated September 20, 2013 to Mayor and Council Re: Resolution 13-040
  - I. Memorandum dated September 20, 2013 to Mayor and Council Re: HERC Site
  - J. Certificate for Bumpo Bremicker Retirement
  - K. Ordinance 13-39, Appropriated a Land and Water Conservation Grant for Karen Hornaday Park Improvements
- 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 SCHEDULED FOR JANUARY 16, 2014 at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska**



Session 13-07 a Regular Meeting of the Parks and Recreation Advisory Commission was called to order on September 19, 2013 at 5:34 pm by Chair Bumpo Bremicker at the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

TELEPHONIC: COMMISSIONER BRANN

STAFF: CAREY MEYER, PUBLIC WORKS DIRECTOR  
JULIE ENGBRETSSEN, PLANNING TECHNICIAN  
ANGIE OTTESON, PARKS MAINTENANCE COORDINATOR  
MIKE ILLG, COMMUNITY RECREATION SPECIALIST  
RENEE KRAUSE, CMC, DEPUTY CITY CLERK

#### APPROVAL OF THE AGENDA

Chair Bremicker requested a motion to approve the agenda.

LILLIBRIDGE/LOWNEY - 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 August 15, 2013

Chair Bremicker requested approval of the minutes from August 15, 2013.

LOWNEY/ARCHIBALD - SO MOVED.

There was a brief discussion.

The minutes were approved by consensus of the Commission.

Chair Bremicker welcomed the newest commissioner Matt Steffy and asked him to tell them a little bit about himself. Commissioner Steffy provided a brief biography for the commission and audience present.

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

Chair Bremicker invited public comments on items on the agenda and noted the three minute time limit.

Brianna Allen, city resident, member of the Old Town Artist in Resident Program, provided a brief description on her visit and commented on the Uniform Signage item under pending business. She provided a color copy of the proposed signage for Bishops Beach Park.

She requested a recommendation of support from the Commission to be forwarded to the City Manager.

Ms. Allen responded to a few questions from the commissioners and addressed concern regarding the intent to have the signage while uniquely Homer it was to be uniform.

Commissioner Lowney offered comment from the recent Public Arts Committee meeting that the proposed sign was fully supported with the added City logo placed within the design.

The commission expressed support for the new signage and thanked Ms. Allen and her group for including the project in the program.

Kathy Hill, city resident, commented on keeping the HERC building and advocated for the commission to put forth efforts to save the building and especially the gym.

There were no further comments.

## RECONSIDERATION

There were no items for reconsideration.

## VISITORS

Homer Area Trail (HAT) - Beth Cumming and Kevin Walker spoke to the commission regarding the formation of a non-profit corporation and taking over where the Kachemak Drive Path Committee left off. He provided a brief synopsis of the progress the group has made and then expounded in detail the ownership of the land where the trail is going to be placed. HAT was requesting the continued support of the commission to work on the trail and to submit a recommendation to Council to vote down the Resolution 13-040 at the next Council meeting.

Beth Cumming provided some history on the funding and actions of council and the message that council will make if they pass the Resolution that will be before them. She explained that if Council passed the resolution they will be denying the group the support necessary to obtain funding from outside organizations.

The commissioners asked a few questions regarding the following:

- Why would the City agree to pay half of the cost of a survey if they do not own the property?
- If the proposed trail is opposed by Council right now because of cost or they oppose the project as a whole.
- If the State would allow the trail to be built with volunteer labor.

Mr. Walker responded that the State did not approve but they did not say they disapproved either. He further commented that the state favored the south side of the road for placement of any trail, citing security reasons for not wanting a trail on the north side of Kachemak Drive. He went on to say that they indicated they were willing to work with the group.

There was no further discussion. The Chair thanked the group for coming in and speaking to the commission.

ReCreate Rec - Kate Crowley - Introduced herself and provided a brief explanation of her purpose for coming before the commission. Initially the intent is to inform the commissioners the purpose of the group, members and what goals they had in mind and that they would come before the commission periodically to update them on their progress and to request support for the group. She explained that the group formed out of the need to address funding for a community recreation center.

Some items of discussion and points Ms. Crowley made were:

- There are a lot of details to forming a recreation service area
- The City would have to work with the Borough regarding a Service Area
- Additional ways to fund recreation and a parks department
- explained how a service area is delineated and that this would go before the voters in the districts that were included.
- The group would welcome any suggestions or direction from the commission
- advocate for a Parks and Recreation Board that would have power to distribute funds to groups such as one county in North Carolina has done.
- Homer has no recreational program - there is a recreational programmer and a parks maintenance person

Commissioners made the following recommendations/suggestions:

- Contacting Rachel M. Parra, Director of the North Kenai Recreational District

- Making it a cooperative effort between the City and Borough not a hostile takeover
- keeping it broad and inclusive keeps the building out of the discussion
- branding is important
- broaden the aspects to include outdoor recreational aspects too not focused solely on a community

Chair Bremicker thanked Ms. Crowley for coming to the meeting.

Commissioner Archibald expressed an interest to attend meetings on behalf of the commission when he is able.

The commission agreed by consensus that it was okay to attend and represent the commission.

Commissioner Brann encouraged the field trip to Sterling Community Center be set up but with the caveat that whatever the date a two week period prior to the worksession/field trip must be allowed for the Clerk to advertise and notice the trip.

There were no further discussions or comments.

#### **STAFF & COUNCIL/COMMITTEE REPORTS/ AND BOROUGH REPORTS**

##### **A. Carey Meyer - Public Works Report**

Mr. Meyer provided a brief status update to the commission on the new picnic pavilion at Karen Hornaday Park. He noted that the contractor was Polar North Construction. They intend to break ground on Monday, September 23, 2013. He stated the benches and fire pit would also be constructed at the same time in response to question from Commissioner Archibald. Mr. Meyer stated that the old pavilion is currently in the parking lot and will remain there until further notice.

A brief discussion on the future use of that old pavilion ensued. It was unsure where it would be placed for repurposing at this time. The commission has time to revisit that discussion at a later meeting.

Mr. Meyer responded to questions related to drainage projects and commented on the reason for delay in addressing some of these outstanding projects was the lack of personnel.

##### **B. Julie Engebretsen - Staff report**

Ms. Engebretsen reported that the City Manager stated that the Needs Assessment is included in the stack of things he would like to fund. This does not mean it will be funded. Ms. Engebretsen recommended that one or more commissioners attend every council meeting until December and mention the desire for council to fund this request. She did have a fair amount to report on the HERC Building but will save it for later in the agenda.

Ms. Engebretsen field questions from the commission on the following:

- Clarification on what a Needs Assessment will provide.
- Amount requested in the budget to perform a Needs Assessment
- How this would be addressed with the public
- Who would determine the questions contained in the survey
- Is this survey to be city wide or area wide, there may be some questions included that address serving a broader area?
- If the budget request included funds for the campground host infrastructure
- Status of the advertisement thanking all the volunteers and groups this past year

Mr. Illg commented on the purpose of the Needs Assessment was to provide a basis and data such as financial information on funding activities, and the start of a Parks and Recreation Master Plan. This will also assist in applying for grants too.

Commissioner Brann noted that the city does own property outside the city limits.

Ms. Engebretsen strongly advocated that the commissioners show up and speak at the Council meetings and encourage the public who can speak in favor of performing this needs assessment.

C. Parks Maintenance Report - Angie Otteson

Ms. Otteson commented that Mr. Meyer provided most of her report she did want to recommend supporting the request for support of the signage and artwork. She elaborated on the request from Brianna Allen regarding the Artwork placement and the new signage for Bishop's Beach Park. She noted that the Public Arts Committee was in the process of selecting aspects for the uniform signage and had already denoted that the larger parks such as Karen Hornaday deserved individual signage.

Ms. Otteson also reported that they have hired a company to come in and clear out the larger alders on the Poopdeck Trail. She did mention to Commissioner Archibald that instead of scheduling a Karen Hornaday Park Clean-up she would encourage a work party on the Library and Poopdeck Trail instead. Ms. Otteson further noted that the Church on the Rock has adopted this park and are planning on a cleanup party in October; so efforts would be best cleaning up the Poopdeck Trail.

Chair Bremicker provided the start and finish of the Poopdeck Trail for Commissioner Lillibridge.

There was a brief discussion on when to schedule the work party.

D. Community Recreation - Mike Illg

Mr. Illg reported on his attendance at the recent annual Alaska Recreational and Parks Association conference in Juneau. He spoke about a presentation that Commissioner Steffy and he did for the conference. Mr. Illg additionally reported that the Homer Hockey Association was awarded Outstanding Organization of the Year Award. They are one of four non-profit organizations to operate a hockey rink and the only one in Alaska. So this award is very well deserved.

Commissioner Steffy and he have put their heads together to propose Homer as the 2015 annual conference location. This will be a great opportunity and bring approximately 80-90 parks and recreation professionals to Homer. This presents a great opportunity for the city.

He has no update on the Trails Map. He is planning on getting back to that this fall and would like to include Ms. Engebretsen at the next meeting.

He reported on the possibility of using the HERC building at cold status until it is demolished. He has been meeting with a group of people to begin Dodge Ball program.

Commissioner Steffy responded to the question on cost and specifics on joining the association. He noted the different levels and also recommended that the city should join as an agency member which costs \$150 per year. He commented on the award that Homer has been given and the strong possibility of hosting the conference it would be very beneficial to be a member.

Commissioner Brann asked for this item to be on the next meeting agenda and that the commission vote on becoming members.

Chair Bremicker thanked Commissioner Steffy and complimented him on his knowledge.

Commissioner Lowney encouraged Mr. Illg to get the Trails map done since the commission has designated funds for this new map.

Mr. Illg provided more details on his presentation at the conference at the request of Commissioner Steffy. His presentation was on professional certifications in Parks and Recreation. There are numerous certifications that are becoming the expected qualifications. He is also working with the Board creating scholarships or funding for parks and recreational professionals to take the certification tests since they are very expensive. He looks forward to the next discussion.

Commissioner Steffy stated that there are currently on three certified professionals in the state and Mr. Illg is one of them.



Chair Bremicker called for a recess at 7:02 pm. He called the meeting back to order at 7:08 pm.

- E. Karen Hornaday Park Committee - Robert Archibald  
1. Synopsis of the September 5, 2013 regular meeting

Commissioner Archibald provided a report on recent meeting with Carey Meyer, Public Works Director, in attendance the committee received clarification on exact location of the new pavilion. The old pavilion was removed to the parking lot.

Commissioner Lowney noted that a motion was made to remove it from the park because the funding was not available for \$20,000 concrete pad. She noted that it was not included in the master plan. Commissioner Archibald commented that more conversation will be had on this issue.

Commissioner Archibald reported on the hydro-seeding and drainage and the suggested revisions to the Master Plan by Jack Wiles; they also hit Mr. Meyer pretty hard with questions regarding Woodard Creek. Mr. Meyer responded that if a volunteer group would walk the proposed route and flag it that maybe additional work could be completed on upgrading.

Commissioner Lowney brought up the proposed trail in the LWC grant which is not in the master plan. She questions bring in additional work when it was not included in the master plan and Woodard Creek was included in the plan. When the commission gave approval they were not aware of the cost. She would like these issues to come before the commission for discussion.

Commissioner Archibald addressed the cost of the pavilion is high using grant monies from the State due to the requirement of following wage standards.

Chair Bremicker would like to see the proposed revisions suggested by Jack Wiles plan before the commission. He also noted the comments tonight on more personnel needed. He advocated for stressing the addition of personnel to council. Chair Bremicker then suggested moving the Pavilion to the spit - Coal Point might be a good spot to consider.

The commissioners entertained further discussion and comments on placement of the old pavilion.

## **PUBLIC HEARING**

There were no public hearings scheduled.

## **PENDING BUSINESS**

- A. Discussion on Usage of the Remaining Commission Funds for Uniform Signage

Ms. Krause provided a brief synopsis of the purpose this item was on the agenda.

The commissioners entertained a discussion on the uniform signage for the parks and the parks that were prioritized for signage starting with parks that had no signage. Commissioner Lowney advocated for designating the commission funds for uniform signage.

LOWNEY/ARCHIBALD- MOVED TO USE REMAINING COMMISSION FUNDS FOR UNIFORM SIGNAGE UNDER THE PUBLIC ARTS COMMITTEE.

Commissioner Brann would approve with the caveat that the parks without signage get signage first. Staff reminded the commissioners that funds for the advertisement has not been expended and that amount would be approximately \$450-500.00. It was noted that the funds would be used for Uniform Signage under the direction of the Public Arts Committee.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**NEW BUSINESS**

- A. Discussion on Resolution 13-040, Directing City Administration to Terminate All Survey, Design, and Cost Estimating Work on the Kachemak Drive Pathway

Chair Bremicker read the title into the record. Chair Bremicker commented that the committee was disbanded. The outside group was formed. The trail has not been removed from multiple plans. The City Manager has noted the safety aspects in a memo to the Airport Manager regarding removal of trees hampering sight lines for the runway approach. Chair Bremicker believes that to have the City cut it off was the wrong direction. He stated it was one of the main reasons he joined this commission. Further he believes that there are funds for trails that could be used. Chair Bremicker believed that with the city's backing and the use of volunteer efforts this trail could be done. He cited as an example the ski trails.

Chair Bremicker stated that Council should get behind this and it should be made a priority. He wanted City Council to say "yes, it's a good idea what do we need to do to get this done what can we do to help." He is not sure where the antagonism has come from. He stated that the people of Homer want this trail.

Commissioner Brann agreed with the key points of the trail being in the plans; but by Council stating that the commission cannot talk about the trail is negating those approved plans; he is not asking them to fund it, but to allow the commission to speak with and work with the non-profit group on the trail. He believes that volunteers can do what the city won't.

Commissioner Lillibridge commented on removing or recommending amending the last two whereas's to state they will not fund it at this time.

Mr. Illg stated that this is both symbolic and would set precedent and passing this Resolution would stonewall additional future efforts for parks and recreation.

Ms. Engebretsen stated the commission can make a recommendation that City Council fail this resolution.

Further discussion on what direction the commission would like to have Council take for Resolution 13-040 was held with points made on safety concerns, hampering funding options, postponement, the resolution containing non-specific other issues; non-support from the City.

Chair Bremicker stated that this resolution does not have the majority support of Council. It is supported by the mayor but she doesn't vote. They are not asking for funds right now. They don't need this to cut off future help from the city.

Chair Bremicker requested a motion. He opined strongly that the motion should be voted down.

Additional comments on commenting on the Resolution during the Council meeting.

BREMICKER/BRANN - MOVED TO REQUEST CITY COUNCIL DO NOT PASS RESOLUTION 13-040.

Commissioner Archibald asked to amend the motion to include the wording "or postpone". The commissioners then entertained discussion on the motion.

VOTE. YES. LOWNEY, STEFFY, LILLIBRIDGE, ARCHIBALD, BRANN.

Motion carried

Mr. Illg requested Chair Bremicker suspend the rules to address Item D under New Business.

Commissioner Steffy suggested a motion to extend the meeting time past 8:00 p.m. to address the remaining agenda items since they seemed pretty important.

Chair Bremicker called for a motion to extend the meeting time.

LOWNEY/BRANN - MOVED TO EXTEND THE MEETING TIME PAST 8:00 P.M. TO ADDRESS THE REMAINING AGENDA ITEMS.

No discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Bremicker requested a motion to suspend the rules to address Item D before Item B & C.

LOWNEY/STEFFY - SO MOVED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Scheduling the Fall Park Walk Through

Chair Bremicker read the title into the record.

Commissioner Lillibridge suggested a walk through on the HERC site. She stated that she would like to see what they as a commission are fighting for since she has not visited the building.

Commissioner Lowney recommended walk through on KHP reviewing proposed revisions recommended by Jack Wise to the Master Plan.

LOWNEY/LILLIBRIDGE - MOVED TO SCHEDULE A FALL WALK THROUGH ON SATURDAY, NOVEMBER 23RD AT NOON.

There was a brief discussion regarding access and Mr. Illg stated he would get the key and provide a tour through the building. The commissioners asked about the other building and staff responded that would be up to the maintenance staff permission.

VOTE. YES. UNANIMOUS CONSENT.

Motion carried.

C. Scheduling the Fall Karen Hornaday Park Clean up

Chair Bremicker read the title into the record and inquired what the commissioners would like to do.

Discussion ensued regarding the request from Ms. Otteson on cleaning up Poopdeck Trail. Discussion included the commissioner's availability to participate.

Chair Bremicker requested a motion to schedule the autumn cleanup at Poopdeck Trail.

LOWNEY/STEFFY - MOVED TO SCHEDULE FALL CLEAN-UP FOR POOPDECK TRAIL ON SATURDAY, OCTOBER 5, 2013 AT NOON.

There was a brief discussion on showing up earlier for those commissioners who are early birds.

VOTE. YES. UNANIMOUS CONSENT.

Motion carried.

D. Discussion on City Council Decision to Use the HERC Site as the New Public Safety Complex Site

Chair Bremicker read the title into the record.

Mr. Illg brought to floor the information of a new resolution to keeping the Gym in Cold Status.

Discussion developed on the Council changing the procedures for the CIP, dropping a bomb on the commission and having a public hearing by the commission or council.

Points made were as follows:

- Boys and Girls Club left quietly no one knows why
- More efforts have been made to use that building for Community recreation
- Keep what we have
- Spoke about the tour given by the City Manager and many groups were ready to rent space that were non-profits and recreationally based.
- This has been a conversation for the last two years or more
- It cannot really cost \$10 million to mitigate the asbestos and renovate the building to address the safety and code requirements.
- Deal with the Borough on the land
- Propose another location where the RV dump is that would address the Chief's concern about being further distanced from the Spit
- What happens to the Skateboard Park?

During the CC worksession there were four sites considered - Julie participated in that site visits

- Town Center
- Main Street
- HERC Site

BREMICKER/BRANN - MOVED THAT PARKS AND RECREATION ADVISORY COMMISSION SUPPORTS THE USE OF THE HERC SITE FOR RECREATION AND EDUCATION.

Discussion ensued.

LILLIBRIDGE/- MOVED TO AMEND THE MOTION TO FOCUS ON KEEPING THE GYM

LOWNEY/STEFFY - MOVED TO AMEND HERC BUILDING TO HERC SITE

Pointed out that there were many comments and council said thank you and continued discussion.

VOTE. (Amendment) YES. LOWNEY, STEFFY, LILLIBRIDGE, BREMICKER, BRANN

VOTE. NO. ARCHIBALD.

Further discussion on it being too weak a statement. The commission has done their work and it is now up to the public to voice their point of view. The commission has already expressed their opinion on the HERC building. Further discussion on the popularity, previous attendance and programs ensued. Chair Bremicker called for the vote.

VOTE. YES. NONOBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### INFORMATIONAL MATERIALS

A. Commissioner Attendance at Council Meetings 2013

B. Strategic Plan 2013

C. Commission Annual Calendar

D.

There was no discussion on the informational materials.

#### COMMENTS OF THE AUDIENCE

Brianna Allen, good job on such as meaty meeting, Old Town AIR would like the expressed support of the omission for installation and maintenance of a new work of art that will be placed in Bishops Beach Park. The amount will be \$15,000.

LOWNEY/STEFFY - MOVED TO EXPRESS SUPPORT FOR THE OLD TOWN ARTIST IN RESIDENT PROGRAM REQUEST FOR PROPOSAL.

There was a brief discussion on the content or idea, installation costs, and maintenance concerns regarding added work for city personnel and the Old Town group adopting the park and maintain it. The selection committee would be able to address those concerns also.

Commissioner Lowney volunteered for the selection committee. Chair Bremicker appointed her to that committee.

VOTE. YES. UNANIMOUS CONSENT.

Motion carried.

#### COMMENTS OF THE CITY STAFF

Ms. Engebretsen and Ms. Krause had no comments.

Mr. Illg commented that he will be running the 2014 Boston Marathon on behalf of a local young man for the Children's Tumor Foundation and he will be raising money. If you would like more information please contact him.

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

There was no councilmember present.

#### COMMENTS OF THE CHAIR

Chair Bremicker stated he was going to make October his last meeting he believed that tonight was his last meeting. He doesn't remember how many years he has served. He was not sure when the terms ended and was hoping to vote for the next chair and vice chair. He has another book to write and he needs to focus. So putting in his plug he is having a book signing at AJ's on Sunday and hopes to see everyone there between 2:00 - 5:00 p.m. He thought it was really great having Matt on board. This is great commission and he knows that things will keep progressing. He will visit periodically. He seconded Dave's opinion on great staff.

#### COMMENTS FROM THE COMMISSIONERS

Commissioner Lowney commented good meeting she thanked Brianna for sticking around for so long, thanked Dave for calling in and being on the phone for the long haul.

Commissioner Steffy stated he will be taking over as the section chair for the Recreation and Parks Association Citizens and Board Committee which encompass all the parks and recreation committees and boards statewide. He would like to get this commission working with other communities that have dealt with similar issues so we don't reinvent the wheel.

Commissioner Lillibridge agreed it was a very good meeting, glad to see the energy back from the summer, welcomed Matt on board. Thanked Dave for calling in; it is really dynamic to hear the new voices.

Commissioner Archibald commented that he would like to attend the ReCreate Rec meetings on behalf of the commission and will report back on actions.

Chair Bremicker appointed him to that committee.

Commissioner Brann thanked everyone and all the staff for their hard work, time and expertise and making this all work. He did read her note about the economics of finances. He did have some financial information from the National Economic Recreational Study that she could probably Google. He said if Matt needs a volunteer he recommended the commissioners go along they could a lot about recreation. It was a good meeting, Thanks.

**ADJOURNMENT**

There being no further business to come before the Commission, Chair Bremicker adjourned the meeting at 8:55 p.m. The next **WORKSESSION IS SCHEDULED FOR SATURDAY AT NOON ON OCTOBER 5, 2013 AT POOPDECK TRAIL; THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY NOVEMBER 21, 2013 at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.**

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Renee Krause, CMC, Deputy City Clerk I

Approved: \_\_\_\_\_



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Planning

491 East Pioneer Avenue  
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[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: KAREN HORNADAY PARK PICNIC PAVILION STATUS UPDATE**

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### BACKGROUND

Commissioner Lillibridge had requested this item on the agenda as she had concerns regarding the size and ability to fit 8 picnic tables under the shelter. Included are photos and the building plans for review (separate packet).







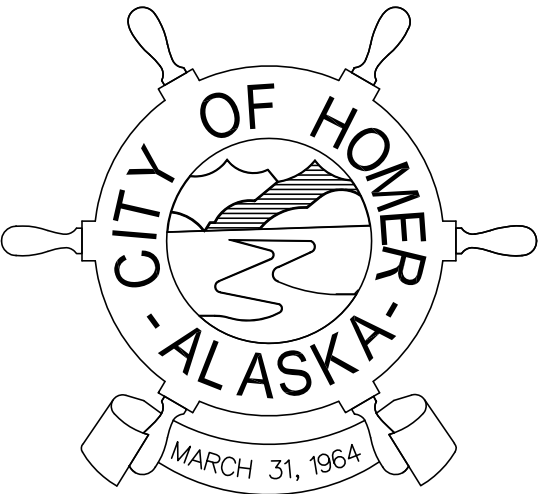
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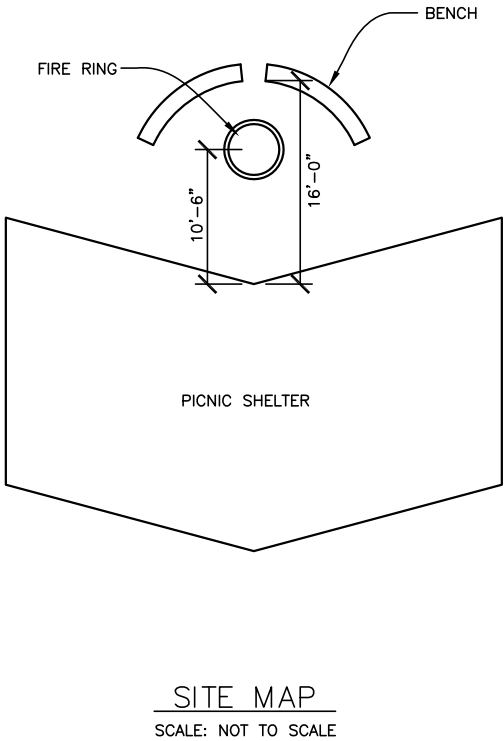
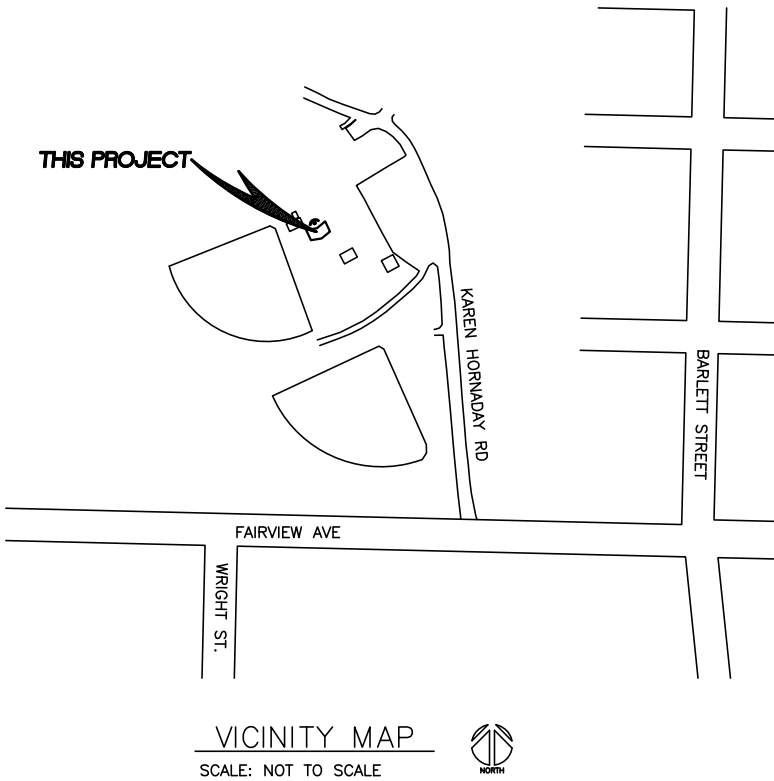
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# KAREN HORNADAY PARK PICNIC SHELTER CITY OF HOMER



MAYOR  
MARY E. (BETH) WYTHE  
CITY MANAGER  
WALT WREDE  
PUBLIC WORKS DIRECTOR  
CAREY S. MEYER, P.E.  
CITY COUNCIL MEMBERS:  
DAVID LEWIS  
JAMES DOLMA  
FRANCIE ROBERTS  
BARBARA HOWARD  
BRYAN ZAK  
BEAUREGARD BURGESS



DRAWING	SHEET
TITLE SHEET AND LOCATION MAP	1.1
NOTES AND SPECIFICATIONS	1.2
FOUNDATION PLAN	2.1
ROOF FRAMING PLAN	2.2
SECTIONS	3.1
DETAILS	4.1
DETAILS	4.2
DETAILS	4.3



CONSULTING ENGINEERS  
STRUCTURAL/CIVIL

155 BIDARKA ST  
KENAI, AK 99611  
TEL. (907) 283 - 3583  
NELSONENGINEER@ALASKA.NET

GENERAL NOTES

GENERAL  
ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO REQUIREMENTS OF THE INTERNATIONAL CODE COUNCIL INTERNATIONAL BUILDING CODE (IBC) 2009 EDITION. WHERE EXPLICIT DETAILS ARE NOT SHOWN OR DESCRIBED, THE MINIMUM REQUIREMENTS OF THE ABOVE CODE SHALL APPLY. UNLESS OTHERWISE NOTED, ALL CODES, STANDARDS AND OTHER PUBLICATIONS CITED SHALL REFER TO THE LATEST EDITION.

LOCATION  
THESE DRAWINGS ARE INTENDED FOR THE CONSTRUCTION OF (1) SHELTER IN HOMER, ALASKA.

DESIGN LOADS  
IN ADDITION TO DEAD LOADS, THE FOLLOWING LOADS WERE USED FOR DESIGN:  
OCCUPANCY CATEGORY: II

ROOF:  
GROUND SNOW LOAD Pg=60 PSF  
FLAT-ROOF SNOW LOAD Pf=60 PSF  
SNOW EXPOSURE FACTOR Ce=1.0  
SNOW LOAD IMPORT. FACTOR Is=1.0  
WIND:  
BASIC WIND SPEED (3 SEC GUST) V=120 MPH  
EXPOSURE D EXP=1.03  
WIND LOAD IMPORT. FACTOR Iw=1.0  
METHOD 1 SIMPLIFIED PROCEDURE USED FOR DESIGN SEE ROOF PLAN FOR COMP AND CLADDING WIND LOADS TO BE USED FOR DESIGN. OTHER LOADS SHALL BE PER ASCE 7-05.  
SEISMIC:  
SEISMIC LOAD IMPORT. FACTOR Ie=1.0  
SPECT. RESPONSE ACCEL. Ss=147% S1=56%  
SITE CLASS D.  
SPECTRAL RESONSE COEFF. Sds=0.98 Sd1=0.56  
SEISMIC DESIGN CATEGORY: D  
LATERAL LOADS ARE RESISTED BY CANTILEVER COLUMN & WOOD DIAPHRAGMS.  
BUILDING SEISMIC BASE SHEAR V=16.7k  
SEISMIC RESPONSE COEFF, Cs=0.65  
RESPONSE MODIFICATION FACTOR R=1.5  
EQUIVALENT LATERAL FORCE PROCEDURE USED FOR DESIGN

SITE WORK  
PREPARATION OF A SAFE AND SUITABLE BUILDING SITE SHALL BE COMPLETED PRIOR TO CONSTRUCTION OF FOUNDATIONS AND SLABS. NO SITE INVESTIGATION OR SOILS BORINGS WERE PERFORMED BY THE ENGINEER. THE FOUNDATION DESIGN IS BASED ON THE ASSUMPTION THAT SOILS BENEATH THE FOUNDATION ARE WELL DRAINED NON FROST SUSCEPTIBLE SAND OR GRAVEL WITH LOAD CAPACITIES IN ACCORDANCE WITH IBC TABLE 1804.2 ALLOWABLE BEARING CAPACITY OF 3000 PSF WAS USED FOR DESIGN.

FOUNDATIONS  
EXCAVATE AND REMOVE ALL ORGANIC MATTER, DEBRIS AND FROST SUSCEPTIBLE SOILS TO DEPTH INDICATED UNDER THE BUILDING FOOTPRINT AND TO 24" BEYOND THE BUILDING FOOTPRINT. PLACE ALL INTERIOR AND EXTERIOR FOOTINGS ON NATURAL UNDISTURBED, NON-FROST SUSCEPTIBLE (N.F.S.) SOIL OR ON COMPACTED NON-FROST SUSCEPTIBLE GRAVEL BACKFILL FREE OF ORGANIC MATTER AND DEBRIS, AND CONFORMING TO THE FOLLOWING GRADATION:

NON-FROST SUSCEPTIBLE GRAVEL BACKFILL	
SIEVE:	PERCENT PASSING:
3"	100
1"	80 - 100
#4	30 - 70
#200	0 - 5

NO MORE THAN 3% OF PARTICLES BY WEIGHT SHALL BE FINER THAN 0.02 MM. BACKFILL SHALL BE PLACED IN LIFTS NOT EXCEEDING 12 INCHES IN LOOSE THICKNESS AND COMPACTED TO 95% OF MAXIMUM DENSITY IN ACCORDANCE WITH ASTM SPECIFICATION D-1557.

CONCRETE  
MIXING, SELECTION OF MATERIALS, AND PLACING OF ALL CONCRETE SHALL CONFORM TO THE REQUIREMENTS OF THE IBC, CHAPTER 19. AN AIR ENTRAINING AGENT SHALL BE USED IN ALL CONCRETE MIXES FOR CONCRETE WORK WHICH IS TO BE EXPOSED TO EARTH OR WEATHER.  
AIR ENTRAINMENT SHALL BE 5% +/- 1% BY VOLUME. ALL CONCRETE SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH (F'c) = 3000 P.S.I. EXCEPT CONCRETE GROUT FOR MASONRY WALLS WHICH SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH (F'c)= 2000 P.S.I. CONCRETE FOR INTERIOR AND EXTERIOR SLABS SHALL CONTAIN 1.6 POUNDS OF 'FORTA FIBRE D15' COLLATED FIBRILLATED POLYPROPYLENE FIBER PER CUBIC YARD OF CONCRETE. THE FIBER SHALL BE THOROUGHLY MIXED INTO THE CONCRETE IN TRANSIT TO THE SITE, IN ACCORDANCE WITH THE FIBER MANUFACTURER'S RECOMMENDATIONS.

REINFORCING STEEL  
UNLESS NOTED OTHERWISE, ALL REINFORCING STEEL SHALL BE DEFORMED BARS CONFORMING TO IBC CHAPTER 19. REINFORCING BARS SHALL BE GRADE 60. REINFORCING STEEL SHALL BE SECURELY TIED IN PLACE WITH #16 DOUBLE ANNEALED IRON WIRE. REINFORCING IN FOOTINGS SHALL BE SUPPORTED ON WELL CURED CONCRETE BLOCKING OR APPROVED METAL CHAIRS. REINFORCING BARS SHALL BE SPLICED BY A LAP OF AT LEAST 30 BAR DIAMETERS. A MINIMUM LAP FOR ALL BARS SHALL BE 24". CONCRETE COVER OVER REINFORCING SHALL BE 3" FOR CONCRETE CAST AGAINST EARTH. CONCRETE COVER FOR FORMED CONCRETE THAT WILL BE EXPOSED TO WEATHER OR EARTH SHALL BE 2" MINIMUM FOR #6 THROUGH #18 BARS AND 1 1/2" MINIMUM FOR #5 BARS AND SMALLER, INCLUDING WELDED WIRE FABRIC (WWF). OTHER REINFORCEMENT SHALL HAVE A MINIMUM COVERAGE OF NOT LESS THAN 3/4".

SLAB ON GRADE  
PREPARE THE SITE BY REMOVING ALL ORGANIC AND FROST SUSCEPTIBLE SOILS AND DEBRIS. AFTER EXCAVATION, COMPACT THE EXISTING SOIL TO 95% OF MAXIMUM DENSITY AND BACKFILL WITH A MINIMUM OF 8" OF NON-FROST SUSCEPTIBLE GRAVEL AND COMPACT AS DESCRIBED ABOVE. PLACE REINFORCING STEEL AT MID-DEPTH OF SLAB AND SUPPORT AT 4' O/C MAXIMUM WITH WELL CURED CONCRETE BLOCKS OR APPROVED METAL CHAIRS. DO NOT SUPPORT ON STONES. SLAB CONCRETE SHALL CONTAIN 0.1% BY VOLUME OF 'GENESIS FIBER' COLLATED FIBRILLATED POLYPROPYLENE FIBER. THE FIBER SHALL BE THOROUGHLY MIXED INTO THE CONCRETE IN TRANSIT TO THE SITE, IN ACCORDANCE WITH THE FIBER MANUFACTURER'S RECOMMENDATIONS. PROVIDE PREFORMED CONTROL OR CONSTRUCTION JOINTS (C.J.) AT LOCATIONS SHOWN ON THE PLANS AND AT 20' O/C MAXIMUM. PROVIDE 'LIGHT BROOM' FINISH FOR SLAB SURFACE.

FORM LINER  
USE ASHLAR SLATE PATTERN FORM LINER, FROM CALICO CONSTRUCTION PRODUCTS, OR APPROVED EQUAL AT LOCATIONS SHOWN ON DRAWINGS. PROVIDE SUBMITTAL FOR APPROVAL.

CONCRETE COLOR  
PROVIDE COLOR IN CONCRETE MIX. SUBMIT COLOR CHART OF MANUFACTURERS STANDARD COLORS FOR SELECTION BY OWNER.

SAWN LUMBER AND TIMBER  
LUMBER SHALL CONFORM TO THE CLASSIFICATION, DEFINITION, AND GRADING REQUIREMENTS OF IBC CHAPTER 23 WITH ALLOWABLE UNIT STRESSES AS GIVEN IN THE AMERICAN FOREST & PAPER ASSOCIATION 'NATIONAL DESIGN SPECIFICATION 2012 SUPPLEMENT', TABLE 4A. LUMBER SHALL BE GRADE MARKED BY THE WEST COAST LUMBER INSPECTION BUREAU /WESTERN WOOD PRODUCTS ASSOCIATION.

ITEM	SPECIES
4 X AND LARGER	DOUGLAS FIR #2
ALL OTHER LUMBER	HEM FIR #2

ALL LUMBER SHALL BE FASTENED IN CONFORMANCE WITH TABLE 2304.9.1 OF THE IBC, UNLESS NOTED OTHERWISE. FASTENERS SHALL BE GALVANIZED UNLESS OTHERWISE NOTED. FASTEN ALL JOIST BLOCKING TO PLATES WITH (4) 16D MINIMUM.

BOLT HEADS AND NUTS BEARING AGAINST WOOD TO BE PROVIDED WITH FLAT WASHERS. SOLID BLOCKING OF NOT LESS THAN 2" NOMINAL THICKNESS SHALL BE PROVIDED AT ENDS AND AT ALL SUPPORTS OF JOISTS AND RAFTERS, UNLESS SHOWN OTHERWISE. BEAM AND JOIST HANGERS SHALL HAVE A CAPACITY EQUAL TO THE SHEAR STRENGTH OF THE BEAM OR JOIST WHICH IT IS SUPPORTING, UNLESS NOTED OTHERWISE. ALL METAL FRAMING ANCHORS AND HANGERS SHOWN ON DRAWINGS SHALL BE "STRONG TIE CONNECTORS" AS MANUFACTURED BY SIMPSON COMPANY OR APPROVED EQUAL. ALL SIMPSON CONNECTORS IN CONTACT WITH PRESSURE TREATED WOOD SHALL BE TYPE 304 OR TPYE 316 STAINLESS STEEL.

PLYWOOD ROOF SHEATHING  
ALL PLYWOOD SHALL CONFORM TO UBC STANDARD 23-2 AND SHALL BE AMERICAN PLYWOOD ASSOCIATION GRADE TRADE MARKED. PLYWOOD SHALL BE GROUP I OR GROUP II DOUGLAS FIR. ALL PANELS SHALL BE NOMINAL 4' X 8' PANELS. UTILIZE FULL SHEETS WHEREVER POSSIBLE. LAY FACE GRAIN OF ROOF SHEATHING PANELS PERPENDICULAR TO JOISTS AND WITH PANEL CONTINUOUS OVER THREE OR MORE SPANS. STAGGER END JOINTS OF SUCCESSIVE COURSES 4'-0". SHEATHING SHALL BE 5/8" THICK GRADE APA 40/20 SPAN RATED PLYWOOD WITH EXTERIOR GLUE. FASTEN PLYWOOD TO FRAMING AT ALL PANEL EDGES WITH 10D GALVANIZED NAILS @ 4" O/C. AT ALL LOCATIONS, FASTEN PLYWOOD TO INTERMEDIATE SUPPORTS WITH 10D GALVANIZED NAILS AT 12 INCHES ON CENTER.

GLUED LAMINATED STRUCTURAL UNITS  
MATERIALS, MANUFACTURE, AND QUALITY CONTROL OF GLUED LAMINATED STRUCTURAL UNITS (GLULAM) SHALL CONFORM TO IBC CHAPTER 23 WITH ALLOWABLE STRESSES AS DEFINED IN AMERICAN FOREST & PAPER ASSOCIATION 'NATIONAL DESIGN SPECIFICATION 2001 SUPPLEMENT', TABLE 5A, AND SHALL BE DOUGLAS FIR, COMBINATION 24F-V8, DF/DF. GLUE LAMINATED STRUCTURAL UNITS SHALL BE GRADE MARKED BY THE AMERICAN INSTITUTE OF TIMBER CONSTRUCTION, AITC.

ROOF DECKING  
ROOF DECKING SHALL BE 1"x6" NOMINAL TOUNGE AND GROOVE HEM-FIR #2 OR BETTER. FASTEN TO FRAMING WITH (2) 8D NAILS AT EACH SUPPORT.

LOG SIDING  
PROVIDE 2X8 QUARTER LOG MILLED CEDAR SIDING, FROM "THE WOOD WORKERS SHOPPE", OR APPROVED EQUAL. PROVIDE SUBMITTAL FOR APPROVAL.

WOOD FINISH TREATMENT  
ALL EXPOSED WOOD SURFACES SHALL BE COATED WITH "SUPER DECK TRANSPARENT STAIN," EXTERIOR OIL BASED WOOD STAIN, FROM DUCKBACK OR APPROVED EQUAL. APPLY PER MANUFACTURER RECOMMENDATIONS. PROVIDE COLOR CHART FOR COLOR SELECTION BY OWNER. ALL BEAMS, COLUMNS, JOISTS SHALL BE STAINED ON ALL SURFACES PRIOR TO INSTALLATION. EXPOSED SURFACE OF DECKING SHALL BE STAINED PRIOR TO INSTALLATION.

STRUCTURAL STEEL AND CONNECTORS  
STRUCTURAL STEEL SHALL CONFORM TO IBC CHAPTER22, FOR ASTM SPECIFICATION A-36, FY = 36 K.S.I. EXCEPT WHERE NOTED OTHERWISE. STEEL W-SHAPES SHALL CONFORM TO ASTM A992 FY = 50 KSI. STEEL TUBING (TS) SHALL CONFORM TO ASTM A500, GRADE B, FY = 46 K.S.I. DESIGN, FABRICATION AND ERECTION SHALL BE IN ACCORDANCE WITH THE IBC CHAPTER 22, DIVISION IX, ALLOWABLE STRESS DESIGN. MACHINE BOLTS (MB) SHALL CONFORM TO ASTM 307 AND SHALL BE PROVIDED WITH STANDARD HEX HEAD NUTS AND FLAT WASHERS. ALL WELDING SHALL CONFORM TO AMERICAN WELDING SOCIETY D1.1. WELD ALL FAYING SURFACES WITH CONTINUOUS 3/16" FILLET WELD (MINIMUM) UNLESS OTHERWISE NOTED. ELECTRODES SHALL BE A.W.S. E-70. PROVIDE SPRAY METALIZING ZINC COATING TO ALL CAPS AND BASES, 10 MIL THICKNESS.

METAL ROOF PANELS  
ROOF PANELS SHALL BE 26 GAUGE CORRUGATED STEEL, 'IMAGE II' PANELS BY METAL SALES OR APPROVED EQUAL. PANELS SHALL BE CONNECTED TO EACH SUPPORTING MEMBER WITH #12-14X 1¼" SELF DRILLING 'TEKS' SCREWS AT 12" O/C ALONG PANEL EDGES. SUBMIT PANEL FINISH AND COLOR CHARTS FROM MANUFACTURER FOR SELECTION BY OWNER. ⅜"x⅜" R-PANEL TAPE SEALANT BY METAL SALES IS REQUIRED AT THE PANEL SEAMS AND ANY LOCATION WHERE SCREWS PENETRATE THE PANELING. R-PANELS INSIDE AND OUTSIDE CLOSURE STRIPS ARE REQUIRED AS SPECIFIED IN DRAWINGS. PROVIDE MANUFACTURER RECOMMENDED FLASHING AT ALL ROOF EDGES, RIDGES, AND VALLEYS.

SPECIAL INSPECTION NOTES  
PROVIDE A SPECIAL INSPECTION PROGRAM IN ACCORDANCE WITH IBC CHAPTER 17. PROVIDE DOCUMENTATION OF SPECIAL INSPECTION TO ENGINEER OF RECORD AND BUILDING OFFICIAL.

STEEL  
1.) VERIFICATION OF BOLT MANUFACTURER'S CERTIFICATE OF COMPLIANCE  
2.) PERIODIC INSPECTION OF SNUG TIGHT BOLTED CONNECTIONS  
3.) VERIFICATION OF STRUCTURAL STEEL AND METAL DECK IDENTIFICATION MARKINGS, GRADES AND MANUFACTURERS CERTIFIED TEST REPORTS.  
4.) VERIFICATION OF WELD FILLER MATERIALS IDENTIFICATION MARKINGS AND MANUFACTURERS CERTIFICATE OF COMPLIANCE  
5.) CONTINUOUS INSPECTION OF COMPLETE AND PARTIAL JOINT PENETRATION GROOVE WELDS, MULTIPASS FILLET WELDS, FILLET WELDS GREATER THAN ⅝", AND PLUG/SLOT WELDS.  
6.) PERIODIC INSPECTION OF SINGLE PASS FILLET WELDS <= ⅝".

CONCRETE  
1.) PER IBC 2009 SECTION 1704.2.3 - ALL CONCRETE ELEMENTS IN THE FOUNDATION OF THIS STRUCTURE HAVE BEEN DESIGNED FOR 2,500 PSI COMPRESSIVE STRENGTH CONCRETE THEREFORE NO SPECIAL INSPECTION IS REQUIRED. THE REQUIRED CONCRETE COMPRESSIVE STRENGTH IS 3000 PSI PER



DATE	
REVISION	
NO.	

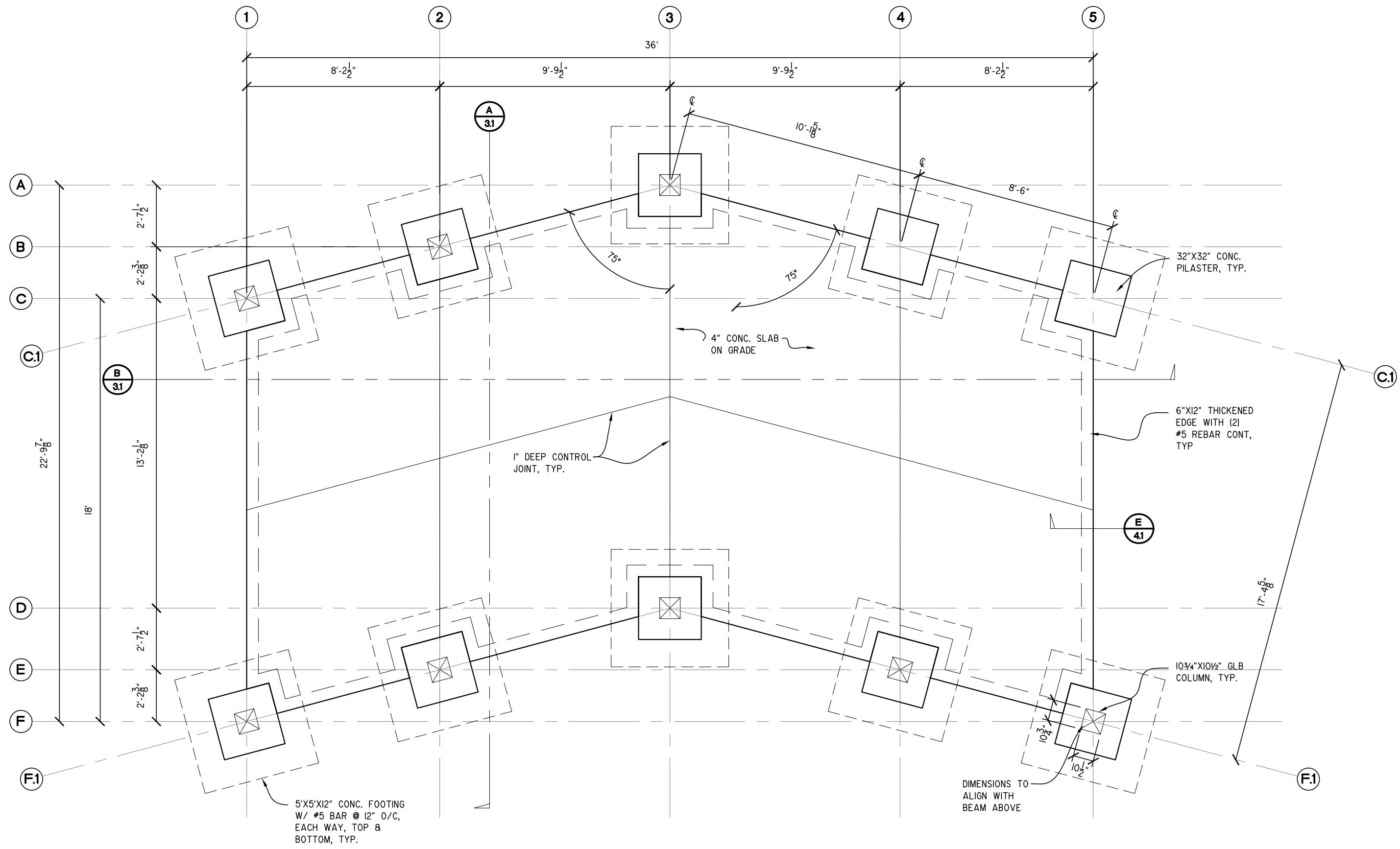
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STRUCTURAL/CIVIL

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ENGINEERING

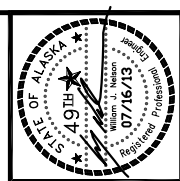
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KAREN HORNADAY PARK PICNIC SHELTER  
HOMER, AK  
NOTES AND SPECIFICATIONS

PROJECT NO. 1316  
DRAWN BY: MEH & ZSR  
CHECKED BY: WJN  
DATE: 07/16/13  
SCALES: NOTED  
HORIZ. NOTED  
VERT. NOTED  
SHEET 12 OF 8

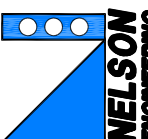


**A**  
**21** **FOUNDATION PLAN**  
SCALE: 1/4" = 1'-0"



NO.	REVISION	DATE

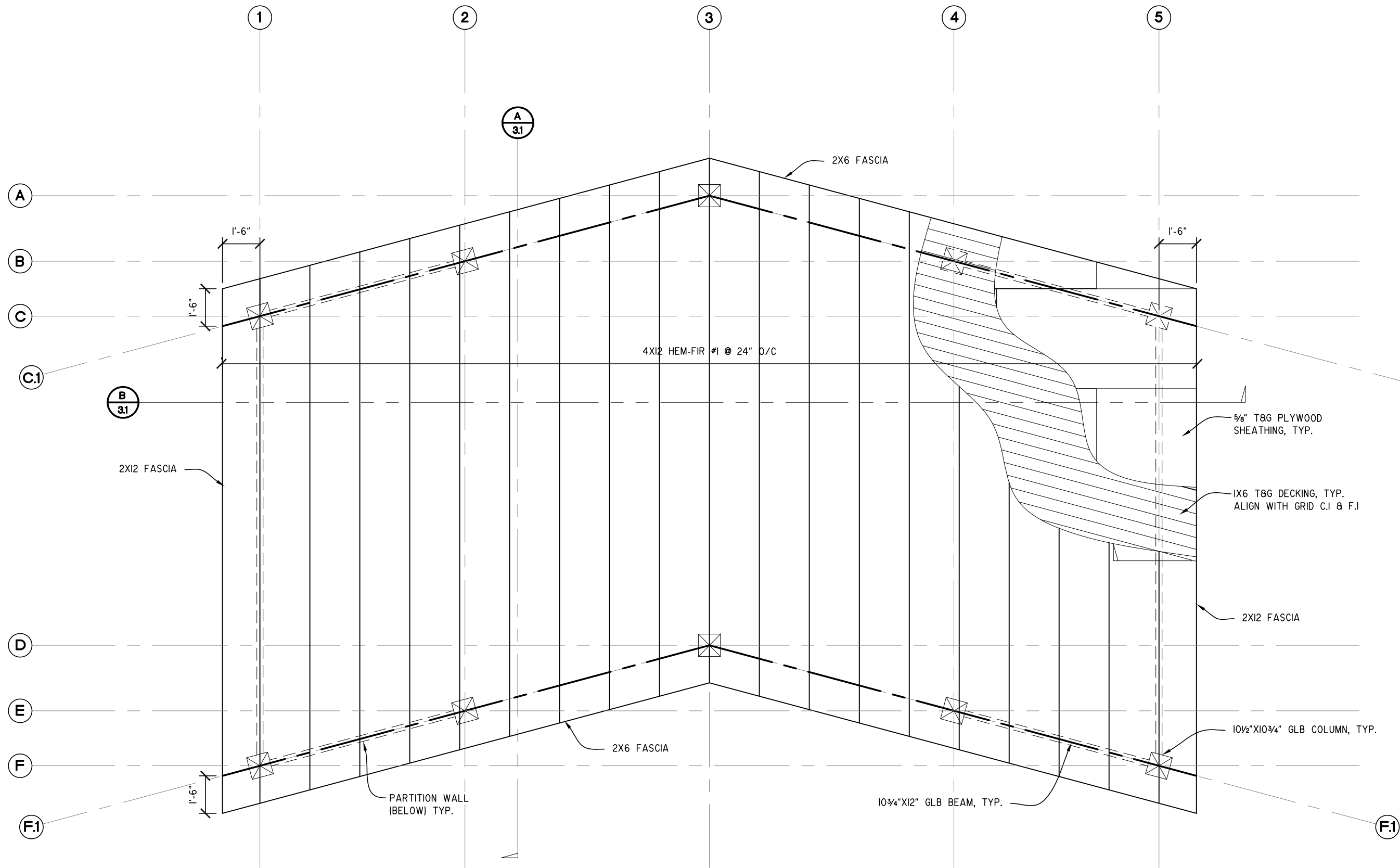
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KAREN HORNADAY PARK PICNIC SHELTER  
HOMER, AK  
**FOUNDATION PLAN**

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HORIZ.	NOTED
VERT.	NOTED
SHEET	<b>2.1</b> 3 OF 8

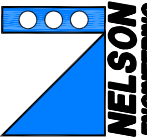


**22** ROOF FRAMING PLAN  
SCALE: 1/4" = 1'-0"



NO.	REVISION	DATE

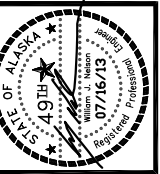
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KAREN HORNADAY PARK PICNIC SHELTER  
HOMER, AK  
**ROOF FRAMING PLAN**

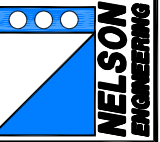
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CHECKED BY:	WJN
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SCALES:	NOTED
HORIZ.	NOTED
VERT.	NOTED
SHEET	<b>2.2</b> 4 OF 8





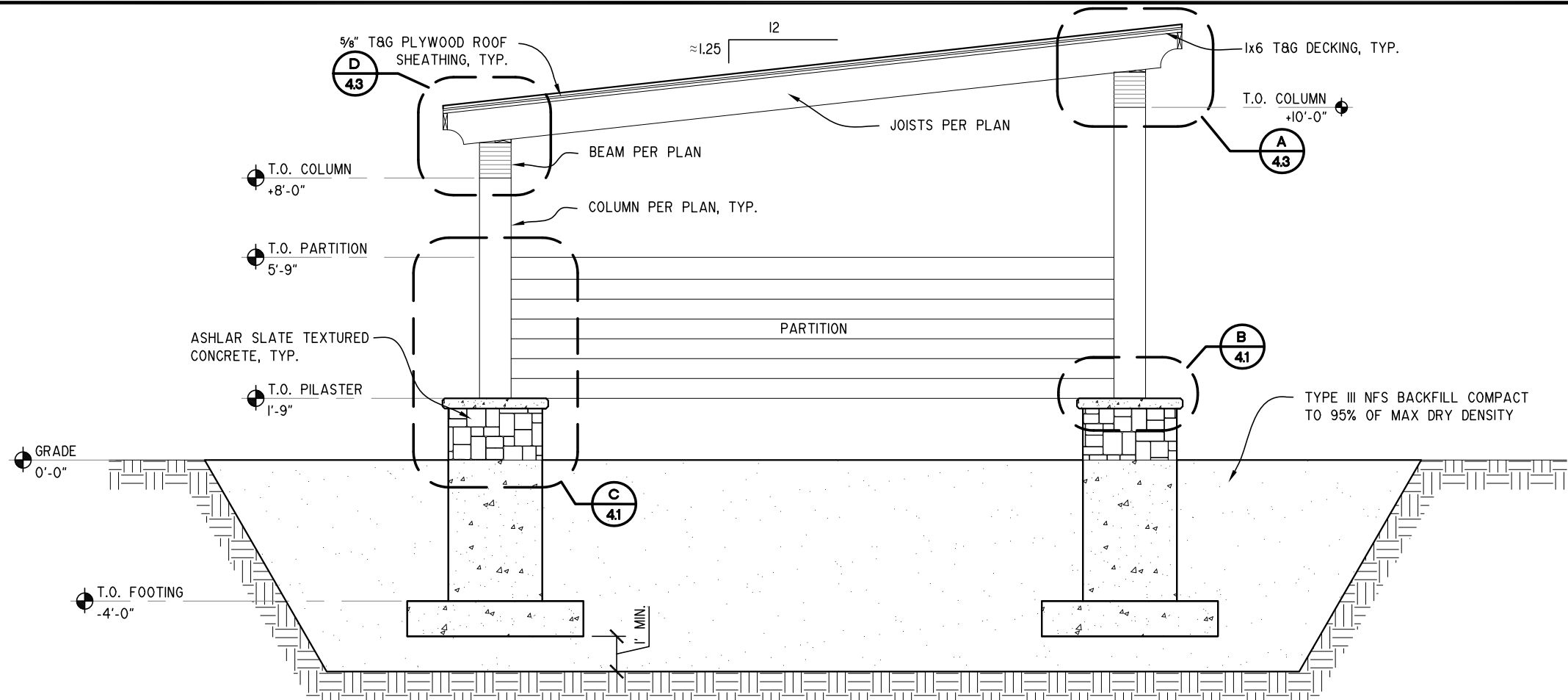
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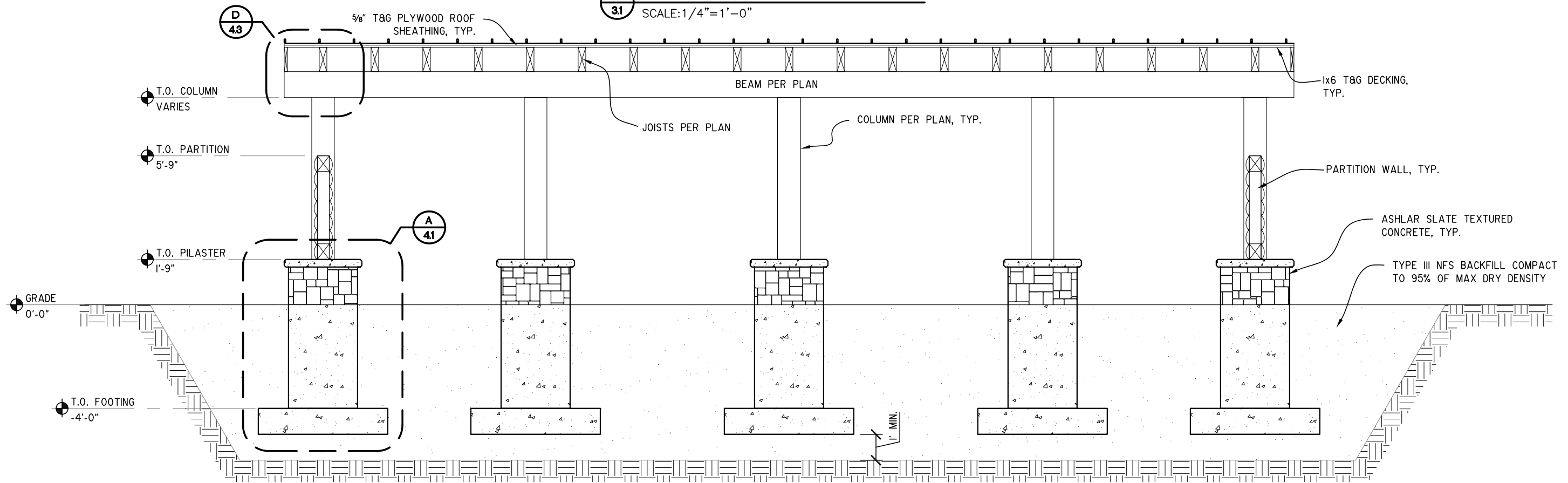


KAREN HORNADAY PARK PICNIC SHELTER  
HOMER, AK  
**SECTIONS**

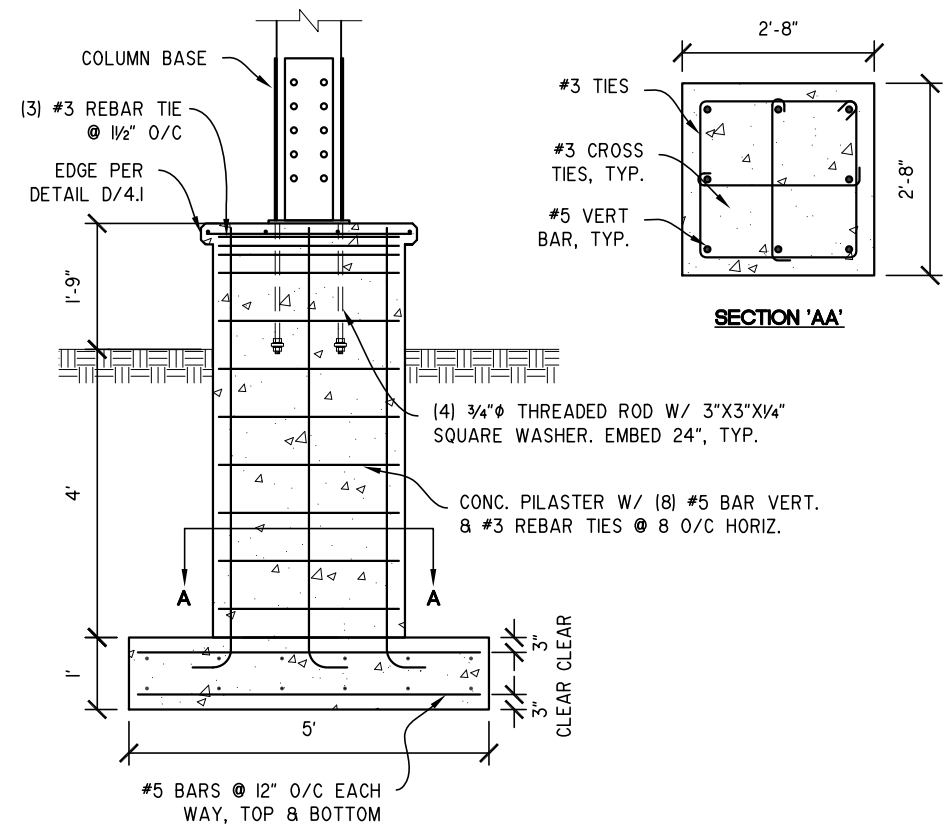
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VERT. NOTED  
SHEET **3.1**  
5 OF 8



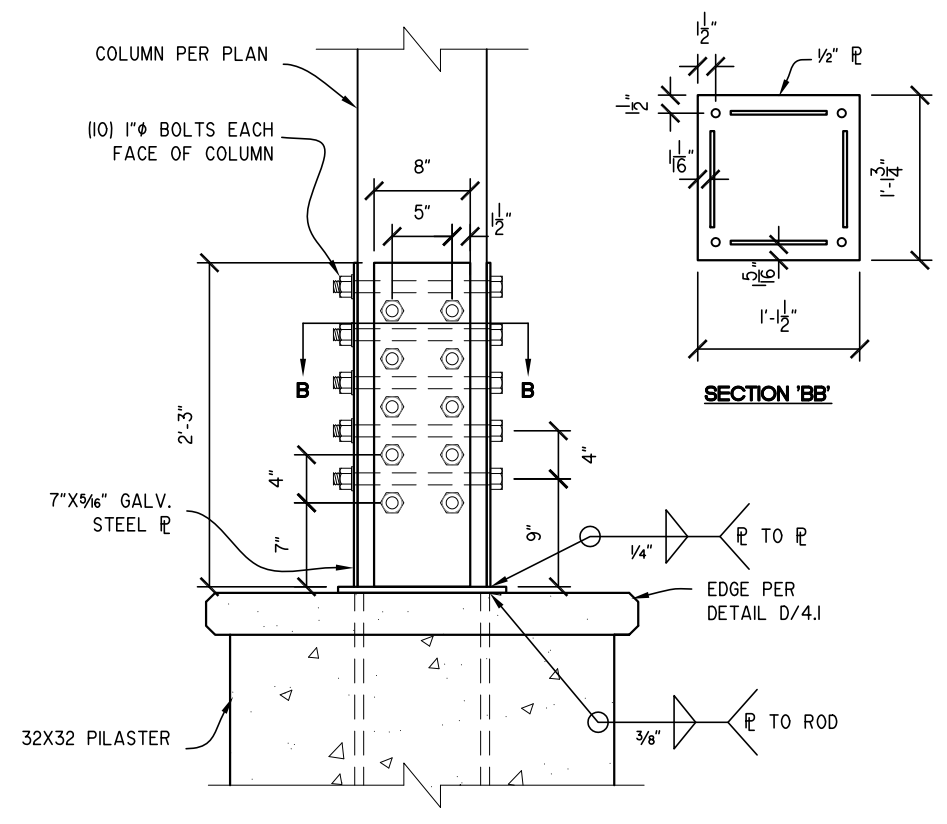
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3.1  
SECTION  
SCALE: 1/4" = 1'-0"



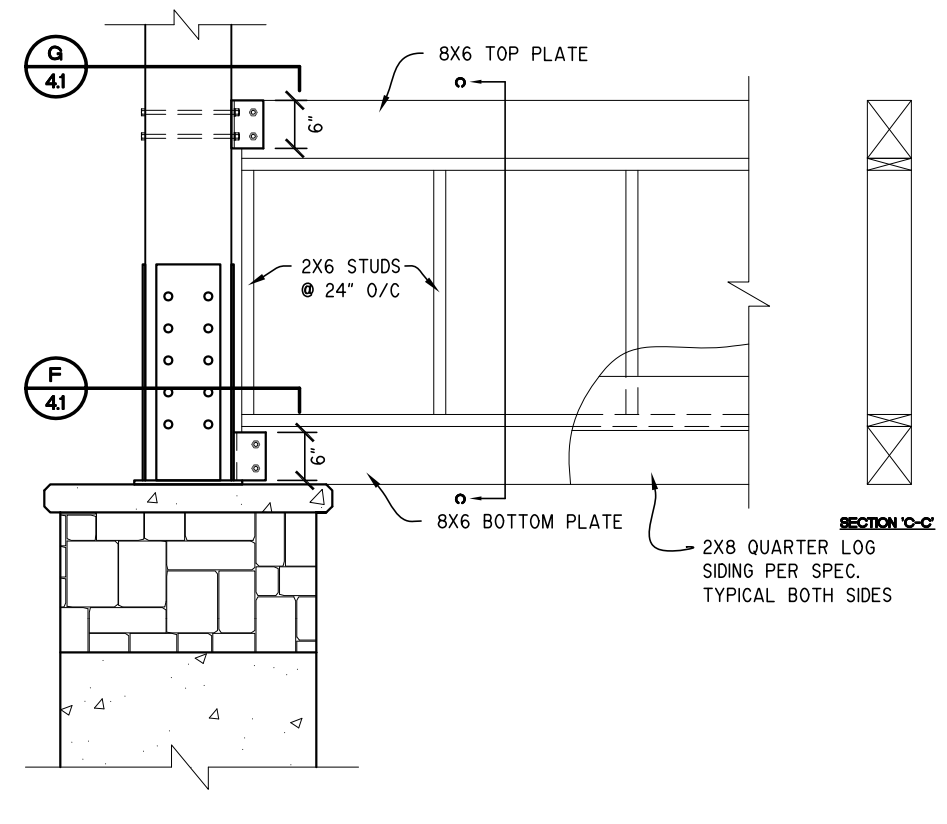
**B**  
3.1  
LONGITUDINAL SECTION  
SCALE: 1/4" = 1'-0"



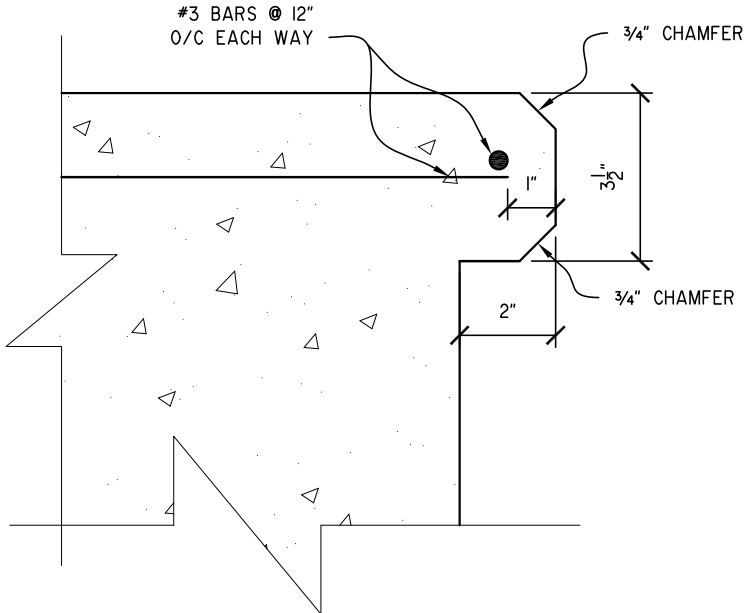
**A**  
**41** **TYPICAL FOOTING W/ PILASTER**  
SCALE: 3/8" = 1'-0"



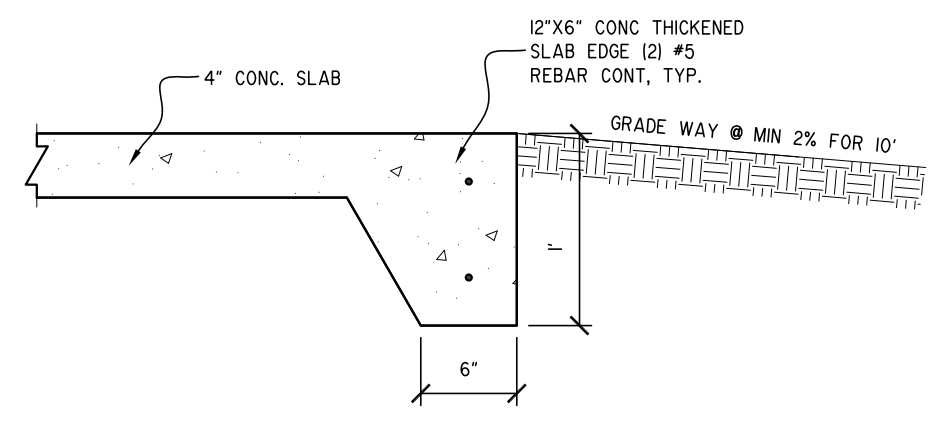
**B**  
**41** **COLUMN BASE**  
SCALE: 3/4" = 1'-0"



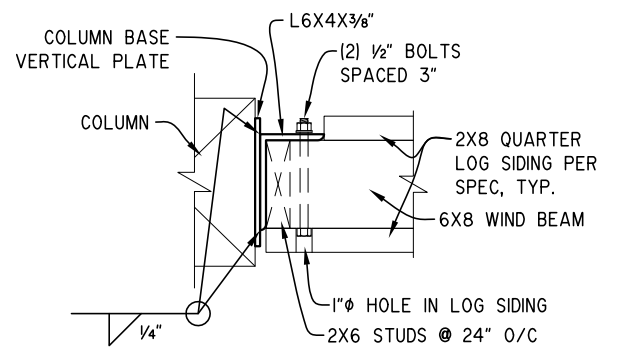
**C**  
**41** **WIND WALL PANEL**  
SCALE: 1/2" = 1'-0"



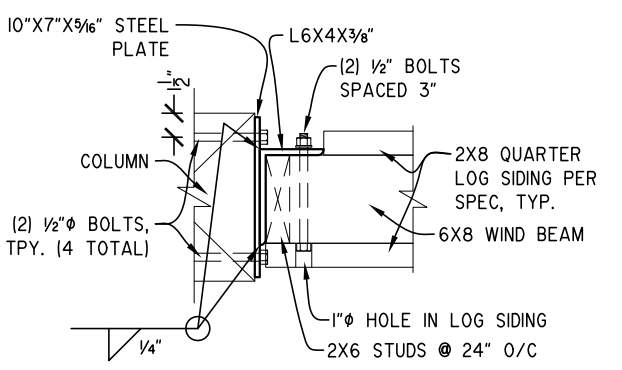
**D**  
**41** **CONCRETE EDGE DETAIL**  
SCALE: 3" = 1'-0"



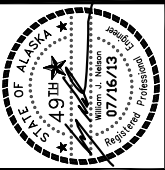
**E**  
**41** **SLAB THICKENED EDGE**  
SCALE: 1" = 1'-0"



**F**  
**41** **BASE WIND WALL CONNECTION**  
SCALE: 1/2" = 1'-0"

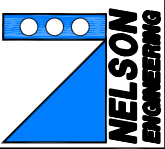


**G**  
**41** **TOP WIND WALL CONNECTION**  
SCALE: 1/2" = 1'-0"



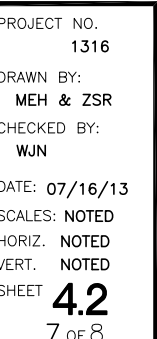
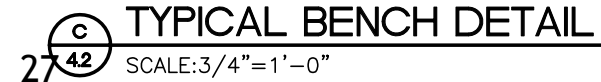
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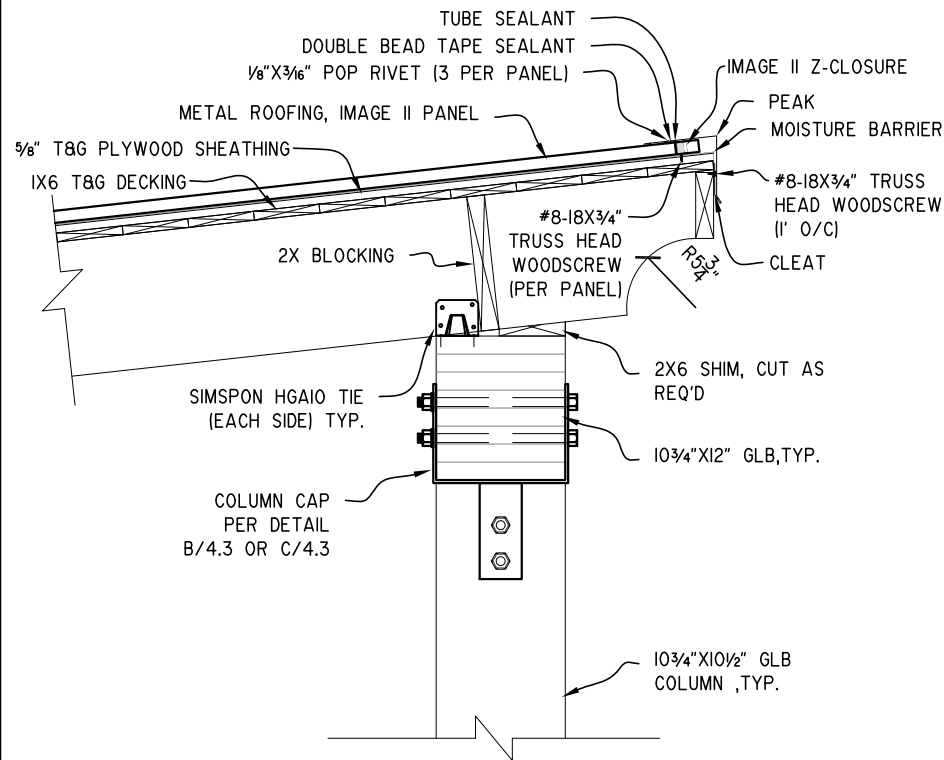
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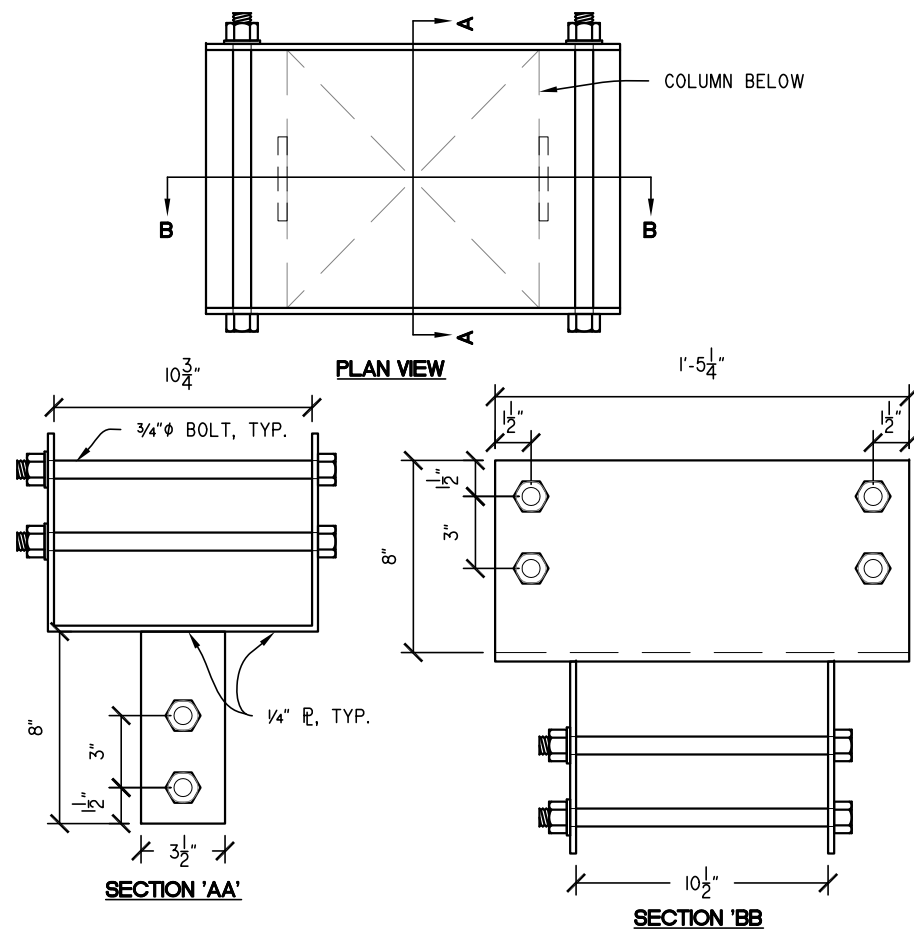
KAREN HORNADAY PARK PICNIC SHELTER  
HOMER, AK  
**DETAILS**

PROJECT NO. 1316  
DRAWN BY: MEH & ZSR  
CHECKED BY: WJN  
DATE: 07/16/13  
SCALES: NOTED  
HORIZ. NOTED  
VERT. NOTED  
SHEET **4.1**  
6 OF 8

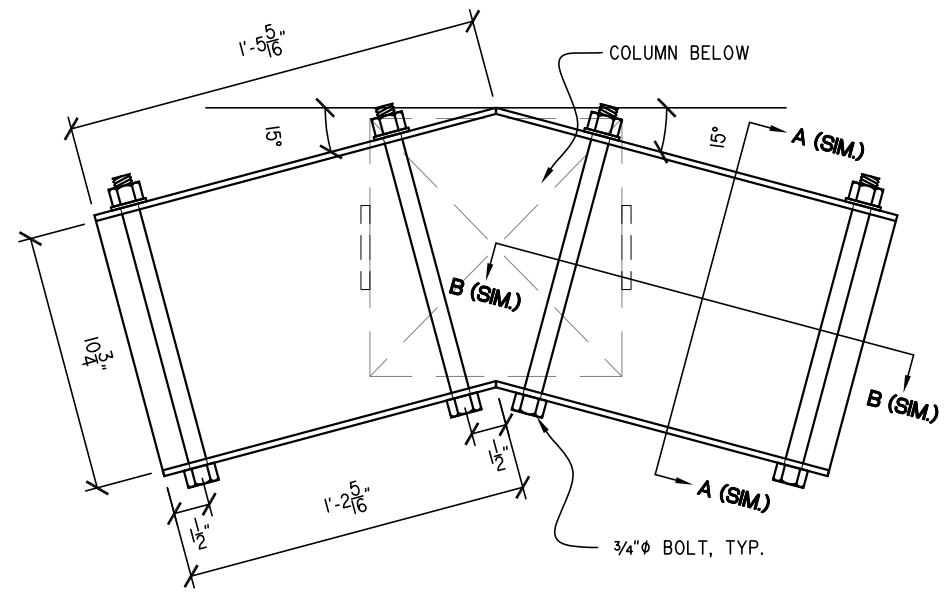




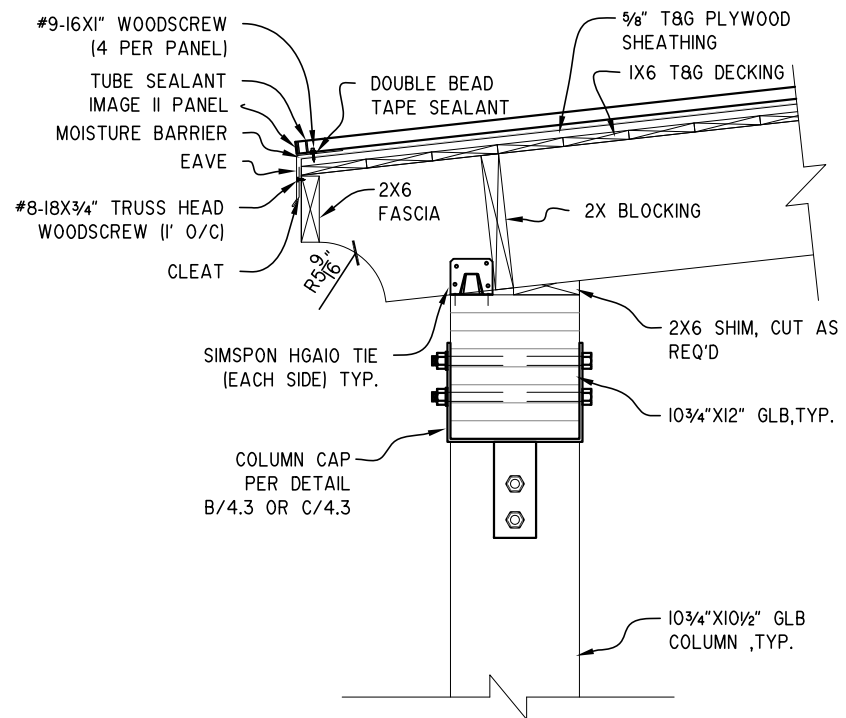
**A** **TYPICAL PEAK DETAIL**  
**4.3** SCALE: 3/4" = 1'-0"



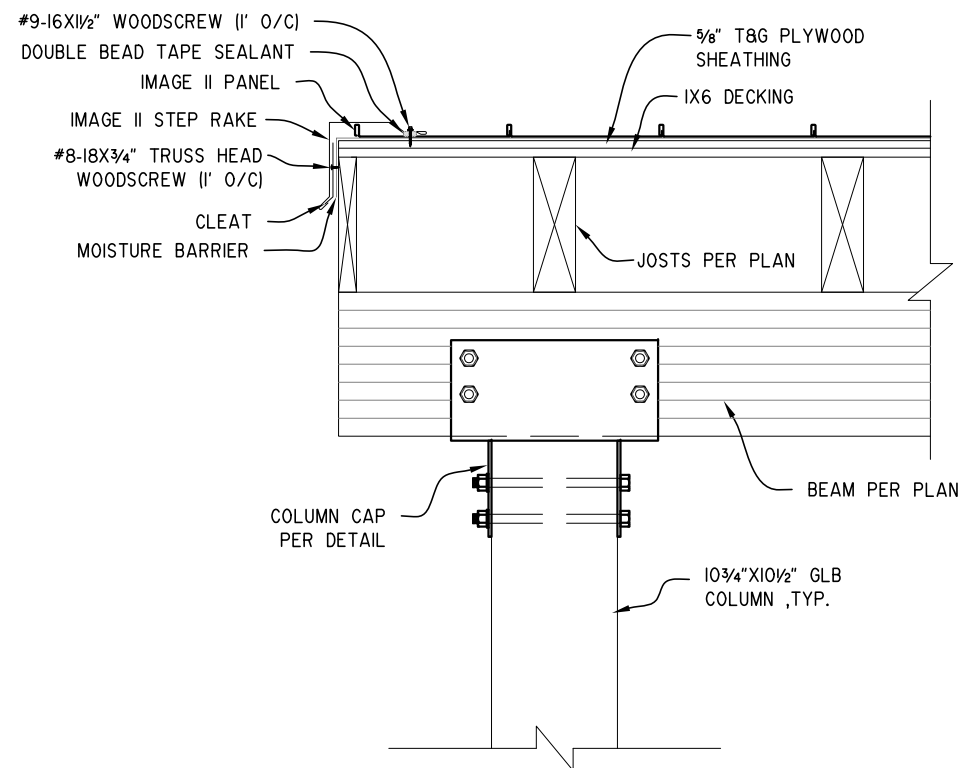
**B** **TYPICAL COLUMN CAP**  
**4.3** SCALE: 1-1/2" = 1'-0"



**C** **COLUMN CAP @ A,2 AND C,2**  
**4.3** SCALE: 1-1/2" = 1'-0"



**D** **TYPICAL EAVE DETAIL**  
**4.3** SCALE: 3/4" = 1'-0"

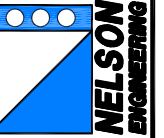


**E** **TYPICAL RAKE DETAIL**  
**4.3** SCALE: 3/4" = 1'-0"



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KAREN HORNADAY PARK PICNIC SHELTER  
 HOMER, AK  
**DETAILS**

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 HORIZ. NOTED  
 VERT. NOTED  
 SHEET **4.3**  
 8 OF 8



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: WORKSESSION REMINDER**

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### BACKGROUND

During the September regular meeting the Commission scheduled a worksession site visit to the view the HERC building and recreation/gym areas along with the classrooms.

Please remember to mark this visit on your calendar since it is a Saturday and Staff will be attending.

November 23, 2013 at Noon

=



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: SITE VISIT TO STERLING COMMUNITY CENTER**

---

### BACKGROUND

On October 28, 2013 a Field trip was conducted to the Sterling Community center, Sterling, Alaska. Following are pictures taken by Commissioner Lillibridge during her visit to the Community center.

The Commission may allow Commissioner Lillibridge to comment on the agenda item during Visitors, Public Comments on the Agenda items or when the commission reaches this item on the agenda. However since she did not get her letter to request re-appointment submitted in time technically (legally) she is not a commissioner until she has been reappointed at the November 25, 2013 Council meeting.

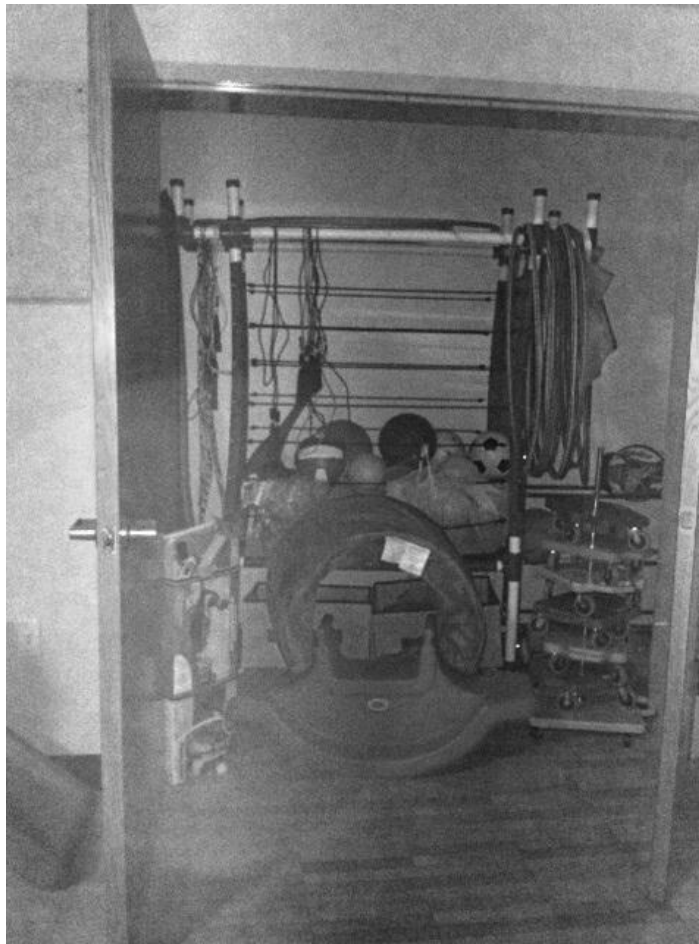
### RECOMMENDATION

**ALLOW FOR COMMENTS UNDER THE AGENDA ITEM DURING REGULAR COMMISSION DISCUSSION.**









**Sterling Community Center**  
(Next to Sterling Elementary School)  
**Pre- Holiday Craft & Vendor Fair**  
**Saturday, Oct. 19<sup>th</sup> \*\*\* 9 am - 5 pm**

Booths & Vendor

- Jewelry by J.E.M
- T-Shirts, Goodies & Scarves
- River City Relaxation
- To the Sea & Beyond
- Alaskan Egg Carver
- Lynda's Baby Stuff
- Kathy's Creations
- The Bee's Knees
- Kyle's Scarves
- Abigail's Make It & Take It
- Fall Fun by Vonnice
- Sheridan Sheek Handbags
- Greenwood Studios
- Meg's Knit & Crochet Craft
- COO kids
- Judy's Christmas Crafts

Our Community Center Concession Stand will be Open!  
Call the Community Center for more information:  
**262-7224**











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## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: THANK YOU ADVERTISEMENT**

---

### BACKGROUND

Earlier in the summer the commission decided and agreed that it would be best to take out an advertisement thanking the various groups and individuals who have volunteered, adopted parks, etc.

Following is the advertisement that was created with the assistance of Julie Engebretsen and Angie Otteson.

The total cost for this advertisement is not known at this time. We have yet to receive the invoicing.





## THE CITY OF HOMER PARKS AND RECREATION ADVISORY COMMISSIONERS

would like to express a warm and sincere

# THANK YOU

for all the time, labor, plant donations, organizing, fundraising, construction, clearing, planting, fixing, and painting accomplished for the City of Homer Parks and Trails over the past year.

*We have tried to include everyone and if we have forgotten anyone or group please forgive the oversight.*

🦋 Church on the Rock, HoPP, Kachemak Bay Rotary Club, and Best Beginnings for adopting Ben Walters, Karen Hornaday and Bayview Parks.

🦋 Homer High School 2012-13 Natural Resources Class and Francie Roberts for the Greenhouse and Beautification efforts to the City of Homer.

🦋 Center for Alaskan Coastal Studies, Homer Emblem Club, Phillip Crump, Picture Alaska Art Gallery, Fireweed Gallery, Kachemak Bay Campus/UAA, Captain's Coffee, Homer Senior Citizen's, Inc.; Friendship Center, The Terrace, Sue Brass, South Peninsula Long Term Care; Carey and Terry Meyer; Tracy Asselin and Baycrest Greenhouse for help with plant donations and transplanting them.

🦋 Alaska Farm Bureau, Homer and Rita Jo Shultz for the Peonies.

🦋 The 2012-13 Homer High School Welding Class and Mickey Todd for the New Fire Rings for the Campgrounds.

🦋 SkillsUSA and Cam Wyatt: ALPAR Cleanup of Baycrest and Bishop's Beach.

🦋 Jack Gist Park Recreation Association for improvements to the Disc Golf Course and Ballfields at Jack Gist Park.

🦋 Angie Otteson and her crew for working so tirelessly all summer and winter to make the repairs and maintain our recreational amenities and complete a long list of "To Do's" from the Commission.

## You are an inspiration!

*You all have touched the lives of so many of our residents and visitors. We truly appreciate your dedication and efforts. Your charitable attitude is a positive influence on our youth and the community is blessed to have you as part of it.*

*Thank you!*



## Land Clearing

Winter is the season

On or off the



# PRO IMPRO

Call 299-

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# City of Homer

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## Planning

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Homer, Alaska 99603

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(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: BUDGET 2014 & NEEDS ASSESSMENT**

---

### BACKGROUND

**Commissioner Lowney requested this item on the agenda for discussion.**





## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the Mayor

491 East Pioneer Avenue  
Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

October 17, 2013

Roger MacCampbell  
4574 Early Spring  
Homer, AK 99603

Dear Roger,

Congratulations! Council confirmed/approved your appointment to the Parks and Recreation Advisory Commission during their Regular Meeting of October 14, 2013, via Memorandum 13-139.

Included is the 2013 Public Official Conflict of Interest Disclosure Statement. Please complete this document and return it to the Clerk's office. This form will be retained in the Clerk's office. It is a public document and may be requested by any member of the public. In the event the Public Official Conflict of Interest Disclosure Statement is requested by a member of the public, you will be notified of the requestor's name.

Also included is the Code of Ethics as outlined in Homer City Code 1.18. This provides important guidelines in your role as a commissioner as to conduct and conflicts of interest.

Thank you for your willingness to serve the City of Homer on the Parks and Recreation Advisory Commission. There certainly are exciting times ahead.

Your term will expire October 31, 2015.

Cordially,



Mary E. Wythe, Mayor

Enc: Memorandum 13-139  
Certificate of Appointment  
2013 Public Official Conflict of Interest Disclosure Statement  
Robert's Rules of Order Handbook

Cc: Parks and Recreation Advisory Commission

# City of Homer

Homer, Alaska

## Mayor's Certificate of Appointment

Greetings

Be It Known That

*Roger MacCampbell*

Has been appointed to

serve as


**"Commissioner"**

on the

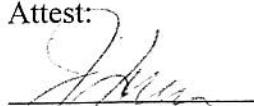
**"Parks and Recreation Advisory Commission"**

*This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 17<sup>th</sup> day of October, 2013*

  
Mary E. Wythe, Mayor

Attest:

  
Jo Johnson, MMC, City Clerk





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Clerk

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Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

### MEMORANDUM

**TO: COUNCIL'S ADVISORY BODIES**

**FROM: JO JOHNSON, CITY CLERK**

**DATE: OCTOBER 30, 2013**

**SUBJECT: 2014 MEETING SCHEDULE**

**Please review the 2014 meeting schedule for your Advisory Body and approve with or without amendments. The draft resolution includes the entire 2014 meeting schedule. The resolution will be presented to Council on December 9, 2013 for adoption.**

**A memo or excerpt from the meeting minutes noting the action by your advisory body is requested. Please return this to the City Clerk by December 3, 2013.**

**Thank you!**



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

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CITY OF HOMER  
HOMER, ALASKA

City Clerk

RESOLUTION 13-xx

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
ESTABLISHING THE 2014 REGULAR MEETING SCHEDULE FOR  
THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY  
COMMISSION, LIBRARY ADVISORY BOARD, PARKS AND  
RECREATION ADVISORY COMMISSION, ADVISORY PLANNING  
COMMISSION, PORT AND HARBOR ADVISORY COMMISSION,  
LEASE COMMITTEE, PERMANENT FUND COMMITTEE, PUBLIC  
ARTS COMMITTEE AND TRANSPORTATION ADVISORY  
COMMITTEE.

WHEREAS, Pursuant to Homer City Code Section 1.14.020, the City Council  
annually sets the schedule for regular and some special meetings, noting the dates,  
times and places of the City Council, Advisory Commissions, and the Library Advisory  
Board meetings; and

WHEREAS, The public is informed of such meetings through the kiosks located at  
Captain's Coffee, Harbormaster's Office, Redden Marine Services of Homer, and the City  
Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Home Page on the Internet, and  
postings at the Clerk's Office at City Hall, and the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local  
paper of general circulation at least three days before the date of the meeting and that  
special meetings should be advertised in the same manner or may be broadcast by local  
radio at least twice a day for three consecutive days or two consecutive days before the  
day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City  
Council and all commissions, boards, committees, subcommittees, task forces and any  
sub-unit of the foregoing public bodies of the City, whether meeting in a formal or  
informal meeting; that the failure to give the notice provided for under this chapter  
does not invalidate or otherwise affect any action or decision of a public body of the  
City; however, this sentence does not change the consequences of failing to give the  
minimum notice required under State Statute; that notice will ordinarily be given by the  
City Clerk; and that the presiding officer or the person or persons calling a meeting are  
responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to  
publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2014 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks and Recreation Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, Lease Committee, Permanent Fund Committee, Public Arts Committee and Transportation Advisory Committee of the City of Homer, Alaska, as follows:

**Holidays - City Offices closed:**

<b>January 1*, New Year's Day, Wednesday</b>	<b>February 17*, Presidents' Day, the third Monday</b>	<b>March 31*, Seward's Day, last Monday</b>	<b>May 26*, Memorial Day, last Monday</b>	<b>July 4*, Independence Day, Friday</b>	<b>September 1*, Labor Day, first Monday</b>
<b>October 17*, Alaska Day, Friday</b>	<b>November 11*, Veterans Day, Tuesday</b>	<b>November 27*, Thanksgiving Day, Thursday</b>	<b>November 28*, Friday, the day after Thanksgiving</b>	<b>December 25*, Christmas, Thursday</b>	

**\*Indicates holidays - City offices closed.**

**\*\*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.**

**CITY COUNCIL (CC)**

<b>January 13, 27</b>	<b>February 10, 24</b>	<b>March 10, 24*</b>	<b>April 14, 28</b>	<b>May 12, 27*</b>	<b>June 9, 23</b>
<b>July 14***, 28</b>	<b>August 11, 25</b>	<b>September 8, 22</b>	<b>October 7 Election</b>	<b>October 13, 27, for Oath of Office 20</b>	<b>Canvass Board October 10 or 13</b>
<b>November 4 Run- Off Election</b>	<b>November 10**, 24</b>	<b>December 8****</b>	<b>December 15**** if needed</b>		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. \*\*\*The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday. Council will not conduct a First Regular Meeting in July.

AML Annual Conference Week is tentatively scheduled for November 17 – 21, 2014.

\*Tuesday meeting due to Seward's Day/Memorial Day/Veterans Day.

\*\*There will be no First Regular Meeting in July or November.

\*\*\*\* The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

#### **ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)**

January 14	February 11	March 11	April 8	May 13	June 10
July 10	August 12	September 9	October 14	November 11	December 9

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each Month at 6:00 p.m.

#### **LIBRARY ADVISORY BOARD (LAB)**

January 7	February 4	March 4	April 1	May 6	June 3
July 1	August 5	September 2	October 7	November 4	December 2

Library Advisory Board Regular Meetings are held on the first Tuesday of each month at 5:00 p.m.

#### **PARKS AND RECREATION ADVISORY COMMISSION (P/R)**

January 16	February 20	March 20	April 17
May 15	June 19	July 17	August 21
September 18	October 16	November 20	

Parks and Recreation Advisory Commission Regular Meetings are held on the third Thursday of each month, with the exception of December, at 5:30 p.m.

#### **PLANNING COMMISSION (P/C)**

January 2*, 15	February 5, 19	March 5, 19	April 2, 16	May 7, 21	June 4, 18
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<b>July 16**</b>	<b>August 6, 20</b>	<b>September 3, 17</b>	<b>October 1, 15</b>	<b>November 5**</b>	<b>December 3**</b>
------------------	---------------------	----------------------------	--------------------------	-------------------------	-------------------------

**Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. \*Thursday meeting due to New Year's Day. \*\*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.**

#### **PORT AND HARBOR ADVISORY COMMISSION (P/H)**

<b>January 22</b>	<b>February 26</b>	<b>March 26</b>	<b>April 23</b>	<b>May 28</b>	<b>June 25</b>
<b>July 23</b>	<b>August 27</b>	<b>September 24</b>	<b>October 22</b>	<b>November 19</b>	<b>December 17</b>

**Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The Regular Meetings in the months of November and December are traditionally scheduled for the third Wednesday of the month.**

#### **LEASE COMMITTEE (LC)**

<b>January 9</b>	<b>April 10</b>	<b>July 10</b>	<b>October 9</b>
------------------	-----------------	----------------	------------------

**Lease Committee Regular Meetings are held quarterly on the second Thursday of each month at 3:00 p.m.**

#### **PERMANENT FUND COMMITTEE (PFC)**

<b>February 13</b>	<b>May 8</b>	<b>August 14</b>	<b>November 13</b>
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**Permanent Fund Committee Regular Meetings are held quarterly on the second Thursday of the months of February, May, August, and November at 5:15 p.m.**

#### **PUBLIC ARTS COMMITTEE (PAC)**

<b>February 20</b>	<b>May 15</b>	<b>August 21</b>	<b>November 20</b>
--------------------	---------------	------------------	--------------------

**Public Arts Committee Regular Meetings are held quarterly on the third Thursday of the months of February, May, August, and November at 5:00 p.m.**

#### **TRANSPORTATION ADVISORY COMMITTEE (TAC)**

<b>February 18</b>	<b>May 20</b>	<b>August 19</b>	<b>November 18</b>
--------------------	---------------	------------------	--------------------

**Transportation Advisory Committee Regular Meetings are held quarterly on the third Tuesday of the months of February, May, August, and November at 5:30 p.m.**

**PASSED AND ADOPTED by the Homer City Council this 9<sup>th</sup> day of December, 2013.**

**CITY OF HOMER**

\_\_\_\_\_  
**MARY E. WYTHER, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JO JOHNSON, MMC, CITY CLERK**

**Fiscal Impact: Adverting of meetings in regular weekly meeting ad and advertising of any additional meetings.**







# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Planning  
491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)  
(p) 907-235-3106  
(f) 907-235-3118

## Memorandum

**TO: PARKS AND RECREATION ADVISORY COMMISSION**  
**FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I**  
**DATE: NOVEMBER 13, 2013**  
**SUBJECT: ELECTIONS**

---

### BACKGROUND

It is that time of year again when the commission elects a new chair and vice chair or retains the existing commissioners.

Currently we are in need of a Chair – responsibilities include but are not limited to:

- Assisting staff with creating the agenda
- Running the monthly meetings
- Calling a meeting in the event of no quorum or possible non-quorum.
- Calling for a special meeting
- Creating Committees to address specific issues
- Appointing Commissioners to committees that are created.

See simple!?

Since Dave Brann is currently our Vice Chair he will have the pleasure of opening the floor for nominations of Chair.

No more names for the ballot? Then a call for the vote is issued.

The Clerk will call the first name nominated and so on. Staff will tally the votes for each commissioner nominated. The commissioner with the most votes will be chair and Commissioner Brann will hand the gavel (meeting) over to the newly elected Chair.

The Chair will then call for nominations for Vice Chair. The Chair will close the nominations and call for the vote.

If only one commissioner is nominated in each category they can agree to serve in the capacity or turn down the nomination.





## City of Homer

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### MEMORANDUM

To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 14, 2013

Subject: Memorandum of Agreement (MOA) between the City of Homer (City) and the Kachemak Nordic Ski Club (KNSC)

At the November 25<sup>th</sup> City Council meeting, there is a resolution on the agenda to approve an MOU between the City and the Kachemak Nordic Ski Club for the ski trails on the Diamond Creek land. The resolution states that the original MOU has expired, and this new MOU has been created.

No action is necessary from the Commission, although you may comment and make a recommendation if you'd like.



Where the Land Ends and the Sea Begins



Published on *City of Homer Alaska Official Website* (<http://www.cityofhomer-ak.gov>)

[Home](#) > Printer-friendly

**Resolution ID:**

13-110

**Resolution Status:**

Awaiting Decision

**Resolution Summary:**

A Resolution of the City Council of Homer, Alaska, Approving a Memorandum of Agreement Between the City of Homer and the Kachemak Nordic Ski Club Regarding the Maintenance and Operation of Nordic Ski Trails on City Owned Land in the Baycrest Ski Area. City Manager.

CITY OF HOMER  
HOMER, ALASKA

City

Manager

RESOLUTION 13-110

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF HOMER AND THE KACHEMAK NORDIC SKI CLUB REGARDING THE MAINTENANCE AND OPERATION OF NORDIC SKI TRAILS ON CITY OWNED LAND IN THE BAYCREST SKI AREA.

WHEREAS, The Kachemak Nordic Ski Club (KNSC) is a non-profit corporation which has been constructing, maintaining, and operating nordic ski trails on public and private lands for many years; and

WHEREAS, KNSC maintains a network of trails on public and private lands in the Diamond Creek Watershed known as the Baycrest Ski Trails; and

WHEREAS, Some of the trails at the Baycrest complex traverse City owned parcels (KPB Parcel Numbers 173-022-01 and 173-032-29); the title to which the City accepted via Ordinance 07-03; and

WHEREAS, The City and KNSC entered into their first MOA regarding these trails in the winter of 2008 and that agreement has expired; and

WHEREAS, The City and KNSC wish to enter into a new MOA and a draft document was submitted to the City Council for its review at its regular meeting on November 25, 2013; and

WHEREAS, An MOA between the City and KNSC is in the best interest of the public because it promotes public-private partnerships, saves tax dollars, enhances recreational and economic development opportunities, and provides access to public lands for the use and enjoyment of all.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves a new Memorandum of Agreement between the City of Homer and the Kachemak Nordic Ski Club, a copy of which is attached and incorporated herein.

PASSED AND ADOPTED by the Homer City Council this 25th day of November, 2013.

CITY OF HOMER

\_\_\_\_\_  
MARY E. WYTHE, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, MMC, CITY CLERK

Fiscal Impact: N/A

**Source URL (retrieved on 2013-11-14 18:22):** <http://www.cityofhomer-ak.gov/resolution/resolution-13-110-memorandum-agreement-between-city-and-kachemak-nordic-ski-club-maintain>



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

### MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) between the City of Homer (City) and the Kachemak Nordic Ski Club (KNSC), a non-profit corporation, is made this 1<sup>st</sup> day of December, 2013.

This MOA is entered into with respect to operation and maintenance of recreational nordic ski trails on lands owned by the City in the Diamond Creek watershed. The Nordic Ski Club currently maintains about 30 kilometers of groomed ski trails in the watershed. The trail system is more commonly known as the Baycrest Ski Trails and some of the trails cross land recently acquired by the City. The Nordic Ski Club wishes to continue to maintain and operate the ski trails under agreement with the City. The City owned parcels are described as KPB Parcels 173-022-01 and 173-032-29. A detailed legal description is on file.

#### Recitals:

1. The City accepted title to the parcels referenced above via Ordinance 07-03. The land was conveyed by the University of Alaska through the Department of Natural Resources and the Kachemak Heritage Land Trust.
2. The Kachemak Heritage Land Trust raised the money for purchase of the land through years of hard work and fund raising. A primary source of funding was the Forest Legacy Program.
3. The City Council dedicated the two parcels as park and public lands in perpetuity (Ordinance 07-03) for the benefit of current and future generations.
4. The funding from the Forest Legacy Program contained stipulations and conditions that the property only be used for forestry programs, recreation, and conservation. The Council accepted title to the property with this understanding and all future uses must be consistent with these purposes.
5. The Kachemak Nordic Ski Club currently maintains over 30 kilometers of groomed nordic ski trails in the Baycrest / Diamond Creek area (which includes these parcels) and wishes to continue to do so under the agreement with the City.
6. The City wishes to authorize KNSC use and maintenance of existing ski trails.
7. This MOA is intended to establish the relationship between the City and KNSC.
8. This MOA constitutes a land use permit which specifically authorizes the activities described herein.
9. Nothing in this agreement obligates the City to provide funding or operational, maintenance, or program assistance of any kind.

## **LAND USE AGREEMENT PERMIT**

The City of Homer hereby grants permission to the Kachemak Nordic Ski Club to maintain and operate existing groomed ski trails on the parcels described herein for the enjoyment of the public. A map of existing trails is attached and incorporated herein. This authorization is subject to the terms and conditions described below.

**PERMIT:** This permit conveys to KNSC no interest in the property. This permit is revocable immediately and without notice. It is issued for authorized purposes to KNSC. The permit represents a non-exclusive privilege authorizing special use of City of Homer land.

Violation of permit conditions or the conduct of activities not authorized by this permit will result in permit revocation and may result in a claim for damages by the City and other civil and criminal penalties as applicable under law. KNSC shall remove all chattels or improvements placed on the land by KNSC within 30 days of permit revocation. The City may, at its option, direct that all activities under this permit stop until a violation of the permit conditions is corrected. Continued activity after notice to stop will be deemed a trespass by the City.

The City reserves the right to permit other land use activities in the permit area, provided that the City determines that such use will not unduly impair KNSC's activities and is consistent with the land use designation ( public use/ park ) and stipulation associated with grant funding (forestry projects, recreation, conservation).

**PERMIT TERM:** This MOA / Permit is valid from December 1, 2013 through December 31, 2015. The permit is revocable with or without cause by the City. If KNSC wishes to terminate this permit prior to the end of the term, it must provide written notice 14 days prior to the termination date and comply with the provisions of the section entitled "Expiration" of this permit prior to the termination date. The permit may be renewed if both parties wish and it is understood that this agreement/ permit may eventually be replaced with a more formal lease.

### **DEFENSE AND INDEMNIFICATION**

KNSC shall indemnify, defend, save, and hold the City, its elected officials and appointed officers, agents and employees, harmless from any and all claims, suits, demands, or liability of any nature, kind or character including costs, expenses, and attorney's fees resulting from KNSC's performance or failure to perform in accord with the terms of this permit in any way whatsoever. KNSC shall be responsible under this clause for any and all claims of any character resulting from KNSC or its officers, agents, employees, partners, attorneys, suppliers, and subcontractor's performance or failure to perform under this agreement in any way whatsoever. This defense and indemnification responsibility includes claims alleging acts or omissions by the City or its agents which are said to have contributed to the losses, failure, violations, or damage. However, KNSC shall not be responsible for any damages or claims arising from the sole negligence or willful misconduct of the City, its agents, or employees.

### **LIABILITY INSURANCE**

KNSC shall purchase at its own expense and maintain in force at all times during the term of this permit the following insurance policies:



Commercial General Liability and Automobile Insurance for any automobiles owned by KNSC. Policy to include bodily injury, personal injury, and property damage with respect to the property and the activities conducted by KNSC in which the coverage shall not be less than \$1,000,000.00 per occurrence or such higher coverage as specified by the City. KNSC shall comply with the insurance policy requirements to maintain coverage for special events organized by KNSC. The policy purchased shall name the City as an additional insured with respect to the activities conducted on the property.

**Proof of Insurance:** KNSC shall deliver to the City certificates of insurance. This insurance shall be primary and exclusive of any other insurance held by the City. Failure to provide insurance as required by this section, or a lapse in coverage, is a material breach of the permit terms and the City may revoke the permit. Upon renewal of insurance coverage, during the contract, certificates of insurance shall be delivered to the City.

### **SPECIAL EVENT COVERAGE**

In addition to commercial general liability insurance and automobile insurance, KNSC shall comply with the insurance policy requirements to maintain coverage for special events organized by KNSC.

### **TRANSFER**

This permit may not be transferred or assigned without prior written approval by the City of Homer.

### **ACTIVITIES**

The following activities are specifically authorized under this permit: Special Nordic Ski Events, maintenance of existing ski trails (winter and summer), operations and public use of ski trails, installation of trail signage.

KNSC shall consult with the City Planning Department regarding any substantial signs that may be subject to the sign code. New trails and trail construction, summer trails, and other recreational activities or facilities may be permitted provided that a developmental plan is submitted and approved by the Parks and Recreation Commission and if necessary, the Planning Commission.

### **SPECIAL AUTHORIZATION**

KNSC and the City of Homer recognize and agree that maintaining and operating cross-country ski trails in the safest manner possible, using best management practices common to multi-use, non-motorized trails is in the best interest of both KNSC and the City. KNSC is hereby authorized to employ such best management practices including signs and temporary plastic barrier fencing as it deems necessary to maintain and operate the permitted trails for the safety of cross country skiers and to minimize conflicts with other forms of non-motorized recreation. The City reserves the right to limit this authorization as it deems necessary. Such improvements shall be removed by KNSC at the termination of this permit.

All activities and special authorization shall be conducted in a manner that will minimize land disturbance and will not cause a change in the character of the land or damage water courses, shorelines, or natural drainage patterns. KNSC agrees to consult with the City Planning Department regarding permits and other authorizations that may apply before conducting any such activities.

KNSC shall be liable for damage to any City owned property resulting from this activity. Damages resulting from the activities shall be repaired or replaced by KNSC at its expense; failure to repair damages subjects KNSC to all available remedies available to the City. The election of one remedy will not prohibit the City from pursuing any and all available remedies.

All activities shall avoid harming or disturbing bald eagles or their nest sites in accordance with the Bald Eagle Protection Act ( 16 USC 668 ). KNSC is responsible for compliance with all other federal, state, and local environmental laws and shall consult with the Planning Department if it has questions about compliance.

In addition to the above, KNSC's activities shall conform to the following conditions:

**FIREWOOD COLLECTION:** Cutting of live trees or vegetation is prohibited for the use of firewood. The gathering of wood from dead trees and down trees on the property is allowed within the course of activities listed.

**OPEN FIRES:** Open fires on the property are prohibited unless specifically authorized by the City Fire Chief and/ or State Fire Marshal.

**TEMPORARY STRUCTURES:** Only temporary structures may be placed on the property and shall be located not less than 75 feet from the mean or ordinary high water mark of all lakes, streams, or other bodies of water. Temporary structures are defined as being removable within 48 hours of notice.

**SANITATION:** The property shall be kept in a clean and sanitary condition and every effort shall be made to prevent the pollution of waters. Sanitary facilities are permitted but must be authorized by the City and be in accordance with Department of Environmental Conservation regulations.

**SAFETY:** KNSC is responsible for the safety of all persons conducting activities on the property under this permit. KNSC agrees to provide clientele with information regarding rules and regulations and other information pertaining to the property and the permit.

**PROHIBITIONS:** KNSC agrees to the following prohibitions:

**VEGETATION:** There shall be no clearing of trees, shrubs or vegetation except as permitted for permitted activities or otherwise authorized by the City.

**WASTE BURIAL:** The burial of waste or trash is prohibited. All waste must be transported off site in a reasonable time frame. The City may authorize other disposal of organic waste.

**STORAGE:** Storage of petroleum products is allowed in amounts necessary for activities required on the property only upon condition that KNSC exercise proper care, handling, and safe and proper storage. Fuel may not be placed within 100 feet of any wetland or the mean or ordinary high water mark of any lake, stream, or other body of water. Fuel must be stored in leak proof containers and placed in a secondary containment, impermeable berms and basins capable of retaining 155 percent of storage capacity plus 12 inches of free board to minimize uncontained leaks or spills.

**ACCESS:** KNSC shall not restrict public access to State waters or City owned land except as necessary to create safe working conditions to perform permitted activities, protect personal property, or public safety.

**PUBLIC USE:** KNSC may not restrict public use of shorelines.

**SURVEY MONUMENTS:** All survey monuments, witness corners, reference monuments, mining claims, posts, bearing trees, and subdivision monumentation shall be protected against destruction, obliteration, or damage. Any damage or obliterated markers shall be reestablished by KNSC in accordance with accepted survey practice established by the Kenai Peninsula Borough.

**RIGHTS-OF-WAY:** Activities within rights-of-way must comply with Title 14 of the Kenai Peninsula Borough Code.

**ANADROMOUS STREAMS:** Activities within 50 horizontal feet of streams designated anadromous must comply with applicable regulations.

**CULTUREAL RESOURCES:** KNSC shall not disturb historic or prehistoric resources. Should previously undiscovered artifacts of historic, prehistoric or archaeological importance be discovered, the site shall be protected from further disturbance and KNSC shall immediately cease activities and contact the City and the State Historic Preservation office.

**WILDFIRES:** KNSC shall take immediate action to suppress uncontrolled fires and report them to the proper authorities as soon as possible.

**LOCATION:** KNSC is responsible for properly locating itself and associated activities on the property.

**SUITABILITY:** The City of Homer does not represent or guarantee the safety, suitability, or condition of the property for any purpose for which KNSC is using or proposes to use the property. It is solely KNSC's responsibility to determine the value and suitability of the property for its intended uses.

**INSPECTIONS:** Authorized agents and employees of the City shall have access at all times to the property. At times when the property is in use, KNSC shall have a representative available to receive, on behalf of KNSC, any notices and instructions given by authorized City personnel in regard to performance under this permit and to take such action as required by the terms of this permit. KNSC shall maintain on file with the City, the name, title, address, and telephone number of an individual with overall authority for activities under this permit, and who shall be the point of contact for routine and emergency notices, information and correspondence, relative to the permit. Prior to termination of this permit and release of bond, if any, KNSC shall transport authorized agents of the City for required final inspection.

**EXPIRATION:** On or before the expiration date of this permit, KNSC shall remove all trash, waste, materials, equipment, and other personal property it has placed or caused to be placed on the property. If materials, equipment, or personal property are not removed by the expiration

date, they may become the property of the City and may be otherwise disposed of by the City without obligation to KNSC.

**ENVIRONMENTAL HAZARD:** KNSC shall not keep any hazardous materials or create any environmental hazards for the public or KNSC's clientele on the property. The defense and indemnification clause set forth above of this agreement specifically extends to violations of this section.

**NOTICES:** All notices shall be sent to both parties as follows:

City of Homer  
City Manager  
491 E. Pioneer Ave.

Kachemak Nordic Ski Club  
P.O. Box 1901  
Homer, AK 99603

**PERMIT FEES:** None

**TAXES:** All applicable taxes or assessments shall be paid by KNSC

**SEVERABILITY:** Any provision or clause of this permit that is deemed invalid by the court or otherwise by law shall not affect the validity of the remainder of the agreement.

**GOVERNING LAW; JURISDICTION:** This agreement shall be governed by the laws of the State of Alaska. Any legal action brought in court regarding this permit shall be filed with the trial courts of Alaska, Third Judicial District, Kenai. It is understood and agreed by the parties that consultation and negotiation are the preferred first option for resolving all disputes.

**LAWS AND PERMITS;** KNSC shall abide by applicable federal, state, and local statutes, ordinances, rules, and regulations. KNSC is responsible for obtaining all applicable permits relative to its activities on City owned land and keeping such permits in good standing.

**NO PARTNERSHIP:** No provision of this permit shall be construed to create a partnership or joint venture or any other arrangement between the City and KNSC where the City would be in any way responsible for debts, losses, or liabilities of KNSC.

**WAIVER:** A waiver by the City of any provisions of this permit shall not be construed as a continuing waiver of a provision, or a waiver of other provisions of the permit. Any waivers of the permit conditions shall be done in writing by both parties.

**ENTIRE PERMIT:** This document sets forth the entire permit granted. No representations or promises not contained in this document have been made by the City. No modification to this permit is binding unless in writing and executed by both parties.

**CONSTRUCITON:** This permit shall be interpreted according to its fair meaning and intent, and not for or against either party.

## CITY OF HOMER:

**PERMITEE: Kachemak Nordic Ski Club**

Walt Wrede  
City Manager

David Brann  
KNSC Board Member

**ATTEST:**

Jo Johnson  
City Clerk

## ACKNOWLEDGMENTS

STATE OF ALASKA )  
 ) ss.  
THIRD JUDICIAL DISTRICT )

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2013, by  
Walt Wrede, City Manager of the City of Homer, an Alaska municipal corporation, on behalf of the City of Homer.

Notary Public in and for Alaska

My Commission Expires: \_\_\_\_\_

STATE OF ALASKA )  
 ) ss.  
THIRD JUDICIAL DISTRICT )

The foregoing instrument was acknowledged before me on \_\_\_\_\_, 2013, by

David Brann, Board Member of the Kachemak Nordic Ski Club, an Alaskan non-profit corporation, for and on behalf of the corporation.

\_\_\_\_\_  
Notary Public in and for Alaska

My Commission Expires: \_\_\_\_\_

**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 Brann</u>
September 9, 23 2013	<u>Commissioner Archibald</u>
October 14, 28 2013	<u>Commissioner Steffy</u>
November 18, 2013	<u>Commissioner Lowney</u>
December 9, 2013	<u>Commissioner Steffy</u>

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**  
**STRATEGIC PLAN 2013**

**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
- Improve Public Outreach for Parks, Recreation and trails opportunities, possibly with a brochure

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

**3-5 Year Projects**

- Advocate for a Parks and Recreation Department
  - Focus on Department Only (separate from community rec center discussion)
- Talking Points for Commissioners to Speak to Council with Assurance and Confidence
- Plan and Develop Footpaths in the Town Center Area
- Construct a Bike/Pedestrian Path Along Kachemak Drive
- Create a long term plan for a multiuse community facility
- Explore the idea of a Recreational Service Area
- 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

**1-2 Year Projects**

- Develop a Kayak Launch for the Water Trail @ the Pier 1 lot
- Develop and Create a Dog Park
- Diamond Creek Recreational Improvement Plan – Support the plan's adoption by the City Council.
  - o Next Steps, Trails improvements, Trail head parking lot
- Plan and build Woodard Creek Trail
- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation. Immediate goal of completing already funded projects and applying for new funds.
- Increase the city budget for parks and recreation
- Improve pedestrian access to Mariner Park from the Homer Spit Road and the bike path
- Extend the Bike path on Ocean Drive loop to connect to Homer Spit Road (around the bend)
- Create an overall uniform sign design for city parks and recreation areas.
- Review Town Center Plan to Identify Short Term Projects
- Explore what should be done with the HERC building

*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.

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

<b><u>MEETING DATE</u></b>	<b><u>SCHEDULED EVENTS OR AGENDA ITEMS</u></b>
<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 CEMETERY STATUS REPORT
<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 FOR 2014?
<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!

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

# CITY OF HOMER

## 2014 PROPOSED BUDGET DEVELOPMENT SCHEDULE

DATE	TIME	EVENT
7/22/2013	6:00 PM	Budget Schedule to Council.
8/5/2013		Submit to departments, budget work sheets including salary and fringe benefit costs.
8/12/2013	5:00 PM	During Committee of the Whole, Council to discuss budget priorities for the coming year.
8/12/2013	6:00 PM	Regular Meeting-Public Hearing, Council to seek public input on budget priorities for the coming year.
8/19/2013		Complete budget work sheets, including narratives, and justifications to Finance.
8/26/2013	5:00 PM	During Committee of the Whole, Council to discuss Revenue Sources for General Fund.
9/2/2013		Compile data and return copy to departments for review.
9/9/2013	Week of	City Manager & Finance Director review budget requests with Department Heads.
9/9/2013		Preliminary budget assumptions to Council.
10/14/2013		City Manager submits Draft Proposed Budget to Council.
10/14/2013	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour.
10/14/2013	6:00 PM	Regular Meeting - Public Hearing.
10/28/2013	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour
10/28/2013	6:00 PM	Regular Meeting-Budget Ordinance and Fee/Tariff Resolutions Introduced.
11/25/2013	5:00 PM	During Committee of the Whole, Council to discuss budget - 1 hour
11/25/2013	6:00 PM	Regular Meeting - Public Hearing.
12/9/2013	6:00 PM	Regular Meeting - Public Hearing & adoption of Proposed Budget.

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## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the Mayor

491 East Pioneer Avenue  
Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

### Memorandum 13-139

TO: HOMER CITY COUNCIL

FROM: MARY E. WYTHE, MAYOR

DATE: OCTOBER 7, 2013

SUBJECT: APPOINTMENT OF ROGER MACCAMPBELL TO THE PARKS AND RECREATION ADVISORY COMMISSION, TOM STROOZAS TO THE PLANNING COMMISSION, AND DANIEL DONICH TO THE PORT AND HARBOR ADVISORY COMMISSION, AND THE REAPPOINTMENT OF DAVE BRANN TO THE PARKS AND RECREATION ADVISORY COMMISSION.

Roger MacCampbell is appointed to the Parks and Recreation Advisory Commission to fill the seat vacated by Lars Bell. His appointment will expire October 31, 2015.

Tom Stroozas is appointed to the Planning Commission to fill the seat vacated by Shelly Erickson. His appointment will expire July 31, 2016.

Daniel Donich is appointed to the Port and Harbor Advisory Commission to fill the seat vacated by Pete Wedin. His appointment will expire February 1, 2015.

Dave Brann is reappointed to the Parks and Recreation Advisory Commission. His appointment will expire October 31, 2016.

#### RECOMMENDATION:

Confirm the appointments of Roger MacCampbell to the Parks and Recreation Advisory Commission, Tom Stroozas to the Planning Commission, and Daniel Donich to the Port and Harbor Advisory Commission, and the reappointment of Dave Brann to the Parks and Recreation Advisory Commission.

Fiscal Note: N/A



## City of Homer

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### Office of the Mayor

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Homer, Alaska 99603

[mayor@ci.homer.ak.us](mailto:mayor@ci.homer.ak.us)

(p) 907-235-3130

(f) 907-235-3143

October 17, 2013

Dave Brann  
PO Box 1901  
Homer, AK 99603

Dear Dave,

Congratulations! Council confirmed/approved your re- appointment to the Parks and Recreation Advisory Commission during their Regular Meeting of October 14, 2013, via Memorandum 13-139.

Your 2013 Public Official Conflict of Interest Disclosure Statement has been mailed to you and is due back to the City Clerk's office by November 1, 2013.

Thank you for your willingness to continue serving the City of Homer on the Parks and Recreation Advisory Commission. There certainly are exciting times ahead.

Your term will expire October 31, 2016.

Cordially,

Mary E. Wythe, Mayor

Enc: Memorandum 13-139  
Certificate of Appointment

Cc: Parks and Recreation Advisory Commission



# City of Homer

Homer, Alaska

## Mayor's Certificate of Appointment

Greetings

Be It Known That

*Dave Brann*

Has been reappointed to

serve as


**“Commissioner”**

on the

**“Parks and Recreation Advisory Commission”**

*This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 17<sup>th</sup> day of October, 2013.*

  
\_\_\_\_\_  
MARY E. WYTHE, MAYOR

ATTEST:

  
\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

$$f(x) = \frac{1}{x^2} = x^{-2}$$

$$f'(x) = -2x^{-3}$$

$$f'(x) = -2x^{-3} = -\frac{2}{x^3}$$

$$f'(x) = -\frac{2}{x^3}$$

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$$f'(x) = -2x^{-3} = -\frac{2}{x^3}$$

$$f'(x) = -\frac{2}{x^3}$$

**CITY OF HOMER  
HOMER, ALASKA**

City Clerk/  
Parks and Recreation  
Advisory Commission

**RESOLUTION 13-092**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
AMENDING THE PARKS AND RECREATION ADVISORY  
COMMISSION BYLAWS, REGULAR MEETINGS, ESTABLISHING A  
MEETING TIME LIMIT OF 8:00 P.M.

WHEREAS, The Parks and Recreation Advisory Commission determined that a time  
limit on meetings was necessary to encourage public volunteers and retain commissioners;  
and

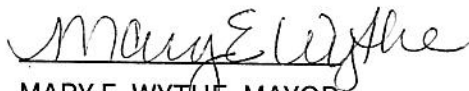
WHEREAS, The Parks and Recreation Advisory Commission introduced the 8:00 p.m.  
time limit at their regular meeting on June 20, 2013; and

WHEREAS, At their regular meeting on August 15, 2013 the Parks and Recreation  
Advisory Commission voted and approved to amend their bylaws to establish a time limit not  
to proceed past 8:00 p.m. unless approved by a majority vote.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby amends the  
Parks and Recreation Advisory Commission bylaws to establish a meeting time limit of 8:00  
p.m. and not to proceed past that time unless approved by a majority vote.

PASSED AND ADOPTED by the City Council of Homer, Alaska, this 23<sup>rd</sup> day of  
September, 2013.

CITY OF HOMER

  
MARY E. WYTHE, MAYOR

38 ATTEST:

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MELISSA JACOBSEN, CMC

43 DEPUTY CITY CLERK

44

45 Fiscal Note: NA

**CITY OF HOMER  
HOMER, ALASKA**

Lewis

**RESOLUTION 13-095**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
AUTHORIZING THE CITY MANAGER TO KEEP THE HOMER EDUCATION  
AND RECREATION COMPLEX (HERC) GYMNASIUM OPEN FOR  
PICKLEBALL, BASKETBALL, AND OTHER COMMUNITY RECREATION  
PROGRAMS THAT REQUIRE ONLY MINIMAL HEAT AND UTILITIES UNTIL  
SUCH TIME AS THE BUILDING IS DEMOLISHED.

WHEREAS, The City of Homer does not have the funds to refurbish the HERC Building or to  
operate and maintain it and it has been unsuccessful in identifying a suitable use for it going forward;  
and

WHEREAS, At a recent CIP Planning workshop, the City Council decided that it was in the best  
interest of the community to demolish the building and use the land as the site of a proposed new  
public safety building; and

WHEREAS, There are a number of steps which must be taken before the building can be  
demolished including identifying the funding for demolition and selecting a contractor through the  
City's procurement procedures; and

WHEREAS, Minimal heat must be maintained in the building whether it is in use or not in order  
to prevent pipes from freezing and snow from accumulating on the flat roof; and

WHEREAS, Pickleball, adult basketball, and other City of Homer Community Recreation  
Programs are very popular and make a large contribution to community health and the quality of life;  
and

WHEREAS, These programs involve vigorous physical activity and do not require heat above  
the minimal setting already used to keep the building in "warm status"; and

WHEREAS, Advocates for these programs have requested that the gymnasium remain open  
with minimal heat and utilities until such time as the building is demolished.

NOW THEREFORE BE IT RESOLVED that the Council finds that the gymnasium remains an  
asset for as long as the HERC building remains standing and that it would be in the best interest of the  
community to use it provided that maintenance and utility costs are minimal; and

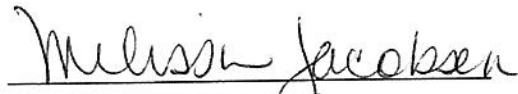
BE IT FURTHER RESOLVED that the Council hereby authorizes the City Manager to keep the  
HERC gymnasium open for pickleball, basketball, and other City of Homer Community Recreation  
Programs that require only minimal heat and utilities until such time as the building is demolished.

PASSED AND ADOPTED by the Homer City Council this 23<sup>rd</sup> day of September, 2013

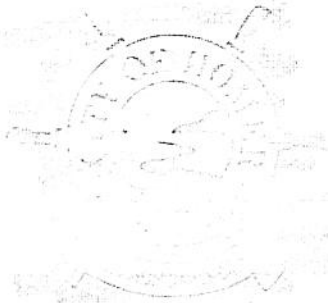
CITY OF HOMER

  
MARY E. WYTHE, MAYOR

ATTEST:

  
MELISSA JACOBSEN, CMC  
DEPUTY CITY CLERK

**Fiscal Note:** Estimated additional \$15,000 for electric and maintenance; \$7,500 in 2013 and \$7,500 in 2014.





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

## Memorandum

**TO:** Mayor Wythe and Homer City Council  
**THROUGH:** Julie Engebretsen, Planning Technician  
**FROM:** Parks and Recreation Advisory Commission  
**DATE:** September 20, 2013  
**SUBJECT:** Resolution 13-040

---

At the Parks and Recreation Advisory Commission meeting of September 19, 2013, the Commission made the following recommendation:

Moved to recommend the City Council fail Resolution 13-040.

Motion passed with unanimous approval.

Below is an excerpt of the minutes of the meeting:

### NEW BUSINESS

- A. Discussion on Resolution 13-040, Directing City Administration to Terminate All Survey, Design, and Cost Estimating Work on the Kachemak Drive Pathway

Chair Bremicker read the title into the record.

Chair Bremicker commented that the committee was disbanded. The outside group was formed. The trail has not been removed from multiple plans. The City Manager has noted the safety aspects in a memo to the Airport Manager regarding removal of trees hampering sight lines for the runway approach. Chair Bremicker believes that to have the City cut it off was the wrong direction. He stated it was one of the main reasons he joined this commission. Further he believes that there are funds for trails that could be used. Chair Bremicker believed that with the city's backing and the use of volunteer efforts this trail could be done. He cited as an example the ski trails.

Chair Bremicker stated that Council should get behind this and it should be made a priority. He wanted City Council to say "yes, it's a good idea what do we need to do to get this done what can we do to help." He is not sure where the antagonism has come from. He stated that the people of Homer want this trail.

Commissioner Brann agreed with the key points of the trail being in the plans; but by Council stating that the commission cannot talk about the trail is negating those approved plans; he is not asking them to fund it, but to allow the commission to speak

with and a work with the non-profit group on the trail. He believes that volunteers can do what the city won't.

Commissioner Lillibridge commented on removing or recommending amending the last two whereas's to state they will not fund it at this time.

Mr. Illg stated that this is both symbolic and would set precedent and passing this Resolution would stonewall additional future efforts for parks and recreation.

Ms. Engebretsen stated the commission can make a recommendation that City Council fail this resolution.

Further discussion on what direction the commission would like to have Council take for Resolution 13-040 was held with points made on safety concerns, hampering funding options, postponement, the resolution containing non-specific other issues; non-support from the City.

Chair Bremicker stated that this resolution does not have the majority support of Council. It is supported by the mayor but she doesn't vote. They are not asking for funds right now. They don't need this to cut off future help from the city.

Chair Bremicker requested a motion. He opined strongly that the motion should be voted down.

Additional comments on commenting on the Resolution during the Council meeting.

**BREMICKER/BRANN - MOVED TO REQUEST CITY COUNCIL DO NOT PASS RESOLUTION 13-040.**

Commissioner Archibald asked to amend the motion to include the wording "or postpone". The commissioners then entertained discussion on the motion.

**VOTE. YES. LOWNEY, STEFFY, LILLIBRIDGE, ARCHIBALD, BRANN.**

**Motion carried**





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

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## Memorandum

**TO:** Mayor Wythe and Homer City Council  
**THROUGH:** Julie Engebretsen, Planning Technician  
**FROM:** Parks and Recreation Advisory Commission  
**DATE:** September 20, 2013  
**SUBJECT:** HERC Site

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**At the Parks and Recreation Advisory Commission meeting of September 19, 2013, the Commission made the following recommendation:**

**Moved to recommended supporting the use of the HERC Site for recreation and education.**

**Motion passed with unanimous approval.**

**Below is an excerpt of the meeting minutes.**

**D. Discussion on City Council Decision to Use the HERC Site as the New Public Safety Complex Site**

**Chair Bremicker read the title into the record.**

**Mr. Illg brought to floor the information of a new resolution to keeping the Gym in Cold Status**

**Discussion developed on the Council changing the procedures for the CIP, dropping a bomb on the commission and having a public hearing by the commission or council.**

**Points made were as follows:**

- Boys and Girls Club left quietly no one knows why**
- More efforts have been made to use that building for Community recreation**
- Keep what we have**
- Spoke about the tour given by the City Manager and many groups were ready to rent space that were non-profits and recreationally based.**
- This has been a conversation for the last two years or more**
- It cannot really cost \$10 million to mitigate the asbestos and renovate the building to address the safety and code requirements.**
- Deal with the Borough on the land**

- Propose another location where the RV dump is that would address the Chief's concern about being further distanced from the Spit
- What happens to the Skateboard Park

During the CC worksession there were four sites considered – Julie participated in that site visits

- Town Center
- Main Street
- HERC Site

**BREMICKER/BRANN - MOVED THAT PARKS AND RECREATION ADVISORY COMMISSION SUPPORTS THE USE OF THE HERC SITE FOR RECREATION AND EDUCATION.**

Discussion ensued.

**LILLIBRIDGE/- MOVED TO AMEND THE MOTION TO FOCUS ON KEEPING THE GYM  
LOWNEY/STEFFY - MOVED TO AMEND HERC BUILDING TO HERC SITE**

Pointed out that there were many comments and council said thank you and continued discussion.

**VOTE. (Amendment) YES. LOWNEY, STEFFY, LILLIBRIDGE, BREMICKER, BRANN  
VOTE. NO. ARCHIBALD.**

Further discussion on it being too weak a statement. The commission has done their work and it is now up to the public to voice their point of view. The commission has already expressed their opinion on the HERC building. Further discussion on the popularity, previous attendance and programs ensued. Chair Bremicker called for the vote.

**VOTE. YES. NONOBJECTION. UNANIMOUS CONSENT.**

Motion carried.

City of Homer  
Homer, Alaska  
Mayor's Certificate of Recognition  
Greetings  
Be It Known That

***Bumppo Bremmicker***

is hereby recognized for his service

as

*"Commissioner"*


on the

*Parks and Recreation Advisory Commission*


*August 14, 2006 to September 19, 2013*

*Recognition of your dedication to the cause of good government, your  
contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 17<sup>th</sup> day of October, 2013.*

  
Mary E. Wythe, Mayor

Attest:

  
Jo Johnson, CMC, City Clerk



**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**ORDINANCE 13-39**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, ACCEPTING AND APPROPRIATING A LAND AND WATER CONSERVATION FUND GRANT FROM THE STATE OF ALASKA DIVISION OF PARKS AND OUTDOOR RECREATION IN THE AMOUNT OF \$75,000 AND APPROPRIATING THE REQUIRED LOCAL MATCH IN THE AMOUNT OF \$75,000 FOR IMPROVEMENTS TO KAREN HORNADAY PARK AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE APPROPRIATE DOCUMENTS.

WHEREAS, The City of Homer submitted an application for a Land and Water Conservation Fund Grant for improvements to Karen Hornaday Park; and

WHEREAS, The grant was awarded in the amount of \$75,000 and a local match of \$75,000 is required.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. That the City Council hereby accepts and appropriates a Land and Water Conservation Fund Grant for improvements to Karen Hornaday Park as follows and hereby authorizes the City Manager to execute the appropriate documents:

Revenue:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
151-0776	Land and Water Conservation Fund Grant	\$75,000

Expenditure:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
151-0776	Land and Water Conservation Fund Grant	\$75,000

Section 2. The City Council hereby appropriates the required matching funds from the General Fund Balance as follows:

Expenditure:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
100-0375	Local Match	\$75,000

Section 3. This is a budget amendment ordinance, is temporary in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL of Homer, Alaska, this 28th day of October, 2013.

CITY OF HOMER

Mary E. Wythe  
MARY E. WYTHE, MAYOR

ATTEST:

Jo Johnson  
JO JOHNSON, MMC, CITY CLERK

YES: 6

NO: 0

ABSTAIN: 0

ABSENT: 1

First Reading: 10/14/13  
Public Hearing: 10/28/13  
Second Reading: 10/28/13  
Effective Date: 10/29/13

79 Reviewed and approved as to form:

80   
81  
82 Walt Wrede, City Manager

83  
84 Date: 10/31/13  
85

86 Fiscal Note: Fiscal information included in body of Ordinance.

  
Thomas F. Klinkner, City Attorney

Date: 11-4-13





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