

**NOTICE OF MEETING  
SPECIAL MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. AGENDA APPROVAL**
- 3. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA** *(Three minute time limit)*
- 4. VISITORS** *(Visitors normally have 10 minutes for their presentation.)*
- 5. RECONSIDERATION**
- 6. ADOPTION OF CONSENT AGENDA** *All items on the consent agenda are considered routine and non-controversial by the Parks & Recreation Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Parks & Recreation Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.*
  - A. Minutes for the Regular Meeting on November 20, 2014 **Page 3**
- 5. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORT**
- 6. PUBLIC HEARING**
- 7. PENDING BUSINESS**
- 8. NEW BUSINESS**
  - A. Memorandum from Deputy City Planner Re: Organizational Meeting for Beach Discussion **Page 13**
- 9. INFORMATIONAL MATERIALS**
  - A. Commissioner Lowney Comments on Beaches and Bishop's Beach **Page 15**
- 10. COMMENTS OF THE AUDIENCE**
- 11. COMMENTS OF THE COUNCILMEMBER** (If one has been assigned)
- 12. COMMENTS OF STAFF MEMBERS**
- 13. COMMENTS OF THE COMMISSION**
- 14. COMMENTS OF THE CHAIR**
- 15. ADJOURNMENT THE NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 19, 2015. TENTATIVELY THERE WILL BE A SPECIAL MEETING WILL BE HELD ON JANUARY 19, 2015 at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska**



Session 14-12 a Regular Meeting of the Parks and Recreation Advisory Commission was called to order on November 20, 2014 at 5:30 pm by Chair Matt Steffy at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS LOWNEY, LILLIBRIDGE, ARCHIBALD, STEFFY, MACCAMPBELL, BRANN, AND ROEDL

STUDENT REP: PEDRO OCHOA

STAFF: MIKE ILLG, RECREATION COORDINATOR  
JULIE ENGBRETSSEN, DEPUTY CITY PLANNER  
RENEE KRAUSE, CMC, DEPUTY CITY CLERK

### **APPROVAL OF THE AGENDA**

Chair Steffy requested a motion to approve the agenda as presented.

LILLIBRIDGE/MACCAMPBELL - SO MOVED.

There was no discussion.

The agenda was approved by consensus of the Commission.

### **PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA**

There was no public present for this meeting.

### **VISITORS**

There were no visitors scheduled.

### **RECONSIDERATION**

There were no items for reconsideration.

### **ADOPTION OF THE CONSENT AGENDA**

A. Minutes for the special meeting of November 6, 2014

Chair Steffy requested a motion for adoption of the consent agenda.

ARCHIBALD/MACCAMPBELL - MOVED TO ADOPT THE CONSENT AGENDA.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

A. Staff Report - Julie Engebretsen, Deputy City Planner

Ms. Engebretsen reported that the Diamond Creek Plan was approved on November 19, 2014. Now they can begin working on the items in the plan. Ms. Krause confirmed Chief Robl will be attending the February 12, 2015 meeting to address Abandoned Vehicles within City Limits and on City Property. She further noted that on the Committee of the Whole on Monday, November 24<sup>th</sup> will be the Budget and the request to form the Bishops Beach/Beach Policy Task Force, she is not sure of Council support for this action.

She noted that she omitted two items from the agenda tonight and that is the Strategic Plan which the commission agreed to postpone until after the results of the needs assessment and the Karen Hornaday park Master Plan. She would like to have an update from Public Works on where they are at with the improvements to the park before discussing additional work on the park.

Ms. Engebretsen commented on the following items from her October 16, 2014 staff report, she did apply for a Safe Routes to School Grant if they receive that they will begin work on that next year. She has provided additional information as a lay down on the Seafarer's Memorial.

B. Parks Maintenance/Project Updates - Angie Otteson/Carey Meyer

C. Community Recreation - Mike Illg

Mr. Illg provided a report as a lay down but verbally reported the increase in HERC building activities. He allowed a group to decorate and use a room off of the gym for a dance class and was informed that room was not included in the Fire Marshal inspection and could not be used so now they are awaiting the return of the Fire Marshal to inspect the additional space and give clearance for its use. It may be early January before it could be used. He reported that he continues to receive requests for permission to use the facility. He remarked that only community recreation activities are allowed to use the facility and he have received numerous requests for private parties, and outside city limits group wishing to schedule events such as hockey in the gym. Since this is not a community recreation activity he cannot allow it. Mr. Illg reported that there is a loss of potential revenue from not allowing outside groups or individuals to use the facility. He cited a substantial increase in revenue he believes attributed to the additional space.

He reported receiving an email from Homer Educational Commission Coalition who are spearheading a fundraising campaign for Bayview Park. They will be selling wooden salmon that purchasers will be able to paint any way they want and these will be installed at Bayview Park. This group is working with Angie Otteson also.

Mr. Illg responded to questions regarding who was manufacturing the salmon, if women's basketball was going to be organized again, if purchasers name could be on the salmon, and the cost is about \$75.00 for each salmon. The park will be a nautical theme.

Mr. Illg announced that indoor archery should be starting up in January if everything goes well. He received a \$500 grant three years ago and never got the program approved to be in the schools. Dan Gardener is the person behind this

Commissioner MacCampbell mentioned another grant source from the NRA. He asked for a budget breakdown on the volunteer hours and the total costs for running the recreation program.

Mr. Illg responded to Commissioner MacCampbell that he provides an annual report to this commission and council each year. They have a total budget of approximately \$120,000 and he is the major cost to that budget. He reported that he constantly advocates that they are nothing without the volunteers and contracted instructors. He regularly has to educate the school district regarding the role of the contracted instructors in their buildings. The school district wants to charge them like a business and he argues that those instructors are working on the behalf of the City of Homer to offer these opportunities at an affordable price to the public. He has to constantly re-educate key school district employees regarding this.

Commissioner Lowney remarked that Kerry Sythe has many resources in regards to the archery classes. She also commented on the potential and future loss of the HERC building and the education process with contracted instructors and not knowing what the future holds for space is one the most detrimental to getting these programs space in those facilities is that they don't agree that a contracted employee should have access to those buildings free of charge. She is really nervous on the next phase and how they will manage it.

Mr. Illg returned with information regarding the costs of the High School Commons for a 2 hour birthday party and that to him it is unacceptable.

Commissioner MacCampbell commented on comments made at the PARC meeting to change the School District policy regarding outside use of their facilities.

Mr. Illg stated that maybe a discussion that the commission could delve into in more detail. He acknowledged that the pool use by the public is different than the other aspects.

Mr. Ochoa commented that they just need to build a building specifically for recreation.

There was a brief discussion on the impending visit of the Fire Marshal and the health, welfare, safety gap and this is what the public sector deals with.

D. Needs Assessment Report - Matt Steffy/Julie Engebretsen

Chair Steffy thanked all the staff for the time and efforts regarding getting into the schools. He commented that there was a pretty good turnout and articles in both papers.

Ms. Engebretsen reported that there have been over 800 responses so far. The deadline is December 8<sup>th</sup> to submit. She mentioned the following:

- time usage of school facilities
- time usage of the HERC
- the attendance at the recent Open House meeting was well attended

Commissioner Lowney commented on asking for additional time from the school district satisfying any need. Ms. Engebretsen clarified that they need to express their opinions carefully on the relationship between the city and the schools.

Mr. Illg provided information on priority of use for community recreation is the High School, then the middle school then the HERC is the order in which activities are scheduled. Then there is concern with custodial issues with school facilities which is another issue.

Ms. Engebretsen responded to Commissioner Lillibridge regarding additional public meetings, response percentage, and opinion regarding the results of the outreach. She added that it was the first time that SurveyMonkey was used by the city and she felt that it was well worth the efforts. Some of the responses were that people did not have time, were unsure what was going on and costs were barriers. The assessment will review that. There is a growing discussion on a community center for recreation and art such as theater and conference center. She also responded to a question regarding multiple surveys being done from one computer affecting the outcome of the survey results.

Commissioner Archibald remarked that their statement should be that there are not enough places in the community to hold activities not that there is not enough space at the schools. This led to a brief comment from Mr. Illg on the percentage and availability of the High school gym for students.

There will be a meeting of the committee at noon on Friday, November 21, 2014.

## **PUBLIC HEARING**

There were no items scheduled for this meeting.

## **PENDING BUSINESS**

A. Discussion on Lists of Thank Yous to Organizations, Volunteers and Additional Persons

Chair Steffy Introduced the item for discussion and inquired if everyone had submitted their list to Commissioner Lowney. The commission discussed a few additional people that they would like cards issued. Commissioner Lowney had brought thank yous that were submitted by Angie Otteson and Dave Brann, she also added a few and requested the Commissioners to add their signatures to the cards. Commissioner Lowney additionally requested each commissioner to feel free to take those invitations they have a connection to and hand deliver the cards. Mr. Illg stated he dropped the ball and that he can provide a list of names.

Commissioner Lowney asked if they could have this item on the agenda quarterly to be more timely thanking people for their efforts. The Needs Assessment will share Homer Council of the Arts booth at the Nutcracker.

The commission will take a few minutes at the end of the meeting to sign the cards.

## **NEW BUSINESS**

### **A. Public Safety Building Site Selection - Discussion on the Recommendation to Council**

Chair Steffy introduced the item on the agenda and stated that he was caught unprepared during a recent radio interview regarding the activities at the HERC building.

The commission proceeded to have a discussion on the following regarding the HERC:

- HERC vs Public Safety Building
- use of the site versus other options such as existing site
  - Do they really need 4.2 acres, since the proposed plans are for a two story why can't they build that on the existing parcel?
  - The cost to the public is substantial and the likelihood the city takes on another substantial project for recreation is very unlikely.
- Council designating a site for a recreational center
  - Not sure how genuine of an offer town center is for recreation when they plan to build a road through is
- Should not make any decisions before the Needs Assessment has been completed
- losing the existing facility before having a new facility or contingency
- making another statement as a commission regarding the potential loss of the HERC in regards to recreation
  - Council does not listen to the public or this commission
- Phased construction would be supported by the public to leave the gym as long as possible
- Rebuild or renovate the Fire Station
- Cost savings in reusing the concrete foundation of the old school building
- Staff recommendation was for the commission to issue a memorandum of support of phased construction
- Need a new police station
- Can sell or re-purpose the existing fire station for city personnel or outside group
- Recreation will always take a back seat to public safety
- Movement to support recreation and a new facility and if they fight to hang onto the old facility then that is what they will have - an old facility.
- The location is wrong for public safety and perfect and more appropriate for recreation and placement of the skatepark and accessibility.
- There is no strategy so far that can keep that site for recreation due to the valuation of the property within the hierarchy - public safety has higher value than recreation
- Provided example of the Sterling Community Center and how it was built and go in that direction which could be built on vacant land that's not getting sold anytime soon would accommodate that project
- Question on the timeline compared to the Public Safety Building project timeline
  - site has been designated
  - additional design work needed
  - Designers doing their best to leave the availability and use of the gym for as long as possible
- Funding options limited as money is trying up in Juneau
- The infrastructure in town center that is needed is really expensive and belief that there is not enough land to do what is needed for the recreation center
- Needing to relocate the Skate Board Park and the Basketball Court should be considered by this commission

More discussion was entertained on who was making the decisions on fast tracking this project. Staff recommended input from Ms. Krause since she clerked those meetings and could probably answer many of their questions and concerns.

Ms. Krause stated she could take 10 minutes or less to provide information regarding the project. Chair Steffy asked her to enlighten the commission.

Ms. Krause provided comment and information on the following:

- Attendance at the meetings will provide you, the public all the information, not just a selected portion or snippet from a discussion.
- the project if phased over a period of 6 or more years could cost as much as \$28.5 million dollars
- the Fire Station compared to the Police Station is not in such disrepair and could be repurposed however it was dysfunctional for continued use as a fire station and had major issues such as inadequate ventilation system, lacked proper storage for equipment, apparatus bays are too small causing the city to have all engines special ordered or customized to fit the space, plus the floor of the vehicle garage has structural issues. Additionally the personnel are subjected to breathing in fumes that are known to be hazardous to one's health.
- Over the entire time 3-4 years that the commission and portion of the public has been advocating for saving the HERC no one has addressed or started fundraising for a new facility
- Recreation is important to the prosperity and growth of a community but the requirements and responsibility of Fire & Police comes first in any community. This is what is needed to have this community grow to encourage young families to stay and raise their families.
- The Town Center site will need infrastructure and that cost is really high. A recreational center with certain amenities could provide the revenue to repay that that investment.
- The majority of the residents are not against the project being placed in that location. The committee was informed that the majority approved the actions and directions of the committee and council and that is why no comments or attendance at the meeting.
- City Council has designated the Town Center parcel to recreation by resolution.

Ms. Engebretsen commented that ultimately the City Council and Mayor decide on what the city's priority is and they have designated the Public Safety Building as a top priority. Whether this happens in 5 years or 50 years there is a lot of variables. What should be important to this commission is how important is the site, how important is the building? The city has chosen this site and they are working out the details. Right or wrong its where we are at and the commission can certainly voice their opinion to them.

Commissioner MacCampbell remarked that to him it would be a good catalyst after the results of the Needs Assessment on how they can move forward in an optimistic and positive way.

Chair Steffy remarked that he was willing to wait on a commission statement until after the Needs Assessment and then noted that it was pointed out the lack of input from the Business Community and that maybe they haven't put enough emphasis on the economic impact that recreation has to the community. Especially looking at a conference center with possible rental space which would encourage more conferences. He also stated that Homer not only doesn't have a recreation center like so many other community but they do not even have a central community center other than Land's End, who probably would not support this idea. He admitted that he has never attended a meeting of the Public Safety Building either. He asked if there was a message that the commission would agree to support now or wait until the assessment comes through.

Commissioner Archibald was willing to submit a statement or request to maintain the gym for as long as possible.

Commissioner Lowney stated she would prefer to wait until after the assessment is completed and then possibly support a statement advocating for keeping the gym open as long as possible.

Ms. Krause provided additional information from the November 10, 2014 Public Safety Building Review Committee on the possible phased approach of the project allowing them to keep the gym open for a longer period of time. She responded that they did think that the foundation would be suitable for the new fire station saving a substantial amount in concrete. She will include the minutes in the upcoming packets. The next meeting is on Wednesday, December 10<sup>th</sup> at 5:30 p.m.

Chair Steffy requested Ms. Krause to forward those minutes of the last meeting to the commission when completed. He advised that this is something the commission should keep informed about.

#### B. Seafarer's Memorial Parking Lot Extension Project

Chair Steffy read the title into the record and requested Commissioner Brann to explain why he wanted to discuss this project.

Commissioner Brann distributed a laydown regarding is visual survey or inspection of the area and provided a summary on his reason that the commission should comment or take up this project.

A discussion ensued on the proposed project and the recommendations submitted by Commissioner Brann. The following points were discussed at more length:

- The zoning of the proposed project area was Open Space Recreation
- All parking is charged at a minimum of \$1.00 per day
- Residents get to park free October to May
- Employers/Employees should have limited parking in the high demand areas
- This area is one of the last few green areas on the end of the spit that also offers a panoramic view
- No long term parking in high demand areas
- Not stepping into the Port & Harbor Commission's business
- Request the Port & Harbor Commission revisit their parking plan or reconsider the project
- Charging for parking is a tool they (PHC) can use to manage parking
- Preservation of one of the few remaining naturally vegetated areas on the spit
- Utilization and storage of the dredge spoils in a more responsible and efficient manner

The commission requested Commissioner Brann to speak before the Port & Harbor Commission to convey the concerns of this commission concerns regarding the project. Staff will forward a request to the clerk for the Port & Harbor Commission to be a visitor on the December 18, 2014 regular meeting.

The commissioners extended their appreciation for Commissioners Brann recommendations and study on this issue.

Chair Steffy remarked that everything on the spit concerns parking.

#### C. Town Center - A Vital Component to Linking Alternate Travel Routes Through the City of Homer

Chair Steffy introduced the item and inquired if Commission Lowney would like to start the discussion.

Commissioner Lowney explained why she had asked for this topic to be on the agenda feeling that this is one of the last large open green spaces in the center of town and they should advocate keeping it as such and not having a road through it. Commissioner Lowney opined a trail would be better. Commissioner MacCampbell echoed her sentiments, however was open to see how that area could be used and he was under the impression that Council was dedicating this to a recreation center. Commissioner MacCampbell would like to make the motion as recommended by staff in the memorandum included in the packet.

Ms. Engebretsen provided the previous Town Center Plan that showed a conceptual road plan through the area and the following discussion ensued between staff and the commissioners regarding the previous history on the site covered the following points:

- The Town Center connection is conceptual.
- CIRI owns the majority of the land.
- These ideas are echoed in the Transportation Plan. She further commented that the more ways you can get around a community with ease. She worked on this plan when she first started working for the city. She noted that the voters approved the funding mechanism for roads with the HART monies. The road part has funding.



- The private property owners surrounding improvement would help fund it. The property owners are Matt Shadle at the corner of Main Street and Sterling, CIRI and Homer Cleaners.
- Development would take cooperation among all property owners for any development.
- The roads and infrastructure would be driven by what is being developed. There have been multiple ideas on what would be built there and that would dictate the east/west and north/south corridors and location within that property.
- There are no easements.
- Land trades have previously been discussed.
- Projects discussed were box stores, a new city hall, decided not to place the college or library on that property.
- Town Center is more of a conceptual idea or neighborhood not the center of town
- Conference Center Study with adjacent hotel was also planned for that area

Commissioner Lowney commented that since the property has been dedicated to recreation then the commission should have the right to weigh in on the development of that property.

Further discussion touched on improving that property would ultimately require multiple property owners working together on any improvement to the town center area.

#### D. Outdated Senior Fitness Course - Discussion and Recommendation on Donation to West Homer Elementary

Chair Steffy read the title into the record. Commissioner Lowney provided a brief background on the request.

This equipment is brand new and still crated it was never used. Commissioner Lowney has met with Angie Otteson, Parks Maintenance and she supports providing the equipment to West Homer Elementary. The school will incorporate it into their curriculum and will be available for public use. The borough or school district would install and maintain the equipment.

The commission discussed the equipment being outdated and following the procurement manual process.

STEFFY/BRANN - MOVED THAT THE PARKS AND RECREATION ADVISORY COMMISSION SUPPORTS THE TRANSITIONING OF OWNERSHIP OF THE FITNESS COURSE EQUIPMENT CURRENTLY OWNED BY THE CITY OF HOMER AND IN STORAGE TO THE KENAI PENINSULA SCHOOL DISTRICT FOR INSTALLATION AND USE BY WEST HOMER ELEMENTARY.

There was a brief discussion that Chair Steffy does have funding remaining from a grant he received through his employment that may assist in the placement of the equipment. It was also discussed that this equipment once installed would be maintained by the borough school district personnel and available for public use outside of school hours presumably.

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

Student Commissioner Ochoa voted in favor of the motion.

Motion carried.

#### E. Discussion on Establishing an Annual Parks and Recreation Convention in Homer

Chair Steffy read the title into the record and remarked that he is very interested in the item. He invited Commissioner Lowney to provide more information on this topic.

Commissioner Lowney stated that at a recent meeting of a group of people coordinated by Megan Murphy with MAPP. So what came out of that meeting was a conference or convention similar to Earth day held at Islands and Ocean Visitor Center and there were so many people from Homer that provided booths and presentation and she thought about how they struggle with Park Day that in essence they

can working with a number of groups turning the commission annual park day into a Park and Recreation Convention. Some items or components could be Safe Routes to School, Walkable Homer, Pickelball Exhibition, Adopt a Park/Trail Program, Invasive Species, Water Trail, demonstrations and presentations, and there would not be that much work for the commission. In attendance was Adele Person, Catriona Reynolds, Megan Murphy from MAPP and Commissioner Lowney.

If the commission is interested then she can go back to that group.

Commissioner Lillibridge remarked that they could have her "Meet the Trucks" event. She provided a brief explanation on what that entailed.

Commissioner Lowney commented that she sees this as an educational venue to let people know what they are working on such as the Needs Assessment or the possible project in the Town Center.

Additional information on the increase in discussions by various groups in the community related to the Needs Assessment was provided by Mr. Illg.

Further discussion on different venues, extending to multiple day event, expending commission funds on this event instead of park day for 2015 ensued.

STEFFY/MACCAMPBELL - MOVED THAT THE PARKS AND RECREATION ADVISORY COMMISSION SUPPORTS MOVING FORWARD WITH HAVING A PARKS AND RECREATION CONFERENCE.

It was briefly noted that the commission and city would not be the only participants in organizing this event.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Steffy commented that he looks forward to hearing more about this in the coming months.

#### **INFORMATIONAL MATERIALS**

- A. Commission Annual Calendar
- B. Commissioner Attendance Schedule At Council Meetings
- C. Baycrest Overlook Gateway Project - Update
- D. Public Comments received on Bishop's Beach
- E. Reappointment of Commissioner Lowney
- F. Memorandum to Council Re: Beach Policy Task Force
- G. Memorandum to Council Re: 2015 Regular Meeting Schedule Approval

Commissioner Archibald wanted to reconsider the membership makeup in their recommendation to Council. He felt that it would be wise to include two Parks and Recreation commissioners on the task force in case Commissioner MacCampbell was not available.

Commissioner Lowney agreed with that change and stated that they overlooked one group and that was the younger age group who frequented that park and beach. She would like to add that to the task force.

Ms. Krause noted that they were beginning to get too large a Task Force and that size would not be conducive to effective meetings.

STEFFY/BRANN - MOVED THAT THEY AMEND THE RECOMMENDATION TO REFLECT A TASK FORCE CREATED WITH 7 MEMBERS - FOUR MEMBERS BEING A MEMBER OF COUNCIL, THE CHIEF OF POLICE OR HIS REPRESENTATIVE AND TWO COMMISSIONERS AND THAT THE REMAINING THREE MEMBERS SHOULD POSSESS SOME OF THE FOLLOWING: A RESIDENT, PROPERTY OR BUSINESS OWNER FROM THE AREA OF BISHOP'S BEACH AND OLD TOWN HOMER, A NON-RESIDENT OF THE AREA, CAN LIVE OUTSIDE OF HOMER, A PERSON FROM THE YOUNGER DEMOGRAPHIC(OVER 18) AND/OR A PERSON INTERESTED IN THE ENVIRONMENTAL ASPECTS THAT BISHOP'S BEACH PROVIDES (DOES NOT HAVE TO BE PROFESSIONAL.)

There was a brief discussion that they may have applicants that have many of those qualifications in just one member. Staff explained that this committee or task force if formed by the Council would be discussed at the meeting at 5:00 p.m. on Monday, November 24, 2014 and if approved then a Resolution to form the Task Force would be written and approved at the December 8<sup>th</sup> Council meeting. The soonest anyone would be appointed would be the second meeting in January. Staff additionally advised the commission to be prepared to have to work on this issue themselves.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### **COMMENTS OF THE AUDIENCE**

There was no audience present.

#### **COMMENTS OF THE CITY STAFF**

Ms. Engebretsen commented that the conference study report is on the website and a couple of interesting things within that study is that we are our own best customer, as far as conferences we will be our own audience. The facility talked about in the study was half the size of the library. We will have to grow our economy to support a facility in our community. Not use tax dollars to subsidize the facility. That means having the people to attend the events and working the jobs to attend the events.

Mr. Illg thanked the commissioners who attended the walk through and he is really excited about this but they will be starting a Flag Football this summer.

Ms. Krause remarked on the Scottish Club participating in the Recreation Conference and she attended the annual Clerks Conference which was very informative and interesting. She relayed that while attending a class on Parliamentary procedures apparently it is not proper to respond "So Moved" when the Chair requests a motion to do take action. She then noted that they will be scheduling a Roberts Rules Class at a future meeting.

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

There were no council members present.

#### **COMMENTS OF THE COMMISSION**

Student Commissioner Ochoa questioned obtaining more police officers. Chair Steffy responded to his question.

Commissioner Lowney commented that it was a good meeting good discussion and excited about the direction that they moved on several items and looks forward the the parks and Rec Convention.

Commissioner MacCampbell thanked Ms. Krause and respects what she has to say as he has learned much over the last several months. He additionally thanked Mr. Illg for his input and Julie for providing information for the packets. They did a lot tonight and he appreciates Commissioner Lowney's energy that she brings to these meetings. The city of Homer is going through growing pains and it is not a build it and they will come sort of thing they are coming and we need to look 10-20 years into the future and deal with it now.

Commissioner Archibald thanked Deb for her efforts and the cards, thanked Julie for keeping them in line and Renee for really keeping them in line. He is of a mind that when you got it in hand you use it and Mike is using it. We shouldn't drop our vigilance and keep our input into this thing. This town needs a place to recreate.

Commissioner Brann appreciates all the efforts and help from staff and details involved in keeping us going. Good meeting. He looks forward to the convention, reading the memo he wasn't sure about committing to a two year project.

Commissioner Roedl good meeting he agrees with Commissioner Archibald and keep vigilant on this. He thanked staff.

Commissioner Lillibridge commented that she was up for the Council report on Monday and wanted to confirm what her report would be Bishops Beach, Needs Assessment Survey deadline, needs for a recreational facility but support public safety.

#### COMMENTS OF THE CHAIR

Chair Steffy commented on the Annual State Parks and Recreation Conference planning committee meeting will be in December, the theme is Be the Difference. He will let them know when they get some items confirmed. Really good meeting, apologized to staff for going drastically over the time but it was necessary he believes. He submitted a grant application for the improvement of the Watermelon Trail next summer. He has been trying to dodge an interview for another reality TV show about Parks and Recreation. He will let us know.

#### ADJOURNMENT

There being no further business to come before the Commission, Chair Steffy adjourned the meeting at 8:58 p.m. The next **REGULAR MEETING IS SCHEDULED FOR THURSDAY FEBRUARY 12, 2015** 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

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To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: December 12, 2014  
Subject: Organizational Meeting for Beach Discussion

Mission, as stated by the motion from the 11/6 special meeting: REVIEW THE BEACH POLICY AS IT APPLIES TO THE ISSUES AT BISHOPS BEACH AND LIKE OR SIMILAR AREAS OR PLACES.

### **The Beach Policy**

There are many issues at Bishop's Beach! The Commission has already spent several hours hearing from concerned citizens, and discussing the issues. I recommend that we take a structured approach as we move forward. There are two things I'd like the commission to consider; the meeting schedule and format, and how the Commission will discuss these issues.

### **Meeting Schedule:**

I suggest meeting twice a month for the next several months. Special meetings would be held the first week of the month and would be an hour and a half or less in duration. The regular commission meeting is the third week of the month, and again, beach discussions would have a timeframe. Each meeting would have a few specific topics. This will allow staff to schedule relevant guest speakers, and for the public to follow what is going on. We will have a city website for this project, to include meeting dates and topics.

For example, a future meeting will be all about birds, habitat concerns and dogs. A member of the public who has comments about any of those concerns can come to that meeting and comment. They don't have to come to every meeting and repeat themselves! A recommended meeting schedule is on the next page.

***Requested action:*** Approve the draft meeting and topic schedule. Staff will start scheduling speakers and finding relevant information.

### **Discussion**

The Commission has gotten away from using Robert's Rules during meetings. While this Commission tends to be relaxed, we have slid into a place where discussions are really hard to follow. There really shouldn't be conversation back and forth between commissioners; everything should be through the Chair. With Robert's Rules, everyone gets two opportunities to say their piece, and then you vote on the motion and move on.

Ideally here is how it works: someone makes a motion. The motion would have a second. The maker of the motion would talk about their motion and the reasoning, followed by the second doing the same. Then the chair would go around the table and ask each commission for comments. If there are a lot of comments or questions, maybe go around the table again. Everyone gets a chance to participate. The Clerk can take minutes, the public and staff can follow the idea, and there is a clear motion and vote. It should never be up to the clerk to interpret what you meant by a motion. Take a 5 minute recess and come up with wording. Other Commissions and even Council take a break to find the right words – it’s worth it!

**Meeting topics and draft schedule:**

<b><u>Meeting Date</u></b>	<b><u>Topics</u></b>	<b><u>Possible Speakers</u></b>
January – 1st week	(If P&R wants to meet, could review existing beach policy as a group, otherwise, read on your own for the next meeting)	
January - 3rd week	Review of existing management strategies, current beach policy, Title 19.16, and Title 19 Homer Parks rules	Angie Otteson
February- 1 <sup>st</sup> week	Legal access on beach, land ownership	Julie w input from attorney
February 19	Enforcement by HPD, fire dept. issues with beach fires	Mark Robl
March – 1 <sup>st</sup> week	Birds, habitat & dogs	George Matz, and USFS
March 19	Space holder for other topics that come up or rescheduled speakers (The draft needs assessment may be out and take this meeting time)	
April – 1 <sup>st</sup> week	Review of recommendations so far: Where have we ended up? Draft document for Commission Review	
April 16	Public Hearing	
May – 1 <sup>st</sup> Week	Public Hearing	
May 21st	Send to CC w any budget requests	

## Renee Krause

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**From:** Debra Lowney <dlowney@acsalaska.net>  
**Sent:** Monday, December 01, 2014 11:50 AM  
**To:** Renee Krause  
**Cc:** Tricia Lillibridge; Matt Steffy; Matt Steffy; Roger MacCampbell; MacCampbell, Roger L (DNR); Dave Brann; Robert Archibald; peter.roedl@gmail.com; Pedro Ochoa  
**Subject:** Re: Parks & Recreation Advisory Commission Special Meeting

I really regret not being able to attend this first meeting. I have some strong opinions about what happens on our beaches and most specifically Bishop's Beach.

So my first question for the group would be, Is Bishop's Beach a legal road access, and if so what restrictions do we have in reference to limiting use? Can we change its designation?

I was down there twice this past weekend, and vehicle use is incredible. Much higher than I ever remember it being, and both parking lots (paved and beach parking) were full each time. It would be good for all commissioners to take a walk in both directions just to see the wear and tear along that beach in both directions.

Dog poop and trash is rampant. Every day you can spend a good portion of your hike just picking up after people. :( I think one of the key points that needs to drive our decisions is Chief Robl's comments regarding the inability of the current police force (who are operating on skeletal man power) to enforce any regulations that we might propose. To put teeth into the beach policy that cannot be enforced will be totally unproductive and increase frustration levels of the cooperating community members. What ever we do must be manageable from an enforcement stand point and must address the concerns of the community and the user groups. Last, we must do our best to guarantee that this environment will be protected for present and future generations.

I think it would be wise to get information from other seaside communities around the state and the country to compare regulations, enforceability of those regulations, access with motorized vehicles, and if so, what type and how is that regulated? Camping policies, fire pit policies and how that is monitored?

It would be good to have the information from when we had a beach patrol, how was that program run? How was it funded? Can we look for ways to re-fund that program?

I know that we need more parking around Bishop's Beach, but I am of the opinion that the new parking area that has been created below the paved parking is a part of our problem. Once you enter that lower level with your vehicle the beach is right there and becomes more inviting. It seems more accessible with your vehicle. The tracks just lead you to the beach. Before that was developed, I believe driving the beach seemed a bit more intimidating. It would be interesting to have statistics on that. I know it was contested before, but it was focused in the parking area above the beach. Now the congestion is in the lower area and on the beach. The other concern in reference to the parking is pedestrian and vehicle bottle neck. The access for both right now is through that narrow entry to the lower parking area. Along the bluff the flat area which is used for driving is also the route of choice for most walkers at higher tides. It is very difficult to walk on the angled portion of the beach long distance. This causes user group confrontation in the area closest to the bluff.

Last, I believe we need to take into consideration how that beach has changed and continues to change with erosion. Arial photos should be able to show us the changes. I know that many do not consider the vehicle driving along the upper edge of the beach along the bluff to be doing any damage, but I might disagree. If you take a stroll along that first 1/2 mile to the west, deep ruts are cut into the very soft sand. We have had high tides recently, and every day I frequented this week I observed a new highway being cut into the sand. Every time a vehicle goes through the

sand/gravel, it is being displaced so that nothing can grow and help this area revegetate or stabilize to prevent. This continual driving aids the erosion issue in my opinion.

Just some thoughts to share since I won't be there! Enjoy!

Deb

Sent from my iPad

On Dec 1, 2014, at 10:08 AM, Renee Krause <[RKrause@ci.homer.ak.us](mailto:RKrause@ci.homer.ak.us)> wrote:

yes TUESDAY DECEMBER 16<sup>th</sup>!!!!

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**From:** Julie Engebretsen  
**Sent:** Monday, December 01, 2014 10:06 AM  
**To:** Renee Krause  
**Subject:** RE: Parks & Recreation Advisory Commission Special Meeting

Tuesday the 16<sup>th</sup> you mean?

Monday is the 15th

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**From:** Renee Krause  
**Sent:** Monday, December 01, 2014 10:02 AM  
**To:** Deb Lowney; Tricia Lillibridge ([tricialillibridge@gmail.com](mailto:tricialillibridge@gmail.com)); Matt Steffy; Matt Steffy ([matt@homerswcd.org](mailto:matt@homerswcd.org)); Roger MacCampbell ([kbayranger@gmail.com](mailto:kbayranger@gmail.com)); 'MacCampbell, Roger L (DNR)'; Dave Brann ([homerbrann@gmail.com](mailto:homerbrann@gmail.com)); Robert Archibald; [peter.roedl@gmail.com](mailto:peter.roedl@gmail.com); Pedro Ochoa  
**Cc:** Julie Engebretsen  
**Subject:** Parks & Recreation Advisory Commission Special Meeting  
**Importance:** High

It has been agreed that the first meeting will be conducted on Monday December 16<sup>th</sup> at 5:30 pm in Council Chambers. This first meeting is and will be organizational in nature working on the meeting schedule and agenda items.

Please mark your calendars. I understand that Deb is out of town until January 16<sup>th</sup> and Tricia is unavailable. There will be minutes available to let you know what was discussed and planned posted on the city website. I will forward a link to you when they are completed and available.

*Sincerely,*

*Renee Krause*  
Deputy City Clerk I  
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Homer, Alaska 99603  
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