

Session 21-07, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:33 p.m. on August 19, 2021 from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMISSIONERS ARCHIBALD, LEWIS, FAIR, LOWNEY, HARRALD, GALBRAITH, AND ROEDL

STAFF: COMMUNITY RECREATION MANAGER ILLG
DEPUTY CITY CLERK KRAUSE
PARKS SUPERINTENDENT STEFFY

AGENDA APPROVAL

Chair Lewis called for a motion to approve the agenda.

LOWNEY/FAIR MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

Karin Marks, city resident and chair of the Economic Development Advisory Commission commented on the Wayfinding and Streetscape Plan and encouraged the Commissioners to provide comments on the development of this plan. She thanked them for allowing Ms. Engebretsen the opportunity to make the presentation to the Commission.

VISITORS/PRESENTATIONS

- A. City of Homer Wayfinding and Streetscape Plan Project Update- Julie Engebretsen, Deputy City Planner

Chair Lewis introduced the presentation by reading of the title and invited Deputy City Planner Engebretsen to make her presentation to the Commission.

Ms. Engebretsen provided a PowerPoint presentation to the Commission highlighting the work done by the consultant as well as some of the recommended strategies and draft design elements regarding signage and identification of various parts of the city. She facilitated question and answers on the following:

- Materials used to create the pilings signage
- Sign clutter and enforcement, placement
- Use of Information kiosks

- Removal or consolidation of business signs in one location for multiple businesses
- Use of the previous authorized signage for parks and will that be incorporated
- Business signage is regulated by zoning and they are each allowed by City Code to have a set amount of signage
- Having uniform signage that is directional and travelers can train themselves to look for the certain design or color.
- Traffic Analysis for the downtown area
- Consistent language and messaging will do wonders
- Funding for the signage
- Defines destination points
- Simplistic approach, faster travel equals larger signage with less words

RECONSIDERATION

CONSENT AGENDA

A. June 17, 2021 Regular Meeting Minutes

Chair Lewis requested a motion to approve the agenda.

LOWNEY/FAIR MOVED TO APPROVE THE CONSENT AGENDA.

ARCHIBALD/HARRALD MOVED TO AMEND THE CONSENT AGENDA TO INCLUDE THE MINUTES FROM THE JUNE 17, 2021 MEETING PROVIDED IN THE SUPPLEMENTAL PACKET.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Community Recreation Report - Recreation Manager Illg

Community Recreation Manager Illg reviewed his written staff report with the commission, highlighting the following topics:

- City facilities and updates on mask requirements
 - Many volunteers do not support the wearing of masks which has reduced the number of volunteers available to assist with programming
- Budget was approved for a part time staff to serve at the West Homer Elementary school with programming for third to sixth graders but is on hold until more information is obtained on case counts
- ARPA Annual Conference will be October 6-7 in Soldotna

Recreation Manager Illg facilitated discussion on the following:

- Part Time Staff use is for targeted demographics of third through sixth grade students and how that will be coordinated to work with existing programs already being conducted in those facilities
- Status of the HERC information was requested at the June 17th meeting for this meeting and a Staff Working Group was created by the City Manager and they are working on a presentation for City Council to be given to Council in September. The HERC has been utilized to provide working and office space for the Parks department.
 - o A decision is needed on what can be done with the facility and if it is to use the facility then efforts are required to bring it up to standards
 - o Decisions are up to the City Council on the disposition of the HERC

B. Parks & Trails Maintenance Report - Parks Superintendent Steffy

Parks Superintendent Steffy spoke to his staff report and commented on the following:

- Revenues from camping
- Self Pay Kiosks installed
- Installation of benches at WKFL
- Temporary benches placed throughout the city
- Compliments received on the peony beds
- Working with the ADA Committee on logging compliance issues at parks and playgrounds
- Working with the Trails Alliance on shared interests
- Skateboard Park half pipe components have arrived and installation will be sent out to bid.

He facilitated discussion on the following:

- Reber Trail trimming efforts
- Bathroom maintenance on the Homer Spit
- Trash problems in the area where the Beluga Slough drains out on Lake Street/Ocean Drive recommendation to place a trash can in that area
 - o Placement of a bench in that area for bird viewing would be beneficial
- Use of parks funding to support all the groups and while their volunteer help is valuable what process is used to determine who gets additional funding and who doesn't.
 - o The volunteer hours are not tracked or quantified by city staff unless reported by the group
 - o Documentation and communication would be great to have in the future
- Temporary Seasonal Staff issues are related to those persons leaving for better permanent employment, remaining staff get tired of cleaning toilets and garbage all day due to the lack of adequate staffing. Some Seasonal Staff have talents and skills that are not being accessed.
- Meeting with Kachemak City arranged by Homer City Mayor, they will be submitting a funding request for \$10,000 in support from the City of Homer and this will be submitted to the Commission for recommendation of approval.
 - o Kachemak City has donated to the Hockey Rink, Library and SPARC
 - o Beneficial to the City of Homer as well as Kachemak City residents
 - o Competitive user groups for city spaces

- Funding Sources

C. Public Works Director Report - Jan Keiser, PE

Chair Lewis introduced the item and requested Parks Superintendent to provide Ms. Keiser's report.

Parks Superintendent Steffy verbally reviewed Public Works Director Keiser's PowerPoint presentation for the Commission. He elaborated on the following:

- Bishop's Beach Bathroom funding is contingent on the Special Assessment District formation for Charles Way/Bunnell Avenue
- Karen Hornaday Park Road Realignment
- Karen Hornaday Park Pedestrian Trail – ADA Compliant
 - Did not have the status update on the grant award
- Airport Terminal Improvements
- Main Street Sidewalk Improvements is moving forward and completion is hopefully in 2022
- Fleet Vehicle replacement funding
- Rerouting the upper Reber Trail above the bench to add additional switchbacks
- Baycrest Overlook Restroom will not be replaced by the State and they have stated that the city cannot have portal toilets there, the city is welcome to remove the existing facility.
- Non-motorized Trails and Transportation Plan

Deputy City Clerk Krause provided information on the parking expansion project for Safeway towards the east. She was not aware of the actual secondary egresses onto Hazel but would not be surprised.

Parks Superintendent Steffy facilitated discussion on the following:

- Karen Hornaday Park restroom project and funding
 - Water and Sewer lines were condemned and require replacement
 - Funding sources need to be determined as it cannot all come from HAWSP
- Pedestrian issues with the ongoing road project was the basis for closing the trails at the park
- Improvements at the ballfields delays the generation of future revenues for the ballfields at Jack Gist Park
 - Is the grant funding still available or use of existing funding
 - Use of infrastructure funding for shovel ready plans
- Groundwater research in relation to development of land, hard surfaces and concerns regarding the amount of water running down the hill.

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

A. Discussion on Beaches and the City of Homer Leash Law

Chair Lewis introduced the item by reading the title and opened the floor for discussion.

The Commission discussed the issues presented by the public comment. Chair Lewis assisted discussion on the following:

- Using a positive approach to encourage compliance
- Offering leashes at the doggie bag stations

LOWNEY/HARRALD MOVED TO PROVIDE INEXPENSIVE LEASHES FOR PUBLIC USE ALONG WITH EDUCATIONAL SIGNAGE.

Parks Superintendent Steffy reported that this is an ongoing issue and comes up all year round in the city parks and campgrounds. The issue is city code title 19 under campgrounds states that it prohibits the animals to be at large¹ but when you look at the definition for “at-large” in city code means on a leash or under verbal control. So legally in the city having your animal off leash it not prohibited but what is prohibited is bad behavior. He provided examples of previous experience with a normally well behaved dog, noting at the same time it comes down to enforcement and who is enforcing those regulations which leads to the ongoing question.² He supported the idea of loaner leashes and suggested allowing local businesses to sponsor/provide leashes with their logos or business name on them. He acknowledged the lend-leash program by the KHLT and how successful.

Recreation Manager Illg supported the idea of the leash program and suggested the Commission use some of their funds to purchase leashes to start and maybe include the schools to offer the kids a chance to construct something that can be used for the leashes. He did not believe that enforcement would happen by parks staff or the police.

Further comments by the Commission covered the following:

- Similar to the Kids Don't Float program with life vests at Recreational Areas
- Great idea to offer to local businesses and get input for designs plus using commission funds
- Conduct a PR push to speak about beach and leash etiquette and where you can run your dog off leash
- The expectation of dogs to be under voice command is over-rated
- Offering the leashes would be a good start in the direction of expecting dogs to be leashed especially in parking lots.
- Enforcement should not be an issue as it is in the city code

ARCHIBALD/ROEDL MOVED TO AMEND THE MOTION TO USE UP TO \$500 DOLLARS FROM THE COMMISSION FUNDS TO PURCHASE LEASHES.

¹ Title 19.08.070 Certain acts prohibited. (f) Allow any dog owned, harbored, or controlled by himself to be at large in any City-owned or City-controlled campground. All fecal wastes of any dog discharged or deposited on any lands within a City-owned or City-controlled campground shall be immediately removed by the person owning, harboring, or controlling said animal and shall be deposited in trash receptacles or otherwise stored in containers pursuant to HCC 19.08.080;

² Title 20.04.020 definitions “At large” means that an animal is off the property of its owner and not under the direct control of a competent person.

Further discussion ensued on providing additional information at the next meeting on available programs, drafting a letter to the editor or even looking into an editorial where there is not such a restriction on number of words and just adding a hook to the existing doggie bag dispenser posts and the success that they have had with the doggie bags and clean-up efforts.

VOTE. (Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the motion as amended.

VOTE. (Main) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- B. Bi-annual review of the City of Homer Accession, Gift and Donation Policies and Procedures for Art

Memorandum from Deputy City Clerk II as backup

Chair Lewis introduced the item by reading of the title and opened the floor to discussion by the Commission asking for questions.

Deputy City Clerk Krause facilitated discussion on the following:

- Amendments to the existing policy to include a mural policy which a draft can be provided at the next meeting.
 - o The Mural Policy would be a section of the Policies and Procedures for Art
- The 1% for Art Program requires separation as it currently resides in the bylaws
- Inventorying the Municipal Art Collection and establishing procedures
 - Currently there are approximately 5 items that need to be accounted for in the notebook that is maintained
- Too many requirements in the existing policy
- Storage, insurance and removing artwork process as outlined in the KPBSD
- Develop procedures and protocols for donation of real property other than art such as benches, pavilions, etc.
- Addressing the issues of damaged artwork that was accepted by the City, replacement of unsafe or damaged components of a recreational site.
- How the 1% for Art Program is applied versus the existing Art policy and the application of the requirements to the proposed donation.
 - o The city once accepting the artwork is taking on the replacement or repair and maintenance of that artwork
 - o If a piece of artwork or donated item is damaged then it needs to be reported to the City and it would fall under the parks or PW to repair or replace that item.
 - o Creation of a deferred maintenance account for art
 - Deaccessioning is included in the existing policy was not included in the packet

- 1% for Art Program funds cannot be used or separated for maintenance and or repair. Funding is strictly for the purchase or commissioning of art for the new or renovated public facility.

C. Memorandum from City Clerk re: Amending Homer City Code 2.58 Boards and Commissions regarding Teleconferencing, Attendance and Vacancies

Chair Lewis introduced the item and asked if any of the Commissioners if they had any comments, concerns or questions for the Clerk.

Commissioner Archibald commented on the 50% of meetings and noted that if a commissioner missed half the meetings they should consider resigning.

There were no further comments concerns of recommendations from the Commission on the proposed amendments.

D. Memorandum from Deputy City Clerk II re: November Meeting

Chair Lewis introduced the item and invited the Clerk to speak to the memorandum in the packet.

Deputy City Clerk Krause reported that when the Commission approved their 2021 meeting calendar the changes that the Alaska Association of Municipal Clerks were making in the scheduling of their annual conference was overlooked. The annual conference was conducted on the Saturday through Tuesday evening and the Commission met on that following Thursday. Now the dates for the conference are Wednesday through Saturday. The Clerk's Office is requesting that the Commission reschedule their November meeting to December or cancel altogether.

The Commission agreed by consensus to reschedule the November 18, 2021 meeting to December 2, 2021 at 5:30 p.m.

INFORMATIONAL MATERIALS

- A. City of Homer Beach Policy and Management Plan Adopted August 9, 2021
- Resolution 21-053
 - Presentation to City Council on August 9, 2021

Deputy City Clerk Krause provided an update on the status of the beach access points in response to Commissioner Lowney, noting that Deputy City Clerk Tussey was working with Public Works and Planning to get updated information on the access.

Commissioner Lowney requested that when that information has been completed that it be on the agenda for the Commission to determine how they will review and update that

information on a regular basis since currently it is stated that the Commission will review the access points every three years.

B. Parks Art Recreation & Culture Advisory Commission Annual Calendar

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Parks Superintendent Steffy thanked the Commission for their support and referenced the Burning Basket event was coming up in a couple of weeks.

Recreation Manager Illg stated that it was a great meeting lots of good information and input. He will bring back information on the lend lease program for the next meeting. He expressed his appreciation for Deputy City Clerk Krause, noting that she does a wonderful job for the Commission and as a co-worker and fellow human being.

Deputy City Clerk Krause thanked Recreation Manager Illg for the compliment. She reminded the Commissioners that elections were coming up and that the Candidacy Filing period had closed for both appointment and to fill the vacancy for the Council seats.

COMMENTS OF THE COMMISSION

Commissioner Galbraith commented that he may try to attend the meeting in person next month.

Commissioner Archibald complimented Deputy City Clerk Krause on her efforts to keep them all straight and noted that there was many instances of interference when she was on her microphone.

Commissioner Roedl asked if Matt needed trash cans and commented that the Commission should use some of their funds to purchase trash cans. He noted that Matt should check with the Department of Transportation as they always had numerous empty 55 gallon drums sitting empty in response to Matt's explanation that he has funds to purchase cans but Petro Marine hasn't had any to sell which is who he usually purchases cans from.

Commissioner Harrald stated that the Commission is lucky to have the city staff as there is just so much happening in parks and recreation, which is so important right now. She corrected that it is always important, but with everything happening, it seems more so now that the city trails and parks are one of the most important parts of the town and with the amazing crew that the city has and how productive they have been keeping everything going. She expressed that she supports all recreation and all the things happening around town. Ms. Harrald further expressed her support for funding recreation, which often comes from taxes and that is one of the things that makes Kachemak City, Kachemak City is because they did not want to pay the taxes. Taxes that could fund things such as a pump track and tennis court. Kachemak City is very generous to Homer because they do not have facilities, they use Homer's facilities because they don't have a tax structure that would build those facilities in Kachemak City. Ms. Harrald expressed that she had a really big knee jerk reaction to helping them by using Homer

taxpayer monies to support a portion of the population outside of our town that has purposely not been a part of our structure.

Chair Lewis stated that Kachemak City does not have an additional property tax deduction for senior citizens where Homer does offer a \$20,000 tax deduction to property owners, he also commented that Kachemak City residents still pay a full property tax even when they reach 65.³

Commissioner Harrald responded that she was not aware of that information but it still did not change her mind on the use of taxpayer dollars to fund Kachemak City facilities.

Commissioner Lowney echoed the sentiments expressed for Deputy City Clerk Krause and appreciated her being there and it is greatly appreciated knowing that she can count on her to provide them with the information that they need for them to make good decisions. She seconded what Commissioner Harrald stated and believed that the Commission should have a deeper conversation on the topic of funding for Kachemak City and in reference to scheduling a Fall Park Beach Walk through and Park Clean up. She then expressed her appreciation for meeting in person even though there are still concerns and appreciate everyone wearing masks.

Deputy City Clerk Krause explained that the Fall Park Beach Walk Through and Clean-up is scheduled to be on the agenda for September for them to schedule.

Commissioner Fair reiterated the comments regarding meeting in person expressing how tired he was of Zoom meetings and that while they were wearing masks it was still nice to attend the meeting and see one another. He then asked if each Commissioner would send him an email with information on the dog leashes he will draft something up and send it to the Clerk for further distribution.

COMMENTS OF THE CHAIR

Chair Lewis thanked everyone, noting that it has been very entertaining and hopefully they shall meet again the numbers will have started going down again and life gets back to whatever is normal again.

ADJOURNMENT

There being no further business to come before the Commission the meeting adjourned at 7:55 p.m. The next regular meeting is scheduled for Thursday, September 16, 2021 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



RENEE KRAUSE, MMC, DEPUTY CITY CLERK II

Approved: October 21, 2021

³ The State of Alaska exempts the first \$150,000 of assessed value for all senior citizens 65 years of age and over and disabled veterans with a 50% or more service connected disability. The Kenai Peninsula Borough exempts \$50,000 in assessed values for homeowners and offers Senior Citizens Exemption up to \$300,000