



# Agenda

## Parks, Art, Recreation & Culture Advisory Commission Regular Meeting

### Regular Meeting

Thursday, May 16, 2024 DATE at 5:30 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

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#### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

#### Zoom Webinar ID: 990 6701 0473 Password: 295088

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
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**CALL TO ORDER 5:30 P.M.**

#### AGENDA APPROVAL

**PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)

**VISITORS/PRESENTATIONS** (10 minute time limit)

- A. Kachemak Nordic Ski Club

#### RECONSIDERATION

**CONSENT AGENDA** All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

- A. Unapproved Meeting Minutes for April 18, 2024

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS** (5 minute time limit)

- A. Parks Monthly Report - April/May 2024  
Memorandum PARC-24-029 from Parks Maintenance Coordinator Felice
- B. Community Recreation Report - May 2024  
Memorandum PARC-24-030 from Recreation Manager Illg
- C. PARCAC Staff Liaison Report - May 2024  
Memorandum PARC-24-031 from Recreation Manager Illg as backup.

#### PUBLIC HEARING

**PENDING BUSINESS** (15 minute time limit)

- A. Performance of A SWOT Analysis and Creating a Strategic Plan  
Memorandum PARC-24-032 re: Setting Priorities
- B. Karen Hornaday Park Master Plan  
Memorandum PARC 24-036 from Community Development Director as backup

**NEW BUSINESS** (15-20 minute time limit)

- A. Recommendation to Propose the City Construct a Pedestrian Trail and Viewing Platform in the Bay Avenue Right of Way.  
Memorandum PARC 24-035 from Commissioner Keiser as backup
- B. Comprehensive Plan Update Recommendations
- C. Mid Biennial Budget Amendment - Parks FTE and Community Recreation Equipment  
Memorandum PARC-24-034 from Commissioner Keiser as backup.  
Budget Request form - Community Recreation for Equipment
- D. Amending the Beach Policy and Homer City Code to Allow Vehicular Access By Special Permit to Closed Areas of the Beach.

Memorandum PARC 24-033 from Commissioner Keiser as backup  
Excerpt from City of Homer Beach Policy pgs 8-14  
Memorandum 15-131 from Chief Robl dated July 7, 2015  
Memorandum 16-031 from City Attorney dated August 26, 2015  
Ordinance 16-05 (S-2)(A-2) Vehicles on Beaches  
Memorandum 20-109 from Interim City Manager/City Planner dated July 17, 2020

- E. Long Term Memorandum of Agreement with Kachemak Nordic Ski Club  
Memorandum PARC 24-037 from Community Development Director as backup
- F. Welcome New Commissioner, Lucas Parsley
- G. Letter to the Editor Topic Recommendation

**INFORMATIONAL MATERIALS**

- A. PARCAC Annual Calendar 2024
- B. City Manager's Report for City Council May 13, 2024

**COMMENTS OF THE AUDIENCE** (3 minute time limit)

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE COMMISSION**

## **ADJOURNMENT**

Next Regular Meeting is **Thursday, June 20, 2024 at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

**CALL TO ORDER**

Session 24-04, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:30 p.m. on April 18, 2024 from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

**PRESENT:** COMMISSIONERS ARCHIBALD, HARRALD, LEWIS, KEISER, ROEDL

**ABSENT:** COMMISSIONER FAIR, WILLIAMS (EXCUSED)

**STAFF:** INTERIM CITY MANAGER JACOBSEN, RECREATION MANAGER ILLG, PARKS MAINTENANCE COORDINATOR FELICE

**AGENDA APPROVAL**

ARCHIBALD/HARRALD MOVED TO APPROVE THE AGENDA

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)

Scott Adams, city resident, commented about planting flowers and noted if the high school isn't using their greenhouse maybe it's better to buy them. Regarding camping on the spit, he doesn't support getting rid of camping to make room for the haul out in the summer. Leave it the way it is and let haul out run in the fall.

**VISITORS/PRESENTATIONS** (10 minute time limit)

- A. Presentation on Conducting a Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis by Karin Marks, EDC Chair and Julie Engebretsen, Community Development Director

Community Development Director Engebretsen and Economic Development Advisory Commission (EDC) Chair Karin Marks presented on the process used by the EDC in developing the EDC's Strategic Plan and Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis. They explained the Strategic Plan outlines the common goals of Commission and Staff, how to work toward those goals, and staff and Commission roles and responsibilities. They shared an example of an EDC near term goal, the tasks assigned to the goal, and how the Commission worked through the task with guidance from the staff. The SWOT was developed for the categories developed as they worked through the goal in their Strategic Plan. The process helped Commissioners understand different viewpoints and areas of commonality. It also gives them the confidence to speak to Commission viewpoints and provides

talking points. Director Engebretsen emphasized the importance of having a Strategic Plan or agreed upon goal in place before working through a SWOT.

In response to questions, Director Engebretsen and EDC Chair Marks explained they use the SWOT more when communicating EDC values outside of the Commission meeting and rely on their Strategic Plan as a guide for developing their agendas because they've agreed on what they'll be working on to accomplish the tasks. They also touched on this commission having a combined focus on Parks Art Recreation and Culture and the Strategic Planning and SWOT for each section to help those who focus more on Parks have a better understanding of the Arts piece, and vice versa.

## **RECONSIDERATION**

**CONSENT AGENDA** All items on the consent agenda are considered routine and non-controversial by the Parks Art Recreation & Culture Advisory Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

- A. Unapproved Meeting Minutes for March 21, 2024 - Please see Supplemental Packet
- B. Letter to the Editor - Bayview Park Upgrades  
Memorandum PARC-24-024 from Commissioner Fair as backup.

HARRALD/ARCHIBALD MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **STAFF & COUNCIL REPORT/COMMITTEE REPORTS** (5 minute time limit)

- A. Parks Monthly Report - March 2024  
Memorandum PARC-24-022 from Parks Maintenance Coordinator as backup

Parks Maintenance Coordinator Felice reviewed his report that was include in the packet. In addition to the report he added that the swing set at Ben Walters Park has come apart and a new one is on order. In response to questions he explained he's the only one on staff right now, and they are still accepting applications for summer help. He provided an overview of the work being done near the bathroom across from Bartlett to clean up the area and fence off the parking lot in conjunction with the daycare that's going in at the building next to the bathrooms. They touched briefly on who's responsible for the Fishing Hole ramps and work that Public Works has done in the area.

B. PARCAC Staff Liaison Report - Mike Illg  
Memorandum PARC-24-025 from Recreation Manager

Recreation Manager Illg reviewed his report that was included in the packet, emphasizing recent Council actions related to Parks and Community Recreation. There was brief discussion on the \$15,000 that was allocated from HERC roof inspection to materials to repair the HERC roof where it's leaking. They also discussed the informal public conversation about the concept of creating a Friends of Recreation group and the lack of interest at this time. A location for a recreation center has not be finalized yet, and the Council Champions understand the need to identify funding for the Recreation Center project.

C. Community Recreation Report for April  
Memorandum PARC-24-026 from Recreation Manager.

Recreation Manager Illg reviewed his report that was included in the packet, highlighting a recent volleyball tournament, Community Wind Band concert, the upcoming Sister City events, and the Safe and Healthy Kids Fair. He also shared the progress on implementing the recreation software.

**PUBLIC HEARING**

**PENDING BUSINESS** (15 minute time limit)

A. Updating the Commission Strategic Plan Document  
Memorandum PARC-24-019 from Deputy City Clerk II as backup.  
2024-2025 Draft PARCAC Strategic Plan and Goals

Commissioner Keiser provided a memo and proposed revisions to the draft strategic plan in the supplemental packet. The proposed revisions include identifying the goals, objectives, actions, timelines and fiscal notes for the items in the plan. In response to questions about her references to staffing Commissioner Keiser explained she's looking at staff as employees as well as resources like access to consultants.

Commissioner Harrald commented on thinking this exercise is great at looking at the goals and outlining what needs to happen for the goals to be accomplished, consider what we have the capacity for, and adjust as needed to be realistic. She'd like to start with a SWOT and go from there.

Community Development Director Engebretsen reviewed the EDC's strategic plan and how it's laid out, compared to what's being proposed by in the supplemental packet. Some tasks identified in the EDC plan are done by staff, others are done by Commissioners.

Recreation Manager Illg suggested the Commission consider a first step of prioritizing goals and coming back at the next meeting for the work session with Agnew::Beck. He thinks they'll find a lot of similarities in their priorities. Commissioner Keiser agreed with the suggestion, understanding the draft provided in their packet can be revised by the Commission. They don't have time to do it before their next work session. Her document identifies the type of follow-up that's necessary to accomplish the goals and prioritizing the items will allow them to inform Agnew::Beck what's important to the group.

Commissioner Archibald expressed a priority of increased funding for parks and rec in the budget and questions how they can accomplish that.

Community Development Director Engebretsen explained that ideally the Commission will set their strategic plan over two or three meetings, and be done with it, because the goal is to use those items to set your agendas and work through them. She used the parks funding comment as an example of a goal to understand the budget process. Tasks could include inviting the Finance Director to walk you through the budget pages and explain how the funding flows so everyone on the Commission has that understanding, then make a recommendation to Council for funding.

KEISER/HARRALD MOVED THAT WE TAKE THE DOCUMENT SHE PREPARED WHICH SHE THINKS DOES A GOOD JOB OF IDENTIFYING THE COMPLEX WORK BEFORE THE COMMISSION AND PRIORITIZE THE ITEMS AND HAVE THE INFORMATION AVAILABLE FOR THE MAY 16 WORK SESSION WITH AGNEW::BECK.

Commissioner Keiser commented her concern with the proposed plan was it didn't reflect how much work would be necessary to accomplish the goals. That's what she tried to outline in her document.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

KEISER/HARRALD MOVED THAT THE COMMISSION SCHEDULE A SWOT ANALYSIS PROCESS TO START AT OUR JUNE MEETING.

Recreation Manager Illg asked if they want to hire a consultant, they still have about \$1,000 in their budget.

KEISER/ARCHIBALD MOVED TO AMEND BY SPECIFYING THE FACILITATOR BE FOR THE SWOT BE A THIRD PARTY CONSULTANT TO BE DETERMINED BY STAFF.

There were comments in support of the amendment and of separating the aspects of the Commission including Parks, Arts and Culture.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the main motion as amended.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

B. Karen Hornaday Park Master Plan

Community Development Director Engebretsen reported the updated site plan wasn't complete in time for the meeting packet and requested postponement to the next meeting.

C. Amending the Fee Schedule for Community Recreation  
Memorandum PARC-24-021 from Recreation Manager as backup.

Recreation Manager Illg explained the changes include establishing a yearly pass, contracted instructor classes, special events, and reservation fees for the HERC gym and activity room.

He explained the reservation fees are not rental fees, the reservations are for community partners that are affiliated with Community Recreation to use the spaces, these are groups that have people who have filled out volunteer applications, and had background checks and required training. He also addressed the benefits of the annual pass in ease of use for the regular drop in customer, savings in staff time and credit card fees from processing individual \$5 payments. This pass is for drop in programs only.

In response to a question about the cost of equipment he referred Commissioners to the Community Recreation budget page in their packet and reviewed expenses that occur. He noted the benefits of partnering with the school district and being able to use some of their equipment.

RODEL/HARRALD MOVED TO ACCEPT THE FEE SCHEDULE PRESENTED BY MIKE ILLG.

Commissioner Harrald expressed her support for the annual fee, having been in the position of organizing volunteers and collecting individual payments, and dealing liabilities attached. There is a savings in time and workload.

There was brief discussion regarding fees that have already been approved, confirming the hourly fee for the gym is reasonable and the fee may be higher if the gym was newer.

VOTE: YES: HARRALD, ARCHIBALD, LEWIS, ROEDL

NO: KEISER

**NEW BUSINESS** (15-20 minute time limit)



A. Mid Biennial Budget Amendments  
Memorandum PARC-24-027 from Recreation Manager as backup

Recreation Manager Illg explained that he communicated with Parks Maintenance Coordinator Felice who didn't have any mid-biennium amendments to propose, and reviewed his request to have the part time position go full time. There is funding in the Community Recreation budget to cover all but approximately \$12,000 of the cost. He shared the improvements that have happened since bringing on a part-time permanent employee and benefits of shifting the position to full time.

Commissioner Keiser asked where the money would come to make up the short-fall. Mr. Illg explained it will come from the general fund fund balance. Ms. Keiser shared her opposition to the proposal based on the funding shortfall.

Other Commissioners commented in support of making the request and shared benefits they've seen with the part-time position in place.

ARCHIBALD/ROEDL THAT PARCAC SUPPORTS THE REQUEST TO ADJUST THE CURRENT HALF-TIME 0.5 PTE TO A FULL TIME ONE FTE FOR FY2025.

VOTE: YES: ARCHIBALD, LEWIS, ROEDL, KEISER, HARRALD

Motion carried.

B. Scheduling the Spring Park Beach or Park Walk Through

The Commission discussed scheduling and locations. They agree to conduct their park walk through on May 23, 2024 at 5:30 p.m. and visit Karen Hornaday Park.

C. Fishing Hole Campground  
Memorandum PARC-24-028 from Port Property Associate as backup.

Community Development Director Engebretsen provided a brief history of the uses on the spit related to camping and vessel haul out in the area around Pier One Theater. Council adopted Resolution 24-024 requesting input from PARCAC and the Port and Harbor Advisory Commission (PHAC).

They reviewed the tasks outlined in the resolution for the PARCAC and PHAC and the demands for use of the area as a year-round haul-out facility along with the need for affordable camping on the spit.

Commissioner Archibald commented that there aren't any guarantees that a haul out would happen in the near or mid-term based on costs to upgrade the area and questions of sustainability for a large

operation. There is revenue stream for camping and why would we give that up until we see tangible evidence there will be an improvement there.

Commissioner Harrald expressed her frustration on the matter. They were just talking about quality of life issues and developing their SWOT, and this is making decisions based on economics of a business to make money. Since she's been on the Commission campsites have been absorbed for a lot of different reasons. She understands the winter use as industrial. She and many others recreate out there a lot and it's hard to imagine where people can do those things in the summer. There's something beyond economics that comes into play with this decision.

The question was posed, there are other camping options; how important is it that the City provide a large amount of camping spaces as a landowner. There were responses that the private campgrounds are more expensive, city campgrounds don't provide facilities for RV's and offer more affordable camping opportunities for visitors. People who are camping are spending money in town and the city receives sales tax.

Commissioner Archibald noted the Kachemak Bay Water Trail put a lot of effort into the pavilion out there that enhances the experience out there. Sandblasting isn't conducive to the enjoyment of that area when people are picnicking and camping.

Commissioner Keiser agreed with others that there is an obligation for the City to provide camping and recreational opportunities for our residents and visitors. The information from Pier One indicates they'll be there for three more years, and may be able to extend five more years. Pier One doesn't want to be there, but they don't have many options. We need to help them find a more appropriate place because if they weren't there, it would open up a huge camping area.

Commissioner Roedl appreciates both sides. He remembers tent camping with his family because it's what they could afford. He also understands the need for the haul-out and that it will bring some jobs to Homer. Having to bring generators into to work on their boats in the winter is challenging so he agrees with bringing in some infrastructure to help support hauling out in the winter.

There was no action required tonight. A memo summarizing their discussion will come to their next meeting for review.

## **INFORMATIONAL MATERIALS**

- A. Creating Community Gardens for People of All Ages
- B. PARCAC Annual Calendar 2024
- C. City Manager's Report for City Council April 8, 2024
- D. City of Homer Newsletter for April 2024

Chair Lewis agreed to report to Council.

Commissioner Keiser asked about updating the Commission calendar with other items the Commission should work on. She was encourage to connect with Recreation Manager Illg and Chair Lewis about adding items to the agenda.

**COMMENTS OF THE AUDIENCE** (3 minute time limit)

Scott Adams, city resident, commented in support of seasonal use between the campground and the haul-out. He suggested a senior and family rate in the fee schedule, and feels the HERC can be refurbished and continued to be used for recreation. He also requested a survey of B Street and consideration of building a viewing platform, its public land and they should use it.

**COMMENTS OF THE MAYOR/COUNCILMEMBER** (If Present)

**COMMENTS OF THE CITY STAFF**

Recreation Manager Illg introduced Lucas Parsley in the audience who applied for the open Commission seat.

**COMMENTS OF THE COMMISSION**

Commissioner Archibald and Chair Lewis had no comments.

Commissioner Harrald shared appreciation for the audience tonight, that’s what this is for.

Commissioner Keiser thanked staff for being there and thanked Mr. Parsley for coming and considering serving on the Commission, and Mr. Adams for his comments.

Commissioner Roedl also thanked the audience for being there and the group for a good meeting.

**ADJOURNMENT**

There being no further business to come before the Commission Chair Lewis adjourned the meeting at 8:04 p.m. The next Regular Meeting is **Thursday, May 16, 2024 at 5:30 p.m.** A worksession is scheduled for 4:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

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Melissa Jacobsen, Interim City Manager

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



# City of Homer

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

Public Works

3575 Heath Street  
Homer, AK 99603

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

(p) 907- 235-3170

(f) 907-235-3145

## Memorandum PARC 24-029

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION  
FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR  
DATE: May 16th, 2024  
SUBJECT: PARKS REVIEW FOR April

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### KAREN HORNADAY PARK PLAYGROUND

- Road is closed due to break up
- Continuing clearing some alders in the campground area and around playground
- Two new diggers are in
- Little League is starting practice May 13th

### TRAIL MAINTENANCE

- Started on some basic clean up from winter

### GENERAL INFORMATION

- Tractor is being delivered 5/9
- Gardens by design did there spring ma of the Police Station flower beds
- Continued clearing out and cleaning up the area behind the restroom at the end of Bartlett St.
- Cleaning up turf from winter plowing
- Started work on some ball fields
- HHS had their Bash on the Bay tournament at Jack Gist
- Working with Serve the City for their day on May 19th

### NOMAR WALL

- Spoke with the artist and looks like we are all set for him to do work in June
- Serve the City has a mason that will help fix the cracks in the wall
- Will supply paint for the artist (when he gets into town we are going to meet up and go shopping)
- Cost of him re-painting the wall will be \$1,000
- The grey figures on the wall will be painted a little darker grey in case down the road we would like to add a 3<sup>rd</sup> generation



# MEMORANDUM

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**Item Type:** Informational Memorandum Community Recreation Division  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** May 8, 2024  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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Programming & Special Events: Please view the monthly calendar for reference of the programs, activities and special events provided. I would like to highlight a few topics that are on the horizon and/or happened.

- The **31<sup>st</sup> Annual Safe & Healthy Kids Fair and Bike Rodeo** was held on Saturday, May 4<sup>th</sup> at Homer High. The Community Rec program is responsible for many aspects of this event especially with the physical set up and break down. There was also a Community Recreation booth alongside with the Homer Public Library, Planning division promoting the Comp Plan survey, Homer Fire and Police Departments helping with the bike rodeo and helmet checks. Overall, the event was a huge success with over 300 people in attendance.
- On May 10-11<sup>th</sup>, we will be hosting a two day **Qigong Workshop** with visiting instructors Hisako Suzuki and Ju Yeoung Kim from Fairbanks. On May 14 we will be hosting another **Qigong** class on May 14<sup>th</sup> with Deb McCusker.
- We are transitioning into our outdoor summer schedule. We will be offering drop in **soccer**, **ultimate Frisbee** and **tag rugby** on the Homer High fields. Part of the MOU with the school district includes the Recreation Manager to assist with scheduling and maintaining a comprehensive field schedule for the public.
- **Indoor summer scheduling** also changes with Homer Middle School closing down when school is out and then working around the complex variables with using Homer High gym due to off season gym use practices, facility closures due to floor re-finishing, front entrance repairs, light bulb replacements and other unforeseeable borough maintenance projects that inevitably arise.
- Looking ahead we are aware that **Homer High will be closed next summer** due to the gymnasium wood floor being replaced. In addition to Homer Middle School being closed, Community Rec will only have access to the HERC gymnasium. We will do our best effort to assist with HHS off season gym time as well.

- Community Recreation is partnering with SPARC to host one of the **Teen Night** activities at the HERC. This free event will take place on Friday, May 10, 8-11:30pm.
- The **National Recreation and Parks Association (NRPA) has recently published the 2024 agency performance review** to share data related to municipal parks and recreation services throughout the country. It is common practice for municipalities to review and compare with state and national standards and trends in all services to better serve their respective taxpayers. While we encourage you to read the report, the data point we would like to highlight is the parks and recreation ratio of FTE 8.9 per 10,000 residents. Using this national average metric, with the population for the City of Homer at 5,876 residents, we should have an estimated 5 FTE (parks and recreation employees) whereas currently we have 2.5 FTE (not including seasonal staffing).

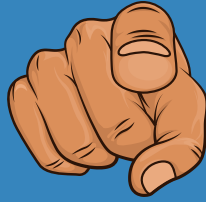
[https://www.nrpa.org/contentassets/f6baf1e9c3354aeca52dc548251bc4f4/2024agencyperformancereview\\_final.pdf](https://www.nrpa.org/contentassets/f6baf1e9c3354aeca52dc548251bc4f4/2024agencyperformancereview_final.pdf)

# City of Homer Community Rec May 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS 7:30-9:30pm DROP IN SOCCER at HHS	<b>2</b> 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm SALSA DANCE CLASS at HHS 7:30-9:30pm DROP IN FRISBEE at HHS	<b>3</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4pm SAFE & HEALTHY KIDS FAIR SET UP at HHS 4:30-7pm KARATE at HHS 4:30-6:30pm PICKLEBALL at HERC	<b>4</b> 9:30am-6:30pm PICKLEBALL FUN TOURNEY at HERC 9:30am-5:30pm Japanese Drumming Workshop & Performances at HHS 11am-2pm SAFE & HEALTHY KIDS FAIR at HHS
<b>5</b> 4-6pm BASKETBALL at HHS 6:30-8:30pm VOLLEYBALL at HHS 6:30-8:30pm DROP IN SOCCER at HHS	<b>6</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS 7:30-9:30pm DROP IN FRISBEE at HHS	<b>7</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS	<b>8</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS 7:30-9:30pm DROP IN SOCCER at HHS	<b>9</b> 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm SALSA DANCE CLASS at HHS	<b>10</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7pm KARATE at HERC 4:30-7pm PICKLEBALL at HERC 5:30-9PM QI GONG at HHS 8-11:30pm TEEN NIGHT at HERC	<b>11</b> 9:30am-12pm PICKLEBALL SKILL SHARING at HERC 8:30AM-1PM QI GONG at HHS
<b>12</b> 4-6pm BASKETBALL CANCELLED 6:30-8:30pm VOLLEYBALL CANCELLED 6:30-8:30pm DROP IN SOCCER at HHS	<b>13</b> 6-7am MORNING BB at HERC 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL CANCELLED 7:30-9:30pm DROP IN FRISBEE at HHS	<b>14</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6-8pm QI GONG at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL CANCELLED	<b>15</b> 6-7am MORNING BB at HERC 9-11AM MORNING PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS 6:30-8:30pm INTERMED PICKLEBALL at HERC 7:30-9:30pm DROP IN SOCCER at HHS	<b>16</b> 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HHS 6:30-8pm SALSA DANCE CLASS at HHS	<b>17</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7pm KARATE at HERC 4:30-7pm PICKLEBALL at HERC	<b>18</b> 9:30am-12pm PICKLEBALL SKILL SHARING at HERC
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		<b>Color Key</b> BLACK=Homer High BLUE=Homer Middle PURPLE=HERC GREEN= West Homer RED=Cancellation			<b>DISCLAIMER:</b> ALL ACTIVITIES ARE SUBJECTED TO CHANGE OR BEING CANCELLED WITH LIMITED NOTIFICATION	



# HEY KID!!



# YES YOU!!

## **FREE DROP-IN RECREATION ACTIVITIES**

**7th-12th graders** get to participate in the following City of Homer Community Recreation drop in programs for **FREE!**

*No commitment, have fun.*

Evening Basketball: Monday, Wednesday & Sunday

Morning Basketball: Monday, Wednesday & Friday

Evening Volleyball: Tuesday, Thursday & Sunday

Evening Soccer: Wednesday, Friday & Sunday (summer)

Evening Ultimate Frisbee: Monday & Thursday (summer)

## **OPPORTUNITIES FOR YOUNGER KIDS**

Youth Basketball Program: Mondays & Wednesdays (June)

ZUMBA KIDS: Monday & Wednesday (June)

Youth Volleyball: To be determined!

**CALL 907-235-6090 FOR MORE INFO**

**WWW.CITYOFHOMER-AK.GOV/COM-REC**



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**GET ACTIVE TODAY!**





# CITY OF HOMER YOUTH BASKETBALL SUMMER 2024



## For 3rd-6th Graders

The program will include fundamental work, involving dribbling, passing and shooting. They will be taught three different skills a day, each skill involving a drill and a game. Players will be introduced to the "3 on 3" concept, learn about how the game is played and work on basics like screening, cutting, getting open and passing.



CLEAN INDOOR SHOES &  
WATER BOTTLE REQUIRED

## Homer Education & Recreation Complex (HERC)

For information, questions and registration,  
contact Jonathan at **907-756-3488** or [jraymond@ci.homer.ak.us](mailto:jraymond@ci.homer.ak.us)

**WHEN:** MON & WED-3:30-4:30pm  
June 10-July 17

**WHERE:** HERC Gym

**WHO:** 3rd-6th Graders

**FEE:** \$40

**MAX**  
**of 15**

KPBSD posts flyers as a community service. Such posting does not constitute an endorsement for or against the materials and viewpoints expressed in them.

**ZUMBA<sup>®</sup>**  
**KIDS**

**NEVER  
TOO YOUNG  
TO PARTY**

**MONDAYS AND WEDNESDAYS | JUNE 3-26**

**IN THE ACTIVITY ROOM AT THE HERC**

**1:00-2:00PM FOR AGES 4-6**

**2:30-3:30PM FOR AGES 7 AND UP!**

**\$60 FOR 4-WEEK SESSION OR \$10 A CLASS DROP-IN FEE**

Contact Gretchen at 907-399-2129 or

[gretchen.mccullough@gmail.com](mailto:gretchen.mccullough@gmail.com) to register

Zumba Kids is a Homer Community Recreation Program

KPBSD posts flyers as a community service. Such posting does not constitute an endorsement for or against the materials and viewpoints expressed in them.



# INFOGRAPHIC

## 2024 NRPA Agency Performance Review Key Findings

Residents per park:

**2,386**



Acres of parkland per 1,000 residents:

**10.6**



Percent of agencies offering summer camp:

**83%**



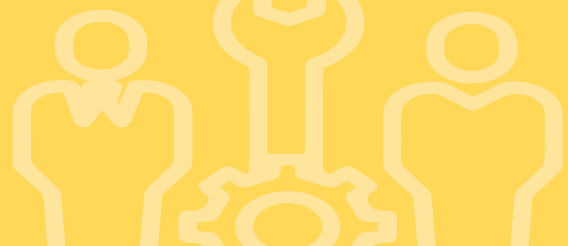
Full-time equivalent (FTE) employees per 10,000 residents:

**8.9**



Percentage of full-time staff dedicated to operations/maintenance:

**46%**



Operating expenditures per capita:

**\$99.47**



Revenue to operating expenditures (cost recovery):

**25.2%**





# MEMORANDUM

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**Item Type:** Informational Memorandum  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** May 7, 2024, 2024  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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The following City Council resolutions and ordinances activity relevant to the Park, Arts, Recreation and Culture Advisory Commission since the last PARCAC meeting on April 18, 2024.

### **April 22, 2024 City Council Meeting**

No information or action relevant to the PARCAC to report.

### **May 13, 2024 City Council Meeting**

*Resolution 24-0xx*, A Resolution of the City Council of Homer, Alaska, Approving a Recreational Use Agreement Between the City of Homer and the Kachemak Bay Nordic Ski Club Regarding the Maintenance and Operation of Nordic Ski Trails on City Owned Land in the Baycrest Ski Area and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. **This will be on the May 28<sup>th</sup> or June 10<sup>th</sup> Council agenda.**

*Resolution 24-0xx*, A Resolution of the City Council of Homer, Alaska Amending the City of Homer Fee Schedule by Adding Additional Participation Fees and Homer Education and Recreation Complex (HERC) Reservation Fees under Community Recreation. **Pending action at the time of this memo.**

**RECOMMENDATION:** Informational Only.



# MEMORANDUM

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## Developing the Commission Strategic Plan and Performance of a SWOT Analysis Setting Priorities

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** May 8, 2024  
**From:** Renee Krause, MMC, Acting City Clerk

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At the April 18, 2024 regular meeting the Commission was given a presentation by Community Development Director Engebretsen and EDC Chair Karin Marks on the how, what, why and where the EDC developed and conducted a SWOT analysis and the benefits to the Commission and how they use the information obtained from conducting the analysis.

Commissioner Keiser submitted a revised Strategic Plan that included Ongoing Goals, Short Term Goals, and Long Term Goals along with individual detailed Objectives, Actions, Timelines and Fiscal Notes.

The Commission adopted a recommendation to review and prioritize Commissioner Keiser's proposed Strategic Plan and use those prioritizations for the worksession with Agnew::Beck. The Commission further adopted that they schedule for the June meeting to start the SWOT Analysis process by hiring a third party consultant using the remaining funds available to the Commission in the Amount of \$1000. It was further agreed that they would create a separate SWOT for each area that was under their advisory authority: Parks, Recreation, Arts & Culture.

As of the date of this memorandum no Commissioner has submitted any priority listing to be considered by the Commission as a whole so I hope that each Commissioner has taken the time to do that prior to the meeting so that the Commission can adopt by motion the priorities as agreed to by the body. The proposed Strategic Plan by Commissioner Keiser has been included for the Commission's convenience.

Please note the following update on the *Ongoing Goal #3 Public Art*. Commissioner Keiser noted under "Actions" that Staff will develop a SOP for incorporating public art into public spaces. This has already been done and has been adopted by Council. The 1% for Art Program and Procedures were done through Ordinance 02-25(A) in August of 2002 and was updated in 2011. The Gift, Donation and Art Policies, Procedures and Guidelines which refers to gifts and donations of art to the City were adopted by Council in 2008 revised and updated periodically and as recently as 2021 which Council adopted in

early 2022 to cover Murals. These documents are available on the city website. Staff recommends the following amendments to address the different aspects of public art responsibility that is relevant to the Commission.

## Recommendation

### Amend as follows:

- a. **On-going Goal #3. Public Art.** Advocating for inclusion of Public Art in City Facilities when planning upgrades, renovations and new projects.
  - i. **Objective:** PARCAC's objective is to ensure public art is included in City buildings on a consistent basis. **in accordance with the 1% for Art Program**
  - ii. **Actions:**
    - ~~1. Staff will develop a SOP for incorporating public art into public spaces.~~
    - ~~2. PARCAC will review, approve and forward the SOP to the City Council, with a recommendation for adoption.~~
    - 1. Staff will apprise PARCAC when suitable projects are upcoming and fall within the requirements of the 1% for Art Program.**
    - 2. PARCAC will select from and appoint Commissioners to Art Selection Committees.**
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting, **Staff will present the opportunity to PARCAC at first available meeting.**
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.

### **b. Ongoing Goal #3. Public Art – Gifts and Donations.**

- i. **Objective: PARCAC include and accept donations of art for City facilities and buildings and incorporating into the City of Homer Municipal Art Collection.**
- ii. **Actions:**
  - 1. Staff will present PARCAC for review and recommendation to City Council, applications for donations and or gifts of art.**
  - 2. Staff will update and maintain the Municipal Art Collection to include but not limited to updated pages in book and website and order identification plates as needed.**
- iii. **Timeline: Staff will present to PARCAC at first available meeting after receipt of complete application.**
- iv. **Fiscal Note: Staff will identify whether additional funding is required maintenance of the art. Commission will provide funding to purchase identification plates from Annual Commission Funds.**

**PARKS, ART, RECREATION, & CULTURAL ADVISORY COMMISSION  
(PARCAC)  
2024-2025 STRATEGIC PLAN**

**1. On-going goals.**

- a. **On-going Goal #1. Open Communications.** Provide timely, relevant comment to the City Council on Parks, Art, Recreation & Cultural issues.
  - i. **Objective:** PARCAC's objective is to keep City Council informed about matters within PARCAC's purview for approval and/or course correction.
  - ii. **Actions:**
    - 1. At each PARCAC meeting, a PARCAC member shall be appointed to make a report about the PARCAC meeting at the next available City Council meeting.
    - 2. PARCAC members shall keep informed about activities within the City that fall within PARCAC purview, discuss the activities, as appropriate, at PARCAC meetings and forward appropriate comments to the City Council in memorandum.
    - 3. City Staff shall provide relevant and timely information to PARCAC and add Agenda Items to the PARCAC agendas, to assist the Commission with their discussions and decision making.
  - iii. **Timeline:** Should commence immediately,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for, for example, if staff needs to be paid overtime for attending PARCAC meetings.
  
- b. **On-going Goal #2. Parks & Recreation Budget.** Gain a better understanding of the process, have more communication on budget/projects between City Staff and review it [budget] at least annually and New Projects.
  - i. **Objective:** PARCAC's objective is to serve as an advocate for the fiscal needs of items/programs that fall within PARCAC purview.
  - ii. **Actions:**
    - 1. Staff shall submit a draft budget for all operating and capital budget requests for items/programs that fall within PARCAC's purview, in a timely manner so PARCAC can review the materials before they are submitted to the City Council.
    - 2. PARCAC shall review the budget information and decide which items to endorse. PARCAC shall then summarize its findings and recommendations in a memorandum to be submitted to the City Manager and the City Council.
    - 3. Staff shall research options for creating long term sustainable funding to support operating and capital budget needs for items/programs that fall within PARCAC's purview.
    - 4. PARCAC shall conduct a public work session to review and discuss said options. PARCAC shall then summarize its findings and recommendations in a memorandum to be submitted to the City Manager and the City Council.

- 5. Staff shall provide PARCAC a budget report at each PARCAC meeting.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- c. **On-going Goal #3. Public Art.** Advocating for inclusion of Public Art in City Facilities when planning upgrades, renovations and new projects.
- i. **Objective:** PARCAC's objective is to ensure public art is included in City buildings on a consistent basis.
  - ii. **Actions:**
    - 1. Staff will develop a SOP for incorporating public art into public spaces.
    - 2. PARCAC will review, approve and forward the SOP to the City Council, with a recommendation for adoption.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- d. **On-going Goal #4: Parks/Recreation/Arts/Culture Community.** Maintain working relationships with various cultural entities such as Homer Council on the Arts, Galleries, Pratt Museum, etc.
- i. **Objective:** PARCAC's objective is to "keep its thumb" on the pulse of Homer's arts and cultural community.
  - ii. **Actions:**
    - 1. Staff will continue their "community building" with local organizations involved in arts, culture, parks, trails and other matters within PARCAC's purview and provide monthly reports to PARCAC about such activities.
    - 2. Staff will invite a member of the local community involved with arts, culture, parks, trails and other matters within PARCAC's purview to PARCAC meetings.
    - 3. Staff will provide PARCAC with reports of financial/in-kind contributions these local organizations make to the City and vice versa.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- e. **On-going Goal #5: Open & Green Spaces.** Preservation of areas of natural beauty and open green spaces throughout the City.
- i. **Objective:** PARCAC's objectives are to (a) protect space designated within the City as open or green space and (b) increase the City's ownership of such spaces consistent with the City's Comprehensive Plan and the City's Green Infrastructure Programs.



- ii. **Actions:**
      1. Staff will research the possibility of designating the land for conservation that is within the Mariner Slough tidelands, in the vicinity of the south side of Bay Avenue and report back to PARCAC.
      2. Staff will develop a list of properties that would best serve the community as open space and report back to PARCAC.
      3. PARCAC will develop a list of criteria to be used when identifying lands that should be protected as open or green space.
      4. PARCAC will identify any such lands in a memorandum to the City Council, with recommendations that such land be protected.
      5. Staff will develop a Management Plan for the management of the lands that will be acquired for the Kachemak Sponge and report to PARCAC.
    - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
    - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- 2. **Short Term Goals:** These are intended to be goals that can be accomplished by the end of 2024.
  - a. **Short Term Goal #1. Community Recreation Center.** Support a new Community Recreation Center including a capital campaign, identify clientele, define role of the school district, establish fees that encourage participation, provide recommendations for revenue stream to support the facility, determine best staff to volunteer ration.
    - i. **Objective:** PARCAC's objective is to develop a short term and long-term plan for developing and operating a Community Recreation Center.
    - ii. **Actions:**
      1. Staff will liaison between PARCAC and the City's Recreation Champions so both parties are fully informed and involved in the decision making.
      2. Staff will develop a draft Community Recreation Center Development Plan for PARCAC's input, review and approval.
      3. PARCAC will take public comment on the draft Plan, develop a list of findings, and submit its recommendations to the City Council.
      4. Staff will develop a draft Community Recreational Center Operational Plan for PARCAC's input, review and approval.
      5. PARCAC will take public comment on the draft Plan, develop a list of findings and submit its recommendations to the City Council.
    - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
    - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
  - b. **Short Term Goal #2: Operational Policies.** Develop policies for Parks and Community Recreation Programs.

- i. **Objective:** PARCAC's objective is to ensure the City's Parks and Community Recreation Programs are operating in accordance with reasonable municipal practices.
  - ii. **Actions:**
    - 1. Staff shall develop a draft set of Operational Policies for the Use of Parks and a draft set of Operational Policies for Community Recreation for PARCAC Review.
    - 2. PARCAC shall receive public input and deliberate on the draft sets of policies.
    - 3. PARCAC shall adopt findings and recommendations on the draft sets of policies and forward said recommendations in a memorandum to the City Manager and City Council.
    - 4. Staff shall develop appropriate regulatory language required to support eh recommended policies for review and approval by PARCAC and the City Council.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- c. **Short Term Goal #3: Park Planning.** Update and develop Master Park Plans that include long term needs list to assist with biennial budget development.
- i. **Objective:** PARCAC's objective is to ensure that the maintenance and capital needs of the City's parks are being provided for in a proactive matter.
  - ii. **Actions:**
    - 1. Staff shall prepare a Park Development Plan for each park that will include a list of capital and maintenance activities required for each park, for PARCAC's review and approval.
    - 2. Staff shall develop a budget for accomplishing such maintenance and capital needs for PARCAC's review and approval.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- d. **Short Term Goal #4: Sustainable budgeting.** Research the development or creation of depreciation reserves to maintain parks and recreation facilities, continue to understand the budget, include setting fees and dedication of sales tax to fund projects and programs.
- i. **Objective:** PARCAC's objective is to ensure that the City has provided a sustainable funding source for developing and maintaining parks and recreation facilities.
  - ii. **Actions:**
    - 1. Staff shall develop options for a sustainable funding plan for parks and recreation facilities, for PARCAC's review and approval.

2. PARCAC shall receive public input on the options and compile its findings and recommendations in a memorandum to the City Manager and City Council.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
3. **Long Term Goals.** There are four long term goals, with are intended to be goals that can be accomplished within a 3-5 year timeframe.
- a. **Long Term Goal #1: Organizational Issues.** Continue working with the City Council and the City Manager for development of a Parks & Recreation Department.
    - i. **Objective:** PARCAC's objective is to provide an organizational structure for providing parks facilities and recreation services in a cost effective and efficient manner.
    - ii. **Actions:**
      1. Staff will research options for an organizational structure for providing parks facilities and recreational services and report on same to PARCAC in a memorandum.
      2. PARCAC will accept public input on the topic and summarize its findings and recommendations in a memorandum to the City Manager and the City Council.
    - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
    - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
  - b. **Long Term Goal #2: Staffing.** Review staffing plans.
    - i. **Objective:** PARCAC's objective is to see that the staff developing and maintaining parks facilities and providing community recreation services is cost effective and provides the determined level of service
    - ii. **Actions:**
      1. Community Recreation staff shall provide a benefit/cost review of the options of increasing staff by 1 permanent FTE vs the current practice of relying on seasonal temps and present his findings to PARCAC.
      2. Parks Maintenance staff shall provide a benefit/cost review of the options of increasing permanent staff vs the current practice of relying on seasonal temps and present his findings to PARCAC.
      3. The Associate Planner for Parks & Trails shall provide a benefit/cost review of being hosted in the Community Development Department vs being hosted in the Public Works or a Parks & Recreation Department and present his findings to PARCAC.
      4. PARCAC shall receive public input on these matters and summarize its findings and recommendations to the City Manager and the City Council.
    - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,

- iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- c. **Long Term Goal #3: Non-motorized Transportation.** Update City Code to ensure sidewalks in addition to parks & trails are identified as falling under PARCAC auspices.
- i. **Objectives:** PARCAC's objective is to ensure that non-motorized transportation options are developed in accordance with the City's Transportation Plan and (2) all non-motorized transportation options are properly maintained.
  - ii. **Actions:**
    1. Staff shall continue with the process of completing the Transportation Plan and moving it towards adoption by the City Council. Staff shall notify PARCAC when the matter will come before the City Council so PARCAC is available to provide supporting testimony.
    2. Staff shall identify language in the City Code that needs to be adjusted to accommodate the new Transportation Plan for PARCAC's review and approval.
    3. PARCAC will accept public comment on the language adjustments, as appropriate, and forward recommendations to the City Council.
    4. Staff will identify non-motorized transportation routes that are important to the City, but which are owned by the AK DOT/PF and develop a plan for ensuring these facilities are maintained in a timely manner to the level of service we need.
  - iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting.
  - iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.
- d. **Long Term Goal #4: Non-motorized Transportation.** Update City Code or processes to include a required review by PARCAC of proposed subdivisions for recommended trail and or sidewalk facilities and associated easements prior to preliminary plat being submitted to the Kenai Peninsula Borough for approval.
- i. **Objective:** PARCAC's objective is to be more proactive about identifying opportunities for non-motorized transportation.
  - ii. **Actions:**
    1. Staff will propose updates to City Code and/or its in-house development review procedures to ensure non-motorized transportation route are identified in new subdivisions, for PARCAC's review and approval.
    2. Staff will communicate with the Kenai Borough about the City's desire for non-motorized transportation means in new subdivisions and collaborate with that agency on how to best accomplish this in the planning process and report back to PARCAC.
    3. PARCAC will receive public input as appropriate and submit its findings and recommendations to the City Council.

- iii. **Timeline:** Staff shall develop a timeline for accomplishing the Actions to PARCAC, for review and approval, at the next regular PARCAC meeting,
- iv. **Fiscal Note:** Staff will identify whether it needs funding to support the actions it is responsible for.

Proposed Revision



# MEMORANDUM

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## Karen Hornaday Park Master Plan Update

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** May 16, 2024  
**From:** Julie Engebretsen, Community Development Director

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### **Requested Action:**

- Review the draft plan and ask questions
- A park walkthrough is scheduled for Thursday May 23; be ready to ask questions and exchange ideas
- Select a time to have a work session or regular meeting with Corvus and Commission recommendations (June meeting?)

### **Update:**

Corvus Design has provided a revised draft plan. This includes ideas in the 1-3 year time frame, and longer term projects in the 5-10 year timeframe. I met with Chad Felice and Mike Zelinski on their comments on the plan and have provided them here for your consideration. Chad will be at the meeting to answer any questions.

### **Staff concerns, 1-3 year timeframe**

1. The new mobile restroom by the playground is likely a 5-10 year project due to the cost of extending utilities. Move to 5-10 year sheet.
2. Remove the 14 parking spaces shown south of the picnic shelter. This introduces vehicles in an area where children are running between the lower field and the bathrooms. Gaining 14 spaces is not worth the crowding of the site and increased drainage concerns.
3. In the campground area, plan a turnaround area for maneuvering.
4. Install gates at the road closure areas to control access to the walk in camping area

### **Other comments:**








- Consider a camp host, electronic pay station, a contractor or increased staffing to reopen the campground in 2025. If the campground can be run well and avoid bad behavior and speeding through the main parking lot, great. If these issues can't be solved, consider closing the campground long term and using the space for something else.
- 5-10 year timeframe; use the campground seasonally (3 months?) and increase other uses in the off season.

**Attachment:** Revised Site Plans, 1-3 years and 5-10 years

**Recommendation**

Motion to recommend City Council support the Commission exploring the feasibility of the project.

# Karen Hornaday Park

-  Road Closure
-  Mobile Restroom
-  Port-a-Potty
-  Electrical System Work
-  Water System Work
-  Parks building (maintenance, utilities, etc.)
-  Parking Quantity



Seasonal road closures

NEW: 53 parking spaces

**Baseball Zone**

- NEW: Utility pole & floodlight
- O&M: Drainage improvements
- Relocate water valve out of field

**Event Zone**

- Performance area
- Vendor space during events
- NEW: Terraced seating
- Upgrade ease of access

**Campground Zone**

- Sites remain as-is
- Walk-in day-use only
- Seasonal road closure
- O&M: Prune/thin for sightlines
- Maintain off-season disc golf
- Assess other on/off-season uses

NEW: Maintenance building

**Play Zone**

- NEW: Mobile restroom
- O&M: Repair water feature
- Accessibility improvements
- Expand nature play potential

**Main Parking Zone**

- Seasonal traffic calming
- Seasonal parking demarcation
- Event vehicle management

**Event and Day-Use Zone**

- NEW: 14 parking spaces
- NEW: Mobile restroom at pad
- NEW: Shelter electrical
- O&M: Drainage improvement











NEW: Maintenance storage

Existing water line

O&M: Clear 8' beyond all site perimeter fencing



# Karen Hornaday Park

-  Road Closure
-  Mobile Restroom
-  Restroom Building
-  Port-a-Potty
-  Electrical to be installed
-  Relocate water valve
-  Parks building (maintenance, utilities, etc.)
-  Parking Quantity
-  Overflow Parking
-  Pavilion



- Campground Zone**
- Assess expansion of community park uses into campground zone
  - Assess use for camping
  - NEW: Pavilion

- Play Zone**
- NEW: Extend water to play zone

- Main Parking Zone**
- NEW: access road alignment
  - NEW: expanded parking
  - Overflow parking

- Event and Day-Use Zone**
- NEW: Restroom building
  - NEW: Upgrade and extend water

Baseball Zone

Event Zone

NEW: Access Road



# MEMORANDUM

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## Recommendation to Propose the City Construct a Pedestrian Trail and Viewing Platform in the Bay Avenue Right of Way

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** May 7, 2024  
**From:** Janet Keiser, Commissioner  
**Through:** Mike Illg, Recreation Manager/PARC Staff Liaison

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Commissioner Keiser has requested this item for discussion:

Parks, Art, Recreation, & Culture Advisory Commission to consider the construction of a trail and viewing platform in the Bay Avenue right of way to replace the viewing platform that used to exist on the “lighthouse property.”

If the Commission supports the idea, a memorandum to City Council would be required since staff will need to expend resources and time to look into the feasibility of the project.

### Recommendation

Commission discuss the proposed project and make a recommendation by motion.



# MEMORANDUM

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## Recommendation to Amend the FY24 – FY25 Budget for Additional Parks Maintenance Personnel

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** May 7, 2024  
**From:** Janet Keiser, Commissioner  
**Through:** Mike Illg, Recreation Manager/PARC Staff Liaison

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### Background:

It is time for the Biennial Budget Review. This is when the City Council adjusts the City's Operating and Capital Budgets to provide for conditions, which may have changed since the two-year budget was adopted in 2023. This is our opportunity to make recommendations for budget adjustments to address matters that concern us. I have been advised by the Interim City Manager that the Commissions are empowered to make specific recommendations to the City Council for budget adjustments.

I propose we address staffing for parks and community recreation as an issue of concern by recommending additional full-time staffing for both Parks and Community Recreation.

Mike Illg has already asked for our support for his request to convert Community Recreation's part-time position to a full-time position. Mike made a strong argument (1) that it is difficult to hire seasonal personnel and (2) that the increase in community recreation programs requires an increase in staffing to properly support those programs. We voted to support Mike's request at our April meeting.

### Issue:

The same issue applies to Parks. Chad Felice does a great job! That said, Chad is a crew of one and in past years, has relied on seasonal employees. As with Community Recreation, it's become harder and harder to recruit such employees.

Like Community Recreation, Parks needs more full-time support. Even with that, Chad may still need contractor support to help with seasonal work, such as landscaping and grounds keeping, as he has in the past. But, a reliable two-person team, consistently available year-around can work wonders. They could help, even if they can't find seasonal help, move the needle from parks that are shabby in

all ways, except their own natural beauty, to parks (a) we can be proud of and (b) that provide the recreational and economic development opportunities benefit they have the potential to generate.

The funding to support an additional Parks-related FTE already exists within the City's Operating Budget, so this is not a big ask.

**Recommendation:**

PARCAC recommend to the City Council that the City's Operating Budget be adjusted during the Biennial Budget review to add one FTE to Parks maintenance.

**CITY OF HOMER  
DEPARTMENT BUDGET REQUEST  
FY25 BUDGET**

**Requesting Department** Community Recreation **Date** 5/6/2024

<b>Request for Additional Personnel:</b> <b>Position Title</b> <u>Community Rec Programmer</u> <b>Salary Range &amp; Step</b> _____ <b>Full-time</b> <input type="checkbox"/> <b>Part-time</b> <input type="checkbox"/> <b>Hours Per Year</b> _____ <b>(FINANCE DEPT WILL COMPLETE)</b> 5101 Permanent Employees _____ 5102 Fringe Benefits _____ 5103 P/T Employees _____ 5104 Fringe Benefits P/T _____ 5105 Overtime _____ <b>Total Personnel Cost</b> <u>\$0</u>	<input checked="" type="checkbox"/> <b>Capital Request</b> (for acquiring/constructing a major, long-term asset valued at \$5,000 or more) <input type="checkbox"/> <b>Operating Line Item Increase</b> <b>Request Title</b> <u>Volleyball Net System</u> <b>Fund Name:</b> <u>General Fund</u> <b>Account Name:</b> _____ <b>Account #</b> _____ <b>Estimated Cost:</b> <u>\$4,500</u>
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**Fully describe the specifics of your budget request i.e. item(s) to be purchased, their function and justification.**

This captial request is for a volleyball net system that would be installed and utilized at the city's HERC gymnasium. The Community Recreation drop in volleyball is very popular for adults, teens and there is a strong interest in providing some dedicated youth volleyball programs as well. We also have offered numerous volleyball tournaments and volleyball leagues with very limited options to make them happen due to equipment and gym space not being available. The recreation program is at the whim of the school district's limited gymnasium days and times to offer volleyball, therefore with the purchase of an adequate and quality net at the HERC we will then have the ability to help meet the strong demand for playing volleyball in our community. The net sytem is removable and would be a usable piece of euqipment for a future new recreation facility as well. The estimated cost includes shipping.

**How is this request necessary for the Department to carry out its mission, or to meet Department goals?**

**Priority of Need:** This budget request item ranks # 2 of the department's 2 budget requests.

**Requestor's Name:** Mike Illg **Dept Head Approval** \_\_\_\_\_  
**Date** \_\_\_\_\_

**City Manager Recommendation:**  Approved  Denied  Amended

**Comments:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



# MEMORANDUM

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## Amending the Beach Policy and Homer City Code to Allow Vehicular Access by Special Permit to Closed Areas of the Beach

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** May 7, 2024  
**From:** Janet Keiser, Commissioner  
**Through:** Mike Illg, Recreation Manager/PARC Staff Liaison

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Commissioner Keiser has requested this item for consideration of the Commission:

*Background submitted by Commissioner Keiser:*

John Fouts is a 76+ year old gentleman who's been heating his house, 10 miles past Fritz Creek, for over 50 years, with coal. He drives his truck on the beach between Bishop's Beach and beyond, sometimes driving in the no-drive zones, to get the coal. While he can burn wood in his stove, it is easier to use coal because he doesn't have to buck up and chop the coal.

Sometime recently, he was driving on the beach, in the no-drive zone. A couple of people spotted him, yelled at him, and called the police. When he got back to the Bishop's Beach access, there was a squad car waiting for him. He was given a ticket. He's worried about his ability to get the coal he needs to heat his house. Most years, he can collect all the coal he needs in the winter. He can go through 3-4 buckets of coal a day. Last winter, there was little to no coal on the beach because of the winds we had all winter. He was out there chopping coal out of the ice, in the blowing snow, to get what he could. Even so, he didn't get enough to get him through the winter. When he runs out of coal, he has to go out and chop wood, regardless of the weather. He said it almost killed him.

I'm remembering the Eagle Lady, who fed the eagles out on the Spit. She did it for years, becoming a local legend. When they made feeding the eagles illegal, she was given a special permit to continue to feed the eagles until she died.

How about if the Commission supports providing Mr. Fouts a special permit to collect coal, in view of his age and traditional practice that goes back 50 years? There'd be no danger of widespread abuse of this special permit because few other people would be able to cite this long history of continuously collecting coal.

I tried to think of a solution that wouldn't open up the beach to racing 4-wheelers. I think the Special Permit idea would be a reasonable accommodation for him that wouldn't cause much harm. He goes out there maybe every 10 days or so.

**Requirements:**

If the Commission adopts the recommendation the following actions will be required:

- Amending the Beach Policy to include a section on Special Permits that includes the process and application.
  - A Resolution would be needed to have Council adopt the amendment so a Councilmember would need to be a sponsor.
- Amending Homer City Code 7.16 to address the Special Access Permit
  - An ordinance would be required to allow a special permit to be issued
- A recommendation to City Council in support of issuing a special permit to allow vehicles on the beach April 1-September 30<sup>th</sup> for the purpose of collecting coal would be required in addition to the resolution and ordinance.

**Recommendation:**

PARCAC discuss implementing a Special Access Permit.

**Attachments Provided by Staff:**

Excerpt from the City of Homer Beach Policy pages 8, 9, 10, 11, 12, 13, 14

Ordinance 16-05 (S-2)(A-2)

Memorandum 15-131 from Chief Robl dated July 15, 2015

Memorandum 16-031 from City Attorney dated August 26, 2015

Memorandum 20-109 from Interim City Manager dated July 17, 2020



# **CITY OF HOMER**

# **BEACH POLICY &**

# **MANAGEMENT PLAN**

Adopted August 9, 2021

Resolution 21-053







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## DEFINITIONS

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- A. "Berm" means a natural, linear mound or series of mounds in a beach area composed of sand, gravel, or both, generally paralleling the water at or landward of the elevation of mean high water.
- B. "Storm berm" means a berm formed by the upper reach of storm wave surges or the highest tides. Storm berms generally include an accumulation of seaweed, driftwood, and other water-borne materials. A beach area may have more than one storm berm.
- C. "Submerged land" means land covered by tidal water from the elevation of mean low water seaward to the corporate boundary of the city.
- D. "Tideland" means land that is periodically covered by tidal water between the elevation of mean high water and mean low water.
- E. "Beach area" means all of the following, whether publicly or privately owned: submerged land, tideland, and the zone of sand, gravel and other unconsolidated materials that extends landward from the elevation of mean high water to the place where there is a marked change in material or physiographic form.
- F. "Motor vehicle" means a device in, upon, or by which a person or property may be transported or drawn upon or immediately over land, that is self-propelled except by human or animal power.
- G. "Personal watercraft" means a vessel which uses an inboard motor powering a water jet pump as its primary source of motive power. The vessels are designed to be operated by a person sitting, standing or kneeling.



*Grassy area of Beluga Slough where highest tides and storm deposit logs and driftwood. Tall grasses and other plants grow there most of the time, and only at the highest tides and largest storms are logs thrown up on this area of the beach.*



## INTRODUCTION, PURPOSE, & GOALS

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### Purpose and Intent

The purpose of the City of Homer Beach Policy and Management Plan is to support the enforcement of existing regulations, proposed new regulations, or actions that may be needed, for the seven areas of beaches in City limits. The intent of the policy is to provide guidance to keep Homer's beaches safe and enjoyable for all users while preserving the natural environment. This document will be reviewed and updated on a bi-annual basis by the Parks, Arts, Recreation, and Culture Advisory Commission or as deemed necessary by City Council.

### History

The original Beach Policy Task Force was established in 2000 as the result of strong public concern on the current and future use of Homer beaches. They completed the beach policy in 2001 which was adopted by City Council on June 25, 2001. In 2003, per Ordinance 03-27, the City was awarded a \$75,000 Coastal Impact Assessment grant to fund beach access restriction improvements, regulatory signage, a GIS coastal erosion and beach habitat information mapping project and funds for the 2004 United States Geological Survey sediment transport study camera operation.

The Task Force made further recommendations in 2005 through Memorandum 05-78, and concluded their work. In 2007, City Council adopted Ordinance 07-01(A) which added advising on public beaches to the duties of Parks, Art, Recreation and Culture Advisory Commission. The Commission formed a Beach Committee to update the Beach Policy, which resulted in this document.

In fall of 2014 the Parks, Art, Recreation & Culture Advisory Commission was directed by Council to review and recommend revisions to the Beach Policy. The Commission worked on the policy the first six months of 2015 and made recommendations via Memorandum 15-102. Council adopted Ordinance 16-05 (S-2)(A-2) on February 23, 2016. Ordinance 16-13 then made minor amendments. The Beach Policy was amended to reflect these revisions through Resolution 16-029(S-2). Resolution 17-021 amended the policy for clarity providing corrections for grammar and content.



*Storm Berm in front of Bishop's Beach Parking Lot  
Photo provided by PARCAC Member circa 2000*

## Goals of this Policy

### ❖ Education

Educate beach users by providing signage and beach information at convenient locations.

### ❖ Safety and Prevention

Limit conflicts between motorized users and pedestrians by encouraging courtesy and common sense.

Protect sensitive beach habitat and wildlife from inappropriate use of beaches - e.g., keep motorized vehicles out of lagoon areas and personal watercraft off beaches.

### ❖ Enforcement

Ensure adequate staffing on holiday weekends, that regulatory signage is installed where needed so laws can be enforced, and gates are operational to prevent or limit access to sensitive or prohibited areas.



*Bishop's Beach has a 2-tier parking area that is delineated by driftwood, rocks, and grassy areas. Vehicle access to the west end (Area 7) is located at the northwest corner of the lower lot and a gate at the southeast end restricts access to the East-end of Ocean Drive Loop Seawall to Bishop's Beach Park (Area 6).*



## GENERAL POLICY & PLAN FOR ALL HOMER BEACHES

**A. Identify and improve beach access points.** Heavy impacts are created by a large number of people accessing the beach at a small number of places. By finding, improving, and publishing all public beach access points, this will diffuse the impacts and provide a more enjoyable experience to all.

1. Improve and maintain beach access points.
  - a. Document the known public beach access points and tracks their current status, development, and other notes of interest.
  - b. An audit/review for updates of the beach access points and documentation shall be done every three years.
2. Provide signage at selected public access points.

**B. Install and maintain signage as needed.** Signage shall be positive and informative to encourage courtesy to pedestrians, appropriate pet control and clean up, and indicate where vehicles are permitted. All signage must be installed in a manner that meets the needs of law enforcement.

1. Installed signage shall address the following:
  - a. The berm building process, shore zone wildlife habitat, etc.
  - b. The risks of driving on the beach and the responsibility the owner/driver accepts, specifying that the City shall not be held liable.
  - c. The prohibition of removal and burning of driftwood along the berm, and where campers can locate campfire wood.
  - d. City code prohibitions and applicable fines, so that any violators of the law on City beaches may be ticketed.
2. City shall coordinate with U.S Fish and Wildlife (USFW) on a uniform interpretative signage plan for all City beach parks. Adjust signage language over time to meet changing needs. Include the project in the annual budget.
3. Ensure there are line items in the City's budget for sign repair, updating, and replacement.

*Northwest end of Mariner Park*

*Signage clearly states City Code and vehicle restrictions, rocks adequately delineate the parking area, and the Alaska flag adds a positive touch.*



**C. Be aware of seaward property boundaries when making municipal decisions.** Although many believe property lines stop at a water boundary, it has become apparent this is not always the case in Kachemak Bay. Normal property lines next to the ocean are established at mean high tide, and slow erosion does change boundaries. The 1964 earthquake caused the sinking of the Spit and Homer area and the sea flowed over the lowered land. This sudden change is called avulsion and legally does not change land boundaries. However, avulsion does have to be proven which can be difficult without adequate historical records. Common in Alaska, the area below mean high tide is owned by the State of Alaska, and this is true in a few spots in Homer. But generally speaking, the City owns the tidelands below mean high tide.

**D. Encourage better enforcement of applicable existing state and local laws.** Examples of applicable laws include: HCC 19.08 Campgrounds, HCC 7.16 Vehicles in Beach Areas; HCC18.28.200 Waste or injury to land, and Alaska State Traffic Regulations regarding: DWI, Reckless Driving, Negligent Driving, Basic Speed, and Littering.

1. Evening quiet hours shall be posted and enforced in applicable areas.
2. City driving laws in City beach parking areas and on west Bishop's Beach where driving is permitted shall be enforced.
3. Any observed violations of policies or laws shall be reported to the Homer Police Department.

**E. Develop a coordinated public relations campaign.** It is important to enlist the public in the campaign to keep our beaches enjoyable for all, to limit the human damage to fragile areas, and to minimize friction between user groups. The City requires everyone's help.

1. Prior to major holiday weekends, beach rules and etiquette in the local newspapers, on social media, and local radio stations shall be advertised.
2. Beach maps and brochures on beach etiquette shall be provided at all City campground facilities, Homer Chamber of Commerce, City Hall, and the Port and Harbor's Office.
3. Beach educational materials shall be distributed to local school district officials to ensure information is included in existing curriculum pertaining to beach activities and field trips.
4. Ensure there are line items in the City's budget for advertising expenses.

**F. Perform an annual assessment of beach health and developing impacts.**

1. Provide City Council with annual updates from local organizations and entities that support clean-up efforts on city beaches. Host on City Website.
2. On a biannual basis, take photographs of sensitive areas or places and keep a photo record of changes. Host on City website.

**G. Driftwood from berm areas should not be removed.** Testimony by scientists emphasizes the importance of the natural berm building process to protect the Spit, Mariner Lagoon, and Beluga Slough and provide wildlife habitat. The driftwood plays an important role in building and stabilizing berms and is an esthetic enhancement to the beach. Therefore, it is hoped that providing an alternate source of campfire wood for campers serves the important function of protecting the berms.

1. Prohibit the burning of driftwood from berm areas.
2. Provide alternative wood sources for campfires, or install signage that informs campers where campfire wood can be found.

**H. Find ways of supporting beach clean-up.**

1. Encourage the elimination of unsightly waste on properties near the beach by working with landowners, particularly in the Louie's Lagoon, Homer Spit, and Mariner Park areas.
2. Support volunteer efforts by providing trash bags for annual clean-up events and dumpsters or trash removal at locations such as Bishop's Beach.
3. Support local organizations and entities that provide clean-up efforts on city beaches. Support may be in the form of providing trash bags, dumpster service at beach parks, and City funding for newspaper advertising educational and beach clean-up activities.

**I. Keep cars from encroaching onto beach berms and beaches in city campgrounds, parks, and along the Homer Spit Road.**

1. Define parking lots so they do not spread onto the beach.



*Gates and use of natural vegetation are used to delineate parking lots at parks and beaches at the south end of Mariner Park (top), Southeast end of Bishop's Beach (middle), and Louie's Lagoon parking lot (bottom)*


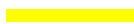





## POLICIES & PLANS FOR SPECIFIC AREAS

The following are management plans for specific beach areas, identified as Areas 1 through 7, and follow the beach line from East to West.

### Color Key for Area Maps

-  No Vehicles Allowed
-  Boundary Lines Identified in HCC 7.16
-  Vehicles Allowed per HCC 7.16.020 Exceptions

### **AREA 1**

#### **Miller's Landing to East of Airport Beach Access Road**

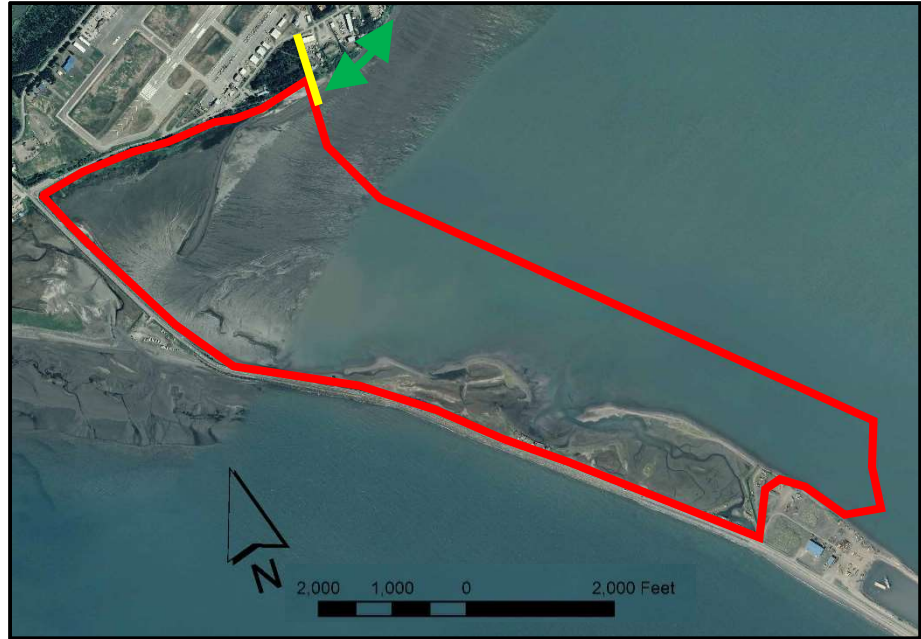
- A. Miller's Landing – Maintain a public viewing spot in the Airport Beach Access Road Right-of-Way off of Kachemak Drive through the use of signage stating the location of the public access. A small parking area may be designated with the use of boulders to discourage trespassing on adjacent properties.
- B. Airport Beach Access Road – Support state efforts to place signage or interpretive displays.
- C. Vehicle use at the bottom of Airport Beach Access Road on the beach is not allowed – Vehicles are allowed east of that area, but there is no public vehicle access point to get to that part of the beach. Land owners, or those with land owner permission, may access the beach from private vehicle access points. Once on the beach, nothing in City laws or policy condones trespassing on adjacent private lands.
- D. Vehicles are allowed on the beach east of the vacated easement (formerly known as Shirlene Circle).



**AREA 2**

**Airport Beach Access Road to North-End of Berm outside of Louie's Lagoon, and Louie's Lagoon**

- A. Vehicles are prohibited in this entire area, excluding designated access driveways and parking. Vehicle restriction is necessary to protect the fragile habitats of Mud Bay and Louie's Lagoon.
- B. Maintain signage identifying public pedestrian access points and vehicle parking areas.
- C. Ensure area and easements are zoned for conservation.
- D. Preserve subsistence fishing access through the northern portion of the English Bay property, which traditionally has included pedestrian and vehicle access.



**AREA 3**

**Louie's Lagoon-South to End of Homer Spit, then North to the South-end of Mariner Park**

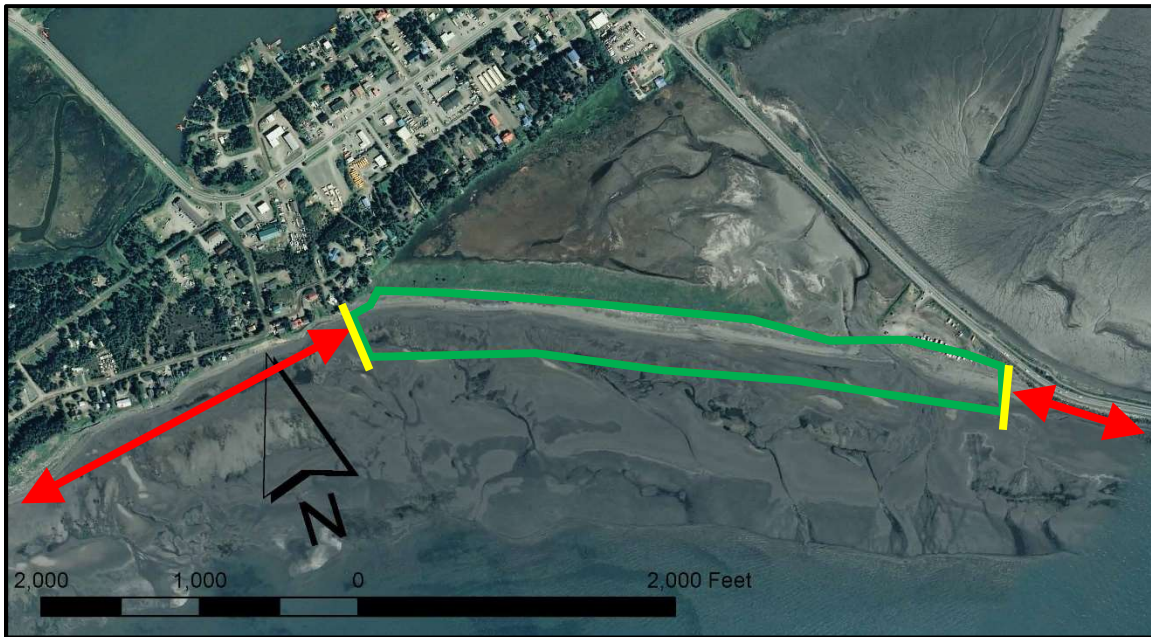
- A. Vehicles are prohibited in this entire area, excluding designated access driveways and parking.



## **AREA 4**

### **South-end of Mariner Park to East-end of Ocean Drive Loop Seawall**

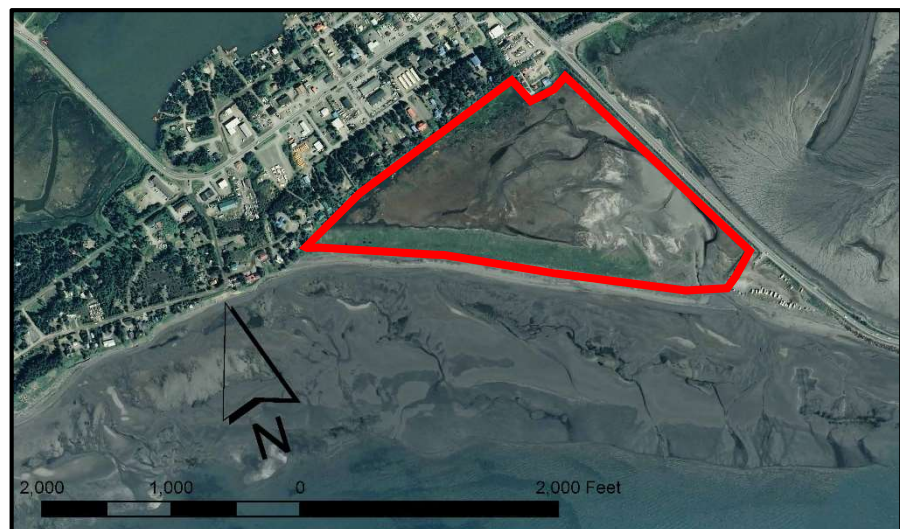
- A. Vehicles are allowed between the south-end of Mariner Park Beach and the east-end of the Ocean Drive Loop seawall from October 1<sup>st</sup> through March 31<sup>st</sup> for the sole purpose of gathering sand and coal. The beach is closed to vehicles at all times for any other purpose.
- B. The area in front of the seawall west to the Beluga Slough outfall is closed to vehicles.
- C. Mariner Park Campground and day-use area has defined campsites and controlled vehicle access to the beach through the use of logs, rocks, and a gate. Maintain the campground and these measures as they provide protection to the berm, encouraging natural vegetation growth.



## **AREA 5**

### **Mariner Park Lagoon and Storm Berm**

- A. Vehicles are prohibited in this entire area.
- B. Ensure there are line items in the City's budget to dredge Mariner Slough on a biennial year period.



## **AREA 6**

### **East-end of Ocean Drive Loop Seawall to Bishop's Beach Park**

- A. Vehicles are prohibited in this area.
- B. Maintain the gate and rocks at Bishop's Beach Park to physically block access to vehicles.
- C. Support U.S. Fish and Wildlife efforts to protect berm and promote rye grass/driftwood build-up.
- D. Support U.S. Fish and Wildlife's efforts to develop a plan to maintain the ecological integrity of their educational reserve, including possible conservation zoning.

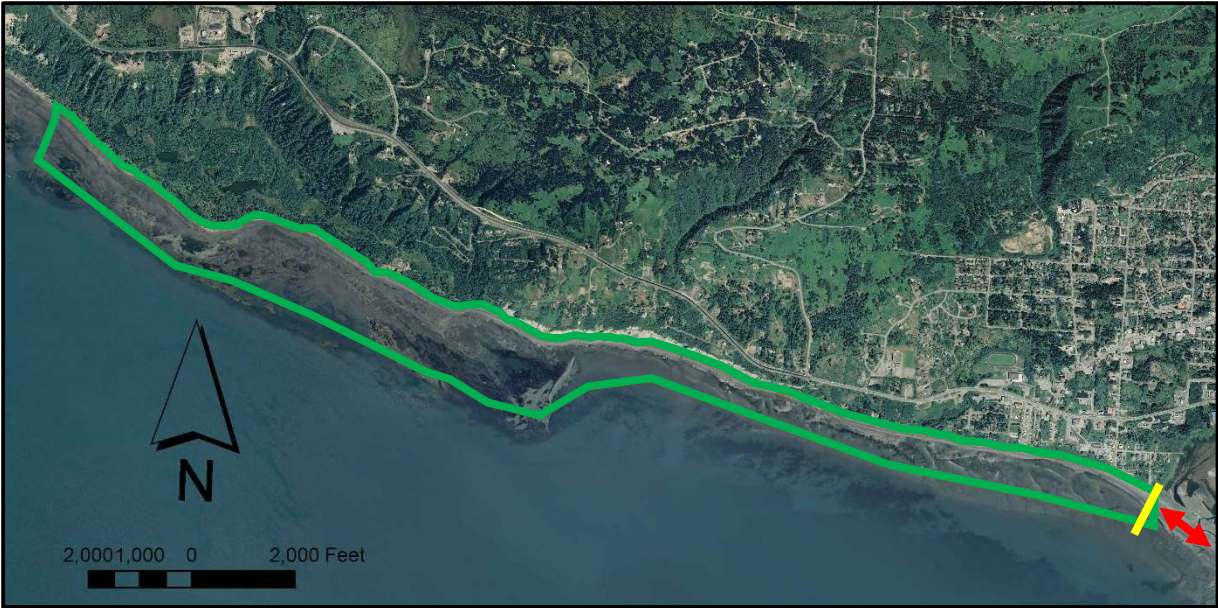


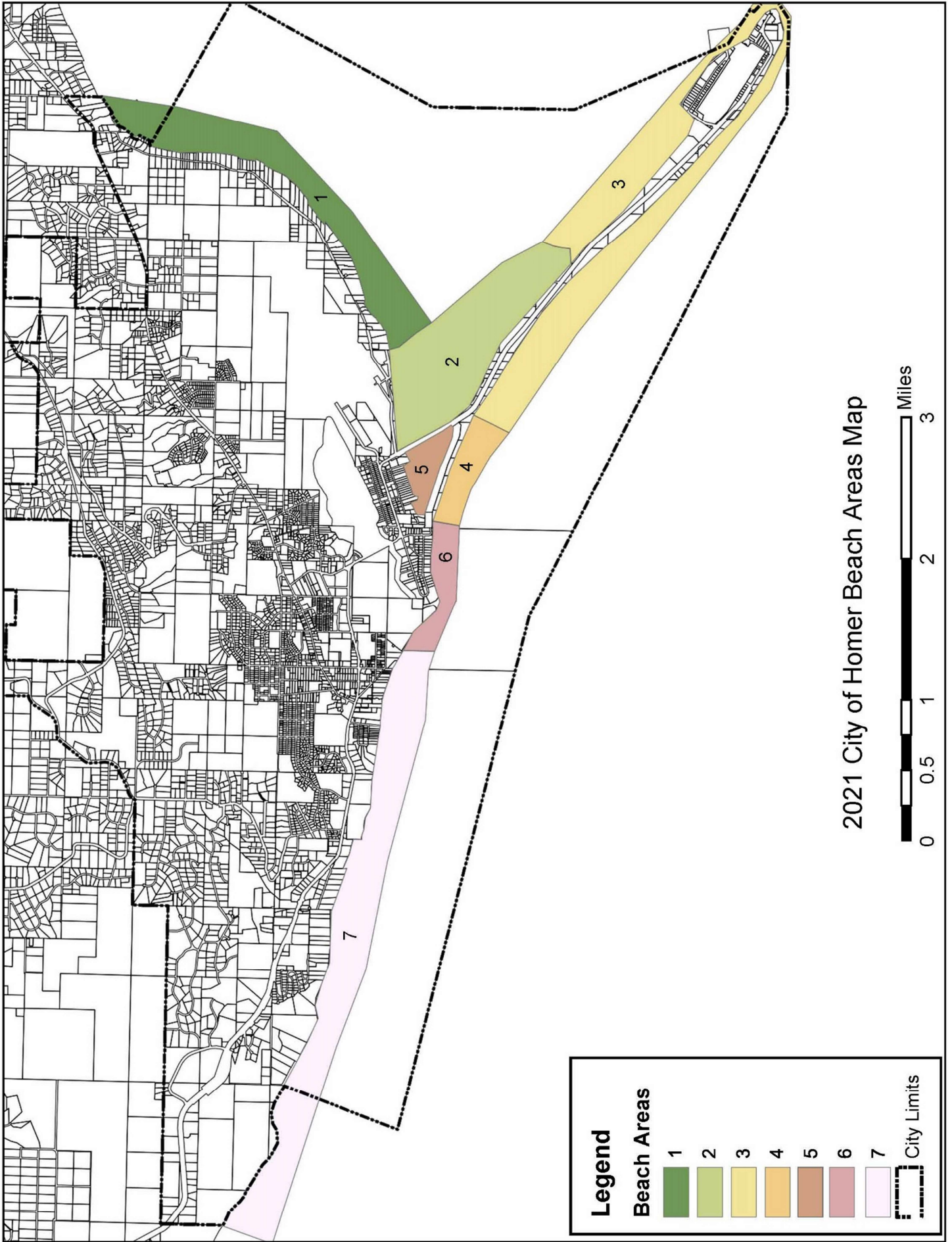
## **AREA 7**

### **Bishop's Beach Park Access-West to Homer City Limits**

- A. This is a heavily used area and has the greatest potential for conflicts between user groups.
- B. Ensure there is adequate parking and signage at Bishop's Beach Park and in the area. Wayfinding signage may direct people to nearby public parking (e.g., Homer Chamber of Commerce, Islands and Ocean Visitor Center).
- C. Vehicles are allowed west from Bishop's Beach Park access and prohibited to the east. Posted signage shall warn drivers to proceed at their own risk.
- D. Improve erosion control and maintain beach access points.

E. Work with property owners and interested volunteers to remove derelict vehicles from City beaches. Owner will be responsible for the costs and removal of vehicle(s).





2021 City of Homer Beach Areas Map



**Legend**

**Beach Areas**

- 1 [Dark Green Box]
- 2 [Light Green Box]
- 3 [Yellow Box]
- 4 [Orange Box]
- 5 [Brown Box]
- 6 [Red Box]
- 7 [Pink Box]

[Dashed Line Box] City Limits

Amendments  
made to Sections 1 & 2  
upon codification 3/11/16  
*[Signature]*

**CITY OF HOMER  
HOMER, ALASKA**

Lewis

**ORDINANCE 16-05(S-2)(A-2)**

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING HOMER CITY CODE 1.16.040, DISPOSITION OF SCHEDULED OFFENSES—FINE SCHEDULE, ENACTING HOMER CITY CODE CHAPTER 7.16, VEHICLES IN BEACH AREAS, AND REPEALING HOMER CITY CODE CHAPTER 19.16, VEHICLES ON HOMER SPIT BEACH, TO RESTRICT THE OPERATION, STOPPING AND PARKING OF MOTOR VEHICLES IN BEACH AREAS.

THE CITY OF HOMER ORDAINS:

Section 1. Subsection (c) of Homer City Code 1.16.040, Disposition of scheduled offenses—fine schedule, is amended by adding new lines to read as follows:

Code Section	Description of Offense	Fine		
		1st offense	2nd offense	3rd & subsequent offenses
7.16.020	Motor vehicle in beach area	\$25	\$250	\$500
<del>7.04.030</del> 7.16.030	Motor vehicle on storm berm	\$25	\$250	\$500

Section 2. Homer City Code Chapter 7.16, Vehicles in Beach Areas, is enacted to read as follows:

7.16.010 Definitions.

In this chapter:

“Beach area” means all of the following, whether publicly or privately owned: submerged land, tideland, and the zone of sand, gravel and other unconsolidated materials that extends landward from the elevation of mean high water to the place where there is a marked change in material or physiographic form.

“Berm” means a natural, linear mound or series of mounds in a beach area composed of sand, gravel, or both, generally paralleling the water at or landward of the elevation of mean high water.

“Motor vehicle” means a device in, upon, or by which a person or property may be transported or drawn upon or immediately over land, that is self-propelled except by human or animal power.

35 "Storm berm" means a berm formed by the upper reach of storm wave surges or the  
36 highest tides. Storm berms generally include an accumulation of seaweed, driftwood, and  
37 other waterborne materials. A beach area may have more than one storm berm.

38 "Submerged land" means land covered by tidal water from the elevation of mean low  
39 water seaward to the corporate boundary of the city.

40 "Tideland" means land that is periodically covered by tidal water between the  
41 elevation of mean high water and mean low water.

42  
43 7.16.020 Operating, stopping or parking of motor vehicles in beach areas prohibited;  
44 Exceptions.

45 a. Except as provided in subsections b through d of this section, no person may  
46 operate, stop or park a motor vehicle within or upon any beach area.

47 b. A person may operate, stop or park a motor vehicle within and upon the beach area  
48 east of a line extending south from the southern end of a line extending south from the  
49 southern end of the vacated easement formally known as Shirlene Circle, and within and  
50 upon the beach area west of Bishops Beach Park Access.

51 c. A person may operate, stop or park a motor vehicle within and upon the beach area  
52 between the south end of Mariner Park beach to the east end of the seawall from October 31  
53 through March 1 solely for the purpose of gathering sand and coal.

54 d. An owner of property immediately adjacent to a beach area may operate, stop and  
55 park a motor vehicle within or upon a beach area as is reasonably necessary to maintain the  
56 owner's property, in accordance with the terms of a permit issued for that purpose by the  
57 chief of police.

58 e. Nothing in this section permits a person to operate, stop or park a motor vehicle  
59 within or upon privately owned property in a beach area without the permission of the  
60 property owner.

61  
62 7.16.030 Operating, stopping or parking of motor vehicles on storm berms prohibited.  
63 No person may operate, stop or park a motor vehicle upon a storm berm.

64  
65 7.16.040 Impoundment authorized.  
66 A vehicle that is stopped or parked in violation of this chapter may be impounded as  
67 provided in HCC Chapter ~~7.08.~~ 7.10

68  
69 Section 3. Homer City Code Chapter 19.16, Vehicles on Homer Spit Beach, is repealed.

70  
71 Section 4. This Ordinance is of a permanent and general character and shall be  
72 included in the City Code.

73  
74 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER, ALASKA, this 22 day of  
75 February 2016.



CITY OF HOMER

Mary E. Wythe  
MARY E. WYTHE, MAYOR

ATTEST:

Melissa Jacobsen  
MELISSA JACOBSEN, CMC, ACTING CITY CLERK



AYES: 6  
NOES: 0  
ABSTAIN: 0  
ABSENT: 0

First Reading: 01/25/16  
Public Reading: 02/08/16  
Second Reading: 02/22/16  
Effective Date: 02/23/16

Reviewed and approved as to form:

Mary K. Koester  
Mary K. Koester, City Manager

Thomas F. Klinkner  
Thomas F. Klinkner, City Attorney

Date: 2.24.16

Date: 2-26-16



# CITY OF HOMER

## POLICE DEPARTMENT

4080 HEATH STREET HOMER, AK 99603-7609

EMERGENCY 911  
TELEPHONE (907) 235-3150  
TELECOPIER (907) 235-3151

### Memorandum 15-131

DATE: July 7, 2015  
TO: City Manager Koester  
FROM: Mark Robl, Chief of Police  
SUBJECT: Beach Enforcement Regulations

The Parks and Rec Commission has recommended closing Homer's Beaches to vehicle use most of the year, with limited vehicle use of some beaches for coal gathering during the fall and winter months. They have suggested utilizing the Kachemak Critical Habitat Area (KBCHA), regulations as an enforcement tool.

The Critical Habitat Area Designations are utilized by the Alaska Department of Fish and Game, Division of Habitat to protect and preserve habitat areas deemed to be especially crucial to the perpetuation of fish and wildlife. The laws associated with the enforcement of these regulations are promulgated in the section of statutes relating to fish and game enforcement. The enforcement of this section is the responsibility of the state. We have never taken enforcement action in this area and I strongly suggest we do not do so.

The City has some options it could consider if it chooses to implement the commission's recommendations. First; we could block off all access points to the beaches and only allow access through controlled gates to property owners and maintenance personnel. Second; I recommend we modify HCO 19.16.030, Use of Vehicles Prohibited, to include all other beach areas we want to prohibit vehicle use on. This could include all beaches within the city limits and will provide a proper enforcement tool for use by the police department.

If council decides to restrict beach access, I recommend the city contact the state and request enforcement of the KBCHA regulations. Council should be aware the state has issued a permit to allow motorized vehicle use of some of our beach areas for 2015. (See Special Area Permit 15-V-005-GP-SA, attached.) This permit authorizes vehicle use in the KBCHA between Miller's Landing and the Fox River Trail, between Anchor Point and Bidarki Creek and two other areas in Kachemak Bay. This permit is reissued every year and has been for over ten years.

Any plan involving permits to use beach areas for varied purposes results in more work for someone in the city work force. Given our current budget situation and staffing issues, we are ill-equipped to handle any options council chooses requiring significant staff time. We could make a limited permit system work for the specific purpose of allowing land owners to access their private property. We could structure it similar to the burn permit system which is easy for the users and takes very minimal staff time. Restricting vehicle access to





**SPECIAL AREA PERMIT 15-V-0005-GP-SA**

ISSUED: December 16, 2014  
EXPIRES: December 31, 2015

General Public:

Re: Kachemak Bay Critical Habitat Area – Limited Off-road Use of Motorized Vehicles

In response to public need for access within and through the Kachemak Bay Critical Habitat Area (KBCHA), the Alaska Department of Fish and Game (ADF&G), Division of Habitat has determined that both the public interest and the proper protection of fish and wildlife and their habitat would be served through issuance of a General Permit (5 AAC 95.770) authorizing certain off-road motorized vehicle use in the KBCHA. This general permit authorizes the use of any off-road wheeled and tracked vehicles, 10,000 pounds or less gross vehicle weight, on all unvegetated KBCHA tidelands below mean high tide within four corridors: (1) between Anchor Point and Bidarki Creek; (2) between Miller's Landing and the Fox River Trail; (3) between Martin River and Bear Cove; and, (4) between Seldovia and the portion of Kasitsna Bay, west of the entrance to Jakalof Bay (see enclosed map). Motorized vehicle use in these corridors is for the purpose of providing normal personal and recreational transit within and through the KBCHA.

The KBCHA was created pursuant to AS 16.20.590 to protect and preserve habitat areas especially crucial to the perpetuation of fish and wildlife, and to restrict all other uses not compatible with that primary purpose. This activity is not expected to adversely impact important habitat values.

In accordance with 5 AAC 95.770, the department hereby issues a Special Area Permit to the general public for off-road use of motorized vehicles in the KBCHA subject to the following stipulations:

1. The off-road use of vehicles greater than 10,000 pounds gross vehicle weight, and the use of construction equipment, including tracked or excavating equipment are **not** included in this authorization.
2. Harassment of wildlife, including any activity that displaces wildlife, is prohibited, excepting legal and permitted hunting, fishing, and gathering of fish and game.

3. No vehicle shall be operated below the ordinary high water line (vegetation line) of any river, lake, or stream specified to contain anadromous fishes.
4. No fuel shall be stored, nor vehicles leaking fuels, oils, hydraulic, or cooling fluids shall be operated on the tidelands of the KBCHA.

The vehicle owner and the operator are responsible for the actions of persons who participate in the approved activity. For any activity that requires an individual Special Area Permit, as identified in 5 AAC 95.20, the individual shall notify the Division of Habitat, at the above letterhead address or telephone number, and obtain written approval in the form of an individual Special Area Permit prior to commencement of the activity. Any action that increases the project's overall scope or that negates, alters, or minimizes the intent or effectiveness of any stipulation contained in this permit will be deemed a significant deviation from the approved plan. The final determination as to the significance of any deviation and the need for a permit amendment is the responsibility of the Division of Habitat. Therefore, it is recommended you consult the Division of Habitat immediately when a deviation from the approved plan is being considered.

This letter constitutes a permit issued under the authority of 5 AAC 95. Please be advised that this determination applies only to activities regulated by the Division of Habitat. This determination does not relieve you of your responsibility to secure other permits; state, federal, or local. You are still required to comply with all other applicable laws.

In addition to the penalties provided by law, this permit may be terminated or revoked for failure to comply with its provisions or failure to comply with applicable statutes and regulations. The permittee shall mitigate any adverse effect upon fish or wildlife, their habitat, or any restriction or interference with public use that the commissioner determines may be expected to result from, or which actually results from, the permittee's activity, or which was a direct result of the permittee's failure to: 1) comply with a permit condition or a provision of 5 AAC 95; or 2) correct a condition or change a method foreseeably detrimental to fish and wildlife, or their habitat.

You shall indemnify, save harmless, and defend the department, its agents, and its employees from any and all claims, actions or liabilities for injuries or damages sustained by any person or property arising directly or indirectly from permitted activities or your performance under this permit. However, this provision has no effect if, and only if, the sole proximate cause of the injury is the department's negligence.

This permit decision may be appealed in accordance with the provisions of AS 44.62.330-630.


General Public  
15-V-0005-GP-SA

3

Issued: December 16, 2014  
Expires: December 31, 2015

Sincerely,

Sam Cotten, Acting Commissioner



By: Ginny Litchfield  
Kenai Peninsula Area Manager  
ADF&G, Habitat Division

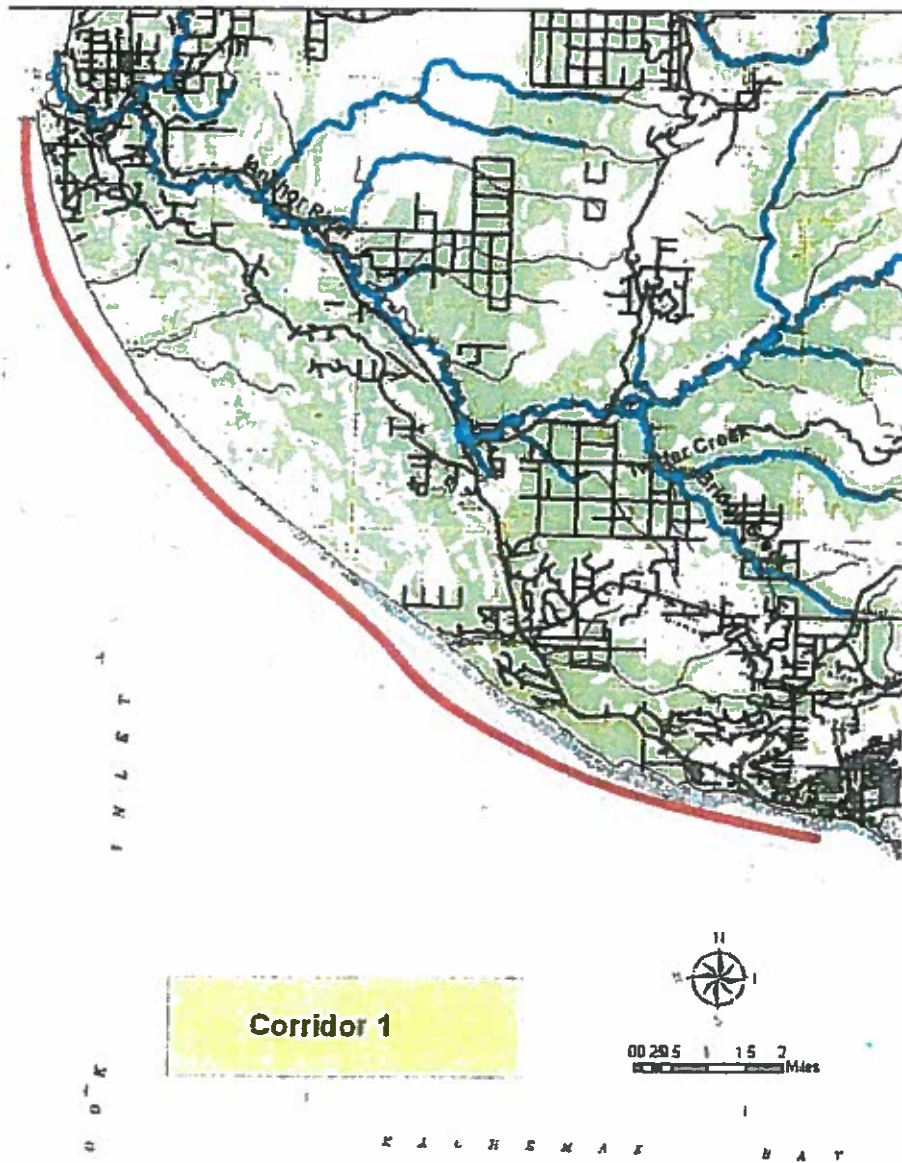
Enclosures: Maps

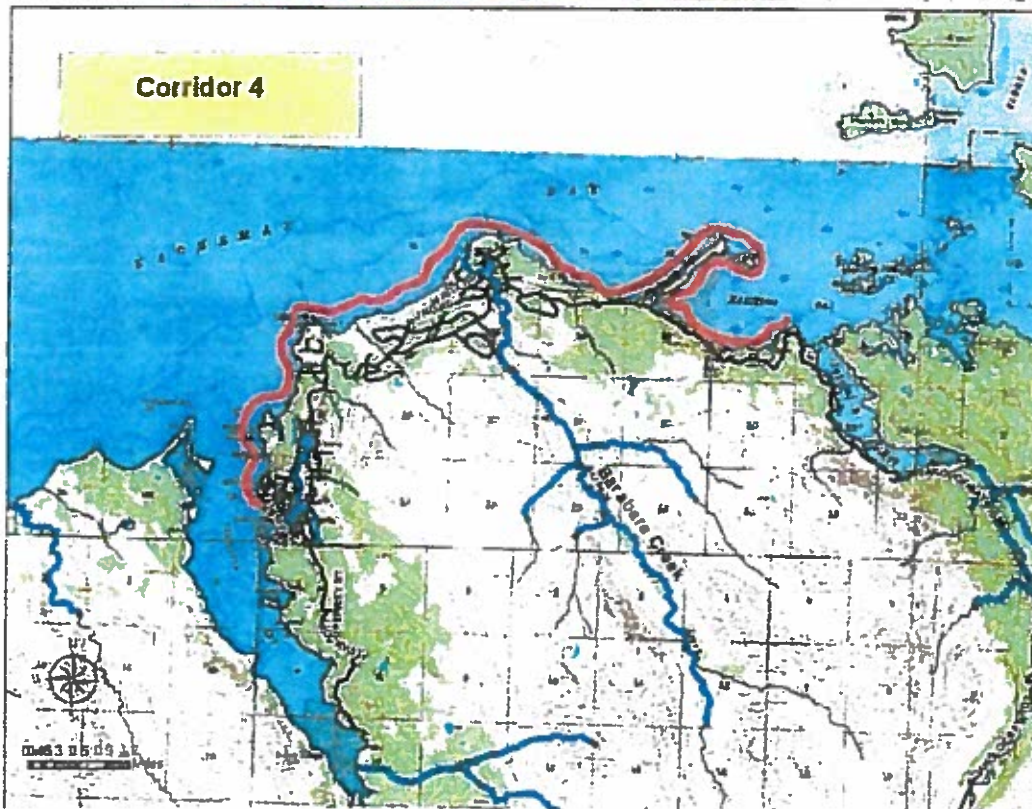
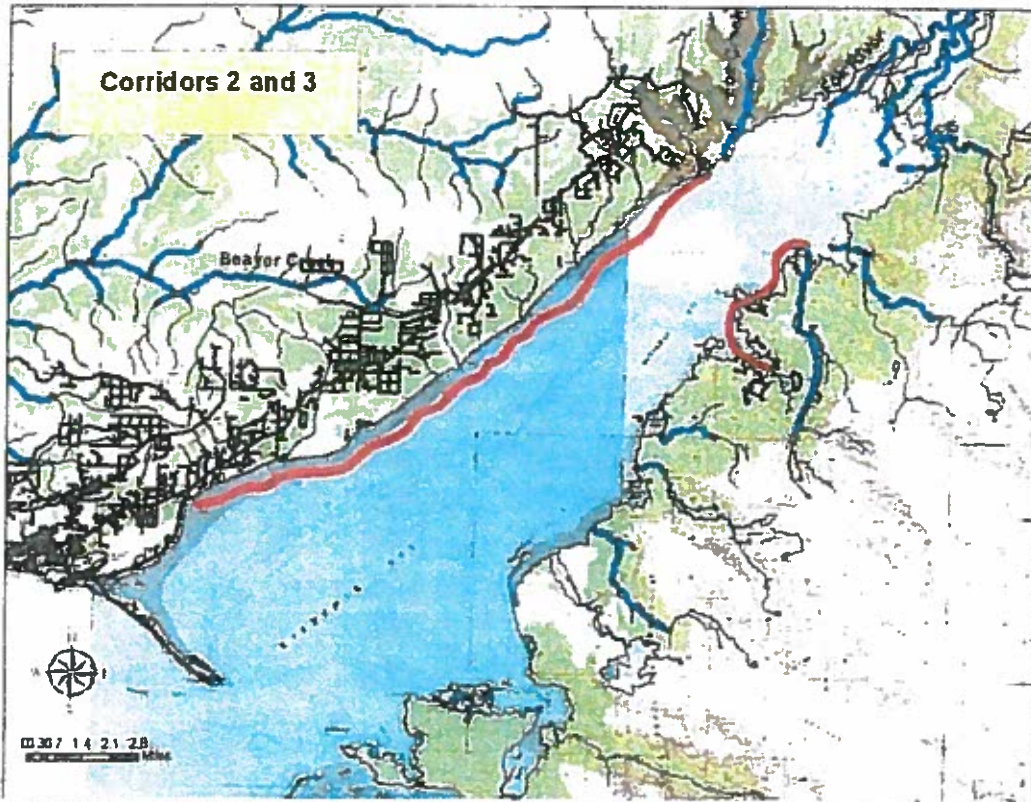
cc: KRC File

By email only:

AWT Homer  
ADF&G Homer, Anch.

COE - KFO







**Title 5 . Fish and Game**

**Chapter 95 . Fish and Game Habitat**

**Section 420. Activities requiring a special area permit**

**5 AAC 95.420. Activities requiring a special area permit**

**(a) No person or governmental agency may engage in the following uses or activities within a special area without first obtaining a special area permit following the procedures of 5 AAC 95.700 - 5 AAC 95.760:**

- (1) construction, placement, or continuing use of any improvement, structure, or real property within a special area;**
- (2) destruction of vegetation;**
- (3) detonation of an explosive other than a firearm;**
- (4) excavation, surface or shoreline altering activity, dredging, filling, draining, or flooding;**
- (5) natural resource or energy exploration, development, production, or associated activities;**
- (6) water diversion or withdrawal;**
- (7) off-road use of wheeled or tracked equipment unless the commissioner has issued a general permit under 5 AAC 95.770;**
- (8) waste disposal, placement, or use of a toxic substance;**
- (9) grazing or animal husbandry; and**
- (10) any other activity that is likely to have a significant effect on vegetation, drainage, water quality, soil stability, fish, wildlife, or their habitat, or which disturbs fish or wildlife other than lawful hunting, trapping, fishing, viewing, and photography.**

**(b) The commissioner makes the final determination as to whether a specific activity is subject to the provisions of this chapter.**

**History: Eff. 6/5/86, Register 98**

**Authority: AS 16.05.020**

**AS 16.05.050**

**AS 16.05.251**

**AS 16.05.255**

**AS 16.20.060**

**AS 16.20.094**

**AS 16.20.096**

**AS 16.20.162**

**AS 16.20.530**



Birch Horton Bittner & Cherot

*a professional corporation*

Memorandum 16-031

**TO: KATIE KOESTER  
CITY MANAGER, CITY OF HOMER**

**FROM: THOMAS F. KLINKNER**

**RE: REGULATION OF MOTORIZED VEHICLES ON BEACHES**

**FILE NO.: 506,742.1003**

**DATE: AUGUST 26, 2015**

This memorandum supplements and replaces my memorandum of August 18, 2015, on this subject, providing supporting citations and a more detailed analysis of the relationship between City regulation of motorized vehicle use in beach areas and state regulation of activities in beach areas within the Kachemak Bay Critical Habitat Area (“KBCHA”). I begin by discussing what constitutes the “beach area” under the current Homer City Code and proposed Ordinance 15-29, the geographic terms conventionally used to categorize the components of the “beach area,” and how those terms are related to property boundaries in the “beach area.” I then describe state regulation of motorized vehicle use in the KBCHA, and compare it to the regulation of motorized vehicle use under proposed Ordinance 15-29.

What is the “Beach Area”? Both current HCC 19.16.020 and proposed Ordinance 15-29 define the term “beach area” to include “the zone of sand, gravel and other unconsolidated materials that extends landward from the low water line to the place where there is a marked change in material or physiographic form.” This definition differs from the usual categorization of areas along a shoreline: (i) the area below the elevation of mean low water, referred to as “submerged lands”; (ii) the area between the elevations of mean low water and mean high water, referred to as “tidelands”; and (iii) the area above the elevation of mean high water, referred to as “uplands”.<sup>1</sup> The “beach area” as defined in HCC 19.16.020 and proposed Ordinance 15-29 begins at the elevation of mean low water—the boundary between submerged lands and tidelands—and extends landward to a “place where this is a marked change in material or physiographic form”—the bottom of road and other embankments on the Spit, and the toe of the bluff at most other locations—which includes uplands above the elevation of mean high water as well as tidelands.

<sup>1</sup> *City of Saint Paul v. State, Dept. of Natural Resources*, 137 P.3d 261, 262 (Alaska 2006).

Property Ownership in the "Beach Area." Subject to the exception discussed below, the City owns the tidelands within the beach area,<sup>2</sup> while most of the uplands within the beach area are privately owned.<sup>3</sup> In most cases, the boundary between tideland and upland property is "ambulatory," moving seaward or landward with the erosion or accretion of material on the beach that determines the current mean high water line.<sup>4</sup> The exception to this general rule occurs when the mean high water line changes as the result of a sudden subsidence or uplifting of the beach area caused by an event such as an earthquake. In such a case, the boundary of property ownership continues to be located at the mean high water line that existed before the sudden subsidence or uplifting event.<sup>5</sup> This exception may affect property boundaries in beach areas in the City that experienced sudden subsidence during the 1964 earthquake. Where such subsidence occurred, the boundary of an upland parcel may extend seaward of the current mean high water line, resulting in private ownership of some beach areas that presently are tidelands. Determining the precise boundary of property ownership in such cases would require a detailed investigation of changes in the beach area topography at and after events such as the 1964 earthquake.

Regulation of Motorized Vehicle Use in the KBCHA. The KBCHA initially included all beach areas within the City that are below mean high water.<sup>6</sup> In 2014, the legislature excluded certain areas on the north side of the Spit in and around the Homer Harbor from the KBCHA.<sup>7</sup> This was done to accommodate the long-term docking of a jack-up rig at the Deep Water Dock, which it was believed otherwise would conflict with the regulations governing the KBCHA.<sup>8</sup>

Two regulations govern activities in the KBCHA. One regulation, 5 AAC 95.610, adopts by reference the goals and policies of the Kachemak Bay and Fox River Flats Critical Habitat Areas Management Plan (the "Plan"). Although the Plan provides that off-road use of motorized vehicles generally is not permitted in the KBCHA, the Plan states that it does not apply to City of Homer lands.<sup>9</sup> Thus, the Plan's provisions regarding off-road use of motorized vehicles do not apply to beach areas in the City.

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<sup>2</sup> Before Alaska statehood, the federal government owned all of the tide and submerged lands in Alaska. Upon Alaska's admission as a state, the Alaska Statehood Act transferred tide and submerged lands to the State of Alaska. *City of St. Paul*, 137 P.3d at 262 n. 1. The state later transferred to the City the tide and submerged lands located within the City limits.

<sup>3</sup> Upland parcels owned by the City are identified in the City's Land Allocation Plan.

<sup>4</sup> *DeBoer v. United States*, 653 F.2d 1313, 1314-1315 (9<sup>th</sup> Cir. 1981).

<sup>5</sup> *Honsinger v. State*, 642 P.2d 1352, 1354 (Alaska 1982).

<sup>6</sup> AS 16.20.590(a).

<sup>7</sup> Ch. 3 SLA 2014, enacting AS 16.20.590(b).

<sup>8</sup> 5 AAC 95.420(a)(5) requires a special area permit for "natural resource or energy exploration, development, production or associated activities" in the KBCHA.

<sup>9</sup> "The plan does not apply to federal or municipal lands within the critical habitat areas." Plan, p. 1. "Both state land and private land are included in the critical habitat areas but

The other regulation, 5 AAC 95.420, requires a special permit from the Commissioner of Fish and Game to engage in certain activities in the KBCHA. Among those restricted activities is “off-road use of wheeled or tracked equipment unless the commissioner has issued a general permit under 5 AAC 95.770.”<sup>10</sup> The restrictions in 5 AAC 95.420 are not subject to an exception for City of Homer lands, and therefore apply within the beach areas in the City that lie within the KBCHA. However, the Commissioner of Fish and Game has invoked the exception in 5 AAC 95.420(a)(7) by issuing a general permit under 5 AAC 95.770 that permits the off-road use in the KBCHA of vehicles of 10,000 pounds or less gross vehicle weight on unvegetated tidelands below mean high tide in motorized vehicle corridors that extend westward from Bidarki Creek and eastward from Miller’s Landing, to provide “normal personal and recreational transit.”<sup>11</sup>

Comparing Proposed Ordinance 15-29 to the KBCHA Regulations. Proposed Ordinance 15-29 would permit motorized vehicle use in beach areas (i) on the southern side of the Spit from October 1 through March 31, and (ii) by owners of property immediately adjacent to a beach area as reasonably necessary to maintain the owner’s property, in accordance with the terms of a permit issued for that purpose by the chief of police. There are three distinct parts to the relationship between the permission of motorized vehicle use under proposed Ordinance 15-29 and the state’s regulation of motorized vehicle use in the KBCHA:

- To the extent that Ordinance 15-29 permits motorized vehicle use in beach areas above the mean high water line, it does not conflict with the state’s regulation of motorized vehicle use in the KBCHA, as beach areas above the mean high water line lie outside the KBCHA.
- To the extent that proposed Ordinance 15-29 permits motorized vehicle use in beach areas below the mean water line, it does not conflict with the Plan as incorporated in 5 AAC 95.610, because the Plan does not apply to City of Homer lands.
- The permission of motorized vehicle use in beach areas below the mean water line in proposed Ordinance 15-29 does conflict with 5 AAC 95.420(a)(7), which prohibits such use except under the general permit for motorized vehicle use in the areas west of Bidarki Creek and east of Miller’s Landing.

TFK/lcj

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municipal (City of Homer and City of Seldovia tidelands) and federal lands are not under critical habitat area authority.” Plan, p. A-1.

<sup>10</sup> 5 AAC 95.420(a)(7).

<sup>11</sup> Special Area Permit 15-V-0005-GP-SA, issued December 16, 2014.



# 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 20-109

TO: Mayor Castner and Homer City Council  
FROM: Rick Abboud, Interim City Manager  
DATE: July 17, 2020  
SUBJECT: Backup Information Concerning the City's Beach Policy

PARCAC reviews the City of Homer's Beach Policy every two years as part of their Commission activities. The next scheduled review of the document is November 2020. Should Council wish to revisit vehicular use on Homer beaches either sooner than what is scheduled or with a new management approach, a resolution of the City Council providing direction to PARCAC would be appropriate. Under *HCC 2.60.040 Duties and responsibilities of the Commission*, the Commission acts in an advisory capacity on matters involving public beaches. The City's Beach Policy currently in effect can be found online here: [https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/city\\_clerk039s\\_office/page/6550/beach\\_policy\\_042516.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/city_clerk039s_office/page/6550/beach_policy_042516.pdf). This policy was developed in consultation with PARCAC; an abbreviated history of how this policy came to be is provided below.

### History:

In June 2001, the Beach Policy Task Force made final recommendations to the City. These recommendations included limitations on where vehicles could travel on Homer's beaches, recognition of the importance of beach and storm berms, and new rules about driftwood harvesting. At the time, these were very large changes for public beach use and behavior. The recommendations were formatted into a Beach Policy document adopted by Council under Resolution 2001-44(A). Other actions included amending Homer City Code Title 7 regarding vehicles on beach areas, definitions, and the harvest of driftwood.

The 2001 policy was then reviewed in 2005 by PARCAC. From 2014 to 2016 under Council's direction, PARCAC again reviewed and made revisions to the beach policy in a yearlong public process. There was general public consensus that coal gathering was important, so Mariner Park Beach is open in the winter (only) for coal gathering.



Red = No vehicles  
Yellow = Vehicles only under the terms of HCC 7.16,  
Seasonal coal gathering



There was also consensus that if the eastern portion of Bishops' Beach were to be closed, then the western portion should be open both for coal gathering and to provide the ability to drive to Anchor Point or out the beach (as people have done here since the mining and homestead era). A gate was installed to block cars from traveling east to Beluga Slough.

Vehicles are allowed west from Bishop's Beach Park access, and prohibited to the east.

For the Kachemak Drive Area, it is still legal to drive on the beach, but there are no public access points. The state placed a gate at the top of the airport, and a key is available for land owners by request. Using the state access point also entails trespass on private property. It is not often used.



Below is a selected history of the 2014-2016 process.

[https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/memo/4851/memo\\_15-102\\_beach\\_policy.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/memo/4851/memo_15-102_beach_policy.pdf)

[https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/memo/8904/memo\\_16-031\\_beach\\_policy\\_kbcha\\_legal\\_memo.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/memo/8904/memo_16-031_beach_policy_kbcha_legal_memo.pdf)



# 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  
(p) 907-235-3106  
(f) 907-235-3118

## Memorandum PARC-24-037

TO: PARKS, ART, RECREATION AND ART ADVISORY COMMISSION  
FROM: JULIE ENGBRETSSEN, COMMUNITY DEVELOPMENT DIRECTOR  
DATE: MAY 16, 2024  
SUBJECT: Kachemak Nordic Ski Club Recreational Use Agreement

---

### **Requested Action:**

- Review the concept plan from the Ski Club for construction of the proposed equipment shed
- Make a recommendation to the City Council

*Ski Club members will be making a presentation about the project and be available for Q&A during Visitors on the agenda.*

### **Background**

In 2008, the Kachemak Nordic Ski Club (KNSC) began having a formal agreement with the City regarding their use of the City property for the Baycrest Ski Trails. These agreements are typically for five years, with the most recent having been executed in 2022.

### **Action Requested**

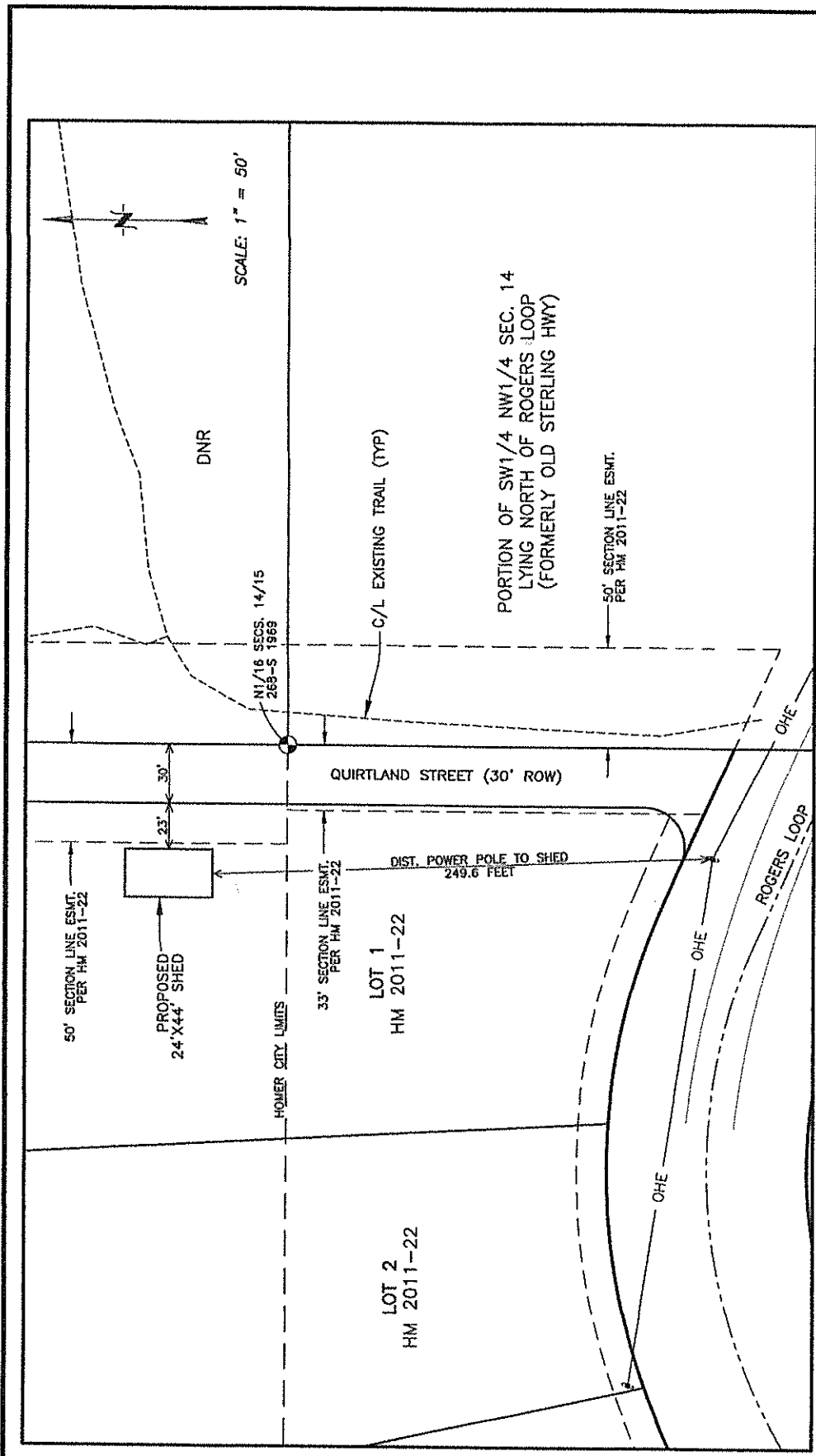
KNSC would like to build an equipment shed. With a recommendation of approval from PARCAC, staff will work with the attorney to draft a long term land use agreement. With the track record of a successful partnership and the Club's investment in this shed, a longer agreement, such as 15 years or more seems appropriate. The Club hopes to begin construction this summer.

### **Requested Action:**

- Review the concept plan from the Ski Club for construction of the proposed equipment shed
- Make a recommendation to the City Council

### **Attachments**

Rogers Loop Trailhead Site Plan  
Capital Improvement Plan Page  
Resolution 22-034  
Memorandum 22-072



GRAPHIC SCALE

MAY 2023

REVISION NO.	DATE	REVISION DESCRIPTION

**HOMER TRAILS ALLIANCE**  
 PO BOX 2215  
 HOMER, ALASKA 99603  
[www.homertrailsalliance.org](http://www.homertrailsalliance.org)

**ROGERS LOOP TRAILHEAD**  
 PROPOSED STORAGE SHED  
 SITE DRAWING  
 CITY OF HOMER, ALASKA

SHEET NO.  
 1 OF 1





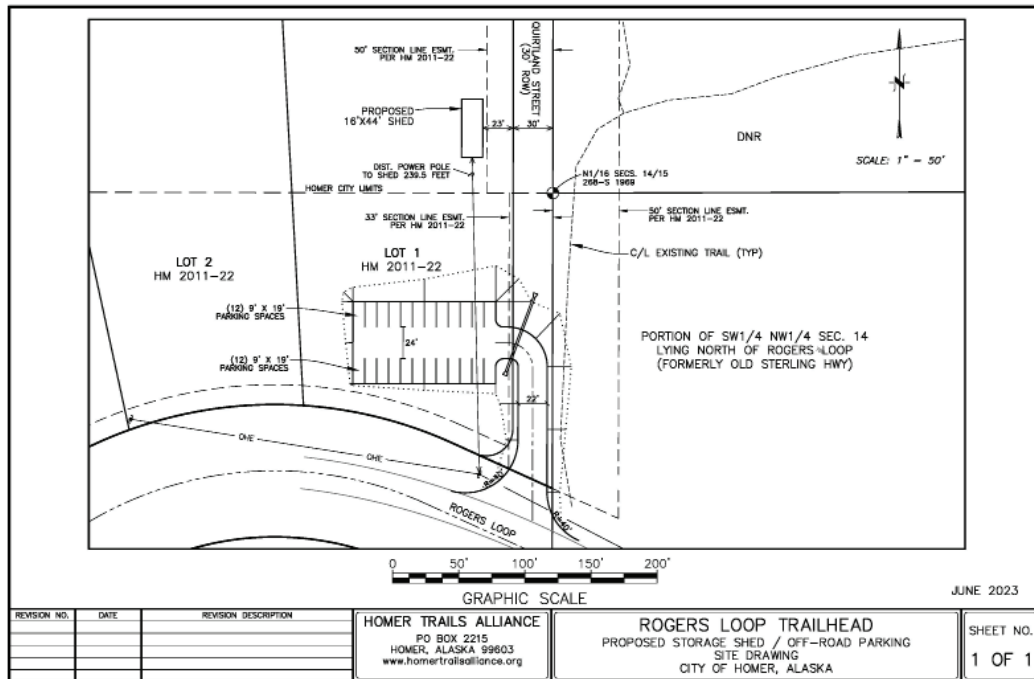
# Roger's Loop Trailhead Storage Shed

**Project Description and Benefit:** This project builds 16 foot by 44 foot shed on a City of Homer owned parcel at the Rogers Loop Trailhead to accommodate Kachemak Nordic Ski Club grooming equipment for lower Baycrest ski trails. Currently the equipment is kept outdoors. General maintenance and machine repairs must occur outside, or the equipment is trailered to a suitable indoor location. This shortens the working lifespan of the equipment, as storage outside does not allow the snow and ice buildup within the machine to melt in-between uses. Sometimes, trails cannot be groomed because of maintenance needs or frozen equipment issues. The proposed building will alleviate these concerns by providing a heated, indoor space that is accessed from public property. This will allow for quicker repairs, longer lifespan of the equipment, and a secure place to house tools and machine parts.

The community of Homer will benefit by having a better skiing experience on trails that are consistently maintained. It is a cost savings to the community in that KNSC will not have to raise membership fees to cover the cost of the additional maintenance and shortened lifespan of this equipment that is kept outdoors. It is also a volunteer cost benefit in that it makes it easier to be a KNSC volunteer when they have working equipment. Well maintained equipment means better grooming which means a better ski experience for all users.

**Plans & Progress:** A site plan, shed design, HEA requirements for power hookup and securing the services of a contractor are all complete. Zoning code & other legalities are currently being reviewed.

**Total Project Cost:** \$72,000



Proposed location of the storage shed shown in green.

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 22-034**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
APPROVING A RECREATIONAL USE 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 AND  
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE  
THE APPROPRIATE DOCUMENTS.

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:

173-022-01, T 6S R 14W SEC 9 SEWARD MERIDIAN HM SE1/4 SE1/4 EXCLUDING THE W1/2 SW1/4 SE1/4 SE1/4 and 173-032-29, T 6S R 14W SEC 10 SEWARD MERIDIAN HM SE1/4 & S1/2 SW1/4 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 entered into their second MOA regarding these trails in the winter of 2013 and that agreement has expired; and

WHEREAS, The City and KNSC entered into their third MOA regarding these trails in the winter of 2017 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 April 25, 2022; 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.

44 NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby approves a new  
45 Memorandum of Agreement between the City of Homer and the Kachemak Nordic Ski Club and  
46 authorizes the City Manager to negotiate and execute the appropriate documents.  
47

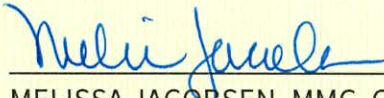
48 PASSED AND ADOPTED by the Homer City Council this 25<sup>th</sup> day of April, 2022.  
49

50 CITY OF HOMER

51 

52 \_\_\_\_\_  
53 KEN CASTNER, MAYOR

54 ATTEST:

55 

56 \_\_\_\_\_  
57 MELISSA JACOBSEN, MMC, CITY CLERK

58  
59 Fiscal Note: N/A





## City of Homer

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

## Community Recreation

HHS/600 East Fairview Avenue  
Homer, Alaska 99603

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

(p) 907-235-6090

(f) 907-235-8933

### Memorandum 22-072

TO: Mayor Castner and Homer City Council  
THROUGH: Rob Dumouchel, City Manager  
FROM: Mike Illg, Recreation Manager  
DATE: April 12, 2022  
SUBJECT: Recreational Use Agreement with Kachemak Nordic Ski Club

---

The City of Homer and Kachemak Nordic Ski Club (KNSC) have enjoyed a long, successful partnership, supporting the organizational capacity and usage of land to winter time Nordic skiing and snowshoeing to the community.

The City and KNSC has established a formalized partnership through a Recreational Use Agreement (RUA) since 2008 and this will be the fourth consecutive agreement with is organization. Having an RUA with an organization that regularly provides activities on City lands is a standard practice in most communities. The RUA clarifies which entity is responsible for which facilities and requirements for insurance.

The agreement includes updated information addressing designated points of contact, reference to the new food truck policy and reference to the special events policy.

Alaska Municipal League/Joint Insurance Association has reviewed the agency insurance requirement. Staff has communicated with KNSC for input and review regarding suggested updates and changes. This RUA would be valid for five years, and then can be renewed or amended.

**Requested Action:** Adopt a resolution approving a recreational use agreement between the Kachemak Nordic Ski Club and the City of Homer.



# 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

(f) 907-235-3143

April 23, 2024

Lucas Parsley  
PO Box 3231  
Homer, Alaska 99603

Dear Lucas,

Congratulations! Council confirmed/approved your appointment to the Parks Art Recreation and Culture Advisory Commission during their Regular Meeting of April 22, 2024, via Memorandum CC-24-088 to fill the seat vacated by Clark Fair. Your term will expire on October 31, 2025.

Included is the 2023-2024 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 orientation packet that provides important guidelines in your role as a commissioner as to conduct and conflicts of interest, Robert's Rules of Order, making motions and other helpful hints and contact information.

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

Cordially,

Ken Castner, Mayor

Enc: Memorandum CC-24-088  
Certificate of Appointment  
2023-2024 Public Official Conflict of Interest Disclosure Statement  
PARC Orientation Packet

Cc: Parks, Art, Recreation & Culture Advisory Commission

# City of Homer

Homer, Alaska

## Mayor's Certificate of Appointment

Greetings

Be It Known That

*Lucas Parsley*

Has been appointed to

serve as

**“Commissioner”**

on the

**“Parks, Art, Recreation and Culture 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 23rd day of April, 2024*



Ken Castner, Mayor

Attest:

  
Renee Krause, MMC, Acting City Clerk



**PARKS ART RECREATION & CULTURE ADVISORY COMMISSION**

**2024 Calendar**

	<b>AGENDA DEADLINE</b>	<b>MEETING</b>	<b>COMMISSIONER SCHEDULED TO REPORT</b>	<b>CITY COUNCIL MEETING FOR REPORT*</b>	<b>ANNUAL TOPICS/EVENTS</b>
<b>JANUARY</b>	Wednesday 1/10 5:00 p.m.	Thursday Special 1/18 5:30 p.m.	Archibald	Monday 1/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Community rec Center Locations</li> <li>• User Fees</li> <li>• Bayview Park Master Plan</li> <li>• KHP Master Plan</li> </ul>
<b>FEBRUARY</b>	Wednesday 2/07 5:00 p.m.	Worksession @ 4:30 p.m. Thursday 2/15 5:30 p.m.	Keiser	Monday 2/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Letter to the Editor Topics</li> <li>• Karen Hornaday Park Master Plan</li> <li>• Bayview Park Plan</li> <li>• Community Recreation Center</li> <li>• Strategic Plan &amp; Goals</li> </ul>
<b>MARCH</b>	Wednesday 3/13 5:00 p.m.	Thursday 3/21 5:30 p.m.		Tuesday 3/28 6:00 p.m.	<ul style="list-style-type: none"> <li>• Budget Review and Discussion</li> <li>• Letter to the Editor Approval</li> <li>• Strategic Plan &amp; Goals</li> <li>• Art Policy review</li> <li>• Non-Motorized Trail Discussion</li> </ul>
<b>APRIL</b>	Wednesday 4/10 5:00 p.m.	Thursday 4/18 5:30 p.m.		Monday 4/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Schedule Beach/Park Walk Through for May</li> <li>• Budget Review &amp; Discussion/Recommendations</li> <li>• Strategic Plan &amp; Goals</li> </ul>
<b>MAY</b>	Wednesday 5/08 5:00 p.m.	Thursday 5/16 5:30 p.m.		Monday 5/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Nomar Wall Repair &amp; Update</li> <li>• Letter to the Editor Topic</li> <li>• Strategic Plan Development</li> </ul>
<b>JUNE</b>	Wednesday 6/12 5:00 p.m.	Thursday 6/20 5:30 p.m.		Monday 6/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Letter to the Editor Review &amp; Approval</li> <li>• SWOT Discussion Facilitator</li> </ul>
<b>JULY</b>	No Regular Meeting				
<b>AUGUST</b>	Wednesday 8/14 5:00 p.m.	Thursday 8/15 5:30 p.m.		Monday 8/28 6:00 p.m.	<ul style="list-style-type: none"> <li>• CIP Project Recommendations</li> <li>• PARC Budget Review</li> <li>• SWOT Development</li> </ul>
<b>SEPTEMBER</b>	Wednesday 9/11 5:00 p.m.	Thursday 9/19 5:30 p.m.		Monday 9/25 6:00 p.m.	<ul style="list-style-type: none"> <li>• Fall Park/Beach Walk-Thru</li> <li>• Schedule Park Clean Up Day</li> <li>• SWOT Development</li> <li>• Reappointment Notices &amp; Applications</li> </ul>
<b>OCTOBER</b>	Wednesday 10/09 5:00 p.m.	Thursday 10/17 5:30 p.m.		Monday 10/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Terms Expire October 31<sup>st</sup></li> <li>• Approve 2025 Meeting Schedule</li> <li>• SWOT Development</li> <li>• Letter to the Editor topic</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/13 5:00 p.m.	Thursday 11/21 5:30 p.m.		Monday 11/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Election of Chair &amp; Vice Chair</li> <li>• Worksession Commission Training w/City Clerk</li> <li>• Letter to the Editor Review &amp; Approval</li> </ul>

\*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work. Attend via Zoom or in Person. Masks are optional\*\*





# 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

TO: Mayor Castner and Homer City Council  
FROM: Melissa Jacobsen, Interim City Manager  
DATE: May 9, 2024  
SUBJECT: City Manager's Report for May 13, 2024 Council Meeting

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#### City Receives GFOA Budget Award

The Government Finance Officers Association (GFOA) has announced that the City of Homer has received GFOA's Distinguished Budget Presentation Award. The award represents a significant achievement by reflecting the City's commitment of the Governing Body and Staff to meeting the highest principles of governmental budgeting. To receive this award the City has satisfied nationally recognized guidelines for effective budget presentation. A budget document must be rated as proficient in four categories and in the fourteen mandatory criteria within those categories to receive the award. The four categories are designed to assess how the City's budget serves as a policy document, a financial plan, an operations guide, and a communications device. Congratulations to the City of Homer and their hard working Finance Team for this accomplishment.

#### Natural Gas to the HERC

When natural gas came to the City in 2015 the Homer Education and Recreation Complex (HERC) wasn't connected because its fate was unclear. Past Council's had taken actions to cease use of the building and later the location was being considered for the new Police Station. It has become apparent that the building lives on as it continues to serve the community for recreation purposes. Public Works has looked into the cost of upgrading the boiler at the HERC from oil to natural gas and has received an estimate of \$14,000 to make that conversion, in addition to the cost to connect with Enstar. It's estimated it will take 2 to 3 years to break even on costs and recognize a savings from the change.

#### FEMA BRIC Update

Council approved application for a FEMA Building Resilient Infrastructure and Communities (BRIC) Grant with Resolution 22-086. The purpose of the grant is for assistance in developing the plan and framework for creating a Building Division for the City. Funds will also be used to hire a Building Inspector to begin implementation of newly adopted International Building Code (IBC) 2021 for commercial and residential building projects. City Planner Foster has provided status update on this grant in a memorandum that's attached to this report.

#### EPA Award

It was reported out in March that the City of Homer was selected to win an award from the EPA's Drinking Water SRF AQUARIUS program. The AQUARIUS program recognizes exceptional projects funded by the Drinking Water State Revolving Loan Fund (DWSRF) in six different categories which include excellence in: innovative financing, system partnerships, community engagement, environmental and public health protection, creative solutions, and climate change mitigation and adaptation. The City received the excellence in climate change mitigation and adaptation award for our seawall Armor Rock project and was recognized at the Council of Infrastructure Financing Authorities (CIFA) Summit in Washington, DC on April 3, 2024. I was notified that the City had another opportunity to receive the award in person at the Alaska Water Wastewater Management Association (AWWMA) annual conference award luncheon in

Anchorage on May 8<sup>th</sup>. Water/Wastewater Superintendent Todd Cook attended the AWWMA's conference and received the award on behalf of the City.



### **Beluga Slough**

The City is still awaiting permits that will allow the work needed to open the mouth at the Beluga Slough and release the water that has collected there. This type of flooding is a natural event that occurs every two to three years after storm events create a storm berm that closes off the mouth. Historically the permitting has been handled by property owners who are impacted. As a result of this current event and conversations with affected property owners, the City has taken on acquiring the permitting that will allow us to coordinate with contractors who are equipped to do the necessary clearing. Going forward, we will do this work on the same schedule as the Mariner Slough as they are impacted by the same storm events.

The necessary permits and status are as follows:

- We have received permission from US Fish and Wildlife Preserve (letter granting support and access to their property provided it did not occur during the Shorebird Festival).
- We have a permit application into the US Army Corps Permit for dredging to occur under Dr. Bell's previously existing permit to conduct the dredging. (This is the longest approval timeline... maybe June or July from last correspondence).
- We have a permit application in for Alaska Fish and Game for Anadromous (salmon) Waters Permit (expected late May or June), and
- We have a permit application in for Alaska Fish and Game for Kachemak Bay Critical Habitat Area Permit (expected late May or June).

### **Attachments:**

- May Employee Anniversaries
- GFOA Press Release and Distinguished Budget Presentation Award
- Memorandum from City Planner Foster re: FEMA BRIC Grant update and attachments
- Homer's Energy Future Community Conversation Flyer



# City of Homer

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

Office of the City Manager

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

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: Andrea Browning  
DATE: May 13, 2024  
SUBJECT: May Employee Anniversaries

---

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

<b>Pike Ainsworth</b>	<b>Port</b>	<b>16</b>	<b>Years</b>
<b>Mike Gilbert</b>	<b>Public Works</b>	<b>10</b>	<b>Years</b>
<b>Sean McGroarty</b>	<b>Port</b>	<b>8</b>	<b>Years</b>
<b>Ralph Skorski</b>	<b>Public Works</b>	<b>6</b>	<b>Years</b>
<b>Taylor Crowder</b>	<b>Police</b>	<b>3</b>	<b>Years</b>
<b>Susan Jeffres</b>	<b>Library</b>	<b>3</b>	<b>Years</b>
<b>Sean Love</b>	<b>Public Works</b>	<b>3</b>	<b>Years</b>
<b>Brenden Fuson</b>	<b>Port</b>	<b>1</b>	<b>Year</b>



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

4/26/2024

**For more information, contact:**  
**Technical Services Center**  
**Phone: (312) 977-9700**  
**Email: [budgetaward@gfoa.org](mailto:budgetaward@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association is pleased to announce that **City of Homer, Alaska** received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

There are over 1,700 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 22,500 members and the communities they serve.*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Homer  
Alaska**

For the Biennium Beginning

**July 01, 2023**

*Christopher P. Morill*

Executive Director



# MEMORANDUM

---

## FEMA BRIC Grant Application Status

**Item Type:** Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** May 7, 2024  
**From:** Ryan Foster, AICP, City Planner  
**Through:** Melissa Jacobsen, Acting City Manager

---

The purpose of this memorandum is to provide an update on the status of the City's Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities Grant application. FEMA has identified the City of Homer's sub-application (SA) for further review and has received requests for information (RFIs) from FEMA Region 10. This will require the City of Homer to provide additional information for FEMA reviewers to determine if it is eligible for the funds to be awarded. Responses to the RFI questions are due to FEMA by May 19, 2024.

### FEMA BRIC Grant Application Background:

On November 28, 2022, per Resolution 22-086, the City Council authorized the City to apply for the FEMA BRIC grant to adopt and implement the latest International Building Code 2021 Edition. Building Safety and Code Enforcement was identified as a Council priority during the 2022 Visioning work session held in March at the Pratt Museum, with the goals of ensuring buildings in Homer are safe, that the City has a system for enforcing regulations, and allowing for a denser pattern of development in the future. Currently, Homer does not have an adopted building code and only commercial structures are reviewed by the State Fire Marshal for any kind of building code compliance. This is not a safe nor sustainable solution in the long term. We also have significant challenges with code enforcement without a Building Official or dedicated code enforcement staff member.

The FEMA BRIC grant program application by the City requested up to \$500,000 to provide funding and resources for adopting the International Building Code (IBC) 2021 Edition and implement the building code by creating a City of Homer Building Division staffed by a Building Official and Building Inspector. In hiring a consultant firm to adopt IBC 2021 and establishing a City of Homer Building Division to implement building codes, staff recommends a three-year process:

- Year 1 – Hire a consultant firm to adopt IBC 2021 Edition and create the plan/framework for creating a City of Homer Building Division

- Year 2 – Hire a Building Official to begin implementation of the newly adopted IBC 2021 Code for commercial building projects
- Year 3 – Hire a Building Inspector to complete the staffing of the Building Division and implement the IBC 2021 Code for residential building projects

What the BRIC program is: The BRIC program is designed to promote a national culture of preparedness and public safety through encouraging investments to protect the nation's communities and infrastructure and through strengthening national mitigation capabilities to foster resilience. The BRIC program seeks to fund effective and innovative projects that will reduce risk and increase resilience and serve as a catalyst to encourage the whole community to invest in and adopt policies related to mitigation. A 25% match is required by the City of Homer if awarded and the cost share may consist of cash, donated or third-party in-kind services, materials, or any combination thereof. Staff time and materials for the 25% match, up to \$125,000, would be spread over three years.

What Homer gets for a project:

1. Delivery of an adopted IBC 2021 Edition Building Code
2. Public and key stakeholder outreach to better inform, guide, and educate on IBC 2021 Codes
3. Presentation of the IBC 2021 Edition to the Planning and Zoning Commission, Economic Development Commission, and City Council public hearings for recommendation and approval
4. Detailed plan/framework for the creation of a City of Homer Building Division and its processes for enforcement
5. A Building Official for the first two years of implementation
6. A Building Inspector for the second year of implementation

What Homer receives when complete: A building code and Building Division that guides the future development of the City with a focus on public safety by ensuring buildings in Homer are safe and that the City has a system for enforcing regulations.

Attachment

Resolution 22-086

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 22-086**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
AUTHORIZING THE CITY TO APPLY FOR A FEMA BUILDING  
RESILIENT INFRASTRUCTURE & COMMUNITIES GRANT TO ADOPT  
AND IMPLEMENT INTERNATIONAL BUILDING CODE 2021 EDITION

WHEREAS, Building Safety and Code Enforcement was identified as a Council priority during the 2022 Visioning work session held in March at the Pratt Museum; and

WHEREAS, Homer does not have an adopted building code, and only commercial structures are reviewed by the State Fire Marshal for any kind of code compliance; and

WHEREAS, The Federal Emergency Management Agency (FEMA) administers the Building Resilient Infrastructure & Communities (BRIC) grant program to support states, local communities, tribes and territories as they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards; and

WHEREAS, FEMA provides up to 75% matching funds for building resilient infrastructure and communities projects for up to three years; and

WHEREAS, The City of Homer is a qualified applicant for FEMA BRIC grant assistance for adopting and implementing building codes; and

WHEREAS, The City proposes to apply for up to \$500,000 in FEMA BRIC grant funds to adopt and implement International Building Code 2021 Edition over a total of three years; and

WHEREAS, The City proposes to match grant funds for up to \$125,000 of City staff time and materials to meet the grant match requirements of 25% over a total of three years; and

WHEREAS, The City of Homer intends to use these funds to hire a consultant firm to adopt the IBC 2021 Edition and develop the plan/framework for creating a City of Homer Building Division; and

WHEREAS, The City of Homer intends to use these funds to hire a Building Official to begin implementation of the newly adopted IBC 2021 Code for commercial building projects; and



42 WHEREAS, The City of Homer intends to use these funds to hire a Building Inspector to  
43 begin implementation of the newly adopted IBC 2021 Code for residential building projects;  
44 and

45  
46 WHEREAS, After three years the City of Homer will have an established Building Division,  
47 with a Building Official and Building Inspector, enforcing IBC 2021 Edition building codes for  
48 both commercial and residential projects; and

49  
50 NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, supports  
51 preparation and submission of a FEMA BRIC grant application for up to \$500,000 and  
52 authorizes the City Manager to submit the appropriate documents.

53  
54 BE IT FURTHER RESOLVED that the City Council expresses its commitment to match  
55 grant funds with up to \$125,000 of City staff time and materials to meet the grant match  
56 requirements of 25%.

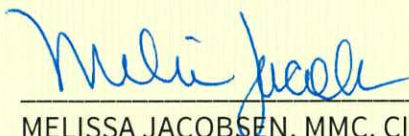
57  
58 PASSED AND ADOPTED by the Homer City Council this 28<sup>th</sup> day of November, 2022.

59  
60  
61 CITY OF HOMER

62  
63 

64  
65 KEN CASTNER, MAYOR

66  
67 ATTEST:

68  
69 

70  
71 MELISSA JACOBSEN, MMC, CITY CLERK

72  
73 Fiscal Note: N/A



# CITY OF HOMER

## Comprehensive Plan Rewrite



# 2024 Community Survey

Please visit [www.surveymonkey.com/r/HomerCompPlanRevCommSurvey](https://www.surveymonkey.com/r/HomerCompPlanRevCommSurvey) or scan the QR code below to participate in the 2024 Community Survey!

The information, ideas, and concerns you share will help shape future decisions about land use, transportation, public facilities and services, economic development, housing, and related infrastructure and programs in Homer over the next 20 years.

The survey is open to Homer area residents of all ages. Please share it widely with your Homer family, friends, neighbors, and co-workers. **Survey open until Friday, June 21, 2024.**



### Contact Information

- **City of Homer Planner:** Ryan Foster, [rfoster@ci.homer.ak.us](mailto:rfoster@ci.homer.ak.us), 907-299-8529
- **Project Consultant:** Shelly Wade, [shelly@agnewbeck.com](mailto:shelly@agnewbeck.com), 907-242-5326

### Resources

- **Project** website: [www.homercompplanupdate.com](http://www.homercompplanupdate.com)
- **City of Homer** on Facebook: [www.facebook.com/cityofhomerak](http://www.facebook.com/cityofhomerak)

# Homer's Energy Future: A Community Conversation

Wednesday, May 22 at 5:30

Kachemak Bay Campus

Yummy food provided

Guest Speakers on Building Efficiency, Municipal Renewable Projects,  
and Discussion of Opportunities for Homer

Hosted by Project Drawdown, Guiding Growth Homer, Kachemak Bay  
Conservation Society and Cook Inletkeeper and the City of Homer