



# Agenda

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

Thursday, April 16, 2026 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: 205 093 973 Password: 610853

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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#### 1. CALL TO ORDER 5:30 P.M.

#### 2. AGENDA APPROVAL

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

#### 4. RECONSIDERATION

#### 5. APPROVAL OF MINUTES

- [A.](#) March 2026 Minutes Unapproved

#### 6. VISITORS/PRESENTATIONS (10 minute time limit)

- A. Kachemak Bay Running Club

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

- [A.](#) Clerk's Report
- [B.](#) Parks Report
- [C.](#) Community Recreation Report
- [D.](#) Staff Liaison Report
- E. Commissioner for City Council: \_\_\_\_\_

#### 8. PUBLIC HEARING

#### 9. PENDING BUSINESS (15 minute time limit)

#### 10. NEW BUSINESS (15-20 minute time limit)

- [A.](#) Park Cleanup Day/Week with HOWL April 20-25
- B. Schedule Museum/Park Walkthrough Special Meeting for May 21 meeting

**11. INFORMATIONAL MATERIALS**

[A.](#) PARCAC 2026 Calendar

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

**13. COMMENTS OF THE CITY STAFF**

**14. COMMENTS OF THE COMMISSION**

**15. COMMENTS OF THE COMMISSION**

**16. ADJOURNMENT**

Next Regular Meeting is **Thursday, May 21st, 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.

## 1. CALL TO ORDER

Session 26-03, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:35 p.m. on October 16, 2025, in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

**PRESENT:** COMMISSIONERS ARCHIBALD, HARRALD, KEISER, LEWIS & STUDENT REPRESENTATIVE OSTROM

**ABSENT:** COMMISSIONERS PARSLEY & ROEDL

**STAFF:** RECREATION MANAGER ILLG, PUBLIC WORKS DIRECTOR KORT, COMMUNITY DEVELOPMENT DIRECTOR ENGBRETSSEN & DEPUTY CITY CLERK PILLIFANT

## 2. AGENDA APPROVAL

Chair Lewis requested a motion and second to approve the agenda as amended.

ARCHIBALD/HARRALD MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## 3. PUBLIC COMMENTS ON MATTERS ALREADY ON THE AGENDA (3-minute time limit)

## 4. RECONSIDERATION

## 5. APPROVAL OF MINUTES

A. Unapproved Meeting Minutes for February 19<sup>th</sup>, 2026

ARCHIBALD/KEISER MOVED TO APPROVE THE MEETING MINUTES FOR FEBRUARY 19<sup>TH</sup> 2026.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## 6. VISITORS/PRESENTATIONS (10-minute time limit)

A. Homer United FC-Presentation by Nicole Hamilton Administrator

- HUFC Mission and their programs as well as the importance of recreational activities for youth
- serve ages 3 ½-14 years
- emphasized how important participation in sports is for physical and mental health and how that contributes to healthier communities.

Additional discussion items included

- current and future space needs
- programs capped at 80 kids due to limited SPARC access
- desire to grow to serve more kids

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

A. Clerk's Report-Robert's Rules

Clerk Pillifant reviewed four fundamental guidelines from the Jurassic Parliament book.

- the person running the meeting is the servant of the group and final authority
- all members have equal rights
- courtesy and respect are required at all times
- one issue at a time

B. Parks Report – No parks report as Chad Felice was not present.

C. Community Recreation Report

Chair Lewis introduced the item by reading of the title and deferred to Staff Liaison Illg who presented his written report.

Items discussed included

- Keeper of the arts role
- Community Recreation facility discussions
- Pools
- SPARC-Floor maintenance

D. Staff Liaison Report

Chair Lewis introduced the item by reading of the title and deferred to Staff Liaison Illg who presented his written report.

E. Commissioner for City Council Report-  
Commissioner Keiser volunteered to attend.

Chair opened the floor to questions from the Commission.

**8. PUBLIC HEARING**

Chair: There are no items for this meeting.

## 9. PENDING BUSINESS

### A. Strategic Plans and Goals

Chair Lewis introduced the item by reading of the title.

Discussions included

- suggestion to remove some items from Strategic Plan that have been accomplished, move those to operations
- things that should be on the plan are things that PARCAC has control of, aspirational goals
- Student Rep Ostrom noted goal for community rec center to have an indoor track

## 10. NEW BUSINESS

### A. Review of HART Policy Manual

Chair Lewis introduced the item by reading of the title and deferred to Community Development Director Engebretsen.

Discussion included

- Goals and getting topic on ballot
- Trail maintenance equipment arrival
- Special assessment districts and development
- Formula for calculating cost of trail maintenance

KEISER/HARRALD MOVED TO APPROVE THE PROPOSED AMENDMENTS TO THE HART POLICY MANUAL.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### B. Trails Financial Plan Update

Chair Lewis introduced the item by reading of the title and deferred to Public Works Director Dan Kort.

Director Kort provided the Trails Financial Plan

Discussions included

- putting Trails Financial Plan on calendar for annual review
- Commissioner Kaiser mentioned a trail that is on her wish list. Director Kort requested a sketch.

KEISER/ARCHIBALD MOVED TO APPROVE THE 2027 TRAILS FINANCIAL PLAN.

**11. INFORMATIONAL MATERIALS**

**12. COMMENTS OF THE AUDIENCE** (3-minute time limit)

Director Engebretsen commented that it was a great meeting. She shared that there is a desire for more consistent strategic plans among advisory bodies. She recommends that the Strategic Plan should include the items that the Staff Liaison and the Chair want on the calendar and that have been previously identified by each body.

**13. COMMENTS OF THE CITY STAFF**

Clerk Pillifant expressed gratitude to Commissioner Keiser and recognition of her contributions to parks, art, recreation and culture in the city of Homer.

Staff Liaison/Recreation Mgr Illg-Thanks to Jan Keiser. Tip my hat. Thanks to HUFC. Next month is Kachemak Bay Running Club and then in May we welcome the Homer Hockey Association.

Director Kort-Thanks to Jan Keiser for the Trail Financial Plan document. It is a living roadmap and I appreciate that.

**14. COMMENTS OF THE MAYOR/COUNCILMEMBER**

**15. COMMENTS OF THE COMMISSION**

Student Representative Ostrom: Happy to be back and expressed gratitude to Commissioner Keiser.

Commissioner Archibald: Expressed gratitude to Commissioner Keiser and staff.

Commissioner Harrald: Expressed gratitude to Commissioner Keiser and glad Ostrom is back.

Commissioner Lewis: Expressed gratitude to Commissioner Keiser.

Commissioner Keiser: Expressed gratitude to PARCAC and says she will continue to be an advocate. She will help everyone in any way she can in the future.

**ADJOURNMENT**

There being no further business to come before the Commission, Chair Lewis adjourned the meeting at 6:55 p.m. The next regular meeting is **Thursday, April 16th, 2026 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.

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MARYA PILLIFANT, Deputy City Clerk I

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



# MEMORANDUM

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## Before the Meeting – How to Prepare for your Board or Commission Meeting

**Item Type:** Informational Memorandum  
**Prepared For:** All Advisory Bodies  
**Date:** April 7, 2026  
**From:** Amy Woodruff, City Clerk

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### **SUMMARY:**

This month's topic covers best practice for getting ready for your meeting. Following these steps helps meetings be more effective and lets you discuss the big questions.

### **BACKGROUND:**

Here are some of our suggestions for how to prepare for a meeting. Discuss briefly as a group and share your own thoughts so we can improve this training for next year.

### **If you have a schedule conflict, let us know as soon as possible**

- Life happens, and we understand that! We need at least 4 members present to hold a meeting.
- We would rather cancel the meeting in advance of everybody showing up on the night of the meeting.

### **When you get your packet, start by reading the memorandum for each agenda item so you know the overall business, then dive into the backup materials**

- The memos are carefully written to provide a summary of the issues and a suggested action.
- Starting with all the memos gives you a sense of the general plan for the meeting, and lets you decide which areas you want to do a deeper dive on.
- If you use the digital/online packet, learn how to use the PDF 'table of contents' to navigate to different sections of the agenda (Deputy clerk will demonstrate during the meeting).

### **If something you want to discuss is not on the agenda**

- Talk to the staff liaison or the chair to see about adding it to the agenda for the next meeting. *(A future training will talk about how to write a memo to provide information on your topic)*
- You can use the "Comments of the Commission" section at the end of the meeting to share your thoughts on any topic, since that section does not include back-and-forth discussions.
- If something is not on the agenda, the commission/board can't discuss it—that protects the public's right to be informed about what the City's advisory bodies are doing.

**Do send any questions to your staff liaison in an email so they can provide thorough answers**

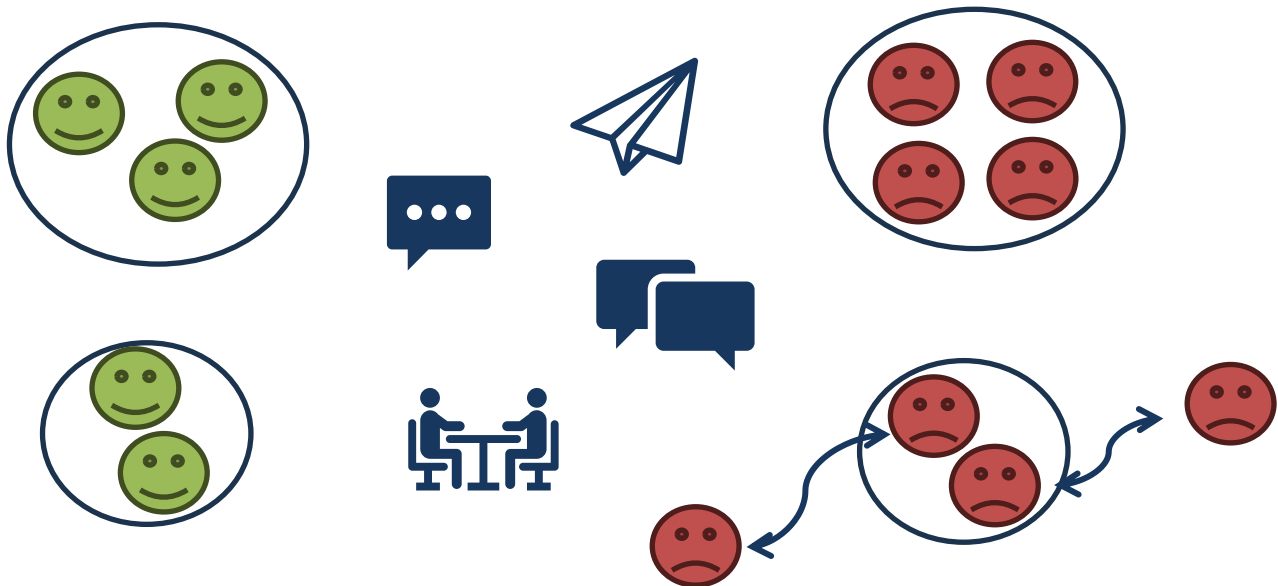
- We are always happy answer questions. Having a little prep time makes it easier to get it right compared to answering in the spot during the meeting.
- If the answer to your question is “that info in this memo attachment on page 23”, that’s a great outcome! Part of the Staff Liaison’s job is to know and understand the backup material and help you navigate it.

**Do let members of the public know what’s on the agenda if you think they might be interested**

- We know not every person is refreshing the city webpage to see when the next packet will land. The point of putting agendas out in advance is to inform the public, and it is totally appropriate to pass that information along to a member of the public.

**Don’t discuss decisions ahead of time with multiple commissioners or board members**

- This is important! The public has a right to hear what the Commission or Board considers as a part of their decision. If you have private conversations about the decisions, those could violate the Open Meetings Act (OMA).
- We would rather that you save comments for the meeting or send questions to the staff liaison so that every member of the advisory body gets the same information, and in a public way.
- If OMA is not followed a decision can be voided, or the City could be subject to a lawsuit
- If you have more questions about , reach out to me (Amy, City Clerk) directly!





# 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

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION  
FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR  
DATE: April 16<sup>th</sup>, 2026  
SUBJECT: PARKS REVIEW FOR March

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### KAREN HORNADAY PARK PLAYGROUND

- Cleaning up campsites

### JACK GIST PARK

- Freeing up drainages

### GENERAL INFORMATION

- Set up the trackless for sweeping sidewalks
- Started to sweep some sidewalks
- Meet with Little league, summer softball, and high school softball
- Worked with HOWL on their clean up week
- Doing some operators work
- Treating the cedar fencing for the bayview fence
- Working on serve the city
- Angie is starting on the 13<sup>th</sup> and will be growing our own flowers again
- Making plans for summer projects
- General cleanup and overlooks of all the parks and trails from winter



# MEMORANDUM

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**Item Type:** Informational Memorandum Community Recreation  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** April 8, 2026  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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Recreation Manager's Report for April 16, 2026

## **General Notes**

On Saturday, April 11 11am-1pm Community Rec teamed up with Kachemak Bay Recovery Connection to offer an Introduction to Pickleball Event. It is our hope and intent to collaborate with this organization for other additional introductions to a variety of other CR opportunities.

The Community Recreation Inlet Winds Band Free concert will be held on Saturdays, April 18 at 7:30pm at the Homer High Mariner Theater.

We are working with HHS and HMS to help figure out summer field use/scheduling. Due to construction, there are some fields not available currently and is impacting user groups such as the Homer United Football Club. We are hopeful of finding a solution sooner than later.

## Staff Notes

Manager's meetings:

- 4- Homer High Admin meetings
- 4- Safe & Healthy Kids Fair planning meetings
- 2- Department head meeting
- 1- Homer HYPE Youth meeting

## **Facilities**

The gym floor repair project is complete and looks amazing.

We are already planning our summer schedule for activities for both the Homer High gym and turf as well as the HERC gym and activity room.

## Ongoing Events

Activity Update 4/6	Day(s)	Time	Location	Ages	Free for Youth?
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### Ongoing

Morning Basketball-Drop In	M-W-F	6-7am	HHS	7th-Adults	Yes
Fitness Class- Drop In	M-W-F	8-9am	HERC	7th-Adults	No
Morning Pickleball-Drop In	M-W-F	9:15-11:15am	HERC	7th-Adults	No
Evening Basketball-Drop In	M & W	6:30-8:30pm	HMS	7th-Adults	Yes
Evening Pickleball-Drop In	M-W-F	4:30-8pm	HERC	7th-Adults	No
Evening Pickleball-Drop In	TH	4:30-6:30pm	HERC	7th-Adults	No
Advanced Pickleball-Drop In	TU	4:30-6:30pm	HERC	7th-Adults	No
Intermediate Pickleball- Drop In	TU	6:30-8:30pm	HERC	7th-Adults	No
Beginner Pickleball- Drop In	WED	11:15am-1:15pm	HERC	7th-Adults	No
Beginner Pickleball- Drop In	SAT	9:30-11:30am	HERC	7th-Adults	No
Inlet Winds Band	MON	6:30-8:30pm	HHS	HS-Adults	No
Corn Hole-Drop In	TH	7-9pm	HERC	7th-Adults	No
Volleyball Drop In	TU & TH	6:30-8:30pm	HMS	7th-Adults	Yes
Volleyball Drop In	SUN	6:30-8:30pm	HHS	7th-Adults	Yes





CITY OF HOMER COMMUNITY REC PRESENTS:  
2026



**FREE CONCERT!**  
**INLET WINDS  
COMMUNITY BAND**

Saturday, April 18 at  
7:30PM

Homer High  
Mariner Theatre




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

**INTRODUCTION TO  
PICKLEBALL**



COME JOIN THE PICKLEBALL  
FUN! BRING YOUR ENERGY,  
YOUR FIGHTING SPIRIT, AND  
SHOW OFF YOUR BEST SKILLS  
ON THE COURT!  
INDOOR SHOES REQUIRED.

**FREE ENTRY!  
RESERVE YOUR SPOT!**



**SATURDAY  
APRIL 11TH  
11:00AM-1:00 PM**  
HERC BUILDING  
450 STERLING HWY

**EQUIPMENT  
PROVIDED!**






# MEMORANDUM

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**Item Type:** Informational Memorandum-City Council Action  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** April 6, 2026  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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The following Mayor and City Council memorandums, resolutions and ordinances relevant to the Parks, Arts, Recreation and Culture Advisory Commission since the last PARCAC regular meeting on March 19, 2026.

### **March 23, 2026 City Council Regular Meeting**

*Resolution 26-021*, A Resolution of the City Council of Homer, Alaska Awarding a Contract for the 2026 to 2028 Lawn Maintenance for Homer Public Library, Homer Police Department, Homer Education and Recreation Complex (HERC), and two City Parks and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents.

**Approved.**

*Mayor Lord Informational Memo-* Homer High Pool Information and questions related to the future operation of the Homer High/Kate Kuhns Aquatic Center.

### **April 13, 2026 City Council Regular Meeting**

Nothing relevant to report.

**RECOMMENDATION:** Informational Only.

# HoWL DIRTBAGS



**Litter Clean-Up for Youth & Families!**

**April 20-25 @ Bishops Beach**

**After School: Monday-Friday, 3:30-5:30 & 4:15-5:30  
Celebration and Awards: Saturday, 11-2**

**Virtual Clean-Up: Make your own crew if you can't  
join us at the above times!**

**Win Prizes & DiRtBaG Awards!**

**Earn service hours and HoWL scholarships!**



Learn more and sign-up FREE  
at [howl.alaska.org](http://howl.alaska.org)



**From:** [HoWL Headquarters](#)  
**To:** [Mike Illg](#)  
**Cc:** [Chad Felice](#)  
**Subject:** Re: Clean Up Week/Day  
**Date:** Friday, April 3, 2026 3:39:10 PM  
**Attachments:** [HoWL Clean-Up Week.pdf](#)

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CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Mike and Chad,

Thanks for reaching out about collaborating on the HoWL Clean-Up Week. I attached our flyer for the event below. Additional advertising through your channels would be very helpful! Since COVID, we haven't had the participation level HoWL has seen previously, and we are hoping to get more youth and families involved again. Any way you can get the word out and help drum up interest would help a lot. We are also on the lookout for a trailer we can park at Bishops and pile trash on during the week. Storing the trash throughout the week helps provide a visual for the community, but also for the participants to see the impact they are having. The trailer we usually use may be out of commission this year, so if the City has one we might be able to park for the week (or if you know someone who might be willing to lend one) please let us know!

During Clean-Up Week, we have a list of different areas we plan to tackle, with some priorities of high traffic/high trash areas. If there are particular areas PARCAC wants to prioritize, it would be great to either add them to our list, or if PARCAC crews want to tackle them, we can make sure not to send a crew there beforehand. Some city trails and parks are already on HoWL's usual list, such as Karen Hornaday, Ben Walters park, and the Poopdeck.

Although we focus on youth and families, we have had adult crew join as well, and it would be great to have PARCAC crews join us during the week. We have the big yellow trash bags from ALPAR. Let me know if you have questions about Clean-Up week logistics, or want to brainstorm more specific collaborations with PARCAC and HoWL.

Thanks!  
Molly

On Thu, Apr 2, 2026 at 9:47 AM Mike Illg <[MIllg@ci.homer.ak.us](mailto:MIllg@ci.homer.ak.us)> wrote:

Hey Molly & Chad,

Molly-Thanks for chatting yesterday.

In effort to get the city's PARCAC folks involved and promoting the spring time park clean up week/day, I wanted us three to connect to see how this could possible work. My hope is to use whatever information we can share about it at the upcoming PARCAC meeting April 16<sup>th</sup> which is good timing as I know the clean up week is April 20-25. I also would like to

post on city websites and social media pages as well.

Chad- is there a specific park/trail that you think would be ideal for the PARCAC members? Maybe even a specific day and time?

Molly- besides what Chad is already providing you all, what would you need from us (PARCAC) to help being a part of the clean up? I know you mentioned snacks (which we can definitely get).

Feel free to chime in and add any thoughts and suggestions.

Thanks,

Mike

--

**Molly Mitchell**  
Program Director  
HoWL  
708 Smoky Bay Way  
Homer, AK 99603  
(907) 399-4695

[howlalaska.org](http://howlalaska.org)

**PARKS ART RECREATION & CULTURE ADVISORY COMMISSION**

**2026 Calendar**

**CITY**

	<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 1/7 5:00 p.m.	Thursday 1/15 5:30 p.m.		Monday 1/26 6:00 p.m.	
<b>FEBRUARY</b>	Wednesday 2/11 5:00 p.m.	Thursday 2/19 5:30 p.m.		Monday 2/23 6:00 p.m.	<ul style="list-style-type: none"> <li>• Strategic Plans and Goals Review</li> </ul>
<b>MARCH</b>	Wednesday 3/11 5:00 p.m.	Thursday 3/19 5:30 p.m.		Tuesday 3/23 6:00 p.m.	
<b>APRIL</b>	Wednesday 4/08 5:00 p.m.	Thursday 4/18 5:30 p.m.		Monday 4/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Schedule Art Gallery Walkthrough for May</li> </ul>
<b>MAY</b>	Wednesday 5/06 5:00 p.m.	Thursday 5/14 5:30 p.m.		Tuesday 5/26 6:00 p.m.	<ul style="list-style-type: none"> <li>• Museum/Art Gallery Walkthrough</li> </ul>
<b>JUNE</b>	Wednesday 6/10 5:00 p.m.	Thursday 6/18 5:30 p.m.		Monday 6/22 6:00 p.m.	
<b>JULY</b>				No Regular Meeting	
<b>AUGUST</b>	Wednesday 8/12 5:00 p.m.	Thursday 8/20 5:30 p.m.		Monday 8/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• CIP Project Recommendations</li> </ul>
<b>SEPTEMBER</b>	Wednesday 9/9 5:00 p.m.	Thursday 9/17 5:30 p.m.		Monday 9/21 6:00 p.m.	<ul style="list-style-type: none"> <li>• Schedule Park Clean Up Day for October</li> <li>• Reappointment Notices &amp; Applications Issued by Clerk's Office</li> </ul>
<b>OCTOBER</b>	Wednesday 10/07 5:00 p.m.	Thursday 10/15 5:30 p.m.		Monday 10/26 6:00 p.m.	<ul style="list-style-type: none"> <li>• Park Clean Up Day</li> <li>• Terms Expire October 31<sup>st</sup></li> <li>• Approve 2026 Meeting Schedule</li> <li>• PARC Budget Discussion &amp; Review with Staff</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/11 5:00 p.m.	Thursday 11/19 5:30 p.m.		Monday 11/23 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> </ul>
<b>DECEMBER</b>				No Regular Meeting	

\*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. If you are unable to attend your assigned meeting to give a report in person, you can submit a written report to the Clerk's office for inclusion in the Council packet.