



## **City of Homer Agenda**

**Parks, Art, Recreation and Culture Advisory Commission  
Thursday, August 15, 2019 at 5:30 PM  
Council Chambers**

**CALL TO ORDER, 5:30 P.M.**

**AGENDA APPROVAL**

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

**VISITORS/PRESENTATIONS** (10 minutes)

- a. Wayne Aderhold, Klondike Alley Pedestrian Trail

**Refer to page 17**

**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.](#) Minutes for the regular meeting on June 20, 2019

**Page 3**

**STAFF & COUNCIL REPORTS / COMMITTEE REPORTS** (20 minute limit)

- [a.](#) Staff Report - Julie Engebretsen, Deputy City Planner

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- b. Staff Report - Matt Steffy, Parks Maintenance Coordinator

- c. Staff Report - Mike Illg, Community Recreation

**PUBLIC HEARING**

**PENDING BUSINESS** (15 minute limit)

- [a.](#) Klondike Alley Pedestrian Trail Project

**Page 17**

- [b.](#) Staff Report from Deputy City Planner Engebretsen re: Wayfinding and Streetscape Plan

**Page 31**

1. Staff Report dated April 4, 2018 re: Proposed Wayfinding and Streetscape Plan
2. Excerpt of City of Soldotna Wayfinding Plan
3. Excerpt of April 19, 2018 Commission Minutes

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

- [a.](#) FY 2020 Budget **Page 45**

**INFORMATIONAL MATERIALS**

- [a.](#) 2019 Annual Calendar **Page 47**

- [b.](#) 2019 Commissioner Attendance at City Council Meetings **Page 49**

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

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE CITY COUNCILMEMBER** (if present)

**COMMENTS OF THE CHAIR**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **THURSDAY, SEPTEMBER 19, 2019** at 5:30 P.M. in the Cowles Council Chambers located at City Hall, 491 E. Pioneer Avenue, Homer, Alaska.

Session 19-05 A Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order on June 20, 2019 at 5:33 pm by Chair Ingrid Harrauld at the Cowles Council Chambers City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

**PRESENT:** COMMISSIONERS LEWIS, FAIR, HARRALD, LOWNEY, ARCHIBALD, ROEDL AND BARNWELL

**ABSENT:** COMMISSIONERS ASHMUN AND SHARP (EXCUSED)

**STAFF:** DEPUTY CITY PLANNER ENGBRETSSEN  
DEPUTY CITY CLERK KRAUSE  
PARKS MAINTENANCE COORDINATOR STEFFY

### **APPROVAL OF THE AGENDA**

Chair Harrauld requested a motion to approve the agenda.

LEWIS/FAIR - MOVED TO APPROVE THE AGENDA.

There was a no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

#### **VISITORS**

A. Klondike Alley ADA Pedestrian & Drainage Improvement Project – Wayne Aderhold

Mr. Aderhold was unable to make it due to a conflicting opportunity and Deputy City Planner Engbretsen presented the proposed project to the Commission for consideration.

The proposal is to construct a pathway and improve drainage with a project cost ranging from \$70,000 to as much as \$117,000 depending on the level of the improvement.

Ms. Engbretsen responded to questions from the Commission regarding the following:

- Connection with the KHLT ADA Pedestrian Trail
- Location is a city right of way located between Pioneer and Klondike Avenues between the businesses – Ptarmigan Arts, The Alibi, KBBI, etc.
- The portion of the trail next to the Grog Shop would not be included
- Not vehicle accessible the entire length, probably just current existing use
- Not on the Non-motorized Trails Plan, preference to have the project nominated for that then can be recommended for the CIP since the Commission previous agreed that a trail must be included in the Non-motorized Trail Plan to be recommended for the CIP

- Can be discussed at the August meeting if the Commission wants to include on the CIP
- Can entertain discussion to change to pedestrian easement after the existing use but then the remaining businesses would need to be included in a discussion if they have an interest for rear access to their businesses

B. Wayfinding and Streetscape Plan – A Presentation by Karin Marks, Chair Economic Development Advisory Commission (EDC)

Karin Marks made a presentation on the proposed Wayfinding and Streetscape Plan noting the following points:

- City Council authorized funds for consulting to update the Transportation Plan and for the plan to include wayfinding and streetscape plan
- This plan is the outcome of a survey that was conducted by the EDC in 2018
- Wayfinding is more than just signage, it is the art of using landmarks, signage and pathways to assist people navigate and experience a place
- Streetscape is amenities that promote safety, comfort and an interest in exploring the Community by foot
- Design a modest wayfinding system to orient visitors at Homer's gateways
- Provide continuity of vehicle directional signage at route decision points such as the Sterling Highway and Pioneer Avenue
- Assist Pedestrians navigating Pioneer Avenue and usage of the Trails/Pathways currently available in the Central Business District
- Delineate Tsunamis Evacuation Routes and safe zones
- Keep signage clutter to a minimum
- Better utilize the trail system by better signage and mapping
- Realistic streetscape/public space enhancements on Pioneer Avenue with placement of benches, pockets parks and trash receptacles, banners, plants and/or plant lists for businesses and safety features
- The Wayfinding and Streetscape Plan would provide a vision to encourage State and Private Business support for placement of signage, pedestrian crosswalks and decorative hardscapes
- Complimentary sign design
- Leveraging private partnership investments
- Assists in competing for business patronage
- Cohesive thoughtful design the reflects Homer's creative character and reputation as an arts and outdoor recreation destination
- Wayfinding will assist in helping pedestrians understand Homer's commercial districts and also visiting small businesses
- A vibrant street environment draws locals and visitors out of their cars and gives shoppers and one of a kind experience
- Wayfinding also offers a safe and pleasant non-motorized travel options, supports local businesses and increases tax revenues
- The update to the Transportation Plan is large, will be expensive implementation can take



some time but could be low-hanging fruit by being a stand-alone project.

- One thing that is needed is new banners this could be the start of the Wayfinding and Streetscape Plan

Ms. Marks responded to questions regarding the following:

- Accessibility with regard to ADA not shown or addressed in the plan
- Connectivity, signage and budgets and working with State offices
- Coordinating the Wayfinding to reflect uniformity for the city overall not reflective of the individual districts such as Old Town, Central Business District, etc.
- Previous walkability reports and the need of creating walkability in the Central Business District as it relates to Non-motorized Trails
- Lack of incentive to area businesses for beautification
- Plans in hand and the difficulties getting any action done
- Biggest deterrent is lack of funding

The Commission agreed by consensus to have this on the August agenda for further discussion.

## **RECONSIDERATION**

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

A. Minutes for the Regular Meeting on May 16, 2019

Chair Harrald requested a motion to approve the Consent Agenda.

LEWIS/ARCHIBALD - MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

A. Staff Report from Deputy City Planner Engebretsen

Ms. Engebretsen reviewed her staff report that was included in the packet.

A brief discussion was held on the Seafarers Memorial Parking Project and the beach erosion renourishment project and if the Commission has the ability to offer any input on those projects.

Ms. Engebretsen welcomed Commissioner Barnwell.

B. Parks Report - Matt Steffy, Parks Maintenance Coordinator

Matt Steffy provided an overview of his report that was submitted as a laydown. He commented on the following:

- Campground hosts at Hornaday and Fishing Hole. Great attitudes and dynamics. Keeping it organic and growing with their skills and interests.
- Line of Site work continues. Karen Hornaday is looking awesome. Also Ben Walters, WKFL, and Superintendents.
- Public Art has been installed at the Fire Hall Pocket Park. Staff provided labor and materials.
- Public Art is going in at Ramp 2 Restroom. Staff is providing labor and material support.
- Turf maintenance is finding a groove. Still tweaking a few things. City Hall appearance is greatly improved and will continue to take care of certain areas that were left untouched.
- Flowers are out and in transition. The City changed from growing their own to purchasing from local sources however they encountered an ordering glitch and the vendor did not get the stock in and so they provided limited options but at a 50% discount, so that benefitted the budget really well. The RFP will need to be issued in September of each year for the next year.
- Cemetery record review is underway.
- New bench at End of the Road park is installed and looks great currently it is not anchored into the ground and they are waiting to see if that will be necessary. Pictures are included in the packet.
- Pavilion reservation process is going well. Still working out the kinks. City Manager has authorized staff to draft language to exempt school sponsored activities. There is desire from some non-profits for some level of consideration for waivers but Homer is the Non-Profit Capital of Alaska and so there is hesitancy to implement this but there has been some misunderstanding on the requirement to pay to use a Pavilion and when that would be required.
- Adult Softball and High School Softball have big plans for Jack Gist. Natural gas generator, water tank, concession stand, restrooms, scorekeeper loft, etc. I spoke with Water & Sewer Superintendent and we've got some ideas for green infrastructure. They plan on carrying the cost, will need to discuss ownership. They will also be raising the fence of Field 2 to make it compliant and redoing the whole infield.
- Memorial Day was busy and uneventful.
- We have very happy campers.

**May 2019 Camping:**

Mariner:	339		
Fishing Hole:	369	Total Camping:	956
Tent Area 1:	Closed	Total People:	1,701
Tent Area 2:	62	May 2019 Revenue:	\$19,260
Hornaday:	186	May 2018 Revenue:	\$10,787

Mr. Steffy responded to questions, comments and requests for service from the Commission on the following:

- Trimming and additional clearing at the steps on the perimeter trail around Karen Hornaday Park
- Status of the RV Dump Station signage
- Comparison numbers and RV usage at Karen Hornaday Park and requiring additional maintenance in opening up the campgrounds viewshed.

Mr. Steffy departed the meeting at 6:40 p.m.

C. Community Recreation – Mike Illg, Recreation Manager

Mr. Illg was not present at the meeting. Included in the packet were the most recent Community Recreation Activity Schedules.

## **PUBLIC HEARING**

## **PENDING BUSINESS**

## **NEW BUSINESS**

A. Memorandum from Commissioner Sharp re: Project and Status Update - Donation of a Park Bench and Funding Request for a Plaque

Chair Harrald introduced the item by reading of the title into the record and requested a motion to approve the funds for the plaque.

LEWIS/LOWNEY MOVED TO APPROVE EXPENDING PARKS RECREATION FUNDS NOT TO EXCEED \$50 TO PURCHASE A PLAQUE FOR THE PARK BENCH.

There was a brief discussion on the bench and expressions of appreciation by the Commission.

VOTE. NON-OBJECTION. UNANIMOUS.

Motion carried.

B. Memorandum from Deputy City Planner re: Funding Request for Karen Hornaday Park Trails

Chair Harrald introduced the item by reading of the title and requested Ms. Engebretsen to provide her report for the Commission.

Ms. Engebretsen reported that Commissioner Lowney requested this item on the agenda and gave the floor over to her.

Commissioner Lowney provided background on the request and also requested staff input on postponing the discussion, in which Ms. Engebretsen did not recommend a postponement providing guidelines on the Council approval process.

Commissioner Lowney was recommending that the Commission request funds in the amount of \$500-\$1500 for replacement materials to renourish and labor to install materials for the trail around the park.

ARCHIBALD/LEWIS MOVED TO USE \$500 FROM PARKS COMMISSION FUNDS FOR MATERIALS FOR TRAIL IMPROVEMENTS IN KAREN HORNADAY PARK.

Discussion ensued on the requirements, the best fund (HART or Commission) to appropriate funds from and how it would improve the trails and that if the Commission does not use the funds Council may not provide them funding in the future.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

ARCHIBALD/LEWIS MOVED TO FORWARD A REQUEST TO CITY COUNCIL TO APPROVE EXPENDITURE OF \$1500 FROM THE TRAILS PORTION OF THE HART FUND FOR TRAIL IMPROVEMENTS AT KAREN HORNADAY PARK.

Further discussion ensued on the labor portion of the proposed improvements and having a plan defined before they request the money; speaking with Parks Maintenance Staff and Public Works Staff for minimal equipment use and obtaining Council support for the ordinance to request the funds.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

C. Memorandum from Special Projects & Communications Coordinator re: 2020-25 Capital Improvement Plan (CIP)

1. Everything You Always Wanted to Know About the City of Homer Capital Improvement Plan
2. CIP Project Nomination Form
3. Draft Capital Improvement Plan 2020-2025

Chair Harrald introduced the item into the record by reading of the title.

Ms. Engebretsen then provided a brief overview on the process. She noted that the previous top two projects were Bayview Park Restoration and Main Street Sidewalk.

The Commission agreed by consensus to keep Main Street Sidewalk as their number one top priority in response to Ms. Engebretsen question regarding the project.

There was a brief discussion on Bayview Park and Chair Harrald recommended a motion be made to discuss the project.

LEWIS/LOWNEY MOVED TO RECOMMEND THAT BAYVIEW PARK RESTORATION PROJECT BE THE COMMISSION NUMBER TWO PROJECT.

There was a brief discussion on amendments to the project description to focus on the replacement of the fencing, drainage and fall cover material for placement under the equipment.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

The Commission briefly discussed adding a third project, Jack Gist Park Improvements, for consideration and it was noted that there was a private group that was working on improvements at that park and it would be nice to recognize their efforts by supporting the project. Additional comments were made on the update needed to the Project description; a preference to talk about the proposed project, Klondike Alley Pedestrian Trail be required to go through the process that was defined previously by the Commission and having it on the agenda for the August meeting.

### **INFORMATIONAL MATERIALS**

#### **A. Commission Annual Calendar 2019**

Chair Harrald reviewed the Annual Calendar and asked Ms. Engebretsen on the budget review.

Ms. Engebretsen responded that she is paying attention to the conversation and there have been many discussions on how that will affect Parks and Recreation with a two year budget cycle. So currently there is no simple answer.

#### **B. Commissioner Attendance at City Council Meetings 2019**

There was a brief discussion on the proposed Chair/Vice Chair Training on July 24, 2019 at 4:00 p.m.

Chair Harrald noted the attendance at the next Council meeting and requested volunteers.

Commissioner Archibald will attend the Monday, June 24<sup>th</sup> meeting with Commissioner Barnwell.

Commissioner Archibald and Lowney agreed to attend the July 22<sup>nd</sup> meeting.

#### **C. Appointment to the Commission: Barnwell**

Chair Harrald welcomed Commissioner Barnwell.

Commissioner Barnwell commented that he was still in a steep learning curve moving from Anchorage to Homer but looks forward to being on the Commission.

D. Resolution 19-33 Awarding 1% for Art for the New Police Station

Chair Harrald noted the project and requested input from Commissioner Fair and Deputy City Clerk Krause.

Commissioner Fair with assistance from Deputy City Clerk Krause provided an overview of the selection process and description of the public artwork that was selected for the New Homer Police Station.

e. Service Recognition for Avram Salzmann

Chair Harrald noted the Service recognition for Avram that was in the packet.

Commissioner Lewis commented on the speech that Mr. Salzmann had given at the graduation ceremony that seemed to take the attendees by surprise.

Chair Harrald commented on a conference that she attended on Social Justice reporting that there were many organizations there that had many youth members who were voting members. There are many times that she hears no and believes that there are many possibilities than just “no” especially when they have the capacity of youth that they do in the community.

f. AKDOT Open House Event for Local Construction Projects

Chair Harrald reviewed the notice included in the packet and stated that it would be beneficial for at least one Commissioner to attend the event.

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE COUNCILMEMBER**

**COMMENTS OF THE CITY STAFF**

Deputy City Planner Engebretsen commented on the quickest time in selection and recommendations for the annual CIP process and will have to notify Ms. Carroll.

Chair Harrald inquired if Staff knew about conversations on a possible trail around the airport.

Commissioner Archibald commented on the clearing that was done around the exterior of the fencing and that there was a section that would make a great viewing area.

## COMMENTS OF THE COMMISSION

Commissioner Lewis wished Chair Harrauld fun on her trip to the Aleutians.

Commissioner Fair had no comments.

Commissioner Archibald provided information on the upcoming Kachemak Bay Highland Games on July 6<sup>th</sup>, the Trivia and Scotch Tasting event at Alice's on July 4<sup>th</sup> and that there will be participation in the Annual 4<sup>th</sup> of July parade and after the Games on Saturday there will be a Ceilidh at the Homer Elks Club that helps benefit the Homer Emblem Club Scholarship program.

Commissioner Lowney commented that it was a good meeting, complimented the Chair and welcomed Charlie, totally agreed with the Chair on needing more trails and then noted the work that is needed and being done on the Junior High Trail and the improvements that were done with drainage and the bridges being built. The Girl Scouts are eager to continue working on the Karen Hornaday Trail. She admitted to missing Abram and that he has set a high bar and hopes that they will get an interested student representative.

## COMMENTS OF THE CHAIR

Chair Harrauld expressed her appreciation for the efforts of staff and all the work done by the Commissioners.

## ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:34 p.m. The next regular meeting is scheduled for **THURSDAY, AUGUST 15, 2019** at 5:30 p.m. at City Hall Cowles Council Chambers 491 E. Pioneer Avenue, Homer, Alaska.

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RENEE KRAUSE, MMC, DEPUTY CITY CLERK

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





From The Kachemak Heritage Land Trust, Poopdeck Trail Update:

In July, Ptarmigan Ptrails, a Northwest-based trail construction company and member of the nationally recognized Professional Trail Builders Association, began trail construction on our Poopdeck Platt property and on the adjacent City of Homer property. The new universally accessible trail is part of our Poopdeck Community Park project, aiming to help make Homer a more accessible community. Currently, construction is on hold until September due to a delay in shipment of building materials but is still on track to be completed this fall.

This trail construction is being done in collaboration with the City of Homer and the Homer Independent Living Center with funding from the Alaska Recreational Trails grant program and a required 10% match from the City. Other upcoming features of the Poopdeck Community Park project include informational signs with interactive elements, and in partnership with Homer Animal Friends, dog lending leashes and waste disposal stations. Thank you to everyone who has helped make this trail a reality!











# City of Homer Capital Improvement Plan

## Project Nomination Form

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### Project eligibility

- A. Does the proposed project represent a major, nonrecurring expense (\$25,000 or more for non-profit organizations; \$50,000 or more for government organizations)? ☒ YES NO
- B. Will the proposed project result in a fixed asset (e.g., land, major equipment, building or other structure, road or trail) with an anticipated life of at least two years? ☒ YES NO
- C. Will the project provide broad community benefit? ☒ YES NO

*If you were able to answer YES to all three questions, please provide the following additional information:*

1. Project title (Suggested heading in CIP):

"Klondike Alley: Driveway Improvement, Trail Construction & Drainage Mitigation"

2. Project description and benefit. Describe the project in half a page or less, including specific features, stages of construction, etc. Explain how the project will benefit the Homer community.

(next page)

3. Plans and progress. Describe in one or two paragraphs what has been accomplished so far (if anything). This may include feasibility study, conceptual design, final design/engineering/permitting, fundraising activity, and total funds raised to date. Have walked the route myself on numerous occasions and shared the idea with others who want to see non-motorized access in Homer maximized. Recently enlisted J. Cushing PE in a recon survey of the alignment toward concept development (particularly drainage mitigation ideas).

4. Project cost: (preliminary estimates)

A. TOTAL COST (including funds already secured) = \$ 69,268 to \$117,169 (depending on level of construction; n.i.c. design, expected to be "in-kind" contrib.)

B. For construction projects, break out preconstruction costs (feasibility/design/permitting):

Preconstruction costs = \$ 0

Construction costs = \$ 69,268 to \$117,169  
(see attached estimate, pg 2 of 2,  
for itemized breakdown)

5. Timeline: Indicate when you hope to complete each phase of the project.

Please keep in mind that the CIP will not be published until the end of September. Legislative funding (if any) would not be available until July of next year (or later) for state funding and October of next year (or later) for federal funding.

A. For projects that consist of land or equipment purchase only, state when the purchase would be made:

N/A

For construction projects:

B. Preconstruction phase to be completed by Oct. 31, 2019.

C. Construction phase to be completed by Oct 31, 2020.

6. Provide a quality digitized photo, drawing, map, or other graphic image of your project if possible. (see attachments)

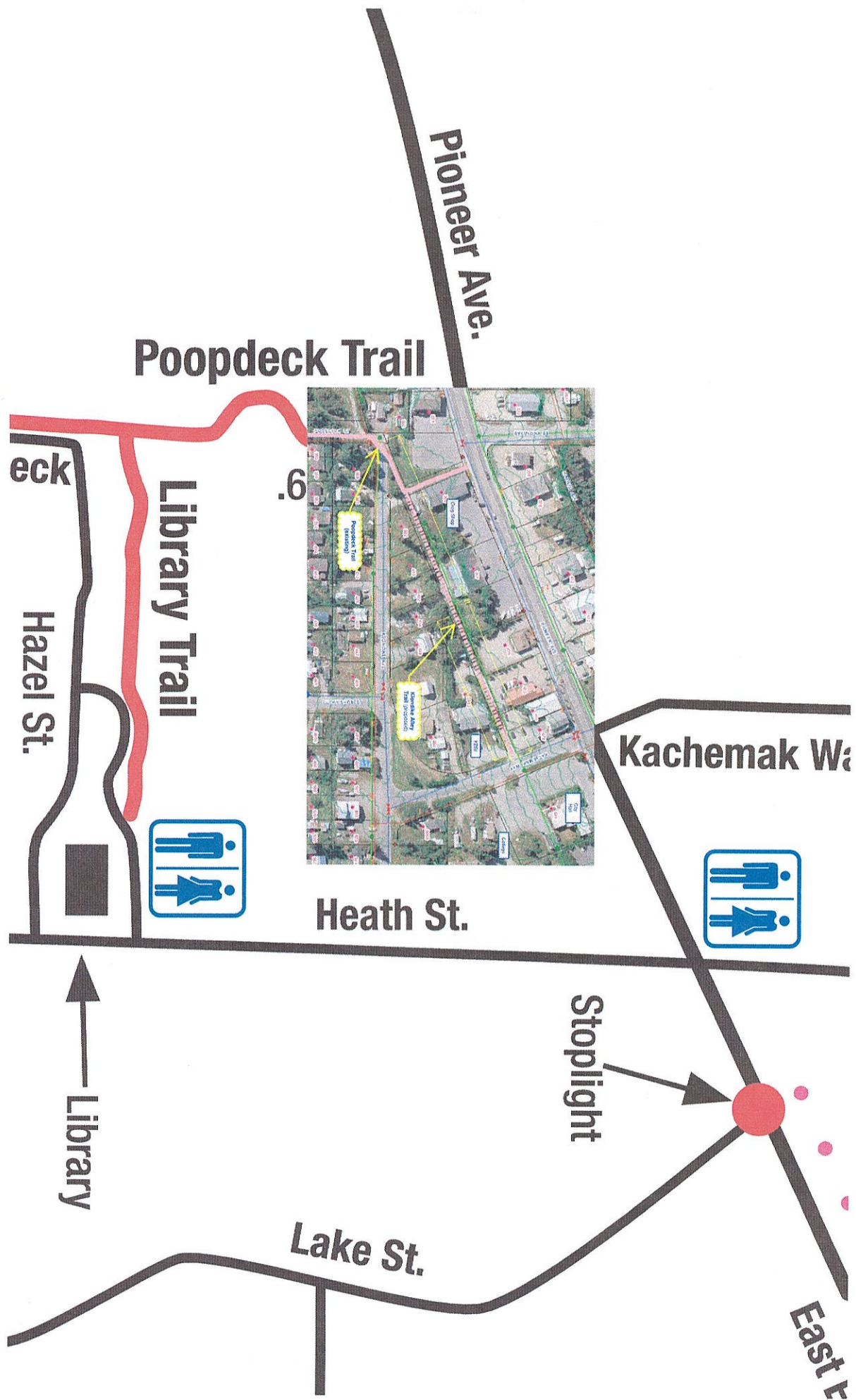
“Klondike Alley” has potential to become a true multi-use corridor (similar to Fairview Ave. and other driveway/trails):

- Existing motorized access to 4 businesses at East end needs rebuilding (extreme potholes)
- Non-motorized trail connection to Poopdeck & KHLT trails at West end would provide direct access to City Hall/College & back entrance to at least 4 businesses
- Control drainage problem that currently impacts “downstream” properties and Klondike Ave.
- Provide a safer route for pedestrian traffic than Klondike Ave. which has no shoulders
- If trail & driveway are constructed to ADA standards (surface), Klondike Alley route has minimal grade issues (fairly level topo exists between Kachemak Way and intersection with Poopdeck Trail)
- Link to KHLT (planned ADA) trail would provide more parking for KHLT trail (currently only two parking places are planned at two different locations)
- The finish surface could be D-1 (as currently planned for KHLT Trail) ... or upgraded to a.c. pavement
- For some additional cost (curb or swale construction), drainage issues that affect properties along N. side of Klondike Ave. and Klondike Ave. itself could be mitigated by surface interception and re-direction (to existing drainage ditches)

“Klondike Alley” has potential to be a **multi-use corridor** (similar to Fairview Ave. “driveway/trails”):

- Existing motorized access to 4 businesses at East end needs rebuilding (extreme potholes)
- Non-motorized trail connection to Poopdeck & KHLT trails at West end would provide direct access to City Hall/College & back entrance to at least 4 businesses
- Control drainage problem that currently impacts “downstream” properties and Klondike Ave.
- Provide a safer route for pedestrian traffic than Klondike Ave. which has no shoulders
- If trail & driveway are constructed to ADA standards (surface), Klondike Alley route has minimal grade issues (fairly level topo exists between Kachemak Way and intersection with Poopdeck Trail)
- Link to KHLT (planned) ADA trail would provide more parking for KHLT trail (currently only two places are planned at two different locations)
- The finish surface could be D-1 (as I believe is currently planned for KHLT Trail) ... or possibly upgraded to a.c. pavement & wide (8') (“Cadillac”) ... could start off “simple” (grading & subbase), and then improve later (as use picks up)
- For some additional cost (curb or swale construction), drainage issues that affect properties along N. side of Klondike Ave. and Klondike Ave. itself could be mitigated by surface interception and re-direction (to existing drainage ditches)















# City of Homer

## Non-Motorized Trail Planning & Design Criteria Summary

### Level 4 - Fully Improved Trail

*NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.*

## PLANNING CRITERIA

### Location ✓

- For transportation and recreation routes through core civic or commercial areas and residential neighborhoods with moderate use levels.
- Where recreational use volumes are high and full accessibility is not critical.
- Moderate pedestrian activity, especially where accessibility is not critical.
- Where a Level 5 trail width is needed to accommodate volumes and user groups, but costs or topography preclude construction of a fully accessible route.

**Use** ✓ Two-way transportation routes with light to moderate volumes of primarily pedestrian & bicycle traffic. They may be designed for use by skiers and equestrians, where appropriate.

**Easement Width** ✓ = 20'  
15 feet minimum.

**Trail Maintenance** ✓ Maintenance of clearance zones, trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows. Regular maintenance of approved trash receptacles. Winter maintenance, as use volumes dictate, and funding allows.

**Topography** ✓ Allows for construction with maximum running grades <8%, Existing side slope within easement: Max. approx. 12% (~2 feet difference) across width of easement, unless using retaining structures.

**Alignment** Level 4 trails provide comfortable, moderately accessible transportation and recreation routes with the following criteria:

- The route provides a fairly direct connection between major destinations, with spurs and exits where possible.
- Trail has public access at all ends.
- Avoid using stairs, where possible.
- Connects to Level 5 or Level 4 trails. Lower level trails may branch from a Level 4.
- Avoid alignments that require maximum grades within 20 feet of intersections with trails, rights-of-way or parking areas.
- Water Crossings: Minimize or avoid crossing ground seeps, creeks, wetlands, or other water bodies. Align necessary crossings at 90° to water flow, choose narrow crossings, avoid eroding banks.

**Soils, Water & Hydrology** ✓ Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with saturated soils. Minimize the crossing of creeks, rivers and wetlands, which is more expensive to build and more difficult to maintain. Avoid constructing trails along side slopes of 20% or greater. N/A

### Level 4 Trail Description ✓

A wide multi-use trail with a firm surface meeting ADA accessibility standards for recreation trails. A transportation and recreational route through the developed areas of Homer and within residential neighborhoods.





## City of Homer

# Non-Motorized Trail Planning & Design Criteria Summary

### Level 4 - Fully Improved Trail

*NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.*

## DESIGN CRITERIA

### Trail Width & Shoulders ✓ 5 - 8 foot wide paved or gravel trail.

- 5 - 6 foot wide trail - for routes with lower volumes of traffic, and fewer recreational users.
- 7 - 8 foot wide trail - for routes with bicycles and/or moderate to high user volumes.
- PAVED TRAILS - where a Level 5 trail is recommended, but topography or other physical conditions prevent construction to Level 5 standards, a paved Level 4 trail is acceptable. Any Level 4 trail can be paved. Provide a minimum 12 in. gravel shoulders on all paved trails.

**Surface** ✓ Firm and stable. Smooth, few or no obstacles. Protrusions <3 in. Steps to 8 in. Remove surface vegetation and organic soils. For gravel trails: 2 in. leveling course over 8 in. NFS gravel over geotextile. For paved trails: 2 in. AC pavement over 2 in. leveling course over 24 in. NFS gravel over geotextile. Alternate surfacing: PPP filled with native or imported material. estimate based on 4" D-1 over 18" NFS over geotextile (or upgrade to a.c. pavement)

### Clearance

- Vertical clearance - 9 feet above trail and shoulders, 12 feet for equestrian use. may be an issue w 1 HEA guy
- Horizontal clearance - Minimum 12 in. beyond trail edge. 24 in. from signs and trees.

### Grade & Accessibility ✓

- Accessible trails: Target grade  $\leq 5\%$ , 8.33% for up to 200 feet, 10% for up to 30 feet, 12.5% for up to 10 feet. No more than 30% of trail length shall exceed 8.33%.
- Maximum: 10% for up to 50 feet.
- Stairs used where absolutely necessary and pedestrians are the primary user group.

### Cross Slope of Trail ✓

- Gravel trails - 3%
- Paved trails - 2%
- Shoulders - 10% Max.

### Signage ✓ (signs n.i.c. in estimate)

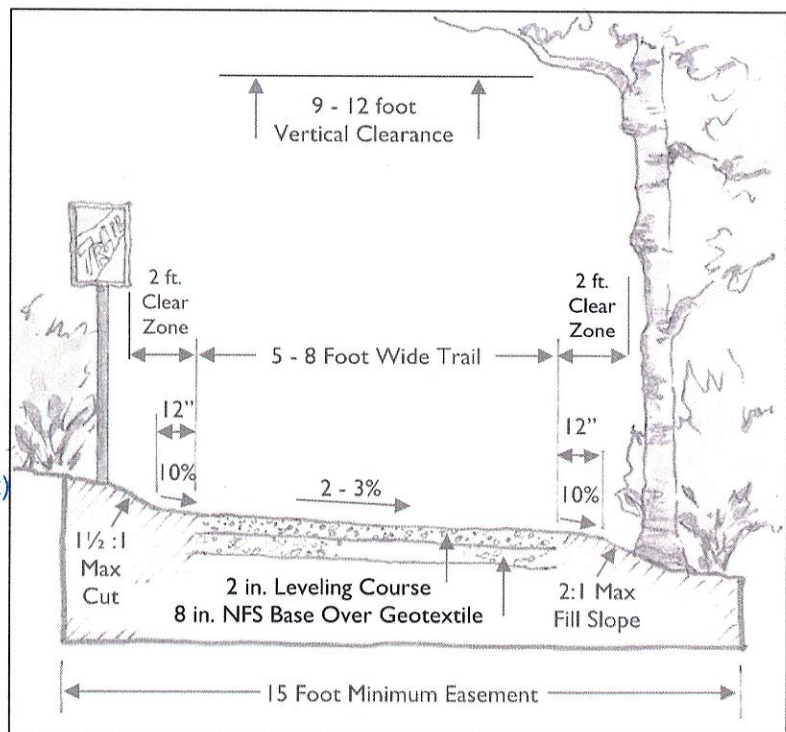
- Trail information signage posted at ends and intersections, as necessary, such as a trail system map, trail name, use restrictions, accessibility warnings, and resource protection information.
- Directional signs for nearby destinations, traffic control and warnings for intersections or other trail conditions.
- Directional signage with trail name and length, at all trail intersections.

### Amenities (optional, later ... n.i.c. in cost)

- Amenities common. Lighting, bear proof trash & recycling receptacles, maps, benches for rests or viewing, and interpretive signs, as approved.

### Structures N/A

- Heavy duty structures, as needed: bridges, boardwalks, retaining structures, railings.



**CROSS SECTION - LEVEL 4 FULLY IMPROVED TRAIL**

Klondike Trail project: clearing & grubbing, grading (minor), minimal cut & dispose (high point), surface drainage (planned), may need to add crmpl(s) later), geotextile, 1-1/2" road base mat'l, D-1 topping & 2" a.c. paving; [see separate sheet for MH calc; figure raw cost, then markup for O&P @ 20%]

Item	Qty	Unit	M (1)	L (2)	E (3)	SC (4)	Mat'l	Labor	Equip	Subc	Extension
Project length=825lf (KHLT to Kach Way)							\$ -	\$ -	\$ -	\$ -	\$ -
figure ac paved trail (8' wide) w rolled curb on south edge (partial) for surface drainage							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -
Materials:							\$ -	\$ -	\$ -	\$ -	\$ -
clear & grub: 24,000 sf							\$ -	\$ -	\$ -	\$ -	\$ -
grading: 24,000 sf (plus any directed drainage)							\$ -	\$ -	\$ -	\$ -	\$ -
road base gravel: 15'wx825'x1.5'deep =750cybm							\$ -	\$ -	\$ -	\$ -	\$ -
geotextile: 15'wx825'=1375sy+10%=1515sy							\$ -	\$ -	\$ -	\$ -	\$ -
D-1 leveling course: 4" d x 13'w x825lf = 150cyfm							\$ -	\$ -	\$ -	\$ -	\$ -
a.c. paving: 200lf@10'w; 625lf@8'w; =7000sf							\$ -	\$ -	\$ -	\$ -	\$ -
rolled curb: ?PCC or a.c. or ??, est half length (400lf)							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -
crushed 1-1/2" road base: 750cybm	1125	1 T	\$ 14.30				\$ 16,087.50	\$ -	\$ -	\$ -	\$ 16,087.50
deliv above product	35	4 hr				\$ 65.00	\$ -	\$ -	\$ -	\$ 2,275.00	\$ 2,275.00
geotextile	1515	1 sy	\$ 1.00				\$ 1,515.00	\$ -	\$ -	\$ -	\$ 1,515.00
D-1 gravel	225	1 T	\$ 16.40				\$ 3,690.00	\$ -	\$ -	\$ -	\$ 3,690.00
deliv above product	12	4 hr				\$ 65.00	\$ -	\$ -	\$ -	\$ 780.00	\$ 780.00
a.c. paving (subcontract, est)	7000	4 sf				\$ 3.00	\$ -	\$ -	\$ -	\$ -	\$ -
rolled curb (drainage/subcontract): 400lf	400	4 lf				\$ 55.00	\$ -	\$ -	\$ -	\$ 22,000.00	\$ 22,000.00
construction survey & layout (RLS)	1	4 ls				\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -	\$ -	\$ -
							\$ 21,292.50	\$ -	\$ -	\$ 48,055.00	\$ 69,347.50

21,877.50

highlight=add. alt.



figure here the cost to **contract out** the entire job (including subcontracts for ac paving & curb work, plus purchasing all of the gravel & other materials listed on cover sheet)

Preliminary

06/18/2019 3:01:26 PM

pg 2  
(summary)

Item	Qty	Unit	M (1)	L (2)	E (3)	SC (4)	Mat'l	Labor	Equip	Subc	Extension
Figure job based on "cost" (to contractor), then add markup (O&P) at the end											
4 person crew: (working supt 2 opr, 1 lab, 1 teamster = \$311.20/crew hr (Title 36, 2019, w 25% added for w.c. ins)							\$ -	\$ -	\$ -	\$ -	\$ -
clear&grub&rough grade: 1d							\$ -	\$ -	\$ -	\$ -	\$ -
excavate & haul off excess: start import: 1d							\$ -	\$ -	\$ -	\$ -	\$ -
complete import road base & grade: 1d							\$ -	\$ -	\$ -	\$ -	\$ -
import D-1 & finish grade: 1d							\$ -	\$ -	\$ -	\$ -	\$ -
= 4 days (10h/d) w full crew	40	2h		\$ 311.20			\$ -	\$ 12,448.00	\$ -	\$ -	\$ 12,448.00
equip: D3 dozer	32	3h			\$ 37.57		\$ -	\$ 1,202.24	\$ -	\$ -	\$ 1,202.24
loader (930)	16	3h			\$ 63.36		\$ -	\$ 1,013.76	\$ -	\$ -	\$ 1,013.76
skidsteer w Freecon (\$15+7use 15, 30 total)	16	3h			\$ 30.00		\$ -	\$ 480.00	\$ -	\$ -	\$ 480.00
excavator (312)	8	3h			\$ 54.23		\$ -	\$ 433.84	\$ -	\$ -	\$ 433.84
compactor (8T/100hp)	20	3h			\$ 48.00		\$ -	\$ 960.00	\$ -	\$ -	\$ 960.00
end dump (truck)	8	3h			\$ 37.53		\$ -	\$ 300.24	\$ -	\$ -	\$ 300.24
supt only (to monitor subs):							\$ -	\$ -	\$ -	\$ -	\$ -
rolled curb	10	4h				\$ 65.00	\$ -	\$ -	\$ -	\$ 650.00	\$ 650.00
ac paving	10	4h				\$ 65.00	\$ -	\$ -	\$ -	\$ 650.00	\$ 650.00
layout & survey (grade hopping)	10	4h				\$ 65.00	\$ -	\$ -	\$ -	\$ 650.00	\$ 650.00
subtotal contractor's own work (cost)							\$ -	\$ -	\$ -	\$ -	\$ 18,788.08
Markup on subs & mat's (8%)							\$ -	\$ -	\$ -	\$ -	\$ 5,547.80
Markup on own work (O&P @ 15%+10%)							\$ -	\$ -	\$ -	\$ -	\$ 4,697.02
							\$ -	\$ -	\$ -	\$ -	\$ 47,821
							\$ -	\$ -	\$ -	\$ -	\$ 69,348
							\$ -	\$ -	\$ -	\$ -	\$ 21,877.50
							\$ -	\$ -	\$ -	\$ -	\$ 62,850.68

subtotal (minus pg 1 materials & subcontracts) \$

CF pg 1 \$

Total contract \$

117,168.48

Base Estimate (8' wide, 18" deep gravel): **\$64,798**

Add. Alt #1 (add 4" of D-1; mat'l only) : **\$ 4,470**

subtotal : \$69,268  
Add Alt #2 (add 400lf "curb" drainage) : **\$24,462**

subtotal : \$93,730

Add Alt #3 (add 2" a.c. paving x8'/10' : **\$23,439**

total : \$117,169











“Klondike Alley” has potential to be a **multi-use corridor** (similar to Fairview Ave. “driveway/trails”):

- Existing motorized access to 4 businesses at East end needs rebuilding (extreme potholes)
- Non-motorized trail connection to Poopdeck & KHLT trails at West end would provide direct access to City Hall/College & back entrance to at least 4 businesses
- Control drainage problem that currently impacts “downstream” properties and Klondike Ave.
- Provide a safer route for pedestrian traffic than Klondike Ave. which has no shoulders
- If trail & driveway are constructed to ADA standards (surface), Klondike Alley route has minimal grade issues (fairly level topo exists between Kachemak Way and intersection with Poopdeck Trail)
- Link to KHLT (planned) ADA trail would provide more parking for KHLT trail (currently only two places are planned at two different locations)
- The finish surface could be D-1 (as I believe is currently planned for KHLT Trail) ... or possibly upgraded to a.c. pavement & wide (8') (“Cadillac”) ... could start off “simple” (grading & subbase), and then improve later (as use picks up)
- For some additional cost (curb or swale construction), drainage issues that affect properties along N. side of Klondike Ave. and Klondike Ave. itself could be mitigated by surface interception and re-direction (to existing drainage ditches)

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## City of Homer

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

Planning 31

491 East Pioneer Avenue  
Homer, Alaska 99603

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

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: August 15, 2019  
Subject: Wayfinding

**Requested Action:** make a recommendation to Council on the project, or table it.

PARCAC reviewed the idea of a Wayfinding plan on April 19th, 2018. That staff report is provided as an attachment. (I didn't include the draft RFP as I am sure much has changed over the past year). PARCAC postponed action at that time until the Economic Development Commission made a recommendation. Fast forward a year, the EDC recommended the project to Council, with funding from HART. Council suggested the project be included with the Transportation Plan. The Homer Advisory Planning Commission has suggested that the Wayfinding and Transportation Plans be two separate projects. Karin Marks, EDC Chair, made a presentation to PARCAC at the last meeting about the proposed project.

The EDC has put a lot of time and effort into this proposal and I encourage PARCAC not to duplicate efforts. If PARCAC is interested in sending a memo in support, or not in support of the EDC's work to the City Council, please be ready with your comments at the meeting.

### Attachments

April 5<sup>th</sup> 2018 Staff Report





## City of Homer

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

Planning 33

491 East Pioneer Avenue  
Homer, Alaska 99603

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

To: Economic Development and Parks, Art, Recreation and Culture Advisory Commissions  
From: Julie Engebretsen, Deputy City Planner  
Date: April 4, 2018  
Subject: Homer Wayfinding and Streetscape Project

### Background Information

The Pioneer Avenue Revitalization Task Force has been active for over two years. They have made a concerted effort on Pioneer Ave in partnership with business and non-profits to plant peonies, paint murals, and make the downtown core of the community more attractive. The next step the task force would like to take is to request the City create a pedestrian wayfinding and streetscape plan. To do that, they are requesting support from the Economic Development Commission. The request is a mid-year budget amendment from the City Council to fund the project. Project costs are very rough at this time, but approximately \$25,000- \$40,000. A letter from the Task Force will be provided at the meeting.

The outcome of the project would be a design theme for wayfinding signage, streetscape improvements, and a plant list for landscaping. These would be used by the City in making public improvements, and could be used by land owners. (A common question I receive in Planning from commercial projects is “do you have a plant list?” IE, what grows well in your community? Homer does not currently have this resource.)

### Definitions

*Wayfinding:* Navigational systems that help pedestrians determine where they are and where they need to go to reach a destination. Traditionally consisting of signs, wayfinding systems can now also involve GPS systems, web connectivity, and mobile technology. Wayfinding systems can be designed and implemented formally by municipalities and business improvement districts, or informally by walking advocates.

*Streetscape:* The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, trees and open spaces, etc, that combine to form the street's character.

For purposes of the Homer project, street scape is only referring to banners, benches, trash cans and landscaping, not the road itself of the sidewalks.

Soldotna is a good example of the community planning for an attractive downtown. You may have noticed driving through Soldotna, that there is new signage being installed. This signage is part of a larger, comprehensive Downtown Improvement Plan. The plan includes different types of signage including details on color and font, landscaping plants, banners and more. Soldotna's plan is a larger project than Homer needs, as it included community branding and vehicle signage. The Pioneer Task Revitalization Task Force is not suggesting that extensive a project; instead, this

project would focus on pedestrian scale amenities and would build upon the community effort already underway.

**Requested Action:** Discuss the project proposal. Request additional information as needed. When ready, make a recommendation on the project to the City Council.

**Attachments**

1. Draft Request for Proposals and Scope of work
2. Examples from the Soldotna Downtown Improvement Plan

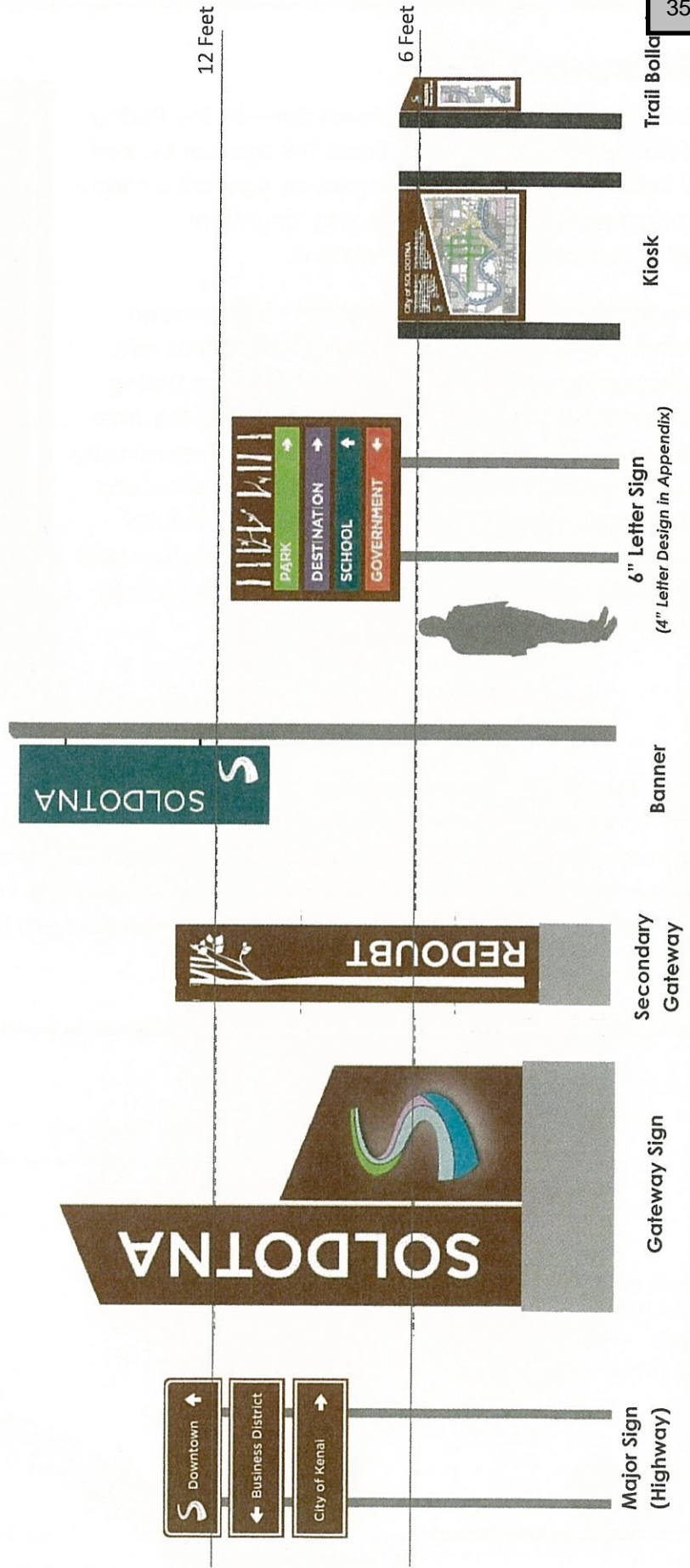
# Signage

Existing signage in Soldotna includes one welcome sign (near Mackey Lake Road), older utility pole banners, and a variety of other wayfinding signs, mostly erected through AK DOT&PF. This plan recognizes the need to design and install a family of signs throughout the City that relate to each other through common elements such as color, font, and style/design.

While all signage will not be erected at any given time, the gradual replacement of signage at the end of its functional lifespan, as well as targeted investment over the next years will produce a cohesive and comprehensive approach to communicating with area residents as well as tourists. Gateway signs will announce the presence of Soldotna and create a dramatic instance of place-making and branding. Destination signage will steer the public towards City assets (such as campgrounds and parks) and commonly visited places (such as schools, City Hall, or the library). Pole banners will reinforce the message that Soldotna is a welcoming and beautiful community.

Additional signage is proposed which adds an additional layer of messaging and communication invite pedestrians out of their cars and into the transportation network as primary users. These include secondary gateways, which draw emphasis to key intersections around town; kiosks, which could include parks information or general City maps, and trail bollards, to mark the eventual greenways and trail system proposed to connect and traverse downtown Soldotna.

Further descriptions of each of these sign types is included on the following pages.





## Gateway Signs

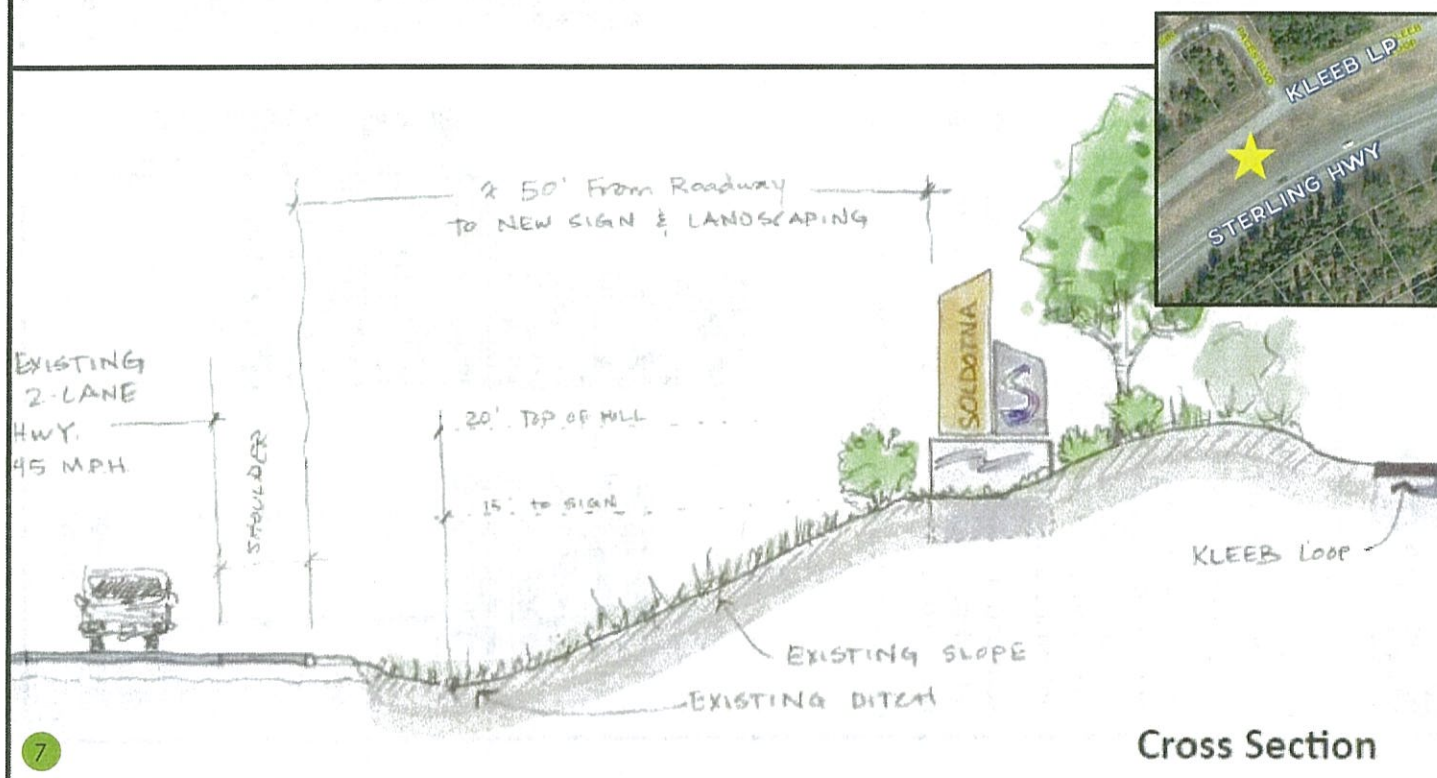
Soldotna has one existing gateway sign—on the Sterling Highway near Mackey Lake Road. This sign is at the end of its functional lifespan. New gateway signs are a critical component of branding, marketing, and visual enhancement in downtown Soldotna.

Throughout the visioning process with the Downtown Planning Team, the design and locations of three new gateway signs were defined. Two signs (on the Sterling Highway) are proposed for construction within the State of Alaska right-of-way, subject to review and approval by the Department of Transportation + Public Facilities and other agencies as appropriate. The third sign (on the Kenai Spur Highway) is proposed for construction on land owned by the Kenai Peninsula Borough, subject to their review and approval as appropriate.



### Gateway Sign #1: Sterling Highway / Kleebe Loop

This monument sign will replace the existing welcome signage at Mackey Lake Road with a new sign between the Sterling Highway and Kleebe Loop, approximately across from the latter's intersection with Pace's Boulevard. The sign will alert travelers from Anchorage, Seward, Cooper Landing and Sterling of their arrival in downtown Soldotna. The proposed location is subject to DOT approval through an encroachment permit.





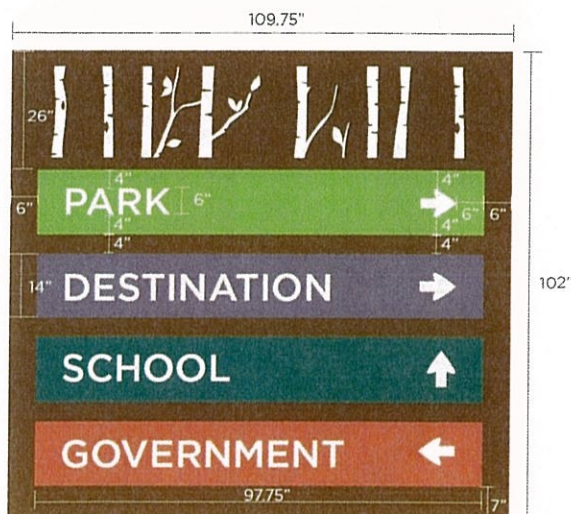
## Wayfinding Signs

A suite of possible wayfinding signs has been designed for use in various locations. The design at the right can be used at locations to showcase regional destinations (the airport, directions to Kenai or Homer, Captain Cook State Park, etc.), while the signs below can be used for more local destinations such as schools, shopping, or parks.

A map of suggested wayfinding sign locations is included on the following page. This map should be reviewed and finalized prior to design, funding and installation of wayfinding signage in the future. A rubric of local destinations is included on page twelve and should similarly be finalized at a future date to ensure accuracy at time of completion.

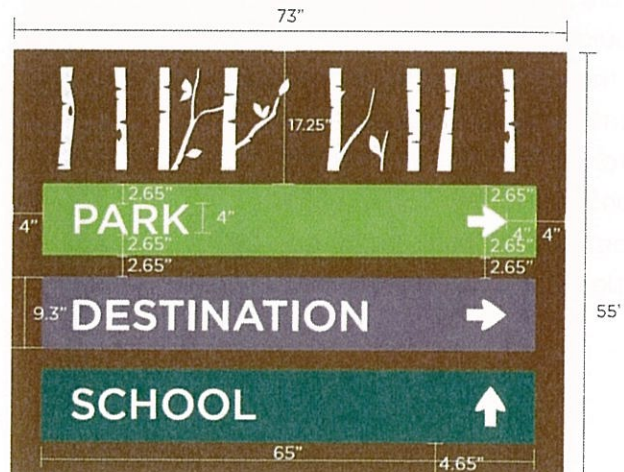
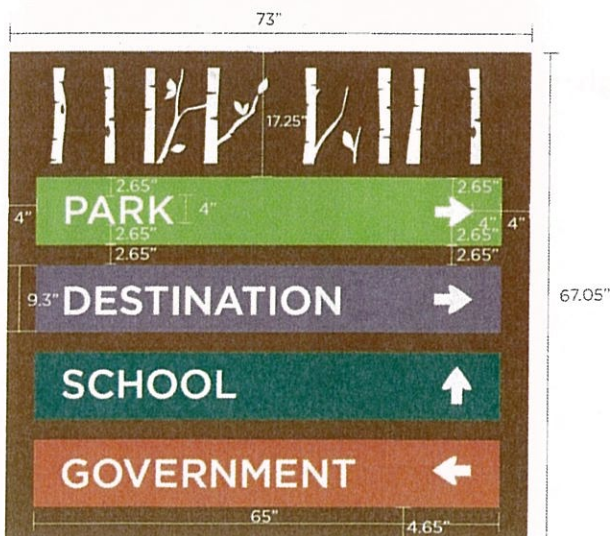


### 6 Inch Letter Signs (For Use at 35 MPH or Higher)



Font for 6" panel is Gotham  
Medium at 600 pt.

### 4 Inch Letter Signs (For Use at 30 MPH or Lower)



Font for 4" panel is Gotham  
Medium at 398.82 pt.



## Utility Pole Banners

The existing banners erected on utility or light poles throughout downtown are aged and nearing the end of their functional lifespan. Additionally, the existing banners are non-standard industry sized, making piecemeal replacement due to damage more difficult and expensive. New banners will adopt the City's design standards and aesthetically enhance the area.

Final photo selection is ongoing for the banner project, but the general design has been set through this process: a full-length photo of a Soldotna-area activity (with people, if appropriate) or geographic feature. The watermark "S" logo, with "SOLDOTNA" across the center of the logo, will appear center-bottom of the banner photo.

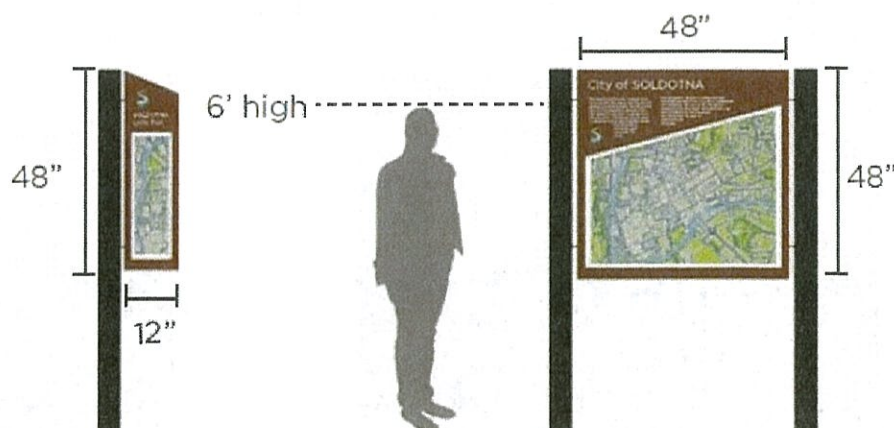


In the future, secondary banners may be ordered and installed as desired by elected officials, administration, or the community. These banners could be installed on major streets (Redoubt, Marydale, Kobuk, Binkley, and Birch)



## Other Signage Considerations

Future signage for other needs should coordinate with and carry on the common style and design elements seen in this section. For instance, trail bollards (left) or markers and pedestrian-scale informational kiosks (right) can be designed in a similar manner.





## Appendix—Materials

Parklex: for use as exterior cover on civic buildings as appropriate (see existing buildings, such as the library) and on downtown signage as appropriate (monument signs).

Metal: for use in signage where Parklex proves too susceptible to weather-related distress or too expensive for large quantity signage (e.g., wayfinding signs). Color should match the dark brown used on Parklex for signage.

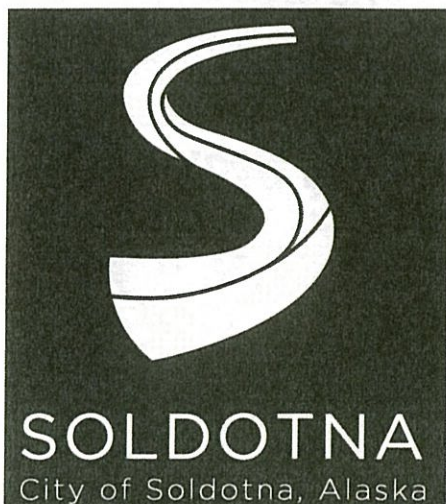
Concrete or rock bases: for use on monument signage and other projects as a base material.



## Appendix—Existing Branding

The City has created design language for future projects. This language has been incorporated into the recommendations in this project, including colors, fonts, and building materials. For the entire list of colors, and more instructions on the use of file types, logo variations, and sizes, please see the City of Soldotna Graphic Standards Manual.

### Logo



### Colors



### Fonts

**Gotham Bold**  
Gotham Book  
Gotham Light

**Century Gothic Bold**  
Century Gothic Regular

Garamond Regular



## Appendix—Landscape planting suggestions

### TREES

	DESCRIPTION	HEIGHT X SPREAD	SPECIAL NEEDS	CAN TOLERATE	MOOSE RESISTANT?	OK UNDER POWERLINES?
White Paper Birch <i>Betula papyrifera</i>	Large native tree, white bark, medium-fast growing. Golden fall color.	50' x 20'	Needs root space		NO	NO
Quaking Aspen <i>Populus tremuloides</i>	Native deciduous tree. Turns gold in fall. Leaves tremble with a breeze. Can spread by roots - keep distance from foundations and pavement.	75' x 12'	Works best in groupings		Somewhat (fence when young)	NO
Amur Chokecherry <i>Prunus maackii</i>	Ornamental tree, rounded form. Rust-orange bark. Gold fall color. Non-significant flowers/fruits	20' x 20'	Pruning	Small areas	Mostly	YES
Canada Red Cherry <i>Prunus virginiana</i>	Medium sized tree with rounded form. Dark red leaves.	20' x 20'	Pruning	Small areas		YES
Siberian / European Larch <i>Larix siberica</i> or <i>Larix decidua</i>	Deciduous conifer. Soft needles that turn golden in the fall. Fast growing. Conical form.	60' x 20'			Somewhat (fence when young)	NO
White or Colorado Green Spruce <i>Picea glauca</i> or <i>Picea pungens</i>	Evergreen, medium-slow growing. Dark green foliage	60' x 12'	Best in Sun	Drought	YES	NO



White Paper Birch



Quaking Aspen



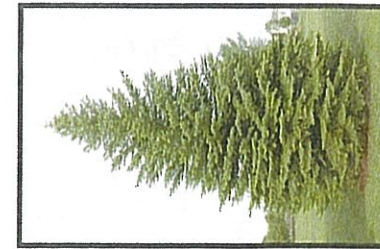
Amur Chokecherry (Fall color)



Larch (fall color)



Canada Red Cherry



Colorado Spruce



## Appendix—Landscape planting suggestions

### SHRUBS

	DESCRIPTION	HEIGHT X SPREAD	SPECIAL NEEDS	CAN TOLERATE	MOOSE RESISTANT?	GOOD FOR HEDGE?
Lilac (Canadian) <i>Syringa prestoniae</i>	Large shrub. Flowers mid summer. Very fragrant.	12' x 10'	Full SUN for best appearance		YES	
False Spirea <i>Sorbaria sorbifolia</i>	Medium shrub, feathery white blossom. Winter interest (seed head). Red fall color.	5' x 5'	Grooming to stay attractive	Drought	YES	
Rugosa Roses <i>Rosa rugosa</i>	Very hardy. Nice foliage. Several varieties of size and flower color. Spreads via roots	3'-5' tall spreading		Drought	YES	
Black Chokeberry 'Autumn Magic' <i>Aronia melanocarpa</i>	Dark green foliage. White flowers, black berries, red fall color	5' x 5'	Full SUN for best appearance	Part Shade	Somewhat	YES. 3-4 plants per 10 l.f.
Alpine Currant <i>Ribes alpinum</i>	Medium green foliage. Gold fall color.	4' x 4'		Sun or Shade	YES	YES 4-5 plants per 10 l.f.
Hedge Cotoneaster <i>Cotoneaster lucidus</i>	Dark green foliage. Red fall color if in full sun.	6' x 4'	Full SUN for best appearance	Drought	YES	YES 4-5 plants per 10 l.f.
American Cranberrybush <i>Viburnum trilobum</i>	Hardy shrub with lobed leaves. White flowers, red berries, deep red fall foliage.	6'-10' high x 4'-6' wide	Full SUN for best color		NO	YES



'Donald Wyman' Lilac (pink)



False Spirea (in bloom)



Black Chokeberry



Rugosa Rose



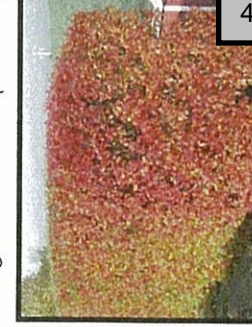
Alpine Currant



Alpine Currant (fall color)



Hedge Cotoneaster



Hedge Cotoneaster (fall color)



VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

#### NEW BUSINESS

##### A. Funding Request for KHLT Trail Design Work

Chair Lowney requested a motion to support the funding request for Kachemak Heritage Land Trust.

ASHMUN/ROEDL - MOVE TO SUPPORT THE FUNDING REQUEST FOR KACHEMAK HERITAGE LAND TRUST FOR FUNDING ON THE TRAIL DESIGN WORK ON POOPDECK PLATT

The Commission discussed the additional ADA accessibility.

VOTE: NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

##### B. Homer Wayfinding Project

Deputy City Planner Engebretsen stated that she attended the Economic Development Commission meeting and that there was a lengthy discussion on the Homer Wayfinding Project. She suggests that the Commission postpones this item until the EDC has something more concrete for the Commission to do.

ARCHIBALD/ HARRALD- MOVED TO POSTPONE THIS PROJECT UNTIL THEY GET MORE FEEDBACK FROM THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION.

**Chair Lowney commented that she is really excited about this project and she thinks it's a great idea.**

VOTE: NON OBJECTION. UNANIMOUS CONSENT

Motion carried.

##### C. Schedule Spring Park and Beach Walkthrough

Deputy City Planner Engebretsen stated that they need to schedule a walk through at Karen Hornaday before May 12<sup>th</sup>.

The Commission discussed their schedules.

ASHMUN/ - MOVED THAT THE COMMISSION HAVE A WALKTHROUGH TO COINCIDE WITH A WORKSESSION WITH CITY EMPLOYEES AT KAREN HORNADAY PARK ON MAY 7<sup>TH</sup> WITH THE TIME TO BE DETERMINED

There was no discussion

VOTE: NON OBJECTION. UNANIMOUS CONSENT.







## City of Homer

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

Planning 45

491 East Pioneer Avenue  
Homer, Alaska 99603

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

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: August 15, 2019  
Subject: FY 2020 Budget

The City Council is discussing moving to a two year budget; a final vote is tentatively scheduled for August 12<sup>th</sup>. If the City makes this change, the fall budget cycle would be for two years. The City Manager has been working with staff to identify budget needs for a two year horizon as well as a slightly longer five year horizon.

Myself, Mike Illg and Matt Steffy met and discussed numerous budget items at the request of the City Manager. Requests range from funds to replace the restrooms at Hornaday Park, scheduling/parks software to increase operations efficiency, and work to the cemetery. At this time I don't have a comprehensive list of all the things discussed, and a two year budget process will be a learning experience for everyone involved.

### Next Steps:

1. If you would like to recommend a budget request, please EMAIL me the dollar amount and a description of the request. I am available the week of the meeting if you need help fleshing out an idea or need information. I will provide a compiled list for the Commission at the meeting to act upon.
2. Pay attention to the budget process at Council. There is a public hearing on budget priorities on August 12<sup>th</sup>, at approximately 6:30 pm. After August, the next public process happens in October when the draft budget is published and Council can start making amendments.

## City of Homer

### Proposed Budget Development Schedule for FY 2020 & 2021

Dates	Time	Event
6/10/2019	6:00 PM	Budget Development Schedule approved by Council
7/22/2019		Submit to departments, budget work sheets including salary and fringe benefit costs
8/12/2019	5:00 PM	Committee of the Whole, Council to discuss budget priorities for the coming year
	6:00 PM	Regular Meeting, Public Hearing - public input on budget priorities for the coming year
8/26/2019		Departmental Draft Budget and narratives to Finance
9/9/2019	5:00 PM	During Committee of the Whole, Council to discuss Revenue Sources for General Fund
9/9/2019		Compile data and return copy to departments for review
9/9 - 9/20/2019	Weeks Of	City Manager - Budget Review with Finance Director and Department Heads
9/23/2019		Preliminary budget assumptions to Council.
10/14/2019		City Manager's Budget (Proposed Budget) to Council
	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
10/28/2019	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - to introduce Budget Ordinance and Fee/Tariff Resolutions
11/25/2019	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
12/9/2019	6:00 PM	Regular Meeting - Public Hearing & FY 2020/21 Budget Adoption

**PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR**  
**FOR THE 2019 MEETING SCHEDULE**

<b><u>MEETING DATE</u></b>	<b><u>SCHEDULED EVENTS OR AGENDA ITEM</u></b>
JANUARY 2019	DRAFT ART RFP PROPOSED BEACH TRAIL WINTER CARNIVAL EVENT/RECOGNITION OF BEN WALTER PARK
FEBRUARY 2019	COMPREHENSIVE PLAN LAND ALLOCATION PLAN KHP MASTER PLAN REVIEW
MARCH 2019	LETTER TO THE EDITOR DRAFT FOR PUBLICATION IN APRIL KHP MASTER PLAN NON-MOTORIZED TRANSPORTATION AND TRAIL PLAN
APRIL 2019	3 YEAR BUDGET TRENDS/FINANCIAL GOALS NON-MOTORIZED TRANSPORTATION AND TRAIL PLAN
MAY 2019	3 YEAR BUDGET TRENDS/FINANCIAL GOALS SPRING PARK &/ OR BEACH WALK THROUGH
JUNE 2019	INITIAL BUDGET REVIEW – WHAT DOES THE COMMISSION WANT FOR 2020? REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS FOR NEW PROJECT(S) IF ANY
JULY 2019	NO MEETING SCHEDULED
AUGUST 2019	BUDGET REVIEW & RECOMMENDATIONS CONTINUED CIP RECOMMENDATIONS TO COUNCIL LETTER TO THE EDITOR DRAFT
SEPTEMBER 2019	FALL PARK WALK THROUGH AND BEACH WALK; ELECTIONS SCHEDULE KHP CLEAN UP DAY BUDGET DISCUSSION
OCTOBER 2019	REVIEW AND APPROVE THE 2020 MEETING SCHEDULE LETTER TO THE EDITOR
NOVEMBER 2019	BUDGET UPDATE MOU/MOA REVIEW & RECOMMENDATIONS
DECEMBER 2018	NO MEETING SCHEDULED HAPPY HOLIDAYS!

**PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR**  
**FOR THE 2019 MEETING SCHEDULE**

- Quarterly: Letters to the editor updating the Community on PARCAC activities
- Even Years: Comprehensive Plan (February) Strategic Plan review (March), Diamond Creek Plan (May), Camping Fees (May), Beach Policy (October), Art Policies
- Odd Years: HNMTTP, Karen Hornaday Park Plan, 3 year budget trends & progress toward financial goals (April/May)

## 2019 HOMER CITY COUNCIL MEETINGS ADVISORY COMMISSION/ BOARD ATTENDANCE

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2019 meeting dates for the Commission and City Council is as follows:

Commission Meeting Date	Council Meeting Dates	Commissioner Scheduled
January 17	January 14, 28	<u>Lewis (28<sup>th</sup>)</u>
February 21	February 11, 25	<u>Sharp (11<sup>th</sup>)</u>
March 21	March 11, 26*	<u>Harrauld (26<sup>th</sup>)</u>
April 18	April 8, 22	<u>Sharp (22<sup>nd</sup>)</u> <u>Lewis (8<sup>th</sup>)</u>
May 16	May 13, 28*	<u>Archibald (28<sup>th</sup>)</u>
June 20	June 10, 24	<u>Harrauld (10<sup>th</sup>)</u>
		<u>Archibald/Barnwell (24<sup>th</sup>)</u>
No Meeting July	July 22**	<u>Lowney/Archibald</u>
August 15	August 12, 26	
September 19	September 9, 23	
October 17	October 14, 28	
No Meeting November	November 25**	
No Meeting December	December 9, 16****	

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

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

\*\* There will be no first regular meeting in July or November.

\*\*\*Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

\*\*\*\*Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.

