



# Agenda

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

Thursday, February 19, 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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### 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. Homer Adult Softball League

### 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 Minutes for November 20th, 2025

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

- A. Staff Liaison Report

### PUBLIC HEARING

### PENDING BUSINESS (15 minute time limit)

- A. Policies and Procedures Draft Parks/PW
- B. Adopt -A-Park/Trail Program Review

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

- A. Woodard Creek Park
- B. PARCAC Strategic Plan 26/27 Goals Review

**INFORMATIONAL MATERIALS**

- A. PARCAC Meeting Calendar-2026

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

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE COMMISSION**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **Thursday, March 19th, 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.

Session 25-07, a regular meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair Lewis at 5:30 p.m. November 20,2025 in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

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

**ABSENT:**

**STAFF:** RECREATION MANAGER ILLG, PARKS DIRECTOR CHAD FELICE, DEPUTY CLERK I LYNN

### **AGENDA APPROVAL**

Chair Lewis introduced the topic and requested a motion. ARCHIBALD/KEISER

MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

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

A. Homer Skatepark Project.

Kevin Lehay representing the Homer Skatepark Project presented.

### **RECONSIDERATION**

### **CONSENT AGENDA**

A. Unapproved Meeting Minutes for October 16th, 2025

KEISER/ARCHIBALD MOVED TO APPROVE MINUTES

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried

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

Parks Maintenance Coordinator Felice reviewed the report and noted the following:

- MOU with the skatepark signed
- Winterized City mobile restroom

**B. Community Recreation Monthly Report – Mike Illg, Recreation Manager**

Recreation Manager Illg reported on the following:

- Working on redoing the HERC gym floor
- Ordinance going in front of the City Council for funding multiuse activity room flooring.
- Thanksgiving Turkey Trot is the next week and is a food drive for the food pantry.

**B. Monthly Staff Report – Mike Illg, Recreation Manager**

Recreation Manager Illg reported on the Council actions noting most info contained in the written report in the packet and that Lucas Parsley will be up for re appointment the PARAC board at the next City Council Meeting.

**PUBLIC HEARING**

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

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

A. Review and approve the 2026 Meeting Schedule

KEISER/ARCHIBALD MOVE TO HAVE PARCAC MEETING JANUARY 15<sup>TH</sup>

There was no discussion

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried

ARCHABALD/KEISER MOVE TO APPROVE THE 2026 MEETING SCHEDULE AS AMENDED

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried

**B. Election of Chair and Vice Chair**

Chair Lewis opened the floor to nominations for the office of Vice Chair.

Commissioner Archibald was nominated for office of Vice Chair. He noted that he was willing to accept the nomination.

With no other nominations called out, Chair Lewis declared Commissioner Archibald re-elected as Vice Chair by way of unanimous consent.

Vice Chair Friend opened the floor to nominations for the office of Chair.

Commissioner Lewis was nominated for the office of Chair. He noted that he was willing to accept the nomination.

With no other nominations called out, Commissioner Lewis re-elected as Chair by way of unanimous consent.

**C. Comprehensive plan update**

Recreation Manager Illg directed the commission to page 18 of the PARCAC packet for an update on the comprehensive plan from City Planner Ryan Foster.

**D. Title 21 Update**

Recreation Manager Illg directed the commission to page 18 of the PARCAC packet for an update on Title 21 from City Planner Ryan Foster.

**E. Complete Streets Policy Idea.**

- Commission takes 5 min recess

CHAIR LEWIS CALLS FOR ROLL CALL VOTE FOR COMMISSIONER KEISERS CONFLICT OF INTEREST ON COMPLETE STREETS IDEA

VOTE: YES: ARCHIBALD, LEWIS, ROEDL, HARRALD

VOTE: NO

Motion carried.

ARCHABALD/HARRALD MOVE TO POSTPONE COMPLETE STREETS IDEA TO JANUARY MEETING

VOTE: NON-OBJECTION

Motion passes.

**INFORMATIONAL MATERIALS**

- A. City Managers Report Oct 27, 2025
- B. City Managers Report Nov 11, 2025
- C. Turkey Trot Flyer

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

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE MAYOR/COUNCIL MEMBER (If present)**

**COMMENTS OF THE COMMISSION**

Commissioner Stefano mentions that this could be her last meeting as she has taken a new job.

Commissioner Archibald states he had a good meeting and that he was happy to see the city manager there.

Commissioner Roedl thanks the commission for a good meeting voices his interest in the Clean Streets Project.

**ADJOURNMENT**

There being no further business to come before the Commission, Chair Lewis adjourned the meeting at 7:35pm. Next Regular Meeting is **at 5:30 p.m. January 15<sup>th</sup>**. 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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Scott Lynn, Deputy City Clerk I

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

(p) 907-235-3170

(f) 907-235-3145

## Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION

FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR

DATE: February 19<sup>th</sup>, 2026

SUBJECT: PARKS REVIEW FOR DECEMBER AND JANURARY

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### KAREN HORNADAY PARK PLAYGROUND

- Removing of some more alders that in in the line of site
- Working with the neighboring property owners for a road easement and drainage easement

### TRAIL MAINTENANCE

- Cleaned up the lower Hornaday trail from falling alders
- General sanding of trails
- Making plans for the upgrade of the lower Hornaday trail
- Making plans for the upgrade of the Calhoun trail

### BAYVIEW PARK

- Ordered all the lumber for the new fence
- Plan is to stain and build the panels in the shop and then install sometime hopefully in the spring
- The new French drain is working well

### JACK GIST PARK

- Took care of some downed trees due to the wind in the disk golf course

### BEN WALTERS PARK

- Removed the two dead standing trees

### GENERAL INFORMATION

- Helped with potholes
- Snow removal on sidewalks
- We have been short handed in the operators world at public works, so I have been in a grader plowing streets when needed
- Sanding of streets and parking lots in the parks
- Started working with COTR for the serve the city day in May



# City of Homer

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

## Public Works

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Homer, AK 99603

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

(p) 907-235-3170

(f) 907-235-3145

## Parks Division Policies and Procedures

### **1. Park Access and Hours**

Access to the City of Homer Parks vary depending upon the park location. Hours for each park are established by the City Manager as defined under Homer City Code (HCC) 19.20.030. Park hours are posted at or near the Park entrance.

<https://www.codepublishing.com/AK/Homer/#!/Homer19/Homer1920.html#19.20>

### **2. Facility Reservations**

Reservations of pavilions are made online through the City of Homer website.

<https://www.cityofhomer-ak.gov/publicworks/reserve-park-pavilion>

Larger scale use of Park's is made through the Special Events Permit.

<https://www.cityofhomer-ak.gov/communitydevelopment/special-event-permit-information>

Softball/baseball field use is annually coordinated between the School District, user groups and the Parks Division of Public Works to establish a schedule of use. Any special tournaments are scheduled separately through a Special Events Permit.

Other than Pavilion and Softball/baseball fields, Parks are not available for reservation and are always open to the public.

### **3. Code of Conduct**

Park, Trail and Campground users are expected to follow State Statutes and City Code. Any violations of Homer City Code or State Statutes should be reported to the City of Homer Police Department.

<https://www.codepublishing.com/AK/Homer/#!/Homer19/Homer1920.html#19.20>

### **4. Safety and Emergency Procedures**

The Homer City Parks, Trails, and Campground are not staffed with people capable of providing emergency response. Users of the Parks, Trails, and Campground are required to Self-transportation to medical facilities or call 911 for Emergency Services response.

### **5. Alcohol and Tobacco Policies**

Park, Trail and Campground users are expected to follow State Statutes and City Code.

## **6. Permitting for Special Events**

The City of Homer Parks Division has a specific Permitting and Policy as defined in Homer City Code HCC 05.46.

<https://www.codepublishing.com/AK/Homer/#!/Homer05/Homer0546.html#5.46>

See the Special Events Permit application and webpage for details on applying for a Special Event Permit. <https://www.cityofhomer-ak.gov/communitydevelopment/special-event-permit-information>

## **7. User Fees and Charges**

User Fees and charges are called out in City of Homer Fee Schedule.

<https://www.cityofhomer-ak.gov/cityclerk/fee-schedule>

## **8. Accessibility**

ADA accessibility is managed by the ADA Advisory Coordinator and ADA Advisory Board. Information related to this program are located at the following location.

<https://www.cityofhomer-ak.gov/ada>

The Parks Division has been making efforts to provide increased accessibility to City owned parks and trails. The parks that feature accessibility improvements include: Bayview Park; Karen Hornaday Park; Ben Waters Park; Jack Gist Park; and End of the Road Park. The Parks Division has been making efforts towards improving accessibility on City owned trails. The trails that have improvements meeting the ADA accessibility are: West Storybook Trail, Library trail, Lucky Shot trail, West Homer Elementary trail, Ben Walters trail to the lake, Fairview trail, Lee Trail.

## **9. Animal Control Policies**

Animal control policies are defined in Homer City Code HCC 19.20.020.

<https://www.codepublishing.com/AK/Homer/#!/Homer19/Homer1920.html#19.20>

## **10. Programming and Activities**

Specific entities such as the School District or Adult League Softball have a Memorandum of Understanding established between the entity and the Parks Division.

## **11. Security Measures**

The City of Homer Police Department should be called for any security measures.

## **12. Volunteer Programs**

Volunteer labor is accepted under limitations. Volunteer labor work will be overseen by a full-time or part-time staff member. Volunteers working on City property must fill out a volunteer form prior to work commencing.

## **13. Policy on Vandalism and Graffiti**

Vandalism and graffiti are law enforcement issues covered under State Statute and Homer City Code. Vandalism shall be reported to the Homer Police Department while in progress. Any vandalism or graffiti observed may be reported to the Parks Division of Public Works.

#### **14. Public Outreach and Communication**

All public outreach and communication is done through the City's Communication Coordinator.

#### **15. Beach Policy**

A stand-alone Beach Policy exists under Public Works - Parks Division and is reviewed and updated as needed. <https://www.cityofhomer-ak.gov/cityclerk/beach-policy>

#### **16. Camping Policy**

Camping policy is covered under Homer City Code HCC 19.08.

<https://www.codepublishing.com/AK/Homer/#!Homer19/Homer1908.html#19.08>

# CITY OF HOMER PARKS

## Adopt-A-Park Agreement

**This agreement is made on \_\_\_\_\_ (begin date) by and between the individual noted below (Volunteer) and the City of Homer and is valid from the date above through the end of the calendar year.**



### PARKS DIVISION

491 E Pioneer Avenue  
907-435-3139  
[parks@cityofhomer-ak.gov](mailto:parks@cityofhomer-ak.gov)  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Volunteer Information:

**Name** : \_\_\_\_\_

**Address** : \_\_\_\_\_

**Phone Number** : \_\_\_\_\_ **E-Mail** : \_\_\_\_\_

**Affiliation (if with group)** : \_\_\_\_\_

**Adopted Park or Trail** : \_\_\_\_\_

### 1. Describe Adopter's basic responsibilities (examples litter pick up, weeding flower beds, painting picnic tables, trail inspection and Reporting back to Parks Department, etc.) and work schedule for the calendar year:

### ● Term & Conditions

The adoption of a park or trail will be in effect for one calendar year. Failure to fulfill responsibilities of the preceding year disqualifies volunteering for the current year.

Regularly-scheduled inspection and maintenance of the park or trail will be reported to the City of Homer Parks Division of Public Works according to the schedule noted above. The City of Homer will provide trash bags and other basic supplies as needed, along with training/orientation.

Adopting groups or individuals will be recognized on the City of Homer website, by a sign at the park or trailhead (if they wish), and at an annual Adopt-a-Park appreciation event.

# CITY OF HOMER PARKS

## Adopt-A-Park Agreement



### ● Term & Conditions Continued

As a Volunteer, I intend to donate my services to the City of Homer, and the City of Homer intends to accept the donation of volunteer services. Both parties agree as follows:

- I understand that as a Volunteer, I am not an employee of the City of Homer and am not entitled to receive salary, benefits, or other compensation.
- I understand that as a Volunteer, I do not qualify for workers' compensation benefits and understand I will be responsible for my own personal medical expenses for any injuries I incur while performing volunteer services.
- As a Volunteer, I agree to follow the supervision and direction of any personnel, employee, or volunteer to whom I have been assigned to perform services and to participate in any training required by the City of Homer in order to perform the voluntary services.
- I am fully aware of the possible hazards of performing the volunteer services described above and I am aware that in performing such volunteer services I may incur personal injury, death, and/or property damage. I understand that my volunteer services may include a variety of physical hazards, including but not limited to, steep and uneven terrain and the use of **hand** tools.
- I attest that I am physically fit, able, and qualified to perform the volunteer services described above. I agree to perform these volunteer services with knowledge of the risks involved and I hereby agree to accept any and all risks of injury, death, and/or property damage.
- As a Volunteer, I agree to release and hold harmless the City of Homer, its officers, agents, employees, and all other persons against loss or expense, including attorney's fees, arising from any and all claims, lawsuits, or actions I or, my heirs or legal representatives may have for bodily injury, death or property damage I may incur as a result of my volunteer services under this Agreement. This release does not apply to liability due to the sole negligence of the City of Homer.
- I understand the nature of the Volunteer assignment and I certify that I have taken all necessary precautions to participate in such activities.



I hereby grant the City of Homer permission to use my likeness in a photograph in any and all of its publications, including website entries, without payment or any other consideration. I understand and agree that these materials will become the property of the City of Homer and will not be returned. I am 18 years of age or older and am competent to contract in my own name. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release. (PLEASE CHECK BOX)

### ● EMERGENCY CONTACT

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone Number \_\_\_\_\_

The Volunteer has executed this Volunteer Service and Release Agreement as of the date below.

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

# CITY OF HOMER PARKS

## Adopt-A-Park Application



### PARKS DIVISION

491 E Pioneer Avenue

907-435-3139

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

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

### APPLICATION FORM

Date \_\_\_\_\_

Name of adopting group or individual : \_\_\_\_\_

Group Contact Person : \_\_\_\_\_

Contact Phone Number : \_\_\_\_\_ Contact : \_\_\_\_\_  
E-Mail

#### 1. Which park or trail do you wish to adopt?

- Bayview Park
- Beluga Slough Trail
- Ben Walters Park Bishops
- Beach Park Calhoun &
- Poopdeck Trails Homer
- Spit Trail
- Jack Gist Park
- Karen Hornaday Park
- Mariner Park
- Reber Trail
- Skateboard Park
- WKFL Park

#### 2. How much time are you willing to commit in the next year?

- Weekly
- Every two weeks
- Once a month
- One-time special project

#### 3. What tasks are you willing to perform?

- Litter control
- Vandalism control
- Maintenance projects
- Weeding
- Brush cutting
- Special Projects
- Other (Please describe) \_\_\_\_\_

#### PLEASE RETURN THIS FORM TO

#### CITY OF HOMER PARKS DIVISION

491 E Pioneer Avenue

907-435-3139

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

THANK YOU FOR YOUR INTEREST IN ADOPTING A PARK OR TRAIL!

## PARKS ART RECREATION & CULTURE ADVISORY COMMISSION

### 2026 Calendar

	AGENDA DEADLINE	MEETING	COMMISSIONER SCHEDULED TO REPORT	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<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.	• Strategic Plans and Goals Review
<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.	• Schedule Art Gallery Walkthrough for May
<b>MAY</b>	Wednesday 5/06 5:00 p.m.	Thursday 5/14 5:30 p.m.		Tuesday 5/26 6:00 p.m.	• Museum/Art Gallery Walkthrough
<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.	• CIP Project Recommendations
<b>SEPTEMBER</b>	Wednesday 9/9 5:00 p.m.	Thursday 9/17 5:30 p.m.		Monday 9/21 6:00 p.m.	• Schedule Park Clean Up Day for October • Reappointment Notices & Applications Issued by Clerk's Office
<b>OCTOBER</b>	Wednesday 10/07 5:00 p.m.	Thursday 10/15 5:30 p.m.		Monday 10/26 6:00 p.m.	• Park Clean Up Day • Terms Expire October 31 <sup>st</sup> • Approve 2026 Meeting Schedule • PARC Budget Discussion & Review with Staff
<b>NOVEMBER</b>	Wednesday 11/11 5:00 p.m.	Thursday 11/19 5:30 p.m.		Monday 11/23 6:00 p.m.	• Election of Chair & Vice Chair • Worksession Commission Training w/City Clerk
<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.