



# Agenda

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

### Regular Meeting

Thursday, April 18, 2024 at 5:30 PM

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

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#### Homer City Hall

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

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

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(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. Presentation on Conducting a Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis by Karin Marks, EDC Chair and Julie Engebretsen, Community Development Director

#### RECONSIDERATION

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

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

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

- A. Parks Monthly Report - March 2024  
Memorandum PARC-24-022 from Parks Maintenance Coordinator as backup
- B. PARCAC Staff Liaison Report - Mike Illg  
Memorandum PARC-24-025 from Recreation Manager
- C. Community Recreation Report for April  
Memorandum PARC-24-026 from Recreation Manager.

## **PUBLIC HEARING**

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

- [A.](#) Updating the Commission Strategic Plan Document  
Memorandum PARC-24-019 from Deputy City Clerk II as backup.  
2024-2025 Draft PARCAC Strategic Plan and Goals
- B. Karen Hornaday Park Master Plan
- [C.](#) Amending the Fee Schedule for Community Recreation  
Memorandum PARC-24-021 from Recreation Manager as backup.

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

- [A.](#) Mid Biennial Budget Amendments  
Memorandum PARC-24-027 from Recreation Manager as backup
- B. Scheduling the Spring Park Beach or Park Walk Throughs
- [C.](#) Fishing Hole Campground  
Memorandum PARC-24-028 from Port Property Associate as backup.

## **INFORMATIONAL MATERIALS**

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

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

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

### **COMMENTS OF THE CITY STAFF**

### **COMMENTS OF THE COMMISSION**

## **ADJOURNMENT**

Next Regular Meeting is **Thursday, May 16, 2024 at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.



# MEMORANDUM

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## Conducting a Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis

**Item Type:** Informational Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** April 18, 2024  
**From:** Julie Engebretsen, Community Development Director

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### BACKGROUND

PARCAC requested more information about the Strengths, Weaknesses, Opportunity and Threats (SWOT) analysis the Economic Development Commission developed. The EDC has a strategic plan, and one goal was to try to answer the question, what is positive economic growth, viewed through the lens of quality of life? The outcomes of exploring that question were a vision statement, a mission statement, and the SWOT analysis. EDC Chair Karin Marks and staff liaison Julie Engebretsen will make a presentation at the PARCAC meeting and be available for questions.

From the SWOT:

“The City of Homer Economic Development Advisory Commission has an ongoing goal of defining what is positive economic growth for Homer, and how it leads to the quality of life and growth outcomes desired by the community. The Commission has begun working on this goal by conducting a SWOT analysis - strengths, weakness, opportunities and threats- for Homer’s quality of life. There are four board categories included in this document: Business Climate, Built Environment, Natural Environment and Social Climate. As the Commission discovered, it’s the people who make Homer, Homer. This analysis is offered as a gateway to a larger community conversation about Homer’s future as a place to live, work and thrive as we proceed to Homer Comprehensive Plan.”

### PROCESS

The EDC spent one meeting or more on the concepts of each part of SWOT. Staff provided ‘homework’ in each packet, so that Commissioners were prepared to speak on each topic at the relevant meeting. After hearing from each commissioner, staff took the responses and categorized them into the four areas: Business Climate, Built Environment, Natural Environment and Social Climate. The end product is essentially a mini SWOT of each of those categories, with a summarized 1 page sheet.

The actual SWOT homework in the packets was very broad, to allow Commissioners to express a range of ideas. The value in the exercise was largely for Commissioners to hear from each other and then to think through some ways to change a given situation. The EDC has used the document to meet with the Homer Chamber of Commerce to talk about how and when Homer is marketed as a tourism destination, and the Chamber has responded in part by increasing their participation and promotion of quality of life activities as a way to build economic strength in our community.

**WHERE TO START**

PARCAC is fortunate to have the tools of the 2015 Parks, Art, Recreation and Culture Needs Assessment, as well as the update to the survey that was conducted by STANTECH in 2022. While aging, this document contains a lot of still relevant information when considering the offerings and demand/desires in the overall Homer community.

<https://www.cityofhomer-ak.gov/communitydevelopment/park-art-recreation-and-culture-needs-assessment-parc>

See 2022 Survey Results.

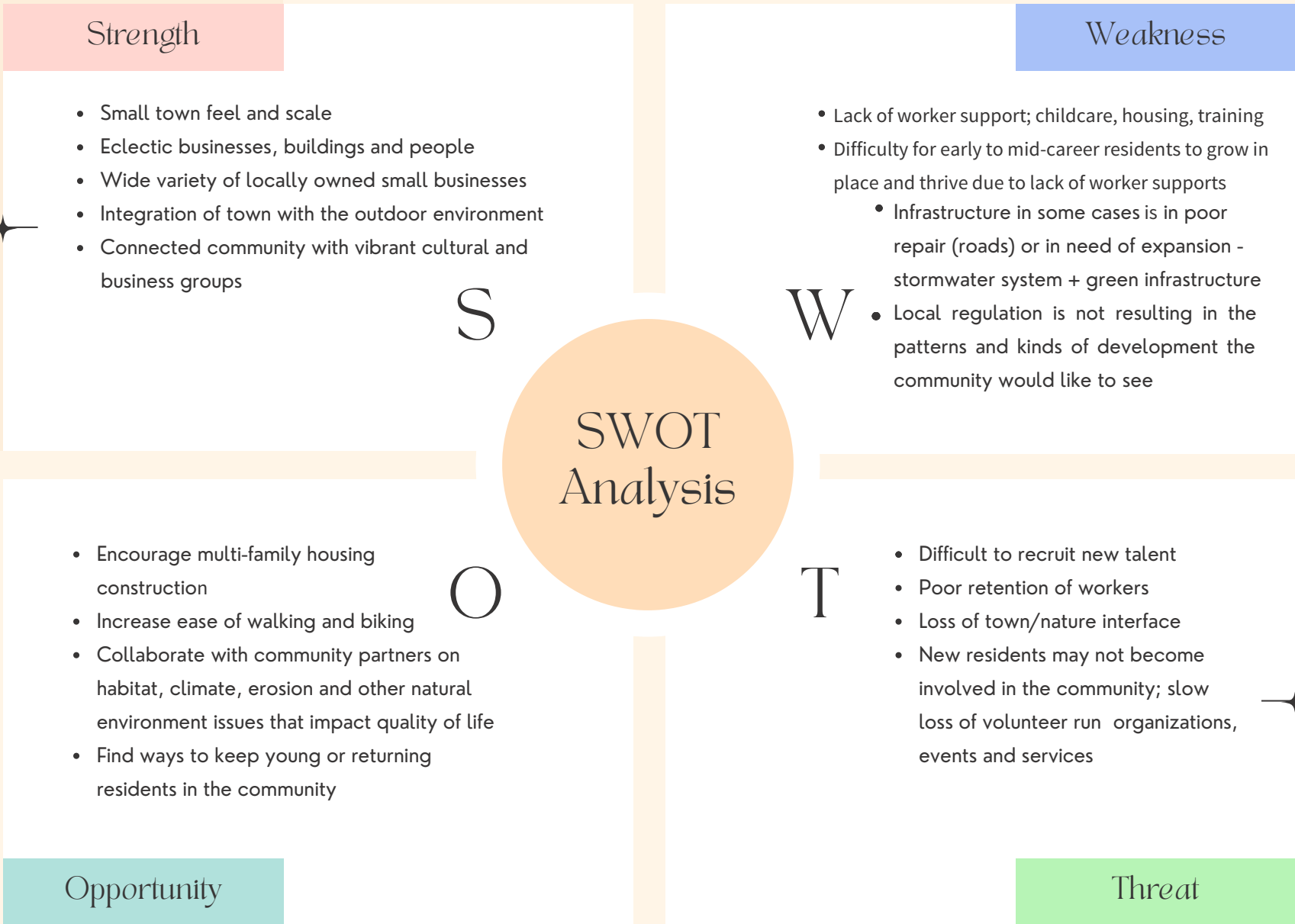
<https://www.cityofhomer-ak.gov/communitydevelopment/visualize-new-multi-purpose-community-center>

**RECOMMENDATION:**

Informational Only.

**ATTACHMENT**

EDC SWOT Analysis





# MEMORANDUM

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## Quarterly Letter to the Editor Submission

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Art Recreation and Culture Advisory Commission  
**Date:** April 18, 2024  
**From:** Clark Fair, Commissioner  
**Through:** Renee Krause, MMC, Acting City Clerk

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### Bayview Park Upgrades

The City of Homer's Parks & Trails Division and the Parks, Arts, Recreation and Culture Advisory Commission (PARCAC) continue to strive to keep the city's parks and trails in shape and upgrade them whenever possible. Nearly a year ago, the City accepted funds through a Healthy and Equitable Communities (HEC) grant. The City Council designated some of those funds for improvements to Bayview Park, and a design contract was awarded to Corvus Design, LLC. The City solicited opinions from residents, and in September 2023 Corvus designers visited Homer to meet with park users and survey the park itself. An initial draft of a proposed park plan was presented to PARCAC in January and subsequently reviewed by the ADA Advisory Board, and in February PARCAC recommended the plan to the City Council. The primary ADA components of the park plan include parking, a pathway encircling the park, and play equipment with accessible safety surfacing. Picnic tables, too, will be ADA accessible. It is crucial to the improvement of this park, with its urban setting, that it be as accessible to as many users as possible. Besides the HEC grant, funding for the project has been secured through Rotary Club donations, and HART monies.

### Recommendation

Review and recommend approval for submittal to the local paper for publishing in the next available issue.



# City of Homer

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

Public Works

3575 Heath Street  
Homer, AK 99603

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

(p) 907- 235-3170

(f) 907-235-3145

## Memorandum PARC-24-022

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION  
FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR  
DATE: April 18, 2024  
SUBJECT: PARKS REVIEW FOR March

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### KAREN HORNADAY PARK PLAYGROUND

- Snow removal/sanding
- Continuing clearing some alders in the campground area and around playground
- Ordered two more diggers and a climbing cave for the playground

### TRAIL MAINTENANCE

- Snow blowing, plowing and sanding of trails and parks

### GENERAL INFORMATION

- Sanding roads, parks, and sidewalks
- Inventory
- Finished an assessment of the Parks from a maintenance view
- Ordered tractor (expected arrival May)
- Started growing flowers from seed, I am experimenting with a small amount to see how it goes and if I want to do this in the future
- Continued clearing out and cleaning up the area behind the restroom at the end of Bartlett St.
- Received replacement boards for the skate ramps and different screws made specifically for skate ramps
- Attended the March Peony Task Force Meeting
- Spoke with the artist of the Nomar wall
- Started cleaning up turf from winter plowing
- Removed the very old donation box (with a trash bag on it) at the fish hole
- Attended the adult softball league meeting
- Made a plan with Garden by Design for work on the flower beds at the police station



# MEMORANDUM

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## April Staff Report

**Item Type:** Informational Memorandum  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** April 10, 2024  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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The following City Council resolutions and ordinances activity relevant to the Park, Arts, Recreation and Culture Advisory Commission since the last PARCAC meeting on March 21, 2024.

### **March 26, 2024 City Council Regular Meeting**

*Ordinance 24-17*, An Ordinance of the City Council of Homer, Alaska Amending the FY24 Capital Budget by Re-Appropriating \$118,000 from the Homer Accelerated Roads and Trails (HART) Trails Fund to Purchase a Tractor and Heavy-Duty Truck. **Approved.**

### **April 8, 2024 City Council Meeting**

*Resolution 24-042*, A Resolution of the City Council of Homer, Alaska, Reallocating Funds Appropriated for Homer Education and Recreation Complex (HERC) Roof Inspection to HERC Roof Repair Materials Purchase. **Approved.**

*Informational Memo from Recreation Champions to City Council:* See Attached memorandum.

**RECOMMENDATION:** Informational Only.





# MEMORANDUM

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**Item Type:** Informational Memorandum  
**Prepared For:** Mayor and City Council  
**Date:** April 2, 2024  
**From:** Recreation Champions

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The Recreation Champion group, consisting of Council Members Aderhold and Erickson, previous City Manager Dumouchel, Recreation Manager Illg, and Community Development Director Engebretsen, has met multiple times the last few months to pursue information as requested by the City Council through Resolution 23-118. The working group has completed multiple tasks and this memorandum provides an update on where we are now and suggests next steps.

The group identified seven possible recreation facility locations and created a scoring matrix to assist in prioritizing the sites. Each member of the Recreation Champion Group scored each site based on the criteria. We also asked two community volunteers with engineering and construction backgrounds to assist with scoring the possible sites. Based on scoring, the top three potential sites include: the Homer Electric Association (HEA) lot by the police station, West Homer lot between the elementary school and Sterling Highway, and Hazel lot adjacent to the library's western lot (see attachment). The matrix and top three selections were reviewed and supported by the Parks, Art, Recreation & Culture Advisory Commission at their January 18<sup>th</sup> Special Meeting allowing an opportunity for public input.

The group reviewed possible funding strategies to purchase a non-city site, including the following (note: none have been proposed formally):

- Land Acquisition Fund
- General Fund
- Possible land swap
- State of Alaska Community Assistance Fund
- Free main allowance fund (may need more direction from entire council before pursuing this option)

The group also hosted an informal public conversation on March 5<sup>th</sup> for affiliated recreation user groups and community members to provide a brief update about the Recreation Facility process so far in addition to the having the discussion about the concept of creating a possible "Friends of Recreation Group". Approximately 25 people attended, including Mike Miller from the Homer

Foundation and local attorney Andy Haas to provide general information related to the process of establishing a non-profit organization and methods to use the community foundation as a fiscal agent. While there was not overwhelming interest from anyone at the meeting to pursue this concept, some agreed that it would be ideal if such a group was created. A friends group could assist the project through fundraising efforts, grant applications, and overall advocacy and support. It was also determined that initial commitment from the city would serve as the catalyst to encourage community engagement in the creation of a possible friends group.

We propose to continue refining site selection and developing a rough order of magnitude cost estimate for constructing a modest recreation facility that has expansion capabilities. We also recommend that the City Council begin setting aside funds, as possible, for land acquisition and construction of a recreation facility.

**RECOMMENDATION:** Identify funding to earmark for this project in the upcoming budget process.

**Attachments:**

Scoring Matrix

Scoring Matrix Form

Copy of Supplemental Scoring Matrix

Maps of Locations



# MEMORANDUM

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

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

- We have finally launched the new Civic Rec software! We are focusing on activities and programs at the HERC first (where the majority of our activities happen) and will soon be expanding to our other programs at Homer High and Homer Middle. There is still a learning curve (staff included) as we embark in this new service to the public that will provide online registration, payment, scheduling/reservations and collection of statistics. Check out our initial registration page: <https://secure.rec1.com/AK/homer-ak/catalog>
- We welcome **Jonathan Raymond** as the recently hired seasonal recreational specialist. Jonathan has been volunteering with CR for a few years and has been very helpful with our youth and adults basketball program.
- We are offering another **Pickleball Family Day** on April 27. This will provide a multi-generational program for youth in 3<sup>rd</sup> grade to adults. We are hoping to make this a regular monthly or bi-weekly program.
- On April 14, Community Recreation will have hosted a **Volleyball Tournament**. This is an annual event as attracted 8 teams including 2 from Kenai, 1 from Anchorage and even a team from Juneau.
- The **FREE Inlet Winds Community Band performance** happened on Saturday, April 13<sup>th</sup> at the Mariner Theater. There are over 40 members in the band and we anticipate over 150 in attendance.
- Homer Community Rec is also involved with coordinating a Sister City Teshio event on May 4<sup>th</sup> at the Mariner Theater as the City of Homer is hosting the **Taiko Japanese Drumming performances**. There will be multiple performances throughout the day in addition to youth

rehearsals and community workshops. The \$500 from PARCAC will go towards the cost of this event.

- The **31<sup>st</sup> Annual Safe & Healthy Kids Fair and Bike Rodeo** will be held on Saturday, May 4<sup>th</sup> at Homer High. The Community Rec program is the primary coordinating entity for this popular event and we are looking at expanding additional opportunities and fun this including the encouragement of the “*May the Fourth Be With You*” theme of costumes/celebration.
- On May 10-11<sup>th</sup>, we will be hosting a two day **Qigong Workshop** with visiting instructors Hisako Suzuki and Ju Yeoung Kim from Fairbanks.
- I attended the **Homer Comprehensive Plan Re-write Community Open House** on March 28th at Alaska Islands & Oceans Visitor Center. I spoke with contactor representatives from Agnew:Beck and encouraged them to present and/or meet with PARCAC to ensure the advisory body is included in the process. I will propose that PARCAC invites them to attend our May 16<sup>th</sup> meeting either a 4:30pm work session or as a visitor for the regular 5:30pm meeting.

# City of Homer Community Rec April 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	<b>1</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm INLET WINDS BAND at HHS 6:30-8:30pm WOMENS BASKETBALL at HMS	<b>2</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS	<b>3</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	<b>4</b> 11am -1pm INTRO TO PICKLEBALL 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm SALSA DANCE CLASS at HHS	<b>5</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7pm KARATE at HHS 4:30-6:30pm PICKLEBALL at HERC	<b>6</b> 8:30am-12:30pm YOUTH TUMBLING at HHS 9:30am-12pm PICKLEBALL SKILL SHARING at HERC	
<b>7</b> 9:30am 9:30-11:30am PICKLEBALL at HERC 4-6pm BASKETBALL at HHS 6:30-8:30pm VOLLEYBALL at HHS	<b>8</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm INLET WINDS BAND at HHS 6:30-8:30pm BASKETBALL at HMS	<b>9</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS	<b>10</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	<b>11</b> 11am -1pm INTRO TO PICKLEBALL 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm SALSA DANCE CLASS at HHS	<b>12</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7pm KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INLET WINDS BAND DRESS REHEARSAL at HHS	<b>13</b> 8:30am-12:30pm YOUTH TUMBLING CANCELLED 9:30am-12pm PICKLEBALL SKILL SHARING at HERC 7pm INLET WINDS BAND PERFORMANCE at HHS	
<b>14</b> 9:30-11:30am PICKLEBALL at HERC 2-8:30pm VOLLEYBALL TOURNAMENT at HHS	<b>15</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	<b>16</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HHS	<b>17</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS 6:30-8:30pm INTERMED PICKLEBALL at HERC	<b>18</b> 11am -1pm INTRO TO PICKLEBALL 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS 6:30-8pm SALSA DANCE CLASS at HHS	<b>19</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 3:15-4:15pm YOUTH PICKLEBALL CLASS at HERC 4:30-7pm KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC	<b>20</b> 8:30am-12:30pm YOUTH TUMBLING CANCELLED	
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<b>28</b> 9:30-11:30am PICKLEBALL at HERC 4-6pm BASKETBALL at HHS 6:30-8:30pm VOLLEYBALL at HHS	<b>29</b> 6-7am MORNING BB at HHS 9-11AM MORNING PICKLEBALL at HERC 4:30-7PM KARATE at HERC 4:30-6:30pm PICKLEBALL at HERC 6:30-8:30pm INTERMED PICKLEBALL at HERC 6:30-8:30pm BASKETBALL at HMS	<b>30</b> 4:30-6:30pm COMPETITIVE 4.0+ PICKLEBALL at HERC 6:30-8:30pm PICKLEBALL SKILLS CLASS at HERC 6:30-8:30pm VOLLEYBALL at HMS				<b>DISCLAIMER:</b> ALL ACTIVITIES ARE SUBJECTED TO CHANGE OR BEING CANCELLED WITH LIMITED NOTIFICATION	
		<b>Color Key</b> BLACK=Homer High BLUE=Homer Middle PURPLE=HERC GREEN= West Homer RED=Cancellation					

# Safe & Healthy Kids Fair 2024

FREE!

Exhibitors

Fun Activities

Hot Dogs

Resources

Bike Rodeo

FREE Bike Giveaways

Helmets required & available for purchase onsite

Homer High School

Saturday, May 4

11:00am - 2:00pm

May the 4th be with you!  
COSTUMES ENCOURAGED



Be Safe  
Have Fun  
Do Good  
& Pass it On!

LEAVE YOUR DOGS AT HOME

CONTACT: [SafeAndHealthyKidsFair@gmail.com](mailto:SafeAndHealthyKidsFair@gmail.com)

SPONSORS:



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# QIGONG WORKSHOP MAY 10 & 11 2024

Homer welcomes **Hisako Suzuki** and **Ju Yeong Kim** for  
Meditation, Breathing and Qigong

**WHEN:** Friday, May 10, 6-9PM Saturday, May 11, 9AM-12:30PM

**WHERE:** Homer High Green Room

**SUGGESTED DONATION:** \$50 FRI only, \$60 SAT only or \$90 FRI & SAT (payable at the workshop)

**Saturday Early Risers!!!** 7AM Meditative Walk Weather Permitting



For more information & to register call **907-435-7725**  
or **weengagereality@gmail.com**



# ACTION ITEM REPORT

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## Update and Development of the PARCAC Strategic Plan

**Item Type:** Informational, Discussion, Action  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** March 21, 2024  
**From:** Renee Krause, MMC, Deputy City Clerk II

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### **Purpose:**

Update the Commission 2017 Strategic Plan to include goals as requested by City Council and agreed upon by a majority of the Commissioners and reflect the current adopted format established by the City.

### **Background:**

At the regular meeting on February 15, 2024 the Commission reviewed and discussed developing an updated strategic plan as requested by City Council via Memorandum 24-027. (*Commissioners can review the discussion captured in the minutes included in the packet*).

The Commission requested Staff to invite Community Development Director, Julie Engebretsen to speak to them regarding the process involved in performing a SWOT (Strengths, Weaknesses, Opportunities and Threats Analysis) which was suggested by Commissioner Keiser.

Staff consulted with Ms. Engebretsen and confirmed that she will attend the April meeting along with Karin Marks, Chair of the Economic Development Advisory Commission (EDC). They will provide input on why the EDC performed the SWOT, the process that was employed to conduct the SWOT and benefits a SWOT Analysis as it pertains to Parks and Community Recreation might provide to the Commission.

The development of a Strategic Plan and Goals document was requested by City Council from all advisory commissions and boards. The document was to provide a summary of the goals and or projects that the Commission was tasked to do by City Council, City Manager or their duties as outlined in City Code, the roles of the Commission, Staff Liaison and the Clerk's Office. Portions that were addressed in other documents are provided via links to the electronic pages and a summary of the Commission's purpose was provided.



The Commission will prioritize the goals, projects or tasks into four categories:

1. Ongoing Goals – Performed by the Commission on a yearly, routine, or is part of the foundational purpose of the Commission;
2. Short Term Goals – Goals that can be completed by the end of the current year;
3. Mid Term Goals – Goals that are completed within one to three years;
4. Long Term Goals – Goals that may take five years or more to complete.

Listing the goals in this manner and prioritizing them will assist both the Commission and Staff to remain focused and provide the necessary information and progress reports to City Council in a timely manner so that the needs of Parks, Trails, Beaches, Art, Culture and Community Recreation can be accounted for.

**Recommendation:**

Review the goals as listed and make any changes to the priority if desired.

This will be on the April meeting agenda under Pending Business.

Parks Maintenance Coordinator Felice has provided a Parks Needs Assessment for review and consideration. This item is part of item number 3 under Short Term Goals.

**From:** [Janette Keiser](#)  
**To:** [Mike Illg](#); [Matt Steffy](#)  
**Cc:** [Chad Felice](#); [Renee Krause](#)  
**Subject:** PARCAC's Strategic Plan & SWOT  
**Date:** Friday, February 16, 2024 7:36:01 AM

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

Hello Gentle People,

I wanted to clarify why I think the SWOT analysis process is such an important part of the PARCAC's goal of creating a Strategic Plan.

When Julie was first appointed as Staff Liaison to the EDC, that commission was in danger of being disbanded because it had no clear direction or purpose. I attended Julie's first few meetings, as I did for all the commissions when I first came to Homer, and observed the strategies she used to help the EDC find a new purpose.

She introduced the SWOT process as a way to get the commissioners to think about and clearly articulate what was special about Homer as a community. I never discussed this with her because I got busy with my own world, but I think she did this hoping the commissioners would find something to focus on and in so doing, identify their purpose. They were asked to identify the Strengths, Weaknesses, Opportunities and Threats, of Homer, as a community. For example, one of the weaknesses they identified was the lack of worker housing. This is one reason the EDC now weighs in whenever the topic of worker housing comes up. They identified it as an issue during their SWOT analysis and addressing it became part of their purpose. This whole process isn't exactly the same as what PARCAC will be doing, but it's close enough to show how the SWOT process can be helpful.

This is a really good time for PARCAC to go through the SWOT exercise for multiple reasons:

1. The City Council has issued a long list of topics they want PARCAC to address. PARCAC will be better equipped to accomplish this goal if they've gone through an exercise that helps them find clarity about what needs to be done.
2. The Community is strongly interested in what happens next with Parks and Community Recreation. There is no better time than now to demonstrate leadership and recruit community support, which a SWOT process, which includes public input, would do.
3. Both divisions suffer from a lack of resources – funding, staffing, facilities..., which will never be addressed without a dedicated funding source, which would be highlighted in a SWOT analysis.
4. There has been some recent organizational shifting, with the creation of a new Community Development Department. This is a good time to weigh in on how/whether this shift affects parks and community recreation functions. The SWOT analysis will help us think through this and better position us for the future.
5. The 2018 Comp Plan's chapter on Public Services and Facilities addresses parks and recreation in the most cursory terms. The update/rewrite process needs to do a better job. For

example, the Implementation Strategies are:

- a. *Seek out strategies that enhance facilities and programs.*
- b. *Pursue partners to maintain and expand recreational opportunities.*
- c. *Consider the ability of the city to support a Community Recreational Center.*
- d. *Implement and review beach policies.*

These strategies are too simple-minded to be useful. The PARCAC's SWOT analysis and new Strategic Plan are opportunities to better inform the new Comp Plan document with more useful fodder.

6. PARCAC's next Strategic Plan needs to be different than the existing strategic plans for the LAB and Port/Harbor Commission because the parks and community recreation divisions are different. The Library and the Port/Harbor are both well established with narrowly defined objectives, functional facilities, and permanent staffs. The LAB has an active Friends group, which helps it raise money and offer programming. The Port, as an Enterprise, has a dedicated and protected funding source. Parks/Community Recreation's access to assets like this, or lack thereof, PARCAC will be clearly highlighted in a SWOT analysis.

I believe Julie would be effective in helping PARCAC to help with this, but if she's too busy, it's easy enough to bring in a professional facilitator; this is not rocket science and it need not take a long time. It could be done over the course of a couple of meetings, public or otherwise – like what we did with the transportation plan. Staff could work as a team to develop a draft, share with the PARCAC and then, have an open house to share with the public. Then, you'll have a strong framework for the Strategic Plan as well as the new Comp Plan.

Cheers,  
Jan

**Janette ("Jan") Keiser, PE**  
**206-714-8955**  
**759 Soundview Avenue**  
**Homer, Alaska 99603**

[Jan@keisergroup.com](mailto:Jan@keisergroup.com)

City of Homer  
2024 Parks Assessment

Ben Walters Park	Issue	Fix
Remove the gazebo by the lake	It is leaning and ready to fall down	Tear down
Fix the drainage along the trail to the lake	East side of trail water comes over the trail	Build the trail up
More brush and limb removal	Need to open up sight lines more	Remove Brush and limbs
Bathroom	Repaint and fix up or?	Repaint building or come up with different solution
Fix material under swings	Divot's under swing set	Bring in more material
Turf	Fix holes and uneven ground	Bring in soil and re-seed
Jeffery Park	Issue	Fix
Fix Material under swings	Divot's under swing set	Bring in more material
Sign	Sign is chipping paint	Replace sign
Do we want more play equipment	Only swings there now	Figure out if we want just swings or more equipment there
Bishops Beach	Issue	Fix
Reopen vault bathrooms	Closed currently	Fix and re-paint vault bathrooms, better than porta units
Over grown area	Area in-between gazebo and parking lot overgrown	Weed whack high grass and maintain
Parking lot	No turn around for larger vehicles	Make a round about for turn around access
Plumbed restrooms	No plumbed restrooms	There is water and sewer running down to the park now, do we want to put in a plumbed restroom?
ADA path to gazebo	Make sure path to the gazebo is ADA compliant	Double check to make sure path is ADA
Sign	Rotten	Replace
WKFL	Issue	Fix
Uneven turf	Spots in the park are uneven	Bring in top soil to make turf more level
Area along Lee St.	Fill in holes along Lee St.	Bring in top soil to level off back of park
Fire Hall Park	Issue	Fix
Board walk/deck	Rotten areas and falling apart	Build new deck/walk (is this something we want to do)
Shrubs along sidewalk	Blocks view from intersection	Remove Shrubs and replace with something smaller
Park all together	Is this something we want to keep	Determine if we want to keep this as it is

City of Homer  
2024 Parks Assessment

<b>Baycrest Park</b>	<b>Issue</b>	<b>Fix</b>
Land marker painting	Needs to be redone (sitting in the HERC)	Re-paint the original
Bathrooms	Building and vault in need of repair	Figure out if this is a State thing or a City thing, then go from there on how to upgrade
Railings	Need to be sanded and re-stained	Sand and re-stain (is this us or State?)
Railings	Overgrown with grass	Re claim both sides of the fence
<b>Bayview Park</b>	<b>Issue</b>	<b>Fix</b>
Drainage	Poor drainage along North side of park	Public Works do some ground work
Fence	Falling apart/not ideal for lawn maintenance	Replace or fix, currently not in the budget to replace with the grant and new master plan
Master plan and grant should fix all other issues		
<b>Bartlett area</b>	<b>Issue</b>	<b>Fix</b>
Homeless encampment	With the new day care opening up	Need to clear out the area more
Landscape	Uneven ground	Fill in low spots and take out alder stumps
Park		Make this are an open flat space and mirror WKFL park
<b>Jack Gist Park</b>	<b>Issue</b>	<b>Fix</b>
Ballfields	Improve playing surfaces	Work with Public Works to re-do a field a year starting with the lower left field
Safety	No warning tracks	Install warning tracks on all fields
Drainage	Poor drainage in parking lot and on fields	All ready started working on the drainage issue, re did ditch along the parking lot, need to fix slope of parking lot
Restrooms	No flushable restrooms	Install mobile restroom
Parking	No real parking plan	Come with parking plan and paint temporary parking lines for spring and summer
Sign	Rotten and thrown away	Replace sign with a new one
<b>Karen Hornaday Park</b>	<b>Issue</b>	<b>Fix</b>
Upper area (Camping)	What to do with it	Whatever is decided need to clear out alders and make for visible (would like a chance to make camping work)

City of Homer  
2024 Parks Assessment

Drainage	Poor drainage	Ditch north of playground and direct water to culvert
Drainage	Poor drainage	Ditch along upper ball fields and direct water to the east and west
Sand box	needs more sand	Get sand delivered in the spring time
Playground surface	needs more	Replenish playground surface with more wood chips
Playground	Upkeep	Finish re-painting the rest of the playground
Parking	Unorganized	Put up temporary barriers to define parking areas
Traffic speed	Speeding up and down the park road	Install temporary speed bumps in the spring and summer months, remove for winter
Vandalism	Vandalism during summer months	Install lighting and possibly cameras to deter vandalism
Power	No power to batting cage	Install power to batting cage and back field
Fields	Need work	Do more ball field work to help out little league
Back field water	Curb box is in the field of play-safety issue	Move to other side of the fence
Fields	No warning tracks	Install warning tracks on all fields
Restrooms	No flushable restrooms	Install mobile restrooms
<b>Superindents Parks</b>	<b>Issue</b>	<b>Fix</b>
Trees	Dead standing	Cut down
Trees	Exposed roots, making it difficult to mow	Cover exposed roots with soil and make as even as possible
<b>Mariner Park</b>	<b>Issue</b>	<b>Fix</b>
Need to get with harbor to discuss		

**PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION (PARCAC)**  
**2024-2025 STRATEGIC PLAN**  
 Approved XX/XX/XXXX

Annually, the PARCAC prioritizes a list of ongoing, short, medium and long-term goals to aid the commission in charting a general course for the year and keeping on-task.

<b>Ongoing Goals</b>	1. Provide timely, relevant comment to the City Council on Parks, Art, Recreation & Cultural issues.
	2. Parks & Recreation Budget: Gain a better understanding of the process, have more communication on budget/projects between City Staff, and review it at least annually at meetings in April - June.
	3. Advocating for inclusion of Public Art in City Facilities when Planning Upgrades, Renovations and New Projects.
	4. Maintain working relationships with various cultural entities such as Homer Council on the Arts, Galleries, Pratt Museum, etc.
	5. Preservation of areas of natural beauty and open green spaces throughout the city.
<b>Short Term Goals</b> By End of 2024	1. Support a new community recreation center including a capital campaign, identify clientele, define role of the school district, establish fees that encourages participation; provide recommendations for revenue stream to support the facility; determine best staff to volunteer ratio
	2. Develop policies for Parks and Community Recreation Programs.
	3. Update and develop Master Park Plans that include long term needs list to assist with biennial budget development.
	4. Research the development or creation of depreciation reserves to maintain parks and recreation facilities; continue to understand the budget, include setting fees, and dedication of sales tax to fund projects and programs.
	5.
	6.
<b>Mid Term Goals</b> 1 - 3 Years (2024 – 2026)	1. Continue working with the City Council and the City Manager for development of a Parks & Recreation Department.
	2. Increase the Recreation Staff by 1 FTE (or as determined by the Recreation Manager)
	3. Update city code to ensure sidewalks in addition to parks & trails are identified as falling under PARCAC auspices.
	4. Update city code or processes to include a required review by PARCAC of proposed subdivisions for recommended trail and or sidewalks facilities and associated easements prior to preliminary plat being submitted to the Kenai Peninsula Borough for approval.

<b>Long Term Goals</b> 5 Years or More (2027+)	1.
	2.
	3.

**OVERALL PARCAC DUTIES & RESPONSIBILITIES**

The purpose of the PARCAC is to act in an advisory capacity to the City Manager and the City Council on the problems and development with city parks, trails, beaches, art, recreation or cultural aspects. Consideration may include the physical facilities, possible future development, acquisition and recommendations on land use within the city limits. Duties and responsibilities are outlined in the PARCAC’s Bylaws and under Homer City Code 2.60.040.

Links to online info:

- Homer City Code 2.60: [www.codepublishing.com/AK/Homer](http://www.codepublishing.com/AK/Homer)
- Homer Community Recreation and Parks & Pavilions Website: [www.cityofhomer-ak.gov/com-rec](http://www.cityofhomer-ak.gov/com-rec)  
[www.cityofhomer-ak.gov/publicworks/parks-pavilions](http://www.cityofhomer-ak.gov/publicworks/parks-pavilions)
- City of Homer Adopted Budget: [www.cityofhomer-ak.gov/finance/budgets](http://www.cityofhomer-ak.gov/finance/budgets)

**DUTIES OF COMMISSION/STAFF**

**Staff Liaison**

- Assisting the Chair in setting meetings, preparing agendas, and other documentary material, and coordinating the acquisition of needed materials and training.
- Drafting/submitting reports, memos, and recommendations for those agenda items requiring decisions or recommendations by the Commission to City Council.
- Provide yearly information about the budget.
- Inform the Commission of City Council actions and discussion of park, trails, cultural, art or recreation related issues.

**Commissioners**

- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Request information from the Staff Liaison or Presiding Clerk.
- Understand their role as an advisory body to City Council; for any change to happen regarding City policies or code usually a council member has to support a PARCAC’s idea and be willing to sponsor a resolution or ordinance to change established City policies or rules.
- How the commission (as a whole) can communicate:
  - Work with the City Manager through the Staff Liaison to keep City Council informed on developing initiatives.
  - Send memos to Council periodically so they have a written report of what’s going on; these are written by staff and likely will be part of the City Manager Report or under the PARCAC Report.
  - Have a Commissioner speak at a Council Meeting under Reports; the PARCAC is scheduled to give a report at the next City Council meeting following the PARCAC’s regular monthly meeting. It is best to rotate members so Council gets to see and hear from each of you over time. Pay attention to feedback from Council; the Commission may need to change direction, or come up with more support for the topic.



**Clerks**

- Assist with packet preparation and dissemination
- Records meetings and prepares meeting minutes
- Ensures meetings are properly advertised
- Assist members understand and comply with City policies and procedures governing advisory bodies
- Assist the Commission learn to better communicate with City Council (Memorandums vs Resolutions and Ordinances)

DRAFT



# MEMORANDUM

**Item Type:** Informational Memorandum Community Recreation Division  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** April 10 , 2024  
**From:** Mike Illg, Recreation Manager/Staff Liaison

The City of Homer Community Recreation currently has the following rates for participants within the COH fee schedule and proposed new fees to implement from Community Recreation staff. The proposed additional rates are affordable and comparative to other similar agencies in the community and throughout the state.

We also provide the option to waive participation fees for ongoing volunteers. These fees can be reviewed and adjusted annually if the City determines there is a need to adjust the participation fees to help offset the cost of operations, especially if there is the possibility of a future city recreation center with the potential option of creating cost recovery goals.

### Community Recreation Fees

	Single	10 Visits	3-Month Pass	(proposed) Yearly Pass
<b>Drop In Activities Only</b>				<b>Individual</b>
Ongoing programs. ex. Pickleball, Basketball Volleyball, etc				
Youth (3-17 years) City Locations Only	\$3.00	\$27.00	\$66.00	<b>\$135</b>
Youth (3-17 years) Drop In Activities at KPBSD locations Only	Free	Free	Free	Free
Adult (18 & Up) All Locations	\$5.00	\$45.00	\$110.00	<b>\$230</b>
Active Military All Locations	Free	Free	Free	Free

### Contracted Instructor Classes

Series of Classes/Programs with specific start and end date  
 CR fees only. Contracted instructor fees additional and separate.

	Per Class
Youth (3-17 years)	\$3.00
Adult (18 & Up)	\$5.00

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**Special Events**

Ticket fees: Contingent upon the cost of production (ex. film fest)

All ages	\$10-\$15
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**Reservation- HERC Gym (proposed)**

Use of the HERC gymnasium for pre-approved activities related to educational and recreational offerings for approved Homer Community Recreation partners only (complete background checks, concussion training, volunteer paperwork, etc). Pending availability of time and staff. Limit of 50 people per State Fire Marshal.

- \$50            1 hour
- \$175          4 hours
- \$350          8 hours

**Reservation - HERC Activity Room (proposed)**

Use of the HERC activity room for pre-approved activities related to educational and recreational offerings Homer Community Recreation partners only (complete background checks, concussion training, volunteer paperwork, etc). Pending availability of time and staff. Limit of 30 people per State Fire Marshal.

- \$30            1 hour
- \$105          4 hours
- \$210          8 hours

**Recommendation:** Review information and submit feedback to staff as this will likely be on the May 16, 2024 PARCAC agenda to discuss further.



# MEMORANDUM

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## Biennial Budget Amendments

**Item Type:** Informational Memorandum Community Recreation Division  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** April 11 , 2024  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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The City of Homer currently operates on a two year budget cycle (Fiscal Years 2024 & 2025) and we are currently operating within FY24 that will end on June 30, 2024 and FY25 will begin on July 1, 2024. There are opportunities to modify the entire budget through a process called mid-biennium budget adjustments between to the two fiscal years where city council can approve changes for second part of the two budget cycle, in this case FY25. The Community Recreation division within the Administration Department has provided a mid-biennium budget adjustment request to Interim City Manager Jacobsen to be submitted to the city council for review and possible approval.

The request is to adjust the current half time (0.5 PTE) Recreation Programmer into a full times (1 FTE) position in FY25. The new cost will be \$79,287 and most of this would be covered through the existing seasonal employee budget and the remaining balance would of **\$11,891** would come from the general fund. The additional \$11,891 is essentially the increase amount Community Recreation is requesting.

Operationally we would eliminate our budgeted two 6 month seasonal part time employees and allocate the funds towards a regular full time employee. The primary benefit from this adjustment is that Community Recreation would be able to provide consistent coverage and improve overall service and operations for our municipal recreation program that operates in four different physical locations. The downside is that we would no longer have funds to pay for casual employees who assist with various programs and activities throughout the year but we think we have some solutions for addressing this separate from having to pay them from the CR budget.

Please review the existing Community Recreation FY 24 & FY25 budget and the proposed and submitted Budget Adjustment Worksheet. I believe Public Works will also be providing information related to the Parks division for requested budget adjustments as well.

**Recommendation:** Review information and submit feedback to city council regarding the parks and community recreation budget adjustments for FY25.

**Attachments:**

FY24 and FY25 Budgets Community Recreation

Budget Request FY24-25 Budget

City of Homer  
FY24/25 Operating Budget

FUND 100 - GENERAL FUND								
DEPT 0115- COMMUNITY RECREATION								
A/C Num.	Expenditure Categories & Descriptions	FY21	FY22	FY23	FY24	FY25	Difference Between	
		1/1/21 - 6/30/21	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/23 - 6/30/24	7/1/24 - 6/30/25	FY25 & FY23 Budget	
		ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	\$	%
<b>Salaries and Benefits</b>								
5101	Salary and Wages	42,764	85,049	90,440	96,628	99,527	9,087	10.0%
5102	Fringe Benefits	19,885	43,477	48,874	52,363	53,083	4,209	8.6%
5103	Part-time Wages	648	1,305	16,714	41,597	42,179	25,465	152.4%
5104	Part-time Benefits	65	104	1,921	24,427	25,218	23,297	1212.7%
5105	Overtime	646	1,522	-	1,351	1,351	1,351	0.0%
5107	Part-time Overtime	50	-	-	-	-	-	0.0%
5108	Unemployment Benefits	-	-	-	-	-	-	0.0%
5112	PERS Relief	3,656	6,879	-	-	-	-	0.0%
	<b>Total Salaries and Benefits</b>	<b>67,715</b>	<b>138,336</b>	<b>157,949</b>	<b>216,367</b>	<b>221,358</b>	<b>63,409</b>	<b>40.1%</b>
<b>Maintenance and Operations</b>								
5201	Office Supplies	-	20	250	250	250	-	0.0%
5202	Operating Supplies	424	2,188	2,000	2,500	2,500	500	25.0%
5208	Equipment Maintenance	-	232	500	500	500	-	0.0%
5210	Professional Services	6,456	1,870	18,000	18,000	18,000	-	0.0%
5215	Communications	951	2,934	1,950	1,950	1,950	-	0.0%
5216	Freight and Postage	-	58	50	50	50	-	0.0%
5223	Liability Insurance	125	236	413	295	324	(88)	-21.4%
5227	Advertising	145	586	900	900	900	-	0.0%
5233	Computer Related Items	416	765	4,200	4,200	4,200	-	0.0%
5235	Membership Dues	175	175	185	300	300	115	62.2%
5236	Transportation	-	62	1,250	-	-	(1,250)	-100.0%
5237	Subsistence	-	-	500	-	-	(500)	-100.0%
5252	Credit Card Expenses	-	-	1,000	1,000	1,000	-	0.0%
5601	Uniform	-	-	-	1,000	1,000	1,000	0.0%
5603	Employee Training	-	1,401	1,500	4,500	4,500	3,000	200.0%
5614	Car Allowance	253	503	500	500	500	-	0.0%
5635	Software	-	367	-	11,400	7,400	7,400	0.0%
5815	Parks & Recreation Board	-	-	-	1,500	1,500	1,500	0.0%
	<b>Total Maintenance and Operations</b>	<b>8,945</b>	<b>11,398</b>	<b>33,198</b>	<b>48,845</b>	<b>44,874</b>	<b>11,677</b>	<b>35.2%</b>
	<b>Total</b>	<b>76,660</b>	<b>149,735</b>	<b>191,147</b>	<b>265,212</b>	<b>266,233</b>	<b>75,086</b>	<b>39.3%</b>

FY24/25 Budget Notes:  
5235- include membership for PARCAC Advisory Board for ARPA  
5236/5237/5603 - combined all travel expenses connected with employee training into one account code to be consistent with budget account descriptions  
5601 - shirts/hats for volunteers and staff  
5635 - Adobe Subscription  
5815 - moved this item from Parks budget

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

**Requesting Department** Community Recreation

**Date** 4/10/2024

**Request for Additional Personnel:**  
**Position Title** Community Rec Programmer  
**Salary Range & Step** \_\_\_\_\_  
**Full-time**   
**Part-time**  **Hours Per Year** \_\_\_\_\_

**Capital Request** (for acquiring/constructing a major, long-term asset valued at \$5,000 or more)  **Operating Line Item Increase**

**Request Title** \_\_\_\_\_

**Fund Name:** General Fund

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

**Account #** \_\_\_\_\_

**Estimated Cost:** \$11,891

**(FINANCE DEPT WILL COMPLETE)**

5101 Permanent Employees	\$44,125
5102 Fringe Benefits	\$35,162
5103 P/T Employees	
5104 Fringe Benefits P/T	
5105 Overtime	
<b>Total Personnel Cost</b>	<b>\$79,287</b>

**Fully describe the specifics of your budget request i.e. item(s) to be purchased, their function and justification.**

Convert existing part-time position and utilize all casual position budget to fund full time position. The full time position will cost approximately \$79,287. This increase will be offset by a decrease to part-time wages by \$67,396. A funding gap of \$11,891 exists in order to fully fund this position conversion. Community Recreation has limited success with recruiting, hiring and utilizing seasonal employees to provide the necessary supervision, tasks and safety for the Community Recreation division operations. With very limited qualified applicants we are forced to hire people who can only commit to minimal hours and not truly fulfilling the operational need nor utilizing the funds that are available. The request is to eliminate the two 6 month seasonal positions and utilize the budgeted funding for these positions to the part time recreation programmer position to a full time position. This will allow us to ensure we have all the coverage and support we need with a regular full time employee opposed to the inconsistent availability of a seasonal employee thus allowing for improved service/safety to the public and maintaining consistency in the complex municipal recreation operations in four different locations especially in the public schools. This will enhance our ongoing MOU with the Kenai Peninsula Borough School District.

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

\_\_\_\_\_

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

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

**City Manager Recommendation:**  Approved  Denied  Amended

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



# MEMORANDUM

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## Annual Review of the Land Allocation Plan: 3854 Homer Spit Road

**Item Type:** Informational Memorandum  
**Prepared For:** Port & Harbor Advisory Commission  
Parks, Art, Recreation & Culture Advisory Commission  
**Date:** April 10, 2024  
**From:** Roslyn Kriegh, Port Property Associate  
**Through:** Julie Engebretsen, Community Development Director

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The purpose of this memorandum is to present the relevant advisory commissions with financial information regarding the potential revenue impact on the Fishing Hole Campground if a portion of the lot located at 3854 Homer Spit Road (KPB parcel # 181-031-17), were no longer available as a campground.

Currently the Fishing Hole Campground and its overflow area contain 88 camp sites (visible in Diagram A\*) that are available from April 1<sup>st</sup> through October 31<sup>st</sup> each year, a total of 214 days. These campsites cost \$30.00 per night and had at least one occupying camper for 149 days during the 2023 season.

To quantify the change in available camping spots if the overflow area were no longer available, we marked a line running northeast from the edge of the Pier One Theater building to the lot's rear border (see Diagram B). With these parameters in place, the Fishing Hole Campground would have 29 camp sites. These remaining sites are the most desirable due to their ocean views and, proximity to the Fishing Hole and the Kachemak Bay Water Trail Pavilion.

During the 2023 season, only 59 days had more than 29 sites in use, and only a single day, July 2<sup>nd</sup>, saw the campsite fill its maximum capacity of 88 spots. During 2023 the total income generated from the overflow spots was \$36,930.00.

In addition to this information, it is worth noting that this change would result in lower long-term operating and maintenance costs. Not only would there be fewer sites requiring upkeep, the City would also save on desired campsite improvements such as fire pits, picnic tables and pad upgrades.



Referencing several 2024 vendor quotes, the cost to upgrade the campground with fire pits and weatherproof plastic lumber picnic tables is approximately \$1,300 per site. Updating 29 campsites as opposed to the current 88 would result in a savings of \$75,000.

The marginal cost of staffing for this campsite are near zero so the personnel budget would not be meaningfully affected by this change.

\*Please note, the ocean-side campsites on Diagram A do not align properly with their geographical positions. Spots marked #68 through #77 should be farther to the north, next to the notated Pavilion.

**ATTACHMENTS:**

Diagram A

Resolution 24-024



**Diagram B:**



**RECOMMENDATION:**  
Informational Only.

**CITY OF HOMER  
HOMER, ALASKA**

City Manager/  
Economic Development Manager

**RESOLUTION 24-024**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA  
PROVIDING DIRECTION TO THE PORT AND HARBOR ADVISORY  
COMMISSION AND PARKS, ART, RECREATION AND CULTURE  
ADVISORY COMMISSION REGARDING THE ANNUAL REVIEW OF  
THE LAND ALLOCATION PLAN.

WHEREAS, Chapter 18.08.020(c) requires the City to adopt a land allocation plan; and

WHEREAS, The property located at 3854 Homer Spit Road, Tract A-1 of the Fishin Hole  
Sub KPB parcel ID 18103117 is used for several different activities during the year; and

WHEREAS, The Large Vessel Haul Out Task Force in 2014 recommended the  
construction of a barge and large vessel haul out facility; and

WHEREAS, The project has been included in the Capital Improvement Plan since 2015,  
and the City has subsequently conducted initial engineering and cost estimation; and

WHEREAS, The property is currently used seasonally for camping and theater  
productions in the summer, and is leased on an annual basis for the remainder of the year for  
as a large vessel haul out facility; and

WHEREAS, In December the Port and Harbor Advisory Commission has expressed  
interest in development of some features of the Large Vessel Haul Out facility; and

WHEREAS, The Parks, Art, Recreation and Culture has expressed interest in retaining  
camping in this location; and

WHEREAS, The Pier One Theater lease expires in September 2026; and

WHEREAS, The City will be reviewing the Land Allocation Plan in the coming months,  
the Comprehensive Plan over the next year, and now is a good time to discuss how the City as  
a land owner should plan for this property; and

WHEREAS, It behooves the City to have an open and transparent dialogue about the use  
and future development of this property and to utilize the Commissions in their respective  
roles.

44 NOW, THEREFORE, BE IT RESOLVED by the Homer City Council requests the Port and  
45 Harbor Advisory Commission to:

- 46 1. Review the revenue vs cost of a city run campground on this parcel.  
47 2. Work with staff to determine the costs of the initial improvements.  
48 3. Make a recommendation to the City Council on what part of the improvements the City  
49 should fund and those that a tenant would fund.  
50 4. Make a recommendation to the City Council on lease terms that would attract long term  
51 private investment to develop the facility.  
52 5. Respond to Council by the end of calendar year 2024.  
53

54 BE IT FURTHER RESOLVED, the Homer City Council requests the Parks, Art, Recreation and  
55 Culture Commission:

- 56 1. Consider the future of this property as a City run campground, and consult with Port  
57 and Harbor staff with regard to revenue vs cost to operating the campground.  
58 2. Engage with Pier One Theater about their long term facility plans.  
59 3. Report back to Council by the end of 2024.  
60

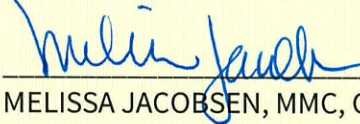
61 PASSED AND ADOPTED by the Homer City Council this 12<sup>TH</sup> day of February, 2024.  
62

63 CITY OF HOMER

64 

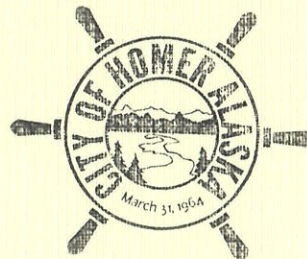
65 KEN CASTNER, MAYOR  
66

67  
68 ATTEST:

69   
70

71 MELISSA JACOBSEN, MMC, CITY CLERK  
72

73 Fiscal Note: N/A





# MEMORANDUM

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**Resolution 24-024, A Resolution of the City Council of Homer, Alaska Providing Direction to the Port & Harbor Advisory Commission and Parks, Art, Recreation, and Culture Advisory Commission Regarding Annual Review of the Land Allocation Plan. City Manager/Economic Development Manager.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** February 7, 2024  
**From:** Julie Engebretsen, Economic Development Manager  
**Through:** Rob Dumouchel, City Manager

---

## Introduction

Each year the City reviews the Land Allocation Plan, with the goal of identifying property to offer for lease. Typically the plan goes to Commissions first, with recommendations provided to Council. The process can also be used to identify property considerations that merit further conversation, regardless of leasing status. This year, staff has identified that a property on the Spit is the subject of such a conversation and worthy of Council's attention early in the process.

The City property immediate down the Spit from the Fishin Hole currently is used for at least four activities: Pier One Theater, summer camping, seasonal parking, and barge/large vessel haul out in the off season. In the Capital Improvement Plan, this property is the site of a proposed Barge and Large Vessel Haul Out facility, and the Port and Harbor Advisory Commission has begun talking about how to make incremental improvements toward that goal. In the past, the Parks, Art Recreation and Culture Advisory Commission has been concerned with the loss of summer camping on the Spit. Staff recommends Council lead the conversation about the property by passing the resolution and providing direction to the Commissions on desired input. The process set out in the resolution provides the Commissions and community the time frame and opportunity to ask questions, become informed, and make recommendations to Council.

## **RECOMMENDATION:**

Adopt Resolution 24-024

## **Attachments**

CIP Project Page

Port and Harbor Commission Meeting Minutes excerpt from December 2023

Port and Harbor Commission Packet Excerpt, December 2023



## Barge Mooring & Large Vessel Haul Out Repair Facility

**Project Description & Benefit:** This project constructs safe moorage and an associated uplands haul out repair facility for large shallow draft vessels. This improvement supports the marine transportation needs of central and western Alaska. Because of the lack of facilities, these vessels currently have to travel elsewhere to perform annually required maintenance and repairs, which could otherwise be completed here in Homer. The new facility benefits the needs of the growing regional fleet of large vessels, the local marine trades businesses and the regional economy.

The mooring facility, proposed along the beach front of Lot TR-1-A (between the Nick Dudiak Fishing Lagoon and Freight Dock Road on the west side of the harbor) will stage barges in the tidal zone with the bow end pulled tight to the beach for accessing a haul out ramp. A dead-man anchoring system will be provided for winching vessels up the ramp above the high tide line for maintenance and minor repairs. Upland improvements will include six work sites with water, electrical pedestals, lighting, and security fencing and cameras. This site has accommodated approximately six to eight vessels (depending on size) with ample workspace; it will offer large vessels the ability to complete their required annual maintenance at the uplands repair facility while wintering over.

Completing repairs locally gives the marine trades sector greater opportunity to expand services, support a steady labor force and provide higher quality services more competitively. Availability of local repair services also delivers performance benefits to vessels operating in Alaska waters, saving significant time, fuel and other operating expense.



Three vessels hauled out for repairs on Homer Spit Lot TR 1 A.

**Plans & Progress:** Project development is being carried out in phases. Phase 1, initiated in 2014, consisted of forming a Large Vessel Haul Out Task Force to assist with site selection and completion of Best Management Practices, vessel owner use agreements, and vendor use agreements. Staff additionally completed a Stormwater Pollution Prevention

Plan (SWPPP) with the Alaska Department of Environmental Conservation for a portion of lot TR-1-A. Since completing these basic requirements, the haul out area has become a popular repair site option for some of our large vessel owners. This further justifies additional investments to improve our ability to serve these customers and bring more of these customers to Homer. Phase 2 completed design and permitting utilizing \$255,000 in State Legislative Grant funds and \$42,626 in additional City of Homer funds. The project is shovel-ready and the design is bid-ready. Phase 3 will complete construction project construction.

**Total Project Cost:** \$5,297,626

2019: Phase 2 Engineering/Permitting/ Geotechnical/Design: \$297,626 (Design completed June 2020).

2025: Phase 3 Construction: \$5,000,000 (Project is shovel ready.)

**Schedule:** 2027

**Priority Level:** 3



## City of Homer

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

## Port and Harbor

4311 Freight Dock Road  
Homer, AK 99603

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

(p) 907-235-3160

(f) 907-235-3152

# Memorandum

**To:** Port and Harbor Commission

**From:** Ian Pitzman

**Date:** 11/28/2023

**Subject:** Advancement of Lighting, camera, and energy grid for the Large Vessel Haul Out Facility

---

I write this memo to place on the agenda a discussion topic considering bifurcating the Large Vessel Haul Out Facility (LVHOF) project already on the CIP, and to move ahead quickly with the more immediately necessary portions of the project, specifically available three phase power so the users can turn off the diesel generators currently in use, and lighting and cameras for safety and security.

In an effort to support the needs of a fleet of vessels too large for local travelift operators, the Port of Homer began to operate the Large Vessel haul out facility on the east side of the spit between the harbor and the fishing hole. This facility is a fairly level gravel pad adjacent to a gradually sloped beach. For the last 10 years or more, local vessels have hauled out on airbags for drydocking and have performed maintenance and repair in this area. Unfortunately, following the success of airbag hauls to meet the immediate needs of the fleet, momentum to develop the facility into a proper drydock area has stalled.

Homer has in its CIP a shovel ready, comprehensive project to further develop the facility. I fully support this project but I feel like its scope works against it in regards to competition for city resources. The purpose of this discussion is to look at separating the more urgently needed elements into a smaller project that has a better chance of moving ahead quickly. The three elements that I think should be prioritized are as follows:

- 1) Connect to the electrical grid with a series of 100 amp 3 phase shore power stub ups so vessels can plug in as they do in the harbor. Currently all work in the large vessel haul out facility is done with portable diesel generators by necessity. These





## City of Homer

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

### Port and Harbor

4311 Freight Dock Road  
Homer, AK 99603

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

(p) 907-235-3160

(f) 907-235-3152

are noisy, expensive, and a waste of resources particularly considering that they are parked on a gravel pad that has available power running adjacent.

- 2) Install lighting. This is a human safety and security issue for the vessels and vendors in the haul out area.
- 3) Install cameras. This will be a small addition to electrical and lighting and will help a great deal with security and yard management.

As you all know, I operate boats that use this facility and also operate as a vendor (Fortune Sea Marine Services, llc) in this yard. These ideas came from a number of discussions with other vessel owners and local vendors. I thought it was time to bring this conversation to the port and harbor commission.

#### Attachments:

Construction Cost Estimate

Electrical Plans

Commented [AW1]: Bryan

**Barge Mooring & Haul-Out**

City of Homer

Prepared for Nelson Engineering by Estimations

**Construction Cost Estimate**

96% Design Submittal

June 26, 2020

Description	Estimated Cost	Estimate With Distributed General Requirements	Estimated Cost Plus Contingency & Escalation
<b>Basic Bid</b>			
01 - GENERAL REQUIREMENTS	\$382,965		
101 - MOBILIZATION & DEMOBILIZATION	\$45,432	\$56,566	\$59,908
102 - CONSTRUCTION SURVEYING	\$9,595	\$11,946	\$12,652
103 - TRAFFIC MAINTENANCE	\$15,000	\$18,676	\$19,779
104A - STORM WATER POLLUTION PREVENTION PLAN	\$5,000	\$6,225	\$6,593
203 - REMOVAL OF OBSTRUCTIONS	\$1,346	\$1,676	\$1,775
304 - CONCRETE SLABS	\$7,434	\$9,256	\$9,803
602 - FURNISH & INSTALL WATER MAIN	\$19,817	\$24,674	\$26,131
603 - FURNISH & INSTALL GATE VALVE	\$2,179	\$2,713	\$2,873
604 - FURNISH & INSTALL FIRE HYDRANT ASSY	\$6,405	\$7,975	\$8,446
200 5A - FURNISH STRUCTURAL STEEL PILE	\$513,685	\$639,577	\$677,356
200 5B - DRIVE STRUCTURAL STEEL PILE	\$341,398	\$425,066	\$450,175
134713 - CORROSION PROTECTION	\$48,746	\$60,692	\$64,278
260000 ELECTRICAL IMPROVEMENTS	\$546,604	\$680,563	\$720,764
<b>Total Estimated Cost - Basic Bid:</b>	<b>\$1,945,606</b>	<b>\$1,945,606</b>	<b>\$2,060,532 &lt;&lt;&lt;&lt;&lt;&lt;</b>
<b>Alternates</b>			
A1 - ADD TWO ADDITIONAL PILE BENTS	\$289,600		\$306,706
<b>Total Estimate Cost, Alternates:</b>			<b>\$306,706 &lt;&lt;&lt;&lt;&lt;&lt;</b>
<b>Total Estimated Cost, Base Plus Alternates:</b>			<b>\$2,367,238 &lt;&lt;&lt;&lt;&lt;&lt;</b>

Estimating Contingency: 5.0%  
 Escalation For Inflation: 3 Mths @ 3.5% 0.9%

# Barge Mooring & Haul-Out

City of Homer  
Prepared for Nelson Engineering by Estimations

Construction Cost Estimate  
96% Design Submittal  
June 26, 2020

Line No.	Description	Qty	UNITS	Material Costs			Labor Hours			Equip Cost	Total Cost
				Unit	Total	Units	Totals	Labor Cost	Total Cost		
217											
218	260000 ELECTRICAL IMPROVEMENTS										
219											
220	26 05 09 Conductors										
221	Feeders & Subfeeds										
222	Service Feed: 1200 Amp: 4 Sets, 3" GRC, 4#350 KCMIL, 1#3/0	22	LF	\$180.00	\$3,960	0.820	18.0	\$1,632	\$5,592	\$6,990	
223	MDS 1-6: 2 Sets 3" PVC, 3#500 KCMIL, 1#2	686	LF	\$80.00	\$54,880	0.514	352.6	\$31,965	\$86,845	\$108,556	
224	Catholic Protection Power Service: 3/4" Cond, 2#12, G	40	LF								
225	Trenching	640	LF	\$1.00	\$640	0.100	64.0	\$5,802	\$3,584	\$10,026	
226											
227	26 05 26 Grounding										
228	Ground Bus 12x2x1/4	2	EA	\$35.00	\$70	0.250	0.5	\$45	\$115	\$144	
229	1" PVC #2 Ground	50	LF	\$1.57	\$79	0.082	4.1	\$372	\$451	\$564	
230	Ground Rod 3/4" x 10'	2	EA	\$65.00	\$130	1.000	2.0	\$181	\$311	\$389	
231	Exothermic Connection	2	EA	\$8.00	\$16	0.250	0.5	\$45	\$61	\$76	
232											
233	26 24 00 Switchboards & Panelboards										
234	MDS/MCB/Meter: 1,200A, 480Y/277V, 3P, 4W w/ NEMA 3R SS Enclosure, Pad Mounted	1	EA	\$82,700.00	\$82,700	36.000	36.0	\$3,264	\$500	\$86,464	
235	Panelboard 150A 240/120V 1P w/ NEMA 3R SS Enclosure & Unistrut Rack	1	EA	\$3,500.00	\$3,500	16.000	16.0	\$1,450	\$4,950	\$6,188	
236											
237	26 27 33 Power Distribution Units										
238	Marine Powerpoint Units	6	EA	\$29,800.00	\$178,800	12.000	72.0	\$6,527	\$185,327	\$231,659	
239											
240	26 56 13 Exterior Lighting										
241	Luminaire On 30' Tall Pole, LED	3	EA	\$5,000.00	\$15,000	10.000	30.0	\$2,720	\$17,720	\$22,150	
242	MDS-7: Wiring: 3/4" Cond, 3#10, G	650	LF	\$2.03	\$1,320	0.085	55.3	\$5,013	\$6,333	\$7,916	
243											
244	32 39 13 Metal Bollards										
245	Bollard & Post Bases	56	EA	\$77.72	\$4,352	2.000	112.0	\$9,541	\$3,640	\$17,533	
246	Bollards - 6" Pipe	54	EA	\$192.00	\$10,368	1.500	81.0	\$6,900	\$540	\$17,808	
247	Polyethylene Cover	54	EA	\$75.00	\$4,050				\$4,050	\$4,050	
248	Equipment Rack Post - 4" Galv. Pipe	2	EA	\$180.00	\$360	1.500	3.0	\$256	\$20	\$636	

**Barge Mooring & Haul-Out**

City of Homer

Prepared for Nelson Engineering by Estimations

**Construction Cost Estimate**

96% Design Submittal

June 26, 2020

Line No.	Description	Qty	UNITS	Material Costs		Labor Hours		Equip Cost	Total Cost	Total Cost w/ OH & P
				Unit	Total	Units	Totals			
249										
250	Miscellaneous Site									
251	New Signage Allowance	1	LS	\$500.00	\$500	8.000	8.0	\$150	\$1,332	\$1,332
252										
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277										
278										
279										
280										
281	<b>Subtotal: 260000 ELECTRICAL IMPROVEMENTS</b>									
282					\$360,725		855.0	\$76,395	\$8,434	\$445,554
283										\$546,604
284										
285										



NO.	REVISION	DATE

**EPC**  
ENGINEERING  
2155 W. WILSON BLVD  
ANCHORAGE, ALASKA 99515  
(907) 276-7268  
FAX (907) 276-7269

**CITY OF HOMER**  
**BARGE MOORING AND HAUL-OUT**  
ELECTRICAL LEGENDS AND ABBREVIATIONS

PROJECT NO. \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
DATE: JUNE 2020  
SCALE: NOTED  
HORIZ. NOTED  
VERT. NOTED  
SHEET: **E1**  
1 OF 6

**GENERAL NOTES**

1. ALL ELECTRICAL WORK SHALL BE INSTALLED IN ACCORDANCE WITH ALL REQUIREMENTS AND REGULATIONS OF THE STATE OF ALASKA AND ALL APPLICABLE CODES. THE CONTRACTOR SHALL TAKE PRECEDENCE. ALL WORK SHALL BE PERFORMED UNDER THE SUPERVISION OF A JOURNEYMAN ELECTRICIAN EXHIBITING A CERTIFICATE OF FITNESS IN THE STATE OF ALASKA.
2. THE CONTRACTOR SHALL OBTAIN ALL REQUIRED CONSTRUCTION PERMITS AND PAY ALL ASSOCIATED FEES.
3. THE CONTRACTOR SHALL FIELD VERIFY ALL ASPECTS OF THE PROJECT.
4. MATERIALS AND EQUIPMENT SHALL BE AS SPECIFIED AND ACCEPTABLE TO THE AUTHORITY HAVING JURISDICTION AS SATISFACTORY FOR THE USE INTENDED. ALL ELECTRICAL EQUIPMENT SHALL BE LISTED AND LABELED BY A NATIONALLY RECOGNIZED TESTING LABORATORY FOR THE PURPOSE FOR WHICH IT IS INSTALLED. WHENEVER POSSIBLE, SIMILAR ITEMS SHALL BE SUPPLIED BY THE SAME MANUFACTURER THROUGHOUT THE PROJECT.
5. DIMENSIONS OF EQUIPMENT ARE APPROXIMATE. INSTALLATION SHALL BE VERIFIED BASED ON ACTUAL MANUFACTURER'S DATA AND SHOP DRAWINGS.
6. ALL SITE WORK AND UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS. CONTRACTOR SHALL FIELD VERIFY ALL INSTALLATIONS PRIOR TO COMMENCEMENT OF WORK. COORDINATE ALL WORK WITH UTILITIES AS REQUIRED.
7. ALL CONDUCTORS SHALL BE COPPER. ALL CONDUCTORS IN UNLIMITED SPACES OR LOCATED IN UNLIMITED SPACES SHALL BE TYPE THHN UNLESS NOTED OTHERWISE. CONDUCTOR AMPACITY SHALL BE PER TABLE 310-15 (B)(16) OF THE NEC. USE THE 75-DEGREE C RATING FOR CIRCUITS TERMINATING ON DEVICES AND IN ENCLOSURES. DEBATE CONDUCTORS PER NEC REQUIREMENTS.
8. CONDUIT ROUTINGS ARE DIAGRAMMED AND SHALL BE FOLLOWED TO THE EXTENT POSSIBLE. NOT ALL CONDUIT ROUTINGS ARE SHOWN. CONTRACTOR IS RESPONSIBLE FOR DETERMINING ROUTING/PENETRATIONS AND RECEIVING APPROVAL OF ROUTING/PENETRATIONS FROM OWNER'S REPRESENTATIVE.

FIXTURE SCHEDULE			
TYPE	FIXTURE SYMBOL	LAMP SIZE	DESCRIPTION
S1	⚡	LED 244W	LED AREA FLOODLIGHT, POLE MOUNTED WITH ADJUSTABLE SLIP FITTER, 30 DEG. TILT, FULL VISOX 360 DEG. BROWNS ASSOCIATED LED-75-4000K-WET-110VOLT-PY OR EQUAL

**ABBREVIATIONS**

- A ANALOG SIGNAL, AMPERE
- AFF ABOVE FINISH FLOOR
- AFC ABOVE FINISH GRADE
- BCU BARE COPPER
- C CONDUIT
- CP CONTROL PANEL
- CT CURRENT TRANSFORMER
- CU COPPER
- E EMERGENCY
- FLA FULL LOAD AMPERES
- G GROUND CONDUCTOR
- GSS GROUNDING ELECTRODE SYSTEM
- GT GROUND FAULT INTERRUPTING
- GRC GALVANIZED RIGID (STEEL) CONDUIT
- GND GROUND
- HDPE HIGH DENSITY POLYETHYLENE CONDUIT
- HEA HOMER ELECTRIC ASSOCIATION
- HP HORSEPOWER
- KVA KILO-VOLT-AMPERES
- LTF LIQUID TIGHT FLEXIBLE CONDUIT (METALLIC)
- MLO MAIN LUG ONLY
- MTR MOTOR
- N.I.C. NOT IN CONTRACT
- NC NORMALLY CLOSED
- NO NORMALLY OPEN, NUMBER
- PH PHASE
- SS STAINLESS STEEL
- TYP TYPICAL
- UNLESS OTHERWISE NOTED
- V VOLTS
- W WATTS
- WP WEATHERPROOF
- XFMR TRANSFORMER
- XP EXPLOSION PROOF (HAZARDOUS AREA)

**ELECTRICAL LEGEND**

SYMBOL	DESCRIPTION
⊖	EXPOSED CONDUIT
⊖	UNDERGROUND/CONCEALED CONDUIT
⊖	UNDERGROUND ELECTRIC
⊖	OVERHEAD ELECTRIC
⊖	3/4" X 10' COPPER CLAD STEEL GROUND ROD
⊖	CONDUIT RUN - CHANGE IN ELEVATION
⊖	LIQUID-TIGHT FLEXIBLE METALLIC CONDUIT
⊖	JUNCTION BOX OR FITTING
⊖	MINIMUM VOLTAGE BREAKER, X = AMPERE RATING, N = NUMBER OF POLES
⊖	KILOWATT-HOUR METER
⊖	PANELBOARD
⊖	DISCONNECT SWITCH - FUSED
⊖	DISCONNECT SWITCH
⊖	GF RECEPTACLE, DUPLEX NEMA 5-20R
⊖	DUPLEX RECEPTACLE NEMA 5-20R
⊖	DOUBLE DUPLEX RECEPTACLE NEMA 5-20R
⊖	SPECIAL RECEPTACLE, CONFIGURATION AS NOTED
⊖	SINGLE POLE SWITCH
⊖	THREE-WAY SWITCH
⊖	OTHER SYMBOLS ARE AS DEFINED BY NOTE.

**CIRCUIT AND DEVICE LEGEND**

- MDS-1 GROUP OR EQUIPMENT IDENTIFICATION.
- "J" DENOTES PANEL NAME.
- "1" DENOTES CIRCUIT NUMBER.
- Lighting fixture type. See fixture schedule.
- "S" DENOTES SWITCH LEG AS INDICATED.



NO.	REVISION	DATE

**ELC, INC.**  
2115 PHENIX LAKE  
ANCHORAGE, AK 99503  
(907) 278-7885  
LICENSE NO. 020274

**NELSON ENGINEERING**

**BARGE MOORING AND HAUL-OUT  
CITY OF HOMER  
ELECTRICAL SITE PLAN**

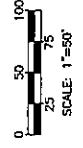
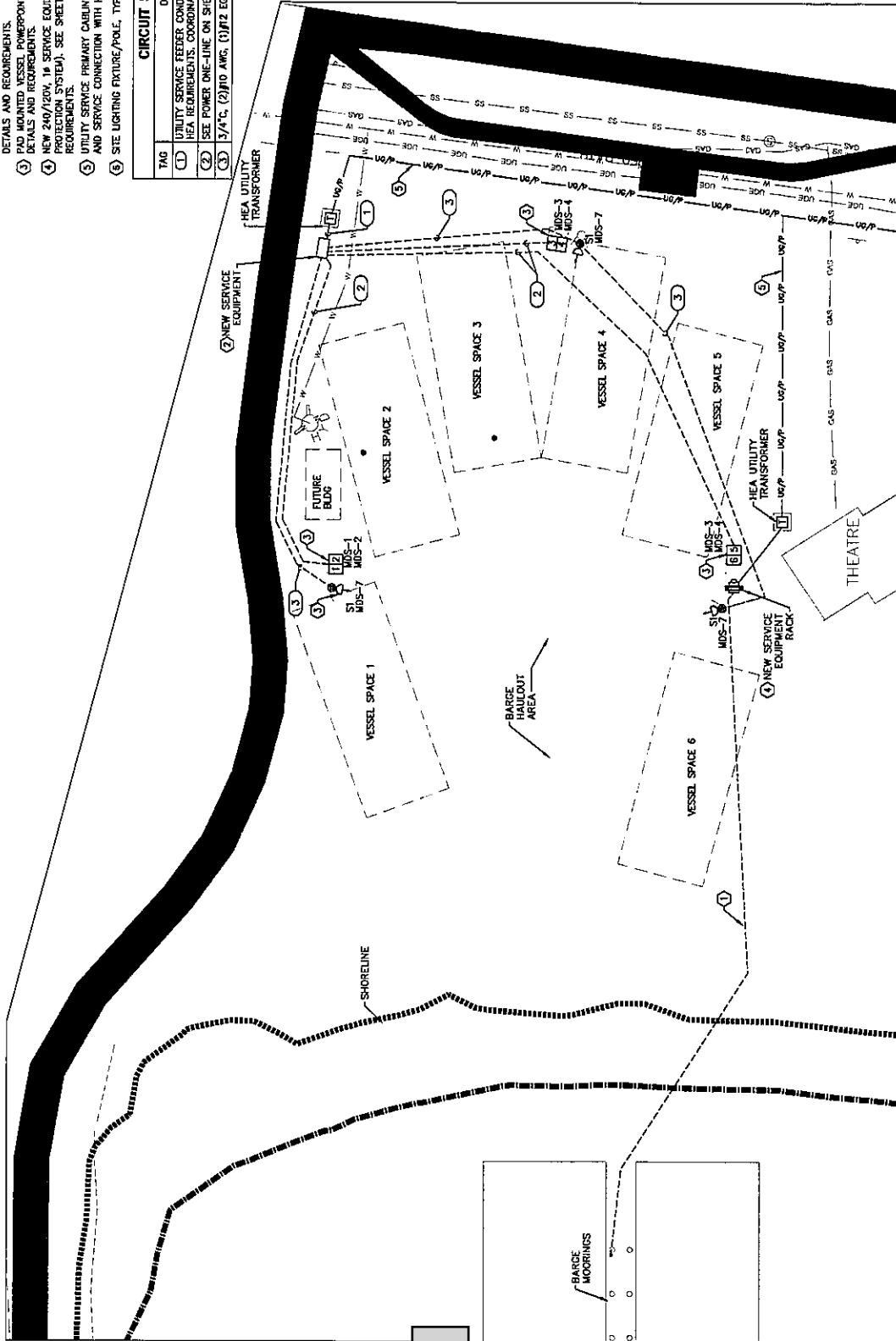
PROJECT NO. \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: JP  
DATE: JUNE, 2020  
SCALE: NOTED  
HORZ. NOTED  
VERT. NOTED  
SHEET: **E2**  
2 OF 6

**SHEET NOTES**

- 1 CATHODIC PROTECTION CABLING TO MOORING PILES. PROVIDE CIRCUIT INSTALLATION IN ACCORDANCE WITH CATHODIC PROTECTION CONTRACTOR SHOP DRAWINGS AND SPECIFICATIONS FOR INSTALLATION DETAILS.
- 2 NEW 480V, 3/4 PAD MOUNTED SERVICE EQUIPMENT AND MAIN DISTRIBUTION SWITCHBOARD, MDS. SEE SHEET E3 FOR EQUIPMENT DETAILS AND REQUIREMENTS.
- 3 PAD MOUNTED VESSEL EQUIPMENT. SEE SHEET E4 FOR EQUIPMENT DETAILS AND REQUIREMENTS.
- 4 NEW 240/208V, 14 SERVICE EQUIPMENT RACK (FOR CATHODIC PROTECTION SYSTEM). SEE SHEET E5 FOR EQUIPMENT DETAILS AND REQUIREMENTS.
- 5 UTILITY SERVICE PRIMARY CABLING (BY HEA), COORDINATE INSTALLATION AND SERVICE CONNECTION WITH HOMER ELECTRIC ASSOCIATION (HEA).
- 6 SITE LIGHTING FIXTURE/POLE, TYP. SEE SHEET E1 AND E6 FOR DETAILS.

**CIRCUIT SCHEDULE**

TAG	DESCRIPTION
1	UTILITY SERVICE FEEDER CONDUITS, PROVIDE IN ACCORDANCE WITH HEA REQUIREMENTS. COORDINATE ALL WORK WITH HEA.
2	SEE POWER ONE-LINE ON SHEET E3 FOR CIRCUIT DETAILS.
3	3/4" HEA, (2) 1/2" EGC



**1**  
**E2**  
ELECTRICAL SITE PLAN - NEW WORK  
SCALE: 1"=30'

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

SIEKANIEC/SHAVELSON MOVED THAT THE PORT AND HARBOR COMMISSION SUPPORTS STANDARDIZED ICE RATES WITH A 5% INCREASE.

Chair Matthews noted that it's been 15 years since the last ice increase, and reasoned that inflation is much more than 5% since then.

There was no further discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

9.B. Review of Moorage Agreement

Chair Matthews stated that there haven't been any additional changes made to the code of conduct, and the Commission agreed to postpone this item to the January meeting.

9.C. Property Leasing

Commissioner Shavelson informed the Commission that there are still some amendments he needs to make to the document. He added that he will be bringing a revised version back to the Commission's January meeting after the appropriate changes have been made in the language.

**10. NEW BUSINESS**

10.A. Advancement of Lighting, Camera, and Energy Grid for the Large Vessel Haul Out Facility

Commissioner Pitzman introduced his memorandum to the Commission. He stated that the point of his memo was to hopefully start working on a smaller project at the Large Vessel Haul Out Facility (one separate from the current project on the Capital Improvement Plan) that focuses on the most important elements that include, but are not limited to:

1. Connecting to the electrical grid for the vessels in a manner similar to the Harbor where you can plug in;
2. Install lighting;
3. Installing cameras;

Discussion ensued regarding the Commission's support for the project, funding for the project, return on investment, and potential benefits that this project would bring to the community.



Download worksheets from  
[AARP.org/CommunityGardens](http://AARP.org/CommunityGardens)

# Creating Community Gardens

for People of All Ages

A tool kit for neighbors and local leaders



Hudson, New Hampshire (page 11)



Buffalo, New York (page 13)



San Francisco, California (page 6)



Bowman, North Dakota (page 5)







AARP is the nation’s largest nonprofit, nonpartisan organization dedicated to empowering people 50 or older to choose how they live as they age. With nearly 38 million members and offices in every state, the District of Columbia, Puerto Rico and the U.S. Virgin Islands, AARP strengthens communities and advocates for what matters most to families, with a focus on health security, financial stability and personal fulfillment.

**AARP, 601 E Street NW, Washington, D.C. 20049**

**Web:** [AARP.org](http://AARP.org)

**Toll-Free English:** 1-888-OUR-AARP (1-888-687-2277) | **Toll-Free Spanish:** 1-877-342-2277

**International Calls:** +1-202-434-3525

**TTY User Dial 711:** English: 1-877-434-7598 | Spanish: 1-866-238-9488

Contact information for the State Offices can be found at [AARP.org/States](http://AARP.org/States).

## **AARP Livable Communities**

The AARP Livable Communities initiative supports the efforts of local leaders and residents throughout the nation to make their communities more livable and age-friendly. Among the initiative’s programs are the AARP Community Challenge, an annual grant-funding effort to support projects that build momentum for local change, and the AARP Network of Age-Friendly States and Communities.

**Web:** [AARP.org/Livable](http://AARP.org/Livable)

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8 80 Cities, a nonprofit organization based in Toronto, Ontario, works to improve the quality of life for people living in cities. 8 80 Cities brings citizens together to enhance mobility and public spaces in order to create more vibrant, healthy and equitable communities. 8 80 Cities believes that if everything we do in our public spaces is great for an 8-year-old and an 80-year-old, then it will be great for all people. 8 80 Cities has worked on park and public space projects in more than 300 cities on five continents.

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# Creating Community Gardens for People of All Ages

## A tool kit for neighbors and local leaders



▲ Spring blooms courtesy of the Tyler Street Community Garden in Buffalo, New York. (Learn more on page 13)

**Creating Community Gardens for People of All Ages** can help elected officials, government staff, nonprofit organizations and neighbors in all sorts of places build and sustain community gardens as inclusive, intergenerational outdoor spaces.

A community garden can improve the health of residents, foster economic development, combat social isolation, relieve food insecurity, improve public safety, encourage inclusion and enhance community connectedness.

By encouraging physical activity, civic engagement and socializing, community gardens support healthy aging and help foster resiliency for people and places.

Community gardens can also help revitalize neighborhoods and

incentivize the development of more walkable and transit-oriented places.

This publication explains the value of community gardens, provides guidance about starting and sustaining such gardens, and shares examples and suggestions for related public policies and programs.

**A note and an ask:** Most of the images featured in this resource are of gardens that were created or enhanced with funding from the **AARP Community Challenge**. (Look at the photo credits to see which they are. See page 29 to learn more about this annual grant program.)

If this tool kit inspires your town, city or neighborhood to establish a community garden, let us know by using the contact or social media options listed on the opposite page. ■

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Garden examples marked with a small green flower are located in a town, city or county that is enrolled in the **AARP Network of Age-Friendly States and Communities**.



Learn more about the network at [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly).

A downloadable version of this publication, as well as related worksheets and more, can be found at [AARP.org/CommunityGardens](https://www.aarp.org/CommunityGardens).

Order this free publication and others by visiting [AARP.org/LivableLibrary](https://www.aarp.org/LivableLibrary).

## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Introduction: Planting Seeds for a Solution

As land that is farmed by a group of people in order to grow vegetables, fruit, herbs and flowers for both individual and shared use, a community garden can help a new neighborhood take root, bolster an existing one and in both cases serve as an important, shared asset.

Such gardens have a long history in the landscape of cities, towns and villages worldwide.

In places where large numbers of people moved from rural to urban areas, community gardens enabled residents to grow their own food. During both world wars, liberty gardens and victory gardens planted by individuals and communities helped alleviate food shortages and boost morale. During the civil rights and environmental movements, community gardens often served neighborhoods impacted by food insecurity, disinvestment and discrimination.

The rise of the local-food movement, along with a growing understanding of the economic benefits of vibrant public spaces, has helped alert developers and urban planners to the value of community gardens as desirable gathering places. ■

**Community gardening “has evolved into a strategy for improving overall community and sustainable development in neighborhoods, including promoting social, environmental, and economic concerns.... [R]esearch shows that community gardening can facilitate social interaction, community involvement and volunteerism, and education of community members regarding horticulture and gardening methods. Community gardening has also become an important community development strategy, turning devastated and vacant lots into beautiful spaces with flowers, trees, shrubs, and other vegetation that can be enjoyed by the entire community.”**

— *Journal of Community Practice*<sup>1</sup>

## Community Benefits



▲ See page 13 to learn about this Chicago garden and gathering space.

### Community Gardens ...

- are positive outdoor gathering spaces that can and should be welcoming for people of all ages and abilities
- foster green spaces, absorb stormwater and mitigate urban heat island effects
- help forge connections and bonds across generations, incomes, races and cultures
- improve the physical, mental and emotional health of residents by reducing social isolation, promoting activity and providing healthy foods
- can be used to revitalize neighborhoods and downtown districts, enhance public safety and incentivize the creation of pedestrian- and bike-friendly places and paths
- are outdoor classrooms for learning and teaching practical skills to children as well as adults

## Gardening Glossary

*These terms appear in this publication and/or within other community garden resources.*

**Food Desert:** A community where residents must travel a long or inconvenient distance to access healthy and affordable food.

**Food Forest (or Forest Garden):** Planting areas with trees, bushes and perennial plants that produce edible fruits, nuts and greens.

**Food Insecurity:** People who don't have consistent access to enough food — or only to unhealthy foods — are considered to be food insecure.

**Food Security:** People who have steady access to food that is fresh, healthy, affordable and safe are considered to be food secure.

**Guerrilla Gardening:** The act of gardening without permission in neglected public or private spaces.

**Hydroponic Gardening:** A technique of growing plants in a water-based solution.

**Master Gardener:** A person trained in horticulture (usually through a college or university extension program) who volunteers in the community by giving lectures, creating gardens and/or conducting research.

**Organic Gardening:** A system that integrates cultural, biological and mechanical practices that maintain or enhance soil and water quality; conserves wetlands, woodlands and wildlife; and avoids the use of synthetic fertilizers, genetic engineering, etc.

**Permaculture:** An approach to land use that considers the needs of nature in addition to those of humans by employing agricultural practices that, for instance, rejuvenate rather than rob the soil of nutrients.

**Sensory Gardens:** A garden designed to stimulate the senses by the use of plants as well as other natural features, such as waterfalls or ponds.

**Stormwater Runoff:** Excessive amounts of surface water from rain or snow that, due to impermeable surfaces (roads, parking lots, driveways, rooftops and other paved locations), isn't absorbed into the ground. The "runoff" travels into sewers and streams, often leading to flooding and polluted waterways.

**Sustainable Agriculture:** Farming methods that protect the environment, are economically viable, satisfy human food and fiber needs, aid and expand natural resources, and make the best use of nonrenewable resources

**Vertical Farming:** The practice of growing crops in vertical stacked layers rather than on a single, ground-level surface.

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Sources: American Horticultural Society, Feeding America, Center for Watershed Protection, New Jersey Healthy Communities Network, Project Food Forest, Treehugger, U.S. Department of Agriculture, U.S. Environmental Protection Agency

## Types of Community Gardens

- **Allotment Gardens:** The most common type of community garden in the United States are ones where each gardener tends an individual planter or plot of land within the larger garden. Participation usually requires paying an annual or seasonal rent. Allotment gardens, which often include shared tools and access to water, need to establish clear rules about the responsibilities of gardeners to properly maintain their plot, harvest their food and clean up their space at the end of the season.
- **Facility Gardens:** Gardens located on the grounds of a school or business, or within a housing development, are usually restricted to members of the sponsoring location.
- **Collective Gardens:** A plot of land that is gardened by a group of people who share the work, the decision-making and the harvest. Collective gardens require a high degree of cooperation and coordination among the gardeners. The gardens are often initiated and managed by a nonprofit organization or community-based service agency.
- **Hybrid Gardens:** An approach that contains both allotment plots and shared, collective spaces.

## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Creating a Sense of Place and Community

Community gardens can be important gathering spaces and destinations for gardeners and non-gardeners alike. This is especially true in places that lack a town center or where residents don't have access to a private outdoor space.

A community garden can become the physical location for meetings or events. A garden can add to a neighborhood's appeal and vibrancy, lead to the

clean up and revitalization of a vacant lot, improve safety, attract businesses and jobs, and provide a positive activity for people of all ages.

By working together in a garden, residents of different ages, experiences and incomes can share their knowledge, skills and interests in a common purpose and place. In essence, a community garden can become a community unto itself. ■



## FIELD STUDIES

### ◀ Lafayette Greens — Detroit, Michigan

Situated in the heart of downtown Detroit, Lafayette Greens is a nearly one-acre community gathering space and pesticide-free garden containing raised-bed planters; fruit trees; a pollinator garden; and children's garden. Operated by The Greening of Detroit, a nonprofit promoting sustainable growth and healthy urban places, the garden attracts 20,000 visitors a year, many drawn to it by movement classes (yoga, African dance, tai chi), cooking demonstrations, nutrition workshops, and occasionally a wedding or other special event. Sustainability-supportive features include a water- and energy-saving drip irrigation system; bioswales to slow urban stormwater runoff; and pavers, planters and garden sheds created from repurposed materials. The garden is also a training site for the Detroit Conservation Corps, a five-week vocational training program with job placement assistance.

PHOTO FROM THE GREENING OF DETROIT

▶ **Temperance Alley — Washington, D.C.**

Located behind a Metro station and alongside a commercial corridor, Temperance Alley is a quarter-acre, fully enclosed plot of land that was developed in the late 19th century to provide housing for low-income Black families. Transformed in 2020 by area residents and the U Street Neighborhood Association, the lush community garden and hyperlocal hub is a temporary sanctuary. Its lease expires in late 2023, when the location will become a large, mixed-use development. Until then, the garden’s “rooms” allow the alley to thrive as a source of vegetables and a year-round activity destination featuring — among other offerings — story circles in the winterized greenhouse, solstice moon-watching potlucks near the fairy gardens (one pictured here), performances on the front lawn and neighborhood meetings in the gazebo. When the gardeners and guests eventually vacate the space, Temperance Alley will live on through its connections beyond the garden’s walls. The community has partnered with the developer to ensure that the new complex includes public art, open green space, seating and learning opportunities for the local elementary school.



PHOTO BY SARAH DALE FOR AARP 🌱

▼ **The People’s Garden — Lincoln, Nebraska**

Previously a vacant lot in a high crime neighborhood, the location was revitalized in 2019 with the addition of garden boxes, an arbor, signage, lighting and seating. While it was hard to recruit gardeners in the spring of 2020 due to the COVID-19 pandemic, by midyear there was more enthusiasm, including from residents of the area’s Hispanic, Iraqi and Karen communities. New gardeners were mentored by experienced neighbors. A resident who was initially dismissive of the project acknowledged that the garden helped people feel safer and made them more willing to talk to their neighbors.

PHOTO FROM NEIGHBORWORKS LINCOLN. (2020 AARP COMMUNITY CHALLENGE GRANTEE)



▲ **Pike Place Market Secret Garden — Seattle, Washington**

Expansive waterfront views help make the volunteer-run rooftop garden a unique and very different space than the bustling Pike Place Market located below. All produce grown — nearly 500 pounds of herbs and vegetables a year — is donated to the Pike Market Food Bank. The garden also hosts intergenerational activities for residents of the market’s assisted living facility and a childcare center and preschool.

PHOTO FROM PIKE PLACE MARKET FOUNDATION. (THE FOUNDATION AND THE PIKE MARKET FOOD BANK WERE 2019 AARP COMMUNITY CHALLENGE GRANTEES) 🌱

▼ **Main Street Garden — Bowman, North Dakota**

An AARP Community Challenge grant helped upgrade the Main Street Garden with the addition of accessible seating, an outdoor dining area, flowerpots and a shade structure. Residents of the small town (population 1,500) were encouraged to get involved by laying pavers and planting grass. A sign at the garden’s entrance invites visitors to “pull a weed or two, and enjoy the fresh produce.”

PHOTO FROM THE CITY OF BOWMAN (2021 AARP COMMUNITY CHALLENGE GRANTEE)



## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Promoting Health

A balanced diet includes plenty of fresh fruits and vegetables. However, millions of people lack access to fresh produce.

In 2021, 10 percent of American households were considered food insecure,<sup>2</sup> meaning they did not have reliable access to healthy and affordable food; 24 percent of households headed by single mothers were food insecure.<sup>3</sup>

At the same time, people age 60-plus have been experiencing food insecurity at higher rates than the general population. Feeding America reports that 1 in 15 older adults in America face hunger.<sup>4</sup>

Community gardens help supplement diets with additional and often healthier food options. For instance, a study of urban community gardeners in Michigan found that the gardeners ate, on average, 1.4 times more fruit and vegetables than non-gardeners and were much more likely to consume fresh produce at least five times daily.<sup>5</sup>

Digging, planting, pruning and watering are physical activities that require and can increase strength, stamina, flexibility and balance. Improvements to each reduces the risk of falls and injuries. Regular activity also improves brain function and memory, especially in older adults, and reduces the risk of diabetes and other noncommunicable diseases.<sup>6</sup>

Gardens that invite people of different ages, skills and abilities to participate provide older adults, people with disabilities, children and teens to enjoy a low impact form of exercise and movement.

Research also shows that spending time outdoors increases happiness and positivity, and participation in community gardening can reduce stress levels and increase self-esteem.<sup>7</sup> Social isolation and loneliness are known to increase the risks of both physical and mental illnesses. Community gardening can help by enabling people to get out of their homes and routines, interact with other gardeners and establish relationships that extend beyond the garden. ■

## FIELD STUDIES

### ▼ Florence Fang Community Garden — San Francisco, California



PHOTO FROM FLORENCE FANG COMMUNITY GARDEN (2018 AARP COMMUNITY CHALLENGE GRANTEE) ✿

When it opened in the Bayview–Hunters Point neighborhood in 2014, the garden focused on serving Asian immigrant elders and filled a need for green space and fresh food. (The community has two freeways cutting through it. In fact, the one-acre farm is located *on top* of a Caltrain tunnel. The area’s poverty level was double the citywide average.) AARP funds helped expand the garden in 2018, when the fall harvest amassed nearly a ton of produce — more than half of which consisted of impressively large cauliflower (pictured). The garden has since broadened its mission to serve the community’s wider ethnic and intergenerational diversity. The annual harvest, which is shared with local families in need, has increased to four tons of produce.

► **St. Martin de Porres Center — Providence, Rhode Island**

Young volunteers built accessible garden beds at the St. Martin de Porres Center, a senior services agency and facility. They also helped older adults grow and harvest healthy foods. “In many communities, fresh, healthy and affordable food is very hard to come by,” explained Margaret DeVos, executive director of the Southside Community Land Trust. “The gardening space and resources help people grow fresh and healthy food for themselves, their families and their neighbors, meal after meal, year after year.” (Pictured cooking rice and beans in Southside’s kitchen are Ana, a community gardener, and Anini, a high school student who participates in the organization’s workforce training program.) Landscaping and seating helped make the center’s garden a restful shared space. As Raffini, the land trust’s youth programs director, notes, seniors who can’t garden can look out of the building’s windows and see some beauty, while those able to visit the garden “can sit among some beautiful flowers.”



PHOTO FROM SOUTHSIDE COMMUNITY LAND TRUST (2021 AARP COMMUNITY CHALLENGE GRANTEE) 🌱



▲ **Amos House Community Garden — Providence, Rhode Island**

The nonprofit Amos House serves people living in poverty and operates a soup kitchen. AARP grant funds helped the organization build a 900-square-foot garden to provide clients and the neighborhood with fresh food and a peaceful outdoor space. Residents of the Amos House shelter program are involved in all aspects of the garden, from harvesting to meal preparation. In the first five months of operation, the garden, which has four raised-bed planters and two raised herb containers, produced food for 15,600 meals, feeding 650 people.

PHOTO FROM AMOS HOUSE (2019 AARP COMMUNITY CHALLENGE GRANTEE) 🌱

► **The JOY Center — Tavernier, Florida**

Health and wellness data in Monroe County (home of the Florida Keys) showed distressing rates of preventable hospital stays and premature deaths caused by injuries, depression and suicide. Staff at The JOY (Just Older Youth) Center saw a need to address both food insecurity and loneliness by enabling better connections among the area’s older residents. Using an AARP Community Challenge grant and local gardening expertise, the center built elevated planters and bought seedlings. Nearly 100 community members got involved in the project. “We were able to transform a derelict, uncared for lot into a welcoming place for seniors, families and young people,” the organizers told AARP. “We made new friends and gave people opportunities to be of service to others and feel valued with their contributions of time, attention and resources.”



PHOTO FROM THE JOY CENTER (2018 AARP COMMUNITY CHALLENGE GRANTEE)

► **Living Well Ramah Navajo — Ramah, New Mexico**

It’s hard to grow food in the arid lands that are home to the Ramah Navajo tribal community. Funding, training and other resources from the Centers for Disease Control’s Good Health and Wellness in Indian Country initiative help Navajo families grow traditional foods and other produce for themselves and the community.



PHOTO FROM LIVING WELL RAMAH NAVAJO



## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Feeding the Local Economy

Well-maintained and managed community gardens create attractive destinations in neighborhoods and business districts, enticing more foot traffic and even tourism.

That means more support for local businesses, more activity in parks and public places, more vibrancy, sustainability, and, ideally, improved livability and equity. In many ways, community gardens are a low-cost, high-value investment.

- Community gardens can incentivize walkable and transit-oriented development, serving as a destination and a connection between residential neighborhoods and business districts. Pedestrian activity bolsters local businesses and adds vibrancy to downtowns.
- Community gardens add value and have the power to increase a neighborhood's property values and a town's, city's or county's tax revenue.
- Community gardens can introduce positive change in areas struggling with safety. The removal of abandoned buildings and the cleanup and productive use of formerly overgrown lots can reduce criminal activity. Enabling and encouraging people to be out and about improves safety by providing “eyes on the street,” as stated by Jane Jacobs, the pioneering urban planner, in her 1961 book *The Death and Life of Great American Cities*. The authors of a study published in the *International Journal of Environmental Research and Public Health* note that a community garden adds to the “visual guardianship” of an area.<sup>8</sup>
- The number of local direct-to-consumer farmers markets within the United States has quadrupled since the late 1990s.<sup>9</sup> Some of the items sold come from community gardens, which as examples in this publication show, provide economic benefits to communities and individuals by generating income from the food, herbs and flowers they produce. The sale of locally grown food from gardens keeps money within the local community.
- Community gardens are field-based classrooms that teach and allow people to learn or practice marketable skills such as horticulture, woodworking, irrigation, volunteer management, fundraising, urban planning, sustainability, community organizing, leadership and more. Community service agencies often use community gardens within broader rehabilitation programs for vulnerable individuals, such as veterans, people experiencing homelessness and formerly incarcerated individuals.
- Community gardens are a smart investment for cities and towns because they support cost savings in a variety of areas. (For example, the improved mental and physical health of residents may result in less spending on health care. Community gardens can help reduce policing costs by improving public safety.<sup>10</sup>) As an unpaved and permeable surface, gardens and similar green spaces absorb heavy rainfalls, which reduces street and sewer flooding and stormwater management expenses. More greenery also helps reduce the health impact and costs associated with air pollution and unusually high temperatures. ■

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**“There are several strategies for reducing crime in the U.S., and the provision of green space is one of them. Good public spaces support desirable behaviors and inappropriate public spaces provide the opportunity for increases in criminal behavior.”**

— *International Journal of Environmental Research and Public Health*<sup>11</sup>

## FIELD STUDIES

### ▼ Grow Appalachia — Berea, Kentucky



An initiative of Berea College, Grow Appalachia improves access to healthy foods by supporting backyard and community gardens (see one on the back cover), providing nutrition education, and offering technical assistance to new farmers. The organization also ensures access to year-round growing systems and feeding programs for children and young people. In addition, it invests in infrastructure, such as commercial-grade community kitchens, which are shared spaces that were once common throughout the region and enable users to produce shelf-stable products that can be sold in stores and at farmers markets. In 2022, Grow Appalachia was operating in six states and over 60 counties, helping more than 6,000 families and gardeners grow 6 million pounds of organic fruits and vegetables.



PHOTOS FROM GROW APPALACHIA



### ▲ Detroit Black Community Food Security Network — Detroit, Michigan

Growing produce in a seven-acre garden, the nonprofit Detroit Black Community Food Security Network sells its harvest at its own farmstand and in local farmers markets. The farm stand sells produce at affordable prices and employs local residents. The network also teaches children about agriculture techniques, food security and making healthy food choices through a variety of youth-centered programs. For instance, Food N' Flava is a 16-week program that teaches teens about food systems and entrepreneurship. The Food Warriors Youth Development Program teaches younger children how to grow and use the garden's harvest. When winter moves everyone indoors, the lessons and activities focus on health and nutrition.

PHOTO FROM THE DETROIT BLACK COMMUNITY FOOD SECURITY NETWORK

### ► Capstone Community Gardens — New Orleans, Louisiana

Capstone is a small nonprofit based in the Lower Ninth Ward, a food desert that is one of the city's poorest communities — and a place well known beyond New Orleans due to the devastation it incurred in 2005 during Hurricane Katrina. With the help of volunteers, Capstone transforms vacant and poorly maintained lots into productive gardens and orchards, and teaches local residents how to start and care for their own gardens. The harvested produce (which includes oranges and lemons, pictured) is shared with the community at no or reduced cost. Income generated from the retail sale of Capstone Raw Honey supports the organization and its gardens.

PHOTO BY DAVID YOUNG



## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Advancing Equity and Inclusion

Community gardens that are well-designed and effectively managed support access to inclusive and equitable public spaces for people of all ages, abilities, races, cultures and incomes. Inclusivity and accessibility is especially important for older adults and people with limited mobility who enjoy gardening and being outdoors. Both qualities are also important for people who don't have a yard or aren't able to care for a private garden. The tangible and structural features of an inclusive garden include:

- **Accessible Pathways:** Wide, clear, smooth pathways — and gently sloping ramps instead of steps — allow people with physical disabilities or who use mobility devices (such as wheelchairs or baby strollers) to utilize the space. To learn more about garden accessibility, see page 29 for worksheets on accessible design and other topics.
- **Amenities:** Seating and restrooms can make a garden space more useful for everyone. Lighting can improve security and enable a space to be used at night. (Being able to plant, weed and harvest during cooler temperatures after dark are especially helpful in sunny places and hot climates.)
- **Communal Spaces:** Gardens with places to gather increase opportunities for socializing and help ensure that people who might not be able to partake in the physical work of gardening can still enjoy the space and related activities (including simply watching the gardeners at work). As a communal space, a community garden can also serve as an outdoor multipurpose room for meetings, events and other gatherings.
- **Flexible Fees:** Eliminating, reducing or providing a sliding scale for membership fees — as well as reducing fee increases for members experiencing economic hardship — can remove a potential obstacle to participation, as can providing free or low-cost plants, equipment and tools. If the garden is part of a nonprofit organization, donations or grants can help fund the garden and provide tax deductions for supporters.
- **Good Real Estate and Community Relations:** As is true for real estate purchases, location matters. Working closely with the community's residents, leadership and nonprofit organizations helps to ensure that the garden both meets the community's goals and has a location that is convenient and accessible for the people who will be working in and benefiting from the space.
- **Inclusive Signage and Materials:** Wayfinding, branding and instructional signage should be useful to people with visual impairments, representative of the languages spoken in the community and considerate of neurodiverse users, such as individuals who are experiencing dementia. Likewise, any advertising, handouts, outreach, volunteer recruitment and educational programming should be mindful of language barriers and the communication needs and engagement styles of diverse populations.
- **Particular Plants:** Growing vegetables, fruits, herbs and flowers that are reflective of the needs, tastes, desires and cultural familiarity of the garden's intended beneficiaries helps to ensure that the residents will feel welcome, the plants will be cared for and the produce will be used.
- **Practical Planters:** Planting beds that are raised about 28 inches to 34 inches above the ground enables people to garden without having to bend, kneel or sit on dirt. Alternatively, such raised-bed planters can be built at a seated height, with or without built-in benches, for gardeners who use wheelchairs or prefer to garden while seated.
- **Programs for All:** A garden's programming (i.e., its trainings, special events, gatherings) are most effective when they are based on the community needs and interests and can be attended by a variety of people. Because well-tended community gardens are attractive outdoor spaces, a garden's offerings can include activities such as concerts, fitness classes, art shows or sales that have little or nothing to do with gardening. ■

## FIELD STUDIES

### ▼ ReGen Roots Community Farms — Hudson, New Hampshire



The ReGen Roots Community Farms program provides land and resources to low-income residents, young entrepreneurs, and refugees living in the area from Zambia and Burundi. By providing opportunities for gardening, the program enables immigrants who previously worked on farms or lived in farming communities to put their existing skills to use by planting culturally familiar foods for their families, selling what they don't need themselves and learning from other neighbors. The only requirement is that the gardeners donate 10 percent of their peak harvest to the Nashua Children's Home or Nashua Soup Kitchen.

PHOTO FROM REGEN ROOTS COMMUNITY FARMS (2021 AARP COMMUNITY CHALLENGE GRANTEE)

### ▼ Riverview Tower Community Garden — Cleveland, Ohio

After gathering input from the residents of Riverview Tower, an apartment building for low-income older adults, the Cuyahoga Metropolitan Housing Authority created a garden where residents can grow their own vegetables. Built on the site of a decaying volleyball court, the garden has seating, is accessible for people with mobility differences and includes sensory areas where visitors can smell, touch and taste some of what's grown. In honor of the area's indigenous people, the space includes climbing infrastructure for a traditional "Three Sisters" garden of corn, beans and squash — crops considered to be inseparable siblings that thrive when grown together. Signage painted by tenants and community partners features welcoming messages.



PHOTO FROM CUYAHOGA METROPOLITAN HOUSING AUTHORITY (2018 AARP COMMUNITY CHALLENGE GRANTEE) ❁

### ▼ Blue Moon Community Garden — Tucson, Arizona



The Barrio Blue Moon neighborhood has always had plenty of potential gardeners. The 36-plot garden (the entrance is pictured above) is located on the grounds of Tucson House, an apartment building that is home to several hundred older and disabled residents. However, the garden's limitations — minimal shade, few places to sit and, significantly, the lack of a toilet — were obstacles to its use. An AARP grant enabled Community Gardens of Tucson, which manages 18 gardens across the city, to purchase tables, benches and pop-up shades. New raised-bed garden boxes and an improved pathway make the space more welcoming to gardeners with mobility issues. And, perhaps most exciting, the grant funded the installation of an environmentally friendly composting toilet.

PHOTO FROM COMMUNITY GARDENS OF TUCSON (2021 AARP COMMUNITY CHALLENGE GRANTEE) ❁

### ► Taylorsville Senior Center — Salt Lake City, Utah

The Taylorsville area has become a haven for refugees fleeing war-torn countries such as Syria, Burma and Afghanistan. In order to connect with some of the older adults from these countries, Salt Lake County Aging & Adult Services started a community garden at a senior center. AARP grant funds were used to create raised-bed planters and purchase gardening equipment that would be usable by all gardeners, regardless of skill or age.

PHOTO FROM SALT LAKE COUNTY AGING & ADULT SERVICES (2018 AARP COMMUNITY CHALLENGE GRANTEE)



## PART 1 — THE CASE FOR COMMUNITY GARDENS

# Growing Resilience

Shared garden spaces have the potential to strengthen the overall social and ecological resilience of a community. Social resilience represents the ability of groups or communities to cope with external stresses and disturbances (such as political or environmental incidents) and respond effectively to crises. Ecological resilience refers to the ability of natural spaces, or ecosystems, to survive despite negative disruptions.

Community gardens play an important role in both types of resiliencies by building trust among neighbors and providing the types of green infrastructure that help communities mitigate and adapt to the impacts of weather extremes, climate changes and natural disasters.

As noted throughout this publication, community gardens can bring diverse groups of people (older and younger residents, immigrants and neighbors who've never met) together to interact. In many ways, a community garden is a great equalizer where people can work toward common goals. A community where people know and care about one another is a resilient community.

In the ecological realm, a neighborhood with green space (such as a community garden) and a mature tree canopy can counter the increased temperatures — commonly referred to as the “urban heat island effect” — cities and other built-up places experience due to the high concentration of buildings and pavement. Shaded, cooler spaces are a protection against heat-related illnesses.

A community garden can also alleviate flooding by absorbing rainwater into the soil. In areas that lack green spaces, stormwater runoff from paved surfaces can quickly overwhelm streams, rivers, lakes and sewers. By absorbing rain, community gardens also prevent contaminants, pollutants and litter from infiltrating aquifers and drinking water sources.

A well-planned and -managed garden provides a beneficial habitat for plants, pollinators, bugs, birds and other animals. Under certain conditions, contaminated land that has been cleaned up and tested can be used for a cultivated garden or simply as a wild green space. Either can help restore nutrients into the soil for future uses. ■

### Green Is Good

Community gardens provide ecosystem benefits by ...

- absorbing rain and stormwater
- reducing flooding
- improving air quality
- capturing carbon emissions
- increasing biodiversity
- cleaning and restoring contaminated soil

### FIELD STUDIES

#### ► Lifecycle Building Center — Atlanta/Clarkston, Georgia

Fourteen “Little Free Pantries” and 10 garden beds were built out of recycled and salvaged lumber donated by the Construction Education Foundation of Georgia. The nonprofit Friends of Refugees stocked the pantries with 1,000 pounds of food. Raised-bed planters were installed in community gardens. An AARP Community Challenge grant helped the Lifecycle Building Center (pictured) create the pantries and planters and demonstrate how the construction industry can serve communities and reuse materials. PHOTO FROM LIFECYCLE BUILDING CENTER (2020 AARP COMMUNITY CHALLENGE GRANTEE) 🌱



► **Tyler Street Community Garden — Buffalo, New York**

To combat blight and the hazards of overflowing sewers due to stormwater runoff, the city launched a demolition program in the early 2000s to remove abandoned buildings. In several places, the pervious, flood-hosting surfaces were turned into water-absorbing green spaces and gardens. Created in 2013, the Tyler Street Community Garden sits on donated land that was vacant and overgrown for years after a house fire. Located near the University of Buffalo between homes usually rented by students, the lot features planters, perennial flower beds, fruit trees and a community tool chest (supported by The Tool Library, an all-volunteer nonprofit that lends home and garden equipment). The planting beds are maintained by local residents (including students), groups and businesses. The space is often used as a venue for workshops and small gatherings.



CLOCKWISE FROM TOP LEFT: THE GARDEN IN 2021, 2013 AND 2022. PHOTOS BY DARREN COTTON AND ZHI TING PHUA 🌱

► **El Paseo Community Garden — Chicago, Illinois**

Founded in 2009, the acre-plus garden is an equitable green space protected by the land trust NeighborSpace and maintained by volunteers and donations. An AARP grant enabled the garden to partner with Human Scale, a nonprofit architectural firm, to serve older adults living in adjacent senior housing by adding El Convivio, an ADA-accessible planting and gathering space that became a much-used outdoor refuge during the height of the COVID-19 pandemic.

PHOTO FROM EL PASEO COMMUNITY GARDEN (2020 AARP COMMUNITY CHALLENGE GRANTEE)



◀ **ACOMERPR — Rincon, Orocovis, Mayaguez, Rio Grande and Ponce, Puerto Rico**

The nonprofit ACOMERPR provides food and medical resources to at-risk older adults and people displaced by disasters. An AARP grant funded community gardens at several centers for older adults to help improve the community’s disaster resilience. The gardens are managed by local leaders, who organize group gardening sessions. An agronomist (that’s a specialist in field-crop production and soil management) visits each center to provide technical assistance.

PHOTO FROM ACOMERPR (2021 AARP COMMUNITY CHALLENGE GRANTEE)

## PROJECT PROFILE

# Community Engagement Creates a Community Garden

FROM THE [AARP.ORG/LIVABLE ARCHIVE](https://www.aarp.org/livable)

“The Key Ingredient for Creating a New Public Space? Community Engagement” (October 2020)

Vacant” and “rubble-strewn” were terms used to describe the empty lots in the West Center City neighborhood of downtown **Wilmington, Delaware**. Although the neighborhood experienced disinvestment for decades, it is home to an engaged community of residents and business owners.

Building on years of community input and involvement, the Wilmington Alliance created a plan to turn the vacant lots into a vibrant green space. In 2015, the organization received a National Endowment for the Arts grant to plan four public spaces and host community engagement sessions about what to put in them. Among the targeted spaces was the corner of 7th and West streets — a 17,000-square-foot, nine-parcel brownfield location requiring soil removal, remediation, landscaping and more.

### 7th & West: A Community Green Space

“We asked residents what type of programming they were interested in to ensure there was local buy-in,” explains Laura Semmelroth, the Wilmington Alliance’s director of creative placemaking.

Residents said they wanted a community vegetable garden. One-third of the space is now used as a garden. The rest — which features a patio, pergola and landscaping — is an open area that can be used for gatherings.

An AARP Community Challenge grant financed a storage shed, 11 raised-bed gardens and two beds for blueberry and raspberry bushes. The shed has lighting, a community bulletin board and a countertop workspace for gardeners. The garden opened to the public in November 2019.

The Wilmington Alliance recruited a “farmer-in-residence” to engage the community and support the garden. (The farmer lives in the neighborhood,



▲ The vacant lot before the community-driven efforts to improve the location.

► Fun signage explained what was in the works and welcomed the community to their new space.



so has existing relationships with residents and local businesses.)

“The farmer-in-residence has been crucial to the space’s success and has really made the garden work,” says Semmelroth. Once the renovation was complete, residents signed up to garden the beds. Those new to gardening could learn from the farmer and the University of Delaware’s Cooperative Extension program.

The 7th & West park is a welcoming, green and healthful public space where the community can enjoy both planned events and spur-of-the-moment activities, giving the area, Semmelroth notes, “the gathering spot it has long craved. The increase in livability has had a dramatic effect on residents, especially older adults who might have been socially isolated due to a fear of crime.”

Semmelroth says the AARP grant helped the garden receive grants from other sources. One such grant funded the park's pergola and helped the alliance acquire the funding it needed to complete the entire \$1.3 million project.

### Advice for Doing the Same

First and foremost, change has to come from residents, and building trust is critical, says Semmelroth. "If I hadn't walked and talked this neighborhood for years, we would have never gotten the input and buy-in from residents." She notes that the garden and programming were requested by people who live in the neighborhood.

Partnerships with local organizations, as well as the city and state governments, also helped make the park possible. "The city has been a great and supportive partner, and the state was a huge partner, because we had to redevelop a brownfield," she says.

The best part of the project for other communities to replicate, Semmelroth says, is the farmer-in-residence. "The farmer is the cheerleader and guide for first-time gardeners. The farmer teaches people how to plant, when to harvest, what to cook — and the farmer can console the new gardeners when things don't quite grow as planned." ■



◀▲ "The highlight of the project has been the positive community reaction," says Laura Semmelroth of the Wilmington Alliance. "The green space has become a staple in the community, and the neighbors have embraced the opportunities the garden presents."

[Read another Project Profile ▶](#)





◀ An aerial view of the Summer Street community garden in Newport, Vermont.

## PROJECT PROFILE

# Planting, Maintaining and Managing an Intergenerational Community Garden

FROM THE [AARP.ORG/LIVABLE ARCHIVE](https://www.aarp.org/livable)

*“How to Create, Maintain and Manage an Intergenerational Community Garden” (April 2015)*

Fresh produce can be hard to come by for many people in **Newport, Vermont**. That reality may seem incongruous, considering the state is a very green and largely rural place.

But the Northeast Kingdom, a remote three-county region in the northeastern corner of the state, is different from the rest of the Vermont.

Unemployment in Newport (population 4,700) is among the highest in the state, and 1 in 4 residents are 65 or older. According to the U.S. Department of Agriculture’s Food Access Research Atlas, Newport is an area where a significant number of residents have limited access to a vehicle and are more than 20 miles from the nearest grocery store.

### Helping People Grow the Food They Need

The Fresh Start Community Farm sprouted in 2011, inspired by a survey about the challenges the community was facing and what it would like to have in the neighborhood. Fresh food was among the top responses.

Due to the city’s very northern location, the garden is limited to a three-month summer growing season. Fundraisers and planning meetings occur in the winter. Seedlings are planted indoors in the spring before being transferred to a garden location, one of which is on the lawn of a local medical office. “The business is happy to not have to mow the grass,” says Jennifer Leithead, a farm board member.

The Fresh Start board and garden managers coordinate the garden locations and choose what to plant based on what will grow best in each spot. “Once we get past the winter, the mud season, and the garden prep and planting, we weed and wait,” Leithead explains. “When the fruits, vegetables and herbs we planted start coming in, we have a weekly harvest.”

Different people are responsible for harvesting different gardens. Volunteers can work at any of the sites and keep a record of their time. The collected produce first goes to the volunteers who worked that week. Leftovers are donated to local service organizations and food banks.

PHOTOS COURTESY FRESH START COMMUNITY FARM

## Listening and Learning

Before launching the garden, a planning team went door to door to each of the houses on the neighboring streets to ask residents their thoughts, needs and desires for the community.

“Most people were enthusiastic about the garden, but we heard two additional needs the loudest,” says Leithead. “The community wanted safe places for children to play and seniors to enjoy, and they also wanted a solution to the dog and cat excrement that was littering the streets. While we weren’t able to do much about the litter specifically, we did set aside a third of the Summer Street garden space for play and leisure activities. The landowner bought a swing set and sandbox and provided a portion of a needed fence. We received two picnic tables as donations, and the local Rotary Club donated \$500, which we used to purchase the rest of the fence.”

The Summer Street garden is designed in concentric rings around a central gathering place. (See the image at left.) The main paths are wide enough to be wheelchair accessible. Raised planting beds were funded by AARP Vermont.

## Managing Skeptics

The community garden was the idea of Newport’s zoning administrator, who applied for and received a municipal planning grant from the state of Vermont. In 2011, he hired a planning team of three people representing a local farm-to-school organization and a local community action agency.

“At first many people in city leadership and some local business owners were skeptical of the project, but it didn’t take them long to see its value,” says Patricia Sears, a community advocate and a former president of AARP Vermont. Several critics became vocal supporters, she adds. “The local mail carrier is a big supporter, having walked Newport’s streets for years and seen the visible difference between Summer Street and its neighboring streets.”

Sears and Leithead report that “almost immediately after we started the garden, residents began picking up litter, raking lawns and planting flowers.” The garden’s landowner recognized the value of the garden to the neighborhood. The police noticed a downturn in the number of calls to the area.

## An Added Benefit

Since the Summer Street garden is located in a neighborhood with lots of children and several older adults nearby, including at an adult day care center, the Fresh Start board “jumped at the chance,” per Sears and Leithead, to connect the generations by having them work on the garden together.

“Older adults who grew up on farms talk to younger people about that experience, and kids are seriously interested in the stories,” Sears says. “While younger people do the manual labor, like the digging and weeding, older people grow the seeds in their homes over the winter and instruct the kids on how to care for the plants. A pride has developed in the neighborhood, and the people are taking care of one another.” ■



◀ From top: The Gardner Park garden; a portion of one week’s harvest; a neighborhood party at the Summer Street location.



✿ Newport, Vermont, joined the AARP Network of Age-Friendly States and Communities in 2012

## PART 2: GARDENING ‘TOOLS’

# Building a Community Garden

Before planting even one seed, garden organizers need to have answers to these questions:

- Does the community need and want a garden?
- Who is the garden for?
- What goals will the garden help achieve?
- What will the garden produce?
- How will the garden be harvested — and how will the harvest be distributed?
- How will the community be involved in planning, creating and maintaining the garden?

This section of *Creating Community Gardens for People of All Ages* addresses the planning, preparation and assessment work involved in community gardening. Since every garden project is different, this guide does not provide a sequence of events or steps. However, each of the following To-Do's will likely occur at some point during the garden's timeline. ■



### ▲ Shakopee Community Garden — Shakopee, Minnesota

When an established community garden on the edge of the suburban city was displaced to make way for a commercial development, the local government and public utility provided land to reestablish the garden in a more visible and centrally located lot. The 4-by-8-foot planting beds are used by a service agency for its food shelf and can be rented by community members for \$30 a season.

PHOTO FROM THE CITY OF SHAKOPEE (2021 AARP COMMUNITY CHALLENGE GRANTEE)

## To-Do: Reach Out

Some of the outreach work will be done as part of planning the garden. Other outreach efforts will take place after the initial planning, once there is information to share or questions to ask.

Keep in mind that a diversity of perspectives won't be gathered if every community engagement effort happens at, for instance, 2 p.m. on a Tuesday. Different groups and individuals will require different types of outreach. Varying the meeting times and places is important, as is having a virtual option.

**DO:** Assemble a core team of stakeholders who can move the project forward. These people can be found through:

- **Engaging Partners:** Join forces with respected organizations that have a similar mission, even if they are not garden focused.
- **Engaging Activities:** Participate in public events to distribute or display information about the garden. Host a gathering where potential volunteers can learn about the project.
- **Engaging Places:** In addition to (and sometimes instead of) social media, promote the garden through and at libraries, community centers, shopping and dining districts, residences for older adults, transit locations and schools.

The project's core team might benefit from involving a local government representative, a respected community leader, and/or an experienced gardener or horticulturalist. Assess what each potential core team member can bring to the table — and who might be missing. (Does the team reflect the demographics and lived experience of the community being served?)

**TIP:** Download the *Creating a Core Team* worksheet (and all other worksheets mentioned in this section) from [AARP.org/CommunityGardens](https://www.aarp.org/CommunityGardens).



◀ **Food Is Free — Tacoma, Washington**

Food independence gardens (also known as FIGs) are often planted along walkways and are geared toward decreasing food insecurity. They can provide fresh food in food deserts and foster connections among neighbors.

PHOTO FROM FOOD IS FREE TACOMA (2021 AARP COMMUNITY CHALLENGE GRANTEE) ✨

## To-Do: Set Goals

Community gardens can help solve problems and support policy goals. What will the garden project achieve? Garden goals might include:

### Creating a sense of place and community by ...

- Serving as a community gathering space and fostering social connection
- Developing intergenerational collaborations
- Encouraging volunteerism and leadership
- Creating a local landmark and point of pride

### Improve individual and community health by ...

- Recognizing and combating food insecurity
- Increasing access to fresh foods
- Providing residents with a safe outdoor space where they can be active and engaged
- Establishing a peaceful, natural location where people of all ages can spend time outdoors

### Advance equity and inclusion by ...

- Being accessible and welcoming to people of all ages, abilities, cultures, incomes and backgrounds
- Growing culturally familiar produce that aligns with the preferences of people in the community

- Hosting events and promoting opportunities that encourage people to socialize and learn

### Support economic development by ...

- Beautifying and revitalizing an area without displacing residents
- Providing local employment and skill-building opportunities
- Championing local businesses
- Inspiring entrepreneurs to open shops, restaurants or offices
- Promoting walkable and transit-oriented development that connects residential and commercial areas

### Improve community resilience by ...

- Teaching sustainable gardening practices
- Increasing green space
- Growing food locally
- Facilitating connections between neighbors

**DO:** Brainstorm with others about what a garden can help the community accomplish.

**TIP:** Download the **SMART Goal Setting** worksheet.

## To-Do: Write Mission and Vision Statements

The terms appear to be interchangeable but they aren't.

- **Mission Statement:** Written in the present tense, it explains the project's purpose.
- **Vision Statement:** Written in the future tense, it is an aspirational (but realistic) declaration about what the project will achieve.

Both statements can be useful for inspiring the project's core team and the community.

**DO:** Get participants thinking by asking them to complete a statement, such as:

*"Our community garden is a place where ..."* or  
*"Our community garden will be a place where ..."*

Then craft statements that represent a collective description of and aspiration for the project.

**TIP:** Download the **Write Mission and Vision Statements** worksheet.

## To-Do: Make Assignments

Keeping people engaged in a gardening project can be a challenge precisely because gardening is both challenging and *slow*. Plants take time to grow. And the results of hard work can disappear in a moment due to a gust of wind, too much or too little sun or rain, or visits from hungry critters.

Keep the lines of communication open between the core team and the broader community of supporters and volunteers. Have an open door policy. People should feel welcome to participate even if they can't attend every meeting or event.

**DO:** Establish clear and transparent decision-making processes; projected timelines; and near-, mid- and long-term goals. Provide a framework for the roles and responsibilities of each team member or position.

**TIP:** Download the **Partnership Agreement Checklist**, the **Member/Volunteer Agreement Checklist** and the **Take Action** worksheet.

## To-Do: Map the Assets

Every community has unique assets that can be mobilized to make a community garden a reality. These include:

- **Physical Assets:** land (especially vacant lots), buildings, equipment, plants, streets, and other tangible infrastructure and features
- **Institutional Assets:** universities and colleges, nonprofit organizations, government offices, service agencies, chambers of commerce, schools, local businesses, and community improvement associations
- **Community Assets:** neighborhood, civic and/or homeowner associations, local media, social media-based pages or groups
- **Cultural Assets:** art and performance venues, clubs and groups (such as those related to academics, sports, heritage, hobbies)

**DO:** Map the community assets through a group brainstorm, during which attendees can gather and make a list of possible partners and helpful programs. Organize the ideas during the session by placing sticky notes on a wall or by writing the name of each category and asset on a whiteboard.

**TIP:** Download the **Asset Mapping** worksheet.



◀ **Palmer Senior Center — Palmer, Alaska**

Planting beds with a 12-inch platform along the edges enable people to sit while gardening.

PHOTO FROM UNIVERSITY OF ALASKA FAIRBANKS (2020 AARP COMMUNITY CHALLENGE GRANTEE)



◀ **Highland Park Senior Apartments —  
Richmond, Virginia**

Garden at Home, Grow With Your Neighbors is an intergenerational program that beautifies the Green Park neighborhood and enables older adults with gardening skills to connect with people who want to garden. Raised garden boxes were built by local young people and make it easier for older mentors to garden and teach interested participants.

PHOTO FROM THE GREATER RICHMOND AGE WAVE COALITION  
(2018 AARP COMMUNITY CHALLENGE GRANTEE)

## To-Do: Select a Site

The location of a community garden can have big implications for the longevity of the project and who is likely to get involved. When selecting a location, consider the following factors and variables:

- **Access:** Is the site ADA accessible and usable by people with differing abilities? Can the location be accessed by a person using a wheelchair or pushing a stroller?
  - **Access to Food:** Do area residents have access to fresh foods and grocery stores? Could a garden help fill any gaps?
  - **Amenities:** Does or can the space have seating, shade, protection from the elements, public restrooms, a drinking fountain, etc.? What will be needed in order to create and/or maintain such facilities?
  - **Assets:** Does the location leverage helpful community assets (such as those noted in the “Map the Assets” to-do)?
  - **Current Uses:** What is the land being used for now? What will be needed to transform it into a garden space? Will the work require permits for removing or renovating existing structures or building new ones? Could land not typically considered for a garden be creatively repurposed?
  - **Equity:** Does the location maximize access to the project, including for marginalized populations and people with mobility limitations?
- **Goals:** Does the location help meet all, or even some, of the project’s goals?
  - **Ownership:** Is the land privately or publicly owned? Is a community garden legally allowed on the site? Will it be easy to negotiate a lease or sale? What is the long-term outlook for the site?
  - **Size:** Is the site large enough to accommodate the garden as well as storage for tools? Might the space be too large to properly maintain?
  - **Suitability:** Does the location have adequate physical conditions to grow the desired plants? Is there access to a water source? What is the quality of the soil? Is it contaminated? Does the soil need to be remediated? Is the site mostly flat or is there a significant slope or grade that will make gardening difficult?
  - **Transportation:** How will people get to the garden? Is the location accessible by foot, bicycle or public transit? For drivers, are there places to park?
  - **Zoning:** Does the site’s zoning allow for community garden uses?
- DO:** Make a short list of potential sites for the community garden. Assess the list in terms of the specific criteria of the project goals.
- TIP:** Download the **Site Selection** worksheet.

## To-Do: Get Into the Details

Start making a list and checking it twice. List the equipment (shovels, wheelbarrows, wagons, hoses, trellises, soil, etc.) and other elements (fencing, seating, shade, storage, raised-bed planters, water, etc.) that will need to be purchased or acquired through donations.

**DO:** Determine what's needed, how it will be acquired and by whom.

**TIP:** Download the *Design and Supplies Checklist*.

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## To-Do: Assess Accessibility

Just as there is no one-size-fits-all formula for planning and planting a community garden, there are many ways to make a gardening space inviting and accessible for all gardeners.

**DO:** Research and make informed choices related to:

- paths and walkways
- ramps and handrails
- seating
- shade and protection from rain and wind
- soil, seeds and plants
- storage
- planting beds and planters
- tools and equipment
- water and irrigation
- community spaces
- miscellaneous amenities

**TIP:** Download the *Accessibility Checklist*.

## To-Do: Secure Support

Having the approval and assistance of local officials or business leaders isn't always necessary, but prominent community members can provide valuable insight, feedback and influence.

- **Obtaining Land:** Support from local leaders is helpful for securing public or municipal land for a project. Local officials can explain and help navigate city policies such as zoning that dictate access to publicly regulated spaces. They can also be useful advocates if negotiations are difficult.
- **Funding:** Having the approval of government officials or business leaders can be helpful when seeking grant funding or donations. Their support can often give credibility to a project or initiative.
- **Partners:** The involvement of respected local leaders can bring new partners into a working group, bolster outreach efforts and attract good attention to the project.

**DO:** Engage the community's local leaders by:

- Explaining the project
- Highlighting the importance and value-add of the project to community members
- Informing them of prominent supporters
- Making a specific request for their help
- Showing how the project can help reach community goals or contribute to local programs

**TIP:** Download the *Seeking and Securing Support* worksheet. ■

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## To-Do: Start Digging and Planting!



◀ **Teach Me to Grow Healthy Intergenerational Community Garden — Reno, Nevada**

In an area with a large indigenous population, organizers use eco-safe and traditional farming techniques to reclaim “ancestral foods that typify the pre-Columbian lifestyle,” says the Center for Healthy Aging, a nonprofit working to improve “the quality of life for elders.” The hoop house hosts raised-bed planters and there’s a greenhouse for seeds and starter plants.

PHOTO FROM THE CENTER FOR HEALTHY AGING (2021 AARP COMMUNITY CHALLENGE GRANTEE)

▶ **St. Michael's Community Gardens — Delaware, Ohio**

Community partners and volunteers worked with residents of an apartment complex for older adults and people with physical disabilities to create a garden and accessible space for outdoor activities. The painted rocks shared positive messages and identified what was planted in the garden.

PHOTO FROM AGE-FRIENDLY DELAWARE COUNTY (2021 AARP COMMUNITY CHALLENGE GRANTEE) 🌱



◀ **Dena'ina Wellness Center — Kenai, Alaska**

The Kenaitze Indian Tribe was federally recognized as a sovereign, independent nation in 1971 under the Indian Reorganization Act, as amended for Alaska. Today, more than 1,900 tribal members live across the Kenai Peninsula and beyond. Assisted by funds from a 2018 AARP Community Challenge grant, the tribe invested in six raised-bed planters (one pictured at bottom left) for the Dena’ina Wellness Center, an integrated health care facility that provides a full range of medical, dental and behavioral services. The outdoor gardening beds complement the work that is done inside the center’s greenhouse (top left). Signage displays each plant’s Dena’ina name, the term’s translation into English, and information about the plant’s use. Reclaiming, preserving and highlighting the Dena’ina language through the signage helps to educate members and guests about the tribe’s culture and relationship to the land, in which reciprocity and sustainability are valued over extraction.

PHOTOS FROM THE KENAITZE INDIAN TRIBE (2018 AARP COMMUNITY CHALLENGE GRANTEE)





## PART 2: GARDENING ‘TOOLS’

# Gardening Guidance

The advice in this section comes into play after the garden has been successfully planned and planted. ***Congratulations!***

## Is the Garden a Success?

Success doesn't have to mean the garden produced a strong harvest. It can mean that the garden generated community involvement, became a gathering spot or helped get people involved.

Be sure to have a definition of *success*, as defined by the garden's leadership or stakeholders.

But regardless of whether a garden has a good year or not, it's useful to know what works or doesn't and why. Metrics (or data points) can help inform and support the assessment. Another benefit of measuring success is that the results can inform and confirm decisions and be a guide when adjustments are needed.

Following are examples of garden goals and possible evaluation metrics:

**GOAL:** *Increase community connections and cohesion*

### MEASUREMENTS:

- available volunteers
- volunteer hours served
- number of partnerships

**GOAL:** *Provide access to healthy food*

### MEASUREMENTS:

- amount of food grown and harvested
- amount of food distributed to volunteers
- amount of food distributed to the community
- number of individuals and households served

**TIP:** Download the ***Measuring Success*** worksheet.



▲ Pilgrim Rest Baptist Church — Greenville, Mississippi

In an area lacking consistent access to fresh vegetables, the church's community garden supplies fresh produce to low- and moderate-income families. An AARP grant funded new fencing and a hoop-style greenhouse (see it on the back cover) for year-round growing.



▲ Underground Railroad Education Center — Albany, New York

The center's AARP-funded tunnel greenhouse is used by the Sow We Grow program, which teams up young and older adults to raise and distribute fresh produce to area households in what is largely a food desert. The structure enables the gardeners to plant throughout the winter.

PHOTOS FROM THE PILGRIM REST BAPTIST CHURCH AND THE UNDERGROUND RAILROAD EDUCATION CENTER (2020 AARP COMMUNITY CHALLENGE GRANTEEES)

## People Skills

In addition to the work of fundraising, planting, harvesting, maintaining supplies, controlling insects, diagnosing plant diseases and coordinating events, there is the work of managing volunteers.

“We’ve learned a lot of lessons about working with volunteers, about having to do damage control when helpers behave inappropriately, don’t follow growing instructions or, occasionally, steal from the gardens,” Jennifer Leithead, a community garden board member in Vermont (see page 16), shared with AARP. “When we started, we didn’t have a garden contract or guidelines in place, so we had no recourse or consequences when participants acted in ways contrary to what was best for the program.”

### Rules and requirements

Having a clear understanding of the duties of the garden leaders, gardening volunteers and any paid staff is an important part of a garden’s management — as is establishing clear guidelines for sharing the physical space.

Some community gardens or farms simply post rules for all workers and volunteers. Some take a more formal approach and require gardeners to sign an agreement, releasing organizers from liability and ensuring that all garden users and volunteers abide by the same norms and rules.

Shared-use agreements and no- or low-rent leases are a useful way to ensure that members of an allotment garden properly maintain their plants and respect the communal areas and the plots of the other gardeners.

(Note: A similar but different type of shared-use agreement might be made between, for instance, a sponsoring nonprofit and the owner of the land or facility hosting the community garden.)

The garden program in Vermont wound up asking its volunteers to sign a contract outlining the garden’s expectations. It also displayed the rules at each site. Both the signage and the signed paperwork spell out the liabilities and expectations of the volunteers. The agreements also outline the consequences of noncompliance.

## Leading volunteers

“Working with volunteers is very, very different from working in business,” Leithead noted. “Our volunteers are our main strength, and we firmly believe everyone has a part to play and something to add. However, as with any project or organization, people can throw some curveballs. Diplomacy in the leadership is absolutely key.”

A piece of advice: “Never tell a volunteer no for an idea they’ve had, no matter how terrible it is,” Leithead advised. “It’s important to keep that volunteer interested — their passion is very much needed. Learning how to respond to a bad idea is an important lesson. Instead of saying, ‘No, that’s terrible,’ say something like ‘That’s a good idea, but it won’t really work for us because — fill in the blank. How about — fill in the blank — instead?’ Redirecting someone’s passion and energy and working with them goes a long way in keeping volunteers excited.”

**TIP:** Download the *Member/Volunteer Agreement Checklist*.



▲ Rob and Melani Walton Urban Farm — Phoenix, Arizona

Managed by the Society of St. Vincent de Paul, the farm provides produce for the service organization’s central kitchen, which prepares food boxes and hot meals for people in need. AARP Community Challenge funds helped create waist-high, raised-bed planters. Shade trees and benches were added to better serve the garden’s older volunteers and people with disabilities.

PHOTO FROM SOCIETY OF ST. VINCENT DE PAUL (2020 AARP COMMUNITY CHALLENGE GRANTEE)

# Public Policies, Land Use and Zoning

It's not uncommon for a community gardening initiative to encounter land use challenges, legal obstacles and generalized pushback against change.

The following policies and models can enable a neighborhood to evolve and improve and do so in a way that benefits both current and future residents:

- **Community Benefits Agreement (CBA)**

A CBA outlines the specific benefits a community will receive from a given development project. Such agreements have been used to provide or protect housing that's affordable, support local workforce development, and make public realm improvements.

- **Community Land Trust**

Community land trusts, often rooted in racial justice principles, are typically created by groups of residents and community leaders who organize to build a nonprofit corporation that owns and preserves land for the benefit of the community.

- **Inclusionary Zoning**

Enacted through municipal and county planning ordinances, inclusionary zoning requires that a certain percentage of new construction or renovation projects include housing that is affordable for people with low to moderate incomes.

Other ways to protect and support multiple stakeholders include community organizing and coalition building. For instance, a coalition of anti-displacement groups can strengthen a community's ability to advocate for equitable development.

Rules, restrictions and resources at the local, state or even federal government level can help or hinder the ability of a community garden to thrive. The knowledge gained by researching the policy context (zoning and other types of ordinances, bylaws and comprehensive plans) of a particular place can be critical to understanding and advancing a community gardening project.

In Cleveland, Ohio, advocates secured a zoning code change in support of community gardens. Following are the opening lines of the 2007 addition to the city's code of ordinances:

*“The ‘Urban Garden District’ is hereby established as part of the Zoning Code to ensure that urban garden areas are appropriately located and protected to meet needs for local food production, community health, community education, garden-related job training, environmental enhancement, preservation of green space, and community enjoyment on sites for which urban gardens represent the highest and best use for the community.” ■*

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- ▶ **The Hindu Temple of Central Florida — Casselberry, Florida**

IDEAS for Us is a nonprofit and accredited nongovernmental organization of the United Nations that develops global environmental solutions through local action related to energy, water, food, waste and ecology. An AARP grant helped the organization create pollinator gardens at the temple, which is an active community center featuring magnolia trees and 250 native plants that support the needs and diversity of local wildlife.

PHOTO FROM IDEAS FOR US  
(2021 AARP COMMUNITY CHALLENGE GRANTEE)



## A Few More Garden Views



### ▲▶ Sprout City Farms — Denver, Jefferson and Boulder counties, Colorado

Established by a group of farmers, researchers, teachers, business leaders and community members, Sprout City Farms increases food access and community resiliency by farming underutilized urban land and providing communities with pay-what-you-can farm stands. E-bicycle-powered “Sprout ‘n About” veggie mobiles help bring fresh produce to the people.



PHOTO FROM SPROUT CITY FARMS (2021 AARP COMMUNITY CHALLENGE GRANTEE) 🌱



### ▲ The Children’s Garden — Rochester, New York

A program of the nonprofit PathStone Corporation, the Marketview Heights Collective Action Project was created to identify volunteers who would work to improve the neighborhoods they live in. The Children’s Garden (seen here and on the back cover) was established as part of that effort. Fresh, pesticide-free produce, including collard greens, cucumbers, cilantro, tomatoes, peppers, herbs, beans, and even tea leaves and bananas are harvested from the garden and given to people in need.

PHOTO FROM THE CHILDREN’S GARDEN 🌱



### ▲ International Garden — Greensboro, North Carolina

The Creativity as a Catalyst for Inclusion project is transforming a 10-acre campus into a hub of multicultural and intergenerational art, community gardening and environmental stewardship. Activities for all ages include lessons in how to make herbal tea, smoothies and even birdhouses out of gourds.

PHOTO FROM THE CREATIVE AGING NETWORK NC (2021 AARP COMMUNITY CHALLENGE GRANTEE)

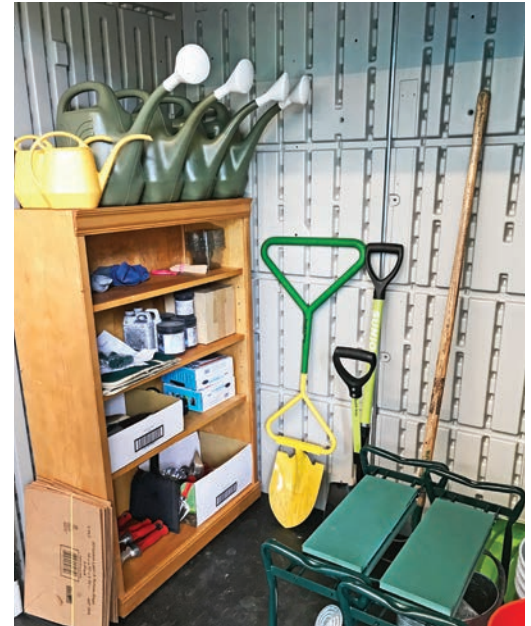
*Continued* ▶

▼ **Urban Farming Institute Grow Box Initiative – Boston, Dorchester, Mattapan and Roxbury, Massachusetts**

The Urban Farming Institute manages community farms and acquires and transforms neglected land, with the goal of creating a “deep and distributed farming network, in which any location can be a place where food is grown for local consumption, local sales and local distribution.” The importance of growing food locally was reinforced by the supply chain backups and economic insecurity that resulted from the COVID-19 pandemic. Recognizing the need for people living in food deserts to be able to grow at least a portion of their own food at home, the institute used an AARP grant to provide households with raised bed “Grow Boxes” and access to seedlings and lessons about growing, harvesting and preparing meals with fresh fruits and vegetables. The square-foot-gardening method pictured below is especially useful for small yards and gardeners who don’t have the skills, strength or time to care for in-ground garden beds.



PHOTO FROM THE URBAN FARMING INSTITUTE OF BOSTON (2021 AARP COMMUNITY CHALLENGE GRANTEE) ❁



▲ **Cascadian Terrace Garden – Portland, Oregon**

Cascadian Terrace is a gated, low-rise apartment complex that provides affordable housing for people of all ages, including many older adults and people with disabilities. A grant from AARP Oregon helped the nonprofits Growing Gardens and EngAGE create accessible gardening beds, and buy a shed and supply it with ergonomically designed gardening equipment, including easy-use shovels and gardening kneeler seats.

PHOTO BY LAURA SPIDEL, CASCADIAN TERRACE APARTMENTS ❁

## More Garden ‘Supplies’

These resources can be helpful when planning, advocating for, creating or managing a community garden.

- **American Community Gardening Association:** [CommunityGarden.org](https://www.communitygarden.org)
- **American Society of Landscape Architects:** [ASLA.org](https://www.asla.org)
- **Extension Master Gardener:** [MasterGardener.extension.org](https://www.mastergardener.extension.org)
- **Growing Food Connection – Local Government Food Policy Database:** [GrowingFoodConnections.org](https://growingfoodconnections.org)
- **National Recreation and Parks Association – Community and Home Gardening:** [NRPA.org](https://www.nrpa.org)
- **North Carolina State University Extension – Community Garden Program:** [NCCommunityGardens.ces.ncsu.edu](https://nccommunitygardens.ces.ncsu.edu)
- **U.S. Department of Agriculture – Food Access Research Atlas:** [ERS.USDA.gov/data-products/food-access-research-atlas](https://ers.usda.gov/data-products/food-access-research-atlas)
- **U.S. Department of Agriculture – National Agriculture Library:** [NAL.USDA.gov/plant-production-gardening](https://nal.usda.gov/plant-production-gardening)

# Worksheets

Visit [AARP.org/CommunityGardens](https://www.aarp.org/CommunityGardens) to download the following worksheets, fact sheets and checklists:

- |                                               |                                            |                                                 |
|-----------------------------------------------|--------------------------------------------|-------------------------------------------------|
| <b>1. Creating a Core Team</b>                | <b>6. Site Selection</b>                   | <b>11. Member/Volunteer Agreement Checklist</b> |
| <b>2. SMART Goal Setting</b>                  | <b>7. Design and Supplies Checklist</b>    | <b>12. Measuring Success</b>                    |
| <b>3. Write Mission and Vision Statements</b> | <b>8. Accessibility Checklist</b>          |                                                 |
| <b>4. Take Action</b>                         | <b>9. Seeking and Securing Support</b>     |                                                 |
| <b>5. Asset Mapping</b>                       | <b>10. Partnership Agreement Checklist</b> |                                                 |

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## AARP Community Challenge

Most of the gardens pictured in this publication were created or enhanced with support from the AARP Community Challenge. Part of the AARP Livable Communities initiative, the annual grant program enables communities to make immediate improvements and jump-start long-term progress in support of residents of all ages. Local governments and nonprofit organizations are eligible to apply: [AARP.org/CommunityChallenge](https://www.aarp.org/CommunityChallenge)

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## AARP Livable Communities e-Newsletter

Stay informed about the AARP Community Challenge and the release of new publications, programs and articles by subscribing to our free, weekly, award-winning newsletter: [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe)

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## Free Publications You May Also Like

- **AARP Pop-Up Placemaking Tool Kit:** [AARP.org/Livable](https://www.aarp.org/Livable)
- **Addressing Homelessness in Parks: An Inclusive Practices Guide:** [880Cities.org](https://www.880cities.org)
- **Creating Parks and Public Spaces for People of All Ages:** [AARP.org/Livable](https://www.aarp.org/Livable)
- **Enabling Better Places: A Handbook for Improved Neighborhoods:** [AARP.org/Livable](https://www.aarp.org/Livable)
- **Winter Placemaking Guide:** [880Cities.org](https://www.880cities.org)

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## Endnotes:

- <sup>1</sup> “Community Gardening and Community Development: Individual, Social and Community Benefits of a Community Conservation Program,” *Journal of Community Practice* (2009), [doi.org/10.1080/10705420903299961](https://doi.org/10.1080/10705420903299961)
- <sup>2</sup> <https://www.ers.usda.gov/data-products/ag-and-food-statistics-charting-the-essentials/food-security-and-nutrition-assistance>
- <sup>3</sup> <https://www.feedingamerica.org/hunger-in-america/child-hunger-facts>
- <sup>4</sup> <https://www.feedingamerica.org/hunger-in-america/senior-hunger-facts>
- <sup>5</sup> “Fruit and Vegetable Intake Among Urban Community Gardeners,” *Journal of Nutrition Education and Behavior* (2008), [doi.org/10.1016/j.jneb.2006.12.003](https://doi.org/10.1016/j.jneb.2006.12.003). PMID: 18314085
- <sup>6</sup> <https://www.cdc.gov/chronicdisease/resources/infographic/physical-activity.htm>
- <sup>7</sup> “A Case-Control Study of the Health and Well-Being Benefits of Allotment Gardening,” *Journal of Public Health* (2016), [doi.org/10.1093/pubmed/fdv146](https://doi.org/10.1093/pubmed/fdv146)
- <sup>8</sup> “The Impact of Green Space on Violent Crime in Urban Environments: An Evidence Synthesis,” *International Journal of Environmental Research and Public Health* (2019), [doi.org/10.3390/ijerph16245119](https://doi.org/10.3390/ijerph16245119)
- <sup>9</sup> “More Than Food: The Social Benefits of Localized Urban Food Systems,” *Frontiers in Sustainable Food Systems* (2020), [doi.org/10.3389/fsufs.2020.534219](https://doi.org/10.3389/fsufs.2020.534219)
- <sup>10,11</sup> “The Impact of Green Space on Violent Crime in Urban Environments,” *International Journal of Environmental Research and Public Health* (2019), [doi.org/10.3390/ijerph16245119](https://doi.org/10.3390/ijerph16245119)

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## Creating Community Gardens for People of All Ages

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**8 8 0 CITIES CONTRIBUTORS:** Amanda O'Rourke, Jayne Armstrong, Laura Smith, Shannon Lawrence

# Creating Community Gardens for People of All Ages

## A tool kit for neighbors and local leaders



Greenville, Mississippi (page 24)



Rochester, New York (page 27)



Delaware, Ohio (page 23)



Berea, Kentucky (page 9)

*Creating Community Gardens for People of All Ages* can help elected officials, government staff, nonprofit organizations and neighbors in all sorts of places build and sustain community gardens as inclusive, intergenerational outdoor spaces.

A community garden can improve the health of residents, foster economic development, combat social isolation, relieve food insecurity, improve public safety, encourage inclusion and enhance community connectedness. By encouraging physical activity, engagement and socializing, community gardens support healthy aging and help foster resiliency for people and places. Community gardens can also help revitalize neighborhoods and incentivize the development of more walkable and transit-oriented places

This publication explains the value of community gardens, provides guidance about starting and sustaining such gardens, and shares examples and suggestions for related public policies and programs.

**Stay Informed:** Learn about our new publications and other programs by subscribing to the free, weekly *AARP Livable Communities e-Newsletter*: [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe).

**Learn More:** Find information and inspiration for local leaders, and learn about the AARP Livable Communities initiative: [AARP.org/Livable](https://www.aarp.org/Livable).

### Get Gardening!

Order this publication in print or download the PDF — and find worksheets, checklists and more: [AARP.org/CommunityGardens](https://www.aarp.org/CommunityGardens).



Detroit, Michigan (page 4)

# PARKS ART RECREATION & CULTURE ADVISORY COMMISSION

## 2024 Calendar

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



# City of Homer

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## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Melissa Jacobsen, Acting City Manager  
DATE: April 4, 2024  
SUBJECT: City Manager's Report for April 8, 2024 Council Meeting

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### Winter King Tournament

Harbormaster Matt Clarke reported that the 2024 Homer Winter Tournament commenced as scheduled on Saturday, March 23<sup>rd</sup> with 1,056 anglers registered and 301 boats. About 75% of the boats arrive via trailer in the days prior to the tournament. Port & harbor admin and operations worked closely with HCOG to facilitate the tournament. The deep water dock staging area is used for the tournament derby headquarters. This includes use of the staging area, restroom pavilion, guard station (VHF radio room), chip pad (overflow parking), and Freight Dock & Outer Dock Roads for traffic pattern and access control. Port operations staffing and labor is adjusted to cover the shear demand created by the influx of boaters and derby participants. The day prior to the tournament, we double up harbor officers for swing shift and graveyard shifts to accommodate demand. During the morning of the tournament as the vessels depart the harbor, harbor officers patrol the waterways for traffic control and for rapid assist with potentially disabled vessels. Upon the conclusion of the tournament when the vessels return, harbor officers focus on traffic management at the load & launch ramp for retrieval and haul-out. Parking lots swelled in the vicinity of the DWD tournament event headquarters with several hundred people watching the weigh-in, enjoying food & beverage, and listening to live music. As the harbormaster (and derby participant), I was introduced to the Pacific Northwest regional Honda managers as Honda was a primary sponsor of the event. Port & Harbor admin spend numerous hours disseminating information, processing moorage fees and identifying vessels eligible for the one-free night of moorage provided as a concession. Amy Woodruff estimates 75 vessels took advantage of the one free night of moorage. On a positive note, there were no vehicle or vessel accidents, vessel floodings or EMS calls associated with the tournament.

### Beluga Slough/Mariner Slough

The education process regarding the mouth of the Beluga Slough has continued since my last report on March 26th. Historically a property owner received a one-time permit for maintenance of the mouth of the slough that is good for 10 years, but the one-time work has been completed. The City has reached out to ACOE to determine if the permit can be modified to allow for another maintenance opportunity or if a new permit will be required. If a new permit is required that will take additional time and the work to open the mouth to allow the slough to drain will be delayed and likely won't happen until after the Shorebird Festival. The work is important to the City because our storm water outfalls are in that area and a lower water level helps the drainage. Also there is a lift station close by and increased water backed up into the slough has the potential to negatively impact that lift station.

Regarding Mariner Slough, the City has a permit and a schedule for maintaining the mouth of that slough and completed the work on April 3<sup>rd</sup>. The Public Works Director has expressed interest in adding the Beluga Slough to the maintenance schedule and Steve Delahanty from Fish and Wildlife has expressed support for that action.

### **Fire Truck Update**

Chief Kirko provided this update and attached change order for the fire truck build that was started 2 years ago. Over that time there have been increases to the construction of the truck that were not completely unexpected, plus some changes that were made to reduce the cost. Last month he went to the Pierce factory in Wisconsin to work with the sales staff and engineers that are going to provide the final drawings in a few weeks. During that visit he was able to inspect other similar truck builds that were currently in production. This provided him with the opportunity to see things we may have missed during the initial specification meetings, and to see choices that reduced some of the cost to the build. The original change order document came in above \$32,000 and after reviewing other options he was able to reduce it the \$26,188.00 as shown in the attached change order. Once he receives the final engineered drawings, they should begin sometime in August for an October delivery.

### **Comprehensive Plan Community Visit #1**

City Planner Foster shared an update on the Comprehensive Plan's Community Visit #1 with Agnew::Beck that took place from March 26-29. It consisted of a Joint Work Session with City Council and the Planning Commission, a meeting with the Port & Harbor Commission, a public open house, a meeting of the Comprehensive Plan Steering Committee, and several meetings with local organizations and City staff members. The public open house had approximately 75 participants providing feedback on a range of subjects including land use, housing, economic development, growth, recreation, and more. Findings from this first visit will be posted on the project website in April, in advance of the Community Visit #2 anticipated for mid-May. Go to the Homer Comprehensive Plan Update website for project updates at [www.homercompplanupdate.com](http://www.homercompplanupdate.com)



### **City of Homer Audit Information**

Since the last meeting the finance team completed the corrective action plan for the findings identified in the FY22 audit, and the remaining required documents have been submitted to BDO so we can receive our final statements for Council approval. Once the financial statements are adopted we'll engage with BDO for FY23 and keep our positive forward momentum going on our audit work.

### **Baycrest Overlook Bathrooms**

Public Works Director Kort and I have been in discussion about the bathrooms at the Baycrest Overlook. He's explained that existing pit toilet restrooms at the Baycrest Scenic Overlook were constructed in 1998 by the AK-DOT and have been maintained by the City of Homer Public Works Department since they were constructed. The City is obligated to maintain these Restrooms by an agreement with the AK-DOT with no end date in the agreement. The restroom building has aged past its useful life and is in need of replacement. One side of the restroom is closed, leaving only one stall available for use this season. We will be working to bring some recommendations to Council for consideration on how the City would like to proceed, whether it be funding a rebuild of a more robust structure, request termination of the agreement with the State, or some type of collaborate project.

### **Congressionally Designated Spending (CDS) Requests**

Special Projects and Communications Coordinator Jenny Carroll reports that City staff submitted four FY2025 Congressionally Designated Spending (appropriations) requests to Senator Lisa Murkowski and Representative Mary Peltola. The four requests submitted responded to eligibility criteria of the appropriations subcommittees and are: Homer Harbor Critical Float Systems 4 and 1 Replacement, Homer Spit Climate Resiliency/Erosion Mitigation, A-Frame Water Transmission Line and Beluga Sewer Lift Station. Projects that are selected to move forward to an appropriations committee will be reviewed and must be deemed eligible by the appropriations committee. The City will work with legislative staff members to supply additional information as requested for any projects forwarded to an appropriations committee. The annual appropriations is part of the Federal budget process, which is lengthy, has uncertain timing, and with limited funding, carries no guarantee that Congressionally Directed Spending requests will ultimately be included in the FY2025 spending bills.

### **Bureau of Ocean Energy Management (BOEM) Study**

BOEM shared the informational flyer attached to this report regarding their Recreation and Tourism Study in the Cook Inlet region. This is part of their ongoing outreach efforts to inform regional stakeholders about the study. They are now in the process of collecting baseline recreation and tourism data and making plans for next year's site visits and focus group meetings.

### **Attachments:**

- April Anniversaries
- Fire Truck Change Order
- BOEM Flyer
- Homer Foundation's Grant Report to the City



# City of Homer

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## Memorandum

TO: Mayor Castner and City Council  
FROM: Andrea Browning  
DATE: April 8, 2024  
SUBJECT: April Employee Anniversaries

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

<b>Joe Young</b>	<b>Public Works</b>	<b>17</b>	<b>Years</b>
<b>Rick Pitta</b>	<b>Police</b>	<b>15</b>	<b>Years</b>
<b>Erica Hollis</b>	<b>Port</b>	<b>12</b>	<b>Years</b>
<b>Jean Arno</b>	<b>Public Works</b>	<b>10</b>	<b>Years</b>
<b>Jaclyn Arndt</b>	<b>Fire</b>	<b>8</b>	<b>Years</b>
<b>Dave Berry</b>	<b>Library</b>	<b>5</b>	<b>Years</b>
<b>Ricky Borland</b>	<b>Port</b>	<b>5</b>	<b>Years</b>
<b>Aaron Yeaton</b>	<b>Public Works</b>	<b>5</b>	<b>Years</b>
<b>Will Kern</b>	<b>Public Works</b>	<b>3</b>	<b>Years</b>
<b>Joe Kahles</b>	<b>Fire</b>	<b>2</b>	<b>Years</b>

Bid 996: Homer VFD Enforcer Pumper Tender - Job 38962  
 Enforcer Chassis, Aerials/Tankers, Tandem Axle  
 Homer AK  
 Last Updated: 3/28/2024  
 Change order

Item #	Date	Option	Change Type	Description	Change Total
1	3/20/24	0004218	Changed	Changed from 35' ladder to 28'	\$185.05
2	3/20/24	0097930	Changed	Changed rear warning lights from single color to Duo	\$678.87
3	3/20/24	608055	Changed	Changed to aluminum hose cover on front bumper	\$768.71
4	3/20/24	698960	Changed	Changed to raised hose tray with 2 inch lip on front bumper	\$133.86
5	3/20/24	632103	Changed	Changed to two tone body paint	(\$401.07)
6	3/20/24	751129	Changed	Changed to painted front grille	\$991.61
7	3/20/24	590424	Added	Added painted rear compartment door below tank dump	\$211.21
8	3/20/24	805652	Changed	Changed to painted steel bumper	\$993.96
9	3/21/24	0698960	Added	Added Line-X to front bumper	\$1,114.19
10	3/20/24	770192	Added	Added (1) body power duplex to compartment	\$390.54
11	3/20/24	40475	Changed	Changed inverter to battery charger with shoreline connection	(\$1,699.03)
12	3/20/24	742003	Changed	Deleted radio installation by Pierce	(\$890.88)
13	3/20/24	607217	Added	Added headsets for driver, officer, and 4 crew cab positions	\$8,170.96
14	3/20/24	632658	Added	Added mounting surface for entire engine tunnel	\$551.45
15	3/20/24	0760404	Added	Added black out package to rear scene lights	\$1,169.46
16	3/20/24	080294	Changed	Changed wiper control location	\$136.28
17	3/20/24	802940	Changed	Added moose light switch	\$591.37
18	3/20/24	548009	Deleted	Deleted Golight spotlights on cab roof and added light bars at 15 degree	\$1,670.26
19	3/20/24	548015	Added	Added (2) scene lights on side of body each side	\$2,041.77
20	3/20/24	781466	Added	Added vinyl hosebed cover	\$1,136.14
21	3/20/24	742770	Added	Changed rear warning beacon lights to red and blue	\$625.23
22	3/20/24	-	Deleted	Deleted special crosslay construction	(\$278.67)
23	3/20/24	813848	Changed	Added blackout to cab steps	\$1,579.45
24	3/20/24	59024	Changed	Changed to black cab mirrors	\$327.94
25	3/20/24	0632103	Added	Changed to rear cab wall painted, removed aluminum treadplate	(\$203.46)
26	3/20/24	783153	Changed	Changed spare wiring circuits, added power USB, remote head power, 30A radio power	\$297.34
27	3/20/24	804651	Added	Added blackout to headlight, directional lights, and warning light bezels	\$751.18
28	3/20/24	746142	Added	Added blackout to stepping surface lights on cab and pump panel	\$169.21
29	3/20/24	889577	Added	Added blackout to rear taillights	\$591.80
30	3/20/24	794744	Deleted	Deleted officer switch for side and front scene lights	(\$403.87)
31	3/20/24	892330	Deleted	Deleted telescopic lights on pump house	(\$6,279.61)
32	3/20/24	97930	Changed	Changed to rubber rub rails and fender crowns	\$200.33
33	3/20/24	776357	Added	Added front of body brushed scuffplate	\$233.91
34	3/20/24	776995	Added	Added blackout to handrails	\$2,319.30
35	3/20/24	740249	Changed	Painted air bottle compartments, fuel/def doors with black latches	\$622.56
36	3/20/24	740247	Added	Added blackout to steps on rear and pump house area	\$710.53
37	3/20/24	0004990	Changed	Changed rear discharge to hosebed area	\$197.72
38	3/20/24	889306	Added	Added blackout to whelen m6 warning lights with M6V2 tied to reverse and perimeter circuit	\$1,057.24
39	3/20/24	733343	Added	Added blackout to rear beacon warning light mounting brackets	\$217.69
40	3/20/24	733336	Changed	Recessed traffic director into rear wall	(\$4.23)
41	3/20/24	891982	Added	Additional Blackout to front grille, Pierce logo	\$425.53
42	3/20/24	40803	Added	Blackout front bumper discharge	\$124.57
43	3/20/24	57300	Added	Added blackout to side warning lights and tied M6V2 to reverse and perimeter circuit	\$854.76
44	3/21/24	0002283	Changed	Painted tow hooks	\$223.00
45	3/21/24	0091106	Added	Added TFT Extenda gun deluge	\$3,883.91

Change Order Total	\$26,188.09
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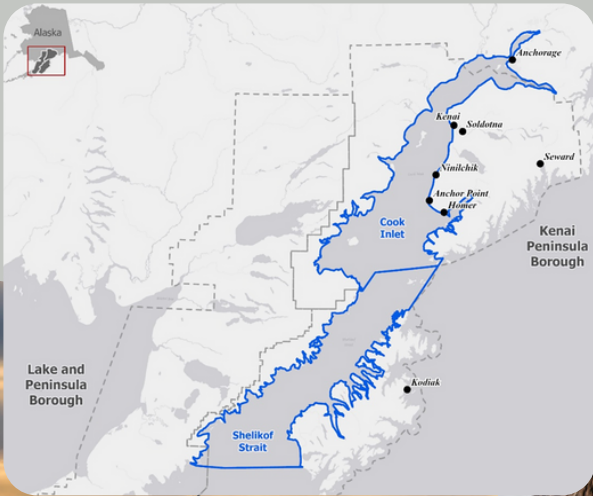
By signing this form, I do hereby authorize the representing Pierce Dealer to coordinate the changes, additions, and deletions listed on the preceding page(s) for the prices listed on each change made. I understand and agree that any additions or changes that were not part of the original contract may adversely impact the scheduled completion of the apparatus. If the scheduled completion is affected, the Pierce authorized Dealer will notify you of such a change at the time this change is presented. I understand and agree that once this change request is signed, it becomes part of the original contract entered into between the authorized Pierce Dealer and the customer.

Customer Signature: \_\_\_\_\_

Sales Representative Signature: \_\_\_\_\_

# Study on Recreation and Tourism in the Cook Inlet

This study will inform our understanding of the effects of energy development activities in the Cook Inlet on recreation and tourism, helping guide future analysis and resource management decisions.



The Study Area



## Goals of the Study

Map recreation sites in the region

Collect data on activities, levels of use, and expenditures

Discover what people value about recreational opportunities

Gauge attitudes about how offshore energy development could impact recreation and tourism



## Activities

2024: Baseline data collection

2025: Site visits and focus groups to inform survey development

Contact us if you have any questions or have information that can help inform the study

**BOEM TECHNICAL REPRESENTATIVE:** Jeffrey Brooks  
BOEM jeffrey.brooks@boem.gov

**PROJECT MANAGER:** Maura Flight  
IEC mflight@indecon.com

**STAKEHOLDER OUTREACH LEAD:** Leah Cuyno  
Northern Economics leah.cuyno@norecon.com

**TECHNICAL LEAD:** Eric Horsch  
IEC ehorsch@indecon.com



City of Homer  
 City Manager  
 491 East Pioneer Ave  
 Homer AK 99603

March 28, 2024

Re: City of Homer Grants Program 2024

Dear City Manager:

The Homer Foundation has administered the City of Homer Grants Program since 2000. In that time over \$960,719 has been awarded to local nonprofits to support the programs and services they provide to the community.

A total of \$34,170 was available for distribution in the 2024 funding cycle. This funding included \$25,000 from the city budget line item and earned income from the City of Homer’s endowment fund. The total amount is administered under an agreement between the City of Homer and the Homer Foundation. Recommendations for awards are at the discretion of the City of Homer Grants Committee.

This year’s City of Homer Grants Committee consisted of HF Board of Directors Paul Seaton (chair), Sara Reinert, and Ken Taylor, with community members Kathy Hill, Uran Christensen, Francie Roberts, Karen Wuestenfeld, and Britta Frank. All participants adhere to the Homer Foundation’s Conflict of Interest Policy. Karen Wuestenfeld disclosed that she is on the board of Kachemak Heritage Land Trust. Ken Taylor disclosed that he is on the committee of Kachemak Heritage Land Trust.

A total of 14 applications were received and reviewed. Kachemak Nordic Ski Club applied but were deemed ineligible due to receiving in-kind support from the City of Homer during the previous fiscal year. The committee’s recommendations for the following awards were approved by the Homer Foundation board of trustees at their March 27th board meeting:

<b>Organization</b>	<b>2024 Awards</b>
Bunnell Street Art Gallery	\$ 1,000
Center for AK Coastal Studies	\$ 3,000
Cook Inlet Keeper	\$ 1,000
Homer Animal Friends	\$ 1,500
Homer Community Food Pantry	\$ 4,170
Homer Council on the Arts	\$ 4,000
Homer Farmers Market	\$ 1,500
Homer Hockey Association	\$ 3,000
Homer OPUS	\$ 3,000
Kachemak Bay Family Planning Cl	\$ 4,500



Kachemak Heritage Land Trust	\$ 1,000
KBBI	\$ 3,500
<u>SPROUT</u>	<u>\$ 3,000</u>
Total:	\$ 34,170

It is a difficult task to review organizations with very different missions, but all committee members agreed these nonprofits are high-functioning organizations providing valuable programs and services to the community. The committee this year was very impressed by these organizations and the broad services they provide to our community.

Each year, we take the opportunity to compile a synopsis of the economic impact of the nonprofits that have submitted applications. In 2023, these organizations generated over \$7.1 million in revenues, including \$3.6 million in new money coming into Homer from State, Federal, and Foundation grants. They also employ 100 full, part-time, and seasonal employees with combined personnel expenses exceeding \$4.1 million. The data from these organizations help to illustrate just how important Homer’s nonprofit sector is as an economic driver in our economy.

During times of economic downturn which were apparent in these organizations' decrease in revenue this last year, the City’s continued support is more important than ever by providing important general operating support. These organizations are also able to leverage additional funding with City support. The community benefits because a strong nonprofit community makes Homer a safer, healthier, and more vibrant place to live, play, and work.

On behalf of the nonprofit community, the Foundation Board thanks the City of Homer for its continued support for Homer’s vital, and economically important nonprofit community.

Respectfully submitted,



Mike Miller, Executive Director  
Homer Foundation  
235.0551  
mmiller@homerfoundation.org

cc: City Council  
Mayor

# 2023 City of Homer Grants Program: Project Report – Homer Farmers Market

**GRANT AWARD PERIOD: FY2023**

**GRANT NUMBER: 23-COH6**

**REPORT DATE: 02/29/24**

**APPLICANT: HOMER FARMERS MARKET**

**CONTACT PERSON: LAUREN JEREW**

**PROJECT TITLE: CITY OF HOMER GRANTS PROGRAM**

**FISCAL YEAR START DATE: 01/01/24**

**AMOUNT AWARDED: \$3,000**



## HOMER FARMERS MARKET – GRANT SUMMARY

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The Homer Farmers Market was honored to be a recipient of the 2023 Homer Foundation's City of Homer Grants Program. This was our seventh year participating in this grant program and the board and staff would like to send their deepest gratitude for the continued support. We look forward to future collaborations between our organizations to serve our community with quality programming and to building a more equitable and healthy local food system.

This past season the Homer Farmers Market celebrated its 24th Year in operation. Generous grants from the Homer Foundation, Alaska Farmers Market Association, and other private donors were crucial to our success this season.

We were honored to bring back many returning vendors in 2023, as well as welcome new faces to the market! We also started hosting kids vending days and brought back Zucchini Fest for the first time since 2019. It was great to feel the sense of community at the market, and welcome people from all walks of life to explore and have fun together!



**Homer Farmers Market**  
on Ocean Drive

**Sat. 10-3 & Wed. 2-5**  
May 27 – September 30, 2023

WIC, FMNP & EBT coupons accepted • Please bring cash in small increments

## SUMMARY OF PROJECT

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### HOW FUNDS WERE EXPENDED: \$3,000

As a “general operating support” grant, funding was distributed throughout many programs. Below we describe these programs and their impacts.

### LIST OF PROGRAMS & CORRELATING COMMUNITY AND INDIVIDUAL BENEFITS:

- **SNAP/Quest EBT Program**
  - This program allows those with SNAP (formally known as food stamps) benefits to access funds to spend on allow items at the market
  - Through funding from the Alaska Farmers Market Association, we were able to match \$6,291 in SNAP this year!
  - This program allows us to also run credit cards for “market coins,” eliminating the need for individual vendors to have a credit card terminal. The market pays all fees for their program, saving vendors money, time, and effort.
- **Kids Activities & Kids Vending Days**
  - Collaborating with the Center for Alaskan Coastal Studies, we hosted a weekly kids activity tent. It was well attended by kids ranging in age from 2-15!
  - We also brought back three opportunities for kids in the community to vend for free on Wednesdays. We had 15+ kid vendors, who sold everything from artwork and jewelry to dandelion syrup!

### MARKET DEMOGRAPHICS

- SNAP Users: 12 new users in 2023
- Estimated Visitor Total for Season: 19,200
- Number of Vendors: 60
- Age range of grant recipients: ALL! 0-75+

### EXAMPLES OF SUCCESSFUL COLLABORATIONS:

- **Private Anonymous Donors-** \$3,000 in funding for SNAP/EBT Program operation
- **Food Pantry -** \$18,000 partnership with the Homer & Anchor Point Food Pantries, where goods were purchased directly at the market and donated to the Food Pantry. This was made possible by the Alaska Farmers Market Association.

### PUBLICITY AND PUBLIC THANK YOUS:

- Homer News
- Homer Farmer Market Facebook
- Homer Farmers Market Annual Meeting presentation
- Word of Mouth at the market and beyond

**OTHER ATTACHMENTS:**

- 2023 FINANCIAL REPORT (BUDGET TO ACTUAL)
- LETTERS TO EDITOR
- DIRECTOR'S REPPORT
- THANK YOU LETTER TO HOMER FOUNDATION



October 5, 2023

City of Homer  
Homer Foundation City Grant Program  
491 East Pioneer  
Homer, AK 99603

Dear Mayor Castner, City of Homer Council members, and Homer Foundation Board of Directors,

I am writing on behalf of Kachemak Heritage Land Trust to thank you for the 2023 grant award from the City of Homer through the Homer Foundation (Grant #23-COH10). This grant funded general operating support including outreach and stewardship of Homer and Anchor Point properties.

Funding from the City shows our other supporters and grant funders that we are supported by our local government which is highly valuable to our organization. We so appreciate the City's dedication to our work and look forward to continuing to build and maintain a strong connection to the City's goals, including work under consideration in the Beluga wetlands area and on the Poopdeck Trail.

Sincerely,

Carson Chambers  
Communications and Development Manager



February 7, 2024

Homer City Council  
City of Homer  
491 East Pioneer Avenue  
Homer, Alaska 99603

Dear City Council Members:

Thank you to the City of Homer for your continued commitment to supporting the nonprofit community through funds administered by the Homer Foundation. This consistent support makes a big difference to our organization and constituents in our capacity to provide a wide range of services to local residents.

As a community-based organization, Cook Inletkeeper develops programs that combine science, advocacy, and education to further our mission of protecting Alaska's Cook Inlet watershed and the life it sustains. In Homer a shining example is, our annual Electronics Recycling Event which in its 18<sup>th</sup> year facilitated safe and responsible recycling of potentially harmful electronic devices. In partnership with communities across the Bay, on the Central Peninsula and Seward, we facilitated recycling of 39,237 lbs. of electronic waste from the Kenai Peninsula in 2023.

Additionally, this support has aided in the continuation of Homer Drawdown which in 2023 focused on non-motorized transportation and worked closely with the City to assist with the public process of the 20-year Master Transportation plan- garnering over 500 public comments. We've continued to expand our focus on local foods; helping to build a local food economy through the Alaska Food Hub, which provided 1052 Homer-area citizens locally grown, harvested and crafted products this past year. Keeping money circulating locally helps us all.

So, thank you. Support from the City of Homer demonstrates the Council's commitment to making Homer a world-class place to live, work and play. And thank you too for your dedicated service to our community.

Sincerely,

Loren Barrett  
Co-Executive Director

cc: Homer Foundation





February 6, 2024

Homer City Council  
Homer City Hall  
491 East Pioneer Ave.  
Homer, AK 99603

Dear Council,

On behalf of Homer Council on the Arts and its Board of Directors, I would like to express our gratitude for funding from the City of Homer Grants Program during FY23. This operating support is a crucial component of HCOA’s budget, providing stability for operations and allowing us to offer our mission-driven programs.

We’re proud of the programs we’ve been able to build and expand over the past year. Eight solo and six group gallery exhibits featured a total of 115 artists, and the Nutcracker Faire continues to grow as a venue for local artisans. Education offerings have included spring and summer camps, popular ceramics classes, and a variety of workshops. We hosted six touring performers, many including outreach and workshops in their visit to Homer. These included traditional Irish music, a Scandinavian week with fiddle and dance, and a teaching residency and performance by Brazilian multi-instrumentalist Eduardo Mendonça. Mendonça took the outreach record, engaging with 269 students at four schools.

Thank you for continuing to support and promote the arts as a key aspect of our city’s culture and economy, and for your financial support to Homer Council on the Arts.

Gratefully,

Scott Bartlett  
Executive Director



To: The Homer Foundation  
3733 Ben Walters Lane  
Suite 7  
Homer, AK, 99603



From: Homer Farmers Market  
P.O. Box 2274  
Homer, AK, 99603

February 28th, 2024

To Whom it May Concern:

The Homer Farmers Market would like to express our sincere gratitude to all of The Homer Foundation staff, board members, and donors that support and administer the City of Homer Grant Program. We were awarded \$3,000, and your generosity was vital to the success of the Homer Farmers Market's 2023 season.

The City of Homer Grant managed by the Homer Foundation allowed us to support multiple programs in 2023: SNAP matching, collaborations with both the Homer and Anchor Point Food Pantries, Zucchini Fest, and Kids Activities hosted by Center for Alaskan Coastal Studies. All of these programs and events add value to our community, and we are fortunate to have such a great organization working to support local nonprofit organizations.

From the Homer Farmers Market Board of Directors & Staff - thank you!

Sincerely,

Lauren Jerew, Market Director



P.O. Box 2703, Homer, Alaska 99603 - (907) 235-2647  
[www.kevinbellarena.org](http://www.kevinbellarena.org) | [info@homerhockey.org](mailto:info@homerhockey.org)

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Dear Members of the Homer City Council,

I hope this letter finds you well. On behalf of the Homer Hockey Association (HHA), I extend our heartfelt gratitude to the Homer City Council for their unwavering support in providing funding to the City of Homer Grants Program administered by the Homer Foundation.

Our collaboration has played a pivotal role in the success of the Kevin Bell Arena, and we are thrilled to share the exciting developments of this season. HHA and the Kevin Bell Arena are experiencing an exceptional year, and we take immense pride in offering on-ice recreational activities to our local community, as well as to individuals and groups across the State of Alaska.

Here are some highlights of our programs and achievements:

**Diverse Recreational Programs:** We conduct a range of weekly programs, including school field trips, community public skate, home ice for the Mariner's high school hockey team, girls and co-ed youth hockey teams, men's and women's adult hockey leagues, figure skating, broomball, curling, Learn to Skate programs, and skating opportunities for the underserved.

**Tournaments:** This season, we are excited to host several tournaments catering to different age groups and skill levels. These tournaments combined will be hosting 60 teams:

- Adult Coed Tournament
- Adult Women's Tournament
- Youth (8 years and Under) Tournament
- Youth (14 years and Under) State Championship Tournament
- Youth (12 years and Under) State Championship Tournament
- Adult Men's Advanced & Intermediate Level Tournaments

The impact of the Kevin Bell Arena extends beyond our city, bringing thousands of visitors to our community since its opening in 2005. This has not only contributed to the vitality of the service industry but has also generated significant tax revenue for the City of Homer.

We deeply appreciate the City of Homer's recognition of the health and economic benefits that our non-profit organization brings to the community. Your continued financial support is invaluable to us, and we want to express our sincere thanks to the Homer City Council for their ongoing commitment to the Homer Hockey Association and the Kevin Bell Arena.

Thank you once again for your unwavering support. We look forward to further enhancing our community through the joy and camaraderie that our programs and facilities bring to all.

Sincerely,



Mike Barth, President  
Homer Hockey Association



Dear Homer City Council (Sprout Champions),

In 2023, Sprout Family Services was awarded the Homer Foundation City Grant to support programming for families with young children. Because of this funding, we were able to offer more opportunities for caregivers to build social connections, learn about child development, and positively foster their child's growth. It is our mission at Sprout to promote the healthy development of children *in partnership* with families and *community*. The Homer Foundation City Grant is one way the Homer City Council can play an active role in this partnership. *How does the Homer Foundation City Grant positively impact the families served by Sprout?*

#### *Playgroup Champions*

Funds from the city grant were used to purchase developmentally appropriate equipment, toys, food, and safety supplies for use at Sprout sponsored playgroups. These items allow us to create safe, play environments that engage families and encourage young children to explore. Funds from the grant were also used to support increasing a caregiver's knowledge of child development. We offer families valuable information on early childhood development through the Parents As Teachers curriculum. If a caregiver has a question about development, including topics ranging from sleep to dental health, we can give them information that is grounded in research, relationship based, and relevant to their child's needs.

#### *Parenting Workshop Support*

Funds from the city grant were also used to purchase an annual subscription to the Conscious Discipline e-course "Building Resilient Homes & Schools." Up to 75 individuals/families now have access to content that builds family resilience through brain-based social emotional learning. Sprout will also be able to dedicate staff time to leading workshops that focus on the skills of Conscious Discipline and how they can uniquely apply to families.

There are many ways to partner with families to ensure their children have healthy, safe, and positive starts. We are grateful for the Homer City Council and their contribution to programming that puts Sprout's partnerships with families first. Sprout's vision is that all children are valued and fully nurtured and give the same to the next generation. Thanks to City Council we can work on that vision together!



Kachemak Nordic Ski Club  
Box 44  
Homer, Alaska 99603

Homer City Council

Dear Homer City Council,

The town of Homer is a beautiful place to call home. Those of us who are fortunate to live here have great access to many services you would typically find in much larger communities. Our schools, library, art activities, outdoor trails and recreational opportunities are a large part of what makes the community of Homer such a special place. Many of these opportunities would not be possible without the support of the Homer City Council.

As a board member for the Kachemak Nordic Ski Club we were delighted to receive a \$3,500 grant this year from the Homer City Council via the Homer Foundation. Our club is pleased that you recognize the important role we play in the health (both mental and physical) of Homer residents during the winter. Over the last several years our enrollment has seen a marked increase of members of all ages. Our goal is to provide world class ski trails to Homer residents and to foster a lifelong love of skiing. We continue to expand our trail systems, programs and rental of skis to Homer youth. As with all operations the cost of doing business continues to increase. Your contribution enabled us to fill in the gaps so that we are looking forward to yet another great winter of skiing. Thank you.

Sincerely,  
Melissa Cloud



Kachemak Bay Broadcasting, Inc.,  
*Listener Supported Public Radio*

*We provide news, information, and entertainment  
to foster community engagement.*

January 31, 2024

Dear Homer City Council,

KBBI would like to recognize the importance of the Homer Grants program, or which KBBI was an award recipient in Fiscal Year 2023. Our distribution of \$3,000.00 was used for General Operating Support. An essential component of what we do here that is often overlooked and difficult to fund.

We thank the City of Homer for partnering with the Homer Foundation to administer this funding to KBBI and our incredible Nonprofit community. One of Homer's greatest strengths is its Nonprofit sector, and this partly due to the leadership of the City of Homer and the Homer Foundation. It is rare to find funds for operating support in any grant program and to be able to apply for it locally is extremely valuable to us at the station and to our cohort in the community.

Thank you for your support of our community,

Loren Barrett  
KBBI Development Director



3959 Ben Walters Lane  
Homer AK 99603  
Tel: 907.235.3436 Text: 907.435.7505  
www.kbfpc.org

January 9, 2024

Dear members of the Homer City Council,

At Kachemak Bay Family Planning Clinic (KBFPCL), we understand the Homer community is diverse, and therefore our community's approach to health and wellness must also be. Our agency saw this firsthand while working with our collaborative partners on the MAPP Steering Committee and the oversight committee for the 2023 Community Health Needs Assessment (CHNA) which MAPP conducted with South Peninsula Hospital. This assessment helps our agency and other nonprofit partners across the region direct our resources and efforts proactively, efficiently, and economically. Good reproductive health through education, prevention, testing, and care is important for everybody and KBFPCL looks forward to using the results of the CHNA to help guide our future plans. An unrestricted City of Homer grant through the Homer Foundation allows KBFPCL and other organizations like ours to put funds where they are needed most throughout the year and helps us garner additional financial support from other funders; critical because we provide services on a sliding fee scale or at no cost, making quality care available regardless of a client's insurance status or ability to pay.

KBFPCL is one of multiple nonprofit agencies in the Homer area that works alongside government partners and businesses to support the many facets that make up community wellness. Thank you for recognizing the valuable role nonprofits like KBFPCL play in the Homer community as service providers, employers, and civic partners.

Sincerely,

A handwritten signature in black ink, appearing to read "Claudia Haines".

Claudia Haines, CEO  
Kachemak Bay Family Planning Clinic

# CITY OF HOMER NEWSLETTER

VOL. III - ISSUE VIII | APRIL 2024



## WHAT'S INSIDE?

MONTHLY NEWSLETTER FROM THE OFFICE OF THE CITY MANAGER

### NEW DESIGNS FOR HOMER LIBRARY CARDS

April 7 - 13 is National Library Week, and we're celebrating big at Homer Public Library! In honor of this, we are unveiling three new library card designs. Choose from Forest, Mountains, Tidepool, or stick with the Classic design when you sign up for a new library card! If you'd like to replace your current card, the cost is \$5.

The new cards were designed by local artist Rachel Tussey and complement her existing artwork on BOB the Bookmobile.



- New Designs for Homer Library Cards
- Library Events
- Community Corner
- Community Recreation
- City Hall
- Clerks
- Community Development
- Port & Harbor
- Harbor Expansion Study Update
- Public Works
- Fire Department
- Police Department
- Public Safety Corner
- Meet City Staff
- Municipal Art Collection
- Stay Connected with City Council

Discover something new today and see the latest City project updates information! Learn about ways community members can get involved at City Hall and in the Homer community.

### CELEBRATION OF LIFELONG LEARNING

Come support the Friends of Homer Library for a Celebration of Lifelong Learning event at the Homer Public Library. Enjoy appetizers from Tickled Pear, live music, a trivia tree, a silent auction, entertainment, awards and desserts from BB's Bakery.

**When:** Saturday, April 20, at 6:00 pm

**Where:** Homer Public Library, 500 Hazel Ave.

**Tickets:** \$40, Available at the library's front desk starting April 1

### Follow us on Social Media

- City Hall: [@cityofhomerak](#)
- Parks & Recreation: [@homerparksandrec](#)
- Homer Public Library: [@homerpubliclibrary](#)
- Homer Police: [@homerpolice](#)
- Fire Department: [@HomerVolFireDept](#)

Subscribe to the Monthly Newsletter

[Click Here to Subscribe](#)



# LIBRARY EVENTS

## VIRTUAL AUTHOR TALKS

Zoom in and listen to your favorite authors talk about their latest books. For a complete list of Upcoming Speakers, go to [libraryc.org/homerlibrary/upcoming](http://libraryc.org/homerlibrary/upcoming).

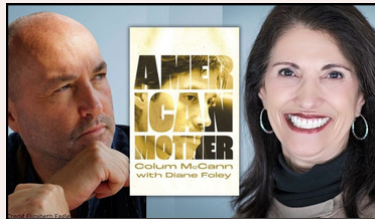
### April 2 at 10 am

The Foods, People, and Innovations That Feed Us—A Sweeping History of Food and Culture with Smithsonian Curator **Paula J. Johnson**



### April 9 at 10 am

From Murder to Atonement—Confronting My Son’s Killer with **Diane Foley & Colum McCann**



### April 17 at 4 pm

A Literary Examination of Power, Love, and Art with **Xochitl Gonzalez**



## SPECIAL & ONGOING EVENTS



### Councilmember Conversations

Noon to 1 pm, the second Tuesday of each month, September - May, at the Homer Public Library.

### April 9: Donna Aderhold

### Lit Lineup 2024

The Homer Public Library has created a community-wide initiative to read fifteen books throughout the year.

View the list and submit entries [here](#). You could be eligible to win the grand prize!



Check out more library programs and events



**Homer Public Library**  
500 Hazel Street - 907-235-3180  
[circ@ci.homer.ak.us](mailto:circ@ci.homer.ak.us)  
[www.cityofhomer-ak.gov/library](http://www.cityofhomer-ak.gov/library)



# COMMUNITY CORNER

What's happening around the City of Homer

## 32nd Annual Kachemak Bay Shorebird Festival May 8 - 12, 2024

Experience the joy of Spring's return and the migration of birds along the picturesque shores of Kachemak Bay during the Shorebird Festival.



Homer stands out as one of Alaska's premier locations for witnessing the awe-inspiring sight of thousands of shorebirds.

The four-day Festival embodies a cherished Homer tradition, celebrating the birds' return with many enriching activities. From seminars and workshops to children's activities and guided tours, there are birding opportunities suited for individuals of all ages and skill levels. Whether you're a novice or a seasoned enthusiast, there's something for everyone.

Explore further and secure your spot for festival events by going to [kachemakshorebird.org](http://kachemakshorebird.org).



[Register and Buy Tickets](#)



[Download a Program of Events](#)

## Homer Steps Up - May 1 - 28, 2024 - FREE Event Organized by South Peninsula Hospital

The City of Homer is proud to co-sponsor the Homer Steps Up challenge, again! You too can register in groups to help our community stay active and healthy.

**Registration opens April 1st** for this FREE event running from May 1st to 28th, open to all residents of the Southern Kenai Peninsula. Form teams of 5-25 members and track your steps using a fitness tracker, smartphone, or manual entry.

Walk to Win! Weekly drawings for prizes, end-of-challenge cash prize drawings, and \$500, \$300, or \$200 to donate to your team's local non-profit of choice!



For more information and to register, visit:



[homerstepsup.com](http://homerstepsup.com)

# COMMUNITY RECREATION

## INLET WINDS COMMUNITY BAND FREE CONCERT

A performance you don't want to miss! The Inlet Winds Community Band invites you to the Mariner Theater at Homer High School on Saturday, April 13 at 7pm for a FREE performance.

Under the guidance of Co-Directors Mary and Eric Simondsen, local adult and high school musicians have dedicated themselves to months of practice to prepare a captivating program of songs.

**When:** Saturday, April 13, 7:00 pm

**Where:** Homer High School, Mariner Theater

**Fee:** FREE

### Program

**Fanfare -HAYABUSA** -Satoshi Yagisawa

**Watchman Tell Us of the Night** -Mark Camphouse

**Rollo Takes a Walk** -David Maslanka

-Intermission-

**Armenian Dances** -Loris Chobanian

**The Rowan Tree** -Randall Standridge

**March from Symphonic Metamorphosis** -Paul Hindemith



## SUCCESSFUL PICKLEBALL INJURY PREVENTION CLINIC

Preventing injury in pickleball is important to enjoy the game and participate in the sport for the long term.

Staff from our local Summit Physical Therapy generously volunteered their time and expertise to instruct community members on injury prevention while playing pickleball. A total of 18 individuals attended the 2-hour clinic at the HERC gym and found it very beneficial. Summit Physical Therapy brought their own equipment and led participants through dynamic warm-ups, targeted stretches, agility exercises, and much more. They also provided portable cold wrap machines, kinesiology tape, massage guns, and other tools.



Pickleball Injury Prevention Clinic Attendees with Summit Physical Therapy Staff

A big thanks to Summit Physical Therapy, and we look forward to offering more preventive sessions in the future.

# CITY HALL

## SISTER CITY ART EXHIBIT AT THE PRATT MUSEUM



2024 marks the City of Homer's 40th Anniversary as a Sister City with Teshio, Hokkaido, Japan. Established April 7, 1984, Teshio and Homer have enjoyed a profound camaraderie and sharing of families, student exchanges, ideals, and memorabilia.

As part of our community's 40-year celebration, eighteen pieces of art that Teshio has generously gifted the City over the years will be on display in the Main Lobby of the Pratt Museum from **May 1 to September 7**.

This exhibit provides an opportunity to learn more about our Sister City, foster a stronger connection with Teshio, and view these cherished pieces that are part of the City of Homer's Municipal Art Collection.

A First Friday Exhibition will be held **Friday, May 3rd** at 4:00 pm and will be free to the public.

More info on the [Sister City Program](#) and the [Municipal Art Collection](#) can be found on the City of Homer website.

## TOMODACHI TAIKO DRUMMING EVENT

Mark your calendars for an exciting event as part of the 40th Sister City Anniversary celebrations! The City of Homer and the Alaska Japanese Club are thrilled to invite the Tomodachi Taiko Association to bring the rhythms of Japanese Taiko drumming to Homer High School's Mariner Theater on **May 4th**. Join us for a performance featuring 12 drummers from Anchorage and Japan and immerse yourself in the peaceful yet powerful beats of this ancient art form. Additionally, students from the Alaska Japanese Club will showcase their own skills in special Taiko performances throughout the day.

The Japanese Club students have been working hard to create drums since September. They have made 30 cardboard drums, a 50-gallon Taiko drum, and 30 pairs of Taiko drum sticks called bachi. They have been rehearsing twice a week to prepare for this special event. The students will also perform on **April 19th** for the Jubilee Youth Performing Arts Show at Homer Mariner Theater.



Taiko Drum



Japanese Club students with homemade Taiko drums participating in Homer's Winter Carnival

Japanese Taiko drums are traditional percussion instruments that originated in Japan centuries ago. They are characterized by their large size and deep, resonant tones, which are produced by striking the drumheads with wooden sticks called bachi. Taiko drumming is not just about the music; it's a cultural art form that embodies strength, unity, and spirited performances.

Don't miss the unique opportunity to learn how to build Japanese Taiko drums at our drum making workshop on **Friday evening, May 3rd**! Stay tuned for further event details, which will be posted on the City of Homer website and social media. Mark your calendars and get ready to experience the energy of Taiko drumming like never before!

# CLERKS

## HOW TO RUN FOR ELECTED OFFICE EVENT

Are you interested in running for public office this year? Or thinking about it for future elections? Maybe you are just curious about the process?

**On Thursday, April 4th, there is a free event on How to Run For Elected Office.**

The event will feature a presentation on how to run for elected office and a Q&A session with a panel of past elected officials. Application and filing materials will be on hand for review. Oh, and don't forget, there will be refreshments too!

**When:** Thursday, April 4th, from 5:30 – 7:30 pm

**Where:** Homer City Hall, 491 E Pioneer Avenue

**More Info:** Facebook [@kpvotes](#), Instagram [@kpvotes](#), email [kenaipeninsulavotes@gmail.com](mailto:kenaipeninsulavotes@gmail.com), or call 907-299-2517

Thanks to Kenai Peninsula Votes and the League of Women Voters on the Kenai who are sponsoring this event with the City of Homer.

### Why is it important to run for Public Office?

Participation in public service is essential for a thriving society and community. Decisions and policies shape what our society looks like now and in the future.

### It's important for these reasons:

#### Representation:

It ensures diverse voices are heard and represented in decision-making.

#### Policy Impact:

Candidates shape policies that affect every aspect of society.

#### Driving Change:

Running empowers individuals to champion causes and drive meaningful change.

#### Accountability:

Elected officials are held accountable for their actions, fostering transparency.

#### Inspiration:

It inspires future generations to engage in civic leadership and public service.

#### Community Resilience:

Builds community engagement and resilience in addressing challenges.

#### Preserving Democracy:

Demonstrates a commitment to upholding democratic values and principles by choosing our leaders through voting.

Running for public office is not just a personal endeavor but a vital civic duty that shapes the future of our communities and nation.

**How to Run For Elected Office**  
City - Borough - State

Sponsored by the League of Women Voters on the Kenai, Kenai Peninsula Votes, and the City of Homer

**Thursday, April 4th 2024**  
Homer City Hall  
491 E Pioneer Ave.  
from 5:30pm - 7:30pm

**What's covered during the event:**

- Presentation on how to run for elected office
- Materials will be available for reference
- Q&A with panel of past elected officials
- Refreshments
- Networking period (time permitting)

For more information: 907-299-2517 - [kenaipeninsulavotes@gmail.com](mailto:kenaipeninsulavotes@gmail.com)

# COMMUNITY DEVELOPMENT

## HOMER COMPREHENSIVE PLAN REWRITE



Community members noting on maps areas of importance.

The City of Homer launched its 2018 Comprehensive Plan at the Alaska Maritime National Wildlife Refuge Visitor's Center on March 28th, drawing a full house of 75-80 participants.

With support from the Anchorage-based consulting group Agnew::Beck, the city is updating its plan, sparking enthusiastic engagement from community members who offered valuable feedback. Shelly Wade, a principal/owner from Agnew::Beck, led discussions on walkability, recreational access, protection of green spaces, and preserving Homer's "small town vibe". Attendees stressed the importance of youth involvement in the rewriting process, as they will be the ones living in Homer in 20 years.

Moving forward, the consulting team plans to continue community engagement through surveys and future visits. Your engagement and ideas got the planning team off to a great start. Let's keep it rolling!

**For ways to get involved, contribute your ideas, and to receive updates, go to [homercomplanupdate.com](https://homercomplanupdate.com).**

## PORT & HARBOR U.S. NAVAL ACADEMY STUDENT VISIT

Homer's Port and Harbor welcomed four Midshipmen students from the Annapolis, Maryland U.S. Naval Academy for a three-day field study on harbor design. The students traveled to Homer as part of their capstone senior design project as ocean engineers. The team selected the Homer Harbor Expansion (HHE) as their final project and reached out through the HHE website to ask questions prior to scheduling the visit. In addition to meeting with our Port and Harbor team and HDR engineers, the students also gathered site-specific data, such as soundings to measure ocean depth, sediment samples, and information on other site characteristics.

The Ocean Engineering Program at the Naval Academy guides students to explore coastal, offshore, underwater, and environmental engineering to address challenges in ocean environments. Students design structures for shore protection, harsh ocean conditions, underwater living (submarines), underwater working systems (cables, pipelines, shipwrecks, etc.), while also tackling pollution and resource management issues.

Homer feels honored to have been chosen by these young professionals to support their studies. Our harbor's captivating and distinctive geography offers a truly special learning environment. We hope that collaborating with these students during their visit will lead to innovative methods that will benefit ours and many other harbors in the future.



Left to Right: Midn 1/C Tanner Cummins, Deputy Harbormaster Aaron Glidden, Midn 1/C Daniel Gantz, Port Director Bryan Hawkins, Midn 1/C Michael Lancaster, Harbormaster Matt Clarke, Midn 1/C Daniel McMann

**Click here to learn more about the U.S. Naval Academy Ocean Engineering Program:**



### Ocean Engineering Major

Ocean Engineering page for Naval Architecture & Ocean Engineering at USNA.edu. Updated Tue Feb 20 14:46:20 EST 2024.

 NavalAcademy

**CLICK HERE** 

# HOMER HARBOR EXPANSION

## STUDY UPDATE



Great news for our community!

Federal continuation funds for the Homer Harbor Expansion General Investigation were included in the Fiscal Year 2025 Presidential budget, which was released to Congress on March 11. Though confirmation of the funding is contingent upon approval from Congress during the budgetary process, this is very positive news. The announcement underscores the USACE's commitment to advancing the General Investigation, as well as the support of the Alaska Congressional Delegation.

The General Investigation study allows us to identify sustainable solutions to meet the escalating demands of maritime transportation across the region and address safety concerns, while balancing environmental stewardship and economic vitality.

The US Corps of Engineers project team will be doing environmental fieldwork this summer utilizing remaining Fiscal Year 2023 study funds. The team's first visit will be in April to coincide with an ecological modeling workshop they are also hosting as part of the study. The City is presently contracting for geophysical survey work to map beneath the seafloor in

the area proposed for the harbor expansion. The survey is expected to begin later in the summer. Completing these two study components will allow the US Army Corps of Engineers to move forward with design work when study activities resume in full.



Keep engaged with the study at [www.homerharborexansion.com](http://www.homerharborexansion.com)

## ALASKA DOT HOMER AIRPORT IMPROVEMENT PROJECT

The Alaska Department of Transportation and Public Facilities (DOT&PF), in cooperation with the Federal Aviation Administration (FAA), is currently engaged in a construction project to rehabilitate and improve Homer Airport runways and taxiways with the goals of extending the service life of the airport, improving safety, and improving airport perimeter access for airport security, maintenance, wildlife hazard management, and airfield rescue operations.



View closure schedule and details about the project on the City of Homer webpage, DOT&PF Homer Airport Improvement Project Info:



<https://www.cityofhomer-ak.gov/airport/dotpf-homer-airport-improvement-project-info>

Stay up to date with DOT&PF's Airport Improvement Project. You can provide public comment via their online comment form.



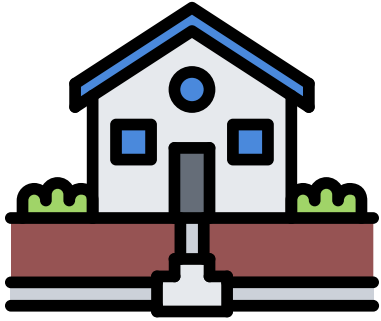
[Homer Airport Improvements - Public Involvement](https://dot.alaska.gov/creg/homerairport/involvement.shtml)

<https://dot.alaska.gov/creg/homerairport/involvement.shtml>

# PUBLIC WORKS

## WATER AND WASTEWATER COLLECTIONS SYSTEM CLEANING

The City of Homer's Water and Wastewater Collections Department needs your help to keep the wastewater collection system clean and operating smoothly! Homeowners and business owners are encouraged to regularly clean their water and sewer lines to prevent pipe damage and clogs, ultimately saving money on costly repairs. Cleaning out these systems pushes debris into the wastewater collection system, which can then be maintained by the City and transported to the Wastewater Treatment Plant.



All drainage lines from homes or businesses are linked to the City's collection system. The system consists of water and sewer main pipes, manholes, cleanouts, siphons, lift stations, and key structures, organized into five routes, each receiving annual cleaning. Hydro Jetting is the method used for cleaning, which is a safe and eco-friendly technique utilizing pressurized water and air to eliminate undesirable substances from the system.

Whether from sinks, showers, or toilets, every drain connects to the sewer lines. By maintaining and regularly inspecting systems in your home or business, you contribute to the city's efforts to ensure everything runs well.

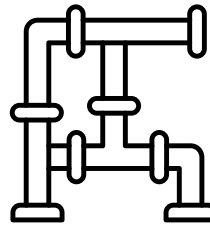


### What you can do:



#### Adopt Good Habits

- Dispose of grease in the trash.
- Use drain strainers.
- Run water regularly.
- Check for leaks.
- Maintain garbage disposals.
- Mindful flushing.
- Use quality cleaning materials.



#### Routine Maintenance:

- Schedule routine inspections every two years.
- Avoiding tree root intrusion on sewer and water lines.
- Install backwater prevention valves.
- Maintain septic systems.

## CITY OF HOMER AWARDED EPA AQUARIUS RECOGNITION

The City of Homer is incredibly proud to announce it has been awarded a U.S. Environmental Protection Agency (EPA) AQUARIUS Recognition for the Seawall Armor Rock Installation Project. The AQUARIUS Recognition Program nationally recognizes Drinking Water State Revolving Fund (DWSRF) funded projects for exceptional focus on six main areas. Homer was chosen for its "Excellence in Climate Change Mitigation and Resiliency."

In May 2021, the City completed a significant erosion defense project partially funded by Alaska's DWSRF Program. Focused on reinforcing an existing seawall with armor rock, the project aimed to combat accelerated erosion along the coastline that threatened property and utility infrastructure. Shoreline erosion rates estimated from historical air photos from 1951 to 2002 averaged about 3.5 feet per year. The seawall constructed in 2004 helps protect properties from erosion.

By enhancing the wall's defense with the installation of armor rock, the project ensures stability to utilities infrastructure, including wastewater in the area, and critical drinking water that supplies residents and businesses in Homer. Overall, the City of Homer took decisive action to prevent water supply failures that would have affected residents, tourists, retail businesses, the Alaska Marine Highway ferry terminal, the fishing industry, hotels, and outdoor enthusiasts that use the Spit as an access point to the wonders of Kachemak Bay.

This award reflects Homer's commitment to environmental stewardship and use of innovative designs to protect our shores from further erosion.

# FIRE DEPARTMENT

## HVFD FIRE ACADEMY

Have you ever considered a career as an emergency responder? The Homer Volunteer Fire Department is looking for dedicated volunteers who are eager to learn.

Be sure to register in time to **attend training from March 25th through July 20th.**

This program equips participants with the essential skills and knowledge needed to excel in firefighting and emergency medical services.

Training will consist of fundamental Fire Fighter I and Fire Fighter II techniques, as well as Hazmat awareness and operations. Recruits gain hands-on experience under the guidance of experienced instructors.

For those looking to start a career as a volunteer firefighter or EMT, this training will provide a pathway for you to make a meaningful impact on your community.

Stop by the Homer fire station located at 604 E. Pioneer Ave., or call 907-235-3155 for more information!



## 2024 Fire Academy Take The Next Step

Kick start your career as an emergency responder by becoming a volunteer firefighter or EMT.

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Receive free training when you become a volunteer. Stop by the Homer fire station or call 907-235-3155 for more information! Stop by today.

**Starting March 25th - July 20th**  
HVFD Fire Academy will consist of Firefighter I training, Hazmat awareness, Hazmat operations, and Firefighter II training.



# POLICE DEPARTMENT

## NATIONAL RX TAKE BACK DAY APRIL 27, 2024

For over ten years, the HPD has participated in the U.S. Drug Enforcement Administrations (DEA) National Prescription Drug Take Back Day. Last year, over 22 tons of medications were collected from the Pacific Northwest states (Alaska, Washington, Oregon and Idaho) alone.

The take back program aims to provide a safe, convenient, and responsible means of disposing of prescription drugs while also educating the general public about the potential for medication abuse. We encourage all families, friends and neighbors to participate. Unused prescription drugs can end up in the wrong hands, which can be dangerous and tragic.

At the Homer Police Department, every day is Take Back Day. There is a permanent collection box in the front entrance lobby. Help keep your family and community safe by turning in unneeded medications for proper disposal.







In this section, we aim to keep readers informed about the latest developments in public safety in the community. Whether it's news about crime prevention, emergency preparedness, or updates on local law enforcement activities, we've got you covered. Our goal is to promote a safe and secure environment for all community members and visitors of Homer, and we believe that staying informed is a crucial part of achieving that. Read on to learn more about what's happening in public safety in Homer.

## APRIL IS NATIONAL DISTRACTED DRIVING AWARENESS MONTH

During the month of April, the National Highway Traffic Safety Administration (NHTSA) is raising awareness of the danger of distracted driving. Did you know that distracted driving claimed the lives of 3,522 people in 2021 alone? By being aware and changing habits while on the road can save you a ticket and can save lives.

According to the NHTSA site, “Distracted driving comes in many forms: adjusting the radio or GPS, applying makeup, eating and drinking. But it’s cell phone use — specifically, texting, talking, and social media use — that is the most common distraction. Texting, which includes messaging, is considered the most dangerous type of distracted driving because it combines visual, manual and cognitive distraction.”



### Here are some simple tips for a safer ride:

- Need to text? Pull over in a safe spot. No text or notification is worth risking a life on the road.
- Designate a passenger as your "designated texter" for calls or messages.
- Avoid scrolling through apps while driving. Put your phone out of reach until you arrive.

## SAFETY TIPS FOR MOOSE ENCOUNTERS



It’s that time of year when moose often come to graze where snow has melted. Keep these safety tips in mind if you encounter moose while out on walks, on the trail, in your neighborhood, or while driving.

The Alaska Highway Safety Office offers the following tips to help avoid a deadly confrontation with moose:

- Never feed a moose
- Give moose at least 50 feet. If it doesn't yield as you approach, give it the trail.
- If a moose lays its ears back or its hackles (the hairs on its hump) rise, it's angry or afraid and may charge.
- Moose kick with their front as well as hind feet so we suggest not confronting them directly.
- Don't corner moose into fences or houses.
- If a moose charges, there are few options available to you but it has been suggested by many others to simply get behind a tree. A theory stands that you can run around the trunk faster than the gangly moose.
- Never get between a cow and her calf.

# MEET THE STAFF

## Work Anniversaries

Thank you to the following staff members for your dedication, commitment, and service to the City of Homer!

### March

Names	Dept.	Years
Matt Clarke	Port	23 Years
Elton Anderson	Port	18 Years
Renee Krause	Clerks	17 Years
Mike Parish	Public Works	10 Years
Angie Kalugin	Finance	9 Years
Elizabeth Fischer	Finance	7 Years
Kurt Read	Port	7 Years
Matt Smith	Library	6 Years
Matt Steffy	Planning	6 Years
Amber Baldus	Fire	2 Years
Bill Jirsa	IT	1 Year
Michael de la Torre	Police	1 Year
Kane Graham	Police	1 Year



Roslyn Kriegh

Meet **Roslyn Kriegh** who joined the Port & Harbor in March as Port Property Associate.

Roslyn was born and raised on Kodiak Island. Her husband, Thomas Vanek, is from Ninilchik. They have spent the last 7 years in California and Washington state pursuing education and supporting their extended family.

Homer is where they always planned to return, she says, “near our families and in the state we adore. We couldn’t imagine a better place to establish our futures.”

Although Roslyn is still settling into her position, she has been enjoying her interactions with everyone and their excitement for the upcoming season! Outside of work she has several hobbies including a passion for ornithology, animal husbandry, freshwater aquariums, and chickens. Ask her to learn more!

## Welcome to the Team!



We want to extend a warm welcome to **Bradley Gullikson**, who joins the Homer Police Department as a Police Officer. Bradley comes to us from the Alaska State Troopers and brings valuable knowledge and experience to the team.

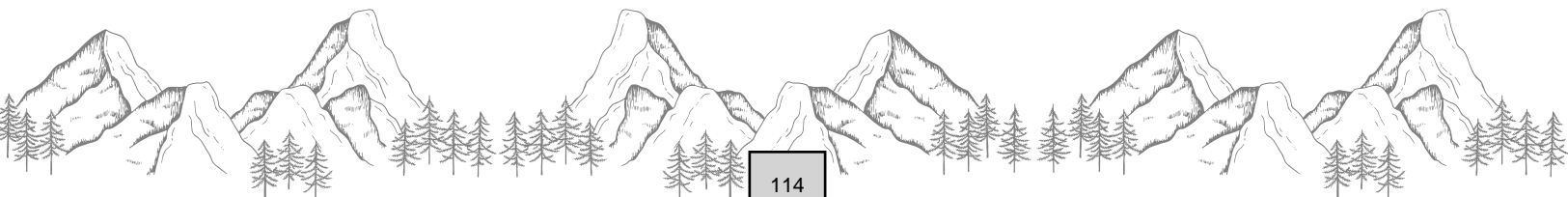


Stephen Overdorf

**Stephen Overdorf** joins Public Works as a full-time Equipment Operator Apprentice. Stephen has worked the last two seasons as a winter temp, working with Airport Building Maintenance.

Stephen came to Homer from Kenai in January of 2000 and was actually a part of the crew that built the Fish Factory in Homer. In his spare time, he works with his sawmill and maintains his hobby farm with goats and a garden.

When asked about what he likes most about Homer, he says, “It’s the best place on earth!” We can agree on that.



# CITY OF HOMER ROSTER

**Mayor** - Ken Castner (2024)

## City Council

Donna Aderhold (2024)

Jason Davis (2025)

Shelley Erickson (2024)

Storm P. Hansen (2025)

Rachel Lord (2026)

Caroline Venuti (2026)

## City Staff Leadership

Melissa Jacobsen, Acting City Manager, MMC, City Clerk/Deputy  
Director of Administration

Mark Robl, Chief of Police

Bill Jirsa, Chief Technology Officer

Julie Engebretsen, Director of Community Development

Elizabeth Walton, Finance Director

Mark Kirko, Fire Chief

Dave Berry, Library Director

Andrea Browning, Personnel Director

Bryan Hawkins, Port Director

Dan Kort, Public Works Director

Ryan Foster, City Planner

Mike Illg, Community Recreation Manager

## Commissions and Boards

ADA Advisory Board

Economic Development Advisory Commission

Library Advisory Board

Parks, Art, Recreation and Culture Advisory Commission

Planning Commission

Port and Harbor Advisory Commission

# MUNICIPAL ART COLLECTION



Fireweed Wall Mural by Josh Nordstrom - City Hall



Pocket Pebble by Melisse Reichman -  
Boathouse Pavilion on the Spit

Learn more about the municipal art collection at:

[www.cityofhomer-ak.gov/  
prac/city-homer-municipal-art-collection](http://www.cityofhomer-ak.gov/prac/city-homer-municipal-art-collection)

## STAY CONNECTED TO CITY COUNCIL

Go to [cityofhomer-ak.gov/cityclerk/stay-connected-city-council](http://cityofhomer-ak.gov/cityclerk/stay-connected-city-council) to find instructions on how to listen, provide testimony, and participate in the meetings via Zoom.

## UPCOMING MEETINGS

### April

- |    |         |                                                                      |
|----|---------|----------------------------------------------------------------------|
| 1  | 3:30 pm | Comprehensive Plan Steering Committee Regular Meeting                |
| 3  | 5:30 pm | Planning Commission Worksession                                      |
| 3  | 6:30 pm | Planning Commission Regular Meeting                                  |
| 9  | 6:00 pm | Economic Development Advisory Commission Regular Meeting             |
| 11 | 4:00 pm | ADA Advisory Board                                                   |
| 15 | 3:30 pm | Comprehensive Plan Steering Committee Regular Meeting                |
| 16 | 5:30 pm | Library Advisory Board Regular Meeting                               |
| 17 | 5:30 pm | Planning Commission Worksession                                      |
| 17 | 6:30 pm | Planning Commission Regular Meeting                                  |
| 18 | 5:30 pm | Parks, Art, Recreation & Culture Advisory Commission Regular Meeting |
| 24 | 5:30 pm | Port & Harbor Advisory Commission Regular Meeting                    |
| 29 | 3:30 pm | Comprehensive Plan Steering Committee Regular Meeting                |

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## JOIN OUR TEAM

- Find current job listings for the City of Homer
- Sign up for Job Alerts
- Apply Online at: [cityofhomerak.applicantpro.com/jobs](http://cityofhomerak.applicantpro.com/jobs)

**ABOUT THIS NEWSLETTER**  
The City of Homer Newsletter is published monthly. For questions or comments, please contact the Office of the City Manager at [citymanager@ci.homer.ak.us](mailto:citymanager@ci.homer.ak.us).

## City of Homer

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907-235-8121

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