



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Parks, Art, Recreation & Culture Advisory Commission Regular Meeting

Thursday, November 21, 2019 at 5:30 PM

City Hall Cowles Council Chambers

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

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

VISITORS/PRESENTATIONS (10 minutes)

A. Dr. William Marley

Proposal on Purchase and Use of Land Along the Sterling Highway

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. Meeting Minutes for the October 17, 2019 Regular Meeting Page 3

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

A. Staff Report - Julie Engebretsen, Deputy City Planner

B. Parks Report - Matt Steffy, Parks Maintenance Coordinator

C. Recreation Report - Mike Illg, Recreation Manager

PUBLIC HEARING

PENDING BUSINESS (15 minute limit)

NEW BUSINESS (15-20 minute limit)

A. Mariner Park Expansion Project - Matt Steffy, Park Maintenance Coordinator

B. Spit Camping and Greenspaces

Recommendation:

Please Review the Attached Draft and Motion to Approve as Submitted or Amend as Needed

INFORMATIONAL MATERIALS

[A.](#) Commission Annual Calendar 2020

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[B.](#) 2019 Commissioner Attendance at Council Meetings

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[C.](#) 2019 NRPA Agency Performance Review

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[D.](#) Resolution 19-070 Approving Updated and Amended PARC Bylaws

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COMMENTS OF THE AUDIENCE (3 minute limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE CITY COUNCILMEMBER (if present)

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **Thursday, February 20, 2020, 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.

Session 19-08, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair Ingrid Harrald at 5:32 p.m. on October 17, 2019 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

ABSENT: COMMISSIONERS ASHMUN AND SHARP (excused)

STAFF: DEPUTY CITY PLANNER ENGBRETSSEN
DEPUTY CITY CLERK TUSSEY
PARKS MAINTENANCE COORDINATOR STEFFY
COMMUNITY RECREATION MANAGER ILLG

The Parks, Art, Recreation and Culture Advisory Commission met at the Hickerson Memorial Cemetery for a Worksession from 11:00 a.m. to 12:00 p.m. to conduct a site visit of the Hickerson Cemetery Expansion Improvements.

AGENDA APPROVAL

Chair Harrald called for a motion to approve the agenda.

LOWNEY/LEWIS MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

VISITORS/PRESENTATIONS

RECONSIDERATION

CONSENT AGENDA

A. Minutes from the September 19, 2019 Regular Meeting

B. Memorandum from City Clerk Re: Meeting Schedule 2020

Chair Harrald called for a motion to approve the consent agenda.

LOWNEY/LEWIS MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Staff Report - Deputy City Planner Engebretsen

Deputy City Planner Engebretsen reviewed her staff report and facilitated discussion with the commission on the following topics:

- Planning Commission's decision to recommend City Council move forward with a Wayfinding-Streetscape Plan being proposed by the Economic Development Advisory Commission.
- Poopdeck Trail is substantially complete and open to the public.
Traffic calming boulders being placed at Karen Hornaday Park and scheduling a worksession to visit the park, preferably on November 21st before their next regular meeting.
- Play equipment installed at the Ben Walters Park.

B. Parks Maintenance Report - Matt Steffy, Parks Coordinator

Parks Maintenance Coordinator Steffy provided his staff report to the commission. Commissioners and staff held discussion on the following topics:

- Seasonal project work has been very successful this year, including repainting restrooms and brush removal.
- Campground hosts done for the year and feedback received from them; additional hosts will stay for the winter at the Fishing Hole since that campground is open year-round.
- Park improvements completed such as the new playground equipment at Ben Walters Park, brushwork and parking lot projects at Karen Hornaday Park.
- Intensive litter patrols in parks by staff and local volunteers through partnerships.
- Cemetery maintenance and new contract with Dutchboy Landscaping for snow removal.
- New equipment installation proposal by Dr. Bell at Jack Gist Park.
- Seasonal transition of the Fishing Hole Campground to large vessel haul-out.
- Camping statistics and how fires this summer affected camping revenues
- General questions regarding campground uses and parks maintenance/improvements.

C. Community Recreation Report - Mike Illg, Recreation Manager

Recreation Manager Illg provided his verbal community recreation report, noting the following items:

- Kudos to Matt Steffy and their attendance at the 2019 Parks and Rec Conference, which will be held in Soldotna next year; suggested ways to have additional participants attend.
- Completed second year of all-volunteer flag football; 35-40 kids participated and likely to be an annual event and expand to additional ages.

- Overview of sporting programs including the youth basketball program, karate, pickleball, and working with coaches to open facilities so kids have more programs to participate in and a place to go do things.
- Upcoming events in November such as the Ski Swap and Turkey Trot
- Opinions on having a community building, how the project is listed in the City's CIP, and budget concerns regarding additional staffing not being included.

D. Report - Hickerson Cemetery Walk Through

Parks Maintenance Coordinator Steffy provided an overview of the Hickerson Memorial Cemetery Walk-through that the commission participated in during their worksession earlier. Mr. Steffy gave a brief history of the cemetery, issues that have come up, and what staff is currently working on. Aaron Yeaton, Engineering GIS Technician at Public Works, has been doing GIS site locates of the cemetery and created a "parcel viewer" tool to better aid staff in managing the cemetery. Mr. Steffy explained the City's current process of reserving, managing, and handling the use of the plots, and how staff is working on improving it between the City Clerk's Office and Public Works/Parks and Rec.

There was discussion and questions from the commission regarding the new cemetery expansion, if staff has received feedback/opinions from the neighboring residents, and additional online resources that are available on gravesite research.

E. Report on Community Artwork Selection Panel for the Homer Public Library

Commissioner Lewis gave a verbal report on how the Community Artwork Selection Panel went for the Homer Library's Call to Artists for public art. Commissioners directed questions to Mr. Lewis concerning what kind of artwork was selected, that there was enough artwork to circulate it on a 3-4 month basis, and that it will be stored with the artist until displayed.

PUBLIC HEARING

PENDING BUSINESS

A. Memorandum from Deputy City Clerk re: Election of Officers

Chair Harrald introduced the item by reading of the title and requested a motion to elect a chair.

LOWNEY/ROEDL MOVED TO ELECT COMMISSIONER HARRALD AS CHAIR.

Ms. Harrald shared that she enjoys being chair but suggested that if someone else would like to be nominated she would prefer that instead.

VOTE: YES: ROEDL

VOTE: NO: HARRALD, ARCHIBALD, FAIR, LOWNEY, LEWIS, BARNWELL

Motion failed.

LOWNEY/ARCHIBALD MOVED TO ELECT COMMISSIONER LEWIS AS CHAIR.

Ms. Harrald opined that Commissioner Lewis comes to the role with experience and the enthusiasm to advocate for their parks and commission.

VOTE: YES: ARCHIBALD, FAIR LOWNEY, ROEDL, BARNWELL, HARRALD

VOTE: NO: LEWIS

Motion carried.

Chair Lewis received the gavel and requested a motion to select a new vice chair. Discussion ensued on who would be willing to be vice chair.

ROEDL/ARCHIBALD MOVED TO NOMINATE COMMISSIONER LOWNEY FOR VICE CHAIR.

There was brief discussion on whether Ms. Lowney would accept the nomination.

VOTE: YES: FAIR, LOWNEY, LEWIS, ROEDL, BARNWELL, HARRALD, ARCHIBALD

Motion carried.

NEW BUSINESS

A. Nature Conservancy Land Donation, Homer Spit

Deputy City Planner Engebretsen provided an overview of how in 2001 the City acquired conservation properties on the Spit. One parcel of that land is still owned by The Nature Conservancy (TNC), who has recently reached out to the City wishing to donate the land to a local entity to continue the stewardship of the land. Ms. Engebretsen explained that the City is amenable to the transfer; it is stated in our Comprehensive Plan to acquire lands on the outside of the Spit for public enjoyment. A resolution will be before City Council at their next meeting and the City Manager is seeking a motion of support to accept the land donation.

LOWNEY/FAIR MOVED THAT THE CITY ACCEPT THIS LAND AS A DONATION.

Commissioner Lowney voiced her full support of accepting the land donation. She opined that they should be protecting as much as possible on the Spit, and it comes at no cost. Commissioner Fair agreed in support of the donation.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

B. Budget Requests

Deputy City Planner Engebretsen described the two items being requested for funding: a replacement plaque at Ben Walters Park from PARCAC funds due to the original one being stolen, and a recommendation to City Council to fund seasonal trail maintenance with HART funds.

Ms. Engebretsen deferred to Parks Maintenance Coordinator Steffy to help provide details on the two requests. Mr. Steffy shared his plaque materials research and that the plaque replacement would be about \$200. Commissioners directed questions to staff in regards to:

- Clarifying the budget; what has been allocated from HART vs. PARCAC funds and what is currently available
- Facilitating discussion on how the commission would like to proceed
- Options for plaques that are easily replaceable or less prone to theft/vandalism
- Types of plaque that staff is considering purchasing and the costs involved

HARRALD/LOWNEY MOVED TO ALLOCATE UP TO \$200 FOR A NEW PLAQUE AT BEN WALTERS PARK.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Ms. Engebretsen noted that it is possible to utilize HART funds to pay for more labor to do more trail maintenance. She explained that the City Manager is seeking a motion of recommendation from the commission that City Council fund temporary labor for seasonal trail work, and how the new budget process works in relation to seasonal trail maintenance. Mr. Steffy provided additional information on some projects that are needing to be done such as brush removal, drainage issues, and areas requiring fill/grading. He noted that these projects are above and beyond their usual maintenance, which is why the extra staffing/budgeting is needed.

LOWNEY/HARRALD MOVED TO APPROVE TO USE OF HART TRAIL FUNDS FOR AN INCREASE TO TEMPORARY EMPLOYEE HOURS TO DO TRAIL MAINTENANCE.

The commission and staff discussed what the temporary trail employee would do, and what the City Manager is recommending to present in the proposed budget. Mr. Steffy provided detailed budget numbers, with staff responding to additional questions on funding/budget process. There was further discussion on commissioners being involved in the decision-making of what improvements take place and what HART funds can be used for, specifically regarding trail staff and for vehicles that are used by trail staff.

LOWNEY/HARRALD MOVED TO AMEND THE ORIGINAL MOTION TO ADD A ONE YEAR TIMEFRAME.

There was no discussion.

VOTE (amendment): NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion on the wording of the amended motion and how the commission would define a one-year timeframe. At the request of the commission, Deputy City Clerk Tussey re-read the amended motion: LOWNEY/HARRALD MOVED TO APPROVE THE USE OF HART TRAIL FUNDS FOR AN INCREASE TO TEMPORARY EMPLOYEE HOURS TO DO TRAIL MAINTENANCE FOR FISCAL YEAR 2020.

VOTE (main motion as amended): NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

C. Draft Budget Overview

Deputy City Planner Engebretsen shared the positive support that City Manager Koester provided to City Council regarding budget for parks maintenance. Specific items that were funded was \$20,000 for ballfield maintenance, \$10,000 for Pioneer Avenue banner replacement, \$10,000 for campground fire rings, and staffing changes to split the current Public Works Director position and create two separate positions for City Engineer and Public Works Director. She noted that having a position dedicated to engineering will help move city projects along (including parks projects), and suggested that the commissioner giving the next City Council report should voice support for the City Engineer position.

D. Spit Camping

Parks Maintenance Coordinator Steffy referenced maps he provided to the commission to describe what Parks and Rec Staff has in mind for extending the Mariner Park campground. He emphasized the impact Homer tourism has on camping revenue and how the only existing campground they have that can be extended is the Mariner Park. He reported on the status of tent areas on Spit, what will be lost when the permanent large vessel haul-out will go in, and that not much expansion can occur at the Fishing Hole campground due to its location.

The commission discussed their concerns regarding loss of campground spaces, what the status is on Port and Harbor parking lot expansion projects, considerations for Pier One Theatre parking and the large vessel haul-out, and how staff is trying to squeeze out more spaces with the existing campgrounds.

E. Jack Gist Park Improvements

Parks Maintenance Coordinator Steffy asked if the commission had further questions or comments regarding the Jack Gist Park that he did not address in his staff report. There was no further discussion by the commission.

F. Wayfinding, Next Steps

Chair Lewis introduced the item by reading of the title and requested a motion.

HARRALD/ARCHIBALD MOVED TO RECOMMEND TO CITY COUNCIL TO ADOPT ORDINANCE 19-XX TO FUND UP TO \$50,000 FROM THE HART FUND FOR THE PURPOSE OF DEVELOPING A WAYFINDING AND STREETSCAPE PLAN.

Per questions from Commissioner Archibald, Deputy City Planner Engebretsen clarified that likely the funding for the plan would come from a split of road and trail funds, which will be up to City Council to decide. Further discussion ensued on the reasons in support of having a Wayfinding-Streetscape Plan and ensuring that PARCAC has a voice during the creation of the plan.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

- A. PARC Commission Annual Calendar 2019
- B. PARC Commissioner Attendance at Council Meetings 2019
- C. PARC Strategic Plan

Chair Lewis acknowledged the informational materials provided.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen thanked the commission.

Parks Maintenance Coordinator Steffy thanked the commission and apologized for feeling personally responsible for making it a long meeting.

Deputy City Clerk Tussey had no comment.

COMMENTS OF THE CITY COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Lewis noted that he likes to keep meetings to the two-hour time limit.

COMMENTS OF THE COMMISSION

Commissioner Lowney commented on ensuring there will be PARCAC commissioner at the next City Council meeting. Commissioner Harrauld agreed to attend the October 28th meeting.

Commissioner Harrauld shared her feeling on the positive direction the City and Parks and Rec is taking, and hopes PARCAC will get a youth representative soon.

Commissioner Fair requested a parks-related topic for the next article he'd like to write for the newspaper. A possible topic suggestion was a proposed City Engineer position.

Commissioners Barnwell, Roedl, and Archibald had no comments.

Staff clarified that the previously cancelled November meeting is still planned, along with the Karen Hornaday Park Worksession Walk-thru.

ADJOURNMENT

There being no further business to come before the Commission the meeting adjourned at 7:30 p.m. The next regular meeting is scheduled for Thursday, November 21, 2019 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved: _____

PARCAC LETTER TO THE EDITOR:

The City of Homer's Parks, Arts, Recreation and Culture Advisory Commission (PARCAC) joins the city's Parks Department in thanking our campground hosts from this summer—and to encourage contact from individuals who might be interested in becoming hosts. The summer of 2019 was the city's first year to have hosts at both Karen Hornaday Campground in town and the Fishing Hole Campground out on the Spit. These volunteer hosts—two at each facility—assisted visitors with directions, answered questions about the area and regulations, and reported to the city on activities at their locations. Their presence freed up time for city Parks & Recreation staff to address other maintenance activities in Homer's many parks and campgrounds and on its trails. According to parks coordinator Matt Steffy, the impact of the hosts was noticeable in a variety of ways: Visitors remarked that they particularly appreciated the hosts' outgoing personalities and their willingness to help. They also assisted with maintenance: weed-whacking, trash pick-up, etc. The hosts for both locations have decided to return to their same duties next summer. In addition, Steffy said he would like to add a host for the busy Mariner Park Campground on the Spit. Anyone who might be interested in this position can contact Steffy for details at msteffy@ci.homer.ak.us or (907) 435-3139.

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2019/2020 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2020	No Meeting Scheduled
FEBRUARY 2020	COMPREHENSIVE PLAN REQUEST LETTER TO THE EDITOR TOPICS IN STAFF REPORT BEACH POLICY REVIEW
MARCH 2020	LETTER TO THE EDITOR DRAFT FOR PUBLICATION IN APRIL
APRIL 2019	3 YEAR BUDGET TRENDS/FINANCIAL GOALS
MAY 2020	SPRING PARK &/ OR BEACH WALK THROUGH
JUNE 2020	REVIEW CAPITAL IMPROVEMENT PLAN & RECOMMENDATIONS FOR NEW PROJECT(S) IF ANY LETTER TO THE EDITOR TOPICS REQUESTED (IN STAFF REPORT)
JULY 2020	NO MEETING SCHEDULED
AUGUST 2020	LETTER TO THE EDITOR DRAFT SUBMITTED FOR REVIEW & APPROVAL
SEPTEMBER 2020	FALL PARK WALK THROUGH AND BEACH WALK; SCHEDULE KHP CLEAN UP DAY
OCTOBER 2019	REVIEW AND APPROVE THE 2020 MEETING SCHEDULE LETTER TO THE EDITOR ELECTIONS
NOVEMBER 2019	No Meeting Scheduled due to Conferences
DECEMBER 2019	NO MEETING SCHEDULED HAPPY HOLIDAYS!

PARKS ART RECREATION & CULTURE ADVISORY COMMISSION ANNUAL CALENDAR
FOR THE 2019/2020 MEETING SCHEDULE

Quarterly: Letters to the editor updating the Community on PARCAC activities

Odd Years: Comprehensive Plan (February) Strategic Plan review (March), Diamond Creek Plan (May), Camping Fees (May), Beach Policy (October), Art Policies

Even Years: HNMTTP, Karen Hornaday Park Plan, 3 year budget trends & progress toward financial goals (April/May)

2019 HOMER CITY COUNCIL MEETINGS
ADVISORY COMMISSION/ BOARD ATTENDANCE

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

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

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

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

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

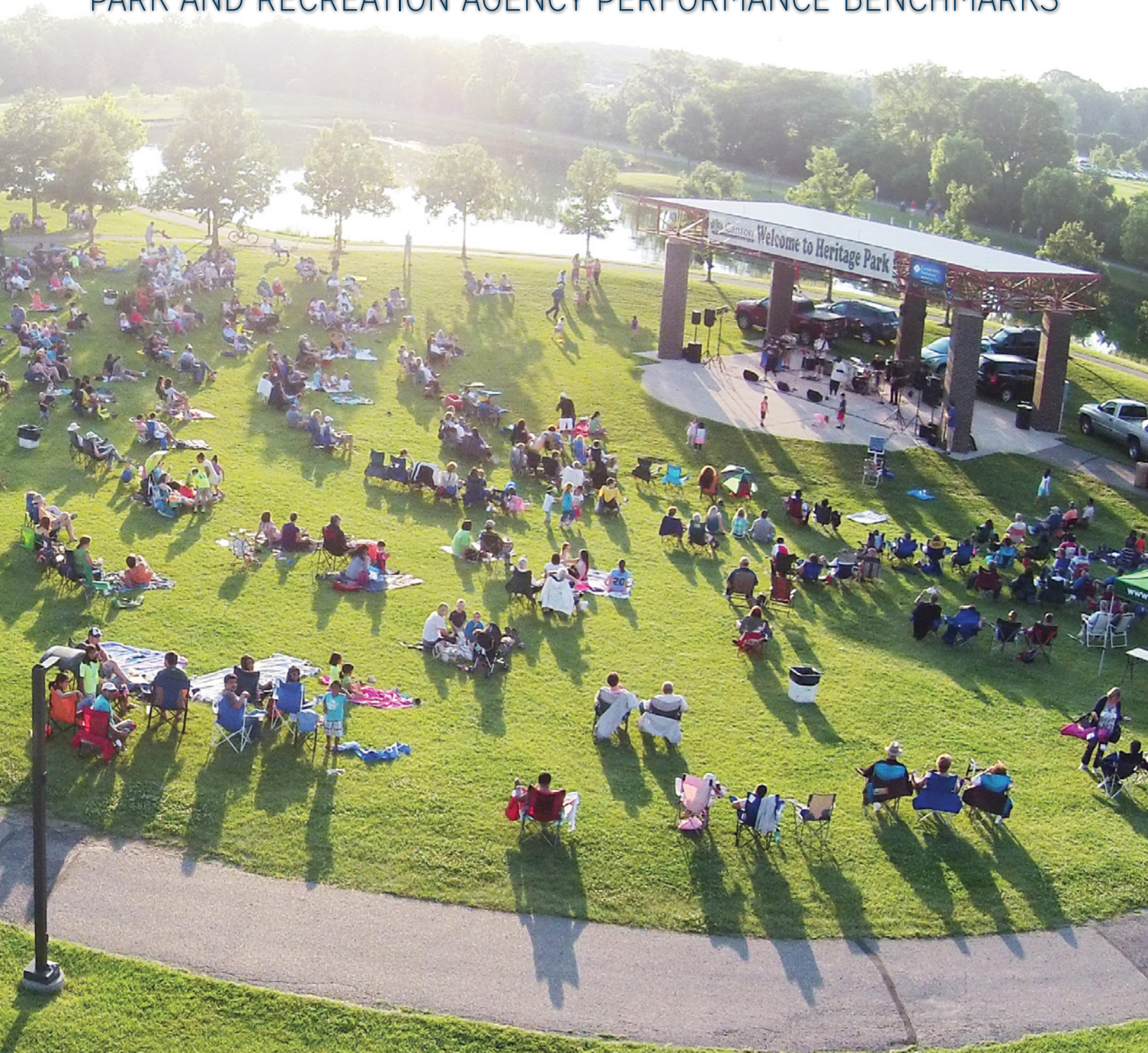
** There will be no first regular meeting in July or November.

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

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

2019 NRPA AGENCY PERFORMANCE REVIEW

PARK AND RECREATION AGENCY PERFORMANCE BENCHMARKS



NRPA National Recreation
and Park Association
Because everyone deserves a great park



**BECAUSE
EVERYONE DESERVES
A GREAT PARK**

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EXECUTIVE SUMMARY

The National Recreation and Park Association (NRPA) is pleased to present you with a snapshot of local parks and recreation: the *2019 NRPA Agency Performance Review*. This report summarizes the key findings from the National Recreation and Park Association's [NRPA Park Metrics](#), our benchmarking tool that assists park and recreation professionals in the effective management and planning of their operating resources and capital facilities. Taken together, the *2019 NRPA Agency Performance Review* and *NRPA Park Metrics* represent the most comprehensive collection of park- and recreation-related benchmarks and insights that inform professionals, key stakeholders and the public about the state of the park and recreation industry.

Data is a powerful tool, but not the final answer for what is best for your agency. The *2019 NRPA Agency Performance Review* and *NRPA Park Metrics* help inform conversations with internal colleagues, external consultants, partners and policymakers on the role of parks and recreation in your community. The combination of insights from this report with information about your community's specific needs and experiences will help identify the optimal mix of facilities and programming your agency should deliver.

The *2019 NRPA Agency Performance Review* does not include “national standards,” nor do the benchmarks represent any sort of standards against which every park and recreation agency should measure itself. The reason for this is simple: there is not a single set of standards for parks and recreation because *different agencies serve different communities* that have unique needs, desires and challenges. Agencies also have diverse funding mechanisms.

For instance, if your agency has more workers per 10,000 residents relative to the “typical” agency, you should not necessarily shed staff to meet that benchmark. An agency with a larger staff may offer more hands-on programming because of the unique needs of the population it serves. Communities vary in population demographics; so too should their park and recreation agencies.

Successful agencies tailor their offerings to meet the needs and demands of *all* members of their communities. Knowing

the characteristics of the residents who use your agency's resources—as well as the characteristics of those who may use those resources in the future (including age, race and income trends)—is also a factor when shaping the optimal mix of facilities and services your agency offers. Park and recreation professionals should use the *2019 NRPA Agency Performance Review* in conjunction with other resources, including those that may be proprietary to a specific agency, those from NRPA and others from external sources. Additional NRPA resources to consider are listed at the end of this report.

How to Use the *2019 NRPA Agency Performance Review* and *NRPA Park Metrics*

The first step is to look at the available data. Most of the data in the *2019 NRPA Agency Performance Review* are presented with medians, along with data responses at the lower-quartile (lowest 25 percent) and upper-quartile (highest 25 percent). The data allow for insights into not only where your agency stands compared to “typical” agencies (i.e., those at the median values) but also compared to the full spectrum of agencies at both the high and low quartiles. Many metrics include the top-line figures as well as certain cross-tabulations of jurisdiction population or population density. More comprehensive as a set of cross-tabulations are available as a set of interactive tables at www.NRPA.org/metrics.

The next step is to build a customized benchmark report based on a peer group you define. Go into *NRPA Park Metrics* to filter the data by agency type, size and geographic region. You can enhance this experience even further by entering your agency's data into *NRPA Park Metrics*, after which you can generate reports that compare your agency's data with the key metrics of agencies throughout the United States.

The *2019 NRPA Agency Performance Review* contains data from 1,075 unique park and recreation agencies across the United States as reported between 2016 and 2018. **Note:** *Not all agencies answered every survey question.*

2019 NRPA AGENCY PERFORMANCE REVIEW KEY FINDINGS

**OPERATING
EXPENDITURES
PER CAPITA:
\$78.69/YEAR**



**REVENUE-TO-OPERATING
EXPENDITURES:
27.3 PERCENT**



**ACRES OF PARK LAND PER
1,000 RESIDENTS:**

10.1



**FULL-TIME
EQUIVALENT EMPLOYEES (FTES)
PER 10,000 RESIDENTS: 8.3**



**RESIDENTS
PER PARK: 2,181**



**AGENCIES WITH
PLAYGROUNDS: 94.4%**

**AGENCIES
OFFERING
SUMMER
CAMPS:**



82.4%



AGENCIES THAT BAN THE USE OF TOBACCO PRODUCTS AT PARKS AND FACILITIES: 73.7%

INDEX OF FIGURES

The 2019 NRPA Agency Performance Review highlights characteristics of America's local public park agencies with graphics categorized into seven sections: park facilities, programming, responsibilities of park and recreation agencies, staffing, budget, agency funding and policies.

FIGURES	TOP-LINE FINDING	PAGE NO.
PARK FACILITIES		
Figure 1: Residents per Park	There is typically one park for every 2,181 residents.	8
Figure 2: Acres of Park Land per 1,000 Residents	The typical park and recreation agency has 10.1 acres of park land for every thousand residents in the jurisdiction.	8
Figure 3: Outdoor Park and Recreation Facilities – Prevalence and Population per Facility	An overwhelming majority of park and recreation agencies has playgrounds (94.4 percent) and basketball courts (86.1 percent) in their portfolio of outdoor assets.	9
Figure 4: Indoor Park and Recreation Facilities – Prevalence and Population per Facility	A majority of agencies offers community centers and recreation centers; two in five agencies offer senior centers.	10
PROGRAMMING		
Figure 5: Programming Offered by Park and Recreation Agencies	Key programming activities include team sports, social recreation events, fitness enhancement classes, and health and wellness education.	12
Figure 6: Targeted Programs for Children, Seniors and People with Disabilities	82.4 percent of agencies offer summer camp for their communities' younger residents.	13
RESPONSIBILITIES OF PARK AND RECREATION AGENCIES		
Figure 7: Key Responsibilities of Park and Recreation Agencies	Top roles include operating parks and facilities, providing recreation programming and services, and operating and maintaining indoor facilities.	14
Figure 8: Other Responsibilities of Park and Recreation Agencies	Operating, maintaining or contracting golf courses or tourism attractions lead the list of other agency responsibilities.	15
STAFFING		
Figure 9: Park and Recreation Agency Staffing	The typical park and recreation agency has a payroll of 38.2 full-time equivalent staff (FTEs).	16
Figure 10: Park and Recreation FTEs per 10,000 Residents	The typical park and recreation agency has 8.3 FTEs on staff for each 10,000 residents in the jurisdiction served by the agency.	17
Figure 11: Responsibilities of Park and Recreation Workers	Operations and maintenance, programming and administration are the main responsibilities of park and recreation workers.	17

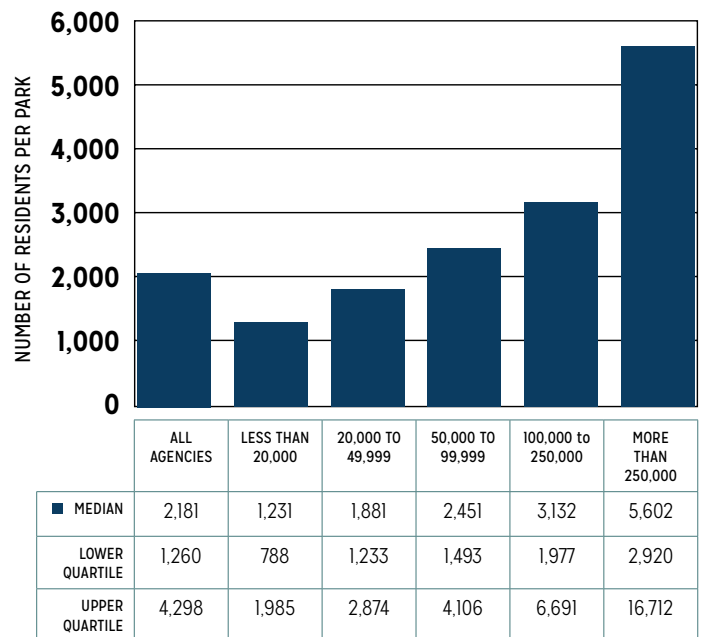
BUDGET		
Figure 12: Annual Operating Expenditures	The typical park agency has annual operating expenditures of \$3,834,500.	18
Figure 13: Operating Expenditures per Capita	The typical park and recreation agency has annual operating expenses of \$78.69 on a per capita basis.	19
Figure 14: Operating Expenditures per Acre of Park and Non-Park Sites	The median level of operating expenditures is \$6,750 per acre of park and non-park sites managed by the agency.	19
Figure 15: Operating Expenditures per FTE	The typical park and recreation agency spends \$93,230 in annual operating expenditures for each employee.	20
Figure 16: Distribution of Operating Expenditures	At the typical park and recreation agency, personnel services account for 54.9 percent of the operating budget.	20
Figure 17: Operating Expenditures Dedicated to Parks or Recreation	The typical park and recreation agency dedicates 44.3 percent of its operating budget to park management and maintenance and 41.8 percent to recreation.	21
AGENCY FUNDING		
Figure 18: Sources of Operating Expenditures	Park and recreation agencies derive 59.3 percent of their operating expenditures from general fund tax support.	22
Figure 19: Park and Recreation Revenues per Capita	The typical park and recreation agency generates \$20.11 in revenue annually for each resident in the jurisdiction.	22
Figure 20: Revenue as a Percentage of Operating Expenditures (Cost Recovery)	The typical agency recovers 27.3 percent of its operating expenditures from non-tax revenues.	23
Figure 21: Five-Year Capital Budget Spending	Park and recreation agencies spend a median of \$4,007,250 million in capital expenditures budgeted over the next five years.	23
Figure 22: Targets for Capital Expenditures	On average, just over half of the capital budget is designated for renovation, while 30.9 percent is geared toward new development.	24
POLICIES		
Figure 23: Park and Recreation Agency Policies	Three-quarters of park and recreation agencies ban the use of tobacco products at most/all of their parks and facilities	25

PARK FACILITIES

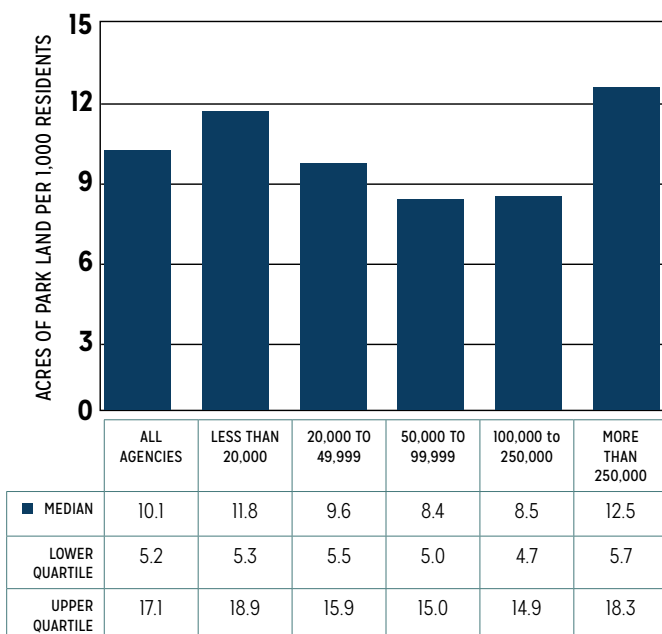
America's local and regional park and recreation agencies differ greatly in size and the types of facilities they offer. The typical agency participating in *NRPA Park Metrics* serves a jurisdiction—a town, city, county and/or region—of 39,183 people. Other agencies serve an area of just a few thousand people; still others are the primary recreation resource for millions of people.

Naturally, the offerings of these agencies are as varied as the markets they serve. **The typical park and recreation agency has jurisdiction over 19 parks comprising a total 432.5 acres.** After adding in non-park sites (such as city-hall lawns for which an agency may have responsibility), the median number of parks and non-park sites increases to 26 encompassing 532.5 acres.

**FIGURE 1: RESIDENTS PER PARK
(BY JURISDICTION POPULATION)**



**FIGURE 2: ACRES OF PARK LAND PER 1,000 RESIDENTS
(BY JURISDICTION POPULATION)**



At the typical agency, there is one park for every 2,181 residents. The number of people per park rises as the population of the town, city, county or region served by an agency increases. For agencies with jurisdictions of fewer than 20,000 residents, there is one park for every 1,231 residents. The ratio increases to one park for every 2,451 residents in jurisdictions with populations between 50,000 and 99,999 and rises further to one park for every 5,602 people at agencies serving areas with a population greater than 250,000.

The typical park and recreation agency oversees 10.1 acres of park land for every 1,000 residents in its jurisdiction. The smallest agencies—those serving fewer than 20,000 residents—typically have 11.8 acres of park land per 1,000 residents. That ratio increases to 12.5 acres per 1,000 residents in jurisdictions where agencies serve a population greater than 250,000 people. Agencies serving jurisdictions with populations between 100,000 and 250,000 have 8.5 acres of park land per 1,000 residents.

Park and recreation agencies offer a wide variety of facilities and features. **An overwhelming majority of park and recreation agencies has playgrounds (94 percent) and basketball courts (86 percent) in their portfolios of outdoor assets.** At least 50 percent of agencies have diamond fields for baseball and/or softball, tennis courts, multipurpose rectangular fields, dog parks and outdoor swimming pools.

For each amenity, the typical park and recreation agency has:

- One playground for every 3,706 residents
- One basketball court for every 7,375 residents
- One outdoor tennis court for every 4,803 residents
- One dog park for every 44,330 residents.

In addition, **the typical park and recreation agency that manages or maintains trails for walking, hiking, running and/or biking has 11.0 miles of trails** in its network. Agencies serving more than 250,000 residents have a median of 82.0 miles of trails under their purview.

**FIGURE 3: OUTDOOR PARK AND RECREATION FACILITIES—POPULATION PER FACILITY
(BY PREVALENCE AND POPULATION PER FACILITY)**

			Median Number of Residents per Facility			
			Residents per Square Mile			
	% of Agencies	All Agencies	Less than 500	500 to 1,500	1,501 to 2,500	More than 2,500
Playgrounds	94.4%	3,706	7,334	3,397	3,163	3,586
Basketball courts	86.1	7,375	10,048	7,260	5,971	7,400
Tennis courts (outdoor only)	79.7	4,803	5,462	5,217	4,296	4,858
Diamond fields: baseball - youth	77.9	6,608	6,890	5,574	6,597	7,369
Diamond fields: softball fields - adult	66.5	12,619	16,298	9,494	12,527	15,000
Rectangular fields: multi-purpose	66.1	7,878	7,812	7,398	7,469	9,000
Diamond fields: softball fields - youth	60.9	11,160	12,000	8,216	11,917	13,773
Dog park	59.3	44,330	45,751	37,500	47,000	55,675
Diamond fields: baseball - adult	54.7	20,412	16,184	16,360	20,033	25,834
Swimming pools (outdoor only)	52.3	36,266	43,500	26,474	34,035	41,495
Totlots	48.1	12,226	20,563	10,789	14,000	10,542
Rectangular fields: soccer field - youth	48.1	6,883	7,656	5,262	7,000	8,784
Community gardens	46.3	29,750	20,502	27,167	34,170	29,548
Multiuse courts - basketball, volleyball	42.0	17,667	27,482	17,536	17,167	16,250
Rectangular fields: soccer field - adult	40.9	13,031	12,767	9,930	13,173	15,000
Rectangular fields: football field	38.0	26,783	19,235	20,398	25,320	35,572
Skate park	26.2	49,250	20,000	41,148	44,000	62,325
Multipurpose synthetic field	19.1	43,149	27,375	33,441	41,938	49,862
Ice rink (outdoor only)	16.7	18,500	12,162	10,574	16,989	29,392
Rectangular fields: lacrosse field	11.7	25,566	15,250	17,750	23,500	31,965
Rectangular fields: cricket field	9.2	126,945	200,250	301,215	126,945	78,714
Overlay field	7.5	15,819	8,570	8,600	24,770	19,881
Rectangular fields: field hockey field	4.0	77,112	20,893	40,797	13,334	44,310

Park and recreation agencies also offer a number of indoor facilities to their residents. **A majority of agencies offers community centers and recreation centers.** Also common are senior centers, performance amphitheaters and nature centers. The typical agency with community centers has a facility for

every 28,750 residents while those agencies with at least one recreation center has one such facility for every 30,470 residents. Two in five agencies offer senior centers, with one facility for every 58,092 residents in their jurisdiction.

**FIGURE 4: INDOOR PARK AND RECREATION FACILITIES—POPULATION PER FACILITY
(BY PREVALENCE AND POPULATION PER FACILITY)**

		Median Number of Residents per Facility				
		Residents per Square Mile				
	% of Agencies	All Agencies	Less than 500	500 to 1,500	1,501 to 2,500	More than 2,500
Community centers	57.9%	28,750	20,000	23,713	28,987	33,071
Recreation centers (including gyms and fitness centers)	56.9	30,470	26,380	27,776	31,539	34,000
Senior centers	39.9	58,092	26,750	39,986	62,053	77,014
Performance amphitheater	32.9	54,111	45,735	45,339	46,000	85,071
Nature centers	27.5	104,180	153,773	100,690	75,021	106,644
Stadiums	18.0	73,826	57,629	70,000	65,586	97,959
Ice rink	16.3	40,613	14,934	21,963	33,112	57,135
Teen centers	13.3	56,115	12,044	58,000	47,670	75,000
Arena	8.7	48,000	27,375	43,627	58,048	54,778



PROGRAMMING

Residents interact with their local park and recreation agency's amenities multiple times throughout a year, resulting in thousands, if not millions, of contacts annually. "Contacts" may include many different types of interactions with a park and recreation agency such as visits to a local park, running or biking on a local trail, visits to a local recreation center or other interaction with any of the agency's park and recreation facilities. Moreover, a person can have more than one contact. For example, someone who swims at his/her local agency's aquatic center 10 times a year and bikes along a local trail five times a year would have 15 contacts.

The **typical park and recreation agency registers approximately 225,000 contacts every year**. But the number of contacts varies dramatically from agency to agency. For example, the typical agency at the 75th percentile has 1,000,000 annual contacts. Interaction between large park and recreation agencies and visitors is even greater—the typical agency serving a population greater than 250,000 has 1.4 million contacts per year, with those at the 75th percentile serving nearly 4.8 million people annually.

Programming is a key method of engagement that drives the use of park and recreation facilities. When associated with registration fees, it is also the largest source of non-tax revenue for most agencies. **The typical agency offers 175 programs each year**; 110 of those programs are fee-based events. Agencies serving a population of less than 20,000 typically hold 35 fee-based programs per year, while large jurisdiction agencies serving more than 250,000 residents provide more than 550 fee-based programs annually.

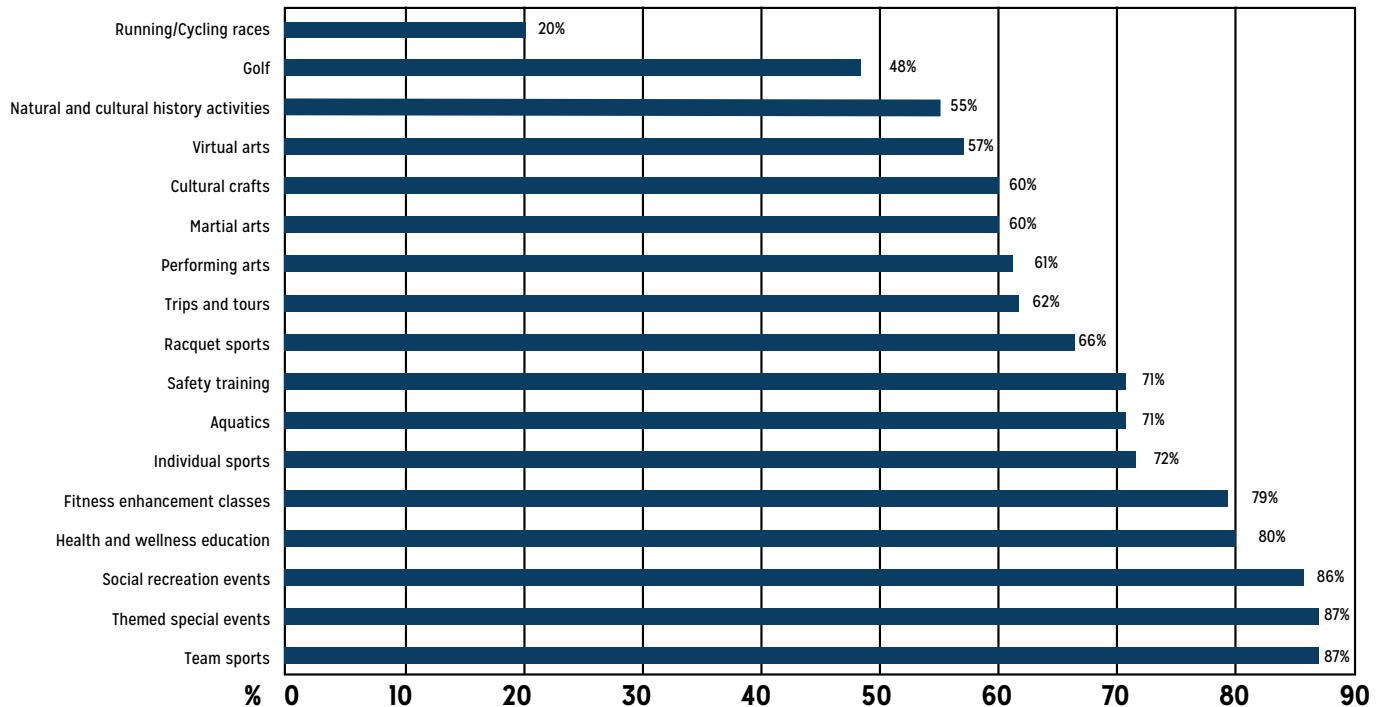
Programming can span a variety of park and recreation activities, with many touching one or more of NRPA's Three Pillars: Conservation, Health & Wellness and Social Equity. Key programming activities offered by at least 60 percent of park and recreation agencies include:

- Team sports (offered by 87 percent of agencies)
- Themed special events (87 percent)
- Social recreation events (86 percent)
- Health and wellness education (80 percent)
- Fitness enhancement classes (79 percent)
- Individual sports (72 percent)
- Safety training (71 percent)
- Aquatics (71 percent)
- Racquet sports (66 percent)
- Trips and tours (62 percent)
- Performing arts (61 percent)
- Martial arts (60 percent)
- Cultural crafts (60 percent)

Agencies serving larger populations are more likely than those serving smaller towns to present a number of programming offerings, including:

- Health and wellness education
- Aquatics
- Golf
- Cultural crafts
- Performing arts
- Natural and cultural history activities
- Themed special events
- Visual arts

**FIGURE 5: PROGRAMMING OFFERED BY PARK AND RECREATION AGENCIES
(PERCENT OF AGENCIES)**



Park and recreation agencies are committed to serving all members of their communities. That commitment includes being leaders in providing services and programming for children, seniors and people with disabilities. Eighty-two percent of park and recreation agencies offer summer camp programs for their communities' children and a majority delivers programs for teens and afterschool care as parts of their out-of-school-time (OST) offerings. Fewer agencies include before-school care or all-day child care as a part of their program offerings. Out-of-school-time programs are commonplace offerings by agencies of nearly all sizes, but most especially by those that serve populations of at least 20,000 residents.

In addition, most park and recreation agencies offer specific programming for other segments of their communities, including older adults (78 percent) and people with disabilities (62 percent). Again, these services are offered more often by agencies in jurisdictions with at least 20,000 residents. For example, 82 percent of park and recreation agencies in jurisdictions serving 100,000 to 250,000 residents offer programming designed for people with disabilities compared to 31 percent of agencies serving less than 20,000 residents that offer such programs.

**FIGURE 6: TARGETED PROGRAMS FOR CHILDREN, SENIORS AND PEOPLE WITH DISABILITIES
(PERCENT OF AGENCIES BY JURISDICTION POPULATION)**

	% of Agencies	Less than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More than 250,000
Summer camp	82.4%	60.8%	89.5%	91.9%	88.7%	85.1%
Specific senior programs	77.5	67.5	78.2	86.2	83.8	75.0
Specific teen programs	65.6	50.3	65.8	76.0	72.2	71.7
Programs for people with disabilities	61.5	30.5	60.5	73.0	82.4	75.8
After-school programs	56.1	46.8	45.6	67.2	64.0	67.7
Preschool	36.5	27.2	39.2	48.4	35.0	33.7
Before-school programs	21.1	14.7	21.0	29.4	19.6	23.9
Full daycare	8.5	3.4	10.5	10.8	6.0	13.5

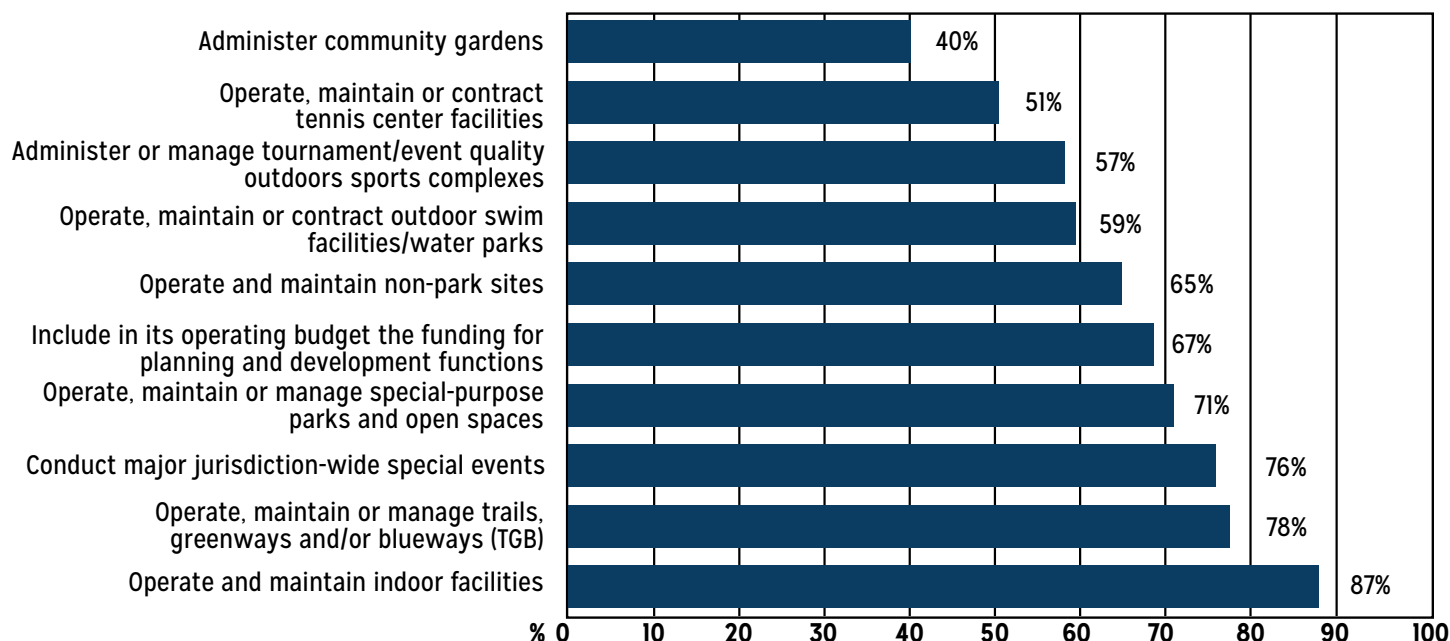


RESPONSIBILITIES OF PARK AND RECREATION AGENCIES

Park and recreation agencies take on many responsibilities for their communities, beyond their “traditional” roles of operating parks and related facilities (96 percent) and providing recreation programming and services (93 percent). In addition to those two core functions, the top responsibilities for park and recreation agencies are:

- Have budgetary responsibility for their administrative staff (87 percent of agencies)
- Operate and maintain indoor facilities (87 percent)
- Operate, maintain or manage trails, greenways and/or blueways (TGB) (78 percent)
- Conduct major jurisdiction-wide special events (76 percent)
- Operate, maintain or manage special purpose parks and open spaces (71 percent)
- Operate and maintain non-park sites (65 percent)
- Operate, maintain or contract outdoor swim facilities/ water parks (59 percent)
- Administer or manage tournament/event-quality outdoor sports complexes (57 percent)
- Operate, maintain or contract tennis center facilities (51 percent)
- Administer community gardens (40 percent).

**FIGURE 7: KEY RESPONSIBILITIES OF PARK AND RECREATION AGENCIES
(PERCENT OF AGENCIES)**



**FIGURE 8: OTHER RESPONSIBILITIES OF PARK AND RECREATION AGENCIES
(PERCENT OF AGENCIES)**

Operate, maintain or contract golf courses	34.3%
Operate, maintain or contract tourism attractions	31.9%
Manage large performance outdoor amphitheaters	29.2%
Operate, maintain or contract indoor swim facility	28.2%
Administer or manage farmer's markets	18.1%
Administer or manage tournament/event quality indoor sports complexes	17.8%
Operate, maintain, or contract campgrounds	17.6%
Maintain, manage or lease indoor performing arts center	17.3%
Administer or manage professional or college-type stadium/arena/racetrack	9.7%
Manage or maintain fairgrounds	5.3%



STAFFING

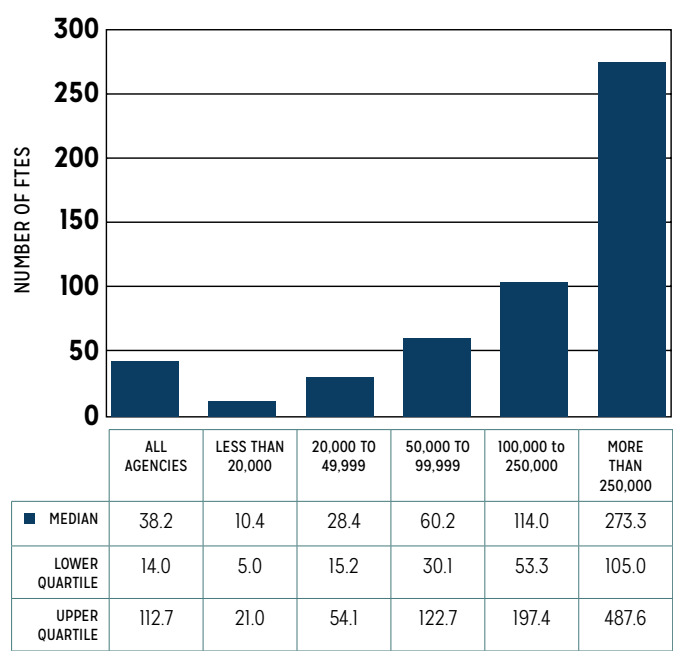
Staffing at the typical park and recreation agency includes **38.2 full-time equivalents (FTEs)** with a mix of both full-time and part-time staff. The size of a staff, however, expands rapidly as the size of the jurisdiction served by an agency expands. Park and recreation agencies serving jurisdictions with a population of fewer than 20,000 have a median of 10.4 FTEs on staff. Agencies serving areas with 50,000 to 99,999 people have a median of 60.2 FTEs, while those serving areas with more than 250,000 residents have a median of 273.3 FTE staff.

Median counts of FTEs on staff also positively correlate with:

- Number of acres maintained: 250 or fewer acres—16.5 FTEs; more than 3,500 acres—286.1 FTEs
- Number of parks maintained: less than ten parks—13.1 FTEs; 50 or more parks—199.2 FTEs
- Operating expenditures: less than \$500,000—3.5 FTEs; more than \$10 million—185.8 FTEs.
- Population served by the agency: less than 500 people per square mile—16.8 FTEs; more than 2,500 people per square mile—63.0 FTEs.



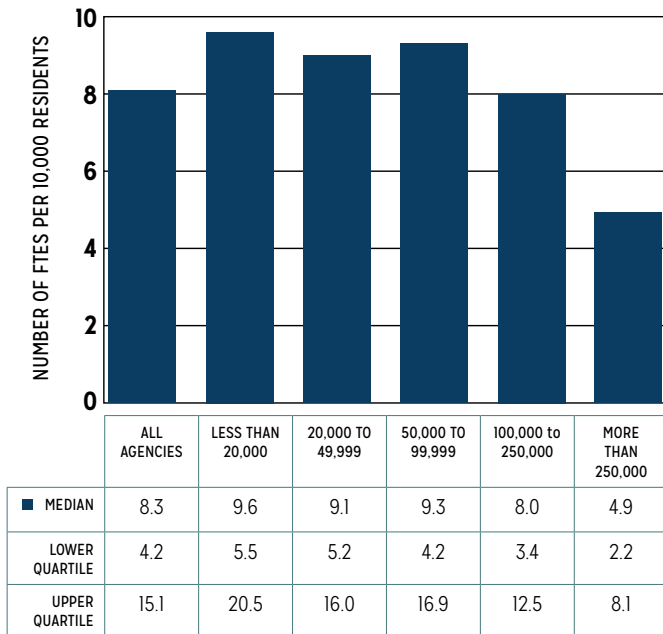
FIGURE 9: PARK AND RECREATION AGENCY STAFFING: FULL-TIME EQUIVALENTS (BY JURISDICTION POPULATION)



One way to view agency staffing is to measure it relative to the population of the area that the agency serves. **The typical park and recreation agency has 8.3 FTEs on staff for every 10,000 residents in the jurisdiction served by that agency.** Agencies located in more populated areas tend to have fewer FTEs on staff per population. Agencies serving jurisdictions with less than 20,000 people have 9.6 FTEs for every 10,000 residents, with this measure falling to 4.9 FTEs for 10,000 residents in areas with more than 250,000 people.

Those agencies that serve areas with greater population density tend to have more FTEs per number of residents. Agencies operating in areas with less than 500 people per square mile have 4.1 FTEs per 10,000 people served compared to 10.5 FTEs per 10,000 residents in areas with more than 2,500 people per square mile.

FIGURE 10: PARK AND RECREATION FTEs PER 10,000 RESIDENTS (BY JURISDICTION POPULATION)



Operations and maintenance are the primary work responsibility for park and recreation professionals. But there are other areas where staff devote their energies. On average, an agency's full-time staff dedicate their time to the following general activities:

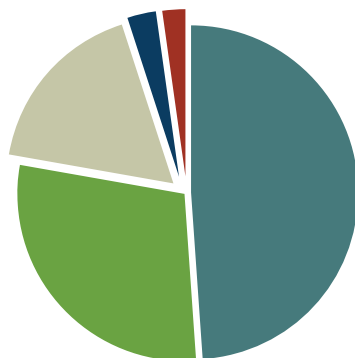
- Operations/Maintenance (49 percent)
- Programming (29 percent)
- Administration (17 percent)
- Capital development (three percent)
- Other (two percent)

Thirty-six percent of park and recreation agency workers are covered by collective bargaining agreements. Those workers covered by such agreements are more likely to be members of staff at agencies that:

- Have a larger staff: 20 percent of agencies with a staff of fewer than 10 FTEs compared to 52 percent of agencies with 100 or more FTEs.
- Serve larger populations: 15 percent of agencies in jurisdictions with less than 20,000 people compared to 56 percent of agencies in jurisdictions with more than 250,000 people.
- Have more parks: 18 percent of agencies with less than ten parks compared to 62 percent of agencies with at least 50 parks.
- Maintain more park land: 24 percent of agencies that maintain 250 acres or less of parkland compared to 60 percent of agencies that maintain more than 3,500 acres of parkland.

FIGURE 11: RESPONSIBILITIES OF PARK AND RECREATION STAFF (AVERAGE PERCENTAGE DISTRIBUTION OF AGENCY FTEs)

49%	OPERATIONS/MAINTENANCE
29%	PROGRAMMING
17%	ADMINISTRATION
3%	CAPITAL DEVELOPMENT
2%	OTHER



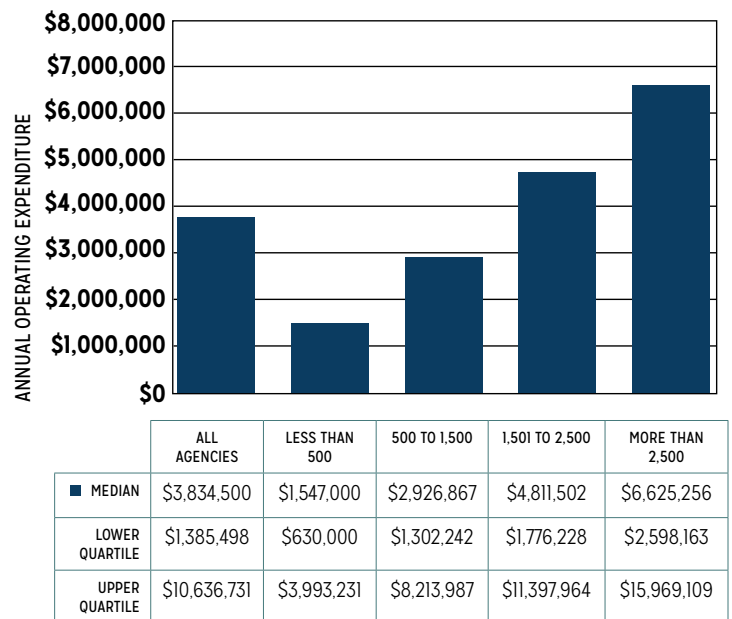
BUDGET

How does the funding at your park and recreation agency compare with funding levels at other agencies? Does your agency have access to the same level of funding as its peers? The U.S. Census Bureau reports that local park and recreation agencies had operating expenditures that totaled \$36.4 billion in 2016. Per *NRPA Park Metrics* data, **the typical park agency has current annual operating expenditures of \$3,834,500.**

Normalizing operating expenditure data by population served by an agency is a much more accurate and meaningful way of articulating and comparing spending. By this measure, **the typical park and recreation agency has annual operating expenses of \$78.69 on a per capita basis.** This is less than \$7.00 per month for every resident living within an agency's jurisdiction. The denser the population served by the agency, the higher the per capita operating expenses: the typical agency serving a jurisdiction with less than 500 people per square mile has per capita operating expenses of \$42.05, while one serving an area with more than 2,500 people per square mile has a median of \$102.57 per resident.

At the same time, per capita operations spending is inversely related to the population of the area served: agencies serving jurisdictions with fewer than 20,000 people have a median operating expenditure of \$95.67. That figure declines to \$43.21

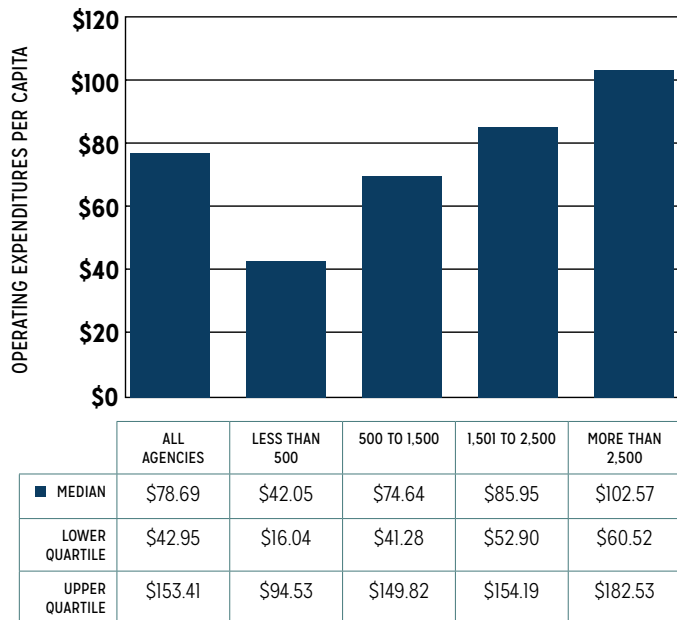
**FIGURE 12: ANNUAL OPERATING EXPENDITURES
(BY POPULATION PER SQUARE MILE)**



per resident for agencies serving jurisdictions with more than 250,000 people, declining further to \$35.11 in jurisdictions with more than half a million residents.



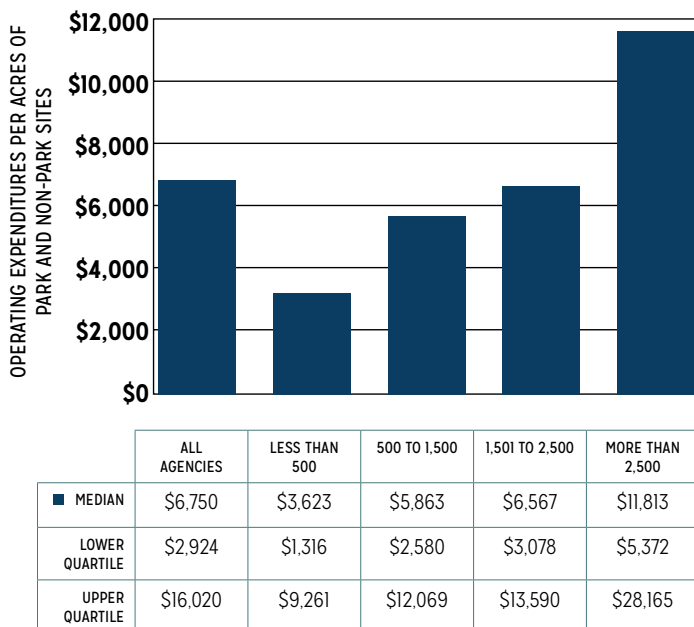
**FIGURE 13: OPERATING EXPENDITURES PER CAPITA
(BY POPULATION PER SQUARE MILE)**



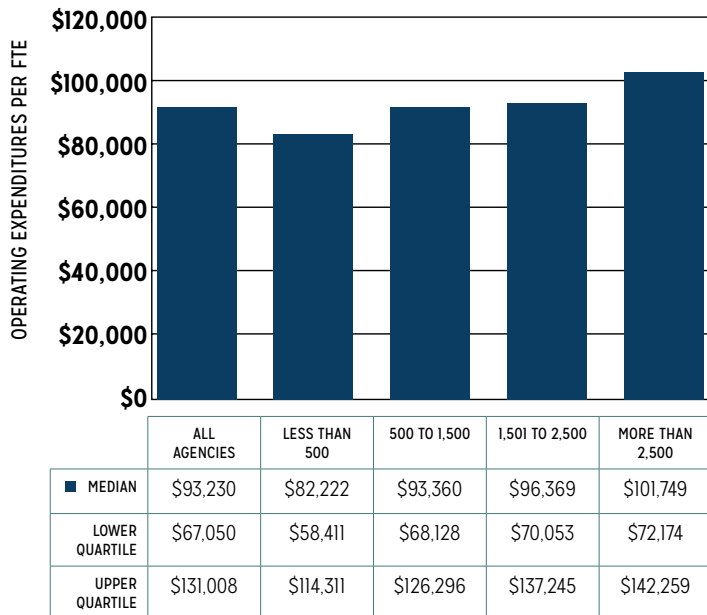
The median operating expenditure is \$6,750 per acre of park and non-park sites managed by the typical agency. (Note: Non-park sites are public spaces—such as lawns at a city hall—not designated as parks but whose maintenance and/or operation costs are included in the park and recreation agency’s budget.) The typical operating expenditure per acre of park land rises with population density. The typical agency serving a jurisdiction with fewer than 500 people per square mile spends \$3,623 per acre of park and non-park sites. The median rises to \$11,813 per acre at agencies serving a jurisdiction with a population density greater than 2,500 per square mile.

Park and recreation agencies serving larger populations tend to have lower operating expenditures than do agencies serving smaller and medium-sized jurisdictions. The typical park and recreation agency serving a jurisdiction with fewer than 20,000 people spends a median of \$7,196 per acre of park and non-park sites. The median increases to \$8,638 per acre for agencies serving jurisdictions with populations between 20,000 and 49,999, but then declines to \$3,369 per acre managed by agencies serving jurisdictions of more than 250,000 people.

**FIGURE 14: OPERATING EXPENDITURES PER ACRE OF
PARK AND NON-PARK SITES
(BY POPULATION PER SQUARE MILE)**

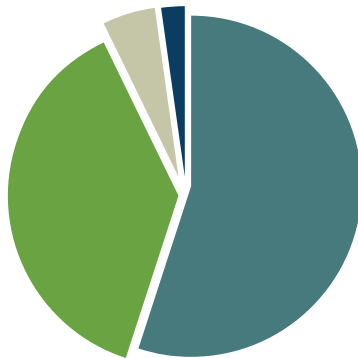


**FIGURE 15: OPERATING EXPENDITURES PER FTE
(BY POPULATION PER SQUARE MILE)**



**FIGURE 16: DISTRIBUTION OF
OPERATING EXPENDITURES
(AVERAGE PERCENTAGE DISTRIBUTION
OF OPERATING EXPENDITURES)**

55%	PERSONNEL SERVICES
38%	OPERATING EXPENSES
5%	CAPITAL EXPENSE NOT IN CIP
2%	OTHER



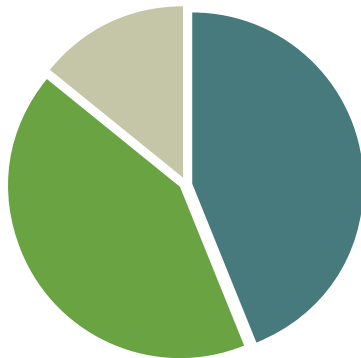
The typical park and recreation agency has \$93,230 in annual operating expenditures for each employee (as measured by full-time equivalents or FTEs). The denser the jurisdiction served by the agency, the higher the operations expenditures for each FTE. Agencies serving jurisdictions with less than 500 residents per square mile have median operating expenditures of \$82,222 for each FTE. The median rises to \$101,749 per FTE for agencies serving areas with more than 2,500 residents per square mile. Similarly, the measure rises from \$83,958 for agencies with less than ten parks to \$102,337 for agencies with 50 or more parks.

At the typical park and recreation agency, personnel services account for 55 percent of the operations budget.

- Personnel services (55 percent of the operating budget) include expenditures for all salaries, wages and benefits for both full-time and non-full-time personnel, along with contracted individuals.
- Operating expenditures (38 percent of the operating budget) fund the agency operations, including operational support for force-accounted employees.
- Capital funds repay the operating budget, all enterprise funds, interdepartmental transfers, and, in some cases, the capital debt service. This represents around five percent of the operating budget. A portion of the operations spending includes capital expenses that are not part of the agency's capital improvement plan (CIP) such as expenditures for capital equipment (e.g., computers, vehicles, large-area mowers, tractors, boats), some periodic cyclical maintenance (carpets, conference chairs, push mowers) and, perhaps, debt services paid from the agency's operating funds.

FIGURE 17: OPERATING EXPENDITURES DEDICATED TO PARKS OR RECREATION
(AVERAGE PERCENTAGE DISTRIBUTION OF OPERATING EXPENDITURES)

44%	PARKS
42%	RECREATION
14%	OTHER



The typical park and recreation agency dedicates 44 percent of its annual operating budget to the management and maintenance of parks and open space. Agencies spend a median of 42 percent of their annual operating expenditures to support recreation offerings, including programming (e.g., out-of-school time activities, sports leagues, health and wellness programs) and the facilities for such activities.



AGENCY FUNDING

Funding sources for park and recreation operations vary greatly by agency, but support from the local jurisdiction general fund tax base is common. On average, **park and recreation agencies derive three-fifths of their operating expenditures from general fund tax support**, although the percentage of funding from general fund tax support tends to be lower at agencies with larger operating budgets. The second-largest source of revenue for most agencies is earned/generated revenues, accounting for an average of 25 percent of operating expenditures. Many agencies also depend on special, dedicated taxes for part of their budgets while others obtain much of their funding from tax levies dedicated to park and recreation purposes approved by citizen referenda.

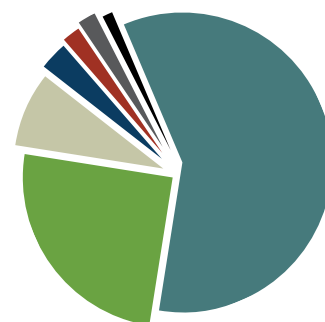
The typical park and recreation agency generates \$974,451 in non-tax revenues on an annual basis, although this amount can vary greatly based on agency size, services and facilities offered by the agency and the mandate from agency leadership and policymakers. Agencies with annual operating budgets under \$500,000 typically derive \$45,500 in non-tax revenues, while those with annual budgets greater than \$10 million generate a median of \$6 million from non-tax revenue sources.

The typical park and recreation agency generates \$20.11 in revenue annually for each resident in the jurisdiction it serves. Agencies operating in less densely populated areas generate less revenue than do those in areas with a greater population density. The typical agency—operating in a jurisdiction with fewer than 500 people per square mile—realizes \$8.21 in revenue on a per capita basis per year compared to a median of \$25.63 for agencies serving a jurisdiction with more than 2,500 people per square mile.

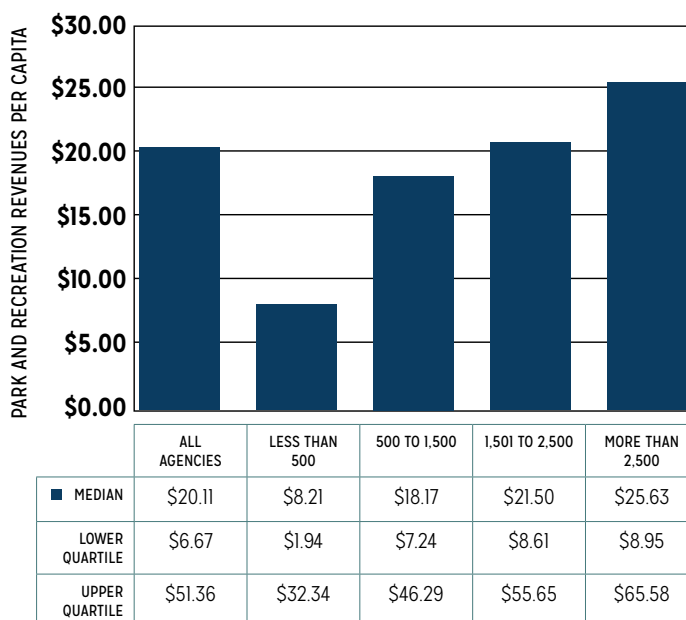
Small and medium-sized park and recreation agencies generate more revenue on a per capita basis than do large ones. Agencies serving jurisdictions with fewer than 20,000 people generate \$24.92 in per capita revenue per resident nearly matching that of agencies serving jurisdictions with populations between 50,000 and 99,999 with a median of \$25.62 in revenue per resident each year. In comparison, agencies serving populations greater than 250,000 generate \$7.24 per capita in revenue, with the amount declining to \$6.04 in jurisdictions of greater than a half million residents.

**FIGURE 18: SOURCES OF OPERATING EXPENDITURES
(AVERAGE PERCENTAGE DISTRIBUTION
OF OPERATING EXPENDITURES)**

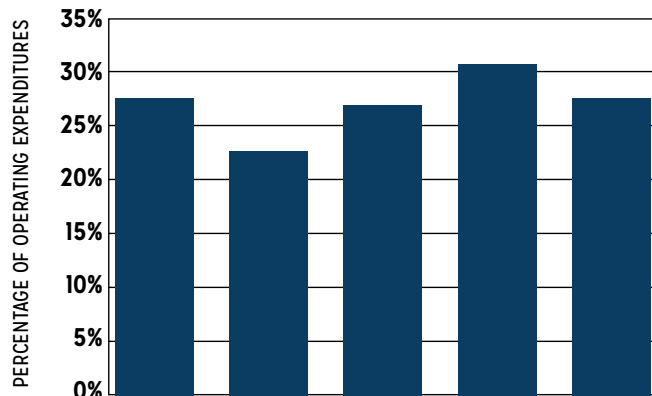
59%	GENERAL FUND TAX SUPPORT
25%	EARNED/GENERATED REVENUE
8%	DEDICATED LEVIES
3%	OTHER DEDICATED TAXES
2%	OTHER
2%	GRANTS
1%	SPONSORSHIPS



**FIGURE 19: PARK AND RECREATION
REVENUES PER CAPITA
(BY POPULATION PER SQUARE MILE)**

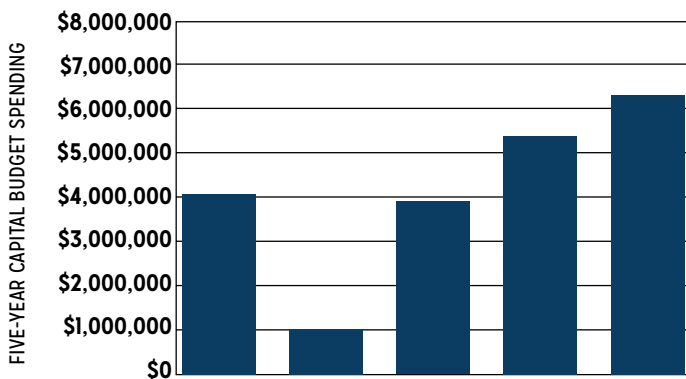


**FIGURE 20: REVENUE AS A PERCENTAGE OF OPERATING EXPENDITURES (COST RECOVERY)
(PERCENTAGE OF OPERATING EXPENDITURES
BY POPULATION PER SQUARE MILE)**



	ALL AGENCIES	LESS THAN 500	500 TO 1,500	1,501 TO 2,500	MORE THAN 2,500
■ MEDIAN	27.3%	23.5%	26.8%	30.8%	26.9%
LOWER QUARTILE	13.0%	9.9%	13.4%	15.4%	14.0%
UPPER QUARTILE	44.9%	48.1%	43.2%	42.3%	45.9%

**FIGURE 21: FIVE-YEAR CAPITAL BUDGET SPENDING
(BY POPULATION PER SQUARE MILE)**



	ALL AGENCIES	LESS THAN 500	500 TO 1,500	1,501 TO 2,500	MORE THAN 2,500
■ MEDIAN	\$4,007,250	\$1,000,000	\$3,936,797	\$5,371,748	\$6,340,000
LOWER QUARTILE	\$753,444	\$250,000	\$853,000	\$1,000,000	\$1,500,000
UPPER QUARTILE	\$14,255,074	\$4,843,350	\$11,333,750	\$20,000,000	\$21,163,000

Another way to look at revenue generation is by examining cost recovery as a percentage of operating expenditures. **The typical agency recovers 27.3 percent of its operating expenditures from non-tax revenues.** The amount of cost recovery differs greatly from agency to agency based on an agency's portfolio of facilities and programming, the demographics of the populace served, agency mission and possible revenue mandates from the agency's governing jurisdictions.

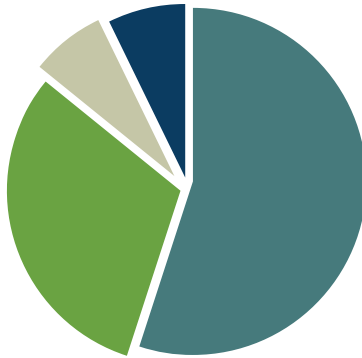
At the same time, agencies serving denser population jurisdictions tend to have higher percentages of cost recovery. Agencies serving an area with less than 500 people per square mile have a median percentage cost recovery of 23.5 percent. Cost recovery rises to 30.8 percent of operating expenditures for agencies serving jurisdictions with between 1,000 and 2,500 people per square mile.

Beyond day-to-day operations, **park and recreation agencies have a median of \$4,007,250 in capital expenditures budgeted for the next five years.** Not surprisingly, the larger the agency, the larger its five-year capital budget. The typical park and recreation agency serving a population of fewer than 20,000 has a median five-year capital budget of \$638,125. This five-year capital budget increases to \$7.0 million at agencies serving jurisdictions with 50,000 to 99,999 people and to \$43.8 million at agencies in areas with more than 250,000 residents. The following are also positively related to the size of five-year capital budgets:

- The number of parks maintained: Less than ten parks—\$1.0 million; 50 or more parks—\$22.843 million
- Acreage of parks maintained: 250 or fewer acres—\$1.4 million; more than 3,500 acres—\$43.8 million
- Operating budgets: Annual operating budgets less than \$500,000—\$100,000; annual operating budgets greater than \$10 million—\$21.1 million
- Population density: Less than 500 people per square mile—\$1.0 million; more than 2,500 people per square mile—\$6.3 million

**FIGURE 22: TARGETS FOR CAPITAL EXPENDITURES
(AVERAGE PERCENTAGE DISTRIBUTION
OF CAPITAL EXPENDITURES)**

55%	RENOVATION
31%	NEW DEVELOPMENT
7%	ACQUISITION
7%	OTHER



Park and recreation agencies designate their capital expenditures to a variety of areas. **On average, 55 percent of the capital budget is designated for renovation while 31 percent is geared toward new development.** At larger park and recreation agencies, new development is the focus of a greater percentage of those agencies' capital budgets. At agencies serving jurisdictions with more than 250,000 residents, 32.6 percent of capital budgets are for new development compared to 49.9 percent for renovating current properties.



POLICIES

Park and recreation agencies have various policies that address how residents are able to enjoy amenities in their communities. Many policies align with an agency's mission to increase a community's overall health and wellness such as bans on tobacco and alcohol consumption and providing healthy food options in parks and facilities. Other policies address collecting fees to assist agencies with park upkeep and staffing challenges.

Three in four park and recreation agencies have policies that prohibit the use of tobacco products in their parks and at their facilities and grounds. Nearly half of agencies bans the use of tobacco at all agency parks and facilities while another 27 percent make exceptions for certain facilities (e.g., a golf course).

Two-thirds of park and recreation agencies allow the consumption of alcohol by legal-age adults on at least some of their premises. Only 20 percent of agencies have a policy that allows the consumption of alcohol at all park and recreation agency locations

under their jurisdiction. Agencies are more likely to permit the consumption of alcohol at only a few select locations than at all facilities. Further, 46 percent of agencies allow the sale of alcohol on their premises, mainly at select locations and by either the agency itself or an authorized concessionaire.

Park and recreation agencies also promote health and wellness by offering healthy food options from its vending machines and concessions. This includes 67 percent of agencies with concession stands that offer healthy food options at those stands and 65 percent of agencies with vending machines that offer healthy choices in the machines.

One policy option utilized by relatively few agencies is charging an admission fee to enter their parks. Only 17 percent of agencies charge such fees, while just 14 percent of agencies charge parking fees. In both cases, the agencies that charge either admission or parking fees do so only at select facilities.

**FIGURE 23: PARK AND RECREATION AGENCY POLICIES
(PERCENT OF AGENCIES)**

	All and Some Locations (Combined)	At All Locations	Only at Some Locations
Has policy that bans the use of tobacco products in its parks and at its facilities and grounds	73.7%	46.9%	26.8%
Has policy that allows the consumption of alcohol by legal-aged adults on its premises	67.4	20.4	47.0
Agency provides healthy food options at its concession stands	66.9	17.7	49.2
Agency provides healthy food options in its vending machines	65.4	23.1	42.3
Agency sells alcoholic beverages to legal-aged adults on its premises	45.5	5.5	40.0
Agency charges admission fees to enter its parks	16.6	1.2	15.4
Agency charges parking fees at its parks or facilities	13.9	*	13.9

* = Less than one percent

ISSUES AND TRENDS

Several new and continuing trends will have a significant impact on agency budgeting, spending and performance of park and recreation agencies in 2019 and beyond. These trends reflect advances in technology, macroeconomic factors, and social and environmental factors and will likely have a significant impact on agency performance.

Last year's *2018 NRPA Agency Performance Review* highlighted a number of long-term trends that continue to affect parks and recreation. They include the decline of general fund support for parks and recreation, the increasing demand for higher self-generated revenues to offset operating and maintenance costs, the impact of unfunded pension liabilities affecting both agency performance and employee security, and the rise of public/private partnerships to fund new parks and facilities. All of these factors are transforming parks and recreation, and may have an even greater influence on park agency performance as cumulative impacts become more pronounced.

For example, a December 2018 Moody's analysis of adjusted net pension liabilities for the 50 largest local governments in the U.S. found that adjusted net pension liabilities rose nine percent in 2017 (from 2016) to \$481 billion. The same study revealed that in some local jurisdictions the

combination of debt service, pension liabilities and retiree health benefits consume as much as 30 percent of local municipality revenues.

Many local governments currently meet only a "tread water" threshold for unfunded pension liabilities, indicating that a reckoning likely is coming sooner rather than later. Some cities such as Dallas and Houston have instituted much-needed pension reforms, but pension liabilities in other cities continue to fall further into unfunded territory. Favorable investment growth and increased revenue generation may help cities address unfunded liabilities, but the weight of these looming obligations may seriously—and negatively—affect park and recreation agency budgets and performance in coming years.

Investments in Park Infrastructure Will Rise in 2019-2020

As a December 2018 *The Wall Street Journal* article noted, investments in state and local infrastructure began to increase after years of depressed spending following the Great Recession of 2008. This growing investment was thanks to increased revenues from local tax receipts that fund much of park and recreation capital infrastructure expenditures such as buildings and roads.



According to the U.S. Census Bureau, state and local government construction spending increased nearly 10 percent during the 12-month period through October 2018, nearly matching a peak last reached in 2009. The Census Bureau data also show that spending on amusement and recreation facilities rose 31 percent over the same time period. While this reflects expenditures for private and public facilities, the percentage increase is robust for both public expenditures as well as for “for-profit” facilities.

Economic conditions are expected to remain favorable for new investments in park and recreation infrastructure if local and state tax collections continue to rise and interest rates remain relatively low. As a result, park and recreation agencies—regardless of size, location, population served or budget—will likely be able to plan for and construct more recreation facilities, expanding the proven social and economic benefits parks and recreation bring to every community.

In addition, the growth of new recreation facilities and capital improvements will result in positive impacts on local, regional and state economies. The Outdoor Industry Association (OIA) reports that the outdoor recreation economy generates \$887 billion annually in consumer spending and creates 7.6 million jobs. NRPA reports that in 2015, local parks and recreation generated \$154 billion in economic impact and created 1.1 million jobs. Clearly, investment in parks and recreation infrastructure is a rising tide that lifts all boats.

Greater Impact of Technology on Agency Efficiency, Costs, and Performance

Technology is having a greater impact on parks than ever before. Lower costs, technological simplification and mass production is making highly sophisticated technology more accessible and less expensive for park and recreation agencies.

Among the technology developments expected during 2019 and beyond are monitoring systems such as beacon counters and geofencing that can be used in parks and recreation facilities. Beacon counters are simple, relatively inexpensive blue-tooth enabled devices that can be mounted in a variety of locations, interior and exterior, that passively detect a person’s presence through his/her cell phone signal and relay that information to park administrators at a central location.

This could be an attractive and cost-effective option in parks that have no staff, and so no way of gauging how many people use a particular facility (or when). Active geofences can utilize RFID or GPS technology to locate people precisely within larger areas.

Biometric identification systems will likely become increasingly more prevalent in park and recreation facilities and community centers, replacing card IDs and other means of identification and authorizing access. Current-generation biometric ID systems are faster, cheaper, more accurate and less intrusive than earlier systems. With widespread adoption in the private and public sector, costs of equipment and implementation have been slashed and are likely to decline further. Questions of data security remain paramount, but there is no question that application of such technology will save funds and improve agency performance.

On a larger scale, parks and recreation agencies may soon embrace the use of autonomous vehicles, especially as people-movers along pre-determined routes within parks and along trails or at beaches or lakefronts gain acceptance and popularity. Testing of prototypes is already underway. In addition to utilization within existing parks, many urban planners believe that autonomous vehicles will create opportunities for large-scale linear urban parks along streetscapes that will then no longer require as much parking space or as many vehicle travel lanes for self-operated vehicles.

Recreational and commercial scale drones are becoming increasingly utilized in park settings. New FAA regulations may allow the expanded use of drones, particularly for monitoring and security, delivery of food and beverages within parks and public recreation. With advances in technology, lower prices due to mass production and greater public acceptance, the use of drones for recreation is increasing—not just for photographing scenic locations, but “follow-me” drones that accompany individuals and groups on recreational outings.

Forward-thinking agencies could realize many benefits and applications from drone use: assisting in public safety missions such as search and rescue and monitoring of wildfires; identifying and mapping rare-plant communities and wildlife habitats; even monitoring and mapping parks

and cultural history or archeological sites. Concerns of some park managers regarding privacy intrusions and safety violations have been proven untrue for the most part. But, as with any disruptive technology, the unforeseen negative impacts may require careful consideration before adoption of this promising, yet problematic, technology.

Consolidation of Public Services Offers Opportunity

Park and recreation agencies are increasingly affected by efforts to consolidate public services—consolidation which, in theory, reduces costs and allows for greater efficiencies. Consolidations of government services have been occurring for nearly five decades and include combining park facilities with public schools or consolidating public works functions with park and recreation maintenance and operation. Recent park/school consolidation initiatives look to encourage even greater collaboration to promote access for youth to take advantage of sports fields and playing facilities.

This trend presents both threats and opportunities for parks and recreation, and agencies should be fully prepared to address—and perhaps even initiate—such proposals. While government agency and function consolidations might significantly diminish budget, staff and resources for an agency's mission, they may also benefit park and recreation departments. For instance, some local agencies/jurisdictions are making a greater effort to look at consolidating government services with park and recreation facilities in order to create multi-service centers or multi-function park and recreation centers. Such repurposed facilities can provide walkable/bikeable access, opportunities for intergenerational programs, health care for targeted populations, childcare and after-school care, new playgrounds and a variety of recreation programs for all ages. Examples include the Sanchez Multi-Service Center in New Orleans, the Kendall Community Center and Library in Houston and the Springfield-Greene County, Missouri's SPARC program—a cooperative use of park and school facilities.

Looking Forward

In reviewing emerging trends that will affect agency performance in the coming years, it is clear that park and recreation agencies must become nimbler and more adaptable to changing conditions and public inputs. The public and their elected officials have greater expectations for sustained high-level performance from their park and recreation departments. Changing economic, environmental and social conditions demand that agencies be proactive in assessing emerging trends while continuing to be fully grounded in reliable data to justify their investments and expenditures to benefit the public good.

Declining General Fund Support and Increasing Demand for Self-Generated Revenue

Local government spending on parks and recreation continues to recover from the Great Recession as agencies have been increasingly challenged to generate more of their operating and maintenance costs from fees and charges. The amount of general fund support from local and state governments for park and recreation systems across the country has declined, and there are no signs that this trend will be reversed. If anything, it will likely continue as municipal government budgets remain unable to keep up with inflationary pressures, tax-averse citizenry and long-term debt obligations.

As noted earlier, the median amount of cost-recovery from self-generated revenues is just over 27 percent. Surprisingly, a quarter of park and recreation agencies report 46 percent or more in cost recovery in 2017. The ability to generate revenue (and be less reliant on the whims of elected officials) bodes well for park and recreation agencies being able to weather economic downturns and further reductions in general funds. At the same time, the need for self-generated revenues could put pressure on agencies as they continue in their mission to serve all members of their communities, including those with little means to pay for park and recreation services. Balancing financial needs with the social equity mission will be one of the most challenging issues facing park and recreation professionals in the coming year and beyond.

ABOUT NRPA RESEARCH

The *2019 NRPA Agency Performance Review* and *NRPA Park Metrics* represent the most comprehensive collection of park and recreation-related data, benchmarks and insights that inform park and recreation agency professionals, key stakeholders and the public on the state of the park and recreation industry. These resources provide all those who care about quality parks and recreation with a variety of tools.

1. *Guidance on the resources dedicated to and performance of parks and recreation.* How does your local park and recreation agency measure up in providing open space, recreation opportunities and programming relative to your peer agencies? Is your agency properly staffed or sufficiently funded compared to others?
2. *Data that allow informed decisions on the optimal set of service and facility offerings.* Park and recreation agencies do not make decisions based on a “one-size-fits-all” standard that does not reflect the unique circumstances and needs of individual communities. Rather, these metrics allow park and recreation professionals to compare their agencies with others they view as peers.
3. *Comprehensive data that demonstrate the broad offerings and programming that represent the full definition of parks and recreation.* The information in this report helps demonstrate to policymakers, key stakeholders, the media and the general public the full breadth of service offerings and responsibilities of park and recreation agencies throughout the United States.

Additional NRPA resources:

Park and recreation professionals should use the *2019 NRPA Agency Performance Review* and *NRPA Park Metrics* in conjunction with other resources, including those that are proprietary to an individual agency, those from NRPA and outside sources. Some additional NRPA resources to consider include:

- [*NRPA Facility Market Reports*](#): These customized reports offer key census and marketing data and insights about the market served by your agency. Your agency will gain a greater understanding of the residents served by a park, aquatic center, recreation center or any other facility. There are four types of NRPA Facility Market Reports:
 - o Community Profile, which highlights detailed demographic data on the population living near the facility studied
 - o Health and Wellness, which focuses on the health characteristics of people living near the facility studied.
 - o Older Adults, which focuses on characteristics and needs of adults living near the facility studied over the age of 50
 - o Youth Profile, which focused on the characteristics and needs of nearby residents under the age of 18.
- [*NRPA Connect*](#): Your peers are the best knowledge base to answer your questions. NRPA Connect is an online professional networking tool that connects you with like-minded park and recreation professionals from across the country and is a valuable source of information about industry-related issues and insights into trends.
- [*Economic Impact of Local Parks*](#): Park and recreation agencies not only improve our communities through their activities dedicated to conservation, health and wellness and social equity. They are also engines of economic activity. The study finds that operations and capital spending at America’s local park and recreation agencies generated more than \$154 billion in annual economic activity and 1.1 million jobs in 2015. The report also includes estimates of the economic impact of operations and capital spending by local and regional park agencies for all 50 states and the District of Columbia.
- [*Americans’ Engagement with Parks Survey*](#): This annual NRPA research survey probes Americans’ use of parks, the

key reasons that drive their use and the greatest challenges preventing greater usage. Each year, the study examines the importance of public parks in Americans' lives, including how parks compare to other services and offerings of local governments. Recent findings show Americans typically visit local parks and recreation facilities more than twice a month, nine in ten Americans agree that parks and recreation are important local government services, and 85 percent of people consider high-quality park and recreation amenities as a principal factor when choosing a place to live.

- [Local Government Officials' Perceptions of Parks and Recreation](#): The study captures the views of elected and appointed local government officials and prioritizes park and recreation services. Public officials see parks and recreation as a critical solution to many of their top concerns. However,

they do not perceive agencies as an important contributor to their biggest day-to-day concern: economic development. Agencies that contribute more readily to the attraction and retention of businesses to the community are likely to benefit from greater and steadier funding from their local governments.

- [NRPA Park and Recreation Salary Survey](#): Having access to comprehensive compensation data informs park and recreation agency leaders about how to attract the best staff. This report features detailed base salary and bonus data for 10 positions at park and recreation agencies.
- [Parks & Recreation magazine](#): Each issue of NRPA's monthly flagship magazine features content on a number of topics, including conservation, health and wellness, social equity, advocacy, law review and operations.



ABOUT **NRPA**

The National Recreation and Park Association (NRPA) is a national not-for-profit organization dedicated to advancing parks, recreation and conservation efforts that enhance quality of life for all people. Through its network of 60,000 recreation and park professionals and advocates, NRPA encourages the promotion of healthy and active lifestyles, conservation initiatives and equitable access to parks and public space.

NRPA brings strength to our message by partnering with like-minded organizations including those in the federal government, nonprofits and commercial enterprises. Funded through dues, grants, registrations and charitable contributions, NRPA produces research, education and policy initiatives for our members that ultimately enrich the communities they serve.

NRPA places immense importance on research and data to raise the status of parks and recreation and conducts research with two goals. First, NRPA creates data to help park and recreation agencies make optimal decisions on operations, programming and spending. Second, NRPA generates data and insights that support park and recreation professionals making the case for greater and more stable funding to policymakers, key stakeholders, the media and the general public. The NRPA research team works closely with internal subject matter experts, respected industry consultants and the academic community to develop its reports and data resources. Learn more at www.nrpa.org/Research





NRPA National Recreation
and Park Association

Because everyone deserves a great park

22377 Belmont Ridge Road, Ashburn, VA 20148-4501

800.626.NRPA (6772) www.nrpa.org

**CITY OF HOMER
HOMER, ALASKA**

Aderhold

RESOLUTION 19-070

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
AMENDING THE PARKS, ART, RECREATION AND CULTURE
ADVISORY COMMISSION BYLAWS BY RENAMING ARTICLES IN A
MANNER THAT MORE EFFICIENTLY OUTLINES THE
COMMISSION'S INTERNAL OPERATIONS; AND AMENDING
ARTICLES TITLED NAME AND AUTHORIZATION, PURPOSE,
MEMBERS, OFFICERS, MEETINGS, COMMITTEES, BYLAW
AMENDMENTS, AND TELECONFERENCING

WHEREAS, The Parks, Art, Recreation and Culture Advisory Commission reviewed their Bylaws at their March 21, 2019 and April 18, 2019 regular meetings to make amendments of their own and to review recommendations from the City Clerk's Office; and

WHEREAS, Article I – Name and Authorization is added to identify the Commission's purpose as defined in Homer City Code; and

WHEREAS, Article II – Purpose is added to succinctly identify the responsibilities of the Commission as defined in Homer City Code; and

WHEREAS, Article III - Members is amended to reduce the overall number of members on the commission effective November 1, 2019 in order to accommodate the current terms of existing members; and

WHEREAS, Article IV – Officers is amended to provide clarity on how and when officers are elected, lengths of office and the responsibilities with the office elected to; and

WHEREAS, Article V - Meetings is amended to clarify the months that meetings will be held; clarify the process for calling a worksession; and clarify the verbiage regarding quorum and voting; and

WHEREAS, Article VI – Committees is added to identify the process of how a committee is requested, established, disbanded, and reports; and

WHEREAS, Article VII – Bylaw Amendments is amended to clarify the bylaw amendment process; and

WHEREAS, Article VIII – Teleconferencing is amended to clarify how members participate in meetings telephonically; and

WHEREAS, Article IX – Is added to provide clarification on the section related to public art programs and adopted policies; and

WHEREAS, The Parks, Art, Recreation and Culture Advisory Commission approved the Bylaw amendments at their April 18, 2019 regular meeting by unanimous consent of the Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska amends the Parks, Art, Recreation and Culture Advisory Commission Bylaws by renaming Articles in a manner that more efficiently outlines the Commission's internal operations; and amending articles titled Name and Authorization, Purpose, Members, Officers, Meetings, Committees, Bylaw Amendments, and Teleconferencing.

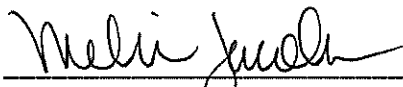
PASSED AND ADOPTED by the Homer City Council this 14th day of October, 2019

CITY OF HOMER

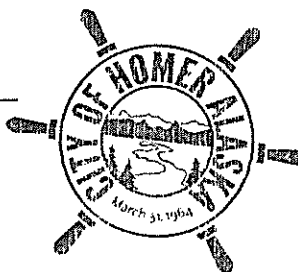


KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK



Fiscal note: N/A

**CITY OF HOMER PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION
BYLAWS**

ARTICLE I – NAME AND AUTHORIZATION

This organization shall be called the Parks, Art, Recreation and Culture Advisory Commission, established via Ordinance 16-22, existing by virtue of the provisions of Chapter 2.60 and Chapter 18.07 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on April 18, 2019 and shall be in effect and govern the procedures of the Parks, Art, Recreation and Culture Advisory Commission.

ARTICLE II – PURPOSE

Section 1. Act in an advisory capacity to the City Manager and the City Council on the problems and development of the following:

- City Parks
- Recreation Facilities
- Public Beaches and Trails
- Support of the Arts
- Acquisition, maintenance and disposition of works of art
- Land Use and Future Development related to Parks and Recreation Facilities
- Administration of the Public Arts Fund

Section 2. Perform the functions as outlined in Homer City Code Chapter 18.07 Funds for Works of Art in Public Places.

Section 3. Direct recommendations to the City Council directly or through the City Manager via memorandum from the Parks, Art, Recreation and Culture Advisory Commission.

Section 4. Consider any specific proposal, problem or project as directed by the City Council and any report or recommendations thereon shall be made directly to the Council, unless otherwise directed by the Council.

Section 5. Solicit donations of money and or property in support of the commission purpose.

Section 6. Make recommendations to Council for the disposition of money or property donated.

ARTICLE III – MEMBERS

Section 1. The Commission will be composed of ~~nine~~ seven members, comprised of at least four (4) members that reside inside city limits, who shall be appointed by the Mayor and confirmed by the City Council Effective November 1, 2019.

Section 2. One (1) Homer area high school Student Commissioner may be appointed by the Mayor, subject to confirmation by the City Council, as a consulting, non-voting member.

Section 3. The Mayor, City Manager, Public Works Director or City Planner may serve as non-voting, consulting members of the Commission.

Section 4. A Commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

- Fails to qualify to take office within 30 days after their appointment;
- Resigns and the resignation is accepted;
- Is physically or mentally unable to perform the duties of their office;
- Misses two (2) consecutive regular meetings unless excused;
- Is convicted of a felony.

ARTICLE IV – OFFICERS

Section 1. A Chair and Vice-Chair shall be elected annually from and by the voting members of the Commission.

Section 2. The Chair shall preside at all meetings of the Commission, authorize calls for any special meetings execute all documents authorized by the Commission, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 3. The Vice-Chair shall perform all duties and be subject to all responsibilities of the Chair in their absence, disability or disqualification of office. In the event that both Chair and Vice Chair are absent, and a quorum of members are present, the senior member shall assume and perform the duties and functions of the Chair.

Section 4. The Vice-Chair will succeed the Chair if the office is vacated before the term is completed, to complete the unexpired term. A new Vice-Chair shall be elected at the next regular meeting.

Section 5. Officers shall serve a term of one year from the November meeting at which they are elected and until their successors are duly elected. Officers may be re-elected in subsequent years.

ARTICLE V - MEETINGS

Section 1. Regular meetings shall be open to the public and held on the third Thursday February through June and August through November at 5:30 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m. Allowances will be made for holidays.

Section 3. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

NAME OF BODY	DATE OF MEETING
PHYSICAL LOCATION OF MEETING	DAY OF WEEK AND TIME OF MEETING
HOMER, ALASKA	MEETING ROOM

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)
4. RECONSIDERATION
5. APPROVAL OF MINUTES or CONSENT AGENDA.
6. VISITORS (Chair set time limit not to exceed 20 minutes) (Public may not comment on the visitor or the visitor's topic until audience comments.) No action may be taken at this time.
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PENDING BUSINESS
10. NEW BUSINESS
11. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
12. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
13. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
14. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
15. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
16. COMMENTS OF THE COMMISSION
17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _____ note any worksessions, special meetings, committee meetings etc. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section 4. Per Resolution of the City Council (Resolution 06-115(A)), Public testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chair's discretion or by a majority vote of the members in attendance.

Section 5. Special Meetings and Worksessions may be called by the Deputy City Planner, Clerk, Chair or a majority of the Commission. Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only. Notice of such meetings shall be posted in the same manner as that of regular meetings.

Section 6. A quorum for the transaction of business at any meeting shall consist of four (4) members. For the purpose of determining the existence of a quorum, honorary members shall not be counted.

Section 7. Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote". The Chairperson may vote upon, and may move or second a proposal/motion before the Commission.

Section 8. Recorded minutes shall be made available by the City Clerk's Office to the Commission prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 9. The Commission shall abide by existing Alaska State Law, Borough Code of Ordinance, where applicable and Homer City Code as well as Roberts Rules of Order, current edition, in so far as this treatise is consistent with Homer City Code.

ARTICLE VI - COMMITTEES

Section 1. Committees of one or more members for such specific purposes as the business of the Commission will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Commission.

Section 2. All committees shall make a progress report to the Commission at each of its meetings.

ARTICLE VII – BYLAW AMENDMENTS

Section 1. The bylaws may be amended at any meeting of the Commission by a majority plus one vote of the members present, provided that notice of proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next commission meeting.

Section 2. Any rule or resolution of the Commission, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Commission shall be present, and two-thirds of those present shall so approve.

ARTICLE VIII - TELECONFERENCING

Section 1. Teleconference meetings:

- a. The preferred procedure for Commission meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. This allowance is limited to two (2) meetings per year.
- b. There must be a quorum of members physically present in addition to the telephonic member.
- c. A Commission member participating by teleconference shall be deemed to be present at the meeting for all purposes.
- d. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

Section 2. Teleconference procedures.

- a. A Commission member who cannot be physically present for a regularly scheduled meeting shall notify the Clerk prior to the scheduled time for the meeting of their intent to appear by telephonically
- b. The Clerk shall notify the other Commissioners of the Commissioner's intent to appear by teleconference prior to the scheduled time of the meeting.
- c. The means used to facilitate a teleconference meeting must enable each Commissioner appearing telephonically to clearly hear, and be heard by all other Commissioners and members of the public.
- d. The Clerk shall note in the attendance record all Commission members appearing telephonically.

ARTICLE IX – PUBLIC ART PROGRAM AND THE MUNICIPAL ART COLLECTION

1% FOR THE ARTS PROGRAM

The State has recognized through the enactment of AS 35.27.010, and the City of Homer hereby recognizes by the enactment of Ordinance 02-25(A), Chapter 18.07, the responsibility of government to foster the development of culture and the arts through the purchase or commissioning of works of art for municipal buildings and facilities. It is therefore declared to be municipal policy that a portion of appropriations for capital expenditures for municipal buildings and facilities be devoted to the acquisition of works of art to be permanently placed or incorporated in such buildings or facilities.

Definitions

The following words, terms and phrases, when used, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning.

"Art" and "work of art" mean all forms of original creations of visual art, including but not limited to the following:

1. Sculptures: in the round, bas relief, high relief, mobile, fountain, kinetic or electronic, in any material or combination of materials.
2. Painting: all media, including portable and permanently affixed works, such as murals.
3. Graphic arts: printmaking and drawing.
4. Mosaics.
5. Photography.
6. Crafts: in clay, fiber and textiles, wood, metal, plastics and other materials.
7. Calligraphy.
8. Mixed media: any combination of forms or media, including collage

"Construction, remodeling or renovation of municipal buildings and facilities" means any capital improvement projects paid for wholly or in part by the municipality to build, rebuild or improve any decorative or commemorative structure, park or parking facility or any building.

"Total cost of construction, remodeling or renovation" means the total allotted funding for the subject project at the time of award of contract, exclusive of the costs of land acquisition, site investigation, and environmental clean-up or remediation. (Ord. 02-25(A), 2002.)

The Parks, Art, Recreation and Culture Advisory Commission shall be responsible for the following:

- A. Determine the dollars allocated for art within the budget of each eligible project;
- B. Name a Selection Committee for each project;
- C. Develop and monitor policies related to the selection and installation processes;
- D. Develop plans that insure the preservation of the art collection;

Procedures for the 1% for the Arts Program

Eligible Projects

1. Upon approval of the City budget, the City Manager will provide a copy of the capital improvement budget to the Commission notating all projects he/she believes to be eligible for the 1% for Art Program.
2. Eligible projects include remodeling, renovation, new construction to municipal buildings or facilities when the cost of the project exceeds \$250,000.
3. Staff will update the Commission at least quarterly regarding any new capital improvement projects City Council has approved and will indicate whether the City Manager believes the 1% for Art Program is applicable.

Project Budget

1. 1% of the project cost will be allocated for the purchase of art, with a minimum project value of \$250,000 and a maximum of \$7,000,000. Therefore, the minimum budget is \$2,500 and the maximum is \$70,000. The budget may be increased by the addition of private funds or donations from non-city public funds.
2. Project cost is defined as the cost of the original contract awarded, excluding land acquisition, site investigation, environmental cleanup or remediation. Subsequent change orders and amendments to the contract do not increase or decrease the amount of funding available for artwork.
3. The art budget will include all costs associated with design, construction, installation, and acquisition of works of art.

Selection Committee

1. The Commission will submit to the Council for its approval members of a new Selection Committee for each eligible project. Appointments will be made as early as possible in the construction process to encourage integration of art into the architecture of the building and design of the outdoor spaces.
2. A Selection Committee will be composed of at least five (5) members, including
 - a. One member(s) from the Commission,
 - b. One Artist
 - c. One member from the architectural/design team
 - d. One member from the user department
 - e. Director of building in question or his/her designated representative.

The scope of the project may require the appointment of additional members.

3. The Deputy City Clerk for the Commission will also assist the Selection Committee. This will facilitate clear communication and cooperation between the two advisory bodies.
4. Diversity. The Commission will specifically include members of the community who share a commitment to the goals of the 1% for Art Program yet represent the diverse citizenry in our community.
5. Responsibilities of the Selection Committee
 - a. Selection Committee members will suggest the most suitable locations for artwork within the building or on the site, often in discussion with the architect or chief designer. It is also appropriate to allow artists to submit proposals for locations not identified by the committee.
 - b. The committee will organize interaction between the design team and artists to ensure that artists are sufficiently briefed about the project opportunities and restrictions. The goal is to generate top quality, responsive proposals.

- c. Carefully review each eligible submission. This will frequently be a multi-step process, with time between meetings for personal reflection.
- d. If necessary, a specific member of the committee or the Deputy City Clerk may be directed to discuss modifications to a specific proposal with the artist. All such discussions shall be confidential, and members must exercise care so a specific artist does not construe such discussion as acceptance of work.
- e. Prepare list of Recommended Artwork for the named project and a short list of runners-up, if possible. (Occasionally 1st choice work will not be available and this process may preclude the need to reconvene the jury.)
- f. Selection Committee Chair will be present when the Resolution is before Council for final approval and award. Responses to Council questions may include a brief summary of the selection process, including number of submittals, names of the selection committee members and other information that encourages final acceptance by City Council members.
- g. Deputy City Clerk will notify all selected artists of their award and thank all participants.
- h. All participants, including Committee members and all artists who submitted proposals will be offered a formal opportunity to comment on the process. The Commission will receive these comments.

NOTE: The entire selection process must be handled confidentially. No decisions are final until approved by City Council and final contracts are negotiated with the artists. (Reso. 10-80, 2011.)

ADDITIONAL OVERSIGHT UNDER THE 1% PROGRAM

1. Requests for Proposals (RFP)

The Selection Committee with the assistance of the Deputy City Clerk will prepare an RFP for each eligible project. (See sample in Exhibit A). The Clerk's Office will circulate the RFP as required by City code under the City's Procurement Policy. Packets of additional information that describes the project will be available in City Clerk's Office and on the City's website. It will include the brochure, "Special Considerations for Art in Public Places" (See Exhibit B)

2. Establishing Selection Criterion

- a. Each member of the Selection Committee will be provided with a complete RFP, including the "Special Considerations" brochure. Members will be asked to remember these considerations in their art selections.
- b. The Selection Committee will be provided with an Evaluation Checklist (see Exhibit C).
- c. The Selection Committee may specify that certain projects will show a preference for art by local or Alaskan artists.

3. Legal Considerations.

The Selection Committee and the Parks, Art, Recreation and Culture Advisory Commission are liaisons between artists and the City, the principals in this program. These guidelines will clarify the understanding between them:

- a. Ownership of the Art: All art purchased under the 1% for Art Ordinance will be owned by the City of Homer.
- b. Artist's Rights: Public artwork and art concepts will not be altered, modified, removed or moved from a site which is integral to the concept for the work without prior notice to the artist. If the City's best and reasonable efforts to contact the artist have failed, the City may proceed without such notice.
- c. Artist's Promise to the City of Homer: The art is unique and original and does not infringe upon any copyright. Neither the art nor a duplicate has been accepted for sale elsewhere. The art is free and clear of any liens. The fabricated and installed art will be free of defects in material and craftsmanship. Maintenance requirements have been accurately described;

4. Contract with an Artist:

The City of Homer will enter into a contract with each artist whose work is selected for inclusion in a City project. It will address description of the project, payment schedule, payment of special engineering or installation costs, due date. (See sample in Exhibit D). (Reso. 10-80, 2011.)

ACCESSION POLICY

To establish an orderly and consistent process for reviewing artwork for acceptance into the Municipal Art Collection ensuring that the collection is comprised of artwork of the highest quality.

Definition

Accession is to accept artwork in to the Municipal Art Collection

Policy

1. Accession procedures insure that the interests of all concerned parties are represented including the Parks, Art, Recreation and Culture Advisory Commission, the Public, the Artist, the Arts Community and the City of Homer.
2. Artwork shall be distinctive artistic merit and aesthetic quality and will enhance the diversity of the Municipal Art Collection.
3. Artwork shall be appropriate in and for its site, scale, material, form, and content for both its immediate and general social and physical environment.
4. Artwork shall be reasonably durable against theft, vandalism, weather, and excessive maintenance costs.

5. Accession implies the responsibility to preserve, protect, and display the artwork for public benefit.

6. Accession implies a work's permanency within the Municipal Art Collection, providing that the work retains its physical integrity, identity and authenticity.

7. Artwork will be acquired without restrictions as to its future use and disposition except as provided in contracts with artists.

8. Artwork will be accessioned into the City of Homer's Municipal Art Collection only upon completion of all facets of the Commissioning or purchasing contract and final approval of City Council.

9. Each accessioned work into the Municipal Art Collection will be documented to the fullest extent possible, including artist's last known address and when available photograph.

10. The artist's signed contract or release transferring title for the artwork and clearly defining the rights and responsibilities of all parties will accompany every accessioned work and shall be in the documented records of the work.

11. In the case of interagency or inter-local agreements a copy of the agreement and signatures of all parties will be kept in the office of the City Clerk.

12. Accession results from projects and purchases generated as part of the Municipal Art program except in case of donations which will be reviewed in accordance with the City of Homer policy on gifts and if accepted will be accessed pursuant to this accession policy. (Reso. 10-80, 2011.)

GIFT POLICY

Purpose

To identify a procedure and criteria for the Parks, Art, Recreation and Culture Advisory Commission to review proposed gifts of artwork.

Definition

Gifts are personal or real property that is donated or bequeathed with or without restrictions to the City of Homer for actual artwork, property for placement or funds for the acquisition of artwork.

Policy

1. The Parks, Art, Recreation and Culture Advisory Commission will review all proposed gifts as defined above and will evaluate the suitability of proposed gifts and make recommendations to the Homer City Council in accordance with Homer City Code which allows acceptance of donations.

2. Each Proposed gift will be reviewed for the following:
- a. Aesthetic Quality – the proposed gift has significant aesthetic merit.
 - b. Appropriateness of Chosen Site or Location – scale of artwork is appropriate for the site including relationship between the artwork and the site and obstacles of the site.
 - c. Restrictions from the Donor – any restrictions must be clearly identified and may be a factor in determining whether to accept a gift.
 - d. Originality of Artwork – artworks must be one of a kind or part of an original series reproductions of originals are not considered eligible for acceptance.
 - e. Relationship to the Collection as a Whole – the Commission is committed to creating a diverse collection of art. The proposed gift must be compatible with the Municipal Art Collection without being over represented.
 - f. Technical Feasibility – the realistic ability for the proposed project to be built and installed as proposed in the selected location.
 - g. Technical Specifications – the Commission must review the actual work if available or a scale drawing and or model consisting of site plans and elevations describing the following:
 - 1. Surrounding site conditions if applicable
 - 2. Dimensions
 - 3. Materials and finishes
 - 4. Colors
 - 5. Electrical, Plumbing, or other utility requirements
 - 6. Construction and installation method
 - 7. Additional support material such as text verbally describing the artwork and specifications, models, or presentation drawings by a licensed engineer may be required.
 - h. Budget – cost to manage the project, prepare the site, deliver and or install the work, funds for signage/recognition, and any other cost should be disclosed by the donor in a budget. The Commission will determine if the costs are accurate and realistic and that the donor has clearly delineated responsibility for all costs associated with the project.
 - i. Timeline – expected timeline for donation or installation should be proposed by the donor. The Commission will determine if the timeline is realistic.
 - j. Durability – expected lifetime and staying power of the material used to create the artwork especially if set in the out of doors or in a non-archival exhibition setting and exposed to the elements.
 - k. Warranty – the donor agrees to be responsible for a warranty period of one (1) year from the date of final installation of the artwork to insure the integrity of the material, fabrication and installation when installed in or on a city owned facility or property.
 - l. Vandalism and Safety – the artwork will not be prone to vandalism or pose a safety hazard.
 - m. Maintenance and Preservation – donor's agreement to provide a technical and maintenance record including a plan for routine care with estimated costs. The donor must indicate if there are any unusual or ongoing costs to maintain artwork.

3. Donors proposing gifts will be informed of the importance of the above criteria in the Commission consideration.

4. The Parks, Art, Recreation and Culture Advisory Commission will have final authority through the City Manager to review and recommend to Homer City Council to accept or reject the donated artwork.

5. All gifts that are recommended for acceptance will only be accessed into the Municipal Art Collection pursuant to the Accession Policy. (Reso. 10-80, 2011.)

PROCEDURE TO PROPOSE A DONATION OF ARTWORK TO THE CITY OF HOMER

The Parks, Art, Recreation and Culture Advisory Commission is charged with the responsibility of evaluating the suitability of a proposed artwork and making recommendation to the City Council as to whether or not to accept it as a gift. If accepted, the donated work becomes the responsibility of the City of Homer, which will inventory, insure, maintain and repair it as required by Homer City Code and Alaska State Law.

Definition

“Gifts” are personal or real property that is donated, devised or bequeathed with or without restrictions to the City of Homer. Gifts can be actual artwork, property for placement of artwork or funds for the acquisition of artwork.

“Gift Policy” is the policy that identifies the procedure and criteria for reviewing proposed gifts of artwork to the City of Homer.

“Accession Policy” is the policy that defines an orderly and consistent process for reviewing artwork for acceptance into the Municipal Art Collection insuring that the collection is comprised of artwork of the highest quality. (Reso. 10-80, 2011.)

Process

The Parks, Art, Recreation and Culture Advisory Commission will review all proposed gifts according to the Gift Policy. They will evaluate the suitability of the proposed gifts and make recommendations to the Homer City Council through the City Manager.

In order to provide the Commission with the information necessary to evaluate the proposed artwork in accordance with the Gift Policy and Accession Policy the potential donor or donor’s representative must complete the Gift Proposal Application and submit to the City of Homer, City Clerk’s Office. (Reso. 10-80, 2011.)

Presentation to the Parks, Art, Recreation and Culture Advisory Commission

If applicable the donor will be scheduled to present his or her proposal to the Commission at the next regular meeting. The donor is expected to present the actual artwork or model or scale drawings of the proposed piece. If it is not possible depending on the artwork a photograph may be accepted upon approval of a majority vote of the Commission.

The Parks, Art, Recreation and Culture Advisory Commission will review the proposal, consider the presentation and make a recommendation at the meeting. If the proposal materials do not give the Commission enough information to make an educated recommendation they may request to postpone recommendation until further information is provided by the donor.

PRESERVATION OF THE MUNICIPAL ART COLLECTION

1. Registry

The City's art collection will be catalogued and a registry maintained. Each entry will include

- a. Name and contact information for the artist
- b. Title of the work, date created, dimensions
- c. Photographs of the work
- d. The artist's cleaning and maintenance recommendation;
- e. An artist's statement regarding the work, if possible.
- f. An identification number _____ (year installed), _____ consecutive number (for example: 2006-#21). This number will also be affixed to the piece of art or to its label.
- g. Exact location of the artwork.
- h. Techniques and materials used in creating the artwork.

The registry will be bound and stored in the City Clerk's Office. The City will also provide an official label for each piece of art that will be consistent in style and material. Information contained will reflect the following:

- Color Photo of artwork
- Artist Name(s)
- Title of Artwork
- Year Completed/Date
- Medium Used
- Size/Dimensions
- Location
- Physical Description of the piece
- Short Summary about the Artist
- Summary Comment on the artwork

Inspection and Maintenance of Artwork

All building and grounds supervisors will be instructed to inform the City Clerk if vandalism is observed or the artwork requires maintenance. All cleaning and maintenance will follow the instructions provided by the artist. If the artwork requires extensive repairs, the City will make a good-faith effort to obtain advice from the artist. If no information is forthcoming, the City may proceed with its best practice.

DE-ACCESSIONING PURCHASED AND DONATED ITEMS

The City has the responsibility for conserving the collection, and because the disposal of artworks may have serious implications for the artists, removing the items from the collection should be a deliberate and seldom-used procedure. It is the policy of the City not to dispose of works simply because they are not currently in fashion and not to dispose of works whose worth might not yet be recognized.

Purchased or donated items which have been accepted into the Municipal Art Collection will be de-accessioned only at the direction of the City Council, which shall consider the recommendations and comments of the Parks, Art, Recreation and Culture Advisory Commission, Staff and any public comment received.

The City will comply with all laws pertaining to de-accessioning of art items. If documents provide for de-accessioning, such documents will determine the method and manner of the de-accessioning.

Examples of situations where de-accessioning would be considered include:

- a. The item(s) has deteriorated beyond a reasonable means of conservation or in deteriorating, has lost its usefulness.
- b. The authenticity, attribution, or genuineness of the item(s) is determined to be false or fraudulent.
- c. The item(s) is redundant or is a duplicate that has no value as part of a series.
- d. The item(s) is located in an area where jurisdiction will be transferred to another entity or is made inaccessible to the public.

The Parks, Art, Recreation and Culture Advisory Commission may recommend any of the following courses of action as a result of a deaccessioning review. The Commission shall not be limited to these courses of action and may suggest new methods as may be demanded by a particular set of circumstances:

- a. Relocate the work of art. This course of action shall be given highest priority
- b. Remove the work from display and maintain in a safe storage
- c. Yearly City Surplus Sale
- d. Private sale
- e. Exchange for another work by the artist
- f. Gifting the piece to a non-profit organization
- g. Recycling

Destruction of the item(s) may be considered where the physical condition of the work is severely deteriorated or will be irreparably damaged by the de-accessioning process. In appropriate instances, appraisals of the item(s) to be de-accessioned will be sought from outside sources.

Encouraging Additional Public and Private Art in Public Spaces, and Promoting Public Awareness and Appreciation for the Municipal Art Collection

Ordinance 02-25(A) encourages the addition of private money into the public art program. Any art purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility for selection, installation, maintenance and repairs.

The Parks, Art, Recreation and Culture Advisory Commission will be a resource for business owners who wish to include art in their business location.

Parks, Art, Recreation and Culture Advisory Commission will endeavor to obtain buy-in from affected city departments and a wide variety of governmental and non-governmental organizations, as required, to ensure the successful implementation of the public art policy.

The Commission will work to establish partnerships with private funders to help the art policy proponent's work with and advise patrons who are funding public-art projects privately. This will help guarantee that these projects meet a set of agreed-upon requirements and fulfill the goals and vision set forth in this policy.

The Parks, Art, Recreation and Culture Advisory Commission will identify alliance opportunities with institutions, organizations, and the public. Partner with them to publicize and discuss how public art can help further the mission of their specific organization.

Raise support among the press to help the fundraising efforts to educate and inform the public about the many different types of public art, and the wealth and ability of the local arts community.

Keep the information flowing about the progress of any public art initiatives.

The Parks, Art, Recreation and Culture Advisory Commission, with the assistance of users, will plan an installation ceremony upon completion of each project. Costs for this event will be from the annual budget or underwritten by donors.

The Parks, Art, Recreation and Culture Advisory Commission will plan events and promotional tools that invite residents and visitors to enjoy the City of Homer art collection. These might include walking tour maps, guest lectures, on-line catalogue, etc. (Reso. 10-80, 2011.)

FUNDING FOR THE MUNICIPAL ART COLLECTION

A public art fund is established in accordance with Homer City Code 18.07.090, Public Art Fund, as a separate, interest bearing account in the city general fund to receive money for the public art program from the following sources:

1. Funds for public art fees received from private development.

2. Funds donated to the city for public art.
3. Other funds appropriated by the City Council for public art.

Money in the public art fund shall be used solely to pay the costs of selecting, commissioning, acquiring, installing, maintaining, public education regarding, administrating, removing and insuring the works of public art, and any other expense related thereto.

Interest earned on money in the public art fund shall be deposited in the public art fund.

The public art fund is administered by the City with the advice of the Parks, Art, Recreation and Culture Advisory Commission.

- The Commission shall prepare a plan annually for expenditures from the public art fund for approval by the city council. (Ord.09-51(A), §1, 2009.)
- Encourage the addition of private money into the public art program. Any art purchased with such funds will be owned 100% by the City of Homer and the City will have responsibility for selection, installation, maintenance and repairs. (Ord. 02-25(A), 2002.)

