



## **Homer City Hall**

491 E. Pioneer Avenue

Homer, Alaska 99603

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

# **City of Homer Agenda**

**Parks, Art, Recreation & Culture Advisory Commission**

**Thursday, October 17, 2019 at 5:30 PM**

**Council Chambers**

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

## **AGENDA APPROVAL**

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

**VISITORS/PRESENTATIONS** (10 minutes)

## **RECONSIDERATION**

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

[A.](#) Minutes from the September 19, 2019 regular meeting Page 3

[B.](#) Memorandum from City Clerk re Meeting Schedule 2020 Page 9

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

[A.](#) Staff Report - Deputy City Planner Engebretsen Page 15

[B.](#) Parks Maintenance Report - Matt Steffy, Parks Coordinator Page 17

C. Community Recreation Report - Mike Illg, Recreation Manager

D. Report - Hickerson Cemetery Walk Through

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

## **PUBLIC HEARING**

**PENDING BUSINESS** (15 minute limit)

<a href="#">A.</a> Memorandum from Deputy City Clerk re: Election of Officers	Page 19
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#### **NEW BUSINESS** (15-20 minute limit)

<a href="#">A.</a> Nature Conservancy Land Donation, Homer Spit	Page 21
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<a href="#">B.</a> Budget Requests	Page 27
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<a href="#">C.</a> Draft Budget Overview	
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<a href="#">D.</a> Spit Camping	Page 31
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<a href="#">E.</a> Jack Gist Park Improvements	Page 33
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<a href="#">F.</a> Wayfinding, Next Steps	Page 35
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#### **INFORMATIONAL MATERIALS**

<a href="#">A.</a> PARC Commission Annual Calendar 2019	Page 45
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<a href="#">B.</a> PARC Commissioner Attendance at Council Meetings 2019	Page 47
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<a href="#">C.</a> PARC Strategic Plan	Page 49
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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 19-07, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Acting Chair Deb Lowney at 5:36 p.m. on September 19, 2019 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS LOWNEY, ROEDL, ASHMUN, SHARP, AND LEWIS

ABSENT: COMMISSIONERS ARCHIBALD, HARRALD, FAIR, AND BARNWELL (excused)

STAFF: DEPUTY CITY PLANNER ENGBRETSSEN  
DEPUTY CITY CLERK TUSSEY  
PARKS MAINTENANCE COORDINATOR STEFFY

### **AGENDA APPROVAL**

Acting Chair Lowney called for a motion to approve the agenda.

LEWIS/SHARP 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 for the August 15, 2019 Regular Meeting

Acting Chair Lowney called for a motion to approve the consent agenda.

LEWIS/ROEDL 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 Engbretsen

Deputy City Planner Engebretsen provided her verbal staff report and facilitated discussion with the commissioners on the following topics:

- Funding priorities including additional staffing for Community Recreation and Parks/Rec Support; commission asked to discuss the funding of a trails staff person at the October meeting.
- Scheduling the next parks walk-through for Hickerson Memorial Cemetery.
- Holding a clean-up day for Karen Hornaday Park and to notify staff if they are interested in scheduling one or not.
- Terms expiring for Commissioners Sharp and Ashmun, and the changes in the PARCAC bylaws to bring the commission to seven members.

B. Parks Maintenance Report - Matt Steffy, Parks Coordinator

Parks Maintenance Coordinator Steffy provided an overview of his written staff report, specifically noting the following:

- Review of local events including Wooden Boat Festival, Burning Basket, and Paddle and Run.
- Parks Staff work stripping/repainting the Ben Walters Park restroom and Dutchboy Landscaping beginning installation of the new playground equipment.
- Bid award to Southern Exposures, LLC for traffic measures at the Karen Hornaday Park; staff marked out boulder placement to delineate road/parking areas.
- Trail work at Karen Hornaday Park and Poopdeck Trail.
- Coordinating with the Chamber of Commerce to begin planning the new format of the Homer Halibut Derby.
- 2020-2021 Budget amendment requests for the Parks-Cemetery budget.
- Feedback from campers affected by the Spit Campgrounds washed out from storm damage.
- Issues with Port and Harbor/Homer Spit parking over the summer.

C. Community Recreation Report - Mike Illg, Recreation Manager

**PUBLIC HEARING**

**PENDING BUSINESS**

**NEW BUSINESS**

A. Elections for Office of Chair & Vice Chair

Acting Chair Lowney introduced the agenda item and noted staff's recommendation that there were not enough commissioners present to properly hold elections and that they be postponed until the next regular meeting.

LEWIS/SHARP MOVED TO POSTPONE ELECTIONS TO THE NEXT REGULAR MEETING.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Community Artwork Selection Panel for the Homer Public Library

Acting Chair Lowney opened the floor for discussion on the Call to Artists for public art at the Homer Public Library. Commissioner Sharp opined that he hopes three dimensional art will be considered since the library's size can accommodate it. Deputy City Planner Engebretsen noted the panel meeting time and date and that staff is looking for a PARCAC representative to volunteer. The commissioners deliberated on who would be available to attend.

The commission mutually agreed to appoint David Lewis to the Community Artwork Selection Panel.

C. Funding Request for New Bench Plaque

Acting Chair Lowney read the title and called for a motion to fund a new bench plaque.

SHARP/LEWIS MOVED TO FUND UP TO \$200 TO PURCHASE A PLAQUE FOR THE BENCH AT THE END OF THE ROAD PARK.

Commissioner Roedl posed questions regarding the need to expend PARCAC funds for a plaque. Commissioner Sharp responded, explaining the reasoning for replacing the plaque is due to spelling, information, and sizing errors. Mr. Sharp felt the original donor deserved to have an adequate plaque and that the replacement fee should be covered by the PARCAC. There was brief discussion on current budget amounts, other plaques needed, and where other purchases have been made. Mr. Roedl voiced his opposition to the expenditure; he believes that donors should cover expenses such as a plaque. There was further discussion on what the plaque replacement accomplishes, reiterating that it is not the donor's responsibility to order the plaque but staff, and that the plaque is incorrect and needs to be fixed regardless. Mr. Sharp noted that the amount he is requesting is "up to" \$200 since the last time a plaque was purchased they expended up to \$50 and it was not enough to cover the additional shipping charges.

VOTE: YES: ASHMUN, LOWNEY, SHARP, LEWIS

VOTE: NO: ROEDL

Motion failed (lack of commission majority).

LEWIS/SHARP MOVED TO SPEND UP TO \$100 ON A NEW PLAQUE.

Discussion ensued on whether a plaque could be purchased for that amount.

VOTE: YES: SHARP, LEWIS, ASHMUN, ROEDL, LOWNEY

Motion carried.

D. Review of Karen Hornaday Park Plan

Deputy City Planner Engebretsen reviewed the Karen Hornaday Park Master Plan, the poor conditions of the public restrooms at the park, and what needs to happen to get funding to replace the restroom. She requested feedback from the commission on how they would like to proceed.

The commission and City Staff held discussion on the plan; comments that were made include:

- Underground water/sewer pipes are old and need to be replaced before a new restroom is built
- Relocation of the road and where the new restroom would be placed, ideally as close to the ball fields as possible
- No initial design at this point, mainly focusing on location first
- Status on ADA compliance review of park facilities and requests by the ADA Compliance Committee to include Karen Hornaday Park Restroom Replacement and City Parks/Trails Transition plan projects to the CIP list.
- Need to have an interim plan, such as using rented Port-A-Potties until the real issue is fixed
- Limitations of the City process related to fund-searching, staff time, project management/organizing, and implementation.

E. Campgrounds & Parking Areas on the Homer Spit

Acting Chair Lowney deferred to Deputy City Planner Engebretsen to facilitate discussion on Homer Spit parking. Ms. Engebretsen reported on the Seafarers Memorial parking lot expansion project and City Staff's efforts to move forward with a next phase in parking management on the Spit.

The commission discussed future parking and campgrounds on the Spit; there is a large push for parking management due to the high number of people affected by it, but just camping on the Spit needs to be addressed. The commission agreed to have discussion on camping specifically and advocating for Homer Spit campgrounds at the October regular meeting.

**INFORMATIONAL MATERIALS**

- A. Ordinance 19-36 HART Funds for Woodard Creek & Fairview Trails
- B. 2019 Annual Calendar
- C. 2019 Commissioner Attendance at City Council Meetings

Acting Chair Lowney noted the informational items provided in the packet and opened the floor for discussion. In response to discussion on upcoming City Council meetings, Commissioner Sharp volunteered to attend the September 23<sup>rd</sup> regular meeting.

**COMMENTS OF THE AUDIENCE**

William Marley, city resident, inquired on the process for getting onto the PARCAC agenda as a visitor to give a presentation.

**COMMENTS OF THE CITY STAFF**

Deputy City Planner Engebretsen thanked Commissioners Sharp and Ashmun for their service.

Deputy City Clerk Tussey thanked the commission for having her fill in as clerk at their meeting.

There was no comment from Parks Maintenance Coordinator Steffy.

#### **COMMENTS OF THE CITY COUNCILMEMBER**

#### **COMMENTS OF THE CHAIR**

Acting Chair Lowney thanked staff for the meeting reminder, and Commissioners Sharp and Ashmun for their service and the quality they brought to the table.

#### **COMMENTS OF THE COMMISSION**

Commissioner Lewis thanked Mr. Sharp and Ms. Ashmun and shared his experience of keeping the name tag because you never know if you'll be back to serve.

Commissioner Sharp thanked everyone and noted it's been a very interesting experience.

Commissioner Ashmun shared that she has really enjoyed her work on the commission. She leaves not due to a lack of interest but because of increased traveling impacting her service.

Commissioner Roedl thanked Mr. Sharp and Ms. Ashmun and commented that they know when the PARCAC meets so to come by sometime.

#### **ADJOURNMENT**

There being no further business to come before the Commission the meeting adjourned at 6:40 p.m. The next regular meeting is scheduled for Thursday, October 17, 2019 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK I

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







## City of Homer

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

## Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-3130

(f) 907-235-3143

## Memorandum

TO: ADVISORY BODIES  
FROM: MELISSA JACOBSEN, CITY CLERK  
DATE: OCTOBER 10, 2019  
SUBJECT: MEETING SCHEDULE FOR 2020

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Please review the draft resolution that establishes your meetings for 2020. If you have any changes please submit them by December 3, 2019.

Council will be setting the 2020 meeting schedule for Council and Advisory Bodies with the adoption of the resolution no later than their December 9, 2019 meeting.



**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**RESOLUTION 19-0XX**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
ESTABLISHING THE 2020 REGULAR MEETING SCHEDULE FOR THE  
CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY  
COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART  
RECREATION AND CULTURE ADVISORY COMMISSION, PLANNING  
COMMISSION, AND PORT AND HARBOR ADVISORY COMMISSION.

WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council annually sets the schedule for regular and some special meetings, noting the dates, times and places of the City Council, Planning Commission, Advisory Commissions, and the Library Advisory Board meetings; and

WHEREAS, The public is informed of such meetings through notices located at the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public Library; and

WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper of general circulation at least three days before the date of the meeting and that special meetings should be advertised in the same manner or may be broadcast by local radio at least twice a day for three consecutive days or two consecutive days before the day of the meeting plus the day of the meeting; and

WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the failure to give the notice provided for under this chapter does not invalidate or otherwise affect any action or decision of a public body of the City; however, this sentence does not change the consequences of failing to give the minimum notice required under State Statute; that notice will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for the Clerk to publish notice in a newspaper of general circulation in the City; and

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2020 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, and Port and Harbor Advisory Commission of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1, New Year's Day, Wednesday	February 17, Presidents' Day, the third Monday	March 30, Seward's Day, last Monday	May 25, Memorial Day, last Monday	July 3**, Independence Day, Friday	September 7, Labor Day, first Monday
October 19**, Alaska Day, Monday	November 11, Veterans Day, Wednesday	November 26 Thanksgiving Day, Thursday	November 27, Friday, the day after Thanksgiving	December 25, Christmas, Friday	

\*\*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 13, 27	February 10, 24	March 9, 23	April 13, 27	May 11, 26*	June 8, 22
July 27**	August 10, 24	September 14, 28	October 6 Election	October 12, 26 Oath of Office October 12	Canvass Board October 9
November 3 Runoff Election	November 23**	December 14****	December 21**** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

AML Annual Conference Week is tentatively scheduled for November 18-22, 2019.

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

\*\*There will be no First Regular Meeting in July or November.

\*\*\*The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday.

\*\*\*\* The City Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two Special Meetings as needed. Generally the second Special Meeting the third week of December, will not be held.

#### ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 14	February 11	March 10	April 14	May 12	June 9
July 14	August 11	September 8	October 13	November 10	December 8

Economic Development Advisory Commission Regular Meetings are held on the second Tuesday of each Month at 6:00 p.m.

#### LIBRARY ADVISORY BOARD (LAB)

February 4	March 3	April 7	May 5	August 4
	September 1	October 6	November 3	December 1

Library Advisory Board Regular Meetings are held on the first Tuesday of the months of February, March, April, May, August, September, October, November, and December at 5:30 p.m.

#### PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

	February 20	March 19	April 16
May 21	June 18		August 20
September 17	October 15	November 19	

Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday of each month at 5:30 p.m. with the exception of January, July, and December.

#### PLANNING COMMISSION (PC)

January 2*, 15	February 5, 19	March 4, 18	April 1, 15	May 6, 20	June 3, 17
July 15**	August 5, 19	September 2, 16	October 7, 21	November 4**	December 2**

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m. \*The regular meeting scheduled the first Thursday since the first Wednesday is a Holiday \*\*There will be no First Regular Meeting in July or Second Regular Meetings in November and December.

PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 22	February 26	March 25		April 22	May 27	June 24
July 22	August 26	September 23		October 28	November 18	December 9

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the December meeting is scheduled for the second Wednesday of the month.

PASSED AND ADOPTED by the Homer City Council this 9<sup>th</sup> day of December, 2019.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any additional meetings.



## City of Homer

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## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: October 17, 2019  
Subject: October Staff Report

1. Wayfinding work session with the Economic Development Commission and Planning Commission: 5:30 WEDNESDAY, in Council chambers, 1 hour.
2. Hickerson Cemetery work session: Meet at 11 am THURSDAY at the cemetery, for about 1 hour. We will look at the older part of the cemetery as well as the new section.
3. Poopdeck Trail is open! Check it out. Some work will be ongoing, such as drainage, signage, benches and further ADA improvements such as trail edging where needed.
4. Hornaday traffic calming boulders have been placed in the new configuration. Commissioner Archibald has suggested a work session at the park. If the Commission is interested, we can schedule that for early November.
5. Ben Walters Park Play equipment is installed!





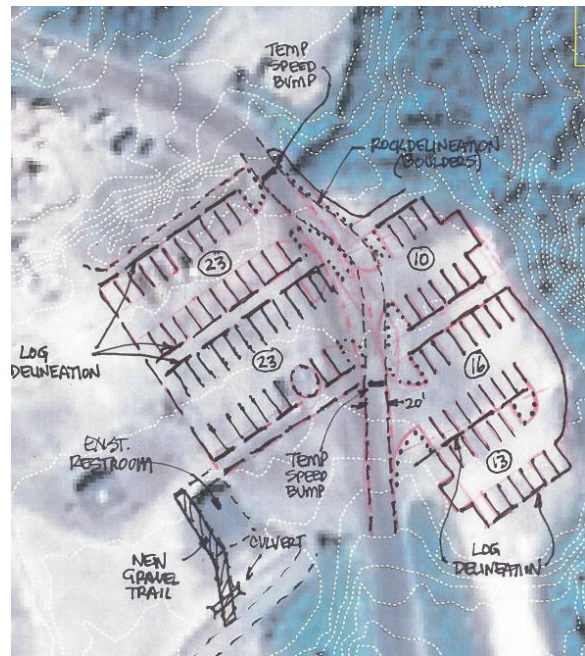


## **PROGRESS REPORT**

### **KAREN HORNADAY PARKING LOT ACCESS/SAFETY IMPROVEMENTS**

This project (sponsored by Councilmember Tom Stroozas) is substantially complete. The park access road has been realigned to provide traffic calming and encourage slower vehicular speed through the parking area below the campground. Boulders have been placed to delineate this realignment and create medians that protect pedestrians crossing the access road. Logs have been placed to better delineate the parking areas and create protected corridors for pedestrians moving from the parking lot to the park.

Speed limit and crosswalk signs will be installed this week to further delineate the new traffic patterns. Speed bumps and speed bump signage have been ordered and will be installed next spring to finish the improvements approved by the Council in the 2019 capital budget.



**Original improvement plan**



**Looking north toward the campground**





**Looking south down the new access road realignment**



**Typical protected pedestrian access corridor**



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## Office of the City Clerk

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### Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION  
FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK  
DATE: OCTOBER 17, 2019  
SUBJECT: ELECTION OF OFFICERS

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This action was postponed at the September regular meeting since a number of members were not present.

Elections are conducted for Chair and Vice Chair normally in September or October of each year.

Typically the office of Vice Chair is called for first in this Commission.

The Commission will need to determine if they want to conduct the elections by Voice Vote, Show of Hands or Secret Ballot.

Once decided the Chair will call for nominations of Vice Chair.

Upon hearing no further nominations from the Commission the Chair will close the nominations.

Chair will then call for the vote in the manner agreed upon by the commission.

The Clerk will tally/note the votes for each candidate nominated. If only one candidate is nominated the candidate must accept the nomination for the office of Vice Chair.

The Chair will then conduct the vote for the office of Chair (or if desired may turn the gavel over to the newly Elected Vice Chair) and will conduct the vote in the same manner as conducted for the office of Vice Chair.

The gavel/meeting will be turned over (or proceed) to the newly elected (or re-elected) Chair to conduct the remainder of the meeting.





## City of Homer

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

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Katie Koester, City Manager  
DATE: September 18, 2019  
SUBJECT: City Manager Report for September 23

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### HVFD Hiring Update

HVFD has been advertising for two Assistant Chief positions: Emergency Medical Services (EMS) and Fire Operations. HVFD received over 15 applications for the Assistant Chief of Fire operations. Three candidates were interviewed and all of them presented with good credentials and impressive resumes that would have served the department well. Chief Kirko was fortunate to have the opportunity to closely work with one of the candidates to get a better insight in to what they could offer the City and fire Department. It is with great pleasure to announce the promotion of Dan Miotke to position of Assistant Chief. Please congratulate and thank Assistant Chief Miotke for stepping up to serve his community in this leadership capacity when you see him.

Interviews for the EMS Assistant Chief will commence at the end of the month with the goal of final section by the end of November. The interview process is rigorous and takes some time as we ask a lot of the candidates to ensure a good fit.

### Homer Spit Land Donation from The Nature Conservancy (TNC)

In May 2001, former Mayor Cushing requested The Nature Conservancy (TNC) purchase the Sprague Resources Corporation's 2.62 acre parcel located on the western (seaward) side of the Homer Spit as part of the City's Capital Improvement Program (CIP). According to the letter written by Mayor Cushing, *"the purchase of Spit property has been a long standing goal, approved by the Council, and is within our current CIP. This program states in part, 'the intent is to preserve the natural ecosystem and protect future ecotourism activities that are emerging as a major industry in Homer...In order to protect this valuable resource, it is necessary for the public to acquire the property.'"* This summer, staff received a letter from TNC wishing to finish Mayor Cushing's request by transferring the property at no cost to the City of Homer. This acquisition is of great benefit to the Homer community, further protecting the beautiful view sheds and recreational opportunities on the Spit while also, as said by Mayor Cushing, "helping to assure balanced development for generations to come." Staff will continue to work with TNC to acquire the space, which will continue its current use as open public recreation space and bring an Ordinance to City Council per HCC 18.06, Municipal Property Acquisition.

Enc:

September Employee Anniversaries  
TNC City of Homer Land Donation letter  
Statutory Warranty Deed



July 30, 2019

Katie Koester  
City Manager  
City of Homer, Alaska  
491 E. Pioneer Avenue  
Homer, Alaska 99603

Dear Ms. Koester,

In 2001, The Nature Conservancy (TNC) purchased a 2.62-acre parcel on the western (seaward) side of the Homer Spit from Sprague Resources Corporation, a Seattle, Washington-based realty firm. At that time, TNC and the City of Homer collaborated to transfer ownership of this parcel to the City of Homer as part of the 2001 City of Homer Capital Improvement Program. Our collective intent was to support preservation of natural ecologic processes and ecotourism on the Homer Spit, as indicated in the attached memorandum from former Mayor of Homer Jack Cushing dated May 14, 2001 (Attachment A). Our original intent for long term management of the parcel, which remains today, is to keep it in its natural state, preclude any further subdivision of the parcel itself and restrict development activities other than non-motorized recreation and wildlife viewing.

Time passed, administrations changed, and the transfer of ownership was postponed for many years. However, the importance of protecting erosion-prone intertidal areas on the Homer Spit is as critical now as it was in 2001, and TNC would like to complete this transaction by conveying the parcel to the City of Homer at no cost.

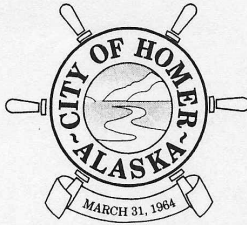
The Sprague Resources parcel (identified in Attachment B: Location Map) will add to seven contiguous parcels owned by the City of Homer on the western side of the Homer Spit and contribute to over 400 acres of city-owned lands on the Homer Spit.

After almost two decades, the Nature Conservancy is excited to complete this project. We understand that the City of Homer will need to pass an ordinance to accept the property. If there is anything TNC can do to assist you or your staff in this process, please let us know.

Sincerely,



Adrianna Muir, Ph.D.  
Conservation Director  
The Nature Conservancy, Alaska



**Office of the Mayor**  
**Jack Cushing**

(907) 235-8121  
Fax 235-3140

Homer City Hall 491 E. Pioneer Avenue • Homer, Alaska 99603-7624

May 14, 2001

Randy Hagenstein, Associate State Director  
The Nature Conservancy, Alaska Chapter  
421 W. 1<sup>st</sup> Ave.; Suite 200  
Anchorage, AK 99501

SUBJECT: Sprague Resources Corporation property on Homer Spit

Dear Randy:

I am requesting that The Nature Conservancy acquire for the City of Homer approximately 2.62 acres located on the Homer Spit in Homer, Alaska, known as the Sprague Resources Corporation Tract. The purchase of Spit property has been a long standing goal, approved by the Council, and is within our current Capital Improvement Program (CIP). This program states in part, "The intent is to preserve the natural ecosystem and protect future eco-tourism activities that are emerging as a major industry in Homer. . . . In order to protect this valuable resource, it is necessary for the public to acquire the property."

This specific property is included in the area detailed by this CIP priority and is immediately adjacent to 100 plus acres the city has recently acquired or already owned, and designated for protection. It would be the City of Homer's intention to accept conveyance of this property from The Nature Conservancy and designate it similarly as part of the City's Conservation District. Acquisition of the property from the Conservancy is contingent upon final approval by the Homer City Council.

I understand that the Conservancy intends to purchase the property with funds from the North American Wetland Conservation Act grant and that the City will bear no expenses associated with purchase of the property from Sprague Resources Corporation or conveyance from the Conservancy to the City.

We appreciate the Conservancy's willingness to purchase the property and hold it prior to conveyance to the City of Homer and will work with your staff to ensure timely transfer of the property to the City. Thanks for your foresight in helping to assure balanced development for generations to come.

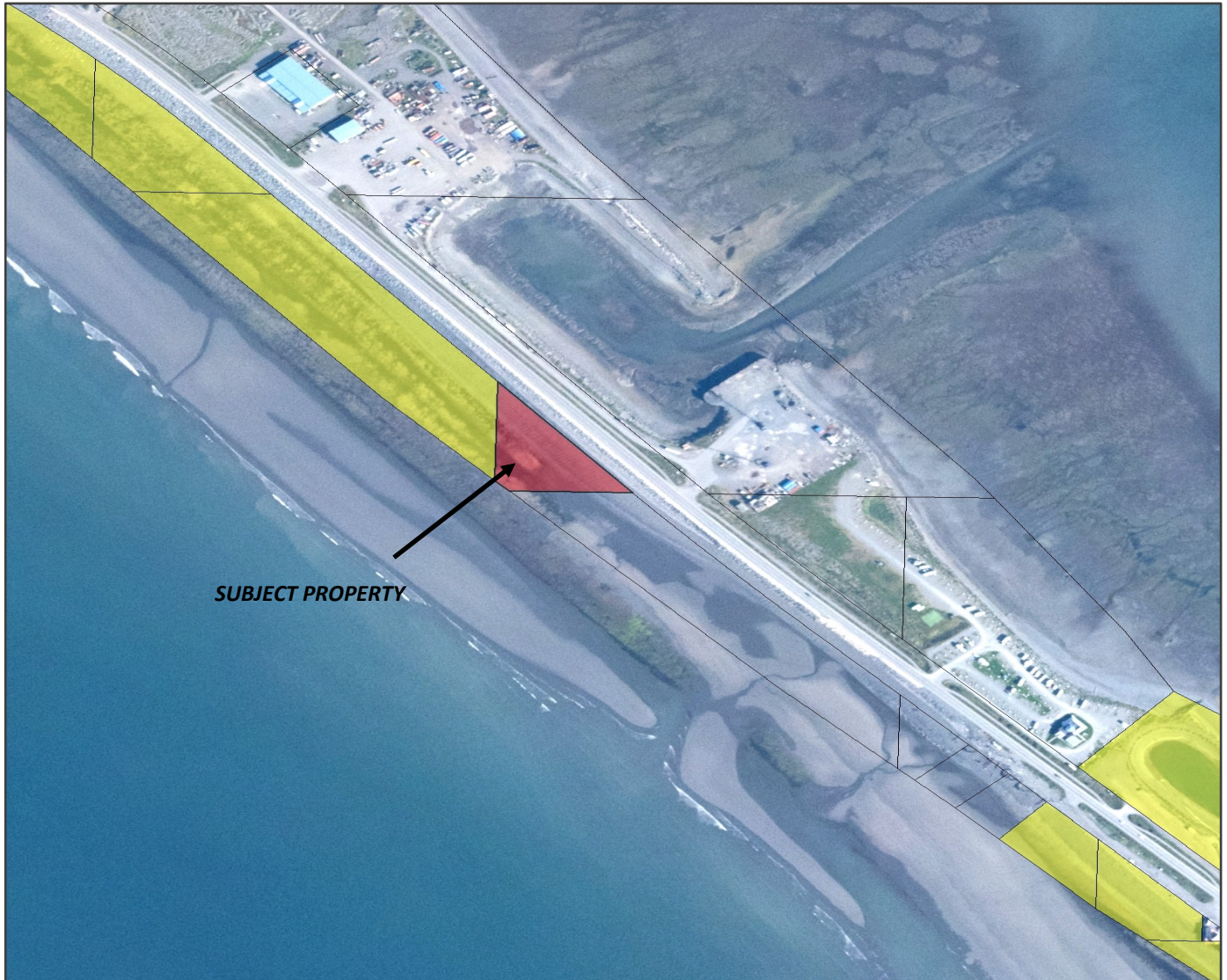
Yours truly,

Jack Cushing  
Mayor, City of Homer

"WHERE THE LAND ENDS AND THE SEA BEGINS"



# THE NATURE CONSERVANCY HOMER SPIT PARCEL



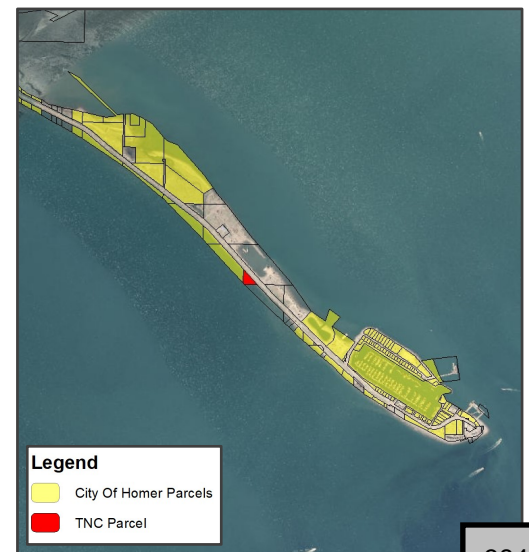
## PARCEL INFORMATION

**LEGAL DESCRIPTION:** T 6S R 13W SEC 35 SEWARD MERIDIAN HM THAT PORTION OF GOVT LOT 3 LYING SOUTHWEST OF THE HOMER SPIT RD

**KPB Parcel ID:** 18103007

**Area (Acres):** 2.62

**KPB Assessed Value (2018):** \$4,000





22252

BK 00314 PG 0768

RECORDING REQUESTED BY AND  
WHEN RECORDED RETURN TO:  
The Nature Conservancy  
217 Pine Street, St 1100  
Seattle, WA 98101

) FOR REGULAR TAX NOTICES  
) The Nature Conservancy  
) PO Box 3231  
) Homer, AK 99603

### Statutory Warranty Deed

The Grantor, SPRAGUE RESOURCES CORPORATION, A Washington Corporation, pursuant to \*Sec. 34.15.030, Alaska Statutes, for and in consideration of the sum of Ten Dollars (\$10.00), lawful money of the United States of America, and other valuable consideration in hand paid, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, convey and warrant to Grantee, THE NATURE CONSERVANCY, a District of Columbia non - profit corporation, the following described real property, together with all tenements, hereditaments and appurtenances located in the Kenai Peninsula Borough, State of Alaska:

That portion of Government Lot 3 lying southwest of the Homer Spit Road, Section 35, Township 6 South, Range 13 West, Seward Meridian, in the Homer Recording District, Third Judicial District, State of Alaska.

#### SUBJECT to:

1. Reservations and exceptions as contained in U.S. Patent, and/or in acts authorizing the issuance thereof:
2. Taxes due for the year and subsequent years.
3. Rights of the Public and or governmental agencies in and to that portion of said premises lying below the mean high water mark of Kachemak Bay and any questions of right of access to Kachemak Bay in the event said lands do not in fact abut the Kachemak Bay.
4. Any prohibition or limitation on the use, occupancy or improvement of the land resulting from the rights of the public or riparian owners to use any waters which may cover the land or to use any portion of the land which is now or may formerly have been covered by water.

TO HAVE AND TO HOLD the said property, with its appurtenances, unto the Grantee, its heirs and assigns forever.

BK 00314 PG 0769

Grantor covenants and warrants that he is lawfully seized and possessed of the real property aforesaid and has the full right, power and authority to execute this conveyance, and that said real property is free and clear of all liens, claims or encumbrances, except as shown above, and that he will defend the title to the real property conveyed herein and quiet enjoyment thereof against the lawful claims and demands of all persons.

DATED this 22 day of May, 2001.

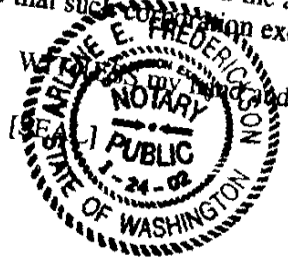
GRANTOR:

SPRAGUE RESOURCES CORPORATION, A Washington Corporation

By: [Signature]  
GEORGE S. SCHUCHART, JR.  
Its President

STATE OF WASHINGTON )  
COUNTY OF KING ) ss.  
)

The foregoing instrument was acknowledged before me this 22nd day of MAY, 2001, by GEORGE S. SCHUCHART, JR., known or identified to me to be the PRESIDENT of the corporation that executed the above instrument on behalf of the corporation and acknowledged to me that such corporation executed the same.



My Commission expires: 1-24-02

Arlene E. Fredericks  
Notary Public

002248  
RECORDER  
RECORDING DISTRICT

2001 MAY 31 A 9:12  
REQUESTED BY 1800  
KBT



## City of Homer

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

### Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

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

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: October 17, 2019  
Subject: Budget Requests

Staff brings two requests to the Commission

1. Funding from PARCAC funds for a replacement plaque at Ben Walters Park.
2. Request to City Council to fund seasonal trail maintenance with HART funds.

**Ben Walters Park Plaque:** The plaque on the large rock appears to have been stolen. Staff would like to order a replacement. Mr. Steffy will have a cost estimate at the meeting. The Commission has approximately \$1325 in funds remaining, with \$50 allocated for a bench plaque, and leftover funds approved for Hornaday Park trail work. At the meeting, let's figure out if the Hornaday funds are going to be used this year. If they are not, it would be good to use the funds on the plaque.

### Seasonal Trail Maintenance

Staff is looking for Commission support for a budget request to Council, to fund trail maintenance using HART funds. This is not a 'new position,' it's an increase in seasonal hours for parks to do trail work. I know that seems like an odd distinction to make, but temporary seasonal positions are budgeted by lump sum... so Mr. Steffy could hire 20 people for a month, or six people for six months... the number of employees and their hours are determined by him. Seasonal temporary labor is lump sum, but permanent part or full time is budgeted differently and results in "additional employees." Using the phrase 'additional funding' instead of 'new employee' is more correct. Matt will have a budget estimate at the meeting, and description of the trail maintenance that can happen if funded.





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To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: October 17, 2019  
Subject: Draft Budget Overview 2020-2021

No action needed. This is an informational item. Staff will review the draft budget in relation to Community Recreation and Parks Maintenance, so Commissioners are familiar with the document and the budget process. This will be the first “2 year” budget cycle, and a learning process for everyone!

Draft budget info will be provided at the meeting. Staff expects it to be provided to the City Council on Monday the 14<sup>th</sup>.





## City of Homer

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(p) 907-235-3106  
(f) 907-235-3118

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: October 17, 2019  
Subject: Homer Spit Campgrounds

Commissioner Archibald requested this as an agenda item. Mr. Steffy will be able to provide some camping statistics at the meeting. Due to erosion, the City lost campsites this year. In the near future as the barge haul out facility is constructed, many more campsites will be discontinued. The purpose of this agenda item is to become familiar with Spit camping facilities and issues.

Staff will have campground maps at the meeting.







## City of Homer

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(p) 907-235-3106

(f) 907-235-3118

To: Parks, Art, Recreation and Culture Advisory Commission  
From: Julie Engebretsen, Deputy City Planner  
Date: October 17, 2019  
Subject: Jack Gist Park

Parks Maintenance Coordinator Steffy will bring information to the Commission regarding the improvements that user groups would like to make at the park. With the Commission's feedback, he will continue to work with user groups. Funding will likely be requested from the City.







# City of Homer

www.cityofhomer-ak.gov

## Administration

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Homer, Alaska 99603

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Economic Development, Planning and Parks, Art, Recreation & Culture Advisory Commissions

FROM: Jenny Carroll, Special Projects & Communications Coordinator

DATE: October 8, 2019

SUBJECT: Wayfinding-Streetscape Plan: Moving Forward

### Goals for the Worksession:

1. Review WF-SS Plan proposed scope and recommendations to City Council.
2. Reach consensus on next steps for Council approval.

### Background:

In 2017, in response to comments in the Business, Retention & Expansion Survey advocating a more vibrant Pioneer Avenue business district, beautification improvements and improved walkability, the EDC started exploring the development of a Wayfinding-Streetscape Plan for the City of Homer.

As envisioned, the plan will

- a) provide the City with a strategic plan for utilizing landmarks, city signage, pathways, trails and streetscape elements to help visitors and residents more easily navigate and more fully experience Homer; and
- b) support a vibrant Pioneer Avenue corridor and central business district, and it's connections to the Homer Spit and Old Town.

Spreading the economic benefits of visitor spending among Homer's commercial districts requires the confidence to make the journey and comforts along the way, as well as knowledge of the opportunities.

### ***Proposed WF-SS Project Scope***

The EDC proposes developing a **Wayfinding-Streetscape Plan Proposal** with an emphasis on:

- 1) Pedestrian experience with continuity with vehicle signage, particularly at Homer's gateways;
- 2) Wayfinding design that is cohesive, but not necessarily identical and that enhances and reflects the distinctive and creative character of Homer; and
- 3) Considering all aspects of technological and physical wayfinding signage and tools.

### Wayfinding Scope

- 1) Assist pedestrians navigating Pioneer Avenue and area trail systems to points of interest in the Central Business District;
- 2) Orientation wayfinding at Homer's gateways;
- 3) Making connections between Homer's destination areas (i.e. Old Town, the Spit, Farmer's Market, and others as identified and agreed upon.) for pedestrians and motorists.

### Streetscape Scope

- 1) Plan should propose realistic streetscape and public space improvement options along Pioneer Avenue and to points of interest within the Central Business District
- 2) A strategic approach for implementation of any combination of the following possible elements:
  - Accessibility
  - Banners
  - Bicycle amenities
  - Trash cans
  - Landscaping (plant lists, use of gardens)
  - Pedestrian rest stops and street furniture: bench locations for rest, for view
  - Pedestrian crossings – safety and aesthetics, decorative hardscapes

In developing the concept, the EDC:

- Developed support, potential stakeholder group membership and collected letters of support for the concept;
- Established project scope recommendations;
- Inventoried types and locations of signs that currently comprise Homer's ad hoc 'wayfinding system';
- Identified that a wayfinding/streetscape plan is consistent with City of Homer planning documents including:
  - City of Homer and Homer Spit Comprehensive Plans
  - Policy 3 Recommendation in Homer's Non-Motorized Transportation & Trail Plan;
- Made presentations about the concept to City Council, PARC AC and the Planning Commission.

In the spring of 2019, the EDC was considering seeking a sponsor for an Ordinance appropriating funds to put the WF-SS plan out for an RFP. At this same time, City Council was considering an update of the Transportation Plan. The Wayfinding-Streetscape plan, rather than going before Council on its own, was rather proposed as one component to be considered in the scope of a multi-modal update of the City's Transportation Plan and referred to the Planning Department.

After review, City Planner Rick Abboud suggested that the Planning Commission "recommend to the council that a Wayfinding-Streetscape plan is best addressed separately from the Transportation Plan and a stakeholder task force should be created for plan input."

The reasoning behind the recommendation is that:

(1) typically Transportation Plans are developed by engineering firms while Wayfinding-Streetscape plans are typically developed by Landscape Architects;

(2) the timeframe for a Wayfinding-Streetscape planning is significantly shorter than transportation planning; and

(3) the planning process is a bit different from a transportation plan and may have more decision points that require inputs from stakeholders. (See City Planner Abboud's staff report PL 19-63 to the Planning Commission, attached.)

This was the last action taken on moving the WF-SS Plan proposal forward. Given that WF-SS planning and resulting amenities uniquely engage the missions of the EDC, Planning Commission and PARCAC, and that City Council is considering an Ordinance to inactivate the EDC, the EDC would like to work together with PARCAC and the Planning Commission to move the WF-SS plan proposal forward to City Council.

### **EDC WF-SS Plan Recommendations for City Council to Consider:**

The EDC recognizes that Homer is a small city with relatively few main thoroughfares. A limited City budget and staff capacity does not allow for a huge rollout and likewise requires consideration of maintenance costs over time.

The EDC recommends the planning process be carried out by a qualified professional (landscape designer/architect) in conjunction with a stakeholder input group and develops:

- 1) a modest wayfinding plan to help people orient themselves to where they are and helps people get where they want to be;
- 2) a family of wayfinding designs that could include community-representative art; and
- 3) reasonable streetscape plan for amenities that encourage people to get out of their vehicles and make longer journeys on foot, increasing their exposure to businesses and enjoyment of interests along the way.

The RFP should outline specific requirements for the Consultant to develop a program to work with a stakeholder group, members of the public, Commissions and/or City staff to build upon previous community work to refine and articulate a shared vision of streetscape and wayfinding improvements through a process that is transparent and inclusive.

The plan will be used by City staff to guide future purchases and placement of enhancements such as trash receptacles, benches, pocket parks, etc., to inform landscaping decisions, and to fund and install wayfinding signage.

Private businesses and other community organizations may choose to augment the City's efforts by purchasing coordinating trash receptacles, benches, style of wayfinding sign etc., by hosting a wayfinding location or utilizing a plant list.

The wayfinding-streetscape program should be able to be implemented over multiple years as budget becomes available. The plan produced should ideally prioritize improvements, identify potential funding sources and consider existing City resources and equipment to ensure effective ongoing maintenance.

### **Cost Estimates:**

Last year I reached out informally to consultant firms to get cost estimates of developing a City of Homer Wayfinding-Streetscape Plan with the Economic Development Commission.

I gave them the general project scope, which included working with an active Stakeholders Task Force group to help develop background materials, the need to engage the public and to provide design options and specifications.

Please keep in mind that without a specific RFP for the firms to respond to, the job description and estimates are **ballpark**.

- Wayfinding and Pedestrian Improvements Plan: \$40,000 - \$50,000
- Wayfinding Materials Design Development: \$15,000 - \$20,000.

Other communities have developed wayfinding plans in the recent past. Cost of plans ranged from \$45,000 for Soldotna's Downtown Improvement Plan two years ago, to Palmer's at \$35,000, to Juneau's at \$75,000.

\$50,000 may be a good budget estimate to complete the wayfinding/streetscape analysis, plan and some wayfinding/streetscape design and specs. The budget for the fabrication and installation of signs can be determined once a preferred design option is selected. The project can be completed in phases.

**Next Steps:**

Please discuss the next steps for moving the Streetscape-Wayfinding Plan proposal forward.

Staff recommendations include:

- 1) Discuss draft Ordinance as way to move the proposal forward.
  - Sufficiency of Ordinance clauses
  - Funding level (ask for just planning funds or also some implementation funds?)
  - Authorization to prepare an RFP for consultant services
  - Establishment of Task Force (Stakeholder group to work with consultant)
- 2) Consider presenting a draft Ordinance at the next EDC, PARC AC and Planning Commission meetings for discussion and formal Commission endorsement.
- 3) Commissions seek out Councilmember(s) willing to sponsor the Ordinance.
- 4) According to the following timeline:
  - PARC AC Meeting - October 17, 2019
  - Planning Commission Meeting - November 6, 2019
  - EDC Meeting - November 12, 2019
  - Ordinance Introduction - November 25, 2019 City Council Meeting

Staff recommends that if there is no Councilmember sponsor by February 2020, the effort should conclude for now.



# City of Homer

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Plan 117

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## Staff Report PL 19-63

TO: Homer Advisory Planning Commission  
FROM: Rick Abboud, City Planner  
DATE: July 17, 2019  
SUBJECT: Transportation Planning

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### Introduction

The Commission has been tasked with transportation planning input. At this point, we are looking to develop a time frame and consider various scenarios relating to the level of update. The City Council forwarded memo 19-014 to the Commission.

### Analysis

I have contacted an engineering firm to give consideration to the transportation needs of the City. This includes the priorities for transportation plan revision from Council Member Erickson. One thing I have found is that the Wayfinding-Streetscape Plan Proposal is a separate plan produced with different personnel and planning objectives.

Wayfinding-Streetscape planning is typically produced with the input of Landscape Architect. Most engineering firms would have to enter into a contract with one, as they are not typically on staff. The process and timeline for this type of plan is a bit different from a transportation plan and may have more decision points that require inputs from stakeholders.

Additionally, the EDC has already put for significant effort into development of a scope and has worked on components of Sign and Streetscape audit. With the working knowledge of wayfinding, some members of EDC can team up with other stakeholders to provide valuable input in the process. We will be able to produce saving in the plan in consideration of the past and future efforts of the EDC, as not all components of the plan needs to be accomplished by a contractor.

The other proposed elements of the transportation plan will generally be more focused on traffic counts, population projections, land use, economic drivers, traffic routes, and other engineering thought. The timeframe for the gathering and processing of all the data will be significantly longer than a wayfinding-streetscape plan and will require a different skill set than that of a wayfinding plan. If more traffic counts are found necessary, we will have to avoid times of major disruption, such as the paving of Pioneer Avenue.

For the reasons stated above, I suggest that we recommend to the council that the Wayfinding-Streetscape proposition be separated from the Transportation Plan and bid separately. The Transportation Plan RFP can be developed over the next year for a timeframe to start after the completion of the Pioneer Avenue project and possible the Lake Street project.

### **Staff Recommendation**

Discuss option for moving forward with transportation planning and make motion for recommendation to the City Council.

### **Attachments**

Memo 19-014



CITY OF HOMER  
HOMER, ALASKA

XXXXXXX

ORDINANCE 19-XX

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
AMENDING THE 2020 OPERATING BUDGET TO APPROPRIATE AN  
AMOUNT NOT TO EXCEED \$50,000 FROM THE HART FUND FOR  
THE PURPOSE OF DEVELOPING A WAYFINDING-STREETScape  
PLAN FOR THE CITY OF HOMER, AUTHORIZING THE CITY  
MANAGER TO PREPARE AN RFP FOR CONSULTANT SERVICES AND  
AUTHORIZING THE ESTABLISHMENT OF A WAYFINDING-  
STREETScape TASK FORCE TO WORK WITH THE CONSULTANT.

WHEREAS, The Homer City Council established the Economic Development Advisory  
Commission (EDC) to advise City Council on ways to improve the local business climate; and

WHEREAS, The EDC completed a Business Retention & Expansion (BR&E) Survey with  
the goal of identifying areas where the EDC can work to help improve the local business  
climate; and

WHEREAS, Improved walkability, greenspace and initiatives that showcase Homer's  
beauty (particularly in the Pioneer Avenue/Central Business District) were the most frequently  
mentioned ideas for improving Homer's business climate and quality of life; and

WHEREAS, While a range of factors are important to business success, knowledge of  
Homer's various commercial districts, ease of navigation, quality of the street environment  
and pedestrian experience are critical to attracting business tenants and customers and  
encouraging consumer engagement and business investment in Homer's commercial districts;  
and

WHEREAS, The EDC has determined that a wayfinding-streetscape plan (a plan and  
design standards to guide City improvements and enhancements such as wayfinding signage,  
landscaping, benches, trash receptacles, pocket parks, etc.) will support BR&E business  
climate goals and be a catalyst for economic activity; and

WHEREAS, Establishing a wayfinding-streetscape (WF-SS) system is consistent with  
goals in the City of Homer Comprehensive Plan and the Homer Spit Comprehensive Plan; and

WHEREAS, A WF-SS plan builds upon the citizen interest in Pioneer Avenue through the Pioneer Avenue Revitalization Task Force efforts to make a more attractive, vibrant Pioneer Avenue business district; and

WHEREAS, A WF-SS Plan objectives and scope have been developed by the EDC and have been endorsed by the Homer Planning Commission, Park Arts, Recreation and Culture Advisory Commission and by community organizations and businesses; and

WHEREAS, Best practices for WF-SS plan development utilize input from a broad-based local steering committee and the design and outreach expertise of a professional consultant to work with the public, the City and State agencies responsible for managing public right-of-ways.

NOW THEREFORE, The City of Homer supports the Wayfinding-Streetscape Plan proposal and Ordains:

Section 1. The FY2020 Operating budget is hereby amended by appropriating no more than \$50,000 from the HART Fund to secure the services of a professional consultant to facilitate the development of a WF-SS Plan through a competitive bidding process, as follows:

Account No.	Description:	Amount:
xxx-xxxx	Professional Services	\$50,000

Section 2. City Council authorizes the City Manager to prepare a Request for Proposals to secure these consultant services.

Section 3. City Council further authorizes formation of a WF-SS Task Force to work with the consultant as needed on the WF-SS Plan development.

This is a budget amendment ordinance is temporary in nature, and shall not be codified.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

82 YES:

83 NO:

84 ABSTAIN:

85 ABSENT:

86

87 First Reading:

88 Public Hearing:

89 Second Reading:

90 Effective Date:

91

92

93 Reviewed and approved as to form:

94

95

96

97 \_\_\_\_\_  
Katie Koester, City Manager

\_\_\_\_\_  
Michael Gatti, City Attorney

98

99 Date: \_\_\_\_\_

Date: \_\_\_\_\_



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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





**PARK, ART, RECREATION AND CULTURE ADVISORY COMMISSION**  
**STRATEGIC PLAN 2017 (September 2017)**

**MISSION STATEMENT**

The Commission is established to advocate in an advisory capacity to the City Manager and the City Council on behalf of the residents and users of the City of Homer. The Commission serves to address the maintenance, development, and support of parks and recreation facilities, as well as the recreation, artistic, and cultural programs of the Homer community.

STRATEGIC GOALS OF THE COMMISSION – What is the focus for the commission?

**General Goals of the Commission**

- Advocate for obtaining open and green space
- Receive notification of future land disposals with attention to park and recreation needs
- Keep existing green space and public open space
- Preserve areas of natural beauty and access
- Receive notification of vacations of public access
- Receive annual status report on the cemetery
- Increase walkability of Homer
- Improve Public Outreach for parks, recreation and trails opportunities. Provide a quarterly point of view article in the newspaper to update the community. One article a year should be about public art.
- Keep existing staffing levels for Parks Maintenance
- Increase Community Rec staffing by .5 FTE over the 2015 budget.
- To encourage and include art in public spaces in Homer
- To educate the Council and public about the mission and projects of the City's public art program
- To advocate with the City of Homer's city council, manager and staff to include public art when planning all city upgrades, renovations and new projects
- Oversee execution of Public Arts Projects, RFPs, and selections committees
- Continue uniform sign installation at all city parks, trails and campgrounds
- Encourage programing for seniors, therapeutic and adaptive users *(CR is open to any/all classes the Community wishes to offer.)*
- Encourage ADA compliance and accessibility for parks and recreation programs
- Keep HERC available for education and recreation

STRATEGIC OBJECTIVES OF THE COMMISSION – Must have achievable results, an action statement.

**1-2 Year Projects**

- Create a criteria for sidewalk projects, how to prioritize them, and a list of the top 5 projects.
- Diamond Creek Recreational Improvement Plan –
  - o Next Steps, Trails improvements, Trail head parking lot, consider building a summer trail. Work with other user groups to accomplish next steps.

- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation. Immediate goal of identifying small projects in concert with the master plan. Drainage issues behind the ballfields are an immediate goal. Restroom remodel/replacement needs to be planned for.
- Increase the city budget for parks and recreation. Increase reserve savings and add 0.5 FTE. (budget request, annually)
- Improve pedestrian access to Mariner Park from the Homer Spit Road and the bike path. Lobby to have the extension of the bike path placed on the STIP list.
- Continue to use the HERC building for Community Recreation as long as possible.
- Complete park user agreements with user groups (staff)
- Investigate Endowment funding
- Increase PARCAC budget by \$500 a year for public arts duties (\$1500 total Commission budget) (2018 request)
- Investigate requiring parks within new subdivisions (staff to provide info)
- Organize parking at Coal Point Park in conjunction with leases
- Install beach signage (Mariner Park is next)
- Increase public access to public art
- Make the sister city art collection more visible to the public (*working with Pratt*)
- Work with DOT to install directional signage to Reber Trail on West Hill Road
- Install Reber Trail directional signage on Fairview Ave so its easier to find
- Develop a plan to promote parks, public art and trails (Parks day and Trails Symposium)

### **3+ Year Projects**

- Advocate for a Parks and Recreation Department, and funding a department
- Support efforts for a multi-use recreational facility
- Mariner Park Site Improvements – Level parking area, delineation of day use area and camping area, define and improve campsites, increase number of spaces and revenues
- Keep greenspace on the Spit
- Make an annual report to City Council about public art

### ***ACTIONS OF THE COMMISSION –Who will do what, when and how?***

- Have quarterly reports in the newspaper.
- Have a committee go to City Council with recommendations, action plan and time frame.
- Every time there is a memo from the Commission to City Council a Commissioner should go to the meeting and speak about it.
- A commissioner should attend every council meeting to speak with council and keep them informed about what they are working on.
- Provide comments during Comments of the Commission if Commissioners are involved in outside organizations that involve a concern of the Commission.
- When visiting clerk's office, grab the minutes of other groups. Attend an upcoming meeting if items of P&R interest are being discussed. (Or subscribe to email updates on the City website).
- Network with other committees and commissions, in city and outside of city limits

