



## Agenda

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

Thursday, June 19, 2025DATE at 5:30 PM

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

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#### Homer City Hall

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

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

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

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#### CALL TO ORDER 5:30 P.M.

#### AGENDA APPROVAL

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

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

- A. City of Homer- Port and Harbor

#### RECONSIDERATION

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

- A. Unapproved Meeting Minutes- May 15, 2025 Page 3

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

- A. Parks Monthly Report Page 7
- B. Staff Report Page 8
- C. Community Recreation Report Page 11

#### PUBLIC HEARING

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

- A. Policies and Procedures Page 13

<a href="#">B.</a> Location of New Community Recreation Center	Page 20
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**NEW BUSINESS** (15-20 minute time limit)

<a href="#">A.</a> CIP Process: Parks, Rec, & Camping Projects	Page 44
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<a href="#">B.</a> Budget- Allocation of PARCAC Funds	Page 51
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**INFORMATIONAL MATERIALS**

<a href="#">A.</a> 2025 Calendar	Page 52
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**COMMENTS OF THE AUDIENCE** (3 minute time limit)

**COMMENTS OF THE CITY STAFF**

**COMMENTS OF THE COMMISSION**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **Thursday, August 21, at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

## **CALL TO ORDER**

Session 25-02, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair Lewis at 5:30 p.m. on May 15, 2025 in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

**PRESENT:** COMMISSIONERS ARCHIBALD, LEWIS, HARRALD, KEISER, PARSLEY & ROEDL

**STAFF:** RECREATION MANAGER ILLG, STUDENT REPRESENTATIVE OSTROM, LEAD PARKS TECHNICIAN FELICE, & DEPUTY CITY CLERK APPEL

## **AGENDA APPROVAL**

Chair Lewis introduced the topic.

ARCHIBALD/PARSLEY MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

Kevin Lahaie, city resident, expressed interested and a need for a more updated and safe skate park to be built at the new Recreation Center location.

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

## **RECONSIDERATION**

## **CONSENT AGENDA**

A. Unapproved Meeting Minutes – April 17<sup>th</sup> Regular Meeting

HARRALD/ROEDL MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED.

There was no discussion

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

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

A. Parks Monthly Report

Chair Lewis introduced the item by reading of the title and deferred to Lead Parks Technician Felice, who provided the following summary:

- Electric is back on at the batting cages in Karen Hornaday
- Mobile restrooms at Jack Gist are installed and usable

- New ADA path installed at disc golf course
- Mowing
- Special Event Fees
- Serve the City

#### B. PARCAC Staff Report

Chair Lewis introduced the item by reading the title and deferred to Recreation Manager Illg. Mr. Illg recapped his report summarizing actions of City Council including a Resolution to support the interests of pedestrian safety, a resolution to amend the fee schedule, and a resolution for the City to establish a community recreation building non-endowment field of interest fund with the Homer Foundation.

#### C. Community Recreation Report

Chair Lewis introduced the item by reading of the title and deferred to Recreation Manager Illg, who provided a report on the following:

- Working on MOU with the School District
- Free drop-in youth soccer program for the summer
- Zumba Kids
- New youth basketball program
- Safe and Healthy Kids Fair
- Youth voucher program
- HERC Building Update

### **PUBLIC HEARING**

### **PENDING BUSINESS**

#### A. Policies and Procedures- Recreation

Chair Lewis introduced the item by reading the title and deferring to Community Recreation Manager Illg. Mr. Illg discussed the Youth Protection Policy, which was found lacking in detail and potentially requiring legal input. The Commission opened discussion within the entire Policies document with suggestions to add and remove certain sections.

### **NEW BUSINESS**

#### A. Discussion of Location for New Rec Center

Chair Lewis introduced the topic and deferred to Community Recreation Manager Illg. Mr. Illg explained the background history of the project and the directive from City Council for the Commission to comment on this preferred location. The Commission had questions including:

- How would someone enter the building- from what side
- The owner of the lot coming off main street, where the right of way would be
- Is the lot potentially be too small
- What would the potential square footage of the building be

- Could an adjoining lot be purchased by the City
- Do utilities currently exist
- Amount of parking available

The Commission decided to postpone the topic for the next meeting when more information could be provided.

**B. Silhouettes for NOMAR Wall**

Chair Lewis introduced the topic and deferred to Lead Parks Technician Felice. Mr. Felice explained the silhouettes, the artist, and what groups were sent letters to submit potential names to make the list of selections. The Commission agreed it would be most fair to put all the names into a bag and draw four names from the Adult bag and four names from the Youth bag, with two extras from each as alternates, in case the original four were not interested. The Commission drew names from the bags and asked Lead Parks Technician Felice to make the phone calls to notify the individuals.

**INFORMATIONAL MATERIALS**

- A. Annual Calendar 2025
- B. City Manager's Report  
April 28, 2025 City Council Meeting  
May 12, 2025 City Council Meeting

Chair Lewis noted the informational materials included in the packet. Commissioner Archibald volunteered to deliver the Commission's report at the next City Council meeting.

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

Kevin Lahaie, city resident, expressed safety concerns about the current condition of the skate park, particularly the deteriorating metal ramps and blacktop.

Rae Krakowski, city resident, added to think of the skate park as a separate entity from the HERC building. She stated she feels the skate park is put on the back burner due to its proximity to the HERC when it's unrelated.

**COMMENTS OF THE CITY STAFF**

Deputy City Clerk Appel thanked the Commission for the fun meeting and announced that the meeting in June would be her last meeting as the Clerk

Public Works Technician Felice thanked the Commission for the meeting.

Community Recreation Manager Illg thanked everyone for the meeting and encouraged the Commission to attend the Safe and Healthy Kids Fair.

**COMMENTS OF THE MAYOR/CITY COUNCIL**

**COMMENTS OF THE COMMISSION**

Student Representative Ostrom said it was a good meeting.

Commissioner Keiser said she would like to see the skate park on the agenda as a new business item. She also mentioned the transportation safety action plan and whether Public Works was successful in putting that together.

Commissioner Stephano thanked everyone for the awesome meeting as well as the art tour worksession.

Commissioner Archibald stated Chair Lewis makes a meeting fun. He commented that he felt like they accomplished something at this meeting.

Commissioner Harrauld suggested doing a park walk through of the skate park.

Commissioner Roedl said Commissioner Harrauld had said it all.

Commissioner Parsley thanked everyone for the great meeting and mentioned the Kachemak Bay Running Club had an amazing 5k race with about 150 people showing up.

Chair Lewis adjourned the meeting.

#### **ADJOURNMENT**

There being no further business to come before the Commission, Chair Lewis adjourned the meeting at 7:30 p.m. The next regular meeting is **Thursday, June 19, 2025 at 5:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

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Ashley Appel, Deputy City Clerk I

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



# City of Homer

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

## Public Works

3575 Heath Street  
Homer, AK 99603

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

(p) 907- 235-3170

(f) 907-235-3145

## Memorandum

TO: PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION  
FROM: CHAD FELICE, PARKS MAINTENANCE COORDINATOR  
DATE: June 19th<sup>th</sup>, 2025  
SUBJECT: PARKS REVIEW FOR May

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### KAREN HORNADAY PARK PLAYGROUND

- Campground is open and we have a camp host!
- Mobile restroom is up and running
- Painted parking lines in the parking lot, 104 spaces
- New fire rings are in and being places in camp sites
- Camping is going great so far
- Little league is up and running

### JACK GIST PARK

- Painted parking lines in the parking lot, 144 parking spaces
- Brushing some of the disk golf course

### GENERAL INFORMATION

- Serve the city went great
- Working with the artist on the Nomar Wall
- Flowers and flower beds look great
- A lot of mowing
- Started brushing back some of the trails
- There is a lot more that I will just talk about at the meeting but on a time rush to get this to Ashley!



# MEMORANDUM

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**Item Type:** Informational Memorandum  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** June 11, 2025  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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The following City Council resolutions and ordinances activity relevant to the Park, Arts, Recreation and Culture Advisory Commission since the last PARCAC regular meeting on May 15, 2025.

## **May 27, 2025 City Council Regular Meeting**

*Ordinance 25-38*, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 for the General Fund, Water Fund, Sewer Fund, Port/Harbor Fund and Internal Service Funds. **Postponed.**

*Ordinance 25-39*, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 Capital Budget. City Manager. **Postponed.**

## **June 2, 2025 City Council Special Meeting**

No PARCAC related action.

## **June 9, 2025 City Council Regular Meeting**

*Ordinance 25-38 (S)(A)*, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 for the General Fund, Water Fund, Sewer Fund, Port/Harbor Fund and Internal Service Funds. **Passed.**

*Ordinance 25-39(S)(A)*, An Ordinance of the City Council of Homer, Alaska, Appropriating Funds for the Fiscal Years 2026 and 2027 Capital Budget. City Manager. **Postponed.**

*Ordinance 25-44*, An Ordinance of the City Council of Homer, Alaska, Appropriating up to \$250,000 from the Homer Accelerated Roads and Trails (HART) Trails Fund for the Development of a Trailhead and Trail Segment on the North Side of the Sterling Highway at Green Timbers in Accordance with the Diamond Creek Recreation Area Trails Plan. **Introduced**



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*Memorandum CC-25-166 from Councilmembers Davis and Erickson re: Consideration of a Proposal to Establish a Low Cost Walking Trail Loop above Karen Hornaday Park and Refer to the Parks Art Recreation & Culture Advisory Commission. **Introduced (future PARCAC agenda item)***

**RECOMMENDATION:** Informational Only.

# City of Homer Community Rec June 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b> 4-6pm BASKETBALL at HHS 6:30-8:30pm VOLLEYBALL at HHS 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 6:30-8:30pm DROP IN SOCCER at HHS	<b>2</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC <b>1-3:30PM ZUMBA KIDS at HHS</b> 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 7-9pm DROP IN FRISBEE at HHS	<b>3</b> 8-9am ALASKA STRONG FITNESS CLASS at HERC 12:30-3PM CENTER KIDS at HERC 4:30-7pm 3.5 -Up Skill level PICKLEBALL at HERC <b>7-9pm VOLLEYBALL at HHS</b>	<b>4</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 12:30-3PM CENTER KIDS at HERC 4:30-7PM KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 4:30-6:30pm YOUTH DROP IN SOCCER at HHS <b>6:30-8:30pm BASKETBALL CANCELLED</b> 7-9pm DROP IN SOCCER at HHS	<b>5</b> 8-9am ALASKA STRONG FITNESS CLASS at HERC 12:30-3PM CENTER KIDS at HERC 4-6:30pm 3.5 -Up Skill level PICKLEBALL OPEN PLAY at HERC 6:30-8:30pm VOLLEYBALL at HERC 7-9pm DROP IN FRISBEE at HHS	<b>6</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HERC 9-11am Drop in PICKLEBALL at HERC 4:30-7pm KARATE at HERC 4:30-8pm Drop in PICKLEBALL at HERC 7-9pm DROP IN SOCCER at HHS	<b>7</b> 9:30-11:30AM INTRO TO PICKLEBALL at HERC <b>1-3:30AM-5PM PICKLEBALL FUN TOURNEY at HERC</b>
<b>8</b> <b>5:30PM PICKLEBALL FUN TOURNEY at HHS</b> 4-6pm BASKETBALL at HHS <b>4:30-6:30pm YOUTH DROP IN SOCCER CANCELLED</b> 6:30-8:30pm VOLLEYBALL at HHS 6:30-8:30pm DROP IN SOCCER at HHS	<b>9</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HHS 9-11am Drop in PICKLEBALL at HERC 12:30-3PM CENTER KIDS at HERC <b>1-3:30PM ZUMBA KIDS at HHS</b> 4:30-8pm Drop in PICKLEBALL at HERC 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 7-9pm DROP IN FRISBEE at HHS	<b>10</b> 8-9am ALASKA STRONG FITNESS CLASS at HHS 12:30-3PM CENTER KIDS at HERC 4:30-7pm 3.5 -Up Skill level PICKLEBALL at HERC 6:30-8:30pm VOLLEYBALL at HHS	<b>11</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HHS 9-11am Drop in PICKLEBALL at HERC 11am-1pm INTRO TO PICKLEBALL at HERC 12:30-3PM CENTER KIDS at HERC <b>1-3:30PM ZUMBA KIDS at HHS</b> 4:30-8pm Drop in PICKLEBALL at HERC 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 6:30-8:30pm BASKETBALL at HHS 7-9pm DROP IN SOCCER at HHS	<b>12</b> 8-9am ALASKA STRONG FITNESS CLASS at HHS 12:30-3PM CENTER KIDS at HERC 4-6:30pm 3.5 -Up Skill level PICKLEBALL OPEN PLAY at HERC 6:30-8:30pm VOLLEYBALL at HERC 7-9pm DROP IN FRISBEE at HHS	<b>13</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HHS 9-11am Drop in PICKLEBALL at HERC 4:30-8pm Drop in PICKLEBALL at HERC 7-9pm DROP IN SOCCER at HHS	<b>14</b> 9:30-11:30AM INTRO TO PICKLEBALL at HERC
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<b>29</b> 4-6pm BASKETBALL at HHS 6:30-8:30pm VOLLEYBALL at HHS 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 6:30-8:30pm DROP IN SOCCER at HHS	<b>30</b> 6-7am MORNING BB at HHS 9-10am POLAR POWER FITNESS CLASS at HHS 9-11am Drop in PICKLEBALL at HERC 12:30-3PM CENTER KIDS at HERC 1-3:30PM ZUMBA KIDS at HERC 4:30-8pm Drop in PICKLEBALL at HERC 4:30-6:30pm YOUTH DROP IN SOCCER at HHS 7-9pm DROP IN FRISBEE at HHS		<b>Color Key</b> BLACK=Homer High BLUE=Homer Middle PURPLE=HERC RED=Cancellation YELLOW HIGHLIGHT=Location Change GREEN HIGHLIGHT=New Program or Special Event	<b>DISCLAIMER:</b> ALL ACTIVITIES ARE SUBJECT TO CHANGE OR BEING CANCELLED WITH LIMITED NOTIFICATION		



# MEMORANDUM

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**Item Type:** Informational Memorandum Community Recreation  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** June 11, 2025  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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**Programming & Special Events:** Please view the monthly calendar for reference of the programs, activities and special events provided. Some news and highlights to share:

The City of Homer (City) has been working with the Alaska Department of Conservation (ADEC) on characterizing the potential hazardous materials within the Homer Education and Recreation Complex (HERC) in order to determine the potential environmental reclamation that may be required in advance of future demolition. Recent testing has discovered there is lead paint in the **activity/multi-purpose room** at the HERC. All programs in this space have been cancelled indefinitely until the situation is mitigated. 35 hours of recreational programs are now displaced and we are working with Homer High in an effort to locate time and space for these displaced programs. The programs include: Zumba Kids and Zumba Kids jr., Morning Fitness classes with Rafael, evening youth and adult karate and the Center Youth program. There is a potential for some of these programs to be cancelled if we cannot secure a reasonable location for them as the room at the HERC may need be available for a few months.

The **indoor volleyball net** is now installed at the HERC gym. This will allow an additional option to play indoor volleyball separate for the Homer High School during the summer months. The currently play on Thursday night at the HERC and staff is going to begin putting tape down for the court.

CR staff put up the **outdoor volleyball nets** as well and purchased some removable court lines that allows players to play with a court dimensions outside. The strap lines are available through coordination with CR staff only as we cannot leave them outside due to mowing and possibility of theft/vandalism.

We are working on the Community Recreation **MOU with KPBSD** to renew a 1-year agreement to use the school facilities and equipment. We should have something for the city council to review by the June 23 regular meeting. We will share the final document at the August PARCAC meeting. We are

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proposing to include a member from the PARCAC commission to be a part of the MOU Management committee that meets once a year.

The **32<sup>nd</sup> Annual Safe and Healthy Kids Fair** was a complete success! The City of Homer involvement included staff help and equipment from the Library, Fire Department, Public Works, and Community Recreation. There was an estimated 400 plus visitors, 200 free hot dogs eaten, 85 free helmets given away, 38 vendors, 20 + volunteers, four live bands, four new bikes given away and a countless number of smiles from the kiddos.

Community Rec has teamed up with the SPARC and the Homer Pickleball Club to create, print and distribute **promotional rack cards** for the Homer chamber of Commerce and Homer Airport to provide information where and how to play pickleball in Homer. Pickleball is a significant recreational and tourism draw for locals and visitors.

**DRAFT List of categories for City of Homer Community Recreation  
Policies and Procedures Document Updated 6/10/25**

**Community Recreation**

These policies and procedures contribute to the effective planning, implementation, and management of municipal recreation programs, fostering a positive and inclusive environment for participants.

**1. Program Development:**

While supporting existing programmatic functions, staff will continue to pursue new programs, special events, activities and other related functions to meet the community needs and requests as determined by relevant factors. These factors include: potential risk factors, time and location availability, cost of equipment needed, staff and/or volunteer availability, instructor fees (if required) and overall community interest. If a program has declining participation, it may be cancelled for more popular program that engages more participants.

**2. Registration and Enrollment:**

All participants are required to register and enroll by completing a registration/release **before** participating in any Recreation Program preferably through the software program but paper registration is also currently allowed. So programs have limited space and it is a “first come, first serve” approach when accepting participants. When applicable and if a fee is required, all participants must pay a participation fee through a drop in, punch cards, monthly memberships and year-long memberships as approved within the City of Homer’s fee schedule. **Reference: A (Registration Form)**

**3. Age and Eligibility Criteria:**

Due to safety concerns and risk management, some recreation programs will have age limitations for participants. Currently, the regular ongoing drop in programs (basketball, volleyball, pickleball, fitness class, ping pong, soccer and ultimate Frisbee) are for participants enrolled in 7<sup>th</sup> grade and/or 13 years of age up to adults. Participants in 7<sup>th</sup> and 8<sup>th</sup> grade require the presence of a guardian. There are also age/grade specific programs in addition to a gender specific activities for example: girls’ basketball camp. **Reference: B (Age Limits)**

**4. Scholarship/Voucher Program**

Currently the recreation program currently has a scholarship voucher program for youth only participants only. **Reference: C and D (application and guidelines)**

**5. Inclusion and Accessibility:**

The recreation program follows all City of Homer policies and procedures related to inclusion and accessibility in addition to working closely with the city’s ADA

Coordinator. Staff and volunteers will be proactive and vigilant to address any potential barriers and respond accordingly for participants.

**6. Health and Safety Protocols:**

Staff and volunteers will provide general supervision and at time direct supervision for all recreation programs and will have basic knowledge of the location of first aid kits, AED machines and emergency exists. Staff and volunteers will be proactive to address any potential unsafe situation and will report all issues and injury reports as required.

**7. Staff Training and Development:**

As resources and time allows, staff will attend and/or participate in educational, training, certifications and conferences relevant to the municipal recreation industry. Additional training and development may be required from the City of Homer.

**8. Facility Use for Programs:**

The recreation program will follow the detailed MOU agreement with the Kenai Peninsula Borough School District that allows use of the Homer High School and Homer Middle School facilities and equipment for indoor and outdoor educational and recreational programs. The City of Homer's Homer Educational and Recreation Complex (HERC) gymnasium and activity room is only used for affiliated City of Homer Community Recreation programs and activities per City Council Resolutions 13-095 & 18-006. **Reference E and F (Resolutions)**

**9. Program Fees and Refunds:**

It is the City of Homer's effort to ensure all recreation programs are affordable and accessible to all. All participation fees are determined by the City of Homer's fee schedule with a determined range for contractor instructor and special event fees depending upon the actual cost of the program. Refunds are only allowed if a program is cancelled or due to an extenuating circumstance. Staff may issue credit in lieu of refund request. **Reference: G (Fee Schedule)**

**10. Equipment and Supplies:**

The recreation program will follow the detailed MOU agreement with the Kenai Peninsula Borough School District that allows use of the Homer High School and Homer Middle School facilities and equipment for indoor and outdoor educational and recreational programs. Staff will follow the city's procurement process in addition to inspecting all equipment and replace as needed as resources allow. Community Recreation also partners with the Homer Public Library to offer the Sports Gear Library that allows the public to check out a wide range of sports equipment, games, metal detectors, etc.

**11. Marketing and Promotion:**

Staff will utilize multiple outlets to promote all programs and activities as time and resources allow. These outlets include: design, printing and posting flyers through

community and local schools, emails, city's website pages, city calendars, city's social media pages, some paid advertisements and publicity articles and interviews. Additional promotional outlets may include third party calendar of events, Chamber of Commerce, public meeting announcements and local businesses.

**12. Evaluation and Assessment:**

As time and resources allow, staff will consider creating and utilizing an evaluation and assessment process to solicit participant feedback to improve overall services and experience.

**13. Partnerships and Collaborations:**

The recreation program will continue to engage in the existing community partnerships while pursuing additional opportunities to support respective programmatic goals. Currently, there isn't a formal program sponsorship guideline/application available. However, we welcome donations to support specific programs and overall operations. Businesses, non-profit organizations, and community members can also sponsor and support the recreation program through approved volunteer roles.

14. **Cancellations and Program Changes:** Procedures for communicating and managing program cancellations, changes, or rescheduling will include: emails, text, phone, website, public service announcements and word of mouth.

15. **Code of Conduct for Participants:** Rules and expectations for participant behavior during recreation programs. All participants are required to follow all of the recreation programs code of conduct and expectations as detailed in the participation/registration form. **Reference: A (Registration Form)**

**16. Background Checks for Staff/Volunteers/Contracted Instructors:**

In addition to completing a volunteer application, all staff/volunteers/contracted instructors must complete a school district approved background check and an online concussion awareness training course. These documents are required for renewal every two years.

17. **Volunteer Programs:** Procedures for recruiting, training, and managing volunteers involved in recreation activities. Volunteers are essential to the operations of the recreation program and are typically recruited through existing recreation programs. Volunteers assist with overall operations including: opening, closing, supervising, scheduling, collecting fees, assisting with registration and at times cleaning. Volunteer incentives include waiving participation fee for the activity they are operating and the ability to reserve the HERC gym and/or activity room with a minimum number of participants for staff approved recreation activity. **Reference: H (Volunteer expectations)**

18. **Contracted Instructors:** The utilization of contracted instructors is an integral part of the recreation program and is a venue to offer specialized recreation programs that

staff and volunteers cannot. Instructors will meet and discuss with staff the options for adequate and available time, location and equipment. Staff and instructor will negotiate an agreement for operations with the understanding that all fees should remain affordable to participants and within the city's fee schedule parameters. In addition to completing an instructor application, all participants must complete a KPBSD approved background check and an online concussion awareness training course.

**19. Risk Management:** Protocols for identifying, assessing, and mitigating risks associated with recreation programs. Staff, volunteers and contracted instructors will generally inspect all premises and equipment with the expectation to report any existing of potential safety concerns and be familiar with the injury report form as needed. Additionally, staff will follow all established risk management and emergency protocols as directed by the city administration. Staff will also be familiar with consulting with the city's risk management provider AML-JIA as needed.

**20. Youth Protection Policy:** The purpose of this policy is to ensure the safety, protection, and well-being of all youth participants (defined as individuals under 18 years of age) in programs, events, and services offered by the City of Homer Community Recreation. See attachment.

**21. Program Advisory Committees:** Staff will submit information, solicit feedback and input as necessary for the established Parks, Arts, Recreation and Culture Advisory Commission (PARCAC). This advisory body meets every 3<sup>rd</sup> Thursday each month (except in July and December) at City Hall and acts in an advisory capacity to the City Manager and the City Council on matters involving:

- 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
- The administration of the public arts fund established by HCC 18.07.090.

Website: <https://www.cityofhomer-ak.gov/prac>



# Youth Protection Policy **DRAFT 5/30/25**

## City of Homer Community Recreation

### **1. Purpose**

The purpose of this policy is to ensure the safety, protection, and well-being of all youth participants (defined as individuals under 18 years of age) in programs, events, and services offered by the City of Homer Community Recreation.

### **2. Scope**

This policy applies to all employees, volunteers, contractors, and program partners involved in any capacity with youth programming.

### **3. Definitions**

- Youth: Any participant under the age of 18.
- Staff: Employees, volunteers, interns, and contractors working on behalf of the recreation division.
- Abuse: Includes physical, emotional, verbal, and sexual abuse, as well as neglect or exploitation.

### **4. Staff Screening and Training**

All staff and volunteers working directly with youth must:

- Undergo a criminal background check, including checks for offenses against children.
- Provide professional references.
- Complete mandatory youth protection training prior to their first day of service (free online "Protecting Students from Abuse")
- Participate in biennial renewal online protection training certification.

### **5. Code of Conduct**

Staff are expected to:

- Maintain appropriate professional boundaries with youth.
- Never be alone with a child in a private or unobservable setting (i.e., adhere to the "Rule of Two": at least two adults present).
- Use appropriate language and tone when interacting with youth.

- Never engage in physical discipline or verbal abuse.
- Avoid non-program-related personal contact with youth outside of official department activities.

## **6. Supervision Guidelines**

- Maintain proper staff-to-youth ratios according to age and activity type.
- Keep youth within sight and sound supervision at all times during activities.
- Ensure youth have adequate drop-off and pickup for activity (ex. not arriving early or waiting until parent/guardian arrives).

## **7. Transportation**

- Staff shall not transport youth in personal vehicles.
- All transportation must be provided through department-approved means, with pre-approved drivers and insurance documentation.

## **8. Reporting Suspected Abuse or Neglect**

Staff must immediately report any suspicions or allegations of abuse, neglect, or inappropriate behavior to:

- The department/division supervisor or local police, and
- The appropriate state or local child protective services agency as required by law.
- Reports can be made confidentially and without fear of retaliation.

## **9. Photography and Media**

- Parental/guardian written consent is required before taking or using photos/videos of youth participants.
- Media will only be used for department-approved purposes and stored securely.

## **10. Electronic Communication**

- Staff may only communicate with youth through department-approved platforms and only for program-related matters.
- No direct social media interaction or private messaging with youth is permitted.

## **11. Facilities and Restrooms**

- Youth participants must use age-appropriate restrooms and changing facilities.
- Staff must knock and announce before entering restrooms or changing areas.
- If assistance is needed by a child, it should be provided in the presence of another adult.

#### **12. Incident Response and Investigation**

- All incidents or allegations involving youth must be documented, reviewed, and investigated promptly by department/division supervisor or local police.
- The department will cooperate fully with law enforcement and child protective services as needed.

#### **13. Policy Enforcement**

- Violation of this policy may result in disciplinary action, including termination of employment or volunteer status and potential legal consequences.

#### **14. Policy Review**

- This policy shall be reviewed and updated as needed to reflect best practices and compliance with applicable laws.



# MEMORANDUM

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## Possible Recreation Center Location-Town Center Lot

**Item Type:** Action Item Memorandum

**Prepared For:** Economic Development Advisory Commission and Parks, Arts, Recreation & Culture Advisory Commission

**Date:** June 4, 2025

**From:** Mike Illg, Recreation Manager/PARCAC Staff Liaison

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The City of Homer is continuing to take steps towards the construction of a Community Recreation facility. This project has been identified as a high priority by the community for a number of years, is current the #2 priority on the city's Capital Improvement Plan (CIP), and the City Council has earmarked \$1.3 million towards the project. The City of Homer is now in the process of considering where to build this new building. The Council would like input on the **proposed location** just south of East Pioneer Avenue, between Main and Poopdeck Streets.

Identifying and securing a location is key to moving the project forward. City staff and administration and two city council "recreation champions" have spent significant time and effort considering many different possible locations with various criteria. The City Council has recently requested feedback from the Economic Development Advisory Commission (EDC), Parks, Art, Recreation, and Culture Advisory Commission, Planning Commission, adjacent property owners and general community feedback regarding this proposed location.

The current property in question is centrally located and already owned by the city. It is within the undeveloped town center area south of East Pioneer Ave, directly behind/south of Alice's Champagne Palace. Please note: there are no facility designs, cost estimates, operation plans, or footprints being considered at this time. Rather we are simply looking for a possible location to consider for this future project, and your input is requested to help determine a location. We are not soliciting feedback regarding the proposed project as a whole but rather the City Council is requesting feedback regarding this proposed city owned parcel only.

This topic is being presented:

- Economic Development Advisory Commission: Tuesday June 10, 6:00 PM
- Planning Commission: Wednesday June 18, 6:30 PM
- Parks, Art, Recreation and Culture Advisory Commission: Thursday June 19, 5:30 PM

In addition to commission feedback regarding this property, adjacent property owners been notified by mail of these opportunities to attend and provide input on the proposed location. Information is available on the City Manager's webpage and citizens can provide comment through the webpage if they are unable to participate at the meetings. <https://www.cityofhomer-ak.gov/planning/proposed-property-future-community-rec-center>

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The specific questions staff is requesting are:

1. Do you support this location as the preferred location for the future community recreation facility?
2. What are the existing concerns against using this location for this project?
3. What are the potential positive attributes for using this location for this project?



Action: Review the questions and submit a formal recommendation.

Attached information included.



**CITY OF HOMER  
HOMER, ALASKA**

Aderhold/Erickson

**RESOLUTION 23-118**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
DIRECTING THE CITY ADMINISTRATION TO INVESTIGATE  
POTENTIAL LOCATIONS AND RELATED COSTS FOR A FUTURE CITY  
OF HOMER MULTI USE COMMUNITY RECREATION CENTER FOR  
CITY COUNCIL REVIEW.

WHEREAS, The City of Homer Community Recreation division offers year round,  
affordable indoor and outdoor programs at the Homer Education and Recreation Complex  
(HERC); and

WHEREAS, The Multi-Use Community Recreation Center project is the number two  
project on the City's 2024-2029 Capital Improvement Plan and continues to be a high priority  
for the community residents, city council and mayor; and

WHEREAS, The HERC campus is a highly desirable location for indoor and outdoor  
recreation; and

WHEREAS, The recent hazardous materials (hazmat) study has determined the option  
to tear down or upgrade the existing HERC facilities at the HERC campus is currently  
impractical; and

WHEREAS, The City's ability to address the hazmat issues are subject to the availability  
of federal grants that will likely take years to secure and are not guaranteed; and

WHEREAS, In light of the hazmat issues, the City of Homer needs to pursue alternate  
location options to move the Multi-Use Community Recreation Center project ahead in a timely  
manner; and

WHEREAS, The proposed facility size and design should have at least two basketball  
regulation sized gymnasiums that will accommodate multiple volleyball and six pickleball  
courts in addition to activity rooms to host instructional classes such as dance, karate, and  
yoga; and

WHEREAS, The City has limited funds for a new Multipurpose Recreation Center and a  
conceptual budget of not more than \$10,000,000 or \$12,000,000 for building, parking lot and  
site amenities is set as a project guideline for the purpose of site selection (based on the  
amount of revenue that could be generated from a bond).



NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska hereby directs Administration to:

1. Investigate possible land locations and existing facilities options including privately owned and city owned land;

2. Establish and define criteria for Administration to select at least three potential options that would include (at a minimum): acreage, location, opportunity for future facility expansion, proximity to existing infrastructure (water, sewer, sidewalks), and cost;

3. Develop a matrix that assesses the possible sites against the criteria and determine the top three potential sites based on the outcome of the assessment;

4. Initiate conversations with property owners of the top three sites;

5. Pursue site analysis for the top three sites with possible efforts from volunteer professionals;

6. Identify a funding strategy for new site purchase if a non-city site is one of the top three options;

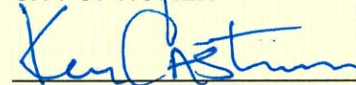
7. Include the Parks, Art, Recreation, and Culture Advisory Commission in evaluation of the top three sites and possible purchasing strategies of any non-city properties; and

8. Provide for public comment on the three selected sites and possible purchasing strategies.

9. Report findings back to City Council during the first quarter of 2024.

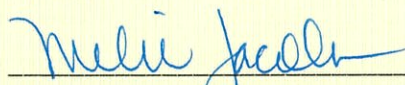
PASSED AND ADOPTED by the Homer City Council this 23<sup>rd</sup> day of October, 2023.

CITY OF HOMER

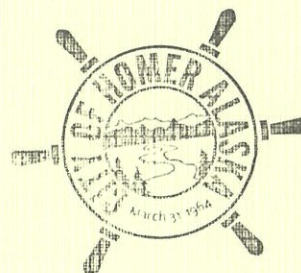


KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK



Fiscal note: Staff time and wages.





## MEMORANDUM

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**Resolution 23-118, A Resolution of the City Council of Homer, Alaska Directing the City Administration to Investigate Potential Locations and Related Costs for a Future City of Homer Multi Use Community Recreation Center for Council Review. Aderhold/Erickson.**

**Item Type:** Backup Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** October 17, 2023  
**From:** Mike Illg, Recreation Manager & Julie Engebretsen Economic Development Manager  
**Through:** Rob Dumouchel, City Manager

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At the October 9<sup>th</sup> Work Session meeting, Council heard a presentation from staff about the idea of pursuing a different location than the Homer Education and Recreation Complex site as the future home of a new multipurpose facility. Councilmembers Aderhold and Erickson were appointed as champions to work with staff to draft a resolution detailing a formal direction to pursue a Multi-Use Community Recreation Center project.

This resolution directs Administration to investigate the options of pursuing centrally located existing city owned land (ex. Town Center lot), privately owned land (ex. Homer Electric Association lot) or existing facilities such as the Bay Club to accommodate a 17,000 to 21,000 sq. ft. facility. This facility would house two regulation sized basketball courts used interchangeably for multiple volleyball courts and six pickle ball courts; flexible space for instructional programs such as karate, dance, yoga, etc.; locker rooms; storage space; and staff offices. A preliminary \$10-\$12 million budget with a maximum budget of \$10 or 12 million (to be determine by City Council) is set as a guideline at this point in the project, based on previous council discussion regarding the amount of revenue that could be generated from a bond (the projected debt service of a \$10 million would be \$800,000/year and a 0.3% sales tax generates about \$820,000/year). There is also the potential option of future expansion through community fundraising, grants and phasing. Administration is to analyze location options and present Council with three alternatives.

The resolution provides direction to establish site selection criteria such as lot size, location (with safe and easy youth accessibility as a high priority), opportunity for future facility expansion, existing infrastructure (water, sewer, sidewalks), and cost; provide opportunities for public input; and discuss the final three options with Parks, Art, Recreation and Culture Advisory Commission prior to presentation to the City Council. To the extent practicable, staff will engage volunteer professional



community members to determine if the sites are reasonable to pursue. If paid professional services are needed to address technical site analysis such as wetlands and engineering concerns, staff shall provide Council with a rough cost estimate for those services.

City Council may consider the option of creating a future task force to work through the details of the new facility, after potential locations are narrowed down. Administration should present to City Council three proposed options during the 2024 first quarter.

**Recommendation:** Approve resolution to direct Administration to establish site criteria, pursue locations, seek community input, and report back with three proposed options.



## **Legislative Request FY2026**

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**City of Homer FY2026 State & Federal Legislative Priorities  
approved by  
Homer City Council Resolution 24-100**

1. Homer Harbor Expansion
2. Multi-Use Community Center
3. Homer Harbor Critical Float System Replacement:  
Float Systems 4 & 1
4. Slope Stability & Erosion Mitigation Program
5. City Hall ADA Accessibility Project
6. Karen Hornaday Park Improvements
7. Homer Spit Coastal Erosion Mitigation
8. A-Frame Water Transmission Line Replacement
9. New Public Works Building



## 2. Multi-Use Community Recreation Center

**Project Description & Benefit:** This project secures land, designs and constructs a multi-use community center to meet Southern Kenai Peninsula community needs, while contributing to the overall economic development and quality of life of Homer’s residents, businesses and visitors. This project is the first phase in designing and constructing a multi-use community center to adequately serve the social, recreation, cultural, and educational needs of the Homer community. The community has long prioritized the need for indoor municipal recreational and community space, especially considering the ongoing challenges of operating in the local schools and the city’s aging and defunct HERC facility. A 2015 City of Homer Parks, Art, Recreation and Culture (PARC) Needs Assessment validated this perceived need; a 2022 follow up assessment showed increased public demand for recreation space, reflecting the community’s high priority on access to public recreation and educational spaces. Public input describes the community center as a comprehensive multi-generational facility that offers something for people of all ages and identified a general-purpose gymnasium, multi-purpose space for instructional programs, safe walking/running, dedicated space for youth and possible emergency shelter as priority features. Preliminary data and feedback from the 2024 Comprehensive Plan rewrite shows continued strong community support for an indoor recreation facility.

**Plans & Progress:** In 2018, a City Council appointed Task Force completed several months of study and recommended building a new community facility, rather than trying to rehabilitate the HERC facility. The retrofits needed to bring the building into modern code compliance exceeds the cost of new construction. In September 2021, the City expended \$49,964 to update the recreation needs analysis, engage the public and produce concept designs and construction cost estimates for different options for a new multi-use center.

A 2023 hazmat report of the City-owned facilities at the HERC campus, which had been the preferred site, determined this location will not be possible in the near term due high cost of mitigation. In 2023, the Mayor appointed two City Council “Recreation Champions” to spearhead this project and is in the process of reviewing possible locations for a community center, preferably centrally located. In 2024, the City Council appropriated a total of \$1,300,000 towards the project. These are significant steps towards identifying a location, refining the project’s scope and moving it forward. Subsequent steps will include finalizing design, cost estimates and completing a feasibility study for ongoing operations and maintenance.

**Total Project Cost:** \$16,050,000

FY25 Phase 1: Land Purchase \$ 700,000

FY26 Phase 2: Final Design & Feasibility Study \$350,000

FY27 Phase 3: Construction \$15,000,000

**FY26 State Request:**

Phase 1 & 2 \$ 400,000

**FY26 Federal Request:**

Phase 3 \$14,350,000

City of Homer Match: \$ 1,300,000

Funding Secured	FY24/25
City of Homer funds	\$ 400,000
Gas Line Fund	\$ 900,000



The City of Unalaska’s Community Center is an example of a centrally located, widely used recreation facility by both residents and visitors.



# MEMORANDUM

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## Proposed Community Recreation Center Site Selection Recommendation

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

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In an effort to continue the efforts and review possible options for a future City of Homer Community Recreation Center, the Recreation Champions group has recently met and reviewed three different possible locations: the Homer Electric Association (HEA) lot bounded by Lake, Grubstake, and Snowbird; the Kenai Peninsula Borough (KPB)/Homer Middle School lot; and the City of Homer-owned town center lots. Public Works Director Kort visited and inspected each property and provided preliminary cost estimates for related to initial utility infrastructure costs. Based upon the logistics, location, and initial costs, the group agreed to eliminate the KPB lot as a possible option. The HEA lot would potentially be the least expensive site to develop for utilities, but would require negotiation with HEA for purchase, meaning that overall, the City-owned town center lots may be advantageous to consider for a new Community Recreation Center. This memo focuses on the City-owned town center lots.

When discussing the three sites in November, the Recreation Champions group recognized potential positives and negatives associated with the town center lots and decided it is warranted to gain additional commission, neighbor, and public insights into the town center lots before deciding whether these lots may be chosen as a preferred site for a new community recreation center. The lots are centrally located, could include public parking for pedestrian access to Pioneer Avenue businesses, and could support future efforts to develop the privately owned portions of town center. However, the area is also currently undeveloped and is adjacent to a wooded trail through Kachemak Heritage Land Trust property and the edge of one City-owned lot. Receiving public input on the pros and cons of these lots will be important before making a decision on a preferred site for the Community Recreation Center.

The Recreation Champions group is interested in soliciting feedback from neighboring property owners, organizations, and community members, and receiving formal reviews from the Parks, Art, Recreation and Culture Advisory Commission (PARCAC); the Planning Commission; and the Economic Development Advisory Commission (EDAC) for selecting the City of Homer-owned town center lots as the preferred location for a future Community Recreation Center.

The City Center Property offer's some interesting challenges as well as potential opportunities when considering developing this parcel. This property extends to Pioneer Avenue and the lower portion of the property is confined by property owned by Valentin Caspaar LLC to the south and east; Kachemak Heritage Land Trust to the east; and properties owned by Guy Rosi, Rosi Community Property Trust, and Lulu Mae LLC to the west. Water is available along Pioneer Avenue, and a sewer main passes through the northern portion of the property. Providing water service to a potential Recreation Center is relatively simple and could be done by extending the water main to the building

site or running a water service into the property to serve just this building. Providing sewer service to this building using the sewer main passing through the northern side of the property will likely require a lift station dedicated to the building. Alternatively, sewer service could be extended from Grubstake Avenue or Hazel Avenue by acquisition of a Utility Easement to provide gravity sewer service to the property.

One thing to consider, there may be a unique opportunity to partner with the owner of the Valentin Caspaar LLC property as part of a larger development plan and run both sewer and water mainlines into both properties by extending the sewer mainlines from Grubstake Avenue and/or Hazel Avenue to serve these properties and possibly looping the water main service between Pioneer Avenue, Main Street, Grubstake Avenue, Hazel Avenue or a combination of these locations.

The entrance to this new facility would most likely be best served by coming off of Pioneer Avenue, or a future road extension originating from the intersection of Poopdeck Street and Hazel Avenue as part of a development agreement with the owner of Valentin Caspaar LLC properties. Access to the building site off of Grubstake Avenue would not be recommended due to the neighborhood density and street design.

#### Utility Cost Estimate:

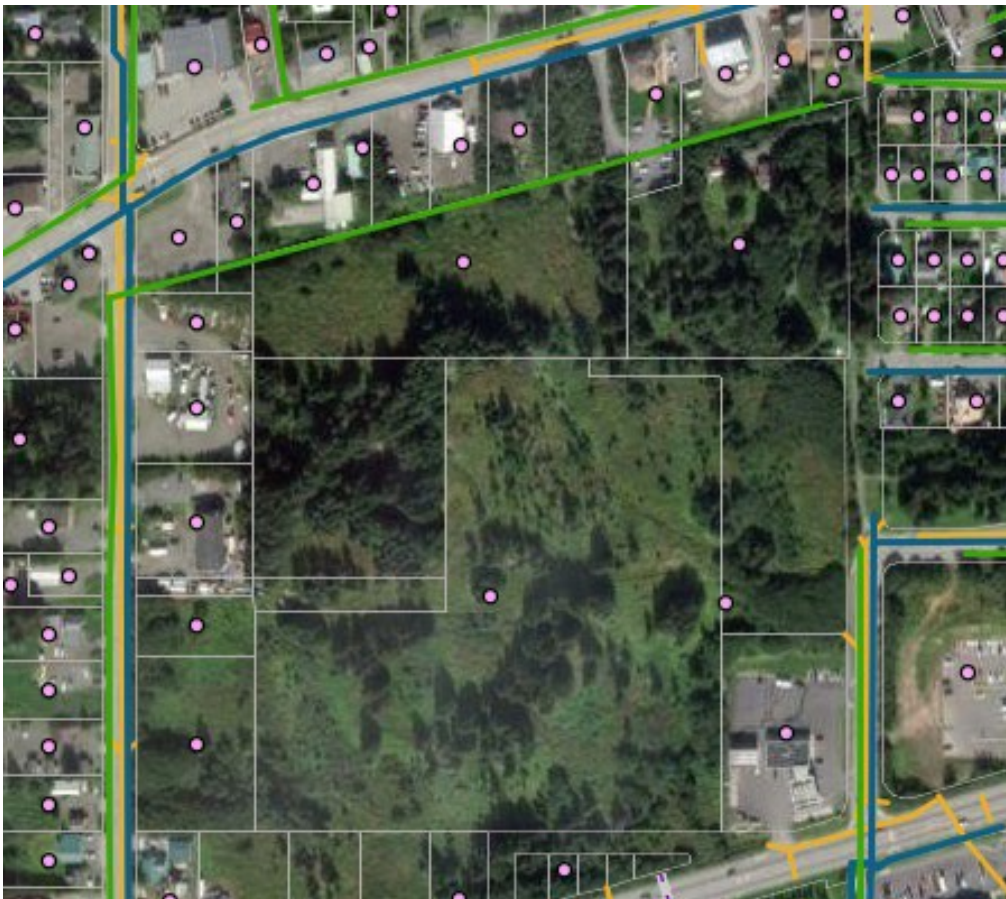
There are a lot of factors and alternatives that play into the development of a facility on this property that are difficult to isolate without a deeper investigation with proposed ideas. For the purpose of demonstration, we will offer a couple of ideas.

- Water Service from Pioneer Ave, Sewer Connection to sewer main along north property line with a lift station – \$482,000
- Water service from Pioneer Ave, Sewer connection to gravity sewer on Grubstake (could be done with development agreement or purchase Utility Easement (excluding cost of purchasing the easement)) – \$355,000

#### Access Road Cost Estimate:

Road costs would depend on the project development plan and access location. For the purpose of demonstration, we will offer a couple of ideas.

- Access off of Pioneer Avenue – \$158,000
- Access off of the intersection of Hazel Avenue and Poopdeck Street – \$710,000 (could share costs with other developers)







**Recommendation:** Request PARCAC, Planning Commission, and EDAC review the City-owned town center lots as the possible preferred location for a Community Recreation Center and provide feedback to the City Council. Additionally, request the city manager to direct staff to solicit feedback from neighboring property owners, organizations, and community members regarding selecting the City-owned town center lots as the preferred location for a Community Recreation Center.

**Attachment:**

Memorandum from Public Works Director Kort dated October 21, 2024



# MEMORANDUM

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## Proposed Future Recreation Center Site Alternatives

**Item Type:** Informational Memorandum

**Prepared For:** Recreation Champions and City Councilors Aderhold and Erickson

**Date:** October 21, 2024

**From:** Daniel Kort, Public Works Director

**Through:** Melissa Jacobsen, City Manager

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### Summary:

The Public Works Department (PWD) was requested to investigate the feasibility of utility accessibility at 3 proposed future Recreation Center Sites at the City Councils October 14<sup>th</sup> meeting. In addition to the feasibility, it was requested that the Public Works Department provide an order of magnitude cost estimate to provide utilities to the proposed sites. The three lots under further consideration and associated estimate costs for utilities, site access, and potential development costs are as follows:

- Homer Middle School - \$427,000 to \$1,114,000 (site will likely also have \$500,000 to \$1,000,000 additional site development costs beyond the other sites due to topography)
- Homer Electric Association - \$235,000 to \$435,000
- City Center Property - \$513,000 to \$1,192,000

### Discussion:

The PWD has reviewed the proposed properties for utility feasibility as detailed below. The PWD attempted to create an order of magnitude cost estimate to provide utilities to a proposed building site on the property, however some of the properties are large and assumptions had to be made as to the building location and development that could impact these costs, so they are strictly hypothetical order of magnitude estimates and should not be considered a true cost estimate. Access to some sites is complicated and will have an impact to the decision, so the PWD took it upon itself to also include this evaluation and information as well.

The sites identified by the City Council are as follows:

- The vacant land behind the athletic field at Homer Middle School (Homer Middle School)
- The HEA property at the corner of Snowbird Street; Grubstake Avenue; and Lake Street (HEA)
- Property owned by the City of Homer (City) commonly referred to as the "City Center" (City Center)



### **Homer Middle School:**

The feasibility of gaining utility access to the location north of the track/athletic field is possible. It is believed that there are a few options to facilitate this sites development. Sewer service could be provided to this location by constructing a lift station and pumping the wastewater to the sanitary sewer along Spruceview Avenue to the North. However, it may be more economical over the long-term to construct a sewer main extension and utility easement along the eastern property line of the School District and connect the Recreation Center to this new sewer main. This would eliminate the long term ownership and operation of an additional lift station. The City water supply could be fed from either a water main extension from the Sterling Highway towards from the south within the common utility easement as the sewer main, or fed from the water main on Spruceview Avenue to the North.

Access to this site may be very challenging. It is the opinion of the PWD that developing site access from Spruceview Avenue is undesirable and not recommended because this development would significantly increase the traffic on that street beyond what the street was designed for and it's intended use. Therefore, access to the site would need to come from the south.

The site could be access by either constructing an entrance along the Homer Middle School's east or west property line. An entrance along the east property line could be constructed by either extending Woodside Avenue and purchasing property from the Broshe-Lowney Community Property Trust for the driveway access, or by creating a driveway entrance off of the Sterling Highway along the HERC property line. Both of these options have challenges associated with the two previously mentioned storm water drainages passing through this area and poor soils. To facilitate the development of an entrance to the east side of the lot will require a lot of drainage improvements and road subbase improvements to accommodate this access. An access to the west was not fully evaluated due to the SPARC entrance already sharing the driveway for the Homer Middle School. It was assumed that the additional traffic associated with the Recreation Center would not be desirable to the School District or the Alaska DOT using the already shared entrance. It was further assumed that the Alaska DOT would not be receptive to adding a separate entrance to the Sterling Highway in close proximity to the shared entrance for the Homer Middle School and SPARC due to potential traffic safety.

Site development upon this parcel will have additional challenges due to the topography and two previously mentioned storm water drainages that pass down along the west side of the property. This parcel has approximately 30-feet of elevation change across the lot. While constructing a building on this property is physically possible, the topography could add \$500,000 to \$1,000,000 to the development of the Recreation Center at this location compared to similar development plans at other locations.

Some special considerations for this site revolve around the KPB School Districts willingness to sell half of this property for this development and allowing the creation of a utility easement along the Eastern property line.

Utility Cost Estimate: \$494,000

Assuming providing water service from Spruceview Avenue and Sewer service from the Sterling Highway. The following estimates of cost are provided with the understanding that this is purely an order of magnitude cost estimate with no building site on the large parcel identified.

Access Road Cost Estimates:

- Woodside Entrance: \$1,052,000
- Sterling Highway Entrance: \$1,114,000
- Spruceview Avenue Entrance: \$427,000



### **HEA Property:**

The HEA property provides some additional challenges for Sewer. There is only one sewer main passing this property and it is on the East side of Lake Street. The sewer main is approximately 8.5-ft below ground surface in this region and may be low enough elevation to provide sewer service to a building developed upon this property without being pumped depending upon the buildings location on the large parcel, building design, and the building sewer elevation. However, there is no guarantee that gravity flow will work for this site. Water service to this site will be straight forward and the building could be served from either Grubstake Avenue or Lake Street, however a water service is already established off of Grubstake Avenue.

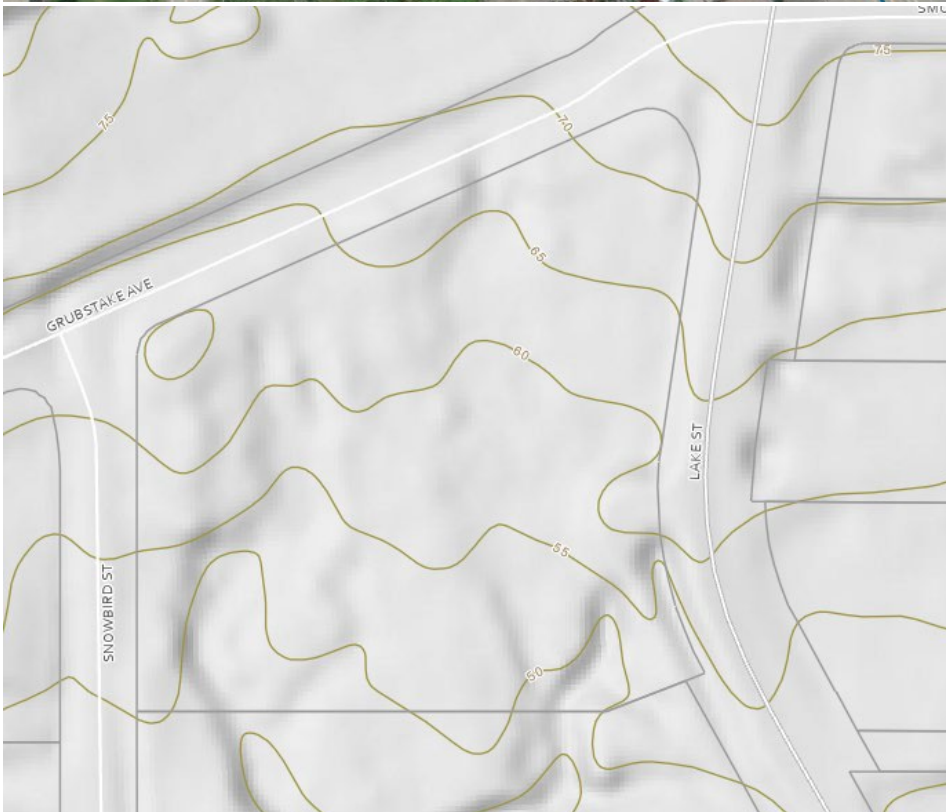
The driveway entrance to the proposed site could come off of any of the three proposed streets. Due to the higher traffic volume on Lake Street, the City may want to take the approach to place the facility entrance onto either Grubstake Avenue or Snowbird Street to reduce road congestion associated with this facility at this location. It is the opinion that Grubstake Avenue would work best to lessen the conflictions with the Post Office.

### Utility Cost Estimate: \$150,000 - \$350,000

Assuming providing water service from Grubstake Avenue and Sewer going towards Lake Street, and the driveway going to Grubstake Avenue. The cost estimate is an order of magnitude estimate and is based off a theoretical building and location. The upper end of the estimate represents if a lift station is required as well.

### Access Road Cost Estimate: \$85,000





### **City Center Property:**

The City Center Property offer's some interesting challenges as well as potential opportunities when considering developing this parcel. This property extends to Pioneer Avenue and the lower portion of the property is confined by property owned by Valentin Caspaar LLC to the south and east; Kachemak Heritage Land Trust to the east; and properties owned by Guy Rosi, Rosi Community Property Trust, and Lulu Mae LLC to the west. Water is available along Pioneer Avenue, and a sewer main passes through the northern portion of the property. Providing water service to a potential Recreation Center is relatively simple and could be done by extending the water main to the building site or running a water service into the property to serve just this building. Providing sewer service to this building using the sewer main passing through the northern side of the property will likely require a lift station dedicated to the building. Alternatively, sewer service could be extended from Grubstake Avenue or Hazel Avenue by acquisition of a Utility Easement to provide gravity sewer service to the property.

One thing to consider, there may be a unique opportunity to partner with the owner of the Valentin Caspaar LLC property as part of a larger development plan and run both sewer and water mainlines into both properties by extending the sewer mainlines from Grubstake Avenue and/or Hazel Avenue to serve these properties and possibly looping the water main service between Pioneer Avenue, Main Street, Grubstake Avenue, Hazel Avenue or a combination of these locations.

The entrance to this new facility would most likely be best served by coming off of Pioneer Avenue, or a future road extension originating from the intersection of Poopdeck Street and Hazel Avenue as part of a development agreement with the owner of Valentin Caspaar LLC properties. Access to the building site off of Grubstake Avenue would not be recommended due to the neighborhood density and street design.

### Utility Cost Estimate:

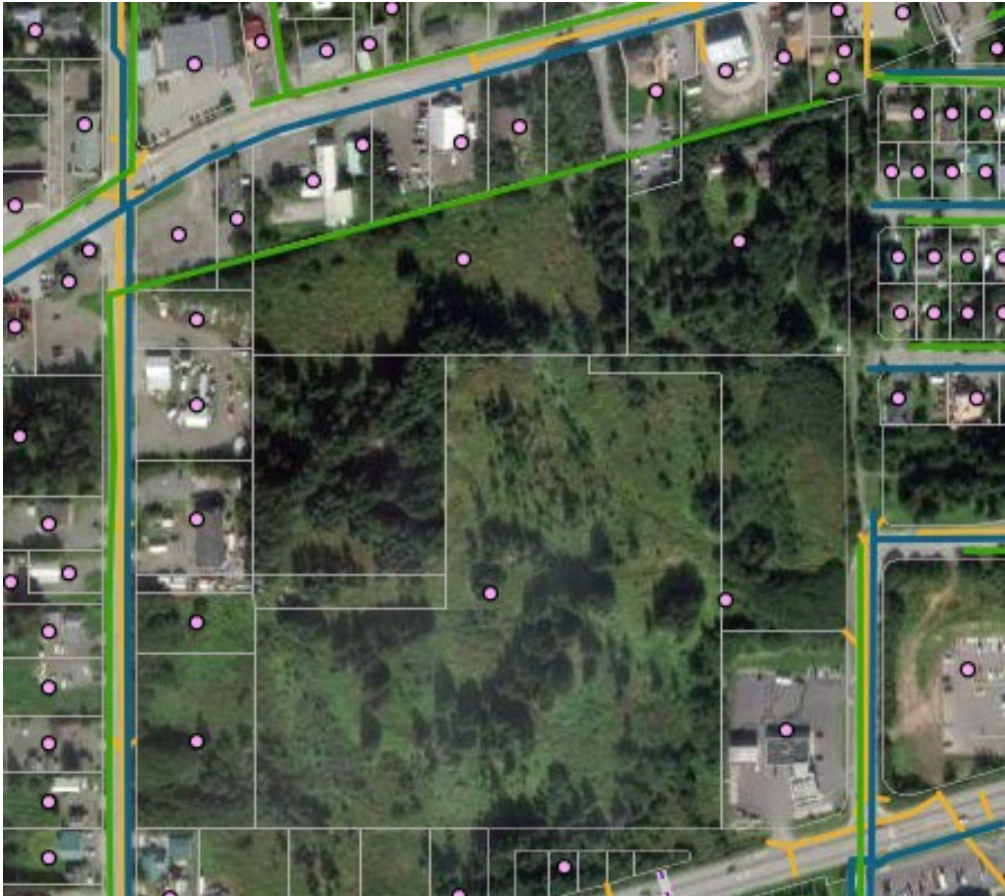
There are a lot of factors and alternatives that play into the development of a facility on this property that are difficult to isolate without a deeper investigation with proposed ideas. For the purpose of demonstration, we will offer a couple of ideas.

- Water Service from Pioneer Ave, Sewer Connection to sewer main along north property line with a lift station – \$482,000
- Water service from Pioneer Ave, Sewer connection to gravity sewer on Grubstake (could be done with development agreement or purchase Utility Easement (excluding cost of purchasing the easement)) – \$355,000

### Access Road Cost Estimate:

Road costs would depend on the project development plan and access location. For the purpose of demonstration, we will offer a couple of ideas.

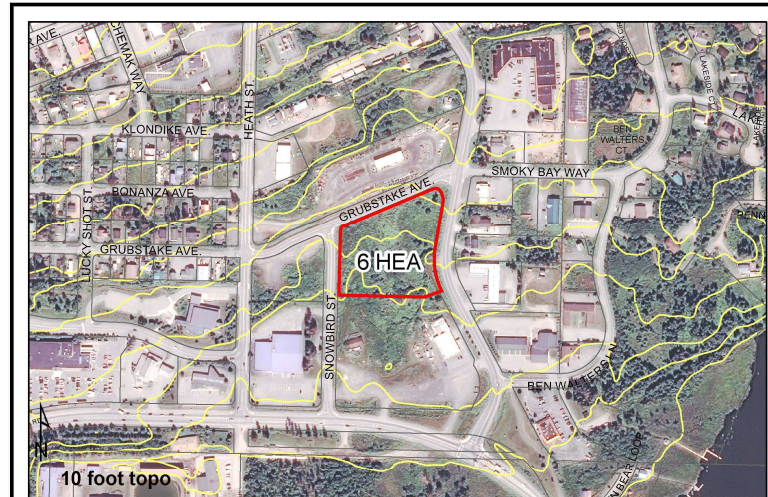
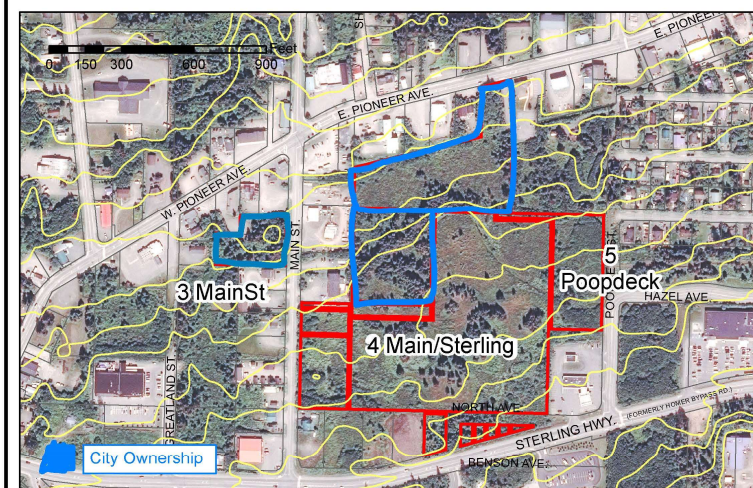
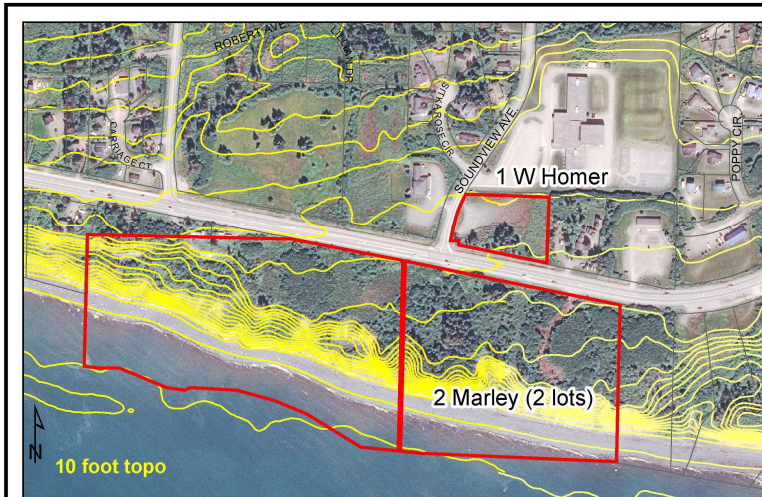
- Access off of Pioneer Avenue – \$158,000
- Access off of the intersection of Hazel Avenue and Poopdeck Street – \$710,000 (could share costs with other developers)











# Scoring Matrix

Recreation Center Land Matrix

<b>SCORING KEY:</b> 1=Meets General Criteria 0= Does Not Meet general Criteria							
Factors	West Homer #1	Marley Prop. #2	Main St. #3	Main/Steeple #4	Poopeduck/Hazel # 5	HFA Site #6	New P
<b>1. Location &amp; Traffic</b>							
Central Location (2 mile radius from Main St.)							
No negative traffic impacts							
Located near schools							
<b>Location &amp; Traffic Totals</b>	0	0	0	0	0	0	0
<b>2. Site Characteristics</b>							
Existing road access							
Shape of site adequate							
Soil suitable for building							
Adequate Parking space easy to accommodate							
Allows for future expansion							
Meets minimum of 1.5 acres							
<b>Site Characteristics Totals</b>	0	0	0	0	0	0	0
<b>3. Community Sentiment/Considerations</b>							
Meets the needs for recreation uses/activities							
Fits well with existing neighborhood/area							
Location walkable/bikable							
<b>Community Sentiment Totals</b>	0	0	0	0	0	0	0
<b>4. Existing Utilities/Infrastructure</b>							
Existing city water and sewer main							
Electric Service							
Access to natural gas service line							
Existing Sidewalks							
<b>Existing Utilities/Infrastructure Totals</b>	0	0	0	0	0	0	0
<b>5. Environmental Impacts</b>							
No substantial wetland concerns							
No known risk of flooding							

Not in tsunami zone								
<b>Environmental Impact Totals</b>	0	0	0	0	0	0	0	0
<b>6. Permitting/ Other Regulatory</b>								
Not a Brownfield property								
<b>Permitting/Other Regulatory Totals</b>	0	0	0	0	0	0	0	0
<b>7. Land/Facility Ownership</b>								
Owned by City of Homer								
Owned by other municipal entity or non-profit								
Must be purchased								
<b>Land/Facility Ownership Totals</b>	0	0	0	0	0	0	0	0
<b>8. Cost of Site Development &amp; Construction</b>								
Building Cost are likely lower (ex. flat vs. slope)								
Site Cost are likely lower (ex. drainage)								
<b>Cost of Development Totals</b>	0	0	0	0	0	0	0	0

	West Homer	Marley	Main	Main/Steeple	Poopeduck/Hazel	HFA	PW
<b>TOTALS</b>	0	0	0	0	0	0	0



Recreation Center Land Matrix Total Scores

Factors	West Homer #1	Marley Prop. #2	Main St. #3	Main/Sterling #4	Poopdeck/Hazel # 5	HEA Site #6	New PW Site #7
Score 1	22	15	16	17	16	22	17
Score 2	21	12	16	19	20	23	19
Score 3	18	13	18	20	20	22	12
Score 4	18	13	16	9	13	18	15
Score 5	21	11	17	19	18	23	17
Score 6	14	11	12	8.5	12	15	10
Score 7							
	West Homer	Marley	Main	Main/Sterling	Poopdeck/Hazel	HEA	PW
<b>Tota Matrix Scores:</b>	<b>114</b> 2nd	75	95	92.5	<b>99</b> 3rd	<b>123</b> 1st	90

## Final Results-Top Three Sites

3 city staff, 2 city council members & 2 community members on informal review group.

## Multi-Use Community Recreation Center

**Project Description & Benefit:** This project secures land, designs and constructs a multi-use community center to meet Southern Kenai Peninsula community needs, while contributing to the overall economic development and quality of life of Homer’s residents, businesses and visitors. This project is the first phase in designing and constructing a multi-use community center to adequately serve the social, recreation, cultural, and educational needs of the Homer community. The community has long prioritized the need for indoor municipal recreational and community space, especially considering the ongoing challenges of operating in the local schools and the city’s aging and defunct HERC facility. A 2015 City of Homer Parks, Art, Recreation and Culture (PARC) Needs Assessment validated this perceived need; a 2022 follow up assessment showed increased public demand for recreation space, reflecting the community’s high priority on access to public recreation and educational spaces. Public input describes the community center as a comprehensive multi-generational facility that offers something for people of all ages and identified a general-purpose gymnasium, multi-purpose space for instructional programs, safe walking/running, dedicated space for youth and possible emergency shelter as priority features. Preliminary data and feedback from the 2024 Comprehensive Plan rewrite shows continued strong community support for an indoor recreation facility.

**Plans & Progress:** In 2018, a City Council appointed Task Force completed several months of study and recommended building a new community facility, rather than trying to rehabilitate the HERC facility. The retrofits needed to bring the building into modern code compliance exceeds the cost of new construction. In September 2021, the City expended \$49,964 to update the recreation needs analysis, engage the public and produce concept designs and construction cost estimates for different options for a new multi-use center.

A 2023 hazmat report of the City-owned facilities at the HERC campus, which had been the preferred site, determined this location will not be possible in the near term due high cost of mitigation. In 2023, the Mayor appointed two City Council “Recreation Champions” to spearhead this project and is in the process of reviewing possible locations for a community center, preferably centrally located. In 2024, the City Council appropriated a total of \$1,300,000 towards the project. These are significant steps towards identifying a location, refining the project’s scope and moving it forward. Subsequent steps will include finalizing design, cost estimates and completing a feasibility study for ongoing operations and maintenance.

**Total Project Cost:** \$16,050,000

FY25 Phase 1: Land Purchase \$ 700,000

FY26 Phase 2: Final Design & Feasibility Study \$350,000

FY27 Phase 3: Construction \$15,000,000

### **FY26 State Request:**

Phase 1 & 2 \$ 400,000

FY26 Federal Request:

Phase 3 \$14,350,000

City of Homer Match: \$ 1,300,000

**Commented [JC1]:** Please update these sections, particularly, to reflect progress made on site selection, and other planning items.

## Karen Hornaday Park Improvements

**Project Description & Benefit:** Karen Hornaday Park is Homer's largest, most diverse public recreation space. At 40 acres in size, it offers a wide variety of activities, including camping, ballfields, playgrounds and two public pavilions with picnic facilities, barbecue grills and campfire circles. For those looking to relax, the park offers benches to view Kachemak Bay and the surrounding mountains and glaciers, as well as access to a more intimate, natural area along Woodard Creek on the park's eastern boundary. The park hosts an estimated 92,000 user days each year. This includes Little League participants and spectators, plus general use park visitors and attendees of small gatherings and large events that reserved the park annually, such as reunions, the Scottish Highland Games festival and concerts.

An updated Karen Hornaday Park Master Plan is underway and has reached a first draft stage after park evaluation and community input. The site plan will include two high priority park needs to improve safety and provide accessibility: entry road and parking improvements and a public restroom facility. Presently, much of the parking requires crossing the entry road to get to the play area, which can be dangerous for children.

The highest need is an ADA accessible public restroom facility. The former restroom facility was demolished in 2020 due to safety concerns. The physical structure had deteriorated over the years. Its advanced age combined with high use resulted in worn interior finishes, making cleaning difficult; aged bathroom fixtures and dilapidated stalls made it nearly impossible for City maintenance personnel to provide a safe, sanitary facility. The porta-potty toilets currently provided are inadequate to support the needs of the many visitors and groups who utilize this public recreation space over the long-term.

**Plans & Progress:** Over the years, grant support and significant volunteer efforts have assisted the City in developing Homer's premier public park. The first step of the current project is to finalize the new Park Master Plan, followed by extending water/wastewater utility to the site selected for the public restroom (if necessary) and restroom construction.

Project Cost (Phase 1): \$1,080,000

Master Plan Update: \$ 50,000 (COH funds) Water Sewer Utility Extension: \$ 530,000 (COH funds)

Restroom Construction: \$ 500,000

FY26 State Capital Request: \$500,000  
(City of Homer Match: \$580,000)

**Commented [JC2]:** Has the plan been adopted yet? IF so, what in the plan would you prioritize for park improvements?

**Commented [JC3]:** Now that the mobile restrooms are available and hooked up, is a restroom facility still the highest priority?

**Commented [JC4]:** Please update to reflect completion of utility service extension and mobile restroom....Also costs. You must know the cost now of what the utility extension cost.

## Bayview Park Restoration, Phase 2

**Project Description & Benefit:** Bayview Park is a neighborhood park at the top of Main Street in the heart of Homer intended to serve preschool age children and their families. The park, the only park in Homer dedicated to serve preschool age children, has been undeveloped since its formation.

This project transforms Bayview Park into an inviting, safe and accessible destination for young families to provide improved recreational opportunities for all in our community. Project scope includes two phases. Phase 1 of the project is expected to be complete in fall 2024. It includes:

- finalizing the park's site plan and specifications after gathering community input;
- pave Bayview Park parking area and delineate ADA parking and construct accessible park pathways;
- procure and install inclusive playground equipment and natural playground features; and
- install accessible rubber tile safety surfacing under the playground equipment.

Phase 2 replaces the rickety white picket fence with a more durable, low-maintenance fence that provides a level of safety for young children playing near busy roads. Due to the wood's deterioration, public works staff cannot repair some parts of the fence.

**Plans & Progress:** In 2022, the City installed an ADA accessible sidewalk to the park from Main Street as part of the new Main Street Sidewalk project. The sidewalk design replaced the existing open ditch on the east side of Bayview Park with a closed storm drain system to create a space where a parking lot and access into the park can be built.

The City worked with a landscape architect to develop a park plan and dedicated 2023 Healthy and Equitable Communities grant funds from the Alaska Department of Health and Social Services to assist with park improvements. A donation by the Kachemak Bay Rotary Club also helped procure new playground equipment.

**Total Project Cost:** \$190,000

Phase 1: \$139,330 (Funding complete 2023)

Phase 2: Replace perimeter fence. \$50,670

**Schedule:** 2026

**Priority Level:** 1

## Jack Gist Park Improvements

**Commented [JC5]:** Is this project technically now complete? Or is there still a desire to build a brick and mortar restroom facility?

**Project Description & Benefit:** Jack Gist Park was founded in 1998 on 12.4 acres of land donated to the City of Homer by a private landowner. Park development took place on top of a retired landfill that was capped. As originally envisioned by the Jack Gist Recreational Park Association, this parcel has been developed primarily for soft ball fields. It also features a disc golf course. Changes in usage patterns, deferred maintenance, and adjacent residential development have highlighted the need for various improvements within the Park. The need for these improvements and the impacts of deferred maintenance will only continue to grow as the residential density increases in the neighborhood around the park.

The park hosts numerous softball tournaments annually, and disc golfers. Improvements for the health and safety of park users includes a public restroom facility, irrigation for field turf maintenance and remediation of drainage issues that have led to poor quality athletic turf. Drainage improvements are also needed address persistent standing water in ditches and in low spots in the parking lots, bleacher areas and the ball field access. Development of drainage routes will encourage groundwater (which is expected to be amplified by residential development adjacent to the park) into existing drainage routes to the east and west of the park and through culvert crossings.

The park has a need for improved and expanded parking. The two parking lots are small, uneven, poorly drained and poorly delineated. Utilities are needed for the park to service a future public restroom and provide water for irrigating the ball fields.

**Plans & Progress:** . Phase 1 funding is nearly complete via capital funds approved in the FY23 and FY24-25 budget. Drainage work, expanded parking (for 70 vehicles), and electrical service extension to the mobile restroom site and adjacent light pole are anticipated to be completed in May 2025. Sewer has been installed to within 30 feet of the site of a future public restroom. Water has been stubbed to the park's property line from the adjacent new development. Constructing a public restroom facility is Phase 2 of the plan. Hose bibs are planned to be located adjacent to the new bathroom will provide irrigation for the fields via surface hoses during dry spells and to assist in turf maintenance practices.

**Commented [JC6]:** Please update these sections if the project is to

**Project Cost:** \$840,000

Phase 1: \$240,000 (\$217,000 secured)

Water/Sewer Extension: \$ 57,000

Electrical Extension: \$ 57,000

Drainage: \$ 31,000

Parking: \$ 95,000

Phase 2: Restroom cost estimate: \$600,000

**Schedule:** 2023-2028

**Priority Level:** 1

### **Reber Trail Extension to Soundview Avenue**

**Project Description and Benefit:** The Reber Trail, completed in 2009, is a .38 mile trail connecting the west end of Fairview Avenue to Reber Road off West Hill through a series of switchbacks. This project extends the trail by 750-800 feet by creating a route from the base of Reber Trail on Fairview, along a ridge and down to Soundview Avenue.

Securing the legal easements necessary preserves access to non-motorized travel opportunities. Completion of this project will improve non-motorized transportation options for residents on the west side of Homer. The extension provides more direct trail connectivity to walkers and hikers from the Soundview, Shelley Avenue and West Homer Elementary area, avoiding a detour to either West Hill or Mulliken. It also allows residents in the vicinity of Reber Road on West Hill (Alpine Way, Wythe Way, Miller, Highland Drive, Bell Avenue and above) to more easily access Soundview Avenue and West Homer Elementary School via a beautiful nature trail, rather using the much more circuitous and hazardous route down West Hill Road.

**Plans & Progress:** The trail is envisioned to be designed as a Level 1 (Backcountry) to Level 3 (Semi-improved) trail, as described in the City's Trail Manual Design Criteria - an informal trail with natural surfaces. Development would progress in two phases. Phase one requires easement acquisition, survey and trail design. Phase 2 is construction.

**Total Project Cost:** \$310,000

Phase 1: Easement acquisition, survey and design: \$60,000

Phase 2: Construction: \$250,000

**Schedule:** 2026 - 2028

**Priority Level:** 3



## Homer Spit Campground Renovations

**Project Description and Benefit:** The Mariner Park and Fishing Hole campgrounds are situated on the Homer Spit. Their waterfront locations and close proximity to recreational activities and visitor support services make the campgrounds very popular with both Alaskans and out-of-state visitors. City campgrounds are heavily used in the summer and shoulder seasons, hosting over roughly 20,000 campers annually and generating up to \$200,000 in revenue through camping fees.

The campgrounds are primitive. Campers use porta potties and have no means of hand washing. Campsites are pot holed, poorly marked and without tent pads. Many lack picnic tables and fire rings.

This renovation project greatly improves the camping experience and makes it easier to maintain the campgrounds to a higher standard of cleanliness and safety. Renovations include installing hand wash stations, grading campgrounds, delineating and labeling campsites, developing tent pads in tent camping areas and installing picnic tables and fire rings at sites that currently lack these basic amenities. Mariner Park Campground would also benefit from landscaping.

Completing these renovations bring the campgrounds to a minimum standard to keep them healthy, attractive and competitive. Visitors have a choice of where to stay on the Kenai Peninsula. We anticipate these upgrades will attract new visitors and motivate existing visitors to extend their stays or come back. Summer and shoulder season visitors contribute significantly to Homer's overall economy through their patronage of local businesses throughout their stay.

**Plans and Progress:** This project is in the conceptual design phase.

**Total Project Cost:** \$95,000

Mariner Park Campground	\$50,000
Fishing Hole Campground	\$45,000

**Schedule:** 2026-2028

**Priority Level:** 3

**Commented [JC7]:** Even though this project needs to be re-scoped, Council decided to leave this project in the 2025-2030 CIP as a placeholder; Council tasked PARC AC to work with PHAC to refine this campground renovation project. Hopefully this can fit onto your Departments' and Advisory Commissions' upcoming agendas if it has not already been worked on.

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Mariner Park Campground	\$50,000
Fishing Hole Campground	\$45,000

**Schedule:** 2026-2028

**Priority Level:** 3

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# MEMORANDUM

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## PARCAC Budget/Funding

**Item Type:** Action Memorandum  
**Prepared For:** Parks, Arts, Recreation & Culture Advisory Commission  
**Date:** June 10, 2025  
**From:** Mike Illg, Recreation Manager/Staff Liaison

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### Summary

The Parks, Arts, Recreation & Culture Advisory Commission has a remaining balance of \$500 (of \$1,500) for FY25 and the commission has expressed interest in utilizing the remaining funds towards some parks, art, recreation and or cultural related project. There was expressed interest from the commission in using the funds toward the designing, creation and printing of a public arts map as suggested by staff and the Bunnell Street Arts Gallery. Staff was advised that this would meet the finance department's policy and expectation that all city expenditures must be "in hand" by the end of FY 25 which is June 30. This map would not be ready by then.

The commission could consider other options ideas to allocate the remaining \$500 towards another project or event so as long as it fits the expected guidelines. A potential suggestion from the Bunnell Streets Art Gallery is to purchase durable signage with QR codes that link to more information about Public Art installations. These proposed QR code signs would link to pages that Bunnell Street Arts Center has created about the public art installations were funded and gifted to the City including:

- The Loon at Bishop's Beach
- "Environmental Stewardship" Mural by Marjorie Scholl
- Welcome to Old Town sign by Mike Houston
- Poetry on the Trail (to Islands and Ocean Visitors Center) by Wendy Erd

These signs can be manufactured and installed by a Homer based business Northern Impressions for about \$90 each and would be "in hand" by June 30<sup>th</sup>.

### Recommendation

Review proposal or offer other suggestions then formally determine PARCAC's intent.

# PARKS ART RECREATION & CULTURE ADVISORY COMMISSION

## 2025 Calendar

	AGENDA DEADLINE	MEETING	COMMISSIONER SCHEDULED TO REPORT	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>				No Regular Meeting	
<b>FEBRUARY</b>	Wednesday 2/12 5:00 p.m.	Thursday 2/20 5:30 p.m.		Monday 2/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Strategic Plans and Goals Review</li> </ul>
<b>MARCH</b>	Wednesday 3/12 5:00 p.m.	Thursday 3/20 5:30 p.m.		Tuesday 3/24 6:00 p.m.	
<b>APRIL</b>	Wednesday 4/09 5:00 p.m.	Thursday 4/17 5:30 p.m.		Monday 4/28 6:00 p.m.	<ul style="list-style-type: none"> <li>• Schedule Art Gallery Walkthrough for May</li> <li>• Worksession- Commission Training w/ City Clerk</li> </ul>
<b>MAY</b>	Wednesday 5/07 5:00 p.m.	Thursday 5/15 5:30 p.m.		Tuesday 5/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Museum/Art Gallery Walkthrough</li> <li>•</li> </ul>
<b>JUNE</b>	Wednesday 6/11 5:00 p.m.	Thursday 6/19 5:30 p.m.		Monday 6/23 6:00 p.m.	
<b>JULY</b>				No Regular Meeting	
<b>AUGUST</b>	Wednesday 8/13 5:00 p.m.	Thursday 8/21 5:30 p.m.		Monday 8/25 6:00 p.m.	<ul style="list-style-type: none"> <li>• CIP Project Recommendations</li> <li>•</li> </ul>
<b>SEPTEMBER</b>	Wednesday 9/10 5:00 p.m.	Thursday 9/18 5:30 p.m.		Monday 9/22 6:00 p.m.	<ul style="list-style-type: none"> <li>• Schedule Park Clean Up Day for October</li> <li>• Reappointment Notices &amp; Applications Issued by Clerk's Office</li> </ul>
<b>OCTOBER</b>	Wednesday 10/08 5:00 p.m.	Thursday 10/16 5:30 p.m.		Monday 10/27 6:00 p.m.	<ul style="list-style-type: none"> <li>• Park Clean Up Day</li> <li>• Terms Expire October 31<sup>st</sup></li> <li>• Approve 2026 Meeting Schedule</li> <li>• PARC Budget Discussion &amp; Review with Staff</li> </ul>
<b>NOVEMBER</b>	Wednesday 11/12 5:00 p.m.	Thursday 11/20 5:30 p.m.		Monday 11/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Election of Chair &amp; Vice Chair</li> <li>• Worksession Commission Training w/City Clerk</li> </ul>
<b>DECEMBER</b>				No Regular Meeting	

\*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work. Attend via Zoom or in Person. Masks are optional\*\*