



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Parks Art Recreation & Culture Advisory Commission

Thursday, June 18, 2020 at 5:30 PM

Cowles Council Chambers via Zoom Webinar

Webinar ID: 984 1120 9908 Password: 307724

Dial (253)-215-8782 or (669)-900-6833 or Toll Free (877) 853 5247 or (888) 788 0099

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

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

VISITORS/PRESENTATIONS (10 minutes)

- A. Public Works Director - Jan Keiser, Introduction and COVID 19 Update

RECONSIDERATION

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

- A. Meeting Minutes for the February 20, 2020 Regular Meeting
- B. Memorandum from Deputy City Clerk re: Donation of a Memorial Bench for the Homer Spit

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

- A. Staff Report from Deputy City Planner
- B. Staff Report from Parks Maintenance Coordinator
- C. Staff Report from Community Recreation Manager

PUBLIC HEARING

PENDING BUSINESS (15 minute limit)

NEW BUSINESS (15-20 minute limit)

A. Parks Proposed CIP Projects 2020

[B.](#) Memorandum from Public Works Director re: Re-visioning HART Trail Funds

INFORMATIONAL MATERIALS

[A.](#) 2020 Annual Calendar

[B.](#) Commissioner Attendance at City Council Meetings 2020

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 August 20, 2020 at 5:30 p.m. All meetings scheduled to be held virtually in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-01, a Regular Meeting of the Parks, Art, Recreation and Culture Advisory Commission was called to order by Chair David Lewis at 5:32 p.m. on February 20, 2020 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

TELEPHONIC: COMMISSIONER ROEDL

ABSENT: COMMISSIONER BARNWELL (EXCUSED)

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

AGENDA APPROVAL

Chair Lewis called for a motion to approve the agenda.

LOWNEY/FAIR 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

A. Dr. William Marley - Proposal for a Park Along the Sterling Highway

Dr. Marley requested an additional five minutes to make his presentation to the Commission.

LOWNEY/HARRALD MOVED TO EXTEND THE TIME TO 15 MINUTES FOR THE PRESENTATION.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Commissioner Archibald arrived at 5:35 p.m. explaining he was able to make his flights.

Dr. Marley provided a history on his arrival to Homer, and what it was like in 1967 and the population growth from that time. He did not want to see Homer developed into what downtown Soldotna has

developed into. He then presented his idea to create a Cultural Park setting on acreage he owns jointly with two partners at the entrance to Homer across from Soundview Avenue that extends westward towards West Hill Road. He provided information and strategic planning, and used it as a comparison, for the Harrigan Centennial Hall in Sitka, Alaska.

Dr. Marley submitted the idea as he believes that Homer deserves a Cultural Center. He provided an artist's rendition of the proposed cultural park/center facility on the land that he is advocating for the City to purchase and requested the Commission to support the project as it has in the past.

Dr. Marley presented the amenities that he could visualize that this project would provide to the public. He cited various known places and landmarks throughout the world and the United States and believes that this could be Homer's landmark. He envisions future growth for Homer and believes that a project on this land would present the right image to the visitors and residents current and future.

Dr. Marley commented on the previous submission of his project being supported by the Commission and he is hoping to once again gain the support for the project and that the Commission will make a sincere effort to see it to its fruition.

LOWNEY/HARRALD MOVED TO ADD THIS ITEM TO THE MARCH AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

RECONSIDERATION

CONSENT AGENDA

A. Minutes from the November 21, 2019 Regular Meeting

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

LOWNEY/ARCHIBALD - MOVED TO APPROVE THE CONSENT AGENDA CONTAINING THE MINUTES OF THE NOVEMBER 21, 2019 REGULAR MEETING.

There was no discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Staff Report - Deputy City Planner Engebretsen

Deputy City Planner Engebretsen reported on the following:

- City Council referred Resolution 20-008(S) to the Planning Commission and Port & Harbor Advisory Commission. If members of this Commission would like to comment on the Resolution please attend one of those meetings or provide comments to the City Clerk for City Council.
- City Council reiterated their support and intent to provide for indoor recreation opportunities for residents
- City Manager interviews
- Request for Proposals for the Wayfinding and Streetscape will be issued soon

B. Parks Maintenance Report - Matt Steffy, Parks Coordinator

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

- The Tent Area 1 is being replenished with dredge spoils as a walk in tent camping only, parking is a question and some solution would be using parking at the Fishing Hole
- Placing signage at Mariner Park directing visitors to Karen Hornaday Park Campground if Mariner Camping is full
- Updating all Information Boards for all parks
- Vehicles are not allowed in Tent Area 2 but there is evidence that vehicles have been through there.
- Resolution will be sponsored by Councilmember Aderhold for Friends of the Skate Park
- Improvements to the Skate Park will be limited to the equipment only at this time
- Website Improvements
- W.R. Bell Gravesite and location to be added to the Cemetery web page
- Required maintenance duties leave little time for administrative duties
- Purchasing new banners will be postponed until after the Wayfinding and Streetscape Plan is completed
- Donation of another memorial park bench and funds in the amount of \$3300

Parks Maintenance Coordinator Steffy will look into the winter trail maintenance going out towards the Harbormaster Office and will check on the portion of the trail from the docks to the restroom nearest to the large Hook.

C. Recreation Report – Mike Illg, Recreation Manager

There were no comments or questions regarding the report and information provided by Recreation Manager Illg.

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

- A. Memorandum 20-026 from Councilmember Smith re Consideration of Land for Sale Next to Jack Gist Park

Chair Lewis introduced the item by reading of the title into the record.

Deputy City Planner Engebretsen provided a summary of Memorandum 20-026 from Councilmember Smith requesting input from the Commission on purchasing land adjacent to the park.

- Purchasing a 100 foot buffer
- Recommendations of future development
- There is a 60 foot right of way from the entrance road to the park and below the horse park.

ARCHIBALD/LOWNEY MOVED TO RECOMMEND CITY COUNCIL PURCHASE THE LAND IF THE OPPORTUNITY PRESENTS.

Discussion ensued on the loss to the city tax rolls, adding land to the city parks inventory, and that it is a good investment of funds.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

LOWNEY/ROEDL – MOVED THAT PARCAC SUPPORTS ANY OR ALL PURCHASES OF LAND AROUND JACK GIST PARK FOR BUFFER OR FACILITIES EXPANSION.

There was a brief discussion on the benefit to having a buffer if a neighborhood is developed, existing ravine, common solutions are beneficial.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- B. Acquisition of Land Next to Karen Hornaday Park

Chair Lewis introduced the item by reading of the title.

Deputy City Planner Engebretsen provided a summary of her report for the Commission. She explained that there are a couple of scenarios. Her recommendation was to schedule of a worksession so the Commission could work through all the solutions.

Commissioner Lowney preferred having a worksession as she felt the land provided valuable resource for the city in regards to drainage.

LOWNEY/FAIR - MOVED TO HAVE A WORKSESSION ON THURSDAY, MARCH 19, 2020 AT 4:00 P.M. TO DISCUSS LAND ACQUISITION FOR KAREN HORNADAY PARK.

Discussion ensued on staff providing maps and information for the Commission.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

- C. Memorandum 20-003 from Councilmember Lord re: Evaluation of Parking Barrier Solutions at Karen Hornaday Park

Chair Lewis introduced the item by reading of the title.

Parks Maintenance Coordinator Steffy explained that City Council has reviewed and approved the plan and the issues that were found with using older telephone utility poles that have been treated with creosote which has been found to be a carcinogen. He provided information on replacement options.

The Commission and Staff discussed possible solutions to replace the utility poles and Staff will perform a cost evaluation and installation on the following:

- Split Rail Fencing
 - o Visible during snow removal
 - o Aesthetically Pleasing
- Concrete stops
 - o Vertical poles for sight
 - o Parking delineation
 - o Non-standard length
- Pour in Place Concrete Forms for left over loads to reduce costs
- Removal of hazardous waste
 - o Where would these poles be stored once removed from park
- Sealing utility poles with outdoor polyurethane and maintenance costs involved
 - o Used by communities as a solution to keep the utility poles
- Minimal Costs to effect solution
- Solution Should be Aesthetically Pleasing
- Marking ground with paint once each week

Discussion points also included advocating for the real fix to this problem.

The Commission will make recommendations to Council based on the information provided by Staff on the costs involved.

- D. Beach Policy Bi-Annual Review

Chair Lewis introduced the item by reading of the title.

Parks Maintenance Coordinator Steffy related issues were minimal, noting that coal has not been as plentiful this winter. In general there is some enforcement issues with dogs off leash throughout town but also in the area of Beluga Slough. He was not aware of what would be the best policy and if more

signage is required as much as enforcement of the leash law. He reported the re-vegetation of the habitat in the Beluga Slough zone.

There was a brief discussion on the instances of dogs off leash with visitors of residents. Mr. Steffy related an instance that it is people who do not leash their dogs since they are of the opinion that their dog would never do harm.

Deputy City Planner Engebretsen reviewed the Beach Policy. During the review the following was commented or pointed out by the Staff and/or the Commissioners:

- Active Beach Clean-up Crew in place
- Low Priority to Create New Beach Access
- Replacement Signage is ongoing
- Area West of Bishops Beach has improved since a property owner that promoted unacceptable behavior passed away
- Frequency of trash removal requested to be increased at the Harbor
- Human/canine contact involving nesting shorebirds and cranes and possibly restricting the area to eliminate the potential for harm to those nesting birds.
 - o Consideration of fencing and implementing fines to protect the shorebirds and the area
 - o Implementing one trail instead of allowing social trails
 - o Installation of Split Rail fencing
 - Signage that require all dogs on leash in that area
 - o Remove or Prohibit limited access to the Slough area
 - o Future discussion on behavior and dunes with Islands and Ocean/Fish & Game
- Document does include maps and historical information electronic version does not
- Surfers still not happy about access

There was a brief discussion on having an item on a future agenda regarding improvement on dog issues, speaking with Homer Animal Friends on animal control issues, Fish & Wildlife, previous attempts to control access possible actions and solutions.

INFORMATIONAL MATERIALS

- A. PARC Commission Annual Calendar 2020
- B. PARC Commissioner Attendance at Council Meetings 2020

Commissioner Harrauld agreed to attend the upcoming Council meeting on Monday, February 24, 2020. Chair Lewis requested that Commissioner Harrauld report that they will definitely report at the last meeting of the month due to the Commission meeting schedule.

- C. Friends of the Homer Skate Park re: Efforts to Rehabilitate the Skate Park Equipment
- D. Memorandum 20-024 from Mayor re: Re-appointments of Clark Fair Ingrid Harrauld and Peter Roedl to the Parks, Art Recreation and Culture Advisory Commission.

Chair Lewis noted the reappointment of Commissioners Fair, Harrauld and Roedl to the Commission.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Planner Engebretsen announced the possibility of as Student Commissioner being appointed, lots going on in the city.

Parks Maintenance Coordinator Steffy commented it was a productive meeting and the increase in things picking up and looking forward to seeing the changes with a new Public Works Director and City Manager in the near future.

Deputy City Clerk Krause commented on the expiration terms with the reappointments.

COMMENTS OF THE CITY COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Lewis commented on someone taking a 4 wheeler plow to the Reber Trail and that made it nice for winter walking.

COMMENTS OF THE COMMISSION

Commissioner Roedl commented that he missed seeing everyone.

Commissioner Lowney commented on the berms that are left when the plows come through but she appreciated whoever dug through the berm on the KHLT trail.

Commissioner Fair requested topics for the April Letter to the Editor and he still has the Poopdeck Update topic but hasn't done anything on that one.

A brief discussion ensued on appropriate topic could be people, birds and dogs with regard to the upcoming Shorebird Festival.

ADJOURNMENT

There being no further business to come before the Commission the meeting adjourned at 7:45 p.m. The next regular meeting is scheduled for Thursday, March 19, 2020 at 5:30 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. A worksession on possible land acquisition will be conducted at 4:00 p.m. prior to the regular meeting.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PARKS, ART, RECREATION & CULTURE ADVISORY COMMISSION

FROM: RENEE KRAUSE, MMC, DEPUTY CITY CLERK

DATE: JUNE 10, 2020

SUBJECT: DONATION OF FUNDS TO PURCHASE A MEMORIAL BENCH

Parks Maintenance Coordinator Steffy noticed the Commission on the donation of funds to purchase a park bench for placement on the Homer Spit at the February regular meeting. This item was scheduled before the Commission for the March 18, 2020 regular meeting but due to COVID 19 Commission meetings were suspended.

Following is the application regarding that donation and a draft resolution that will go to City Council at their July meeting or first meeting in August, dependent on Council's agenda.

RECOMMENDATION:

Make a motion to forward a recommendation to Council to accept the donation of funds to purchase a memorial bench for placement on the Homer Spit at the discretion of Public Works Parks personnel.



CITY OF HOMER GIFT/DONATION PROPOSAL APPLICATION

PLEASE TYPE OR PRINT CLEARLY AND MAKE YOUR RESPONSES COMPLETE AND THOROUGH.

DATE 3/12/2020

CONTACT PERSON Shell Perretta

TITLE N/A

ORGANIZATION IF APPLICABLE N/A

ADDRESS 33 Mill St. Unit 1-D CITY Wethersfield STATE CT ZIP 06109

PHONE 860-500-7945 FAX _____ CELL 860-748-5386

EMAIL shell040672@yahoo.com

TELL US WHY YOU WISH TO DONATE THIS TO THE CITY OF HOMER?
donation was my late mothers last wishes.

The park bench

PLEASE COMPLETE THE APPROPRIATE SECTIONS RELATED TO YOUR DONATION.

TITLE OF ARTWORK N/A

ARTIST(S) NAME N/A

YEAR COMPLETED N/A DIMENSIONS N/A

MATERIALS USED TO CREATE ARTWORK N/A

PHYSICAL DESCRIPTION OF THE PROPOSED DONATION—

Park Bench on Homer Spit

NARRATIVE DESCRIPTION OF THE PROPOSED DONATION- TELL US THE STORY BEHIND THE PIECE OR SIGNIFICANCE -
N/A

IS THE PROPOSED PIECE ONE OF A KIND? N/A IS THE PIECE PART OF A SERIES, LIMITED OR OTHERWISE? N/A
IF SO, AN EDITION OF HOW MANY? _____ IS THE PIECE COMPLETED? _____ IF NOT WHEN IS THE
EXPECTED COMPLETION DATE? _____
WHAT IS THE CURRENT CONDITION OF THE PIECE? _____

PROPOSED SITE OR LOCATION

DO YOU HAVE A SITE(S) IN MIND FOR THE PLACEMENT OF THE PIECE? IF SO WHERE? _____
Homer Spit

IS THIS A CITY OWNED PROPERTY IF NOT WHO OWNS THE PROPERTY? _____
City Owned

WHAT IS THE RATIONALE FOR SELECTING THIS/THESE LOCATION(S)? _____
Matt Steffy picked location

ARE YOU AWARE OF ANY PERMITS OR PERMISSIONS THAT MAY BE REQUIRED? _____
No

TECHNICAL SPECIFICATIONS

DESCRIBE HOW THE PIECE IS CONSTRUCTED OR MADE. PLEASE INCLUDE ANY DOCUMENTATION AT THE END OF
THIS APPLICATION. Polymer

HOW IS THE PIECE TO BE PROPERLY INSTALLED? Matt Steffy has plan to install.

DOES THE PIECE REQUIRE ELECTRICITY, PLUMBING OR OTHER UTILITY HOOKUPS? No

WHO WILL BE INSTALLING THE PIECE? Matt Steffy

WHAT IS THE EXPECTED LIFETIME AND STAYING POWER OF THE MATERIALS USED IN CREATING THE PIECE? _____

Lifetime

WHAT MAINTENANCE IS REQUIRED AND HOW OFTEN? None

PLEASE IDENTIFY ANY SPECIFIC MAINTENANCE PROCEDURES AND OR EQUIPMENT AND THE ASSOCIATED COSTS: _____

N/A

WHAT PRECAUTIONS HAVE BEEN TAKEN TO GUARD AGAINST VANDALISM IF ANY? N/A

WHAT STEPS HAVE BEEN TAKEN TO ASSURE THIS PIECE WILL NOT PRESENT A SAFETY HAZARD? _____

Matt Steffy has a plan

BUDGET

PROJECT MANAGEMENT FEES \$0
ARTIST'S FEES \$0
PURCHASE PRICE PERMITS \$0
STRUCTURAL \$0
ENGINEERING SITE \$0
PREPARATION OTHER \$0
COSTS NOT LISTED \$0

INSURANCE \$0
UTILITY HOOKUP \$0
DELIVERY \$0
INSTALLATION \$0
SIGNAGE \$0
RECOGNITION \$0

DESCRIPTION _____

DATE PIECE WAS LAST APPRAISED? N/A

WHAT IS THE VALUE OF THE PIECE OR ESTIMATED MARKET VALUE IF NO APPRAISAL WAS DONE? N/A

TIMELINE

WHAT IS THE TIMELINE FOR THE COMPLETION OR INSTALLATION OF THE PIECE? IDENTIFY THE DIFFERENT STAGES AND DATE GOALS TO PREPARE THE PIECE FOR DONATION _____

RESTRICTIONS

ARE THERE ANY KNOWN COVENANTS, REQUIREMENTS OR RESTRICTIONS THAT COME WITH THE PIECE? No

WHAT EXPAECTATIONS DO YOU HAVE FOR THE CITY OF HOMER IN ACCEPTING THIS ARTWORK? _____

Have it installed by July so I can see it when I visit from CT in July.

COMMUNITY INVOLVEMENT

WAS THERE ANY COMMUNITY OR USER INVOLVEMENT IN SELECTING THE RECOMMENDED LOCATION? _____

Matt Steffy

PLEASE INCLUDE ANY LETTER(S) OF SUPPORT FOR THE PROJECT OR PROPOSED DONATION.

N/A

APPLICANT MUST SUBMIT THE FOLLOWING SUPPORTING DOCUMENTATION WITH THIS APPLICATION.

N/A AN RESUME OR BIO FROM THE ARTIST WHO CREATED OR WILL CREATE THE ARTWORK.

N/A FIVE TO TEN IMAGES OF PAST WORK FROM THE ARTIST. THESE CAN BE PHOTOGRAPHS.

N/A THREE TO FIVE CLEAR IMAGES OF THE PROPOSED ARTWORK

N/A SCALE DRAWING/MODEL OF THE PROPOSED ARTWORK

N/A IF YOU HAVE A SITE(S) IN MIND PLEASE INCLUDE PHOTO AND DESCRIPTION OF THE SITE(S) AND A SCALED

DRAWING OF THE PROPOSED ARTWORK IN THE RECOMMENDED LOCATION.

N/A A COPY OF A FORMAL APPRAISAL IF AVAILABLE

N/A TECHNICAL SPECIFICATIONS, MAINTENANCE MANUAL OR DRAWINGS/RECOMMENDATION FROM STRUCTURAL ENGINEER.

APPLICATIONS ARE TO BE SUBMITTED TO:

THE CITY OF HOMER

CITY CLERKS OFFICE

491 E. PIONEER AVENUE

HOMER, AK 99603

OR YOU MAY SUBMIT VIA FAX AT 907-235-3143 TO SUBMIT VIA EMAIL PLEASE SEND TO clerk@ci.homer.ak.us

IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT THE CLERK'S OFFICE AT 235-3130.



**CITY OF HOMER
HOMER, ALASKA**

Sponsor

RESOLUTION 20-0XX

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA
APPROVING AND ACCEPTING A MONETARY DONATION IN THE
AMOUNT OF \$3,365 FROM SHELL PERRETTA OF WETHERSFIELD,
CONNECTICUT, FOR A PARK BENCH TO BE PLACED ON THE
HOMER SPIT IN MEMORY AND FULFILLMENT OF HER MOTHER'S
LAST WISHES.

WHEREAS, Shell Perretta of Wethersfield, Connecticut, would like to donate \$3,365 for
the purchase and placement of a park bench in memory and respect of her late mother who
loved and lived in Homer for 22 years; and

WHEREAS, A bench will be a beneficial improvement to the Homer Spit and provide a
place where visitors can relax and enjoy the visual amenities of the harbor; and

WHEREAS, The Parks, Art, Recreation & Culture Advisory Commission reviewed the
application and proposed donation at their regular meeting on June 18, 2020 and
recommended the City Council approve and accept the donation and placement on the Homer
Spit at the discretion of Parks Maintenance Staff.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, approves
and accepts the donation of \$3,365 from Shell Perretta to purchase and place a park bench on
the Homer Spit in memory and fulfillment of her mother's last wishes.

PASSED AND ADOPTED by the Homer City Council on this 22nd day of June, 2020.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal Note: N/A



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Public Works

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publicworks@cityofhomer-ak.gov

(p) 907-235-3170

(f) 907-235-3145

MEMORANDUM

To: Parks, Arts, Recreation, and Culture Advisory Commission.

From: Matt Steffy, Parks Maintenance Coordinator

Date: June 18th, 2020

Subject: Greatest Parks in the Universe Staff Report

-
- Parks has been struggling with understaffing due to a number of factors associated with the COVID-19 situation. I have been extremely impressed with the ability of our team to adapt and respond to changing parameters and operational limitations. See attached memorandum for COVID-19 specific operations report.
 - Parks have been extremely busy during the period of social distancing. Particularly, parks such as Mariner and Bishops Beach were operating beyond day-use capacity on all days of the week.
 - Building Maintenance has been assisting with custodial duties in the Harbor District to decrease the maintenance load on the Parks crew.
 - Camping has been steady. The Bering Sea was just removed from the Fishing Hole on June 9th, and further clean-up activities were still underway as of June 10th.
 - We have created a new position, the Parks Custodian, which will have duties focused primarily on restroom sanitation and hygiene, though they will be available for other duties.
 - We have acquired a Yamaha Wolverine side-by-side for Parks Operations.
 - Turf maintenance has been a struggle to keep up with due to staff limitations and department reprioritization. We have been outsourcing some turf to other city staff, and encouraging user groups to help with the maintenance load as well.
 - We have been working with Homer Little League, Homer Softball Association, and the Soccer club to facilitate modified seasons for each. They are all supportive of promoting COVID-19 practices in their modified operations.
 - Rental bike stations have been installed at Mariner Park and Fishing Hole Campground, operated by Cyclogical.
 - A contract custodian has taken over deep cleaning of Fishing Hole restroom for the near future.
 - Tent Area 2 has been realigned to provide more sites and better spacing. Tent Area 1 is being used for the first time in several years.
 - Aaron Yeaton has assisted with the development of a Parks specific CIP list.
 - For the first time, we partnered with the Harbor to use the Chip Pad as an overflow campground for Memorial Day weekend. It worked very well, and we hope to maintain that as an option in the future.



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MEMORANDUM

To: Parks, Arts, Recreation, and Culture Advisory Commission.

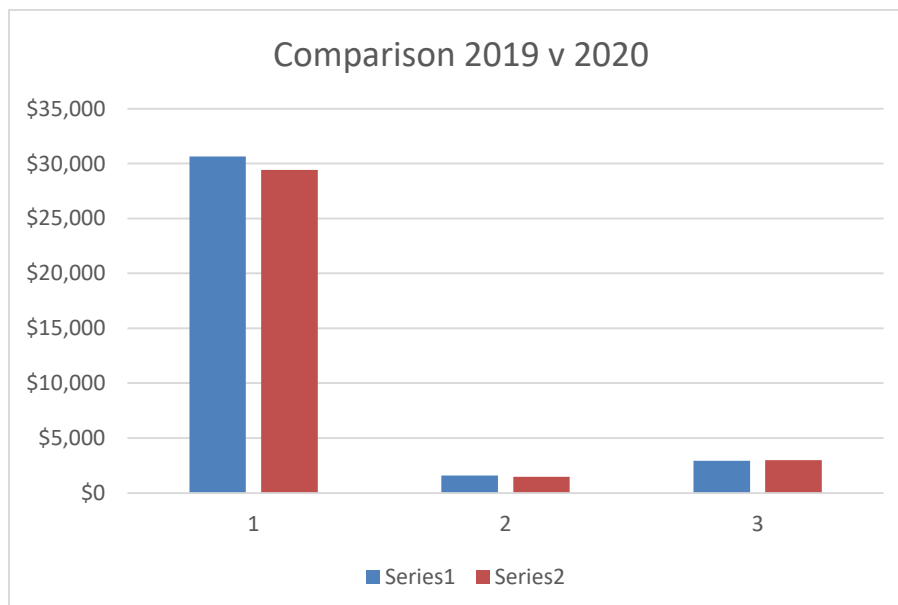
From: Matt Steffy, Parks Maintenance Coordinator

Date: June 18th, 2020

Subject: Greatest Parks in the Universe Statistics Report

2019	Revenue	Camping	People
April	\$890	46	77
May	\$19,380	967	1,729
June*	\$10,387	583	1,136
YTD:	\$30,657	1,596	2,942

2020	Revenue	Camping	People
April	\$1,086	54	138
May	\$18,547	928	1,822
June*	\$9,795	485	1,022
YTD:	\$29,428	1,467	2,982





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MEMORANDUM

To: Parks, Arts, Recreation, and Culture Advisory Commission.

From: Matt Steffy, Parks Maintenance Coordinator

Date: June 18th, 2020

Subject: Greatest Parks in the Universe COVID-19 Report

-
- From the start of the lockdown, our parks have been under a VERY heavy level of usage. On a busy day in early April, I counted over 50 cars at Mariner and 168 people on the beach. Bishops has also been extremely busy, often with no parking spaces available and the beach full.
 - Mariner Park was designated as “Day Use Only” until May, to accommodate the day use needs.
 - Throughout April and May, operating procedures have been adjusting every few days to comply with new mandates, new information, and new patterns of public activity.
 - For a few weeks, following the release of Mandate 15, attachment L, specifying operating procedures for campgrounds, we made the following major adjustments
 - Campsites were required to be 25 feet apart, so we closed all the even number camp sites. This had an appreciable impact on the capacity of our campgrounds.
 - Reservations were required, so I had assistance from Mike Illg and Kevin Coe (Library) to create an impromptu reservation system. The effort was a good lesson, though an abject failure. Our conclusion is that a reservation system will never work unless there are park staff 24 hours a day to ensure proper placement of campers (i.e. Entrance Station, Rangers.)
 - We have had to rely heavily
 - We have placed a hand wash station at Mariner Park. I hope to get access to more units to place in other high use parks.
 - Playgrounds were closed for a period of time, following guidance from the CDC. No parks were closed.
 - Karen Hornaday Campground has a section that has been designated as a “Special Use Area.” This portion of the campground is reserved for users who are under quarantine, sheltering in place, or economically displaced due to the current situation.



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Memorandum

TO: Parks and Recreation Commission
FROM: Jan Keiser, PE, JD, Director of Public Works
DATE: June 10, 2020
SUBJECT: Vision for City of Homer HART-Trails Fund

I. **Issue:** The HART-Trails Fund is available to fund projects that meet the criteria set forth in the HART Policy Manual adopted by the Homer City Council on April 24, 2017, and a systematic method of programming the use of said funds is needed.

II. **Background:**

A. **The City Council adopted the HART Policy Manual.** This Manual identifies a number of criteria that trails must meet in order to qualify for financial support from the HART fund, including the following:

- a. Project is listed in the HNMTTP or furthers a stated goal of that plan
- b. Solves a safety concern
- c. Creates connectivity to existing trail(s), completes pattern or provides access to a point of interest
- d. Protects an established trail
- e. Creates or improves a trailhead
- f. Has significant scenic or aesthetic value
- g. Existence or potential for contributing funds or volunteer efforts
- h. Property owner participation

There is currently no means to systematically nominate or assess trails for inclusion as a project to be funded by the HART-Trails fund.

B. **A systematic Trails Program is needed.** A system is needed to assess the condition of existing trails and identify maintenance needs as well as the desirability and feasibility of new trail construction. Such a system would be used to program the use of HART-Trail funds in a mindful and financially sustainable manner. We will be working to draft such a system for review and comment.

C. **Some trails are in need of immediate maintenance to address accessibility and safety issues.** Some of Homer's most loved trails were built using funds from

grants or with the collaboration of non-profit organizations. The sources for these capital funds almost never included funds for maintenance. As a result, trails, over time, deteriorate – they lose their tread, suffer from drainage issues, cut overgrown with brush and more. We received an allocation of \$12,444 in the Public Works’ 2020-2021 budget to cover labor to perform maintenance, but we did not receive funds to buy materials, such as filter fabric, gravel for building up tread, aluminum grating, sign replacements, etc.

We propose to immediately seek funds for a Small Works Trails Maintenance Program that can be used to purchase materials to complement and supplement this labor allocation.

For example, we have identified four existing trails in need of immediate attention:

- Poopdeck Trail – Retreading – needs filter fabric and gravel
- Poopdeck Land Trust Ext. Trail – Drainage – needs pipe & aluminum grating
- Reber Trail – Brush cutting – needs 3rd party contractor support

D. Designated funding is available. There is currently \$674,618.94 in the HART-Trails Fund that could be used to fund a Small Works Trails Maintenance Program. This would enable us to address some immediate needs while we work out the bigger picture.

I will be seeking from the City Council authorization for a budget of \$36,000 for the Small Works Trails Maintenance Program. This “bucket” would pay for procurement of materials and supplemental 3rd party contractor support. Funds that are not expended from this “bucket” would remain in the HART-Trails Fund.

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

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

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

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

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

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

**2020 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 2020 meeting dates for City Council is as follows:

January 13, 27	_____
February 10, 24	<u>Ingrid Harrald</u> _____
March 9, 23	_____
April 13, 27	_____
May 11, 26* Tues	_____
June 8, 22	_____
July 27**	_____
August 10, 24	_____
September 14, 28	_____
October 12, 26	_____
November 23**	_____
December 14, 21****	_____

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

** 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.