



# *Parks & Recreation Advisory Commission*

Thursday  
November 18, 2010  
Regular Meeting 6:30 p.m.



City Hall Cowles Council Chambers  
491 E. Pioneer Avenue  
Homer, Alaska 99603





**NOTICE OF MEETING  
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
  - A. Regular Meeting Minutes for October 27, 2010 Page 5
- 6. VISITORS**
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS**
  - A. Port and Harbor Director's Report for November 2010 Page 11
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Memorandum from Port & Harbor Advisory Commission to City Council Re: 2011 Preliminary Budget and Proposed 3% Rate Increase Page 13
  - B. Memorandum from Port & Harbor Advisory Commission to City Council Re: Denali Fund Grant Approval Page 17
- 10. NEW BUSINESS**
  - A. Memorandum from Harbormaster Hawkins dated November 10, 2010 Re: AAHPA Conference in Wrangell, Alaska Page 23
  - B. Department of Fish & Game Boat launch and Floating Dock – Design Repair and Construction Proposal Page 31
  - C. 2011 Meeting Schedule Page 35
  - D. Election of new Vice Chair
- 11. INFORMATIONAL ITEMS**
  - A. Harbormaster's Monthly Statistical Report for September 2010 Page 41
  - B. Weekly Crane and Ice Report Page 43
  - C. Deep Water Dock Report Page 45
  - D. Pioneer Dock Report & Ferry Landings Page 47
  - E. Water Usage Report Page 49
  - F. Lease Expirations as of 8/31/09 Page 51
  - G. 2010 Commissioner Attendance at City Council Meetings Page 53
  - H. Letter of Resignation from John Velsko dated October 29, 2010 Page 55
  - I. Letter to Mr. Orson Smith, Alaska Harbor Observation Network, UAA School of Engineering Page 57
  - J. 2010 Invitation to Alaska Regional Ports Conference Page 59
  - K. Resolution 10-87, Continued Support for the Deep Water Dock Page 61
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER *(If one is assigned)***
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, DECEMBER 15, 2010 at 5:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.**



Session 10-02, a Regular Meeting of the Parks and Recreation Advisory Commission was called to order by Chair Bremicker at 6:35 p.m. on September 16, 2010 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BREMICKER, HARRALD, BRANN, ARCHIBALD, CARLINSCHAUER, CUMMING

ABSENT: COMMISSIONER DICKERSON (EXCUSED)

STAFF: PLANNING TECHNICIAN ENGBRETSSEN  
DEPUTY CITY CLERK I KRAUSE

#### APPROVAL OF THE AGENDA

HARRALD/BRANN - MOVED TO APPROVE THE AGENDA.

The agenda was approved by consensus of the Commission.

#### APPROVAL OF MINUTES

A. Meeting Minutes for Regular Meeting on May 20, 2010

HARRALD/BREMICKER - MOVED TO APPROVE THE MINUTES.

The minutes were approved by consensus of the Commission.

#### PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

#### VISITORS

There were no visitors scheduled.

Deputy City Clerk Krause explained the agenda item regarding Visitors in response to an inquiry from Chair Bremicker.

#### RECONSIDERATION

There were no items scheduled for reconsideration.

#### STAFF AND COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

Chair Bremicker explained that Mike Illg or Angie Otteson would be attending. Deputy City Clerk Krause stated that Mr. Illg informed her earlier that Carey Meyer, the Public Works Director may stop by.

Planning Technician Engebretsen commented that typically she will have a report included in the packet but it has been such a long time since they met, there is none. She stated that Commissioner Cumming had asked how to get something on the agenda and she felt it was a good idea to explain to the new Commissioners how the process works. Planning Technician Engebretsen explained that the packet is compiled and distributed the week before the meeting usually on Thursday. So if the Commissioners had an item or article that they wanted included in the packet or on the agenda then they must have it to Deputy City Clerk Krause or her no later than Wednesday the week before the meeting date.

Planning Technician Engebretsen announced that the City Council will be having a public hearing on the CIP on Monday, September 27, 2010. She further explained that this commission missed the chance to

have their recommendations considered because of quorum issues so they missed the deadline. The Commissioners were encouraged to attend and speak in favor of supporting the projects as a private citizen, but not as a representative of the commission.

#### **PUBLIC HEARINGS**

No public hearings were scheduled.

#### **PENDING BUSINESS**

No pending business was scheduled.

#### **NEW BUSINESS**

##### **A. Election of Officers**

Chair Bremicker requested a motion to open the nominations for chair.

ARCHIBALD/HARRALD - SO MOVED.

The Clerk requested a brief break to retrieve the backup recording device at 6:52 p.m. The meeting reconvened at 6:54 p.m.

Commissioner Archibald nominated Mr. Bremicker. Commissioner Harrald seconded. Chair Bremicker closed the nominations.

HARRALD/CUMMING - Nominated Dave Brann

BREMICKER/ARCHIBALD - NOMINATED INGRID HARRALD

Commissioner Carlinschauer inquired the length of service for Mr. Brann and Ms. Harrald.

DAVE BRANN AS VICE CHAIR.

VOTE. YES. HARRALD

No other show of hands or verbal votes noted.

INGRID HARRALD AS VICE CHAIR.

VOTE. YES. CUMMING, BREMICKER, ARCHIBALD, CARLINSCHAUER, BRANN

Motion carried for Commissioner Harrald as Vice Chair.

Chair Bremicker commented that they now have a Chair and Vice Chair for this Commission, very important big first step.

There was no further discussion.

##### **B. Recreational Needs Assessment**

This was postponed to the November meeting when Mike Ilig will be available.

##### **C. Spit Comprehensive Plan Draft**

Planning Technician Engebretsen distributed the plan explaining that there will be a few changes to some of the pictures used, map changes, typos corrected and the data on Chapple's Campground will be deleted and going away. The Public copy will be out around September 27, 2010. She outlined the

tentative schedule for review and approval and that it will not be before Council until January or February of 2011. There will be a public open house on the draft on October 13, 2010 the time will be announced.

Planning Technician Engebretsen explained that this document is made up of three sections:

Chapter 1 Introduction

Chapter 2 Background Data & Existing Conditions

Chapter 3 Vision 2030

She commented that pages 19-22 were the "meat" of the document. She stated that it was really important to submit the comments of the commission. Commissioner Harrald requested they schedule a special meeting so the commission can review and comment on the Spit Comp Plan. Planning Technician Engebretsen explained that the meeting needed to be advertised. Discussion ensued on the Commissioners availability setting a date. It was agreed that Monday, October 25, 2010 at 5:30 p.m. upstairs in the Mayor's Conference Room. To review and comment on the Spit Comprehensive Plan to focus on the Parks and Recreation aspect of the plan. She further encouraged the commissioners to review the document thoroughly and bring their comments to the meeting in October. Commissioner Cumming was surprised to note that there were four parks on the Spit. Chair Bremicker noted that the commission also addresses the concerns regarding beaches.

There was no further discussion.

#### INFORMATIONAL MATERIALS

- A. Council Meeting Schedule
- B. PR Annual Calendar
- C. Current Strategic Plan
- D. Current Commission Bylaws
- E. Current Homer City Code
- F. Letter from Sally Cox Re: Beluga Slough Trail Funding
- G. Ordinance 10-49, Accepting and Appropriating a U.S. Fish and Wildlife Service Grant for the Beluga Slough Trail Replacement Project in the Amount of \$25,000 with a Local Match of \$30,000.
- H. Memorandum 10-113, Appointment of Beth Cumming to the Commission
- I. Memorandum 10-114, Appointment of David Brann, Robert Archibald, and Thomas Carlinschauer to the Commission. (Tentative - on the Agenda for Council Approval September 12, 2010.)
- J. Email received September 7, 2010 through Mike Illg from Jack and Michelle Wiles-Michaud Re: Karen Hornaday Park Funding

The Council meeting schedule was discussed briefly. Commissioner Harrald will attend the September 27, 2010 Council meeting. Commissioner Brann will attend the November 22, 2010 meeting. Commissioner Carlinschauer has a conflict on Monday's. He is already committed on those evenings. Commissioner Archibald volunteered to attend the December 13, 2010 meeting. Chair Bremicker stated he will attend the October 11, 2010 meeting.

Planning Technician Engebretsen explained the Annual Calendar and how this was used; this can be discussed more in depth at the next regular meeting along with the Strategic Plan. This is something that can be worked on for 2011. Planning Technician Engebretsen explained that the Commissioners may submit articles or information they wish to share with the Commission. They can be addressed under informational materials. The other items were noted.

There were no further comments or discussion.

#### COMMENTS OF THE AUDIENCE

There were no audience comments.

#### COMMENTS OF STAFF MEMBERS

Planning Technician Engebretsen commented that she was really glad to have new faces at the table and that they will have quorums, so it will be great. She stated that Commissioner Cumming inquired when they would get sworn in. The items for the agenda can be done by the commissioners suspending the rules to discuss the topic, but explained no action could be taken or the commissioners can request an item to be on the agenda during their comments.

In response to when the Commissioners get sworn in Deputy City Clerk Krause explained that there was no formal ceremony, signing the Oath of Office for the file was sufficient.

Chair Bremicker requested from the Commissioners goals, projects they would like to work on and would like to see the Commission address in their comments.

#### COMMENTS OF THE COUNCIL MEMBER *(if one is assigned)*

None.

#### COMMENTS OF THE COMMISSION

Commissioner Brann commented that he was excited to be here and has thought about joining for a long time, but was always so busy. He is willing and able to put in some time and is enthused about all the potential parks, recreation and beaches kinds of things they can look at and make things happen. He was not sure what type of needs assessments that Mike Illg was thinking about but on his own he has made a trail inventory and draft needs assessment for summer trails only. He would welcome assistance with getting that in order. He would like to see an agenda item on trails assessment for the next meeting. He has spoken with Carey Meyer at the last council meeting and would like to come up with an inventory of all the parks and trails the city is responsible for and would like to see the walk through rescheduled too.

Commissioner Carlinschauer commented that he recently moved here last year but has visited the area the last three summers. He was always a big city resident not a small town person. He believes he can bring a different perspective. He is very supportive of all development for people to have fun and enjoy themselves and wants to see it continue. He believes there is a lot of good and it should be continued and expanded. He requested a map reflecting the city limits too. He responded that he has resided in Minneapolis-St. Paul, Milwaukee, and Seattle. But Homer has impressed him on what they have accomplished.

Commissioner Archibald commented that this will be different as he is usually on the other side of the table. He is a greenie. He believes in green space, he is involved with the Conservation Society, and the Horse Park. He wants to help in any way he can, but will be gone quite a bit too.

Commissioner Harrald asked when she could request something to be on the agenda if she did not have an opportunity earlier in the meeting. Such as the walk through that wasn't done but would like to reschedule. She was not sure when would be the best time to schedule a walk through, if November would be too late. She would like to schedule with Mike Illg and Angie Otteson to get a better handle on what is needed for the parks. She would like to do this before it got nasty out. She will contact Angie regarding the day and time and then let everyone else know. She stated there is some great new energy. She requested more information from Planning Technician Engebretsen on what Mike Illg was working on focusing his energy where it would be needed; she informed the Commissioners about the Alaska Parks and Recreation Meeting in Seward next week on Thursday and Friday. She expressed excitement of the energy and the diversity of the background and thanked everyone for donating their time.

Commissioner Cumming requested doing it on the same day of the Special Meeting. She commented that a she was very pleased that master plans will be brought forth for the parks. She was so glad to see the Karen Hornaday Master Plan approved she saw it as something an overall master plan could be build on. She felt priority wise that Jack Gist deserved a master plan that addresses it specifically. She was pleased that Mike Illg was in a slightly different position to be involved. She was also interested in trails.

#### COMMENTS OF THE CHAIR

Chair Bremicker commented that he was very exciting for him. He was looking forward to getting to know Tom better. He is almost overwhelmed as he believed they were more informed than him. He believes they can accomplish more than they have, have a bigger effect on this city. He believes if they focus on a subject they can get something done. He related a brief timeline regarding the Beach Policy and the Karen Hornaday Master Plan. He stated there is so much they can do but they can have a lot of influence on a subject. He believes there is a lot more that can be done. They just need to focus. Look at it closely. He requested a map of the Parks and Trails emailed to the commissioners. He would also like to see the beach accesses too. He asked everyone to think about focusing on what they would like to do.

Commissioner Brann brought up the Diamond Creek parcel and that he was interested in that area.

Commissioner Archibald stated that there was a fair amount of money that was received with the grant and what was raised by the Society. He commented that there has been talk about purchasing playground equipment, and relocating the road in the park.

Chair Bremicker requested this topic to be on the agenda.

Chair Bremicker requested the funding available in the trails account. These funds are generally for new trail construction.

#### ADJOURN

There being no further business to come before the Commission the meeting adjourned at 7:34 p.m. A Special Meeting will be held on Monday, October 25, 2010 at 5:30 p.m. in the Mayor's Conference Room Upstairs at City Hall. The next regular meeting is Thursday, November 18, 2010 at 6:30 p.m. at the City Hall Cowles Council Chambers.

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RENEE KRAUSE, DEPUTY CITY CLERK I

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



Session 10-03, a Special Meeting of the Parks and Recreation Advisory Commission was called to order by Chair Bremicker at 5:30 p.m. on October 25, 2010 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BREMICKER, HARRALD, BRANN, CARLINSCHAUER, CUMMING

ABSENT: COMMISSIONER ARCHIBALD (EXCUSED), DICKERSON (RESIGNED)

STAFF: PLANNING TECHNICIAN JULIE ENGBRETSSEN  
RECREATION SPECIALIST/COMMUNITY SCHOOLS COORDINATOR MIKE ILLG  
PARKS MAINTENANCE COORDINATOR ANGIE OTTESON  
DEPUTY CITY CLERK I RENEE KRAUSE

#### APPROVAL OF THE AGENDA

BRANN/HARRALD - MOVED TO APPROVE THE AGENDA.

The agenda was approved by consensus of the Commission.

#### APPROVAL OF MINUTES

*(Minutes are approved during Regular Meetings.)*

There were no minutes for approval.

#### PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

#### VISITORS

The Kachemak Bay Wooden Boat Society is postponed to November 18, 2010 Regular Meeting.

#### RECONSIDERATION

There were no items scheduled for reconsideration.

#### STAFF AND COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

Mike Illg updated the Commissioners on the following:

1. A Memorandum of Agreement is being drawn up between the City and Jack Gist Park Association, comprised of Adult Softball League, Homer High School Softball, Homer Little League and Disc Golf. This is a work in progress.
2. The gate and drainage is in progress, there were monies appropriated by Council along with Grant monies received. The gate is to be placed at the entrance to the park to control entry into the park to control vandals. There has been vandalism already done to the water holding tank that was purchased by the Adult Softball League had purchased this to water the field. Due to the isolated conditions the park will be off limits when not in use to vehicle traffic. Keys will be distributed to members of the association and the city personnel. There is a turn-around access for vehicles who do visit the park when it is closed. It was recommended to install signage that will indicate whether the park is open or closed. Drainage will probably be addressed in the spring.
3. Karen Hornaday Park - he is working on organizing an informal meeting to include all users to discuss what is actually wanted for the playground in the park; fundraising efforts, volunteer base to establish a new playground. The current funds have been allocated to drainage issues and parking lot which is ADA Accessible. There are minimal funds available as seed money to parlay into grants for new equipment. Mr. Illg commented on the work done by Soldotna on Riverfront Park.

4. He has been given the green light by the City Manager to perform a Parks and Recreation Needs Assessment. He would like the participation of the commission and additional entities and the public as required. He would like the support from the Commission to perform this assessment. This will be a comprehensive project that will be very important to the future of parks, recreation, trails and sports organizations in this area. The Needs Assessment will cover all aspects of parks and recreation to include:

- a. what the city currently has
- b. how it operates
- c. how is it funded
- d. what we would like to have
- e. what are the funding options
- f. what are people willing to pay for
- g. would the assessment cover just city residents or encompass the surrounding area
- h. establishment of a recreational service area if supported
- i. he would coordinate the assessment - he has never done this type of thing but he will be starting a graduate program in public administration and he has consulted the instructor on conducting this assessment.
- j. there may be some minimal costs conducting this assessment; much will be conducted with volunteers and donations.
- k. requires participation and support including advertisement for this assessment

Commissioner Brann inquired what the proposed timeline would be for this project. Mr. Illg responded that 12-18 months from inception to completion including formulating a survey, compiling results, etc.

There was a brief discussion regarding additional participation by members of the different groups that would be approached; and multiple ways to perform a needs assessment. Mr. Illg acknowledged that it is not always recommended to impose a special tax in a down economy but when times are tough the budget to get reduced first is the parks and recreation budgets. It was agreed that the time frame is realistic for conducting the assessment. However, it would be great if it happened quicker.

The structure of how to handle or establish a committee was discussed and the action or participation required of the Commission. Planning Technician Engebretsen suggested a Steering Committee organized by Mr. Illg. Chair Bremicker requested that the term or phrase "stakeholder" not be used when soliciting for volunteers or members. Further discussion included the need to have a good core group of people involved in the project and naming the project.

HARRALD/CARLINSCHAUER - MOVED TO SUPPORT A PARKS AND RECREATION NEEDS ASSESSMENT FOR THE CITY OF HOMER AND SURROUNDING AREAS. THE CONTENT OF WHICH TO BE UNDER THE OVERSIGHT OF RECREATION COORDINATOR MIKE ILLG.

At this time since it is not formally on the agenda but done under Staff Reports and the green light has been given by the City Manager no formal motion of support is required. Mr. Illg just felt it would be better to include the Commission since they are advisory to the Council on these matters.

The motion to fully support the Parks and Recreation Needs Assessment by Approved by Consensus of the Commission.

There was further discussion regarding a hand out distributed by Commissioner Brann of recreational related entities and businesses. The listing can be added and the commissioners were encouraged to add to the listing. It was suggested to contact those on the list and see if they would like to appear and speak to the Commission and since there are limited meetings schedule up to 3 and allow 5 minutes or so of time to present the Commission with information, wants, needs, etc. Commissioner Harrald will get that in motion. Notice of attendance must be provided to Staff or the Clerk so the agenda can be prepared appropriately.

There was no further discussion.

Parks Maintenance Coordinator Angie Otteson reported on the following:

1. She inquired about the status of the gate for Jack Gist Park with Public Works and they are waiting on the contractor to perform some work but installation is scheduled to be completed before the ground freezes.
2. A Park Walk Through was discussed and the Commissioners agreed to meet November 18, 2010 at 4:00 p.m. Karen Hornaday Park and Bayview Park prior to the regular meeting. It was noted that Karen Hornaday was in dire need of attention. The playground was community built several years ago and most of the driftwood has rotted and been removed. Bayview Park is excellent for small children since it was fenced. Ms. Otteson mentioned that there was interest and grants available to install equipment that is user friendly to younger children. All funding and installation must be accepted by City Council.
3. The new website will have information for all the parks in the City.
4. Camping Revenues increased by \$7700 for the Spit Camping and \$2400 for Karen Hornaday. There were actually fewer campers but they stayed longer. It was noted that parking fees on the spit were the Port & Harbors. This Commission actually has no budget and if any monies are needed they must solicit City Council for funding.
5. The Spit Plan comments have been improving the facilities and adding more. Plus keeping the open and green spaces. The park/campground near the Lagoon is a big revenue maker.
6. A tree inventory was conducted by a firm out of Anchorage. Most of the species are mountain ash and blue Colorado spruce in the City parks. They are approximately worth \$300,000.00. The workshop held covered how to prune and plant trees.

There was no further discussion.

#### **PUBLIC HEARINGS**

No public hearings were scheduled.

#### **PENDING BUSINESS**

- A. Spit Comprehensive Plan - Draft dated September 15, 2010  
Review and Discussion on the Proposed Recreational and Park Goals for the Spit.

The draft plan in the packet was incorrect a newer draft dated September 28, 2010 was distributed by Planning Technician Engebretsen.

Commissioner Brann opened discussion by giving an overall view of the plan is quite good, lots of vision to it. He would like to see added interpretive signage where it would explain what a Tsunami is, not just warning signs, explaining what the sirens are; examples of what city he visited has a "cow siren" that is used as the practice or testing siren. That way residents can tell the difference. He then addressed developing bike trail further down the Spit in the heavily populated section. He noted the wide shoulder from Mariner Park to the Light House.

A discussion regarding the hazards of pedestrian crossing in that area where line of sight is extremely limited. A designated crosswalk at the entrance, and relocating the entrance to Mariner Park. It was noted that constructing a tunnel or expanding the bike path was not looked upon favorably by the Public however they did approve of moving the entrance. Discussion ensued on the benefits of moving the entrance, DOT approving a crosswalk, and installation of signage to make visibility to motorists and reducing the speed in that area. Commissioner CarlinSchauer would fully support a reduction in speed after the entrance was relocated. Chair Bremicker noted the hazards at the intersection of Spit Road and Kachemak Drive and to just extend the 35 mph speed to past the entrance. It was noted that reduction in speed may be a revenue producer if monitored when changed.

Additional topics discussed were the following:

1. Restrooms in Mariner Park - regular restroom would require lift station since uphill for sewer.
2. The plan is a guideline for the future development of the Spit it is not a detailed document that would address such details as discussed for restrooms.

3. Relocating the Harbormasters Office to the other side of the Harbor. This would allow the start of developing the required infrastructure for that side of the spit.
4. Developing the area around Pier One Theater as a park and gathering place and a landmark plaza and drop-off zone on the current Harbormaster's Office site is a really good idea.

A brief discussion on the City of Seward outdoor pavilion is really nice modeled after an old fashion train station. It was noted by Staff that a new harbor office is high on the CIP listing and they may be willing to have it relocated. Commissioners discussed the benefits of relocating the harbor office would generate the infrastructure needed to develop that side of the spit.

Commissioner Cumming arrived at 6:32 p.m.

Commissioner Harrald was concerned that there was more focused on the parking in comparison to the green and open spaces. She noted that the same people came to the meetings and she was surprised that even the businesses on the Spit did not come to the public meetings. She has researched other beach parks in the Lower 48 and even accepting that the City does not have the funding, but to not even consider it for the future is a bit discouraging for her. Commissioner Harrald noted that the existing parks are downplayed. None are prioritized.

Chair Bremicker noted that the Spit in other towns would be mostly industrial, but here it is a mix of marine industrial, commercial, residential, and recreational. The public walking on the beach do not come to the meetings but you visit the spit and they are walking the beach under the assumption that it will always be available. People come here for the fish and view, any harm and it would cut the city's throat.

It was noted that parks and recreation is not a high priority on the city's list. When looking to save money they look to parks and recreation first. The City of Seward implemented a plan to make parks and recreation a priority. They purchased land and made it available for camping providing revenue for the city. Doing this generates close to half a million dollars each year which provides revenue and jobs for Seward. This also encourages people to visit Seward and to come back each year too. If Homer addresses this especially in this economy it would benefit the city. The more money that comes into Homer provides for the residents who live here year round also.

It was noted that public comments received were in favor of keeping the existing parks and camping on the spit. But here was a proposal to giving up some campsites to the Wooden Boat Society. A brief discussion on the areas suitable for RV camping on the Spit and increased problems with safety hazards and congestion this would promote followed. As time goes on and the city budget gets smaller the City wants to know where the revenue comes from to support the parks and recreation for locals and visitors alike. It is apparent that this Commission should support keeping a hold on all revenue producing areas.

A dialogue was held on the benefits to the city to leasing the land or operating the campgrounds themselves.

Commissioner CarlinSchauer commented on the need to clean up the Spit before trying to increase revenue. This is a priority to him being a newcomer to the city. He strongly believes that cleaning the Spit up would bring more revenue. He compared the area to Switzerland in beauty but the junk that has been allowed to accumulate and not addressed is unbelievable. The junk cars and boats should be addressed.

Additional dialogue on the following:

- a. designation on the city owned land around the ice rink is owned by English Bay.
- b. creating a destination feel to the cruise ship area
- c. constructing a pedestrian trail/walking path from the cruise ships

- d. connecting the different boardwalks making that an experience in itself gets the cars off the road and keeps the people out of traffic.
- e. making the walkways themed, interesting - such as Homer is cited as the Art Community so put art there.
- f. this would reduce safety issues.

#### **NEW BUSINESS**

##### **A. Proposed Change in Meeting Time**

A brief discussion was held regarding the proposed meeting time change from 6:30 p.m. to 5:30 p.m. it was noted that this proposed change to the bylaws is to be introduced at a meeting then action taken at the next meeting of the commission.

The commissioners present expressed comments in favor of changing the time of the regular meetings.

There was no further discussion.

##### **B. Kachemak Drive Bike/Pedestrian Path**

Chair Bremicker stated he had to leave to attend a prior commitment and left the meeting at 6:55 p.m.

Commissioner CarlinSchauer stated he actually had another commitment and would have to leave which would leave them with no quorum.

**HARRALD/CUMMING - MOVED TO POSTPONE THE NEW BUSINESS ITEM B. KACHEMAK DRIVE BIKE/PEDESTRIAN PATH TO THE NEXT REGULAR MEETING.**

There was no discussion.

The motion to postpone to the next regular meeting was approved by consensus.

#### **INFORMATIONAL MATERIALS**

- A. Letters of Congratulations and Appointment to Thomas CarlinSchauer, Robert Archibald and Dave Brann dated September 15, 2010.
- B. City Council Budget Schedule

There was no discussion on the informational materials.

#### **COMMENTS OF THE AUDIENCE**

There were no audience comments.

#### **COMMENTS OF STAFF MEMBERS**

There were no staff comments.

#### **COMMENTS OF THE COUNCIL MEMBER *(if one is assigned)***

None.

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

Commissioner Brann, Harrald, and CarlinSchauer had no comments.

Commissioner Cumming expressed why she arrived late to the meeting. She attended the Council meeting that started at 6:00 p.m. and she thought their meeting started at 6:30 p.m. She additionally felt that there was going to be a lot things on the agenda next month and expressed concerns about be able to address all the items.

**COMMENTS OF THE CHAIR**

None.

**ADJOURN**

There being no further business to come before the Commission Vice Chair Harrald adjourned the meeting at 7:15 p.m. The next regular meeting is Thursday, NOVEMBER 18, 2010 at 6:30 p.m. at the City Hall Cowles Council Chambers.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

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



# City of Homer

## Planning & Zoning

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Homer, Alaska 99603-7645

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To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 8, 2010

Subject: November Staff Report

### Work session

Don't forget: Work session to visit Karen Hornaday Park at 4 pm! If you would like to carpool, I will be leaving city hall at 3:55 to head up to the park.

### What's new – For Your Information, no action needed!

- The New City website is up and running, and Mike and Angie are doing a great job with the Community Recreation events and web pages for city parks and trails. Check is out at [www.ci.homer.ak.us](http://www.ci.homer.ak.us). This is a work in progress and will continue to grow through the winter.
- The City finalized the conservation easement on the Diamond Creek (Forest Legacy) property, part of the Homer Ski Trails. This paves the way toward working with the Soil and Water Conservation District on a joint management plan for the demonstration forest and the city property. Currently the HSWCD is pursuing funding to facilitate a public planning process and write a plan. When this new plan is approved by the state and others involved in the forest legacy program, then the city can move forward with improvements such as trails. I will keep you informed – this is a slow moving project so no action is needed by the Commission at this time.
- The Planning Commission recently forwarded an ordinance to the City Council on subdivision rules. The ordinance includes requirements that trail easements be dedicated for public access in some situations. This change is part of the implementation of the Homer Non-Motorized Transportation and Trail Plan, adopted in 2005. This is an exciting step forward for trails, and will have positive long term effects on our community.
- The City Council is considering what to do with the old middle school building. By next summer, it is anticipated that the college will have moved out, and the Boys and Girls Club will relocate. The City will then have a vacant building. The Council has asked the Economic Development Commission to study the options of what to do with it. The building may have some uses for parks and recreation. Staff will be following this issue. For now there are no firm recommendations for the Parks and Recs Commission to discuss, but staff will keep you in the loop! After the EDC has had a chance to learn about the building and the various options, you may want to comment about its future use. Staff will update you at the January meeting.







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To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 8, 2010

Subject: Spit Comprehensive Plan

The Parks and Recreation Commission is making comments on the draft Homer Spit Comprehensive Plan (Sept 28<sup>th</sup> version). The comments will be forwarded the Planning Commission, in time for their December 1<sup>st</sup> public hearing.

**Staff recommendation:** Add any further comments, and forward the recommendations to the Planning Commission.

At the work session on the 25<sup>th</sup>, the following comments were made:

1. Improve camping and recreation facilities to draw visitors
2. Keep open space; it tends to get lost over time
3. Camping is an important activity that generates revenue for the General Fund
4. Add signage about tsunamis to provide public education, possibly in campgrounds or other central locations. Explain what and where the sirens are and what they mean
5. Crossing Homer Spit Road at Mariner Park is dangerous. Move the entrance north, and install signage notifying drivers of pedestrians in the area. If conditions do not improve, consider lowering the speed limit to 35 after moving the entrance.
6. Restrooms at Mariner Park are a priority; could be vault style or fully plumbed
7. Move harbormaster office to the far side of the harbor and use the former area as a plaza
8. Campsites and facilities support visitors who enjoy the environment
9. Consider an interim campground on the east side of the harbor near the chip pad
10. Spit looks unloved; lots of junk is left/abandoned. Clean up abandoned stuff.
11. Have a trail along the harbor; move the parking lot logs back a few feet to create it.
12. Increase the visitor experience along the harbor boardwalk with points of interest; signage, art walk, waypoints. Build a 'walking experience' that is intriguing, not a puddle jumping exercise
13. The plan does not place enough emphasis on the importance of parks, recreation and open space on the Spit

Two Commissioners submitted comments after the meeting (see attachments)

1. Pave the full shoulder between Mariner Village and Mariner park to create a bike path on the western side of the Homer Spit Road
2. Extend the 35 mph speed zone to the new entrance of mariner Park; maybe a crosswalk would be possible. Then increase the speed limit further out the spit.
3. Build an extension of the Homer Spit Trail along Fish Dock Road to access Coal Point Park, and then travels along the harbor entrance to the End of the Road Park.

**Attachments**

11/3/2010 comments from Dave Brann

11/8/2010 comments from Beth Cumming

Unapproved special meeting minutes from 10/25/2010

Nov. 3, 2010

Julie,

I passed these ideas and others on to the Spit Plan Coordinator but thought I would separate these out for potential Parks and Rec. discussion.

According to the non-motorized trails plan a bike lane can be a paved shoulder. Looking at and measuring the existing bike lane along Lake Street to the corner at the base of the spit I found it is 9-10 ft. wide. If the spit road were paved to the edge of the existing dirt shoulder, that would make a 9-10 ft. wide bike lane to the Mariner Park entrance without having to do any fill, build a tunnel etc. We could create that bike connection with little extra effort or cost.

If we moved the park entrance 500 ft. towards the base of the spit (edge of the filled area) it would be a much safer entrance with better sight lines for traffic and pedestrians.

If we could extend the Lake Street 35 mph zone to the new Mariner Park entrance then it might be possible to put in a painted crosswalk from Mariner Park to the bike trail-bird viewing area. This would make for a much safer crossing in a high use pedestrian crossing.

Thanks,  
Dave Brann



## Julie Engebretsen

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**From:** Beth Cumming [listentothewaters@yahoo.com]  
**Sent:** Monday, November 08, 2010 10:38 AM  
**To:** Julie Engebretsen  
**Subject:** Spit plan

Julie, here is a suggestion for future consideration re: The Spit.

This isn't a pressing need, but rather a future possibility, a possible subject of present discussion.

I'd like to see the consideration of a connection going from the pedestrian/bicycle path (when it's completed) to the present Coal Point Park along Fish Dock Road. This path would be for nonmotorized use and would parallel Fish Dock Road. In fact, it would have to be taken from that road.

I'd also like to see a "path" going from where the pedestrian/bicycle trail will end (to the left of Land's End) along the water front and connect to Coal Point Park. That "path" would create sort of a triangle, the points being 1. pedestrian/bicycle path at Fish Dock Road; 2. End of that path left of Land's End and 3. Coal Point Park.

Having said this, I think the idea, for several reasons, is quite impossible, but could lead to other more workable ideas. My thought, as others have suggested, is that Coal Point Park isn't in an ideal location and additionally, the "parking" land around it is way more than is needed; it's sort of a wasteland.

But there you have it! One very unworkable idea can lead to the discussion of something else that is workable.

Beth Cumming



Parks Maintenance Coordinator Angie Otteson reported on the following:

1. She inquired about the status of the gate for Jack Gist Park with Public Works and they are waiting on the contractor to perform some work but installation is scheduled to be completed before the ground freezes.
2. A Park Walk Through was discussed and the Commissioners agreed to meet November 18, 2010 at 4:00 p.m. Karen Hornaday Park and Bayview Park prior to the regular meeting. It was noted that Karen Hornaday was in dire need of attention. The playground was community built several years ago and most of the driftwood has rotted and been removed. Bayview Park is excellent for small children since it was fenced. Ms. Otteson mentioned that there was interest and grants available to install equipment that is user friendly to younger children. All funding and installation must be accepted by City Council.
3. The new website will have information for all the parks in the City.
4. Camping Revenues increased by \$7700 for the Spit Camping and \$2400 for Karen Hornaday. There were actually fewer campers but they stayed longer. It was noted that parking fees on the spit were the Port & Harbors. This Commission actually has no budget and if any monies are needed they must solicit City Council for funding.
5. The Spit Plan comments have been improving the facilities and adding more. Plus keeping the open and green spaces. The park/campground near the Lagoon is a big revenue maker.
6. A tree inventory was conducted by a firm out of Anchorage. Most of the species are mountain ash and blue Colorado spruce in the City parks. They are approximately worth \$300,000.00. The workshop held covered how to prune and plant trees.

There was no further discussion.

#### PUBLIC HEARINGS

No public hearings were scheduled.

#### PENDING BUSINESS

- A. Spit Comprehensive Plan - Draft dated September 15, 2010  
Review and Discussion on the Proposed Recreational and Park Goals for the Spit.

The draft plan in the packet was incorrect a newer draft dated September 28, 2010 was distributed by Planning Technician Engebretsen.

Commissioner Brann opened discussion by giving an overall view of the plan is quite good, lots of vision to it. He would like to see added interpretive signage where it would explain what a Tsunami is, not just warning signs, explaining what the sirens are; examples of what city he visited has a "cow siren" that is used as the practice or testing siren. That way residents can tell the difference. He then addressed developing bike trail further down the Spit in the heavily populated section. He noted the wide shoulder from Mariner Park to the Light House.

A discussion regarding the hazards of pedestrian crossing in that area where line of sight is extremely limited. A designated crosswalk at the entrance, and relocating the entrance to Mariner Park. It was noted that constructing a tunnel or expanding the bike path was not looked upon favorably by the Public however they did approve of moving the entrance. Discussion ensued on the benefits of moving the entrance, DOT approving a crosswalk, and installation of signage to make visibility to motorists and reducing the speed in that area. Commissioner CarlinSchauer would fully support a reduction in speed after the entrance was relocated. Chair Bremicker noted the hazards at the intersection of Spit Road and Kachemak Drive and to just extend the 35 mph speed to past the entrance. It was noted that reduction in speed may be a revenue producer if monitored when changed.

Additional topics discussed were the following:

1. Restrooms in Mariner Park - regular restroom would require lift station since uphill for sewer.
2. The plan is a guideline for the future development of the Spit it is not a detailed document that would address such details as discussed for restrooms.

3. Relocating the Harbormasters Office to the other side of the Harbor. This would allow the start of developing the required infrastructure for that side of the spit.
4. Developing the area around Pier One Theater as a park and gathering place and a landmark plaza and drop-off zone on the current Harbormaster's Office site is a really good idea.

A brief discussion on the City of Seward outdoor pavilion is really nice modeled after an old fashion train station. It was noted by Staff that a new harbor office is high on the CIP listing and they may be willing to have it relocated. Commissioners discussed the benefits of relocating the harbor office would generate the infrastructure needed to develop that side of the spit.

Commissioner Cumming arrived at 6:32 p.m.

Commissioner Harrald was concerned that there was more focused on the parking in comparison to the green and open spaces. She noted that the same people came to the meetings and she was surprised that even the businesses on the Spit did not come to the public meetings. She has researched other beach parks in the Lower 48 and even accepting that the City does not have the funding, but to not even consider it for the future is a bit discouraging for her. Commissioner Harrald noted that the existing parks are downplayed. None are prioritized.

Chair Bremicker noted that the Spit in other towns would be mostly industrial, but here it is a mix of marine industrial, commercial, residential, and recreational. The public walking on the beach do not come to the meetings but you visit the spit and they are walking the beach under the assumption that it will always be available. People come here for the fish and view, any harm and it would cut the city's throat.

It was noted that parks and recreation is not a high priority on the city's list. When looking to save money they look to parks and recreation first. The City of Seward implemented a plan to make parks and recreation a priority. They purchased land and made it available for camping providing revenue for the city. Doing this generates close to half a million dollars each year which provides revenue and jobs for Seward. This also encourages people to visit Seward and to come back each year too. If Homer addresses this especially in this economy it would benefit the city. The more money that comes into Homer provides for the residents who live here year round also.

It was noted that public comments received were in favor of keeping the existing parks and camping on the spit. But here was a proposal to giving up some campsites to the Wooden Boat Society. A brief discussion on the areas suitable for RV camping on the Spit and increased problems with safety hazards and congestion this would promote followed. As time goes on and the city budget gets smaller the City wants to know where the revenue comes from to support the parks and recreation for locals and visitors alike. It is apparent that this Commission should support keeping a hold on all revenue producing areas.

A dialogue was held on the benefits to the city to leasing the land or operating the campgrounds themselves.

Commissioner CarlinSchauer commented on the need to clean up the Spit before trying to increase revenue. This is a priority to him being a newcomer to the city. He strongly believes that cleaning the Spit up would bring more revenue. He compared the area to Switzerland in beauty but the junk that has been allowed to accumulate and not addressed is unbelievable. The junk cars and boats should be addressed.

Additional dialogue on the following:

- a. designation on the city owned land around the ice rink is owned by English Bay.
- b. creating a destination feel to the cruise ship area
- c. constructing a pedestrian trail/walking path from the cruise ships

- d. connecting the different boardwalks making that an experience in itself gets the cars off the road and keeps the people out of traffic.
- e. making the walkways themed, interesting - such as Homer is cited as the Art Community so put art there.
- f. this would reduce safety issues.

**NEW BUSINESS**

- A. Proposed Change in Meeting Time
- B. Kachemak Drive Bike/Pedestrian Path

Chair Bremicker stated he had to leave to attend a prior commitment and left the meeting at 6:55 p.m.

Commissioner CarlinSchauer stated he actually had another commitment and would have to leave which would leave them with no quorum.

HARRALD/CUMMING - MOVED TO POSTPONE THE NEW BUSINESS ITEM A. PROPOSED CHANGE IN MEETING TIME AND ITEM B. KACHEMAK DRIVE BIKE/PEDESTRIAN PATH TO THE NEXT REGULAR MEETING.

There was no discussion.

The motion to postpone to the next regular meeting was approved by consensus.

**INFORMATIONAL MATERIALS**

- A. Letters of Congratulations and Appointment to Thomas CarlinSchauer, Robert Archibald and Dave Brann dated September 15, 2010.
- B. City Council Budget Schedule

There was no discussion on the informational materials.

**COMMENTS OF THE AUDIENCE**

There were no audience comments.

**COMMENTS OF STAFF MEMBERS**

There were no staff comments.

**COMMENTS OF THE COUNCIL MEMBER *(if one is assigned)***

None.

**COMMENTS OF THE COMMISSION**

Commissioner Brann, Harrald, and CarlinSchauer had no comments.

Commissioner Cumming expressed why she arrived late to the meeting. She attended the Council meeting that started at 6:00 p.m. and she thought their meeting started at 6:30 p.m. She additionally felt that there was going to be a lot things on the agenda next month and expressed concerns about be able to address all the items.

**COMMENTS OF THE CHAIR**

None.





# City of Homer

## Planning & Zoning

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To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 8, 2010

Subject: Kachemak Drive Bike Path

### **Background Information**

This staff report includes a lot of background information, not just about Kachemak Drive. Government can be complicated; there is a process to everything, and the process usually must be followed in some fashion you want a project to happen! I included the information to help familiarize you with some of the terms and processes because they are the same for all road state projects. So this would apply to Lake Street, Main Street, Sterling Highway, etc.

Kachemak Drive is a state road. This means improvements to the road (like paving and drainage) are planned, designed and paid for by the State. Below is a rough explanation of how funding works. There are two ways to get projects paid for; the STIP list, and the Capital Improvement Plan.

### **The STIP List**

Generally speaking, projects are first nominated and made part of the state STIP list, or State Transportation Improvement Plan. This STIP list used to have LOT of projects on in it state wide. But a few years back, the state cut the list way back. Now you could say it is only the very highest priority projects are on that list, not a laundry list of all possible projects. The STIP includes a project budget and timeline. Ideally, the state funds these projects according to the timelines, although it can take much longer, depending on how much money the legislature has to spend and federal pass through funds.

One way projects are funded is the state DOT requests the funds for STIP projects, as part of the regular budget cycle. Currently, the Kachemak Drive Pathway is NOT on the STIP list. Project nomination on the STIP list is lengthy and projects are competing statewide based on things like community need. For example, the bike path might be competing with a traffic light for an intersection with lots of accidents in another town. From a safety perspective, the traffic light may be more important, resulting in a higher score and probably faster funding. Staff does not recommend pursuing this, without more information!

### **Capital Improvement Plan, State Legislative Priorities Resolution**

The second way a project can be funded is through the City of Homer Capital Improvement Plan (CIP). Every year, every Commission and advisory group is requested to look at the CIP (usually over the summer, and P&R did not have a quorum to do so this year). It includes capital (i.e. construction or significant equipment) projects, such as purchasing fire trucks, paying for major park improvements, road projects, etc. These are major projects or needs that the city cannot pay for itself, or that benefit a broader group of people, not just local tax payers. The City Council takes the recommendations of the all the Commissions, and selects the top

15 projects, to be included in a resolution – these top 15 are called the Legislative Priorities. These are the top projects that the mayor and council lobby for in Juneau (and sometimes Washington DC) for funding. This list is also used by our elected state representatives when they appropriate money during the budget cycle.

I spoke with Special Projects Coordinator Anne Marie Holen, who is very familiar with how projects are funded. She said that the Commission should be aware that if they begin to lobby for a project NOT included in the top 15, they are circumventing the City Council. A little diplomacy is important to support and success! It is possible, with enough community support, for the Council to pass a resolution and add a project to the Legislative Priority list. She suggested a course of action at this point might be for a Commissioner to talk with City Manager Wrede for his ideas, and also to Representative Seaton, to find out what kind of support he would be looking for in order to request funds.

The pathway is on the CIP list, but is not in the top 15. (It may have been in the past.) In 2005 the Council passed a resolution in support of the project.

**Staff recommends** either a Committee be formed, or one Commissioner meet with Walt and speak with Representative Seaton to become more familiar with funding, and what further project information is needed. Then the Commission can report back to the full Commission and the group can consider what steps to take next. Remember, two Commissioners meeting on this topic is a public meeting and must be advertised. Staff recommends one Commissioner do some legwork and report back to the group in January. I think these conversations will take probably an hour each (maybe less). I am happy to attend meetings/teleconferences and help in any way I can.

### **Other information**

There may be options to consider, such as:

1. Building the pathway in sections; are there one or two parts of the road that are busier and more dangerous? Would a pathway the first ½ mile at each end solve some of the problems?

2. Does the Commission want to build community support over the next 7-9 months and try to get the pathway on the Legislative Priorities list?

### **Easements and Rights of Way**

One question you may think of, is why not build the pathway on top of the sewer line? If property owners are willing to grant the easements, it may be an option! When a land owner grants an easement across their land, they grant it for a specific use. In the case of a sewer line, typically they would be granting a utility easement. This means the utility companies have the right to use that strip of land for utilities, but not as a park, trail, or anything besides utilities!

### **Attachments**

Resolution 10-78(A) Legislative Priority List

Page 45 of the Capital Improvement Plan, Kachemak Drive Rehabilitation/Pathway

AK STIP list 2010-2013 Homer projects

CITY OF HOMER  
HOMER, ALASKA

Mayor/City Council

RESOLUTION 10-78(A)

A RESOLUTION OF THE HOMER CITY COUNCIL ADOPTING THE 2011-2016 CAPITAL IMPROVEMENT PLAN AND ESTABLISHING CAPITAL PROJECT LEGISLATIVE PRIORITIES FOR FISCAL YEAR 2012.

WHEREAS, A duly published hearing was held on September 27, 2010 in order to obtain public comments on capital improvement projects and legislative priorities; and

WHEREAS, It is the intent of the City Council to provide the Governor, the State Legislature, State agencies, the Alaska Congressional Delegation, and other potential funding sources with adequate information regarding the City's capital project funding needs.

NOW, THEREFORE BE IT RESOLVED by the City Council of Homer, Alaska, that the "City of Homer Capital Improvement Plan 2011-2016" is hereby adopted as the official 6-year capital improvement plan for the City of Homer.

BE IT FURTHER RESOLVED that the following capital improvement projects are identified as priorities for the FY 2012 State Legislative Request:

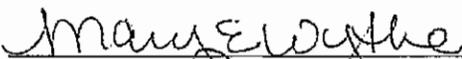
1. Sewer Treatment Plant Bio-solids Treatment Improvements
2. Skyline Fire Station
3. Harbor Float Replacement/Ramp 3 Gangway & Approach Replacement
4. Port & Harbor Building
5. Fire Engine 4 Refurbishment
6. Natural Gas Pipeline Anchor Point to Homer
7. Alternative Water Source
8. Deep Water Dock Expansion, Phase 1
9. Karen Hornaday Park Improvements, Phase 1
10. Homer Intersection Improvements
11. Deep Water Dock Upland Improvements
12. Mariner Park Improvements, Phase 1
13. Fishing Lagoon Improvements
14. Upgrade System 5: Vessel Shore Power and Water
15. Kachemak Bay Tidal Power Feasibility and Conceptual Design

BE IT FURTHER RESOLVED that projects for the FY 2012 Federal Legislative Request will be selected from this list.

BE IT FINALLY RESOLVED that the City Manager is hereby instructed to advise appropriate state and federal representatives and personnel of the City's FY 2012 capital project priorities and take appropriate steps to provide necessary background information.

PASSED AND ADOPTED by a duly constituted quorum of the City Council for the City of Homer on this 11<sup>th</sup> day of October, 2010.

CITY OF HOMER

  
MARY E. WYTHE, MAYOR PRO TEMPORE

  
  
JO JOHNSON, CMC, CITY CLERK

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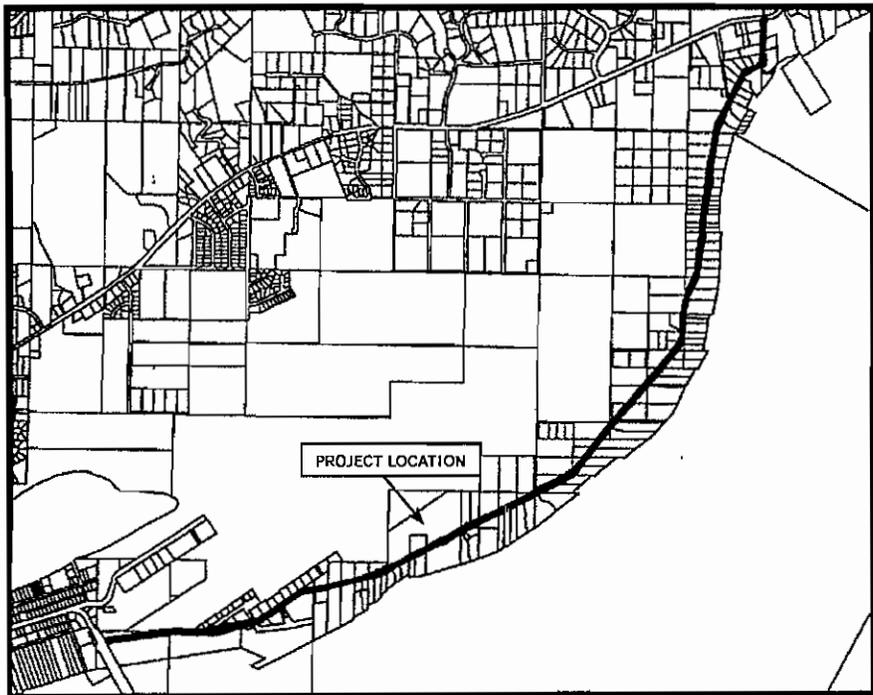


## City of Homer Capital Improvement Plan • 2011 – 2016

### KACHEMAK DRIVE REHABILITATION/PATHWAY

**PROJECT DESCRIPTION & BENEFIT:** Kachemak Drive provides an alternate route for east-of-Homer traffic to the airport, Spit and harbor, and Ocean Drive commercial district (approximate daily traffic 1,500 vehicles). The road accesses the largest industrial marine storage repair and boat launch complex on the southern peninsula, passes residences, light commercial/ industrial businesses, and moose wetlands. Rehabilitation needs have been identified for raising the embankment, surfacing, widening, and drainage improvements.

Automobile and large truck traffic on Kachemak Drive has increased in recent years, with drivers showing a greater tendency to speed. These conditions make the road treacherous, at best, for bicycle and pedestrian traffic. Construction of a separated pathway along East End Road, as proposed, will increase recreational and commuter bicycle and pedestrian traffic on Kachemak Drive and will improve driver, bicycle, and pedestrian safety. Because of the significant right-of-way acquisition involved, the project to build a separated pathway along Kachemak Drive will take several years to complete.



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# 2010-2013 Alaska Statewide Transportation Improvement Program Revision 14 Incorporated

Need ID: 2344      Region: Central

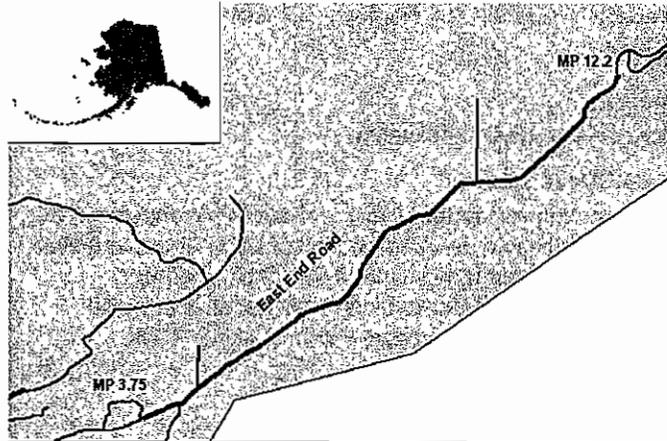
Place Name: Homer

**Title:**

East End Road mile point 3.7 to 12.2 - Rehabilitation

**Project Description:**

Rehabilitate East End Road from the end of Phase 1 improvement, near Kachemak Drive, to approximately Waterman Road (mile point 3.7 to 5.5). Rehabilitate the roadway; provide pedestrian facilities; and address safety concerns as warranted. Future phases, beyond mile point 5.5, may be advanced pending funding availability.



PHASE	FUNDING	FFY10	FFY11	FFY12	FFY13	After FFY13
All amounts x1,000 dollars						
Right of Way	SM	0.0	228.0	0	0	
Right of Way	STP	0.0	2,297.0	0	0	
Construction	SM	0	0	487.6	0	
Construction	STP	0	0	4,912.4	0	
Utilities	SM	0	0	144.5	0	
Utilities	STP	0	0	1,455.5	0	
<b>Totals:</b>		0.0	2,525.0	7,000.0	0.0	0.0

<p>Program Type:    CTP          Primary Work:    System Preservation          Secondary Work:          Special Financial:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Project Status</td> <td>Year</td> </tr> <tr> <td>Project Start:</td> <td>1996</td> </tr> <tr> <td>Environmental Clearance:</td> <td></td> </tr> <tr> <td>Construction Funded:</td> <td></td> </tr> <tr> <td>Right of Way Authorized:</td> <td></td> </tr> </table>	Project Status	Year	Project Start:	1996	Environmental Clearance:		Construction Funded:		Right of Way Authorized:		<p><b>Election District(s):</b> 35</p> <p><b>PEB Score:</b>                      <b>Criteria:</b> 199                                      Urban and Rural</p> <p><b>Borough/Census Area:</b> Kenai Peninsula Borough</p> <p><b>Municipal Planning Organization (MPO):</b> non-MPO</p>
Project Status	Year										
Project Start:	1996										
Environmental Clearance:											
Construction Funded:											
Right of Way Authorized:											

Average AADT: 1849      Sponsor: DOT&PF  
 Pavement Rating: Fair      Predominant Functional Class: Rural Major Collector



## 2010-2013 Alaska Statewide Transportation Improvement Program Revision 14 Incorporated

Need ID: 23178      Region: Central

Place Name: Homer

**Title:**

Pioneer Avenue Rehabilitation

**Project Description:**

Resurface approximately 1 mile of Pioneer Avenue from the Sterling Highway to the intersection of Lake Street and East End Road. Project may include bike lanes, drainage, lighting, curb and gutter and sidewalk construction and landscaping. All work to occur within existing ROW.



PHASE	FUNDING	FFY10	FFY11	FFY12	FFY13	After FFY13
All amounts x1,000 dollars						
Design	SM	0	0	21.5	0	
Design	STP	0	0	216.5	0	
Right of Way	SM	0	0	0	39.8	
Right of Way	STP	0	0	0	401.2	
<b>Totals:</b>		0.0	0.0	238.0	441.0	3,000.0

Program Type:	CTP
Primary Work:	
Secondary Work:	
Special Financial:	
Project Status	Year
Project Start:	
Environmental Clearance:	
Construction Funded:	
Right of Way Authorized:	

<b>Election District(s):</b>	35
<b>PEB Score:</b>	<b>Criteria:</b>
N/A	
<b>Borough/Census Area:</b>	Kenai Peninsula Borough
<b>Municipal Planning Organization (MPO):</b>	not identified

Average AADT:                      Sponsor:                      City of Homer  
Pavement Rating:                  Predominant Functional Class:



## 2010-2013 Alaska Statewide Transportation Improvement Program Revision 14 Incorporated

Need ID: 23197      Region: Central

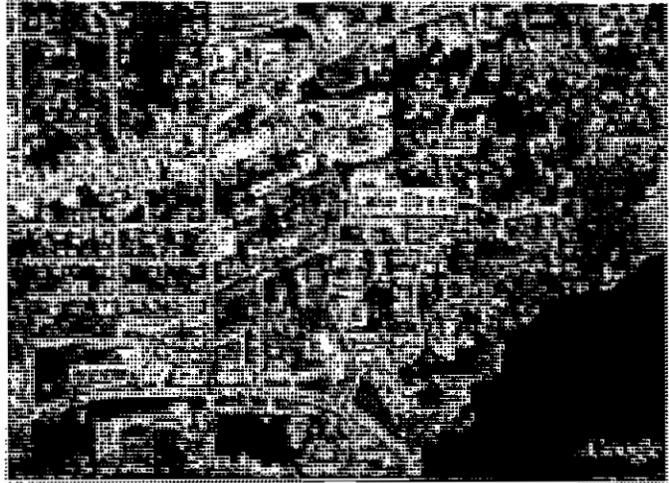
Place Name: Homer

Title:

Lake Street Rehabilitation

**Project Description:**

Rehabilitate pavement of approx 2500 feet, construct sidewalks on both sides of the road and provide drainage improvements. Lake Street is located in downtown Homer, between the Sterling Highway and Pioneer Avenue.



*Staff note: Preliminary design work has started fall 2010*

PHASE	FUNDING	FFY10	FFY11	FFY12	FFY13	After FFY13
All amounts x1,000 dollars						
Design	SM	22.6	0	0	0	
Design	STP	227.4	0	0	0	
Right of Way	SM	0	0	29.9	0	
Right of Way	STP	0	0	301.1	0	
Construction	SM	0	0	0	130.8	
Construction	STP	0	0	0	1,318.2	
Utilities	SM	0	0	0	31.3	
Utilities	STP	0	0	0	315.7	
<b>Totals:</b>		250.0	0.0	331.0	1,796.0	0.0

<p>Program Type: CTP</p> <p>Primary Work:</p> <p>Secondary Work:</p> <p>Special Financial:</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td>Project Status</td> <td style="text-align: right;">Year</td> </tr> <tr> <td>Project Start:</td> <td style="text-align: right;">2010</td> </tr> <tr> <td>Environmental Clearance:</td> <td></td> </tr> <tr> <td>Construction Funded:</td> <td></td> </tr> <tr> <td>Right of Way Authorized:</td> <td></td> </tr> </table>	Project Status	Year	Project Start:	2010	Environmental Clearance:		Construction Funded:		Right of Way Authorized:		<p><b>Election District(s):</b> 35</p> <p><b>PEB Score:</b>                      <b>Criteria:</b> N/A</p> <p><b>Borough/Census Area:</b> Kenai Peninsula Borough</p> <p><b>Municipal Planning Organization (MPO):</b> not identified</p>
Project Status	Year										
Project Start:	2010										
Environmental Clearance:											
Construction Funded:											
Right of Way Authorized:											

Average AADT:                      Sponsor:                      City of Homer  
Pavement Rating:                  Predominant Functional Class:



## 2010-2013 Alaska Statewide Transportation Improvement Program Revision 14 Incorporated

Need ID: 25316      Region: Central

Place Name: Homer

**Title:**

Homer Intermodal Deep Water Dock Feasibility Study

**Project Description:**

Techicant Feasibility study to include Pre-Nepa Analysis.  
Earmark SAFETE-LU #AK159



PHASE	FUNDING	FFY10	FFY11	FFY12	FFY13	After FFY13
All amounts x1,000 dollars						
Planning	HPRL	1,649.3	0	0	0	
Planning	SM	163.7	0	0	0	
<b>Totals:</b>		1,813.0	0.0	0.0	0.0	0.0

<p>Program Type:    EMRK          Primary Work:    Planning          Secondary Work:          Special Financial:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project Status</td> <td style="width: 30%;">Year</td> </tr> <tr> <td colspan="2">Project Start:</td> </tr> <tr> <td colspan="2">Environmental Clearance:</td> </tr> <tr> <td colspan="2">Construction Funded:</td> </tr> <tr> <td colspan="2">Right of Way Authorized:</td> </tr> </table>	Project Status	Year	Project Start:		Environmental Clearance:		Construction Funded:		Right of Way Authorized:		<p><b>Election District(s):</b> 35</p> <p><b>PEB Score:</b>                      <b>Criteria:</b> N/A</p> <p><b>Borough/Census Area:</b> Kenai Peninsula Borough</p> <p><b>Municipal Planning Organization (MPO):</b> non-MPO</p>
Project Status	Year										
Project Start:											
Environmental Clearance:											
Construction Funded:											
Right of Way Authorized:											

Average AADT:                      Sponsor:                      City of Homer  
 Pavement Rating:                  Predominant Functional Class:





# City of Homer Planning & Zoning

491 East Pioneer Avenue  
Homer, Alaska 99603-7645

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*Web Site* [www.ci.homer.ak.us](http://www.ci.homer.ak.us)

---

To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 8, 2010

Subject: Changing the meeting time

At the October 25<sup>th</sup> Special Meeting, the Commission decided upon 5:30pm as the new meeting time. Please make a motion to amend your bylaws! The proposed change will then go to the City Council for adoption. The next meeting in January would then begin at 5:30 pm.

Requested action: Move to amend the bylaws to change the meeting time to 5:30 pm.





CITY OF HOMER  
HOMER, ALASKA

City Clerk/  
Parks and Recreation Advisory Commission

RESOLUTION 10-XX

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, AMENDING THE PARKS AND RECREATION ADVISORY COMMISSION BY-LAWS TO ESTABLISH THE TIME OF 5:30 P.M. AS THE REGULAR MEETING TIME.

WHEREAS, The Parks and Recreation Advisory Commission acts in an advisory capacity to the City Manager and the City Council; and

WHEREAS, The Parks and Recreation Advisory Commission meetings regularly start at 6:30 p.m. and depending on the Agenda the meeting can run late into the evening; and

WHEREAS, The Parks and Recreation Advisory Commission recommend adjusting the regular meeting times in order to provide a more consistent and efficient meeting schedule; and

WHEREAS, The Parks and Recreation Advisory Commission introduced the amendment at a Special Meeting held October 25, 2010 and took final action to approve the amendment at the Regular Meeting on November 18, 2010; and

WHEREAS, The Parks and Recreation Advisory meetings will be held monthly May through September and bi-monthly October through April with regular meetings the third Thursday of each month at ~~6:30 p.m.~~ 5:30 p.m.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, amends the Parks and Recreation Advisory Commission to Establish 5:30 p.m., as the Regular Meeting Time.

PASSED AND ADOPTED BY THE HOMER CITY COUNCIL this \_\_\_\_ day of November, 2010.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK  
Fiscal Note: N/A



## BY-LAWS

- A. To abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer Municipal Code;
- B. To abide by Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer Municipal Code.

C. Regular Meetings:

- 1. Third Thursday of each month May through September and every other month October through April at ~~6:30~~ **5:30** p.m. (Ord.09-32).
- 2. Items will be added to the agenda upon request of staff, the Commission or a Commissioner.  
Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m. (Resolution 06-95).
- 3. Removing items from the published agenda will be by consensus of the Commission. No items may be added.

D. COMMITTEES

- 1. The Chair shall appoint committees for such specific purposes as the business of the Commission may require. Committee membership shall include at least two Commissioners. Other Committee members may be appointed from the public.
- 2. One Committee member shall be appointed Chair and be responsible creating an agenda and notifying the City Clerk of meetings so they may be advertised in accordance with Alaska State Law and Homer City Code.
- 3. One Committee member shall be appointed responsible for furnishing summary notes of all Committee meetings to the City Clerk.
- 4. Committees shall meet in accordance with Commission bylaws and Robert's Rules.
- 5. All committees shall make a progress report at each Commission meeting.
- 6. No committee shall have other than advisory powers.
- 7. Per Roberts Rules, upon giving a final report, the Committee is disbanded.

E. COMMISSION MEETING PUBLIC COMMENT/TESTIMONY AND AUDIENCE COMMENT TIME LIMITS

The meeting Chair shall note for the audience's benefit that there is a three minute time limit each time there is a place in the agenda for public comment/testimony or audience comments.

Any individual wishing to address the Commission shall adhere to a three minute time limit. It is the responsibility of the Chair to announce under Public Comments, Public testimony on public hearing items and Audience Comments that there is a 3 minute time limit.

O. PROCEDURE FOR CONSIDERATION OF AGENDA ITEMS:

The following procedure will normally be observed pursuant to Robert's Rules:

1. A motion is made to discuss the item OR to approve the staff recommendation. The item may then be discussed, amended or voted on.
2. If there are questions of staff or an appropriate audience member, a Commissioner may request permission from the Chair to ask the question. The Chair, upon consensus approval, may grant the request.

P. Bylaws Amended:

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

Q. TELECONFERENCE:

Teleconference meetings.

1. The preferred procedure for a Commission meeting is that all members be physically present at the designated time and location within the City for the meeting. However, physical presence may be waived by the Chair or Commission and a member may participate in a meeting by Teleconference when it is not essential to the effective participation or the conduct of business at the meeting. A Commission member participating by teleconference shall be deemed to be present at the meeting for all purposes. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.
2. Teleconference procedures.
  - A. A Commission member who cannot be physically present for a regularly scheduled meeting shall notify the recording clerk at least five days prior to the scheduled time for the meeting of his/her intent to appear by telephonic means of communication.
  - B. The recording clerk shall notify the Commission members three days prior to the scheduled time for the Commission meeting of Commission members intending to appear by teleconference.
  - C. The means used to facilitate a teleconference meeting of the Commission must enable each Commission member appearing telephonically to clearly hear all other Commission members and members of the public attending the meeting as well as be clearly heard by all other Commission members and members of the public.
  - D. The recording clerk shall note in the attendance record all Commission members appearing telephonically.

- d. connecting the different boardwalks making that an experience in itself gets the cars off the road and keeps the people out of traffic.
- e. making the walkways themed, interesting - such as Homer is cited as the Art Community so put art there.
- f. this would reduce safety issues.

**NEW BUSINESS**

**A. Proposed Change in Meeting Time**

A brief discussion was held regarding the proposed meeting time change from 6:30 p.m. to 5:30 p.m. it was noted that this proposed change to the bylaws is to be introduced at a meeting then action taken at the next meeting of the commission.

The commissioners present expressed comments in favor of changing the time of the regular meetings.

There was no further discussion.

**B. Kachemak Drive Bike/Pedestrian Path**

Chair Bremicker stated he had to leave to attend a prior commitment and left the meeting at 6:55 p.m.

Commissioner CarlinSchauer stated he actually had another commitment and would have to leave which would leave them with no quorum.

HARRALD/CUMMING - MOVED TO POSTPONE THE NEW BUSINESS ITEM B. KACHEMAK DRIVE BIKE/PEDESTRIAN PATH TO THE NEXT REGULAR MEETING.

There was no discussion.

The motion to postpone to the next regular meeting was approved by consensus.

**INFORMATIONAL MATERIALS**

- A. Letters of Congratulations and Appointment to Thomas CarlinSchauer, Robert Archibald and Dave Brann dated September 15, 2010.
- B. City Council Budget Schedule

There was no discussion on the informational materials.

**COMMENTS OF THE AUDIENCE**

There were no audience comments.

**COMMENTS OF STAFF MEMBERS**

There were no staff comments.

**COMMENTS OF THE COUNCIL MEMBER *(if one is assigned)***

None.

**COMMENTS OF THE COMMISSION**

Commissioner Brann, Harrald, and CarlinSchauer had no comments.



# Office of the City Clerk

Jo Johnson, CMC, City Clerk  
Melissa Jacobsen, CMC, Deputy City Clerk II  
Renee Krause, CMC, Deputy City Clerk I



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Homer, Alaska 99603  
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## MEMORANDUM

TO: COUNCIL'S ADVISORY BODIES  
FROM: JO JOHNSON, CMC, CITY CLERK  
DATE: OCTOBER 21, 2010  
SUBJECT: 2011 MEETING SCHEDULE

A handwritten signature in black ink, appearing to read "Jo Johnson", is written over the "FROM:" line of the memorandum.

Please review the 2011 meeting schedule and approve, making amendments if needed. The entire 2011 meeting schedule is included in the Draft Resolution. The Resolution will be presented to Council on December 13, 2010 for adoption.

You should prepare a memorandum indicating the action taken, or an excerpt of the minutes. Please return to the City Clerk prior to December 3, 2010.

---

"WHERE THE LAND ENDS AND THE SEA BEGINS"

To access City Clerk's Home Page on the Internet: <http://clerk.ci.homer.ak.us>



**CITY OF HOMER  
HOMER, ALASKA**

City Clerk

**DRAFT RESOLUTION 10-XXX**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ESTABLISHING THE 2011 REGULAR MEETING SCHEDULE FOR THE CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION, LIBRARY ADVISORY BOARD, PARKS AND RECREATION ADVISORY COMMISSION, ADVISORY PLANNING COMMISSION, PORT AND HARBOR ADVISORY COMMISSION, LEASE COMMITTEE, PERMANENT FUND COMMITTEE, PUBLIC ARTS COMMITTEE AND TRANSPORTATION ADVISORY COMMITTEE.

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

WHEREAS, The public is informed of such meetings through the kiosks located at Captain's Coffee, Harbormaster's Office, Redden Marine Services of Homer, and the City Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Home Page on the Internet, and postings at the Clerk's Office at City Hall, and the Public Library; and

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2011 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks and Recreation Advisory Commission, Advisory Planning Commission, Port and Harbor Advisory Commission, Lease Committee, Permanent Fund Committee, Public Arts Committee and Transportation Advisory Committee of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1*, New Year's Day, Saturday so will be observed on Friday, December 31, 2010	February 21*, Presidents' Day, the third Monday	March 28*, Seward's Day, last Monday	May 30*, Memorial Day, last Monday	July 4**, Independence Day, Monday	September 5*, Labor Day, first Monday
October 18*, Alaska Day, Tuesday	November 11*, Veterans Day, Friday	November 24* Thanksgiving Day, Thursday	November 25*, Friday, the day after Thanksgiving	December 25**, Christmas, Sunday so will be observed on Monday, December 26	

\*Indicates holidays - City offices closed.

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

CITY COUNCIL (CC)

January 10, 24	February 14, 28	March 14, 28	April 11, 25	May 9, 23***	June 13, 27
July 11**, 25	August 8, 22	September 12, 26	October 4 Election	October 10, 24, for Oath of Office, 17	Canvass Board October 7 or 10
November 1 Run- Off Election	November 14**, 28	December 12****	December 19**** if needed		

City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. \*\*\* The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday. Council will not conduct a First Regular Meeting in July.

AML Annual Conference Week is tentatively scheduled for November 7 - 11, 2011.

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

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

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)**

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

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

**LIBRARY ADVISORY BOARD (LAB)**

January 4	February 1	March 1	April 5	May 3	June 7
July 5	August 2	September 6	October 4	November 1	December 6

Library Advisory Board Regular Meetings are held on the first Tuesday of each month at 6:00 p.m.

**PARKS AND RECREATION ADVISORY COMMISSION (P/R)**

January 20	March 17	May 19	June 16
July 21	August 18	September 15	November 17

Parks and Recreation Advisory Commission Regular Meetings are held on the third Thursday of the months of January, March, May, June, July, August, September, and November at 6:30 p.m.

**PLANNING COMMISSION (P/C)**

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

Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 7:00 p.m. \*\*There will be no First Regular Meeting in July or Second Regular Meeting in December.

**PORT AND HARBOR ADVISORY COMMISSION (P/H)**

January 26	February 23	March 23	April 27	May 25	June 22
July 27	August 24	September 28	October 26	November 16	December 21

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m. The Regular Meetings in the months of November and December are traditionally scheduled for the third Wednesday of the month.

LEASE COMMITTEE (LC)

January 13	April 14	July 14	October 13
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Lease Committee Regular Meetings are held quarterly on the second Thursday of each month at 3:00 p.m.

PERMANENT FUND COMMITTEE (PFC)

January 13	April 14	July 14	October 13
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Permanent Fund Committee Regular Meetings are held quarterly on the second Thursday of the month at 5:15 p.m.

PUBLIC ARTS COMMITTEE (PAC)

February 17	May 19	August 18	November 17
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Public Arts Committee Regular Meetings are held quarterly on the third Thursday of the months of February, May, August, and November at 11:00 a.m.

TRANSPORTATION ADVISORY COMMITTEE (TAC)

February 15	May 17	August 16	November 15
-------------	--------	-----------	-------------

Transportation Advisory Committee Regular Meetings are held quarterly on the third Tuesday of the months of February, May, August, and November at 5:30 p.m.

PASSED AND ADOPTED by the Homer City Council this \_\_\_\_\_ day of December, 2010.

CITY OF HOMER

\_\_\_\_\_  
JAMES C. HORNADAY, MAYOR

ATTEST:

\_\_\_\_\_  
JO JOHNSON, CMC, CITY CLERK

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



# City of Homer

## Planning & Zoning

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To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 8, 2010

Subject: Karen Hornaday Park, bridge request

The mayor requested this be on your agenda.

The Homer Independent Living Center operates a program called Trails, (Total Recreation and Independent Living Services). As part of their program they are interested in accessible outdoor recreation for all users. Homer ILC would like the city to donate an unused ramp from the harbor to be used as a bridge crossing for Woodard Creek at Karen Hornaday Park. See Anne Marie's attached email about the bridge project. The Port and Harbor Commission is also being asked for a recommendation since the bridge belongs to the port. The City Council will make the final decision.

**Requested action:** Make a recommendation to the City Council if the bridge should be donated to Homer ILC for use as a bridge over Woodard Creek at Karen Hornaday Park.

### Attachments

Email from Special Project Coordinator Anne Marie Holen 11/2/2010 to Homer ILC





## Julie Engebretsen

---

**From:** Anne Marie Holen  
**Sent:** Tuesday, November 02, 2010 9:02 AM  
**To:** Trails3@PeninsulallC.org  
**Cc:** 'Jack and Michelle Wiles Michaud'; Mike Illg; Julie Engebretsen  
**Subject:** Woodard Creek bridge

Hi Bobbi,

I just talked to the City Manager about the proposed bridge and the idea that it can be accomplished with no or minimal financial outlay by the City. He says he cannot make a decision until he and Carey Meyer are given clear design drawings and a complete budget. "Back of the napkin" stuff doesn't cut it. He and the Council also need to know that Friends of Woodard Creek and the Parks and Rec Commission have no objections.

He suggested that you work with Jack Cushing to come up with the documents (design and budget) that the City needs to see, and then arrange for a meeting with him and Carey. It would make sense to invite Jack Wiles also, representing Friends of Woodard Creek. You should also try to get on the Parks and Rec Commission agenda, but not until you have the design and budget documents. In regard to budget, keep in mind that if the City does hire labor for the project, we have to pay Davis-Bacon wages. Also keep in mind that there might be environmental permitting issues – Jack Cushing would probably have an idea what they are.

FYI, I talked to Walt about the bigger issue of Karen Hornaday Park improvements. He said that realistically, we might not be able to do any planning until spring, simply because Public Works is completely overloaded with other projects, including completion of the Homer Spit Trail (huge project), design work for Deep Water Dock expansion, the Main Street/Sterling Highway intersection, and demolition of the old Water Treatment Plant. (And there's more.) As I mentioned before, budget cuts have meant that the City cannot hire a Public Works "project manager" which we have needed for some time. The fact of the matter is that no matter how worthwhile a project might be and even when the funds are in hand, it still takes a lot of City staff time to make them happen. Sometimes we just can't do it.

However, if Jack Cushing can prepare design drawings and a budget and then meet with Walt and Carey, we'll have a better idea of the feasibility of the bridge project.

Best,  
amh

Anne Marie Holen  
907-435-3101





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---

To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 10, 2010

Subject: WKFL and Jack Gist Park Plans

### Introduction

Commissioners requested the WKFL Park and Jack Gist Park master plans be on the agenda. I combined the requests and have some suggestions for these projects.

### Park Master Plans

At one time there was an idea of having a master plan for every park. These plans would be compiled, and used to create a city wide Park Master Plan. This is still a worthy goal, but creating a master plan for each park has not worked very well – it has been very slow going!

I have another idea. I spoke with City Planner Rick Abboud, and he suggested we focus on a parks summary; i.e. a document with a page or two for every park, that has basic information – what is at the park, how big it is, foreseeable needs over the next 5-10 years, etc. This document can be written in house by staff, with Commission input. This park summary would be helpful in a parks needs assessment, and also would help identify which parks need more complete plans and attention. For parks that do need a detailed park plan, this park summary can point out the key issues that we know of.

### What is the difference? Master Plans vs. Park Summary

A park summary is a brief description of the location, history, condition and facilities at each park. Many of the smaller parks in Homer don't need a lot of detail; i.e. Jeffery Park on Ben Walters Lane is a neighborhood park with a maintained lawn and swing sets. Other Parks, such as Karen Hornaday and Jack Gist, are much larger facilities with more users, activities, and problems. Master planning involves the public: i.e. the Commission hosting open houses and inviting the public and user groups to participate in a planning process.

1. **Staff recommendation:** Create a Parks Summary. Tentatively, I could present an outline at the January meeting, a review draft at the March meeting, possibly with a final version in May. I do not envision this being a very long project nor taking a lot of Commission time.



2. **WKFL Park:** The park is well developed, no major maintenance or reconfiguration work is planned, and there are few complaints from the public about the park. I recommend not creating a master plan at this time. But I am open to whatever the Commission decides!
3. **Jack Gist park master plan:** If the Commission wants to create a master plan for this park, I recommend you form a committee, or divide up the work and report back at special meetings or work sessions. I can create a work plan/time schedule as a guideline; the Commission as a whole, or at least two Commissioners, must be willing to make this a priority for at least six months. If it is too much of a time commitment, I suggest the Commission focus on the immediate park issues and improvements needed over the next 1-3 years.

Committee rules (From P&R bylaws):

1. The Chair shall appoint committees for such specific purposes as the business of the Commission may require. Committee membership shall include at least two Commissioners. Other Committee members may be appointed from the public.
2. One Committee member shall be appointed Chair and be responsible creating an agenda and notifying the City Clerk of meetings so they may be advertised in accordance with Alaska State Law and Homer City Code.
3. One Committee member shall be appointed responsible for furnishing summary notes of all Committee meetings to the City Clerk.
4. Committees shall meet in accordance with Commission bylaws and Robert's Rules.
5. All committees shall make a progress report at each Commission meeting.
6. No committee shall have other than advisory powers.
7. Per Roberts Rules, upon giving a final report, the Committee is disbanded.





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---

To: Parks and Recreation Advisory Commission  
From: Julie Engebretsen, Planning Technician  
Date: November 10, 2010

Subject: Strategic Plan

Sometimes it is difficult for groups to figure out what their mission is, what their goals are, and how to achieve them. This has been an issue with the Parks and Recreation Advisory Commission. About three years ago, the Commission drafted this strategic plan. The goals include physical improvements like trail construction, policy statements such as retaining and expanding open space, and budget changes like acquiring more funding for city parks and recs. After these goals were identified, we talked about ways to achieve these goals. The P&R Commission now reviews the plan quarterly, and it serves as a reminder of what the priorities are and helps the group stay focused on their goals. As a staff person, it helps me do a better job for the P&R commission, because their goals and interests are clear. And new commissioners see immediately what the goals of the group are. The Commission can change this document at any time.

The Commission has changed quite a bit since this plan was drafted; its time to review it and see if the goals are the same or if there are some new projects! Please come prepared to talk about the plan: Are there goals or objects that should be removed? Are there new ones to add? If there is not enough time to talk about the plan, we can schedule a work session for January/February.

What is a strategic plan?

A strategic plan is a written document stating what your goals are, what you are trying to accomplish, and what steps you will take to achieve the desired outcome.

Why have one?

It helps keep the group focused on measureable, achievable goals. And the plan tells us who is supposed to do what, to make the goals become reality!

Strategic Plan Outline:

1. Mission Statement: Advise the City Manager and City Council on Economic Development Planning in the City. (paraphrase of HCC title 1)
2. Strategic Goals: What is the focus of the Commission's efforts? (3-5 year timeframe)
3. Strategic Objectives: These must be achievable, measurable results, in a 1-2 year timeframe
4. Action Plan: Who will do what, when and how?
5. Implementation: Do it!

Attachment: Draft Strategic Plan





**PARKS AND RECREATION ADVISORY COMMISSION**  
**STRATEGIC PLAN 2009**

*MISSION STATEMENT*

The Commission is established to act in an advisory capacity to the City Manager and the City Council on the problems and development of parks and recreation facilities and public beaches within the City.

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

3-5 Year Period

- Advocate for retaining open and green space
- Keep on top of future land disposals with attention to park and recreation needs
- Keep existing green space and public open space
- Preserve areas of natural beauty and access
- Preserve beach access – no vacations of public access

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

1-2 Year Period

- construct a bike path along Kachemak Drive
- Develop park in Town Center and plan for pathways and trails
- Document current and historical trails, create a pamphlet to show hiking trails, beaches, recreational access points, parks, campgrounds and basic rules and etiquette
- Resolve damage to the Poopdeck Trail signs
- Continue work on Karen Hornaday park drainage, the parking lot, and master plan implementation
- Increase the city budget for parks and recreations
- Mariner Park driveway access and pedestrian access from the Homer Spit Road and bike path crossing of Homer Spit Road.
- Create an overall sign design for the City and Town Center. Work with Public Works.

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

- Have a committee got to City Council with recommendations, action plan and time frame.
- Every time there is a memo from the Commission to City Council a Commissioner should go to the meeting and speak about it.
- A commissioner should attend every council meeting to speak with council and keep them informed about what they are working on.
- One member of the Commission attend meetings of other user groups – skiing, co-host, etc. Create better working relationship and communication with user groups.

*SHARED ACTIONS STAFF/COMMISSION*

- Focus and monitor the HNMTTP implementation
- Research and create best use plans for all parks, with WKFL being the next park.



City of Homer  
Homer, Alaska  
Mayor's Certificate of Recognition  
Greetings  
Be It Known That

*Ruth Dickerson*

is hereby recognized for her years of service  
as

*"Commissioner"*

on the

*Parks and Recreation Advisory Commission*

*January 17, 2008 to September 30, 2010*

*Recognition of your dedication to the cause of good government, your  
contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
This 5<sup>th</sup> day of October, 2010.*

*James C. Hornaday*  
James C. Hornaday, Mayor

Attest:

*Jo Johnson*  
Jo Johnson, CMC, City Clerk





**2010 Homer City Council Meetings  
Parks and Recreation Advisory Commission Attendance**

It is a goal of the Commission to have a member speak regularly to the city council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the consent agenda, there is a spot for visitors, and then agenda item number seven, announcements, reports from Commissions, the Borough, etc. That is when you would jump up and speak. If the mayor moves on to public hearings, you have waited too long! Typically if there is no visitor or special presentation, you would be talking within the first half hour (or less) of the Council meeting.

Each commissioner is assigned a month is responsible for attending one of the two council meetings, OR finding another commissioner to do it in their place.

<u>Meeting Date</u>	<u>Commissioner</u>
November 22	Harrald (Did you swap with someone?)
December 13	Need a volunteer!



CA

ALASKA

2010-003220-0

Recording Dist: 309 - Homer  
10/5/2010 10:13 AM Pages: 1 of 6



STEWART

STATE CONSERVATION EASEMENT

DIAMOND CREEK

29782

01029-80217

THIS CONSERVATION EASEMENT ("Easement") is made by the City of Homer ("City" whose address is 491 East Pioneer Avenue, Homer, Alaska 99603 as grantor, and the State of Alaska (together with its successors and assigns, the "State"), whose address is Department of Natural Resources, 550 West Seventh Avenue, Suite 1050, Anchorage, Alaska, 99501-3579 as grantee.

WHEREAS, City is the owner in fee simple of certain property (hereinafter referred to as the "Property"), which is more particularly described as follows:

Section 9: N 1/2 of the SE 1/4 of the SE 1/4 ; the SE 1/4 of the SE 1/4 of the SE 1/4; and the E 1/2 of the SW 1/4 of the SE 1/4 of the SE 1/4.

Section 10: SE 1/4 and S 1/2 of the SW 1/4.

Subject to: A continuous public access easement fifty (50) feet upland of and along each side of the ordinary high water mark of Diamond Creek:

According to the GLO Survey Plat of Township 6 South, Range 14 West of the Seward Meridian, Alaska approved by the U.S. Surveyor General's Office in Juneau, Alaska on May 17, 1919, situated in the Homer Recording District, Third Judicial District, State of Alaska.

WHEREAS, the majority of the funds for the purchase of the Property have been provided from a grant ("Grant") to the State pursuant to the Forest Legacy Program (16 U.S.C. § 2013c) in accordance with the provisions of Title XII of the Food, Agriculture, Conservation and Trade Act of 1990, Public Law 101-624; 104 Stat 3359, as administered by the United States Department of Agriculture, Forest Service.

WHEREAS, the purposes for acquiring the herein described property include protecting environmentally important forest areas that are threatened by conversion to non-forest uses and for promoting forest land protection and other conservation opportunities as well as the protection of important scenic, cultural, fish, wildlife and recreational resources, riparian areas and other ecological values.

WHEREAS, title to the estate conveyed by this deed cannot be sold, exchanged, or otherwise disposed, unless the United States is reimbursed the market value of the interest in the land at the time of disposal.

WHEREAS, the Property must be used and maintained in accordance with the requirements of the Forest Legacy Program, other applicable federal laws and regulations and the Grant Agreement between the Forest Service and the State ("Grant Agreement") and in the event the Property is not so used and maintained the Forest Service may require the State to restore the Property;

NOW THEREFORE, pursuant to the laws of Alaska and the Alaska Uniform Conservation Easement Act, AS 34.17.010 et seq, City does hereby grant and convey to the State, and its successors and assigns, forever, with warranties of title, subject to conditions, restrictions and limitations of record, a conservation easement (the "Easement") in perpetuity over the Property of the nature and character and to the extent hereinafter set forth.

**I. Purpose of the Easement.**

The purpose of this Easement is to assure that the Property will be used, maintained, and disposed of in accordance with the requirements of the Forest Legacy Program and other applicable federal laws and regulations and the Grant Agreement. It is further the purpose of the Easement to provide for reimbursement to the State by the City in the event that the Property is not used, maintained and disposed of in accordance with the requirements of the Forest Legacy Program and other applicable federal laws and regulations and the Grant Agreement.

**II. Rights of the State.**

The State shall be entitled to enforce the terms of the following restrictive covenants against the fee simple owner of the Property;

- a. To prohibit or enjoin any activity on the Property that is not permitted under the requirements of the Forest Legacy Program and other applicable federal laws and regulations and the Grant Agreement;
- b. To enter the Property at reasonable times in order to monitor City's compliance with and otherwise enforce the terms of the Easement;
- c. To require, enforce or undertake restoration of the areas or features of the Property which may be damaged by any activity or use not authorized by this Easement.



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2010-003220-0

### III. Costs and Liabilities.

- a. The City retains all responsibilities and shall bear all costs and liabilities of any kind related to the ownership, operation, upkeep, and maintenance of the Property.
- b. The State shall have no liability or other obligation for costs, liabilities, taxes, or insurance of any kind related to the Property.
- c. The City shall hold harmless, indemnify, and defend the State and its employees, agents, and contractors (collectively "Indemnified Parties") from and against all liabilities, penalties, costs, losses, damages, expenses, causes of action, claims, demands, or judgments, including, without limitation, reasonable attorney fees, arising from or in any way connected with: (1) injury to or the death of any person, or physical damage to any property, resulting from any act, omission, condition or other matter related to or occurring on or about the Property, regardless of the cause, unless due solely to the negligence of the Indemnified Parties; (2) the obligations specified in this Easement; or (3) the existence or administration of this Easement.

### IV. Disposition of the Property.

The City may not dispose of the Property, or encumber its title or other interest in the Property, without prior written permission from:

Commissioner  
Department of Natural Resources  
State of Alaska  
550 West 7<sup>th</sup> Ave., Suite 1400  
Anchorage, AK 99501

and

Forest Supervisor  
United States Department of Agriculture, Forest Service  
Chugach National Forest  
3301 C Street, Suite 300  
Anchorage, AK 99503

or their duly authorized designees.

In the event that City disposes of the Property, or encumbers its title or other interest in the Property, without the written permission of the State and the Forest Service as provided herein and the Forest Service requires that the State reimburse to the Service a portion or all of the Grant proceeds, City shall reimburse the State that same amount.



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**V. Use and Maintenance of the Property.**

The Property shall be used or maintained in a manner consistent with the Grant, the requirements of the Forest Legacy Program, and other applicable federal laws and regulations and the Grant Agreement. In the event that the Property is not so used or maintained the City shall at the request of the State cease the violative activity and correct any adverse effects caused by the activity using nonfederal monies. In the event that the City refuses to correct the adverse effects and the State is required by the Forest Service to correct said effects, City shall reimburse the State its costs for correcting the adverse effects using nonfederal monies.

**VI. General Provisions.**

a. Nothing herein shall be deemed to create in any third party the right to enforce these covenants.

b. Nothing in this Easement shall relieve the fee simple owner of the Property from liability for injuries occurring on, and resulting from its activities on the Property, for which it would otherwise ordinarily be liable.

c. Notwithstanding any provision of this Easement to the contrary, the State is not an owner of the Property nor does the State hold an interest in the Property of the nature that would cause the State to be liable as a responsible party for the discharge or cleanup of hazardous materials under the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 - 1975, or similar federal or state statutes or local ordinances or applicable regulations. This Easement does not permit the State to control any use of the Property by the fee simple owner of the Property which may result in the storage, dumping or disposal of hazardous materials or refuse; provided, however, that the State may bring an action to enforce the provisions of this Easement.

d. If any provision of this Easement, or the application of this Easement to any person or circumstances, is found to be invalid, the remainder of the provisions of this Easement, or the application of such provisions to persons or circumstances other than those to which it is found invalid, shall not be affected.

e. City hereby covenants to and with the State and its assigns, that City is lawfully seized of the estate in fee simple of the Property, has good and lawful right and power to sell and convey the interests in land here granted, that the title and Easement here granted are free and clear of encumbrances, except as of record, and that City will forever warrant and defend the title thereto and the quiet possession thereof, against the lawful claims and demands of all persons.

f. This Easement shall run with the Property and shall be binding upon City, its successors and assigns.

TO HAVE AND TO HOLD unto the State, its successors, and assigns forever.



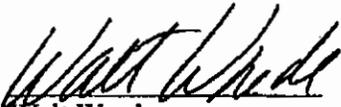
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2010-003220-0

IN WITNESS WHEREOF City and the State have set their hands on this day and year.

GRANTOR  
City of Homer

By:



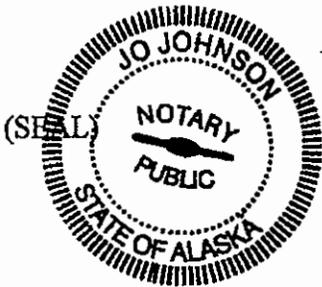
Walt Wrede  
City Manager

ACKNOWLEDGMENT:

STATE OF ALASKA                    )  
                                                  ) ss:  
THIRD JUDICIAL DISTRICT        )

THIS IS TO CERTIFY that on this 24<sup>th</sup> day of September 2010, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioner and sworn as such, personally appeared Walt Wrede, to me known and known to be the City Manager of the City of Homer and the person who executed the above and foregoing STATE CONSERVATION EASEMENT on behalf of the City of Homer and who acknowledged to me that he signed in the name of, and for and on behalf of the City of Homer,, freely and voluntarily for the use and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day ad year first written above.



  
\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: 12/19/11



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2010-003220-0





*Office of the Mayor*  
*James C. Hornaday*

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

Phone 907-235-8121 x2229  
Fax 907-235-3143

October 26, 2010

Patricia Lillibridge  
P. O. Box 15362  
Fritz Creek, AK 99603

Dear Ms. Lillibridge,

Congratulations! Council confirmed/approved your appointment to the Parks and Recreation Advisory Commission during their Regular Meeting of October 25, 2010, via Memorandum 10-129(A).

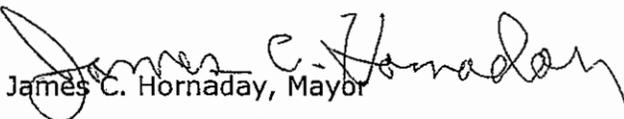
Included is the 2010 Public Official Conflict of Interest Disclosure Statement. Please complete this document and return to the Clerk's office. This form will be retained in the Clerk's office. It is a public document and may be requested by any member of the public. In the event the Public Official Conflict of Interest Disclosure Statement is requested by a member of the public, you will be notified of the requestor's name.

Also included is the Code of Ethics as outlined in Homer City Code 1.18. This provides important guidelines in your role as a commissioner as to conduct and conflicts of interest. And finally, The Basics of Robert's Rules of Order is a helpful guide for new commissioners.

Thank you for your willingness to serve the City of Homer on the Parks and Recreation Advisory Commission. There certainly are exciting times ahead.

Your term will expire October 31, 2013.

Cordially,

  
James C. Hornaday, Mayor

Enc: Memorandum 10-129(A)  
Certificate of Appointment  
2010 Public Official Conflict of Interest Disclosure Statement  
HCC 1.18  
The Basics of Robert's Rules of Order

Cc: Parks and Recreation Advisory Commission



# City of Homer

Homer, Alaska

Mayor's Certificate of Appointment

Greetings

Be It Known That

*Patricia Lillibridge*

Has been appointed to

serve as

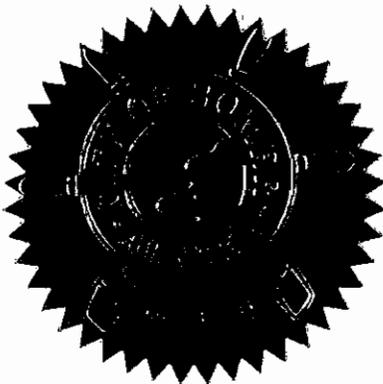
**“Commissioner”**

on the

**“Parks and Recreation Advisory Commission”**

*This appointment is made because of your dedication to the cause of good government, your contributions to your community and your willingness to serve your fellow man.*

*In Witness whereof I hereunto set my hand  
this 26<sup>th</sup> day of October, 2010*



*James C. Hanaday*  
Mary E. (Beth) Wythe, Mayor Pro Tempore

Attest:

*Lo Johnson*  
Lo Johnson, CMC, City Clerk



**Parks and Recreation Advisory Commission Annual Calendar**

2011

<b>January</b>	Land Allocation Plan
<b>February</b>	No Meeting
<b>March</b>	
<b>April</b>	No Meeting
<b>May</b>	Spring Park & Beach Walkthrough Decide if Park Day will be an event this summer
<b>June</b>	Start Planning Park Day, select date (if desired)
<b>July</b>	Review Capital Improvement Plan Budget Process begins at Council, Departments
<b>August</b>	Talk about the annual budget, make recommendations to the City Council Park Day (?)
<b>September</b>	Fall Park & Beach Walkthrough
<b>October</b>	No Meeting Mayoral Appointment/Reappointment of Commissioners
<b>November</b>	Elections
<b>December</b>	No Meeting







11-11-11