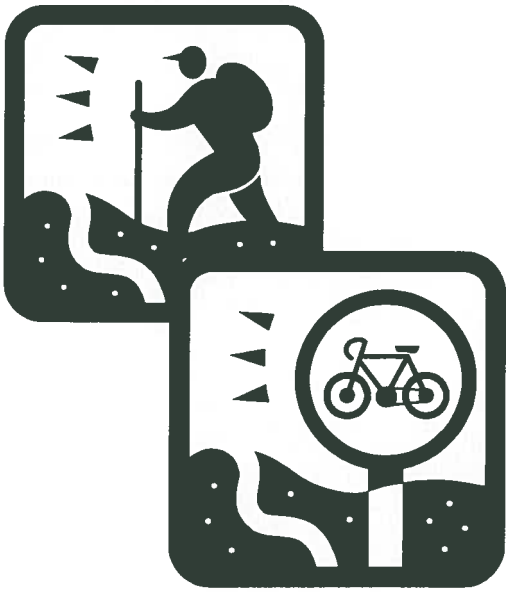


Parks & Recreation Advisory Commission

Thursday
June 16, 2011
Regular Meeting 5:30 p.m.

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

Prepared and Produced by the City Clerk's Office - 6/10/2011 - rk

PARKS & RECREATION ADVISORY COMMISSION
491 E. PIONEER AVENUE
HOMER, ALASKA

JUNE 16, 2011
THURSDAY, 5:30 PM
COWLES COUNCIL CHAMBERS

NOTICE OF MEETING
REGULAR MEETING AGENDA

1. CALL TO ORDER

2. AGENDA APPROVAL

3. APPROVAL OF THE MINUTES
(Minutes are approved during Regular Meetings Only)
A. Minutes for May 19, 2011 Regular Meeting Page 5

4. PUBLIC COMMENT UPON MATTERS ALREADY ON THE AGENDA *(Three minute time limit)*

5. VISITORS *(Visitors normally have 10 minutes for their presentation.)*
A. Soccer Association Representative

6. STAFF & COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS
A. Recreation Report – Mike Illg Page 15
B. Parks & Campgrounds Report – Angie Otteson
C. General Report – Renee Krause
D. Kachemak Drive Path Committee
E. Spit Parks and Recreation Committee

7. PUBLIC HEARING

8. PENDING BUSINESS
A. Postponed From the May 19, 2011 Regular Meeting: Page 17
Changing the Frequency of the Regular Meetings
B. Postponed from the May 19, 2011 Regular Meeting:
Findings and Report on Spring Park Walk Through for Spit Parks and Recreation Areas
C. Postponed from the May 19, 2011 Regular Meeting:
Further Discussion on Karen Hornaday Park Funding for Road Re-Alignment and Issues – Commissioner Cumming
D. Planning Park Day at Jack Gist Page 25

9. NEW BUSINESS
A. Kachemak Drive Pedestrian & Bike Path
1. Discussion on Open House and mock presentations
2. What and When to Propose to City Council?
3. Estimated Project Costs and Funding Sources?
B. Proposed Homer Ocean Park by William J. Marley of Dell Group Page 27

10. INFORMATIONAL MATERIALS
A. Memorandum dated May 19, 2011 Re: Expressing Support for the City Parks and Recreation Department Use of the Homer Education and Recreation Center Page 37
B. Memorandum dated May 19, 2011 Re: Expressing Support for the Adopt a Park Program Page 39
C. Memorandum dated May 19, 2011 Re: Amending Homer City Code 1.74, Parks and Recreation Advisory Commission, Allowing the Commission to Accept Donations and Establish a Fund to Deposit those Donations Page 41

11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE COUNCILMEMBER *(If one has been assigned)*

13. COMMENTS OF STAFF MEMBERS

14. COMMENTS OF THE COMMISSION

15. COMMENTS OF THE CHAIR

16. ADJOURNMENT THE NEXT REGULAR MEETING IS JULY 21, 2011 at 5:30pm in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer Alaska

6/10/2011- rk

Session 11-04, a Regular Meeting of the Parks and Recreation Advisory Commission was called to order by Chair Bremicker at 5:45 p.m. on May 19, 2011 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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

ABSENT: COMMISSIONER CARLINSCHAUER (EXCUSED)

TELEPHONIC: COMMISSIONER ARCHIBALD

STAFF: PARKS MAINTENANCE COORDINATOR ANGIE OTTESON
SSPECIAL PROJECTS COORDINATOR ANNE MARIE HOLEN
RECREATION SPECIALIST MIKE ILLG
DEPUTY CITY CLERK I RENEE KRAUSE

APPROVAL OF THE AGENDA

HARRALD/BRANN - MOVED TO APPROVE THE AGENDA.

There was no discussion.

The agenda was approved by consensus of the Commission.

APPROVAL OF MINUTES *(Minutes are approved during Regular Meetings.)*

A. Meeting Minutes for the March 17, 2011 Regular Meeting

HARRALD/BRANN -MOVED TO APPROVE THE MINUTES.

There was no discussion.

The Minutes for March 17, 2011 were approved by consensus.

B. Meeting Minutes for the April 19, 2011 Special Meeting

LILLIBRIDGE/HARRALD – MOVED TO APPROVE THE MINUTES.

There was no discussion.

The minutes were approved by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no comments from the public present.

VISITORS

Eden Badajos – Representing the Disc Golf players in Homer and a member of the Jack Gist Park Association. He is very excited about establishing a Disc Golf Course in Homer. There are a number of local players and looking for a permanent place to play. He stated that Jack Gist Park is a perfect location. The game of disc golf is open to all ages and skill levels. It can be done on a casual level or professional level. He has a list of various individuals who have volunteered to help install the course. He does have a number of local businesses that have expressed a desire to sponsor the game.

A location behind the ball fields has already been selected and a proposed course tentatively selected when they are able to perform the actual construction. There are approximately 40-50 persons in town that currently play the game. This has a potential of growing quickly once there is an established course.

Mr. Badajos went on to explain the possible future growth of the sport and its benefit as a probable economic engine. He provided information on the popularity of this sport throughout the state and that Anchorage actually has several courses available. He pinpointed more specifically the area they are looking at within Jack Gist Park.

Commissioner Cumming noted for the record that the idea was previously approved by the Commission and Council a few years ago. She further inquired if the equipment that will be used will be approved equipment, if the installation is of a permanent nature and if the group will be seeking or has grants.

Mr. Badajos stated that the equipment will be official professional equipment and it is to be installed as a semi-permanent fixture. They are PDAG approved targets. The bases will set in concrete and the baskets will be able to remove as needed. The T- pads will be constructed out of concrete also. Trails to each target will be created comprised of a walk-able dirt and/or gravel pathway through the existing landscape. His group is looking for sponsors for each basket with the intent to have a plaque with the name(s) of the sponsor at each target basket. The cost of the equipment is $350.00 plus shipping from the Lower 48 and installation so they are seeking $500.00 sponsorship for each basket. The target will be padlocked to the bases for security measures.

The time period to obtain the equipment all depends on the fundraising efforts and the group is hopeful to have all the funding in place prior to the end of summer. It is the goal to have the equipment purchased and installed before the end of summer but it all depends on how long it takes to raise the funds needed.

Commissioner Harrald inquired how other small cities funded their courses such as Girdwood. Mr. Badajos explained that with Girdwood it is actually part of the City of Anchorage Parks and Recreation Department and the equipment was provided by the City but the course was created/installed through volunteer labor.

Commissioner Lillibridge commented that she approved the idea that the Disc Golf Course doubled as a trail so it had a dual use.

Mr. Badajos responded to a question about interaction between ball players and the disc golf participants such as being hit by a stray softball. He noted that they would work in concert with the Softball Association and try not to schedule events on the same day as a game and they would definitely work with folks to take every precaution necessary to ensure players of their safety.

Jessica Marx, city resident, president of the Homer Softball Association – Adult League and a member of the Jack Gist User Association. She explained the size and location of the two usable fields being used by adults and high school teams. She stated that earlier a project was awarded to fix issues at the park. She noted that currently on the wish list is to have three workable fields, one primarily for the high School student, restroom facilities, a snack shack, a score board, more parking away from foul ball territory and a playground area. The short term is to have a playground for the kids to play and be out of the way. Drainage is the biggest problem to date. Some of this will be taken care this summer.
Responding to Commissioner Harrald she stated that they currently have approximately 10 registered teams with 14 or 15 members which amount to as many as 140 to 150 volunteers plus the spectators that attend the games.

Ms. Marx stated that they currently have a connex that will be a large storage. They have a work party planned to paint, etc. this weekend. She is looking forward to seeing the fields next year after the

professional hydroseeding has been done. It was suggested that the Red Shed to be removed from Karen Hornaday Park and this could be salvaged and reused as a Storage Shed/Snack Shed. Commissioner Brann noted that it is quite large. As it stands now she has been told from Public Works that water and sewer is a few years off. Ms. Marx stated that they did purchase a 2000 gallon water tank but it was destroyed. She further confirmed that there are three sets of bleachers for spectators. The scoreboard is maintained by the children.

Commissioner Lillibridge asked what the Commission could do for them in the next couple of months. Ms. Marx responded that the most important is a safe play area for the children. She noted that the contractor working on the fields now would have extra materials to place some sand in that area is it could be arranged. She felt the only concern was finding the most appropriate place. Ms. Marx suggested that if the parking is relocated to an area preferred by the Public Works Director then that would leave an area away from everything including the mud.

Ms. Marx stated the Homer Softball Association (HSA) is a certified non-profit and each member is charged an annual $45.00 fee. Each team is charged an annual fee of $650.00. This goes towards insurance. The Jack Gist Park Association has approximately $4000-5000.00. This was/is combined with the HAS and is to be used to take care of a few things that they need to be addressed. The city will be conducting some projects and this funding came from the stimulus funding in the amount of $55,000.00.

Ms. Marx thanked the Commissioners for allowing her to speak. She stated the game schedule for the season and invited the Commissioners to attend any and all games.

RECONSIDERATION

There were no items scheduled for reconsideration.

STAFF AND COUNCIL REPORTS/COMMITTEE REPORTS/BOROUGH REPORTS

A. Recreation Report – Mike Illg

Mr. Illg reviewed his report summary for the Commissioners. The following items were discussed briefly:
- Update on the Adopt a Park program – It was under new business and it is a very good idea. This is being fast tracked to council to get it implemented. The Clerk noted the updated documents were included in the laydowns the commissioners received.
- Jack Gist Memorandum of Agreement – waiting on a decision on who the responsible person would be to sign the agreement. The Jack Gist Park Association was required to obtain insurance. He noted that this document was needed to get the Disc Golf off the ground. There were a few outstanding items that were required from Mr. Badajos and those have now been provided. He suggested a work party to get things started on this course. - Support for establishing a Disc Golf Course benefits the community in that it is a great economic engine with the potential for tournaments to be held in Homer. He would also like to encourage the Commission to donate to sponsor a basket and he personally will start the fund off at $50.00.
- He attended a meeting between the Kenai Peninsula School board and the City of Homer with City Manager Wrede on partnering to support artificial turf for a soccer field and putting this on the CIP list.
- The Spit Run will be held this year after all. South Peninsula Hospital, Parks and Recreation Department and the Homer News will be involved with it a little bit. It will be a fund raiser for the Homer High School runners with a suggested ten dollar entry fee.
- The Homer Education Recreation Center (HERC) Update – A Request for Proposals was advertised and two proposals were received. He stated it was not appropriate for a city entity to submit a bid. He acknowledged that the building would be perfect. Two proposals were received from Fireweed Academy and Boys and Girls Club. There was no recommendation to council as there were a few items of business to clear up. The Committee directed the City Manager to meet with the proposers to flesh out their

proposals and to also look into returning the building back to the Borough. Discussion ensued on the commission submitting a letter of support to City Council members. It was noted that a few of the city departments would be relocating on a temporary basis during construction and renovation.

HARRALD/BRANN - MOVED TO RECOMMEND THE PARK AND RECREATION ADVISORY COMMISSION SEND A MEMORANDUM EXPRESSING SUPPORT FOR CITY COUNCIL TO CONSIDER USING THE HOMER RECREATIONAL AND EDUCATIONAL CENTER FOR CITY OPERATED RECREATIONAL ENDEAVORS, STAFF AND PROGRAMS.

There was discussion that sending a recommendation to council may encourage them to include the in the use of the building community recreation programs, greenhouse, programs and staff. It is hoped that a sharing of the building with all interested parties could be developed.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Further discussion continued on the need for a soccer field, use of school fields, a city owned field, the difference in school fields and borough fields and the cost of artificial turf. Mr. Illg was advocating for developing a partnership with defined uses for public and school uses. Right now they have permission to use the field but if the Maintenance Department Staff decides even last minute the use of the field can be denied. It would definitely benefit the community if a soccer field was put on a focus list or priority goal as the popularity of the sport increases throughout the age groups each year. It was noted that Commissioner CarlinSchauer was absent due to regional games today. He further noted that the most difficult part of his job was scheduling the use of the fields and what made it difficult was the fields are Borough fields not School District Fields and the Borough takes unique ownership and cancelled events at the drop of a hat. This summer will be a trial period where there will be no one scheduling the fields. He further noted that community use is very limited so a designated soccer field city owned would be very beneficial. He does not believe there is much that can be done by the Commission. He further clarified the problems with the fields and what fields are available for public use. He stated that the need for a soccer field would benefit one of the largest area user groups.

Commissioner Lillibridge summarized the number one choice was a partnership with the school district and borough to use the existing fields in a harmonious manner and then find land where it would be appropriate to establish a soccer field. Her question was whether this was a realistic goal.

Mr. Illg responded that it boiled down to money. He said it would be great but at this time the City does not have the means to take on maintenance and the other requirements at this time. It was further noted that none of the existing ball fields could be used or changed to a soccer field and he would support Commissioner CarlinSchauer in that if you are going to do that then you should do it right. He would have to further review the Land Allocation Plan to determine the best spot for a field in response to a question posed by Commissioner Cumming.
Mr. Illg stated that other fields throughout the State have received funding from the State. He believes it would enhance the relationship between the School District and the City.

Commissioner Harrald expressed agreement with a shared concept between all parties and believes this would encourage more buy-in and be economically advantageous.

Mr. Illg noted the benefits of artificial turf – lower maintenance costs, remove the need of indoor facility use, remove use of other fields at the elementary schools, make recreation more accessible. The amount of money needed would be over a million dollars. This discussion has been going on for five to six years. The life span on an artificial turf is twenty years. There are artificial turf fields in larger populated areas in

Alaska. It was noted that $0.82 of every dollar goes to the district schools so it is a good time to address this need. Mr. Illg stated that at this time no action is requested from the Commission.

There was no further discussion.

B. Parks & Campgrounds – Angie Otteson

Ms. Otteson encouraged the Commissioners to express their support for the Adopt A Park program and Amending the Homer City Code to allow them to accept donations. She commented that Ms. Holen did a wonderful job on the Adopt A Park Program information.
Ms. Otteson indicated that there was a Work day scheduled at Karen Hornaday Park playground on Saturday 11:00 a.m. to 5:00 p.m. She invited the Commissioners to attend. She thanked Commissioner Brann for being volunteer extraordinaire. They will be repairing, painting, and cleaning up.

Ms. Otteson noted that the Bayview Park has received a boat donation from Mako Haggerty with the only stipulation that it is painted orange and white. It is not in ready condition and will need some sanding and the like in order to be usable and safe for the children. This will be a great feature for the playground. Work at Bayview Park is tentatively scheduled for June, no date as yet. The concept is a natural playground using logs, trails, etc.

June 4, 2011 is Homer Beautification Day and they have about 10,000 plants that they are getting ready for planting.

Commissioner Harrald thanked staff for the research and the efforts that has gone into the Adopt A Park Program information.

Ms. Otteson stated she believes that this will really benefit the Parks Department since the budget has been cut so that even regular maintenance is difficult to keep up on with the reduced staff. It will also help with the volunteer efforts too.

There was no further discussion.

C. General Report – Renee Krause

Ms. Krause stated that the Park Day on the agenda under new business and the Commission was required to make a decision if it wanted to have a park day this year. A Saturday, normally in August is selected and at which park they would like to have it.
There was a brief discussion on selecting Jack Gist Park, dedication ceremony, games of disc golf, etc. Ms. Krause stated that further discussion on this can be addressed under New Business.

Commissioner Harrald expressed surprise that the Spit Committee has only held one meeting. She thought it was timely when the Commission agreed to create this sub-committee since the Spit Comprehensive Plan was being reviewed and approved. She inquired who was appointed from the Commission. It was noted that Commissioner CarlinSchauer, Archibald, and Lillibridge. Commissioner Lillibridge stated that due to personal schedules they have not met. Commissioner Harrald opined that they have lost the reason the committee was formed. Commissioner Lillibridge expressed a strong response that they have not lost the reason to meet. She did not want to lose focus on the parks and recreation on the Spit. She believed the Spit Parks Walk held last month to be part of that committee work.
There was further dialogue between Commissioners Lillibridge and Harrald on the understanding of the original intent and creation of the Spit Parks Recreation Committee and that the Spring Park Walk Through conducted last month was not applicable.

Chair Bremicker interposed that Commissioner Lillibridge should be allowed to establish a meeting of the Spit Parks and Recreation Committee before the July 21, 2011 meeting of the full commission. She can then submit a final report and recommendations to the Commission. He added that he has a bit of leeway with these committees. If it apparent that the Spit Parks Committee has items they will be addressing they can still meet as long as it is on a regular basis. Commissioner Lillibridge stated that she could do this.

Chair Bremicker requested if there were any additional questions from the Commission on the report.

There was no further discussion.

Commissioner Brann left the meeting at 7:20 p.m.

D. Kachemak Drive Path Committee – Ingrid Harrald

Commissioner Harrald stated that the committee has two recommendations for commission. The following was reported to the Commission
- Two routes have been determined so far for Kachemak Drive.
  - the first one a more recreational route from the base of the spit to the Airport Access Road. It follows along the bluff just above the high tide line. The access road is on the right side heading eastward across from the other state offices. This is approximately ½ mile in length. The Committee has already removed brush to offer what the path would be like when approval is received. Commissioner Brann is submitting a proposal to the Park Service for trail design funding which was encouraged by a representative of the Department.
  The Kachemak Drive Path Committee recommends approval by the Parks and Recreation Advisory Commission the formal proposal for a Level I or Level II non-motorized recreational trail starting at the base of the Spit following the base of the bluff paralleling Kachemak Drive eastward and ending at the Airport Access Road to the Beach.
  It is the wish of the Committee that the Commission discusses this and then forwards a request of support from City Council. She stated that there will be Open House on June 23, 2011. Commissioner Harrald was not sure what the next step should be on this matter. Commissioner Cumming did not believe all things were discussed and this was not ready to be submitted to the City Council. Commissioner Harrald agreed that this was not ready to be submitted to Council yet.
  - This will be on the Commission agenda for the June meeting.
  - The Committee will be hosting the Open House to be held in Council Chambers from 5:30 p.m. to 8:30 p.m. There will be three proposals presented to the public for input.
  - The second route solution is to have shoulders designated for cyclists.

Ms. Krause interrupted the discussion to declare that time was running short and if they continued on this agenda item there were four items on the agenda that would not be addressed and would possibly create problems if not addressed during this meeting since Commissioner Lillibridge announced that she must leave early. Further discussion was terminated due to time constraints.

E. Spit Parks and Recreation Committee

There was no meeting held the past month.

PUBLIC HEARINGS

No public hearings were scheduled.

PENDING BUSINESS

A. Changing the Frequency of the Regular Meetings

Chair Bremicker summarized the memorandum for the record. Clarification was made regarding the need to make a decision on it at this meeting since they were running short of time. Ms. Krause explained that this item was on the agenda and discussed during the March regular meeting and this is the second review and hearing on changing the meeting frequency to monthly year round. It was noted that it could be postponed to the June meeting.

The Commission agreed to postpone this item to the June meeting.

B. Findings and Report on Spring Walk Through for Spit Parks and Recreation Areas – Commissioner Harrald

Commissioner Harrald apologized as she has not been able to submit the notes from the Spit Park Spring Walk Through. It was requested due to time constraints to postpone this item to the June meeting.

The Commission agreed by consensus to postpone this item.

C. Further Discussion on Karen Hornaday Park Funding for Road Re-Alignment and Issues Commissioner Cumming

The emails received as a laydown were resulting from questions and concerns received from Commissioner Archibald regarding the funding and recommendations that were made regarding the funds received for Karen Hornaday Park.

It was agreed by consensus to postpone this item until the June meeting. Commissioner Cumming distributed a handout and this will be included in the packet.

NEW BUSINESS

A. Adopt-A-Park Program
1. Memorandum from Anne Marie Holen dated May 9, 2011 Re: Proposed Adopt a Park Program

Chair Bremicker invited Ms. Holen to speak to the Commission.

Ms. Holen stated that there was no additional information on the program. She acknowledged the input from various staff members and expressed that the City Manager would like to take this to the next meeting of City Council with the support of the Commission. She informed the Commissioners that with the assistance of Ms. Otteson, and research on how other cities implemented their program the wheel did not need to be re-invented. They designed the program to give Ms. Otteson a bit more latitude in working with the various donors and groups.

HARRALD/LILLIBRIDGE - MOVED TO SEND A LETTER OF SUPPORT TO CITY COUNCIL IN SUPPORT OF THE ADOPT A PARK PROGRAM.

The commissioners expressed how great having a program like this would provide a way for someone to help out the parks and recreation. This allowed a donor to provide items that were needed also.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Commissioners thanked Ms. Holen for all the work that she put into this document and program.

B. Amending Homer City Code 1.74, Allowing the Commission to Accept Donations and Establish a Fund to Deposit the Donations.
   1. Memorandum from Deputy City Clerk Krause dated May 11, 2011

Chair Bremicker summarized the memorandum and requested input from staff on the process. Ms. Krause explained that this was on the agenda to introduce. She explained that a request for an ordinance was required to start the process. It would be great to have this presented the same time as the Adopt A Park program but there are steps that need to be followed since City Code requires change.

HARRALD/LILLIBRIDGE -MOVED TO REQUEST A DRAFT ORDINANCE AMENDING HOMER CITY CODE 1.74 ALLOWING THE PARKS AND RECREATION DEPARTMENT AND THE COMMISSION TO SOLICIT FOR AND ACCEPT DONATIONS AND ESTABLISH A FUND TO DEPOSIT THOSE DONATIONS.

A brief discussion on the process that was required and what steps the Commission needed to take to allow them to accept donations. It was stated that the Adopt A Program was a good venue but this changed the City Code allowing the Commission and Department accept donations following the examples for the Library and Public Arts Committee. The request will be sent through the City Clerk to the City Attorney to draft the Ordinance. It will be on the June agenda.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.

C. Park Day

LILLIBRIDGE/HARRALD – MOVED TO ESTABLISH AUGUST 20, 2011 AS A PARK DAY – WORK DAY AT JACK GIST PARK.

A brief discussion was held on what they could do during and it was noted that details can be worked out at the next meeting.

VOTE. YES. NON-OBJECTION, UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

A. Strategic Plan 2011
B. Commissioner Attendance Schedule for City Council Meetings
C. Above the Grade – Is Your Playground Safe? Article from The Bridge, a Service of the Alaska Municipal League.
D. Emails and Information on User Group Advocates for the Karen Hornaday Playground
E. Emails and Correspondence Received from the Public and Alaska Department of Transportation on the proposed Kachemak Drive Pedestrian Bike Path.
F. Commission Annual Calendar of Events

There was no discussion on the informational materials.

COMMENTS OF THE AUDIENCE

There were no audience comments.

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

None.

COMMENTS OF STAFF MEMBERS

There were no staff comments.

COMMENTS OF THE COMMISSION

Commissioner Cumming distributed a lay down on her understanding of what has been recommended by the Commission. She requested clarification on the monies that was allocated for the projects at Karen Hornaday Park. Chair Bremicker and Commissioner Harrald confirmed that this is what was agreed at the Special meeting in April and the Ordinance reflects those decisions.

Commissioner Harrald requested the Soccer Association people as visitors at the next meeting. She will invite them.

Commissioner Lillibridge commented that she will familiarize herself with the information that has been presented and that this was a great meeting.

COMMENTS OF THE CHAIR

Chair Bremicker apologized for the disjointed meeting tonight. There was a lot to discuss and a lot of information.

ADJOURN
There being no further business to come before the Commission Chair Bremicker adjourned the meeting at 8:00 p.m. The next regular meeting is **THURSDAY, JUNE 16, 2011** at 5:30 p.m. at the City Hall Cowles Council Chambers.

_____
RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved:_____

CITY OF HOMER

Community Recreation
600 E. Fairview Avenue
Homer, Alaska 99603

Telephone (907) 235-6090
Fax (907) 235-8933
Web Site
www.homercommunityrecreation.com

Staff Report

To: Parks & Recreation Advisory Commission
From: Mike Illg, Community Recreation Coordinator
Date: 6/8/11

1. Recreation Programs. We are seeing an increase in participation for our indoor recreation programs. We added an additional night for pick up basketball and we ware seeing more participants in the weight room.

2. Homer Spit Run. Parks and Rec is helping out with the Homer Spit Run "10K to the Bay". There is a $10 suggested participant donation to benefit the Homer High running programs. The date for the Spit Run is Saturday, June 25th with a 10am start time. Register ahead of time at: http://newsalaska.info/Forms/use/SpitRun_2011/index.html
If you are interested in helping out, we could use volunteer for flagging, set-up, clean up, handing out water, etc. Please contact Mike Illg at 399-6090

3. Adopt-A-Park/Trail. The City Council approved the Adopt-A-Park program. I will be meeting with the city manager to discuss implementation.

4. Disc Golf. The Homer Disc Golf Association will be having a work party on Sunday, June 19th 1-6 pm at the Jack Gist Park. If you are interested in helping stop by.

5. Play grounds. There is a new group with lots of energy and enthusiasm for rebuilding the Hornaday Park Playground. The group is called H.O.P.P. for Homer Playground Projects. They are working with the Homer Foundation as their fiscal agent and will be planning a large scale fundraising and public awareness campaign soon. The estimated budget for the new playground is approximately $250,000 with the hopes of installing the playground sometime in 2012. There is a contest to help raise funds for the new playground. Visit and vote at: http://www.actsofhappiness.com/submission/sweeping-better-playgrounds
There will be a HOPP playground meeting on Tuesday, June 21st at 3:30pm at Homer High. All are welcome to attend and participate.

Office of the City Clerk

Jo Johnson, CMC, City Clerk

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

491 E. Pioneer Avenue
Homer, Alaska 99603-7624
(907) 235-3130

(907) 235-8121
Extension: 2227
Extension: 2224

Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: PARKS AND RECREATION ADVISORY COMMISSION

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: JUNE 9, 2011

RE: CHANGE IN MEETING FREQUENCY

BACKGROUND

At the March 17, 2011 Regular Meeting the request to consider amending the meeting frequency was on the agenda for discussion. Below is the excerpt from the minutes regarding that discussion.

D. Request to Consider Changing the Frequency of the Regular Commission Meetings

Chair Bremicker outlined the reason for the previous changes to the meeting time and schedule and asked what the majority of the commission felt on changing the time.

The Commissioners discussed the budgetary constraints and having special meetings in order to accomplish their heavy agendas. The current meeting schedule is not favorable to accomplishing their agenda in a timely manner. Subcommittees are a great way to accomplish some tasks but the time to form a Committee, getting members, etc. Sub-committees still must work on the recommendations that are submitted to the Commission and then the Commission submits to the Council. It was agreed that this all takes time. Staff noted that the frequency of the meetings was originally changed to comply with Council request at the time and since there was a number of meetings that the Commission did not have a quorum but the time and expense to create the agendas and packets was still expended by staff it was agreeable. If the Commission agrees that regular monthly meetings at 5:30 p.m. it will have to still be approved by Council.

BRANN/HARRALD – MOVED TO START THE PROCESS TO CHANGE THE BYLAWS TO MEET MONTHLY YEAR ROUND.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

At the May 19, 2011 Regular meeting this item was postponed by the Commissioners due to time constraints and losing their quorum.

RECOMMENDATION

Discuss and list the valid reasons why the meeting frequency should be reverted back to monthly meetings on the third Thursday then make a motion to have Staff submit request for amendment to the Homer City Code 1.74.030, removing the following language: *"during the period of May through September, and every other month during the period of October through April"*; schedule the ordinance for City Council introduction and Public Hearing process and make the changes to the By Laws of the Commission as needed when approved by Council.

PARKS AND RECREATION ADVISORY COMMISSION

The Homer Parks and Recreation Advisory Commission is established with those powers and duties as set forth in Title 1, Section 74, of the Homer Municipal Code.

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.

The Commission's jurisdiction is limited to the area within the City Boundaries except for those extra territorial interests, such as trails and city properties, subject to city jurisdiction.

The Homer Parks and Recreation Advisory Commission consists of seven members; up to three members may be residents from outside the city limits, preference shall be given to City resident applicants.

Members will be appointed by the Mayor for three-year terms (except to complete terms) subject to confirmation by the City Council.

One Homer area High School student selected by his or her student body shall serve as a consulting member of the Commission in addition to the seven appointed members, and may attend and participate in all meetings as a consultant, but shall have no vote. (Ord. 99-04, 1999)

There will be regular monthly meetings of the Commission May through September and every other month meetings October through April. Permanent records or minutes shall be kept of the proceedings. The minutes will record the vote of each member upon every question. Every decision shall be filed in the office of the City Clerk and shall be public record open to inspection.

History

The By-laws were passed by the Parks and Recreation Advisory Commission on October 20, 1983 by the Homer City Council on February 13, 1984, and shall be in effect and govern the procedures of the Commission.

The duties and responsibilities of the Commission are:

A. Act in advisory capacity to the City Manager and the City Council on the problems and development of park and recreation facilities and public beaches in the city. Consideration may include existing facilities, possible future developments and recommendations on land use.

B. Consider any specific proposal, problem or project as directed by the City Council.

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 5:30 p.m. (Reso.10-96; 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.

Time limits may be adjusted by the 2 minutes up or down with the concurrence of the body in special circumstances only such as agenda content and public attendance.

F. SPECIAL MEETINGS:

1. Called by Chair or majority of the Commission.

G. DUTIES AND POWERS OF THE OFFICERS:

1. A Chair and Vice-Chair shall be selected annually (November meeting) by the appointive members.
2. The Chair shall preside at all meetings of the Commission, call special meetings in accordance with the by-laws, sign documents of the Commission, see that all actions and notices are properly taken, and summarize the findings of the Commission for the official record.
3. The Vice-Chair shall perform all duties and be subject to all responsibilities of the Chair in his/her absence, disability or disqualification of office.
4. The Vice-Chair will succeed the Chair if he/she vacates the office before the term is completed, to complete the unexpired term.
5. A new Vice-Chair shall be elected at the next regular meeting.

H. MOTIONS TO RECONSIDER:

1. Notice of reconsideration shall be given to the Chair or Vice-Chair, if the Chair is unavailable, within forty-eight hours from the time the original action was taken.
2. A member of Commission who voted on the prevailing side on any issue may move to reconsider the Commission's action at the same meeting or at the next regular meeting of the body provided the above 48-hour notice has been given.
3. Consideration is only for the original motion to which it applies.

I. CONFLICT OF INTEREST:

1. A member or the Commission shall disqualify himself/herself from participating in any official action in which he/she has a substantial financial interest.
2. Should the Commission member not move to disqualify himself/herself after it has been established that he/she has a substantial financial interest, the Commission may move to disqualify that member by a majority vote of the body.

J. QUORUM; VOTING:

1. Four Commission members shall constitute a quorum.
2. Four affirmative votes are required for the passage of a resolution or motion.
3. Voting will be by verbal vote, the order to be rotated. The final vote on each resolution or motion is a recorded roll call vote.
4. The City Manager, Mayor and High School student shall serve as consulting members of the Commission but shall have no vote.

K. CONSENSUS:

The Commission may, from time to time, express its opinion or preference concerning a subject brought before it for consideration. Said statement, representing the will of the body and meeting of the minds of the members, may be given by the presiding officer as the consensus of the body as to that subject without taking a motion and roll call vote.

L. ABSTENTIONS:

1. All Commission members present shall vote unless the Commission, for special reasons, permits a member to abstain.
2. A motion to excuse a member from voting shall be made prior to the call for the question to be voted upon.
3. A member of the Commission requesting to be excused from voting may make a brief, oral statement of the reasons for the request and the question of granting permission to abstain shall be taken without further debate.
4. A member may not be permitted to abstain except upon the unanimous consensus of members present.
5. A member may not explain a vote, may not discuss the question while the roll call vote is being taken and may not change his/her vote thereafter.

M. VACANCIES:

A Commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission.

The Commission shall declare a vacancy when the person appointed:

A. fails to qualify to take office within 30 days after his/her appointment;
B. resigns and the resignation is accepted;
C. is physically or mentally unable to perform the duties of his/her office;
D. misses three consecutive regular meetings unless excused; or
E. is convicted of a felony or of an offense involving a violation of his/her oath of office.

N. GENERAL ORDER OF BUSINESS:

Call to Order
Approval of Agenda
Public Comments Regarding Items on the Agenda. 3 Minute time limit
Reconsideration
Approval of Minutes
Visitors (Chair set time limit not to exceed 20 minutes. Public may not comment on the visitor or the visitor's topic until audience comments. No action may be taken at this time.)
Staff, Council and Committee Reports
Public Hearing (3 minute time limit)
Pending Business
New Business
Informational Materials
Comments of the Audience
Comments of the City Staff
Comments of the Commission
Adjournment. List time, date and location of the next meeting.

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.

Legislative History

Amendment to the first paragraph was passed by the Commission on April 19, 1990 and passed by Homer City Council on May 14, 1990 via Resolution 90-34.

New section M, Alternate Voting Members was passed by Homer City Council on June 8, 1998 via Resolution 98-41.

Amendment to include Teleconference Procedures was approved by the Commission on February 15, 2001 and adopted by the City Council on February 26, 2001 via Resolution 01-09. This amendment changed the edition of Robert's Rules of Order from seventh to current and added new sections N. and O.

Amendment to the meeting time was passed by Homer City Council on February 14, 2005 via Resolution 05-17.

Amendment Revising the Agenda Layout and Content, Regular meeting procedures, Special Meeting procedures; adding Commission Meeting Public Comment/Testimony and Audience Comment Time limits, Public Beaches, Procedure for Consideration of Agenda Items; Removing Alternative Voting Members was passed by Homer City Council via Resolution 07-22(A).

Amendment to the meeting frequency was passed by Homer City Council on September 28, 2010 via Ordinance 09-32.

Amendment to the meeting time was passed by Homer City Council on December 13, 2010 via Resolution 10-96.

Revised 03/2011

Office of the City Clerk

Jo Johnson, CMC, City Clerk

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

491 E. Pioneer Avenue
Homer, Alaska 99603-7624
(907) 235-3130

(907) 235-8121
Extension: 2227
Extension: 2224

Fax: (907) 235-3143
Email: clerk@ci.homer.ak.us

MEMORANDUM

TO: PARKS AND RECREATION ADVISORY COMMISSION

FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

DATE: JUNE 16, 2011

RE: PARK DAY AT JACK GIST PARK

BACKGROUND

At the May 19, 2011 meeting the Commission voted and passed on having park day on August 20, 2011 at Jack Gist Park. The Commissioners mentioned donating funds for installation of one Disc Golf Baskets and requested staff to look into available funds.

Normally in past years the Commission had approximately $1500 available for its Park Day Celebration and would use a majority portion of this money to provide hotdogs, buns, condiments and healthy snack such a veggie sticks and water. However, due to tightened budgets this line item was not included in the 2011 Parks and Recreation Budget especially since there really was no Commission participation/involvement when they were in the budget development phase.
What this means is that if the Commission would like to sponsor a basket for the Jack Gist Disc Golf Course they will have to seek outside donations to make this happen.
The Commission has staged various outdoor events for Park Day such as the Disc Golf and Park Clean-ups. Some years it was just and event to highlight one of the City's numerous parks.
Times previously set were Noon to 4:00 p.m. or thereabouts, allowing persons the ability to take part if they had other commitments that day.

RECOMMENDATION

1. Discuss and move to set a time for Park Day.
2. Discuss and move to establish the purpose for this Park Day; whether it is to reintroduce the park and its amenities to area residents or have a cleanup/spruce it up party.
3. Discuss the idea of soliciting donations for sponsoring a basket and make a motion to that effect.
4. Direct Staff to draft a flyer for the commission to review and approve at the July meeting.

William J. Marley of Dell Group
183 West Bayview Ave.
Homer, Ak 99603
(907)-235-8987
wmarley@mac.com

Chairman Parks and Recreation Committee, Bumppo Bremicker and Committee Members
Parks and Recreation Committee
City of Homer
Homer, Alaska 99603

Re: Homer Ocean Park

Dear Chairman Bremicker and Committee Members;

Great communities have great parks.

Three of us who are owners of the "Dell" property wish to propose the said property as the most scenic and visible park potential in all of the area.

The Dell property consists of a total of 31.3 acres with of that 12.3 acres estimated uplands on the Sterling Highway. Kenai Peninsula Borough Parcel Nos.: 175-100-53 & adjoining 175-082-33. The combined beach front area is 2,300 feet (est.) and the highway frontage is 1400 feet (est.). The Dell property is by far the largest piece of land that approximates both the highway and the beach.

The proposed, for now called the "Homer Ocean Park" rests at the base of the truly world class scenic drive into Homer. Its development would provide a natural scenic view of the ocean yet from a natural landscape. It would provide a very positive punctuation point to the end of the road concept of which we are. In fact another name could be Punctuation Park because the location of this park would be at the bottom of the drive into Homer yet the beginning of the entrance to Homer proper and would give new visitors their first impression of us and our community as well as cause us all to have a continuing positive self image of ourselves. Most of us pass this land on a quite frequent basis and this land would indeed be an art image of who we are what we stand for.

The location of the park would be such that with a conceived ramp down to the beach it could then provide for beach access to the trail system beginning at Bishops Beach.

Being at a near sea level yet averaging about 100 feet above sea level it also would provide for significant tsunami protection and would there for have some strategic value to be owned by the City if ever such a terrible event occurred.

While the final design of the park would rest in the hands of the Parks and Recreation Committee some potential park uses are as follow:

A year round performing arts center. In all deference to the Spit area the in-clement winter time weather does not lend itself at all to community activities.

Tennis courts.

Walking trails.

Pavilions for family and group picnics.

Observation stations to appreciate the ocean and wild life. The bluff area is a noted fly way for birds. Bald Eagles regularly cruise the beach. Seals, sea otters and water fowl can often be seen just off of the beaches.

Beach access to the community trail system as well as the extended beach along the property.

An outdoor native appreciation area.

With sewer and water to the property facilities requiring such as rest rooms and water to pavilions can be provided.

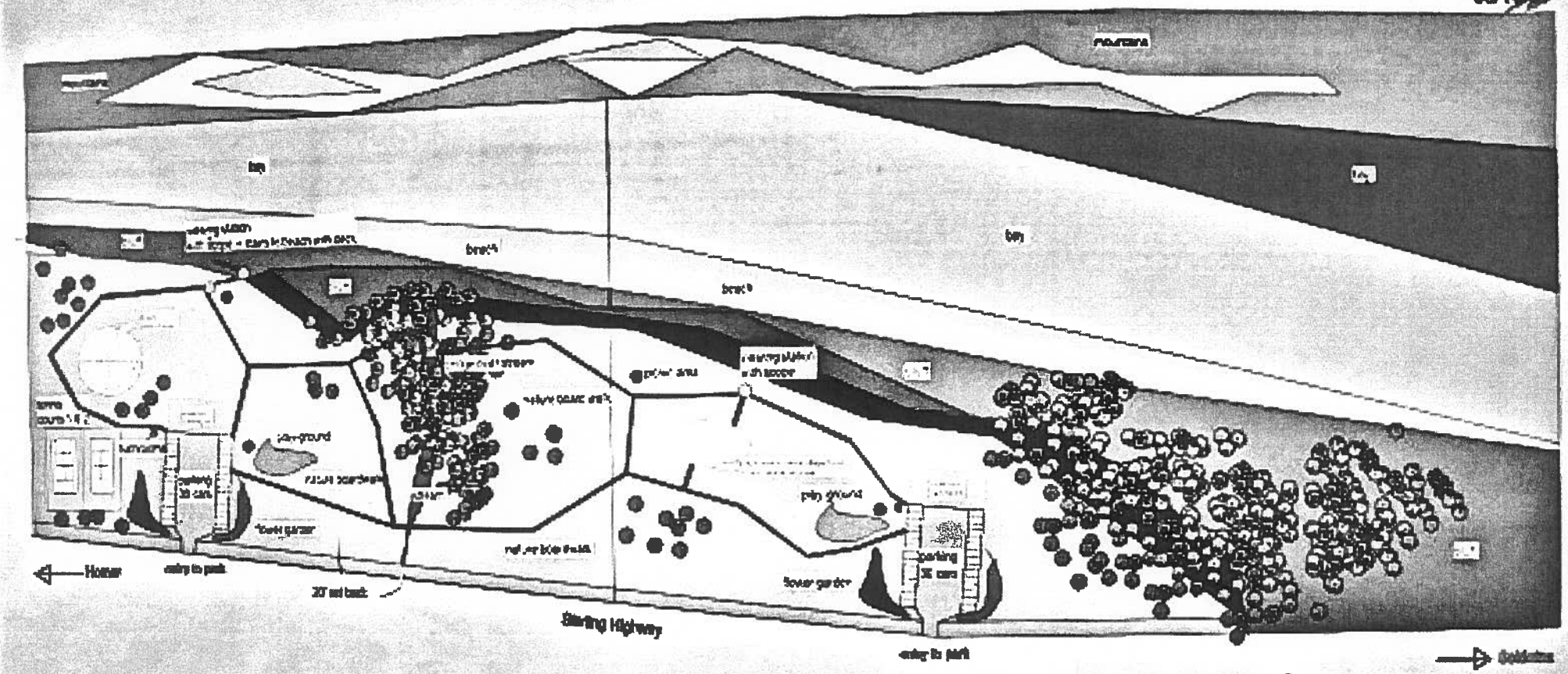
Proposed sale of the entire 31.3 acres of land is $3,750,000.

This has to be the most glowing promotional letter I have ever written. But I would be very proud to have future generations enjoy and appreciate this park and I am consequently proud to submit the proposal.

Respectfully submitted;

William J. Marley

SHELLEY AVE
LILLIAN DR
ROBERT AVE
CARRIAGE CT
WEST HILL RD
SITKA ROSE CIR
SOUNDVIEW AVE
UNIT
STERLING HWY
T06S-R14W
T06S-R13
Source: Kenai Peninsula Borough GIS Dept.



2

Ocean Park approx. 16 acres: DRAFT

Scale: 1:1600

90 110 210 310 410 FT

tennis courts 1 and 2

future amphitheater

parking lot 30 cars
+ future expansion

picnic area

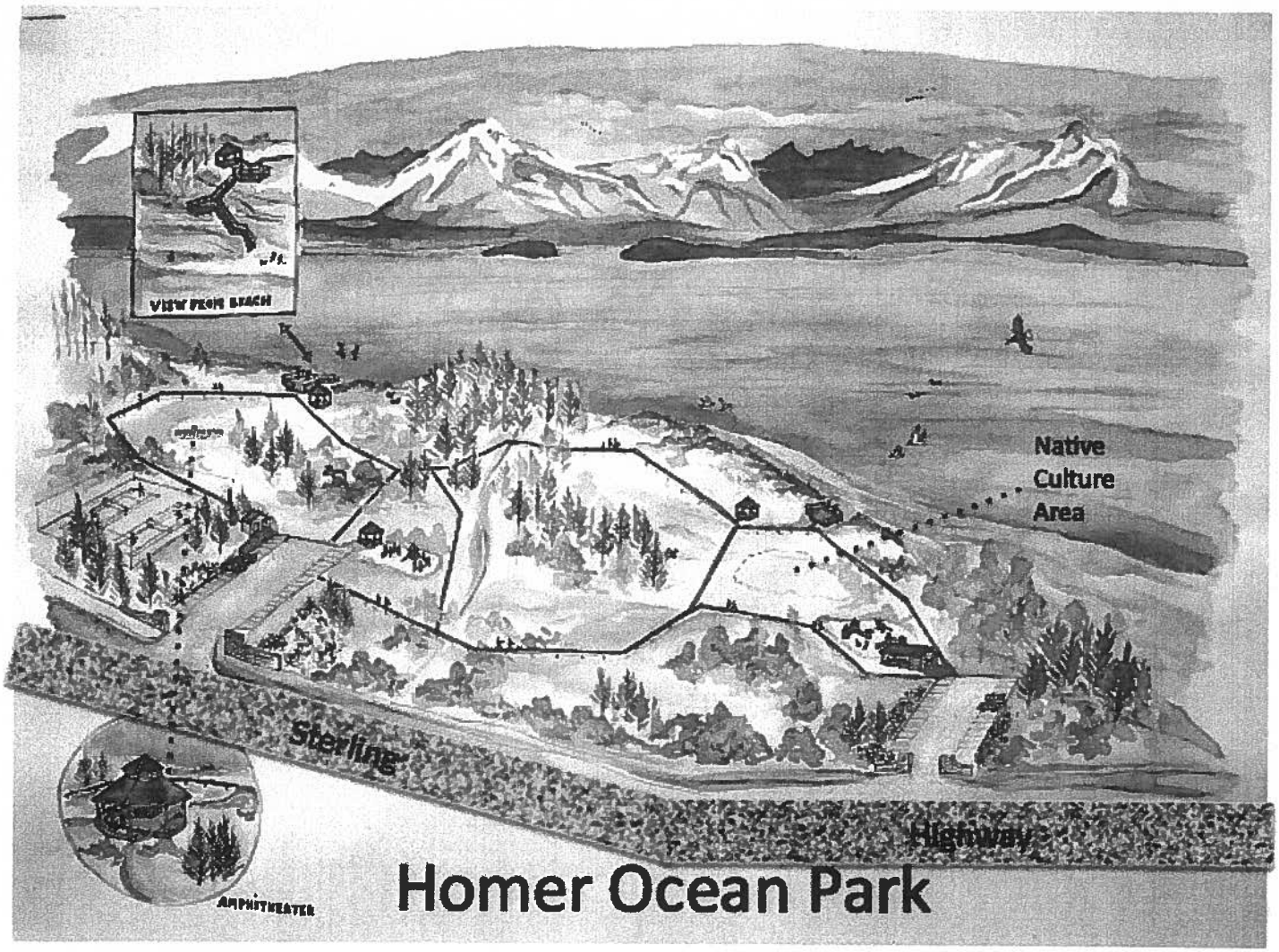
bathrooms

look-out with scope +
stairs and viewing deck to beach

flower garden

playground

nature boardwalk


VIEW FROM BEACH
Native
Culture
Area
Sterling
Highway
AMPHITHEATER
Homer Ocean Park

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MEMORANDUM

TO: MAYOR HORNADAY AND CITY COUNCIL

THROUGH: WALT WREDE, CITY MANAGER

FROM: THE PARKS AND RECREATION ADVISORY COMMISSION

DATE: MAY 19, 2011

RE: EXPRESSING SUPPORT FOR THE CITY PARKS AND RECREATION DEPARTMENT USE OF THE HOMER EDUCATION AND RECREATION CENTER

Background

During the regular meeting on May 19, 2011 the Commission discussed the status of the Request for Proposal for the Homer Education and Recreation Center. The Commission requested a letter of support to be sent to the Mayor and City Council to strongly consider the value of establishing a portion of the building for City Parks and Recreation programs and staff. Following is the excerpt from those minutes.

Staff Reports

A. Recreation – Mike Illg

- The Homer Education Recreation Center (HERC) Update – A Request for Proposals was advertised and two proposals were received. He stated it was not appropriate for a city entity to submit a bid. He acknowledged that the building would be perfect. Two proposals were received from Fireweed Academy and Boys and Girls Club. There was no recommendation to council as there were a few items of business to clear up. The Committee directed the City Manager to meet with the proposers to flesh out their proposals and to also look into returning the building back to the Borough. Discussion ensued on the commission submitting a letter of support to City Council members. It was noted that a few of the city departments would be relocating on a temporary basis during construction and renovation.

HARRALD/BRANN - MOVED TO RECOMMEND THE PARK AND RECREATION ADVISORY COMMISSION SEND A MEMORANDUM EXPRESSING SUPPORT FOR CITY COUNCIL TO CONSIDER USING THE HOMER RECREATIONAL AND EDUCATIONAL CENTER FOR CITY OPERATED RECREATIONAL ENDEAVORS, STAFF AND PROGRAMS.

There was discussion that sending a recommendation to council may encourage them to include the in the use of the building community recreation programs, greenhouse, programs and staff. It is hoped that a sharing of the building with all interested parties could be developed.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Recommendation

Informational Only.

Office of the City Clerk

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MEMORANDUM

TO: MAYOR HORNADAY AND CITY COUNCIL

THROUGH: WALT WREDE, CITY MANAGER

FROM: THE PARKS AND RECREATION ADVISORY COMMISSION

DATE: MAY 19, 2011

RE: EXPRESSING SUPPORT FOR THE ADOPT A PARK PROGRAM

Background

During the regular meeting under New Business the Commissioners reviewed the proposed Adopt A Park Program and agreed that it would benefit the city owned parks and recreation opportunities and requested a memorandum be sent to Council to express their support of adopting this program. An excerpt of that discussion in the minutes follows:

NEW BUSINESS

A. Adopt-A-Park Program
1. Memorandum from Anne Marie Holen dated May 9, 2011 Re: Proposed Adopt A Park Program

Ms. Holen stated that there was no additional information on the program. She acknowledged the input from various staff members and expressed that the City Manager would like to take this to the next meeting of City Council with the support of the Commission. She informed the Commissioners that with the assistance of Ms. Otteson, and research on how other cities implemented their program the wheel did not need to be re-invented. They designed the program to give Ms. Otteson a bit more latitude in working with the various donors and groups.

HARRALD/LILLIBRIDGE - MOVED TO SEND A LETTER OF SUPPORT TO CITY COUNCIL IN SUPPORT OF THE ADOPT A PARK PROGRAM.

The commissioners expressed how great having a program like this would be and provide a way for someone to help out the parks and recreation. This allowed a donor to provide items wanted and needed.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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MEMORANDUM

TO: JO JOHNSON, CMC, CITY CLERK

FROM: THE PARKS AND RECREATION ADVISORY COMMISSION

DATE: MAY 19, 2011

RE: AMENDING HOMER CITY CODE 1.74, PARKS AND RECREATION ADVISORY COMMISSION

Background

During the regular meeting the Commission discussed the need to be able to accept donations for repairs and much needed equipment at the city owned parks due to the overall economical picture it was unlikely to get funding in future budgets. Below is an excerpt of those minutes:

B. Amending Homer City Code 1.74, Allowing the Commission to Accept Donations and Establish a Fund to Deposit the Donations.
1. Memorandum from Deputy City Clerk Krause dated May 11, 2011

Chair Bremicker summarized the memorandum and requested input from staff.

HARRALD/LILLIBRIDGE -MOVED TO REQUEST A DRAFT ORDINANCE AMENDING HOMER CITY CODE 1.74 ALLOWING THE PARKS AND RECREATION DEPARTMENT AND THE COMMISSION TO SOLICIT FOR AND ACCEPT DONATIONS AND ESTABLISH A FUND TO DEPOSIT THOSE DONATIONS.

A brief discussion on the process that was required and what steps the Commission needed to take to allow them to accept donations. It was stated that the Adopt A Program was a good venue but this changed the City Code allowing the Commission and Department accept donations following the examples for the Library and Public Arts Committee. The request will be sent through the City Clerk to the City Attorney to draft the Ordinance. It will be on the June agenda.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was no further discussion.