

Karen Hornaday Park Committee



Tuesday
August 23, 2011
Regular Meeting 5:30 p.m.



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

**MEETING NOTICE
WORKSESSION MEETING**

1. CALL TO ORDER

2. AGENDA APPROVAL

3. APPROVAL OF THE MINUTES

(Minutes are only approved during regular meetings.)

A. Meeting Minutes for July 26, 2011

Page 5

4. PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

5. PENDING BUSINESS

- A. Requests for Proposals Status and Discussion on timeline.
- B. Review of Notes taken at the Park Site Visit on August 10, 2011
- C. Little League Needs Assessment and Discussion on Implementing a Spending Plan
- D. Review and Discussion on the commitment for the Playground area as contained in the Master Plan and supported by the Parks and Recreation Advisory Commission
 - 1. This is the area now separated by jury barriers.

10. NEW BUSINESS

- A. Discussion on Establishing a Volunteer Program
 - 1. How to implement a program for the park involving various established groups, public engagement and working towards a common goal.
- B. Fund Raising Over the Winter Months
- C. Developing a Friends of Karen Hornaday Park
- D. Next Steps for the Committee – Next Meeting dates

Page 13

11. INFORMATIONAL MATERIALS

12. COMMENTS OF THE AUDIENCE

13. COMMENTS OF THE CITY STAFF *(If present)*

14. COMMENTS OF THE COMMITTEE

15. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER ____, 2011 AT 5:30 P.M. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

KAREN HORNADAY PARK COMMITTEE reporting to the Homer Parks and Recreation Commission Synopsis from JULY 26, 2011 Meeting

1. Members Present: Robert Archibald, Trish Lillibridge, Beth Cumming, Jack Wiles and joining the committee: Miranda Weiss, Phil Needham, and Ralph Broshes. Staff: Angie Otteson

Meeting called to order by Chair, Robert Archibald at 5:35 pm.

Members introduced themselves and provided a brief background on their affiliation with the park.

2. Agenda Approval: Agenda approved with no corrections, additions, or deletions

3. Approval of Minutes: Minutes of July 7, 2011 meeting approved.

4. Public Comments:

Roger Mac Campbell, a Little League (LL) board member, offered the full assistance of the LL in support of the park. The LL has diligently done maintenance and repair work but cannot keep up with the 30 years of neglect of investments by the City. LL has developed a list of repairs and upgrades needed and will submit the list to the Park Committee with an estimate of phased priorities, costs, and funding strategies. The LL has not been contacted about how the \$10,000 in funds recently approved by the City Council for sport field improvements would be spent and wants to work with the City on how to maximize the use of those funds with LL support.

Drainage is also a top priority issue that the LL would like addressed. It was explained to the LL that funds have been approved to conduct preliminary engineering work to establish a drainage plan but no action has been taken by the City.

Mr. Mac Campbell asked about future funding and it was explained that critical decision points will have to be addressed once the preliminary engineering work (feasibility and cost analysis of parking and road) has been completed. The Park Committee desires to involve all stakeholders in the prioritization of future funding allocations and strategies.

5. Reconsiderations: None.

6. Visitors: Roger Mac Campbell offered comments from the Little League.

7. Staff Report:

Angie Otteson, Parks Maintenance Coordinator, reported on the current issue associated with the existing drainage pipe and drain basin – the elevation is wrong and the pipe would have to be dug up and replaced or a new drainage feature installed. Angie is unaware of the status of a Request for Proposals (RFP) for preliminary engineering work.

Angie reported that she would work with the Little League on use of the \$10,000 in funds – thought the City could buy materials and the Little League could do the work.

8. Public Hearing: None

9. Pending Business: Appointment of additional Park Committee members. Robert will advance the names of Miranda Weiss, Phil Needham, and Ralph Broshes to the Chair of the Park and Recreation Commission.

10. New Business:

A. Mission Statement – Tricia Lillibridge drafted a mission statement and the Park Committee adopted the following mission statement to guide their work.

“To support the Karen Hornaday Park 2009 master plan and be advocates for the refurbishment of the park for the community at large.”

A1. Goals: The Park Committee desired to develop goals at their August 10, 2011 meeting utilizing information gained from a walkthrough of KHP.

B. Review Master Plan – Site Plan B2: Jack Wiles explained that the site plan shows the day-use expansion (conversion of overflow parking area) and connection to the playground. The Homer Playground Project design includes utilization of the day-use area.

C. Public Involvement – It is the desire of the Park Committee to involve user groups and the community. This can be accomplished via the Little League, the Homer Playground Project, the Friends of Woodard Creek, and through the Parks and Recreation Commission.

D. Park Walk-Through – A walk-through of KHP is scheduled as part of the Park Committee’s next meeting on August 10, 2011. The purpose of the walk through will be to familiarize the committee with the pressing needs of the park, review the drainage issues, review the master plan and site plan B2, review efforts to restore Woodard Creek, and the design plan ideas for the playground.

E. Preliminary Engineering Work – Public Works director, Carey Myers, was unable to attend the meeting and provided no status report. Mr. Archibald will set up a meeting with Mr. Myers to discuss the timing and scope of getting a preliminary engineering RFP issued. Ms. Weiss and Mr. Needham volunteered to join the meeting.

Mr. Needham said he visited the site with Jason Johnson who performs land excavation and grading work and they identified several key drainage issues – several berms prevent the flow of water, there is a need for fill material to fill low spots (described as Lake Hornaday in the day use area), if the drainage basin is to work then removing a foot or more of the drainage basin ring is needed (although if the pipe is not draining it would not be the complete fix), and drainage of the ball fields could be accomplished by rebuilding the infields.

Ms. Weiss expressed the urgency to conduct the drainage work this season since the HoPP is on track to construct playground improvements next summer and the drainage should not be a safety hazard for children or delay the playground project or result in reconstruction of work already done.

Mr. Wiles expressed frustration that the funds have been available for over a year now and that contracting for topographic survey work should not be complicated.

Robert Archibald introduced a motion to send a letter to the Park and Recreation Commission expressing the urgency of completing the preliminary engineering RFP and having sufficient data to move forward on the drainage issues associated with the day use area and sport fields. The motion was adopted unanimously by the Park Committee and the following letter will be forwarded the Park & Recreation Advisory Commission for further action.

"July 26, 2011

Dear Honorable Parks and Recreation Commission Members,

The members of the Karen Hornaday Park Committee are writing to strongly express that drainage work in Karen Hornaday Park be started immediately and completed by October 2011.

The Homer Playground Project timeline calls for a new playground to be built in the park by community volunteers in summer 2012. Community fundraising and community-based playground design are already underway. Loss of momentum would be disastrous to this project.

In addition, drainage issues pose a threat to ball players and other users of the park. And the quality of the park is adversely affected by poor drainage, which also threatens completion of Phase 1 of the Karen Hornaday Park Master Plan.

Sincerely,

Karen Hornaday Park Committee Members"

11. Informational Materials: None

12. Comments of the Audience: None

13. Comments of the City Staff: None

14. Comments of Committee:

Beth Cumming asked that the Committee and Public, while aligned with specific interest, maintain a broad perspective of the park and all its needs and not forgot several critical components as a package:

- Aesthetics – a more comprehensive approach to landscape plantings, particularly the park entrance road. Aesthetics beyond just the appearance of park structures and quality products.
- Planned Parking and Road – to address safety of children/pedestrians and improved conditions of parking and traffic flow.
- Stewardship – greater awareness and appreciation for the restoration of Woodard Creek.
- Trail – providing a trail along Woodard Creek and other trail connections.

15. Adjournment – Adjourned at 7:30 pm. Next Park Committee meeting is scheduled for August 10, 2011, 5:30 pm. The Park Committee will conduct a walk-through of Karen Hornaday Park.

KAREN HORNADAY PARK COMMITTEE

FIELD NOTES from WORK SESSION TOUR OF KAREN HORNADAY PARK on August 10, 2011

Members Present: Robert Archibald – Chairman, Ralph Broshes, Deb Cox, Beth Cumming, Tricia Lillibridge, Philip Needham, Jack Wiles, Angie Otteson – Park Staff

Field Notes:

The purpose of the work session was to familiarize the committee with the park master plan/site plan, review what a preliminary engineering study would accomplish, understand the park drainage problems, and provide an overview of the needs for the ball fields, playground, day-use area, and use or relocation of the red shed.

Entrance Road:

Robert led the park committee to the south end of the entrance road to view the grade, the alignment, and profile of the adjacent fill material. Robert outlined that the preliminary engineering work would address the feasibility and cost of relocating the entrance road and establishing a parking plan. Benefits of the realignment include a net gain in parking with an organized parking area that can be secured, safety of pedestrian movements, separation of overnight traffic from day-use traffic, aesthetics, and restoration of the Woodard riparian corridor.

Phil asked why the existing road could not be used and the potential high cost of road realignment. It was pointed out that the preliminary engineering work will help answer that question and the option to retain the existing entrance road may then be addressed. Beth said that if the existing entrance road is to be retained then the road corridor needs to be contoured and landscaped with terraced parking. Robert expressed a concern that there should be a safe pathway citing the death that occurred along the Girdwood road from lack of a pedestrian pathway.

Drainage:

Phil said that he was able to have an on-site meeting with Carey Meyers (invited to the park tour but could not make it). Phil proposes that much of the drainage problems associated with the ball fields could be solved if the existing two drainage basin traps were lowered about a foot. Robert pointed out that the drains have standing water on top of the drains in the spring so there may be blockage in the drainpipe, the pipe may be at the wrong elevation, or the pipe may not be buried deep enough to prevent freezing. Further investigation of how the drainpipe functions is needed along with some elevation points – could be from a hand-held survey theolite instrument.

Jack and Deb expressed concerns that the drainage along the playground slope would not become a ditch or a cut bank thus limiting the use of the slope as part of the playground design process. There will be a playground design day event on Sept. 9.

The Park Committee then looked at 'Lake Hornaday' – the perennial body of standing water in the south day use area. Phil suggested that a portion of the berm between the day use area and the lower ball field be lowered so that water can drain. There could be a drainage basin to help control the runoff. Material excavated from the berm could be placed in the low area of the day use area. The amount and suitability of excavated material is unknown without an on-site elevation survey. Erosion or the creation of an erosion ravine would need to be prevented. Traffic access would need to be maintained – may necessitate a culvert. Jack pointed out that the entire day-use area need to have imported top soil and reseeded.

Day Use Area Expansion:

Phil questioned the loss of parking from expanding the day-use area to connect to the playground area. Jack mentioned that it was part of the adopted master plan. To compensate for parking, the red shed was to be removed to allow additional parking while gaining additional recreational green space adjacent to the picnic shelter and playground. The expanded day-use area is considered an enhancement of the playground and the open space lawn area for recreational activities.

Red Shed:

The Park Committee did a cursory inspection of the red shed interior. The building is full of various materials, much of which appears to be surplus or no longer usable. Angie pointed out a series of exercise stations that have never been installed (a good location may be along the Spit trail).

The structural integrity of the building needs to be assessed – snow and wind load, beams, city code, foundation, exterior, and drainage. Phil suggested that the south side of the building could become an open bay and the building adaptively reused as a community building. Beth mentioned that the building dates to the fair grounds and is considered historic. Before any action is taken to remove or adaptively reuse the building a structural assessment should be made and an assessment of the buildings historic value.

Next Steps:

1. Robert will meet with Carey Meyers to determine what actions the City may take to address the drainage plan as proposed by Phil.
2. Robert will meet with Carey Meyers to determine what actions the City is taking to issue a Request for Proposals (RFP) to conduct the preliminary engineering analysis.
3. Phil will provide the Park Committee a list of Little League priorities with estimated costs and how those priorities may be phased in with funding strategies.
4. Deb Cox or Miranda Wise will keep the Park Committee informed of the outcome of Design Day.
5. Deb requested that the Park Commission reaffirm that the expanded day use area may be considered as part of the playground design planning.

Notes recorded by Jack Wiles

Karen Hornaday Park Work Session
August 10, 2011
Synopsis

1730- Committee met at KHB.

- Members Present; Robert Archibald, Trish Lillibridge, Beth Cumming, Jack Wild, Phil Needham, Ralph Broshe, Deb Cox, and Staff Angie Otteson

- The Committee viewed the access road and discussed the issue of moving road and safe access to Ball fields. Origin of dirt mound was brought up and issues with Woodard Creek. Water and Sewer Lines, which may be at the end of their functional life, run alongside the existing road.
The cost of moving the road is an issue with many.
The present parking configuration is inefficient and unsafe.

- Group moved up to Playground area. Discussed drainage and proposed RFP to improve existing Drainage System. This RFP is through Public Works and would not use KHP grant monies.
The proposed work would lower drainage vaults tops to enhance the grade so runoff would move towards vaults. The grade on the drainage culverts is still in question however. This project as proposed should help with drainage at bottom of playground hill and area to west.

- The area south of the BBQ known as Lake Hornaday was discussed. It was pointed out by Phil Needham that the grade south raises up, preventing good drainage. There is a mound of questionable earth at the south east side which could be used for fill. This would have to be capped off with topsoil. This job could be done with a lot of volunteer help.

- The Red Shed was inspected by group and ideas talked over. The practical use of the shed was questioned, as it is a pole barn type construction with load bearing beams buried in dirt. These may be rotted and need replacement if further use of shed is decided upon. The footprint may present a problem for playground development. This will be determined in Sept. when Playground Engineering is started.

- The objectives of all Committee Members was expressed which gave an overall perspective of Park and the vast task ahead for all. The cost of developing a finished product will take time and lots of fund raising. We must keep up the momentum and stay engaged.

Karen Hornaday Park Work Session
August 10, 2011
Synopsis

- Robert Archibald was to contact Carrie Myers to obtain a copy of the Park RFPs for the general information of the Committee.
- The Committee Work Session broke up about 1815.
- Next meeting is at City Hall, Aug. 23rd. at 5:30.

Submitted by
Robert Archibald
Aug. 16, 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: KAREN HORNADAY PARK COMMITTEE
FROM: RENEE KRAUSE, CMC, DEPUTY CITY CLERK I
DATE: AUGUST 18, 2011
RE: STAFF REPORT 11-02 COMMITTEE MEETING SCHEDULE

It is time again to arrange some dates for your next few meetings. As you are aware the Chair will be gone for several weeks from September 8, 2011 to Late October or thereabouts. I have tentatively reserved October 27, 2011, Thursday at 5:30 p.m.

I strongly recommend selecting dates to meet through the end of the year, we are getting extremely busy and the holidays are approaching fast. There is also an additional committee that will be meeting competing with availability of meeting space too.

THE MONTH OF SEPTEMBER HAS THE FOLLOWING DATES/TIMES AVAILABLE:

September 14, 2011 Wednesday
September 27, 2011 Tuesday
September 29, 2011 Thursday

THE MONTH OF OCTOBER HAS THE FOLLOWING DATES/TIMES AVAILABLE:

October 12, 2011 Wednesday
October 27, 2011 Thursday –RESERVED Chair will be in town (tentative)

THE MONTH OF NOVEMBER AND DECEMBER:

Pick dates I will see what is available.

Recommendation

Recommend the committee review and determine which of the dates available will work best and submit to Staff the following day so they can be entered into the Clerk's Meeting Calendar to reserve the Council Chambers.

