Parks, Recreation & Cultural Resources Advisory Board

October 6, 2016

Agenda Packet

PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
REGULAR MEETING
OCTOBER 6, 2016, 7 P.M.
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.cityofpalmer.org

CHAIR	Meggie Aube-Trammell
VICE CHAIR	Jan Newman
BOARD MEMBER	Stephanie Allen
BOARD MEMBER	Jo Ehmann
BOARD MEMBER	Dot Helm
BOARD MEMBER	Fran Seager-Boss
BOARD MEMBER	*VACANT*

AGENDA

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Approval of Agenda

E. Minutes of Previous Meetings
   1. Regular Meeting of September 1, 2016

F. Audience Participation

G. Reports

H. Unfinished Business
   1. Develop priority for parks, recreation, and cultural resources capital projects for Palmer Five Year Capital Improvements Program

I. New Business
   1. Presentation by Pete LaFrance on Bicycle Study

J. Board Member Comments

K. Adjournment

Minutes

September 1, 2016

PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, SEPTEMBER 1, 2016
7:00 P.M. - COUNCIL CHAMBERS

A. CALL TO ORDER:
The regular meeting of the City of Palmer Parks, Recreation & Cultural Resources Advisory Board was called to order by Vice Chair Newman at 7:03 p.m.

B. ROLL CALL:
Present and constituting a quorum were Board Members:
Jan Newman, Vice Chair
Stephanie Allen
Jo Ehmann
Dot Helm
Fran Seager-Boss
Excused absence:
Meggie Aube-Trammell, Chair
Also present were:
Sandra Garley, Community Development Director
Nathan Wallace, City Manager
Pam Whitehead, Recording Secretary

C. PLEDGE OF ALLEGIANCE: led by Board Member Helm.

D. APPROVAL OF AGENDA:
The agenda was approved as presented.

E. MINUTES OF PREVIOUS MEETING:
The minutes of the **August 4, 2016** Regular Meeting were approved as presented.

F. AUDIENCE PARTICIPATION:
There were no audience members wishing to speak on a topic not on the agenda.

G. REPORTS:
Director Garley reported:
- 2016 Annual Work Plan – Wayfinding – Action Memorandum authorizing the City Manager to sign a contract for the production of the Palmer Wayfinding Signage Guide is on the City Council agenda for September 27, 2016; the contractor should be contacting the volunteers as soon as the contract is signed.

There was brief discussion and questions concerning bike racks.

H. UNFINISHED BUSINESS: There was no Unfinished Business.

I. NEW BUSINESS:

1. Review memo on a City recreational facility reservation process recommendation.

Ms. Garley directed attention to the draft Memo to the City Manager in the packet for the Board's review, recommending that the City consider establishing a reservation process for certain City recreational facilities. Attached to the memo are sample reservation request forms.

Following review and brief questions/discussion concerning fire extinguishers, animals and dog waste, amplified music, whether fees should be instituted to offset extra costs of maintenance, and noting minor corrections to the forms,

Board Member Allen moved, seconded by **Board Member Seager-Boss**, to approve the Memorandum to the City Manager, as written, recommending establishment of a reservation system.
VOTE ON MOTION: Carried Unanimously.
[Allen, Seager-Boss, Helm, Ehmann, Newman]

2. Discuss priority for capital projects for Fiscal Year 2017 and Palmer Five-Year Capital Improvements Program.

Director Garley provided a staff report asking the Board to make recommendations on which capital improvement projects (recommended in the Parks, Trails and Recreational Facilities Master Plan, Palmer Safe Routes to School Plan, and the 2006 Comprehensive Plan) that it would like to see included in the City Manager's draft FY 2017 Budget presentation to the City Council. As a longer term project, the Board should identify a list of projects from the three documents for the City's Five-Year Capital Improvement Program.

Open discussion at length ensued in an effort to identify priority projects for recommendation.

Board Member Ehmann moved, seconded by **Board Member Allen**, to recommend the following capital projects to be included in the City Manager's FY 2017 Budget presentation to the City Council:
- Myron Babbs Arboretum Project;
- Multiuse Trail behind PJMS along Gulkana Street from Fireweed to Industrial Way;

VOTE ON MOTION: Carried Unanimously.
[Ehmann, Allen, Seager-Boss, Helm, Newman]

Board Member Allen moved, seconded by **Board Member Newman**, to also include as a capital project recommendation:
- Comprehensive wayfinding signage program that would include parks and trails with a cultural historic emphasis for the City of Palmer.

Brief discussion followed. Board Member Seager-Boss would like to see the Historic District marked with specific signage that identifies it as the Historic District, especially if it becomes a landmark as expected. Board Member Newman spoke in agreement that the Historic District should be specifically identified.

VOTE ON MOTION: Carried Unanimously.
[Allen, Newman, Ehmann, Helm, Seager-Boss]

Director Garley spoke to accomplishing a master list of capital improvement projects over the next few meetings.

J. BOARD MEMBER COMMENTS:

Board Member Newman:

- Discussed the Local Foods Local Places Workshop Goal No. 5—Increase collaboration and integration with efforts for a healthy, vibrant, walkable community (distributed copies);
- Directed attention to action item 5.4, Create a walking and biking path around Springer; said she agreed to bring it before this Board to see if anyone would be interested in taking a lead role to champion its construction.

Brief discussion followed concerning many of the projects dove-tailing with projects identified by this Board.

Board Member Helm:

- Inquired about the France Road parcel of Borough property leased by the City. Ms. Garley explained the history of the property prior to the Borough building the Central Landfill. Ownership of the 155-acre parcel off France Road was transferred from the State to the Borough with the requirement that the Borough honor its lease with the City of Palmer which the City still controls through 2026.

K. ADJOURNMENT:

There being no further business, the meeting adjourned at 8:07 p.m.

_____
Jan Newman, Vice Chair

_____
Sandra Garley, Community Development Director

Reports

PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD

2016 Annual Work Plan – October Meeting

2016 Activity/Project	Date Added to Work Plan	Budget Required	Staff Support Required	Project Team	Council Action Required	Status
Adopt-A-Park	01/07/16		SG, Public Works	SA		
Arboretum	01/07/16		SG, Public Works	JN, DH, HA		17 volunteers were at Community clean-up Day for Arboretum is May 14. Waiting for MEA Tree crew to chip and trim dead limbs. New Swiss Stone Pine planted on May 15.
Comprehensive signs (wayfinding, gateways, parks, trails &Interpretive)	01/07/16			DH, JN		Council awarded contract to SDG on 9/27/16
Complete Donation & Memorial Policy		-	SG	JN & MA-T	Yes	Jan Newman presented at May 24 Council Agenda.
Bicycle rack competition	12/3/15		SG	MA, SA, F-SB solicit interest from community businesses & organizations		Letter delivered to bicycle shop - need to h contact other businesses.
Recreational trails & parks maps	12/3/15		SG	DH, SA		Work with new digital map BED is producing;

SA – Stephanie Allen MA-T Meggie Aube-Trammell JE – Jo Ehmann DH – Dot Helm JN – Jan Newman F-SB Fran Seager-Boss

				Should consider being part of MSB walkability project.
Find partners for forum on economic impacts of recreational facilities and trails			SG	Palmer Board of Economic Development has agreed to support concept;
Potential new park near to MTA Events Center			SG working with PJMS to find Saturday date for a community mtg	Schedule neighborhood meeting at PJMS this spring
Dedication ceremony for Sgt. Kurtis Arcala-Berberich Soccer fields	9/10/15		SG back on agenda MARCH 2016	50+ members of the family and community were at the dedication on May 14. New flag pole & sign.
Margie L. Gabrielle memorial bench/table along Shane Woods trail	9/10/15			Staci Manier (donor) is waiting for standards & policy criteria
Post new parks signs with closing times	6/02/16	$350	Signs ordered	Signs are installed
Install more pet waste stations along paths	7/07/16	$900	4 new pet waste stations ordered	Installed

Ongoing Responsibilities:

The Parks, Recreation & Cultural Resources Advisory Board was created to develop, support and advise the city council on all matters pertaining to city parks, recreation and cultural programs and projects, to provide input and recommendations on issues relating to placement of memorials and plaques on city property and on the annual budget for city parks, recreation and cultural programs and projects.

SA – Stephanie Allen MA-T Meggie Aube-Trammell JE – Jo Ehmann DH – Dot Helm JN – Jan Newman F-SB Fran Seager-Boss

Other Work Plan ideas considered for current year or future years:
Expand existing skateboard park or create additional skateboard park Chair Presented report on Boards activities to City Council 8/8/16.
Proposed Joint Meeting with Council: Proposed Joint Meeting with Planning & Zoning Commission: December 1, 2016

SA – Stephanie Allen MA-T Meggie Aube-Trammell JE – Jo Ehmann DH – Dot Helm JN – Jan Newman F-SB Fran Seager-Boss

Unfinished Business

CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
INFORMATION MEMORANDUM 16-011

SUBJECT: Develop Capital Improvement Plan(CIP) projects list

AGENDA OF: October 6, 2016

Begin work on creating an annualized list of capital projects found in the Palmer Safe Routes to School Plan, the Parks, Trails and Recreational Facilities Master Plan, and the 2006 Comprehensive Plan and/or as developed by the Board.

At the September 1, meeting the Board identified (1) the trail along the Gulkana r-o-w connecting the pathway along Cope Industrial Way to Fireweed Avenue and (2) installing wayfinding signs as projects for the City's FY 2017 budget.

Using the criteria listed in the Parks, Trails and Recreational Facilities Master Plan for capital project planning as a beginning point, the Board may use the attached spreadsheet to develop a recommendation for future City budgets.

Criteria:

1. Creates or improved connectivity with trail enhancement or development
2. Optimizes use of a key facility or valued asset in the community
3. Optimizes usage of other key facilities in the community
4. Distributes City parks more equitably
5. Improves balance in facility/park types
6. Demand is high or increasing per trend and community research
7. Protects/manages open space
8. Improves park connectivity to communities
9. Partner and/or land is available
10. Targets underserved population
11. Improves current operations
12. Consistent with community survey and public input findings
13. Repairs or improves existing facility

Also attached is a list of 31 projects that were listed in one of the three planning documents listed above.

Potential CIP

Projects Identified in City Planning Documents

	Project	Est. Cost	Identified In:
A	Park Signage Program (identify name of every park)	$ 50,000	Parks Trails & Recreational Fields Master Plan
B	Develop Trail to State fairgrounds	$ 500,000	Parks Trails & Recreational Fields Master Plan
C	Arctic Avenue path connections		Parks Trails & Recreational Fields Master Plan
D	Wilson Park playground equipment (Felicia Street)	$ 50,000	Parks Trails & Recreational Fields Master Plan
E	Fairfield Park play equipment (Dolphin Dr.)	$ 35,000	Parks Trails & Recreational Fields Master Plan
F	Upgrade amenities at Bugge Park add vegetative screening from Hwy (Cobb St.)	$ 75,000	Parks Trails & Recreational Fields Master Plan
G	Resurface & refurbish Ben Herman Tennis courts	$ 100,000	Parks Trails & Recreational Fields Master Plan
H	Upgrade Hagen Park palygrounf equipment (Dolphin Dr.)	$ 45,000	Parks Trails & Recreational Fields Master Plan
I	Upgrade amenities at Meier Park add vegetative screening from Hwy (Silver Tip Dr.)	$ 75,000	Parks Trails & Recreational Fields Master Plan
J	Improve equipment at skateboard park	$ 300,000	Parks Trails & Recreational Fields Master Plan
K	Develop amenties at Babb Arboretum	$ 75,000	Parks Trails & Recreational Fields Master Plan
L	Develop pathways from Brittany Estates to the Fairgrounds		Parks Trails & Recreational Fields Master Plan
M	Develop pathways from Brittany Estates to Palmer High		Parks Trails & Recreational Fields Master Plan
N	Develop path from Ceder Hills to Glenn Hwy underpass at Beaver Avenue	$ 400,000	Parks Trails & Recreational Fields Master Plan & Safe Routes to School
O	Develop path along Inner & Outer Springer Loop	$ 500,000	Parks Trails & Recreational Fields Master Plan & **Safe Routes to School** & **Comprehensive Plan**
P	Develop pathway from Palmer to Crevasse Moraine trail system		Parks Trails & Recreational Facilitie Master Plan & **Comprehensive Plan**
Q	Develop a fitness trail	$ 200,000	Parks Trails & Recreational Fields Master Plan

Potential CIP

Projects Identified in City Planning Documents

	Project	Est. Cost	Identified In:
R	Develop an art & cultural trail	$ 250,000	Parks Trails & Recreational Fields Master Plan
S	Complete path by Palmer Junior Middle School parking lot and add signage at crosswalk	$ 100,000	Safe Routes to School
T	Construct 200 ft. trail & railroad crossing at Caribou St and Auklet Avenue	$ 100,000	Safe Routes to School
U	Add pathway to extention of Industrial Way from Commercial Way to Inner Springer Loop	$ 200,000	Safe Routes to School
V	Develop pathway through Cranberry Meadows to Old Glenn Hwy to access Academy Charter School	$ 150,000	Safe Routes to School
W	Add pedestrian bridge across Glenn Hwy near Glacier View Ave.	$ 1,000,000	Safe Routes to School
X	Improve sidewalk access along N. Eklutna add path along E. Beaver, W. Auklet and E. Auklet	$ 50,000	Safe Routes to School
Y	Improve sidewalk connections, crosswalks and ADA access along Cobb St.	$ 200,000	Safe Routes to School
Z	Connect trail to Old Matanuska River bridge to Arctic Ave path		Comprehensive Plan
AA	Create path along Matanuska River from Old Matanuska River Bridge to Lepak Ave.		Comprehensive Plan
BB	Extend path along Cope Industrial Way to railroad r-o-w		Comprehensive Plan
CC	Develop a "Heart of Palmer" central park	$ 5,000,000	Parks Trails & Recreational Fields Master Plan
DD	Develop a park in Cedar Hills	$ 400,000	Parks Trails & Recreational Fields Master Plan
EE	Develop a park in the southwestern portion of the City	$ 1,000,000	Parks Trails & Recreational Fields Master Plan
FF			
GG			
	TOTAL	$ 10,855,000	

New Business

2016 Parks, Recreation & Cultural Resources Advisory Board Meetings

Meeting Date	Meeting Type	Meeting Time	Notes
November 3, 2016	Regular	7:00 PM	
December 1, 2016	Regular	7:00 PM	

2017 Parks, Recreation & Cultural Resources Advisory Board Meetings

Meeting Date	Meeting Type	Meeting Time	Notes
January 5, 2017	Regular	7:00 PM	
February 2, 2017	Regular	7:00 PM	
March 2, 2017	Regular	7:00 PM	
April 6, 2017	Regular	7:00 PM	
May 4, 2017	Regular	7:00 PM	
June 1, 2017	Regular	7:00 PM	
July 6, 2017	Regular	7:00 PM	
August 3, 2017	Regular	7:00 PM	
September 7, 2017	Regular	7:00 PM	
October 5, 2017	Regular	7:00 PM	
November 2, 2017	Regular	7:00 PM	
December 7, 2017	Regular	7:00 PM	

From The Atlantic
CITYLAB

Anonymous San Franciscans Are Making Renegade Bike Lanes

After two cyclists were killed in hit-and-runs on the same day, the SFMTrA grabbed traffic cones and took action.

JOHN METCALFE | @citycalfe | Sep 21, 2016 | 91 Comments

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SF Transformation
@SFMTrA
Follow

We've set up a temporary install on Valencia between 16th and 17th.

Enjoy the commute home. #DemandMore

4:11 PM - 19 Sep 2016

78 252

Cyclists in San Francisco's Mission District might've been surprised this week to discover a different kind of bike path. It was a regular curbside lane, but protected with traffic cones directing right for "BIKES" and left for "UBER."

The fortified passage was the work of SFMTrA, a riff on the city's Municipal Transportation Agency (SFMTA) that stands for "SF Transformation." The shadowy activists, who seem to have a warehouse of orange cones, have been erecting protected lanes around San Francisco that last for brief periods before they (or someone else) remove them. The group joins others nationwide to push for safe roads with guerrilla actions, including organizations in New York, Boston, and Portland.

The SFMTrA is a collective of "concerned citizens (men and women, young and old, cyclists, pedestrians, drivers, concerned parents, etc.) that cooperatively discuss and decide on tactical urbanism actions," emails the group, who want to stay anonymous partly because of their activities' questionable legality. Their message is clear: Build a safer infrastructure to prevent fatal collisions among cyclists, which are on the rise in California in 2016 after declining in the two previous years.

"Even with some improvements from the SFMTA and other advocacy groups lobbying the city for safe streets, we felt there was more that could be done to increase street safety and attention to these issues by taking direct action on our public streets," they say. "After two cyclists were killed by drivers on the night of June 22nd (Kate Slattery on 7th and Howard and Heather Miller on JFK in Golden Gate Park), we decided that enough was enough and felt we had to take more direct action."

This being likely the hottest year globally in known history, there's an added climate motivation. "We also want to promote modes of transportation that do not rely on fossil fuels," they say. "If pedestrians and cyclists feel safe on our streets, they will increasingly turn away from cars and to these alternate modes."

The SFMTrA maintains a map that lets people pinpoint areas they think are in need of attention. For instance, a marker in North Beach reads: "Bike lane on Embarcadero from Ferry Building to Pier 39 is an Uber/Lyft/Taxi pickup-dropoff site, and a handy place for buses to idle while waiting for passengers." And in Nob Hill: "Mid-morning, all of the beer trucks are delivering to Polk St bars in the southbound bike lane. This lane is so disrespected that one time I passed a guy unrolling carpet and trimming it in the bike lane!"

To the city's credit, it's built 13 miles of protected lanes in the past six years. It also just started construction* on its first-ever protected intersection in an area notorious for cyclist injuries. But some might argue it could move faster.

"There is a culture of delay in the San Francisco city agencies responsible for delivering safe streets," says Chris Cassidy, spokesperson for the San Francisco Bicycle Coalition. "People are frustrated with years of delays and a vacuum of reasonable explanations on projects across SF. These kinds of actions [by SFMTrA] don't change anything for more than a couple of hours, but they do represent very reasonable frustration with city agencies that can't seem to keep to their own deadlines."

The SFMTrA has performed at least seven interventions and has plans for many more. "We are just getting started," they say. "Most streets in San Francisco are too dangerous (too wide, too many traffic lanes, missing crosswalks, unprotected bike lanes, etc.)... With a growing group of members we expect to increase the amount of safety improvements we can make and this will encourage the city to do more as well."

This browser does not support video playback.

SF Transformation
@SFMTrA

Follow

Respect our authoritay. Cones are back on Golden Gate.
#DemandMore

1:06 PM - 13 Aug 2016

19 62

SF Transformation
@SFMTrA

Follow

It just took a few minutes to relocate these cones and create a pedestrian path around this blocked sidewalk.

9:37 PM - 3 Aug 2016

21 71

SF Transformation
@SFMTrA

Follow

A little refresh on 7th & Howard. Enjoy the safer intersection - drivers are now turning more slowly and carefully.

5:53 PM - 31 Jul 2016

15 40

Parks, Recreation & Cultural Resources Advisory Board
MEETING & ATTENDANCE FORM

Meeting Date: October 6 , 2016

- ❒ Regular Meeting $50
- ❒ Special Meeting $50

Board Member	Present ✓ Absent ×
Stephanie Allen	
Vacant	
Meggie Aube-Trammell	
Jo Ehmann	
Dot Helm	
Fran Seager-Boss	
Jan Newman	

Pursuant to PMC 2.30.040, please pay each Board Member $50 and charge account **1-01-12-6059.**

Sandra Garley

Date