

Parks, Recreation & Cultural Resources Advisory Board

November 3, 2016

Agenda Packet

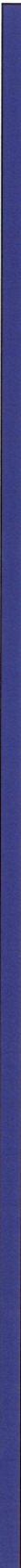
**PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING
NOVEMBER 3, 2016, 7 P.M.
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.cityofpalmer.org**



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	Shannon Connely

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 October 6, 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. Resolution 16-002 : Recommending amendments to Park Regulations under Palmer Municipal Code 12.24
 - 2. Marathon trails – temp markers
- J. Board Member Comments
- K. Adjournment



Minutes
October 6, 2016

PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, OCTOBER 6, 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 Chair Aube-Trammell at 7:00 p.m.

B. ROLL CALL:

Present and constituting a quorum were Board Members:

Meggie Aube-Trammell, Chair
Jan Newman, Vice Chair
Stephanie Allen
Jo Ehmann
Dot Helm

Absence(s):

Fran Seager-Boss (unexcused)

Also present were:

Nathan Wallace, City Manager
Sandra Garley, Community Development Director
Pam Whitehead, Recording Secretary

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

D. APPROVAL OF AGENDA:

The agenda was approved as presented.

E. MINUTES OF PREVIOUS MEETING:

The minutes of the **September 1, 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:

- Applauded the Mat-Su Borough for passing its bond package;
- Wayfinding – City Council awarded the contract to SDG on 9/27/16;
- Still working on setting up a joint with P&Z Commission; will let everyone know via email.

Board member Newman inquired as to status of the Donation and Memorial Policy, to which Ms. Garley reported she has completed the Ordinance and it is ready to move through the process for Council approval.

H. UNFINISHED BUSINESS:

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

Director Garley provided a staff report directing attention to IM 16-011 in the packet that offers 13 criteria for the development of a CIP list with an attached spreadsheet for use in developing recommendations for future City budgets. She reminded that at the last meeting, the Board identified two projects: 1) the trail along the Gulkana ROW connecting the pathway along Cope Industrial Way to Fireweed, and 2) installing wayfinding signs as projects for the City's FY 2017 budget. Also attached for the Board's use is a list of 31 potential projects identified in City planning documents.

The Board reviewed the 13 criteria discussing priorities and proposing changes. The consensus was to keep 1, combine 2/3, combine 4/5, delete 6, keep 7, delete 8 and 9, keep 10, combine 11/13, revise 12 to "Demand is high and consistent with community survey and public input findings." Ms. Garley will distribute a revised list prior to the next meeting.

I. NEW BUSINESS:

1. Presentation by Pete LaFrance on Bicycle Study.

Council member LaFrance applauded the work that this Board has done so far. One of the action items that came out of "Local Foods, Local Places" that he was happy to champion and pursue is the Bike-ability Survey. A recent AARP study talks about the importance of bike-ability and walkability and how it benefits communities. If you focus on making the city bike-friendly, it makes it easy for seniors to get around, easy for students to get to school, increases the health of the overall population, and increases the live-ability of the city. Palmer, because of its layout, is already more bike-friendly than some of our neighboring cities. Mr. LaFrance spoke to the content and results of the bicycle survey and Palmer's score. For the most part, it was split between conditions for riding are okay but not ideal/plenty of opportunities for improvements and conditions are poor/Palmer deserves better. He felt this initial survey was a good place to start in order to draft an updated survey more centric to Palmer and welcomed Board member feedback. He talked about the importance of bike path and trails connectivity.

Chair Aube-Trammell asked how the Board can help: 1) Give him feedback on the updated survey; 2) Help distribute the survey to as many people as possible; 3) Help after survey data is received to formulate practical recommendations for the City. Mr. LaFrance encouraged thinking hard about aggressively branding Palmer as a biking capital.

Further discussion continued about moving forward once the survey data is received, including discussion of alternative funding sources, grants, and ways the Board may be able to help encourage community support.

The Board thanked Mr. LaFrance for championing the bike-friendly project and for coming to speak.

J. BOARD MEMBER COMMENTS:

City Manager Wallace encouraged the Board to come up with a vision, a story that encompasses Palmer's walkability, bikeability, liveability, small town atmosphere, a single message that would give a clear communication to those who fund projects. He applauded Council Member LaFrance for championing this project as well as this Board. Ms. Garley offered suggestions for the process of developing the story/vision. It was the consensus of the Board to add this topic to the December agenda.

Ms. Garley discussed agenda items for the next meeting: Park Rules related the State Statute on firearms and park rules related to Quiet Hours, Park Opening and Closing Times.

Board Member Allen commented that she has done brand development work and group process work in developing names for projects; offered to put a survey monkey together to collect names that resonate with our goal or vision, resulting in common themes and ways to narrow down ideas for a brand experience. She could share it with Board members prior to the next meeting. There was further discussion cautioning about the Open Meetings Act. Ms. Garley will check with the City Clerk and report back.

Board Member Allen also commented to be sure to calendar the Livable Communities presentation on November 2 at City Hall.

K. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:59 p.m.

Meggie Aube-Trammell, Chair

Sandra Garley, Community Development Director



Reports



PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
2016 Annual Work Plan – November 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.
Swiss Stone Pine has acclimated well to place in Arboretum.						
UAF buildings have been demolished and area is now level which much improves the entry into the Arboretum from Fireweed and from Gulkana.						
Comprehensive signs (wayfinding, gateways, parks, trails & Interpretive)	01/07/16			DH, JN		Ad for community members to serve on Wayfinding committee have been prepared.
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		Letter delivered to solicit interest from community businesses & organizations 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; Should consider being part of MSB walkability project.
Met with MSB Community Development staff to discuss Borough Bond trails in Palmer area. Mapping and trail signs were also discussed at this meeting				
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 are installed
Install more pet waste stations along paths	7/07/16	\$900		Installed
				4 new pet waste stations ordered

Ongoing Responsibilities:

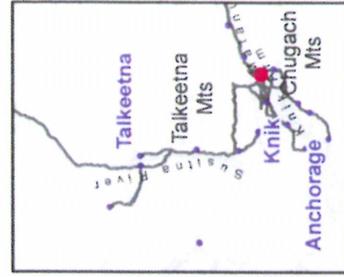
The Parks, Recreation & Cultural Resources Advisory Board was created to develop, support and advise the city council on all matters pertaining to city parks, recreation and cultural programs and projects, to provide input and recommendations on issues relating to placement of memorials and plaques on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

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 2016
Or January 2017

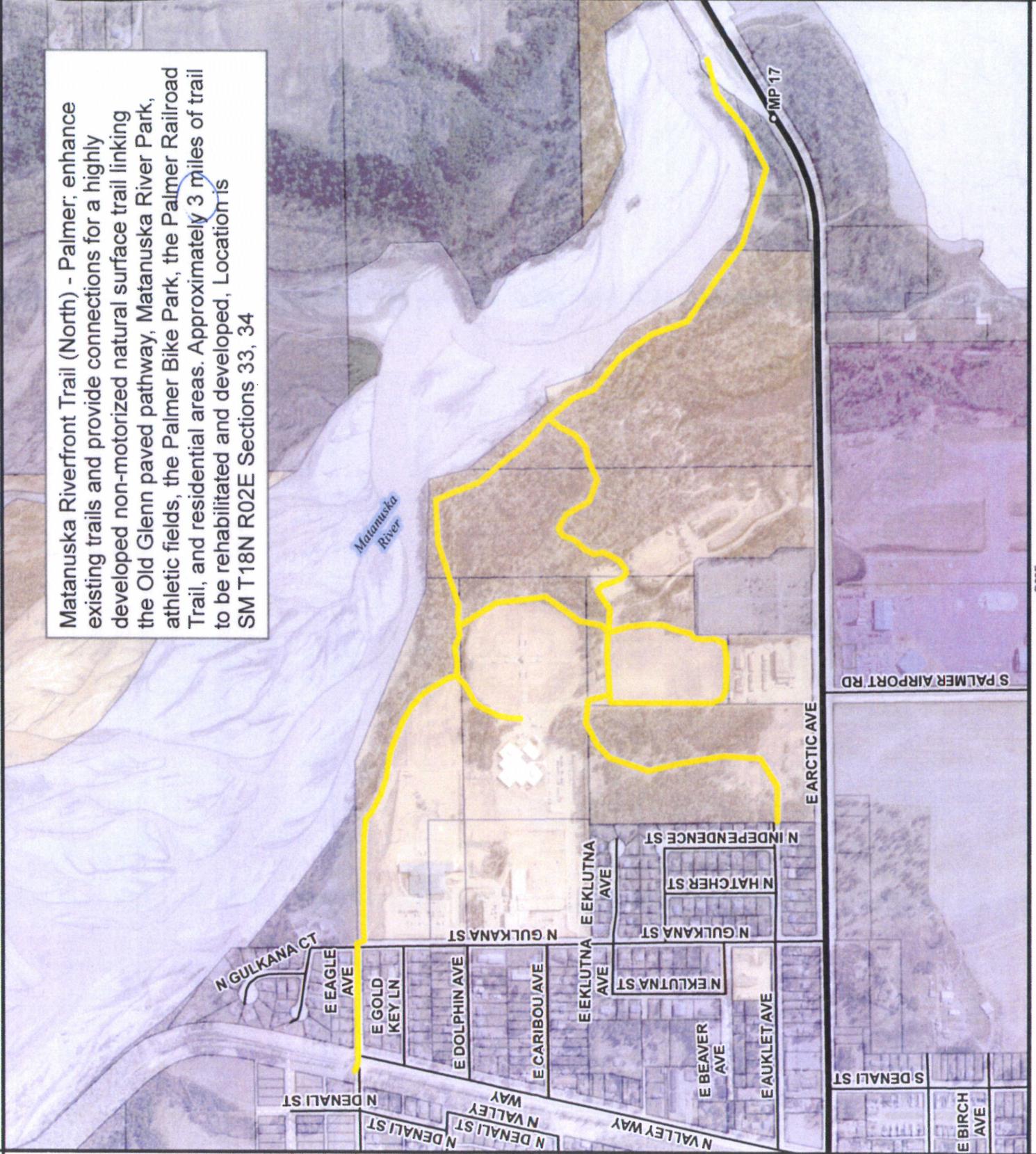


Date: October 2018
Source: MGS Land Use, MGS Aerial, 2017
Prepared by: MGS Planning
Author: MGS LRMG

RC02E

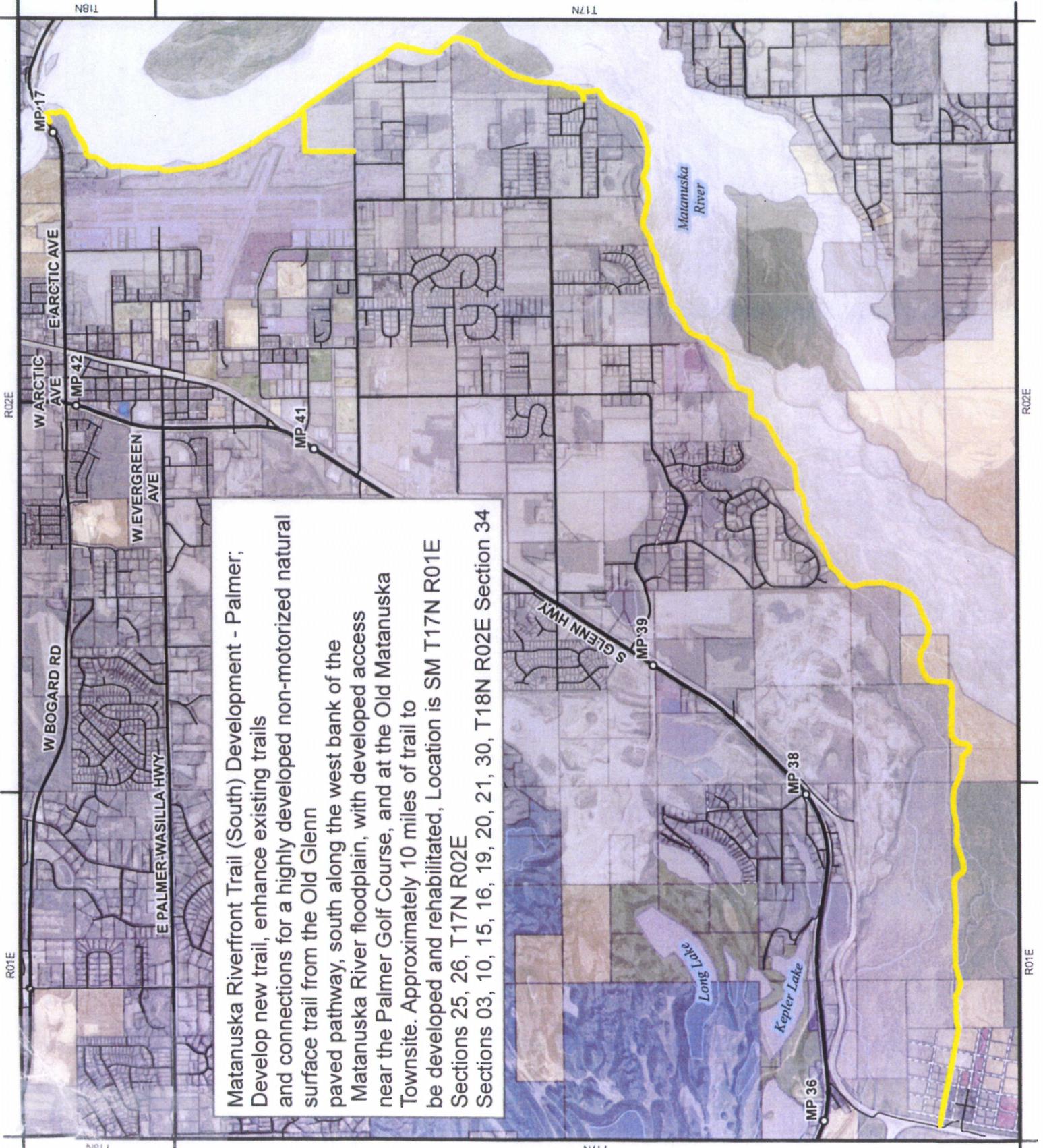
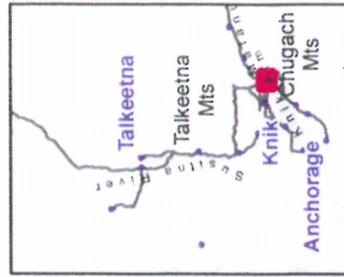
RC02E

Matanuska Riverfront Trail (North) - Palmer; enhance existing trails and provide connections for a highly developed non-motorized natural surface trail linking the Old Glenn paved pathway, Matanuska River Park, athletic fields, the Palmer Bike Park, the Palmer Railroad Trail, and residential areas. Approximately 3 miles of trail to be rehabilitated and developed. Location is SM T18N R02E Sections 33, 34



T18N

R02E



Matanuska Riverfront Trail (South) Development - Palmer;
Develop new trail, enhance existing trails
and connections for a highly developed non-motorized natural
surface trail from the Old Glenn
paved pathway, south along the west bank of the
Matanuska River floodplain, with developed access
near the Palmer Golf Course, and at the Old Matanuska
Townsite. Approximately 10 miles of trail to
be developed and rehabilitated, Location is SM T17N R01E
Sections 25, 26, T17N R02E
Sections 03, 10, 15, 16, 19, 20, 21, 30, T18N R02E Section 34

R02E

R01E

R02E

R01E

T18N

T17N

N1011

N1111

DATE: OCTOBER 2016
PROJECT AREA: PALMER, ALASKA
PROJECT: MATANUSKA RIVERFRONT TRAIL
LOCATION: MB
AUTHOR: MBP (SMB)



**Unfinished
Business**



CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES
ADVISORY BOARD
INFORMATION MEMORANDUM 16-012

SUBJECT: Revised Capital Improvement Plan(CIP) Criteria

AGENDA OF: November 3, 2016

As discussed during the October meeting, the following is a revised list of the 13 capital projects criteria from the Parks, Trails and Recreational Fields Master Plan.

Revised Criteria:

1. Creates or improves connectivity with trail enhancement or development
2. Optimizes use of one or more key facilities or valued assets in the community
3. Distributes City parks, trails, and recreational facilities more equitably
4. Protects/manages open space
5. Targets underserved population
6. Improves current operations or existing facility
7. Demand is high and consistent with community survey/public input findings
8. Funds are available or funding sources have been identified

The original 13 criteria from the October meeting packet for your reference were:

Original 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

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 amenities 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 extension 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

CITY OF PALMER
PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
Resolution No. 16-002

**A Resolution of the Parks, Recreation & Cultural Resources Advisory Board
Recommending Amendments to Parks Regulations under Palmer Municipal Code
12.24**

WHEREAS, the City established regulations for the safe, fair and efficient public use of Palmer parks and recreational facilities under Chapter 12.24 of the Palmer Municipal Code; and

WHEREAS, the State of Alaska has since adopted statutes and regulations on carrying firearms; and

WHEREAS, the Board finds that there is a conflict between state Statues regarding firearms and section 12.24.025 of the Palmer Municipal Code; and

WHEREAS, parks and outdoors recreational facilities are being used more intensively as the population of Palmer and the Greater Palmer Area increases; and

WHEREAS, the Board finds that there is a need to designate a specific and consistent time period that parks will be closed; and

WHEREAS, the Board recognizes that increased use of Palmer's parks and outdoors recreational facilities requires the establishment of quiet hours at neighborhood parks and outdoors recreational facilities; and

WHEREAS, the department of community services referenced in section 12.24.030 no longer exists; and

NOW THEREFORE, BE IT RESOLVED that the Parks, Recreation & Cultural Resources Advisory Board recommends that Chapter 12.24.025 General rules of the Palmer Municipal Code be amended to:

- Bring paragraph E regarding firearms into conformance with Alaska State Statutes; and
- Adding paragraph M establishing a park closing time and quiet hours.

BE IT FURTHER RESOLVED that Chapter 12.24.030 Use permits paragraphs B and C be amended to:

- Delete references to the department of community services.

Passed and approved by the Parks, Recreation & Cultural Resources Advisory Board of Palmer, Alaska, this ____ day of November, 2016.

Meggie Aube-Trammell, Chair

Sandra Garley, Director of Community Development

Commission Information:

Initiated by:

First on Agenda:

Action:

Vote:

Council Information:

Introduced by: City Manager

Introduced: 11/22/16

Public Hearing:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

ORDINANCE NO.

An Ordinance of the Palmer City Council amending Palmer Municipal Code Chapter 12.24.025.E regarding firearms in city parks, adding 12.24.025. M establishing hours during which parks are closed, 12.24.025.N establishing park quiet hours; and amending 12.24.030 to update park use permit process

THE CITY OF PALMER, ALASKA ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Chapter 12.24.025 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

12.24.025 General rules.

The following general rules govern the public use of parks:

- A. A person may not cut, pick or damage trees, flowers or other vegetation in a park.
- B. A person may not camp in a park except in an area and at a time designated in a permit issued by the manager or the manager’s designee.

- C. A person may not light, build, use or maintain an open fire or portable camp stove in a park except in a receptacle or area designated for that use. A person may not leave an open fire or operating portable camp stove unattended. A person may not use a flammable liquid other than charcoal lighting fluid to start or accelerate a fire.
- D. A person may not sell or consume any alcoholic beverage in a park, playground or recreational facility except the clubroom of the Palmer golf course and the Palmer ice arena.
- E. ~~A~~ No person may use or discharge ~~not possess~~ a firearm or similar device in or into a park except:
 - ~~1. A peace officer acting within the scope and authority of the officer's employment; or~~
 - ~~2. A person carrying a concealed handgun in accordance with AS 18.65.700 through 18.65.790, and carrying a valid permit under such statutes; or~~
 - ~~3. 2. A person participating in a public demonstration under a permit issued for that purpose by the manager or the manager's designee.~~
- F. A person shall not shoot a bow and arrow in a park except in an area designated for archery activities by the manager or the manager's designee.
- G. A person may not discharge fireworks in a park except in accordance with a permit issued under PMC 8.42.050.
- H. A person may not operate, or stop, stand or park, a motorized vehicle in a park except:
 - 1. In an area designed for the use, and in a manner permitted by the designation;
 - 2. As permitted under a use permit issued under PMC 12.24.030; or
 - 3. Construction, enforcement, maintenance or emergency vehicles operated by the state, the Matanuska-Susitna Borough, the City or their respective contractors.
- I. Where the operation of motor vehicles is permitted in a park, motor vehicles shall be operated in accordance with posted speed limits, in a prudent and safe manner, and at a speed not exceeding 10 miles per hour in parking areas.
- J. A person may not bring an animal into a park except:
 - 1. An animal that is in an area that has been posted for use by domesticated animals;
 - 2. A service animal, guide dog, or signal dog individually trained to provide assistance to an individual with a disability; or
 - 3. An animal that is under the direct control of a peace officer or emergency responder performing official duties, and trained to assist in performing those duties.
- K. A person having control or supervision of an animal that excretes feces in a park shall immediately collect and properly dispose of the feces.
- L. A person may not deposit litter or waste, or water, sewage or effluent from sinks, portable toilets or other plumbing fixtures, directly upon the surface of land or water in a park.
- M. Parks are closed from 11 PM to 6 AM.

- N. Between the hours of 10 PM and 6 AM no person shall disturb other persons by making loud noise, including the use of radio or other sound amplifying devise or loud voice in violation of Palmer Municipal Code 8.36.020.F or 8.36.025.A.

Section 4. Chapter 12.24.030 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

12.24.030 Use permits.

- A. Park use permits for vendors, use of motor vehicles, animals and camping will be issued by the manager or designee and will address such issues as litter, sanitary facilities, damage, crowd control, traffic control, noise, hours of use, insurance and public notice. Permit fees will be established by council and revised from time to time.
- B. User permits for baseball, softball and soccer fields will be issued by the City department of community services to the various organizations using the fields, and will address the user's responsibilities, including insurance, trash removal and sanitary facilities.
- C. All organizations or individuals purchasing ice time from the Palmer ice arena are required to have a use agreement issued by the city department of community services.

Section 5. Effective Date. Ordinance **No. 16-0** shall take effect upon adoption by the City of Palmer City Council.

Passed and approved this _____ day of _____, 2016.

Edna B. DeVries, Mayor

Norma I. Alley, MMC, City Clerk

2016 Parks, Recreation & Cultural Resources Advisory Board Meetings

Meeting Date	Meeting Type	Meeting Time	Notes
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	