

PARKS, RECREATION & CULTURAL RESOURCES ADVISORY BOARD
CITY OF PALMER, ALASKA

REGULAR MEETING
THURSDAY, NOVEMBER 5, 2015
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 Chairperson Helene Antel at 7:00 p.m.

B. ROLL CALL:

Present and constituting a quorum were Board Members:

Helene Antel, Chair
Jo Ehmann
Jan Newman
Dot Helm
Meggie Aube-Trammell

Excused absence:

Stephanie Allen, Vice Chair

Unexcused absence:

Edward Kessler

Also present were:

Sandra Garley, Community Development Director
Pam Whitehead, Recording Secretary

C. PLEDGE OF ALLEGIANCE: led by Director Garley.

D. APPROVAL OF AGENDA:

The agenda was approved as amended, moving forward item H2, Presentation on Borough Parks, out of time courtesy to the presenter. There were no objections.

H. NEW BUSINESS: [per Amended Agenda]

2. Presentation on Borough Parks by Hugh Leslie.

Hugh Leslie, Mat-Su Borough Recreation and Library Services Manager, addressed the Board explaining the responsibilities of what is actually the Community Development Department consisting of two divisions – Land Management and Recreation and Library Services. It is an extremely diverse department, different from others, because not only are they parks and recreation in the traditional sense but also responsible for the five Borough libraries. Mr. Leslie provided a handout and described the Indoor and Outdoor Recreational Facilities and programs offered by the Ice Rink, Libraries, and Pools (which are attached to the schools). He talked about all the Parks and Trails located within the Borough, including public lake accesses, and described ongoing and future projects. Other responsibilities that fall under the recreation division of the department include

community enrichment grants, trail use permits, film use permits, Borough gym, 10 facilities from Talkeetna to Big Lake to Sutton. His division consists of 26 full-time and 80 part-time staff that adjusts seasonally. They also work with volunteer groups.

Board member questions and further discussion ensued. The Board thanked Mr. Leslie for his time and presentation.

E. MINUTES OF PREVIOUS MEETING:

The minutes of the October 1, 2015 Regular Meeting were approved as amended to reflect Mr. Kessler's absence as unexcused.

Board Member Newman moved, seconded by **Board Member Aube-Trammell**, to amend the minutes to reflect Board Member Kessler's absences as unexcused. It was pointed out that Mr. Kessler has been absent from the past three regular meetings (September, October, November); additionally, board members expressed concern that they were not operating as a full board without his participation.

VOTE ON AMENDMENT: Carried Unanimously.

VOTE ON MOTION AS AMENDED: Carried Unanimously.

Upon inquiry, Ms. Garley discussed procedure for appointment of a new board member.

F. AUDIENCE PARTICIPATION:

There were no members of the audience wishing to speak on a topic not on the agenda.

G. UNFINISHED BUSINESS:

1. Discussion of Bicycle Rack Designs and Memorial Policy.

Following the October meeting, Board members Aube-Trammell and Newman worked with city staff on draft bicycle rack specifications. After reviewing information on what makes a good bicycle rack, they developed the specifications that have been preliminarily incorporated into the draft Memorial Policy. The draft policy is in the packet for the Board's review and comment along with information on bicycle racks and information on bike rack design competitions.

Board members Aube and Newman reported on their research. They determined that a good bike rack should have two points of contact. The two design options chosen appear at page 23 of the packet, Custom Logo Racks, which are attractive, functional, and provide an opportunity for personalization. Further discussion and questions ensued re procedure to ask for a joint meeting after the first of the year with the city council to present the Memorial and Donation Policy which would include the selected bike racks. The consensus was to seek a date in February, 2016.

The Board continued review of the policy giving Ms. Garley direction for content discussing benches, trees, donation plaques, font size, banners (consensus to delete section on banners), need more information on interpretive signs (important that interpretive, wayfinding, park signs, and other donated signs be consistent and follow

the same theme). Ms. Garley will bring back a revised Policy with the discussed specifications to the next meeting. In addition, the Board discussed a bike rack design competition as a great way to engage the community by incorporating something unique. Competition parameters and criteria will be a topic for the next meeting.

H. NEW BUSINESS:

1. Annual Election of Chair and Vice Chair.

Following nomination, moved by Newman, seconded by Ehmann, Board member Helene Antel was unanimously re-elected as Chair for the ensuing term.

Following nomination, moved by Aube-Trammell, seconded by Helm, Board member Jan Newman was unanimously elected Vice Chair for the ensuing term.

Chair Antel noted that the Board thanks Stephanie Allen for her previous service as Vice Chair.

3. Resolution 15-003: Supporting Designation of Area along the Railroad Right-of-Way North of the Depot as a New Grow Palmer Garden Area.

The proposed Resolution was in the packet for the Board's review. Ms. Garley noted that the Board of Economic Development passed a similar resolution.

Board Member Aube-Trammell moved, seconded by **Board Member Helm**, for approval of Resolution No. 15-003, supporting designation of the area along the Railroad Right-of-Way north of the Depot as a New Grow Palmer Garden Area.

There was brief discussion in support. Ms. Garley will make the minor spelling correction and call Chair Antel when it is ready for signature.

VOTE ON MOTION: Carried Unanimously.

I. BOARD MEMBER COMMENTS:

Board Member Newman advised that she will not be able to attend the December 3 meeting in person but would be available to call in. She also commented that it would be good to somehow invite the public to come to monthly meetings and provide input; to let the public know the Board is open to suggestions. Ms. Garley said she would provide something to the Events section in addition to the published agenda in the Frontiersman.

Board Member Aube-Trammell inquired if there were any updates on the Park near the Middle School? Ms. Garley reported she is still working on it; expects to further report in February.

Chair Antel commented that she is excited to be on this board; that it is a productive

board and everyone gets along well.

Board Member Helm commented that maps to parks are fairly easily available on RGS online, however, the City needs an account. She suggested the Board keep it in mind to consider how to do it. She asked for it to be a topic for a future agenda.

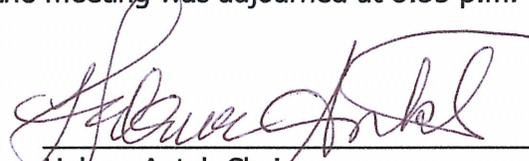
Chair Antel would like to take on the general subject of how to get people to see our outdoor recreational opportunities as a form of economic development; that perhaps we could hold a forum on the topic or invite a speaker or the public to come and talk to us about what they see as the future of the development of outdoor recreational opportunities and economic development in the area. **Board Member Helm** informed that the Trails and Parks Foundation is starting to do something along the lines of economic impact of parks and trails. Brief further discussion ensued.

Board Member Newman attended the International Economic Development Conference in Anchorage including a session on developing an outdoor recreational branding to your community. She thinks Palmer is ripe for this. She will bring in some material obtained at the conference for future discussions.

Further discussion evolved into giving thought to sponsoring a forum for education of the community encouraging outdoor recreational economic growth and how to do it. It was suggested the topic should be added to the agenda for the joint meeting with the city council.

J. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:35 p.m.



Helene Antel, Chair



Sandra Garley, Community Development Director