

**SUBJECT:** AN ORDINANCE ACCEPTING AND APPROPRIATING \$38,777.21 FROM THE MAT-SU TRAILS AND PARKS FOUNDATION; AND A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE MATANUSKA GREENBELT TRAILS SIGNAGE AND TRAILHEAD IMPROVEMENTS.

**AGENDA OF:** June 17, 2025

**Assembly Action:**

**AGENDA ACTION REQUESTED:** Introduce and set for public hearing.

Route To	Signatures
Originator	<div>5 / 2 8 / 2 0 2 5</div> <div>X      H u g h   L e s l i e</div> <div>Signed by: Hugh Leslie III</div>
Community Development Director	<div> Expired certificate</div> <div>X      M i c h a e l   B r o w n</div> <div>Signed by: Mike Brown</div>
Finance Director	<div> Recoverable Signature</div> <div>X      C h e y e n n e   H e i n d e l</div> <div>Signed by: Cheyenne Heindel</div>
Borough Attorney	<div>5 / 2 9 / 2 0 2 5</div> <div>X      N i c h o l a s   S p i r o p o u l o s</div> <div>Signed by: Nicholas Spiropoulos</div>
Borough Manager	<div> Expired certificate</div> <div>X      M i c h a e l   B r o w n</div> <div>Signed by: Mike Brown</div>
Borough Clerk	<div>6 / 6 / 2 0 2 5</div> <div>X      L o n n i e   M c K e c h n i e</div> <div>Signed by: Lonnie McKechnie</div>

**ATTACHMENT (S) :** Fiscal Note

Mat-Su Trails and Parks Grant Agreement (5 pp)

Ordinance Serial No. 25-078 (2 pp)

Resolution Serial No. 25-065 (2 pp)

Map of the area and funding narrative (3 pp)

**SUMMARY STATEMENT:** The Borough's Community Development department secured \$38,777.21 from the Mat-Su Trails and Parks Foundation for Matanuska Greenbelt Trails Signage and Trailhead Improvements. There is no cash match requirement for this grant.

**RECOMMENDATION OF ADMINISTRATION:** Respectfully request approval.

## MATANUSKA-SUSITNA BOROUGH

## FISCAL NOTE

Agenda Date: June 17, 2025

SUBJECT: AN ORDINANCE ACCEPTING AND APPROPRIATING \$38,777.21 FROM THE MAT-SU TRAILS AND PARKS FOUNDATION; AND A RESOLUTION APPROVING THE SCOPE OF WORK AND BUDGET FOR THE MATANUSKA GREENBELT TRAILS SIGNAGE AND TRAILHEAD IMPROVEMENTS.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$38,777.21	FUNDING SOURCE Grant
FROM ACCOUNT #	PROJECT
TO ACCOUNT: 440.000.000 3xx.xxx	PROJECT # 15040
VERIFIED BY: <div style="text-align: right;">5 / 2 8 / 2 0 2 5</div> <div style="text-align: center;">           X <u>L i e s e l Z a n t o</u>            S i g n e d b y : L i e s e l Z a n t o         </div>	

## EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						
---------	--	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

## FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	38.8					
TOTAL	38.8					

## POSITIONS:

Full-Time						
Part-Time						
Temporary						

## ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	5 / 2 9 / 2 0 2 5
	<div style="text-align: center;">           X <u>C h e y e n n e H e i n d e l</u>            S i g n e d b y : C h e y e n n e H e i n d e l         </div>

IM 25-141  
RS 25-065  
OR 25-078



**Board of Directors**

George Hoden  
*Chair*

Susie Lemons  
*Vice-Chair*

Lorraine Cordova  
*Treasurer*

Brian Ekiss  
*Secretary*

Bob Charles

Susie Lemons

Brian Winnestaffer

Josh Leutzinger

Ryan Maroney

Troy Shelden

Talis Colberg

Tom Quimby

**Staff**

Taylor Raftery  
*Executive Director*

Heather Fernstrom  
*Partnership and  
Outreach Coordinator*

**Contact Us**

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Palmer, AK 99645

(907) 746-8757

[www.matsutrails.org](http://www.matsutrails.org)

05/21/2025

*Mat-Su Borough  
Attn: Mike Brown  
350 E Dahlia Avenue  
Palmer, AK 99645*

Re: MSTPF Grant #2025-112

Dear *Mike Brown*,

The Mat-Su Trails and Parks Foundation (MSTPF) is pleased to inform you that we have approved a grant for your organization in the amount of \$38,777.21.

Our Foundation extends best wishes for your success on this project, and we look forward to seeing you out on the trail.

Sincerely,

Taylor Raftery  
Executive Director  
Mat-Su Trails & Parks  
Foundation



## **GRANT AWARD AGREEMENT**

**MSTPF Grant# 2025-112**

THIS GRANT AWARD AGREEMENT ("Agreement") is made and entered into this 05/21/2025 by and between the Mat-Su Trails and Parks Foundation ("Foundation") and the *Mat-Su Borough* ("Grantee").

WHEREAS, Grantee has submitted a proposal to Foundation (the "Proposal") to fund the project described therein (the "Project"); and,

WHEREAS, the Foundation agrees to make a grant to Grantee for **\$38,777.21** to fund **"Matanuska Greenbelt Trails Signage and Trailhead Improvements"**, subject to the terms and conditions set forth herein (the "Grant"),

NOW, THEREFORE, the parties agree as follows:

1. **Scope of Project.** Grantee shall perform the Project as set forth in the Proposal, which is incorporated by this reference as if fully recited herein. Any variations in the Project or the use of Grant Funds from that described in the Proposal requires the advance express written approval of Foundation.
2. **Project Period.** The Project has been approved for a period of 18 months beginning on **May 22<sup>nd</sup>, 2025** and ending on **November 20<sup>th</sup>, 2026** (the "Project Period"). Should Grantee desire to extend the duration of the Project Period, Grantee shall submit a written request to the Foundation Executive Director no later than 60 days prior to Project Period end date. If Foundation approves the extension, the parties shall execute an amendment to this Agreement. An extension of the Project Period will not result in an increase in funding.
3. **Expenditures.** All expenditures of Grant Funds by Grantee must be spent within the Project Period and must be consistent with the Project budget as set forth in the Proposal (the "Project Budget") and as approved by Foundation. Any deviation from the Project Budget, such as under- or over-spending Grant Funds requires prior written approval of Foundation and may require an amendment to this Agreement, at the discretion of the Foundation. Deviations from the Project Budget are not authorized retroactively.
4. **Interim and Final Report.** Grantee agrees to deliver to the Foundation Executive Director an Interim Report, Final Report and two detailed Expenditure Reports for Project on this schedule:

**Final Report + Expenditure Report due December 18<sup>th</sup>, 2026**

Interim Report shall include a narrative account of accomplishments resulting from the expenditure of Grant Funds and a description of progress made towards achieving the Project's objectives. Expenditure Reports will compare actual expenses to the approved Project Budget on a line item basis, with explanation of variances. Should grantee complete the project earlier than scheduled, reports are due at time the project is completed.

5. **Disbursement Schedule.** Foundation will disburse 80% of Grant Funds upon approving Grant Proposal and receiving a signed copy of this Grant Award Agreement. The final 20% of Grant Funds will be disbursed upon Foundation receiving a Final Report along with Expenditure Report. The Foundation, in

its sole discretion, reserves the right to alter the above disbursement schedule at any time and to impose such conditions upon disbursements as it may, in its discretion, deem necessary.

6. Records. Although the Grant Funds need not be segregated, funds and records of receipts and expenditures must be shown separately on Grantee's books for ease of reference and verification. Such records as well as copies of reports submitted to Foundation shall be retained by Grantee for at least four years following completion of the Project.
7. Foundation Right to Review and Evaluate. Foundation may review and conduct an evaluation of the Project funded by this Grant, which may include one or more visits from Foundation personnel to observe the Project, discuss the Project with Grantee's personnel and review financial and other records and materials connected with the activities funded by this Grant. All financial and other records relating to the Project shall be made available at Grantee's regular place of business for inspection by Foundation personnel, or its designated representative, at reasonable times. Grantee will receive notice of Foundation's review findings and shall, at the discretion of Foundation, be given an opportunity to correct any non-compliance issues. If Grantee fails to correct any non-compliance issues within the time period specified by Foundation, Foundation may exercise its rights as set forth in section 12 of this Agreement.
8. Maintaining Tax Status. Grantee shall maintain the Internal Revenue Service tax code status it represented to Foundation that it had when submitting the Proposal throughout the duration of the Project Period unless otherwise approved by Foundation. Grantee shall remain in good standing with the State of Alaska and Mat-Su Borough.
9. Title to Property Acquired with Grant Funds. Title to all tangible property, fixtures or equipment purchased with Foundation funds ("Grant Funded Property") shall be vested in Grantee. However, Foundation shall have a purchase money security interest in the Grant Funded Property until the Final Report has been accepted by Foundation. Grant Funded Property must be used for carrying out the Project as set forth in the Proposal.
10. Foundation's Right to Return of Funds or Property. Any Foundation funds not used by Grantee for the purposes of the Project as approved in the Project Budget remain the property of Foundation, and shall be promptly returned to Foundation at the conclusion of the Project Period. If at any time during a Grant Funded Property's useful life a Grantee fails to use the Grant Funded Property for the purposes set forth in the Proposal, Grantee shall repay to Foundation an amount equal to the value for the entire useful life of the property minus that portion of the useful life of the Grant Funded Property during which it was used for the purpose of the Grant, utilizing the straight-line method of depreciation. If Grantee fails to make timely repayment of the appropriate portion of the item, Foundation may take possession of the Grant Funded Property. Nothing contained in this paragraph shall limit or prevent Foundation from taking legal action to seek repayment of unexpended Grant Funds or Grant Funds which were not applied in accordance with the terms of this Agreement.
11. Publicity. All publicity associated with the Project must clearly identify the Mat-Su Trails and Parks Foundation as a funding source in whole or in part. Please consider adding a MSTPF logo at an appropriate location on the project or on the piece of equipment.
12. Termination of Grant by Foundation. The Foundation, in its sole discretion, may terminate this Agreement and permanently withhold the payment of all or a portion of the Grant Funds if: (a) Foundation is not satisfied with the quality of the Grantee's work or the progress toward achieving the objectives of the Project; (b) Foundation determines that the Grantee is incapable of satisfactorily

completing the Project; (c) Grantee fails to meet the conditions set forth in this Agreement and the Proposal; (d) Grantee's federal income tax status changes; or (e) Grantee dissolves.

The Foundation may have based its decision to fund this Project on the qualifications of specific individuals named by Grantee as responsible for carrying out Project work outlined therein. In the event these named individuals are no longer involved in completing the work for any reason, Foundation reserves the sole right to terminate the Project if it believes replacement staff proposed by Grantee cannot complete the Project in a timely fashion or in an acceptable manner.

If the Grant is terminated prior to the end of the Project Period, Grantee shall: (a) provide Foundation with a full accounting of the receipt and disbursement of Grant Funds for the Project through the effective date of termination, (b) repay, within 30 days of the effective date of termination, all Grant Funds which were not expended on or prior to effective date of termination and all Grant Funds which were expended prior to date of termination of the Grant but which expenditures relate to a phase of the Project allocable to a time period after the effective date of termination, and (c) repay to Foundation an amount equal to the value of any Grant Funded Property less the value of that portion of the Grant Funded Property's useful life during which it was used for the purpose of the Grant. Nothing contained in this paragraph shall limit or prevent Foundation from taking legal action to seek repayment of Grant Funds already expended by Grantee which were not applied in accordance with the conditions in this Agreement.

13. Relationship of Parties. Foundation and Grantee agree that this Grant does not create a principal-agent relationship of any type between the parties and that the Grantee will not, by act of omission or commission, foster any belief on the part of 3<sup>rd</sup> parties that such a relationship exists.
14. Indemnification. Foundation is a funding source only and does not participate in or direct any of the activities or services of Grantee. Accordingly, Grantee understands and agrees that Foundation, its directors, officers, employees and agents will not be liable for any of Grantee's contracts, torts, or other acts or omissions, or those by Grantee's directors, offices, members, employees, or other funded-activity participants. Grantee understands and agrees that Foundation's insurance policies or self-insurance plans do not extend to or protect Grantee nor Grantee's directors, officers, members, employees or funded-activity participants. Grantee understands and agrees that Foundation will not provide any legal defense for Grantee or any such person in the event of any claim against any or all of them. Grantee shall hold Foundation harmless from all liability, including but not limited to costs of defense, from the contractors, torts or other acts or omissions of the Grantee, its employees, directors, officers, or funded-activity participants in any way connected with any activity of Grantee including but not limited to the funded activity.
15. Authority and Validity. Each individual executing this Agreement on behalf of the Grantee warrants that s/he has full power and authority to execute this Agreement on behalf of the organization. Further, Grantee warrants that the board of directors of Grantee has taken all action required by law, Grantee's Articles of Incorporation and Bylaws or otherwise to authorize the execution and delivery of this Agreement and the consummation of the transactions contemplated herein. Grantee further warrants that this Agreement constitutes the valid and binding obligation of Grantee, enforceable in accordance with its terms.
16. No Guarantee of Future Funding. Provision of this Grant does not imply any future funding commitment by Foundation.

17. Lobbying. By accepting this Grant, Grantee agrees that these funds will be used exclusively for exempt purposes described in Section 501c3 and will not be used to carry on propaganda, or otherwise attempt to influence legislation (except as permitted under Section 501), or to participate in any political campaign on behalf of any candidate for office.
18. Entire Agreement. This Grant Award Agreement constitutes the entire Agreement between parties regarding the Project and supersedes all previous related understandings or written or oral agreements between the parties.
19. Amendment. Unless otherwise permitted herein, any alteration in the terms of this Agreement must be in written form and must be signed by both Foundation and Grantee.
20. Applicable Laws. The provisions of this Agreement shall be construed and enforced according to the laws of the State of Alaska. Any lawsuit, action or proceeding resulting from or related to this Agreement shall be commenced in a court of competent jurisdiction located in Alaska.
21. COVID-19. The grantee must comply with all health mandates as directed by the State of Alaska.

IN WITNESS WHEREOF, we have executed this Agreement as of the date first above written:

*Mat-Su Borough*

By: \_\_\_\_\_  
*Mike Brown*, Mat-Su Borough Manager      Date

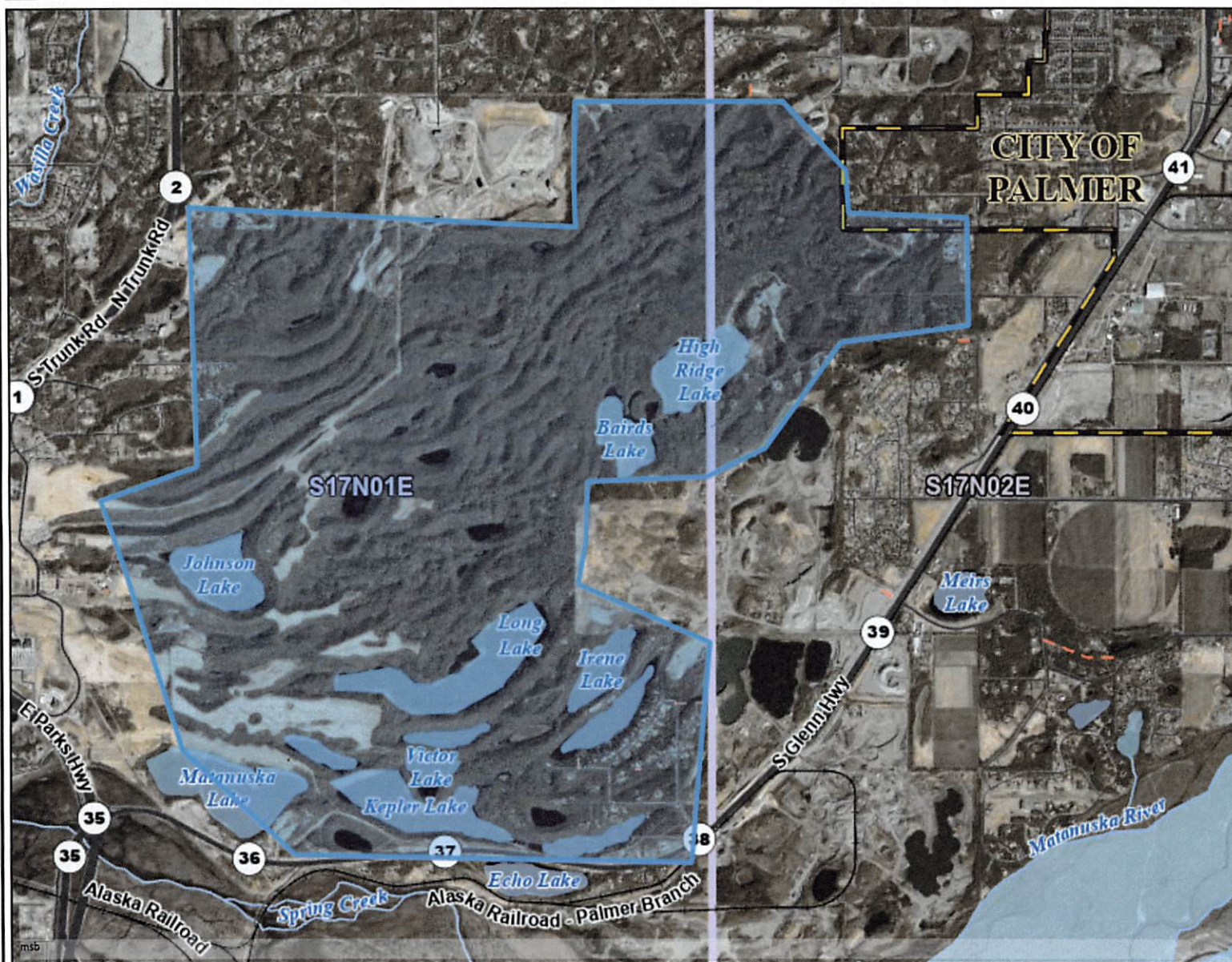
MAT-SU TRAILS AND PARKS FOUNDATION

By: *Taylor Raftery*      5/22/2025  
Taylor Raftery, Executive Director      Date





# Matanuska-Susitna Borough



## Legend

### ParcelViewer

#### Road Mileposts



#### Roads

- Highway
- Medium Road
- Minor Road
- Ramp
- Primitive Road
- Private Road
- Not Constructed

#### Alaska Railroad



#### Mat-Su Borough Boundary



#### Incorporated Cities



#### Township Lines



#### ESRI World Imagery (Map Service)

19m Resolution Metadata

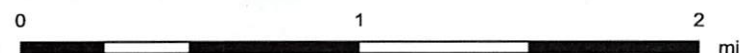
1 : 72224



THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Notes

This map is solely for informational purposes only. The Borough makes no express or implied warranties with respect to the character, function, or capabilities of the map or the suitability of the map for any particular purpose beyond those originally intended by the Borough. For information regarding the full disclaimer and policies related to acceptable uses of this map, please contact the Matanuska-Susitna Borough GIS Division at 907-861-7858.



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

Date: 05/28/25

IM 25-141

RS 25-065  
OR 25-078



# FUNDING NARRATIVE

All funds requested will be dispersed and handled by the Mat Su Borough for the completion of the project. The Mat Su Borough trail crew will be responsible for the labor of all sign replacement and trailhead improvements.

New signage will include:

1. Map signs with “you are here” indicators. These wayward finding signs are 7 ½”x12” and will be posted throughout the Matanuska Greenbelt Trails parks. They will include a QR code to OuterSpatial, indicate where a user is on the map, and have a QR code to the property manager’s website for further information. The signs will be posted on existing 8”x8” posts.
2. Property boundary signs. These are 7 ½”x12” indicating which property a user is entering to include what activities are permitted on that property. These signs will be posted on existing 8”x8” posts.
3. “This way to nearest trailhead” signs at major intersections. These signs are to cut down on any confusion as to where the nearest exit is in a complicated trail system. The signs measure 7 ½”x4 ¼”. These signs will be posted on existing 8”x8” posts.
4. UAF Farmlands is a working experimental farm lying within the Matanuska Greenbelt Trail system. Many trail users are unaware that UAF is a working farm using heavy equipment and farm machinery. These signs are necessary to inform people that all farm equipment has the right-of-way and must be yielded to. These signs will be placed along farm roads and fields. The signs will measure 7 ½”x12”. These signs will be posted on metal telspar posts to help differentiate the area and use. Telspar will be easier to remove and move in case field usage changes over time.
5. Signs will include special decals such as a star indicating where a user is on the trail map, an arrow pointing in the direction of the nearest trailhead, and QR code decals for each property owner directing users to their website for more information.
6. Due to the possibility of metal being used for these signs due to tariffs or inflation a 10% contingency price has been factored into the sign prices from Warning Lites.

**The total signage costs are: \$21,136.97**

Hardware, posts, and supplies are needed for this project. Several 8”x8” posts have been damaged and need replacing. This category also includes hardware for hanging signs. The signs are made from aluminum, and the metal reacts and breaks down faster

when placed directly onto the treated lumber posts. A special flashing tape has been added to the cost to help prevent the breakdown of the metal.

**The total for hardware, posts, and supplies are: \$3,180.24**

Trailhead improvements will include dog waste stations with dog waste bags and signage. Also included at each trailhead will be bearproof garbage containers. Bears live and roam in and around this busy trail system. The bearproof garbage containers will help to cut down on garbage that could entice a bear to stay in an area and get habituated to people. These containers will keep both bears and trail users safe.

**The total trailhead improvement costs are: \$14,460.00**

**GRANT REQUEST TOTAL: \$38,777.21**