

SUBJECT: INFORMING THE ASSEMBLY THAT THE COMMUNITY DEVELOPMENT DEPARTMENT INTENDS TO APPLY FOR A GRANT FROM MATSU TRAILS & PARKS FOUNDATION FOR SETTLERS BAY COASTAL PARK.

AGENDA OF: April 20, 2021

ASSEMBLY ACTION:

Presented to the assembly. KBT 4.20.21

MANAGER RECOMMENDATION: For information only.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: *MB*

Route To:	Department/Individual	Initials	Remarks
	Originator	<i>DM</i>	
	Community Development Director	<i>CP</i>	
	Finance Director	<i>CK</i>	
	Borough Attorney	<i>NS</i>	
	Borough Clerk	<i>DM 4/12/21</i>	<i>KBT</i>

ATTACHMENT (S): Attachment: Proposed Matsu Trails and Park Foundation Grant Application (10 pp)

SUMMARY STATEMENT: The Community Development Department intends to apply for a grant with the Matsu Trails and Park Foundation for Settlers Bay Coastal Park. The grant would provide funding that would increase access to the park by completing the construction of the ADA Bluff Trail, the opening of two new CXT's (restrooms), and building more trails. The grant application will be submitted prior to April 30, 2021.

Attached is the proposed grant application with the Matsu Trails and Parks Foundation. The total project cost is estimated to be \$86,480. Approximately \$21,000 from the Matsu Trails and Park Foundation will be requested. The MSB will provide an \$8,000 cash match. The cash match will come from Project #15040-4200-4203,

Fund 440. In-kind match in the amount of \$57,500 will also be provided by the Borough. The in-kind match includes the donation of large boulders to be used as traffic controls and staff labor costs from Land and Resources Management staff and the MSB Trail Crew. The work is expected to be completed in 2021.

This IM is being provided to the Assembly for their information and review.



Trails and Parks Grant Application

Page 1

Office Use Only File #: MSTPF - _____

Date Submitted (yyyy/mm/dd): _____

Project Title: Settlers Bay Coastal Park

Organization Name: Matanuska-Susitna Borough

Contact Name: Street Joe Metzger Title: Land Management Specialist

Address: 350 E. Dahlia Ave

City: Palmer State: AK Zip: 99645 Phone: 861-7863

E-mail: jmetzger@matsugov.us

Organization's Legal Officer: Nicholas Spiropoulos Title: Borough Attorney

Organization's Address: 350 E. Dahlia Ave.

City: Palmer State: AK Zip: 99645 Phone: 861-8677

E-mail: nspiropoulos@matsugov.us

* * * Project Summary * * *

MSTPF Funds Requested:	<u>\$ 20,980.00</u>	Cash Match:	<u>\$ 8,000.00</u>
Total Project Costs:	<u>\$ 86,480.00</u>	In-Kind Match:	<u>\$ 57,500.00</u>

(Do not enter these numbers, they will be carried forward from budget page)

Application is for (check all that apply):

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Trail improvement | <input checked="" type="checkbox"/> New trail | <input type="checkbox"/> Survey easements |
| <input type="checkbox"/> Trailhead development | <input checked="" type="checkbox"/> Trail amenities | <input type="checkbox"/> Trail equipment |
| <input type="checkbox"/> Connectors | <input type="checkbox"/> Historic (e.g. Iditarod) | <input type="checkbox"/> Planning Grant |
| <input type="checkbox"/> New park/playground | <input type="checkbox"/> Playground Equipment / Improvements | |

What is the goal of this project ? (Be brief, to be used as a description in popup window on map.)

The goal of this project is to increase access to Settlers Bay Coastal Park by completing construction of the ADA bluff trail, opening two new CXTs, and building more trails.

Briefly describe this project:

Settlers Bay Coastal Park is a regional park in the Knik-Fairview area. A previous MSTPF grant resulted in developing a new north access into the park with a new trailhead, restroom, trash cans, and of miles of new all-season walking trails.

This funding request will result in another mile of intermediate bike trail, improvements to the new two-mile beginner bike trail, completion of the ADA Bluff Trail, landscaping around two new CXTs installed December 2020, move more large rocks for traffic control into the park, install picnic tables, dog waste stations, benches, and signage.

Print / Sign Name

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[Table of Contents / Check List– click on Part number to go to that section.](#)

Name your application file with your project name (Name.pdf) and any separate attachments as Name_1.pdf for attachments for Part 1, Name_2.pdf for Part 2, etc.

Be sure to fill out each part of this application and attach all the needed documentation as listed for each part.

To handle attachments either:

1. Include it as part of application .pdf with an indicator before each attachments for each Part (page with "Part x" on it, bookmark, or other identification)
2. Separate file named Name_1.pdf, etc.

If combined .pdf or .zip file is very large, then consider submitting the attachments as a separate .zip file.

You do not need to attach permits at the time of application, but you must submit them before grant is awarded.

☐ [Part 1: Eligibility Requirements](#)

- ☐ Permits, authorizations

☐ [Part 2: General Project Information](#)

- ☐ Map or GPS track file, if needed for location information

☐ [Part 3: Permitting Documents](#)

- ☐ Landowner authorizations
- ☐ Permits

☐ [Part 4: Detailed Project Description](#)

- ☐ Detailed budget (their own spreadsheet)

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Part 1: Eligibility Requirements

Applicants must meet program eligibility requirements before being considered for funding. Applications that do not meet the eligibility requirements will be rejected.

1. If yes, identify the type of organization:

☐ Non-profit _____ Type (for example, 501(c)3)

☐ Alaska Native Non-Profit Organization

☐ Federally Recognized Tribe

☒ Government Entity or Community Council

☐ Religious Organization

☐ Service organization

Tax/EIN identification number for 501(c)3: _____

2. Is proposed project part of an existing trails or parks plan? ☒ Yes ☐ No

Plan name: Settlers Bay Coastal Park Recreation Development Plan

Internet link to plan: <https://www.matsugov.us/35-communication/landing-pages/19144-settle>

Page number: 1

3. Describe your organization's past project and grant performance. List the trails-related grants that you have received for other projects in the past. Include project title, grant project number, grant amount, grant awarding entity, award year, and partners (like contractors). Please select your most relevant projects. If you need to please add additional pages separately.

Project Name/Title	Grant #	Award Amount	Year	Partners
Settlers Bay Coastal Park	2018-402	\$ 100,000.00	2018	Great Land Trust
West Butte Retaining Walls		\$ 6,500.00	2018	MSB
RTP 3-miles of ATV Trail Loops		\$ 70,000.00	2016	MSB

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Part 2: General Project Information

Project location (at least one of following):

To locate project on our map of funded projects, if awarded grant:

<http://www.arcgis.com/apps/View/index.html?appid=7f4d3c1726964b1d8b2612c7e0ae5967>

Latitude: 61.295100

(e.g.: 62.147105)

Longitude: 149.362500

(e.g.: -150.049423)

OR Location on map (attach map)

☒ Yes

Note: Your trail may have multiple uses that you are actively managing for. Select only those that the trail is intended for.

Note: Select all prohibited uses.

Note: A trail will only have one designed use. The design use is based on the most demanding use intended for the trail.

Managed Use:

Prohibited Use:

Designed Use: (Select Only One)

<input checked="" type="checkbox"/> Hiking/ walking	<input type="checkbox"/> Hiking/ walking	<input type="checkbox"/> Hiking/ walking
<input checked="" type="checkbox"/> Dog walking	<input type="checkbox"/> Dog walking	<input type="checkbox"/> Dog walking
<input checked="" type="checkbox"/> Running	<input type="checkbox"/> Running	<input type="checkbox"/> Running
<input checked="" type="checkbox"/> Bicycling	<input type="checkbox"/> Bicycling	<input type="checkbox"/> Bicycling
<input checked="" type="checkbox"/> Mtn bicycling	<input type="checkbox"/> Mtn bicycling	<input type="checkbox"/> Mtn bicycling
<input type="checkbox"/> Equestrian	<input type="checkbox"/> Equestrian	<input type="checkbox"/> Equestrian
<input type="checkbox"/> Dirt bike	<input checked="" type="checkbox"/> Dirt bike	<input type="checkbox"/> Dirt bike
<input type="checkbox"/> ATV / Side-by-side	<input checked="" type="checkbox"/> ATV / Side-by-side	<input type="checkbox"/> ATV / Side-by-side
<input type="checkbox"/> 4WD vehicle, OHV	<input checked="" type="checkbox"/> 4WD vehicle, OHV	<input type="checkbox"/> 4WD vehicle, OHV
<input checked="" type="checkbox"/> ADA accessible	<input type="checkbox"/> ADA accessible	<input type="checkbox"/> ADA accessible
<input type="checkbox"/> Other land/park*	<input type="checkbox"/> Other land/park*	<input checked="" type="checkbox"/> Other land/park*
		<u>Settlers Bay Coastal Park</u>
<input checked="" type="checkbox"/> Cross-country skiing	<input type="checkbox"/> Cross-country skiing	<input type="checkbox"/> Cross-country skiing
<input checked="" type="checkbox"/> Snowshoeing	<input type="checkbox"/> Snowshoeing	<input type="checkbox"/> Snowshoeing
<input checked="" type="checkbox"/> Dog mushing	<input type="checkbox"/> Dog mushing	<input type="checkbox"/> Dog mushing
<input type="checkbox"/> Snow machining	<input checked="" type="checkbox"/> Snow machining	<input type="checkbox"/> Snow machining
<input type="checkbox"/> Other snow _____	<input type="checkbox"/> Other snow _____	<input type="checkbox"/> Other snow _____

* Note: If this is a park or playground check "Other Land/Park"

Trail Type - What is the predominant trail surface and general mode of travel: (Check only one):

- ☒ Standard Terra (A trail that has a surface consisting primarily of the ground.)
- ☐ Snow / Winter Trail (A trail that is predominately snow/ice.)
- ☐ Water (A trail that consists primarily of waterways.)

Trail Class: Enter code 1-5: 4

- 1 Primitive/Undeveloped 3 Developed/Improved 5 Fully developed
- 2 Simple/Minor development 4 Highly developed

Trail Width (approx): 1.5'-5'

Miles of trail included in this project: 4

Miles of inter-connecting trails benefiting from this project: 3

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Part 3: Permitting Documentation

1. Please describe any required legal easements for the project if on private land. Please provide any public land project approval documentation. The ADL# for trail project must be included in this project:

The park is owned and managed by the Borough. Planned development in the park has been approved with the adoption of the Settlers Bay Coastal Park Recreation Development Plan. Great Land Trust holds a conservation easement on the property, which limits the types of development that can occur. The Borough collaborates with GLT on park amenity layout and construction.

2. Please attach landowner authorization for at least five years for winter trails projects.

☐ Yes ☒ Not needed

3. Please list all permits and authorizations that will be required for this project – both for legal access to property and environmental considerations. You will be expected to provide documents before grant is awarded.

A USFWS Bald Eagle Take Permit has been issued for construction of the ADA Bluff Trail in 2019. No other permits or authorizations are required.

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Part 4: Detailed Project Description

1. Please provide a detailed narrative description of the project and plans for maintaining the project long term here. (must fit in box – about 500 words)

Trails: Roughly 3.5 miles of walking trails were completed using the last MSTPF grant. These trails were groomed during the winter of 2020 and saw daily use by regular park patrons. A two-mile beginner bike trail was constructed. Additional work on the banked turns is required to complete it. A new one-mile intermediate bike trail will be constructed, with connections to the beginner bike trail. All improved trails are non-motorized.

Park Entrances: The north entrance was completed using the last MSTPF grant including a new trailhead, restroom, trash cans and signage. A new gate was installed at the West Entrance over the winter of 2020. Additional signage is needed at the west entrance. Two additional restrooms were installed at the west entrance and at the beginning of the ADA bluff trail over the winter of 2020. Additional work will be completed by this grant project to complete the CXT installation. Additional large rocks will be imported from off-site with this grant funding, for traffic control at the west park entrance as well as additional ATV barricades. Additional signage will be installed at the West Entrance.

ADA Accessibility: The ADA bluff trail was cut in at the end of the construction season in 2020. Crushed rock was stockpiled using the last MSTPF grant. This grant project will complete construction of this trail. Signage will be installed along this trail. The CXT installed on the bluff is ADA accessible. Some landscaping is required to complete the CXT install.

Future Maintenance: The Borough Recreation Services Division is responsible for park maintenance. Routine maintenance has included servicing the restroom, emptying the trash cans, and winter plowing and grooming. Routine park maintenance is included in the Borough operating budget. The Borough has included a capital project to extend power to the parking areas in anticipation of lighting the parking areas and trails. Larger improvements and maintenance are included in the Borough Capital Improvements Budget.

See attached detailed Budget Narrative for more details.

2. Describe how the project enhances connectivity within the Mat-Su area trails systems or otherwise fits MSTPF's goals:

This formerly privately-owned land was purchased by Great Land Trust and donated to the Matanuska-Susitna Borough to become a nature park to benefit Alaskan communities. The proposed project will continue to expand the parks trail system for public use within the park, increasing the public's ability to experience its dynamic microcosms such as the productive salmon streams and tidal estuaries adjacent to the ADA bluff trail

In total, this project will create an new mile of new non-motorized trail, finish the 1/2 mile ADA trail, and finish the two-mile beginner bike trail. This project will provide the public with trail access to the Knik Arm of Upper Cook Inlet. The project will also improve the connection to the Wet Gulch Trail, which connects to the Iditarod Trail and the Herning Trail.

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3. Please provide both a summary and detailed budget (attach) for the project. The detailed budget must identify how category totals were calculated. For instance: 20 4"x4"x8' trail signposts @ \$15 each = \$300.

Match: Match may include cash match or in-kind. In-kind can include donated goods, services, and in-kind volunteer match. **Volunteer hourly rate maximum is \$27.80/hour.**

Item	MSTPF Grant Funds	In-Kind Match	Cash Match	Total Cost	Explanation
Contractors (include copies of bids or quotes)	\$ 6,599.00	\$ 0.00	\$ 3,301.00	\$ 9,900.00	Large Rock Hauling, CXT [±]
Organization Staff	\$ 0.00	\$ 50,000.00	\$ 0.00	\$ 50,000.00	Trail Crew
Supplies & Materials (Separate from contractors)	\$ 3,490.00	\$ 7,500.00	\$ 0.00	\$ 10,990.00	large rocks, signage, concr [±]
Equipment	\$ 9,391.00	\$ 0.00	\$ 4,699.00	\$ 14,090.00	Equipment rental
Easement Survey	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
Organization Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
Other	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	Park related incidental exp [±]
Totals:	\$ 20,980.00	\$ 57,500.00	\$ 8,000.00	\$ 86,480.00	

NOTE: Total row will be carried forward to Page 1
You must fill in this page even if you submit a more detailed budget attachment.

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4. Please provide a narrative description of project's funding and sponsor match.

The Borough will provide the required cash match from an existing project account for the park. Borough staff labor in the park is expected to well exceed the allowed in-kind match, as proven during the last MSTPF grant.

The Borough already purchased the two new restrooms (CXTs). A contractor was able to complete rough installation of the new CXTs in December, 2020. Landscaping around the new restrooms is required to open the CXTs to the public.

The Borough already purchased a new automatic gate, which was installed at the west entrance in December, 2020. Additional signage at this entrance is required. Additional large rocks are required for traffic control at the west entrance. The large rocks will be donated by the borough, and are valued at \$100/rock. The large rocks have proven to be a effective deterrent in the places in the park where they have been installed. Transportation of the rocks will be by contractor, with two-thirds of the cost coming from the requested grant, and the other one-third of the cost being paid with in-kind cash match.

The two CXTs and new automatic gate were funded by CARES act federal funding (over \$100,000 spent).

Extension of electrical service into the west entrance is included in the Borough Capital Budget. Park maintenance is included in the Borough Operating Budget.

See the attached detailed budget narrative for more details.

5. Can you consider a phased approach with less funding? Please describe.

Park construction has been divided into phases. Phase 1 resulted in construction of the north entrance of the park. Phase 2 is included in this current grant request. Phase 2 will open the west entrance of the park, build additional bike trail, and complete trails started with the last MSTPF grant.

Phase 3 includes development of the Bike Park, at the west entrance. Originally, the Bike Park was part of Phase 2 of park construction, however, it represents a substantial investment of both funding and staff time. Moving the Bike Park into a future phase of park construction was determined to represent a more streamlined project.

Phase 4 of park construction includes completion of the west park entrance to accommodate school buses and include lighting.

Phase 5 of park construction will build out the interpretive signage in the park and will be developed in partnership with the Knikahnu Tribe and School District.

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6. Describe why this project is important and needed. How does it provide for recreational opportunity or solve a recreational challenge? (must fit in box – about 500 words)

The proposed MSTPF grant funding is critical to continue development of the new Settlers Bay Coastal Park. With development of the trail system and access points, this project will enhance the only MSB park with access to the ocean. This park is currently the only major borough recreation amenity in the Knik-Fairview Community, the fastest growing community in the state. Development of access points and recreational infrastructure here will provide a much-needed public recreation space for this and other nearby communities.

Frequent interactions with park patrons have highlighted the need to expand the bike trail system. There has also been significant interest in developing the ADA trail and parking area. Existing funding is insufficient to complete both the beginner bike trail and the ADA trail and the west park entrance.

The proposed MSTPF grant fills an important funding gap required to expand the park trail system and complete partially funded CARES act projects. Continued development of this new public park is essential to increase public awareness of the new recreation asset, to maximize the recreation use of the public property, and to increase the number of people utilizing the public park for its intended uses (non-motorized nature park for hiking, biking, skiing and other non-motorized uses). Completion of this proposed project will allow the borough and its partners to continue to build the park in the next few years with additional trail improvements, interpretive signage and trails to maintain and improve the park environment.

Right now, neighbors and interest groups are geared up to work with the borough and are supportive of the new development planned within the park. Approval of this grant application and support of the proposed project will help maintain this high level of enthusiasm. If the park sits idle, this momentum could ebb, resulting in less available resources to secure future matching funds, a decrease in community engagement, and an inability to meet the stewardship requirements of the conservation easement.

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7. Provide a project completion timeline including: overall project start date and completion date, major project tasks with start and completion dates. Please note that the grant agreement will require regular project progress reports. Also, projects are expected to be completed within 18 months of award.

The proposed project will be completed by October 2022.

The project will begin in the May of 2021.

Completion of the two-mile beginner bike trail will take several weeks and will culminate with compaction of the banked turns along the trail. Construction of the one-mile intermediate bike trail will begin while half the Trail Crew is finishing the beginner trail.

Installation of the signage, picnic tables, benches, trash cans, and dog waste stations will occur throughout July and August.

Transport and placement of the large rocks will occur in June and July.

Completion of the CXT landscaping and access points will occur by August 30.

Completion of the ADA trail cannot occur until the Bald Eagle nest is confirmed to be empty. Last year, the baby eagle was fully fledged by the end of August. The plan for 2021 is to begin laying gravel on the ADA trail by the first week of September. Completing the ADA trail will require four weeks. It is estimated to be complete by mid-October.

8. Please explain how you will promote this new or improved trail or park to the general public?

The borough will issue a press release when the necessary infrastructure for public access is complete. Trail brochures will be available at the MSB building in Palmer as well as on the borough webpage. Signage at the entrance to the park will help welcome and guide the public to the park entrances.

The borough will schedule a ribbon cutting for the opening of the ADA Bluff Trail in the Fall of 2021.

9. Reporting Requirements – Applicants will complete progress and final reports on a schedule appropriate to the project. Final grant report must include digital picture(s), GPS track for trails, and other details specified in report form that is provided by MTSPF. Part of this should be suitable for website. (See report form for details.)

The final documentation for trails should include a digital track (preferably .gpx or .shp) file suitable for adding to a trails map. Newer consumer-grade GPS units provide adequate accuracy for this purpose (but not for easements). The intention is that we can track progress on connectivity throughout the Mat-Su Area.

Thank you for your interest in enhancing trails in the Mat-Su Area.

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