

MATANUSKA-SUSITNA BOROUGH

Transportation Advisory Board Agenda

Edna DeVries, Mayor

Terri Lyons
Randy Durham
Donna McBride
Scott Adams
Jennifer Busch
Antonio Weese
Joshua Cross - Chair

Adam Bradway - Staff



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT
Alex Strawn, Planning & Land Use Director
Kim Sollien, Planning Services Manager
Jason Ortiz, Development Services Manager
Fred Wagner, Platting Officer

Virtual Meeting

November 18th
REGULAR MEETING
10:00 am

Ways to participate in the Transportation Advisory Board meetings:

Join on your computer or mobile app

[Click here to join the meeting](#)

TELEPHONIC TESTIMONY:

- Dial [+1 907-290-7880](#) Password: 816 773 660#
- State your name for the record, spell your last name and provide your testimony.

I. CALL TO ORDER

II. ROLL CALL – DETERMINATION OF QUORUM

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

A. May 23rd, 2022 - Special Meeting Minutes

V. AUDIENCE PARTICIPATION (*three minutes per person, for items not scheduled for public hearing*)

VI. STAFF/AGENCY REPORTS & PRESENTATIONS

- A. Official Streets & Highways Plan (OSHP)
- B. Transportation Infrastructure Package 2023
- C. MS4 Update
- D. Pre-MPO Update (<https://www.mvppmpo.com/>)
- E. MSB Transit

- F. Capital Improvement Program (CIP) Criteria
- G. Bike & Pedestrian Plan Update (<https://www.matsubikeandped.com/>)
- H. Subdivision Construction Manual (SCM) Update
- I. RSA Board Update – DJ McBride

VII. UNFINISHED BUSINESS

- A. SCM Update – re: Public Process
 - a. Resolution 22-03

VIII. NEW BUSINESS

- A. Upcoming Board Vacancies
- B. 2023 Meeting Dates – 10:00 am on the third Friday of the month
 - i. February 17, 2023
 - ii. May 19, 2023
 - iii. August 18, 2023
 - iv. November 17, 2023

IX. MEMBER COMMENTS

- X. NEXT MEETING DATE
February 17, 2023

XI. ADJOURNMENT

MATANUSKA-SUSITNA BOROUGH

Transportation Advisory Board Minutes

Edna DeVries, Mayor

Terri Lyons
Randy Durham
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Antonio Weese
Joshua Cross - Chair

Kim Sollien - Staff



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT
Alex Strawn, Planning & Land Use Director
Kim Sollien, Planning Services Manager
Jason Ortiz, Development Services Manager
Fred Wagner, Platting Officer

Virtual Meeting

May 23rd, 2022
SPECIAL MEETING
10:00 am

I. CALL TO ORDER

Meeting called to order 10:07 am

II. ROLL CALL – DETERMINATION OF QUORUM

Members Present: DJ McBride
Josh Cross
Randy Durham
Jennifer Busch

Staff Present: Maija DiSalvo, Planning Division Admin
Kim Sollien, Planning Services Manager
Alex Strawn, Planning Director
Rick Antonio, Planner II
Kelsey Anderson, Planner II

III. APPROVAL OF AGENDA

Motion: Josh Cross made a motion to approve the agenda, second Randy Durham
Vote: All in favor

IV. PLEDGE OF ALLEGIANCE

Led by DJ McBride

V. APPROVAL OF MINUTES

A. April 22, 2022 Regular Meeting

Vote: All in favor

VI. AUDIENCE PARTICIPATION

Sean McBride

VII. UNFINISHED BUSINESS

A. RSA Task Force – Josh Cross

Assemblymember Nowers encouraged TAB to participate in public meetings and to provide testimony as public comment. If we see things of concern, take note and keep her in the loop. A reminder that if more than three TAB members attend a public meeting, it must be advertised in advance.

~~B. Official Streets & Highways Plan~~

Motion: Josh Cross made a motion to move OSHP to the end of the meeting, second Jennifer Busch

Vote: All in favor

~~C. Subdivision Construction Manual Update~~

Motion: Josh Cross made a motion to discuss the Subdivision Construction Manual Update after ATV use on roadways, second Randy Durham

Vote: All in favor

D. State Regulation allowing ATVs on roadways

Motion: DJ McBride made a motion to approve Resolution 22-02 recommending a ban on ATV use on roadways within the Core Area of the MSB, second Randy Durham

Vote: All in favor

E. Subdivision Construction Manual Update

Original SCM was written in 1994, and updated in 2020. The final update was the result of negotiations, and the compromise was what went forward.

Assemblymember Yundt sponsored the most recent update request, asking Manager Brown to direct MSB Planning to put together a small working group, and the result is in the packet. Yundt will take any comments seriously and what goes to the Assembly may be revised. LRSA reviewed, going to Platting Board and PC as well.

TAB discussed the following questions:

- If we will have to update because of MS4 requirements, what is the benefit of updating now too?
- Has there been enough time to see real benefits or detriments?
- If we don't have a current measure of effectiveness, how do we know

these updates are needed?

- What is the standard for making changes?
- How will these changes work on a maintenance level for RSAs and for snow storage?

Motion: DJ McBride made a motion to postpone Resolution 22-03 until the Regular Meeting on August 19th, second Randy Durham

Vote: All in favor

Motion: Josh Cross made a motion to open discussion to all updates and recommendations for the list of contingencies in Resolution 22-04, and to approve the full list after it is complete, second Randy Durham

Vote: All in favor

Motion: DJ McBride made a motion to accept all changes as amended, second Tony Weese

Vote: All in favor

Motion: Josh Cross made a motion to accept Resolution 22-04 as edited today, second DJ McBride

Vote: All in favor

F. Official Streets & Highways Plan

Josh Cross recused himself for OSHP discussion, Antonio Weese became acting chair for this discussion. Antonio Weese conducted a vote on whether or not to accept Resolution 22-01 as written, in support of Borough adoption of OSHP update

Vote: All in favor

VIII. MEMBER COMMENTS

DJ McBride: No Comment

Randy Durham: No Comment

Jennifer Busch: No Comment

Antonio Weese: No Comment

Josh Cross: Thank you for being willing and able to meet for this special meeting, and for going above and beyond. Good job getting through all of this, enjoy your summer

IX. NEXT MEETING DATE

Regular Meeting: August 19, 2022 @ 10:00 am

X. ADJOURNMENT

Motion: Josh Cross made a motion to adjourn, second DJ McBride. Meeting adjourned at 12:02 pm.

Joshua Cross, Chair

Date

Kim Sollien, Planning Services Manager

Date

A photograph of a vibrant playground with yellow, green, and blue equipment, including slides and climbing structures, set against a clear blue sky. The image is partially covered by a semi-transparent yellow overlay on the right side, which contains the title text.

Capital Improvement Program 2022

**Matanuska-Susitna Borough
Planning Department**



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Introduction

The Matanuska-Susitna Borough's (MSB) Capital Improvement Program (CIP) originated in 1965 as part of the MSB's Capital Budget. Throughout the past 5 decades, the CIP has taken many forms, ranging from an itemized list in the annual capital budget, to a list of unfunded, community-supported transportation projects. The 2022 update was the result of requests from the Planning Commission and the Assembly to provide a better process for community members to nominate capital projects.

How has the Process Changed?

Capital Improvement Programs are used across the country by local governments as a tool to help plan for community infrastructure improvements. In the Mat-Su, investing in our communities is a priority laid out in many of our Assembly-adopted comprehensive and strategic plans. By incorporating new criteria that defines what a valid CIP project is, the MSB can develop a more manageable list of realistic project nominations, that the Assembly has the power to fund. The criteria below must be met by nominations before advancing to the scoring phase of the CIP:



Projects must fall within Borough Powers and cost more than \$20,000.



Projects must have a lifespan of longer than 5 years and cannot be considered routine maintenance.

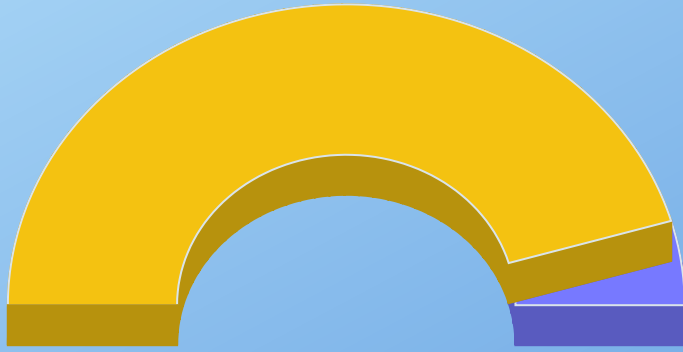


Projects must align with a goal or objective from an Assembly-adopted plan.

Understanding the Project Criteria: Borough Powers

The 2022 updates to the MSB CIP were developed to turn a document that had become a community "wish list" into an actionable list of projects that will be considered in the annual capital budget discussions.

The first step towards this goal was determining a definition of "capital improvement" that would be the foundation of the new scoring process. The first requirement within the definition is that all projects must fall within current areawide powers as laid out in **MSB Code, Title 1.10 Borough Powers**, excluding road and fire service areas. What "falling within Borough Powers" means is that the MSB Assembly can directly appropriate areawide funds to the projects. This is a very important piece of the CIP puzzle that has been missing in years prior. Without the ability to fund the vast majority of projects within a CIP, the list continued to grow with new nominations, but projects were never completed. This led to a CIP that was sometimes 400+ projects!



■ 2021 CIP Projects 171

■ 2021 Projects that Meet 2022 Criteria 17

17 out of 171!

What difference does the criteria make?

Staff went through the 2021 CIP to see how many projects would have made the list based on the new criteria. Only 17 out of 171 projects fell within borough powers *and* supported the goals and objectives of MSB plans!

A project must have an acquisition cost of more than \$20,000 and have a useful life of 5 years or more. These criteria are in place to make sure that the MSB is spending money efficiently. By requiring a project to bring value to the community for at least 5 years, the MSB is showing a commitment to long-term use

and enjoyment of the public improvements. Another requirement is that the project not be considered routine maintenance or equipment replacement for borough facilities and department needs. These projects are planned expenses and are accounted for in the annual operating budget.

Understanding the Project Criteria: Community Planning

The final puzzle piece to the updated CIP criteria is requiring that each project align with a goal or objective from an existing Assembly-adopted plan. These plans include the sixteen community comprehensive plans, the borough-wide comprehensive plan, three city plans, the Assembly Strategic Plan, the Master Trails Plan, and many more.

By requiring that CIP nominations align with MSB plans, the MSB can begin to implement the work that has already been completed for community development, recreation facility planning, economic development, and land use planning.

Planning staff reviewed all 16 community plans in the spring of 2022 and developed community-specific priority lists based on the goals and objectives found in each plan. Staff found a need for improved community infrastructure called out in each plan. Some communities are looking for increased emergency services while others are seeking to increase recreation and tourism opportunities through new or improved public facilities. With the new criteria, the CIP can now be the tool for community councils to use to get the infrastructure they need.

CIP

Scoring Committee

The Scoring Committee for the 2022 CIP consisted of employees from five MSB departments. Members were chosen for their expertise in assessing community needs, project management, grant and funding opportunities, construction management, and community planning. The committee members are:

PAM GRAHAM

Finance Department

HUGH LESLIE

Community Development Department

BRAD SWORTS

Public Works Department

TAWNIA HIGHTOWER

Emergency Services Department

GERRIT VERBEEK

Planning And Land Use Department

KELSEY ANDERSON

Planning And Land Use Department - Non
Scoring Member

CIP Scoring Matrix

The goal of the 2022 CIP update is to develop a clear path forward for community projects to be considered in the annual budget discussions. To be able to fairly rank nominations, each project was scored against the following ten weighted categories:

x5

Public Health & Safety

Ranges from no impact on existing public health to addressing an immediate need.

x5

Current Project Support

Ranges from not related to other MSB projects to being essential for the completion of an existing project.

x4

MSB Policies & Priorities

Ranges from vaguely aligning with an MSB plan to being mentioned in the Assembly's Strategic Plan.

x3

External Funding

Ranges from 0-25% external funding to 76-100% known external funding source.

x2

Project Support

Ranges from having a letter in opposition to the project to having a resolution of support.

x5

Legal Requirements

Ranges from not mandated to being mandated by governmental agreement, or judgments.

x4

Quality of Life & Wellness

Ranges from not affecting quality of life to greatly impacting a wide range of MSB residents for the better.

x3

Funding Status

Ranges from no known funding to the project being partially funded and construction is underway.

x3

Environmental Quality

Ranges from having a negative effect on the environment to providing increased ecosystem services.

x2

Energy Conservation

Ranges from project increasing energy consumption to conserving energy with a payback on investment.



2022 MATANUSKA-SUSITNA
BOROUGH

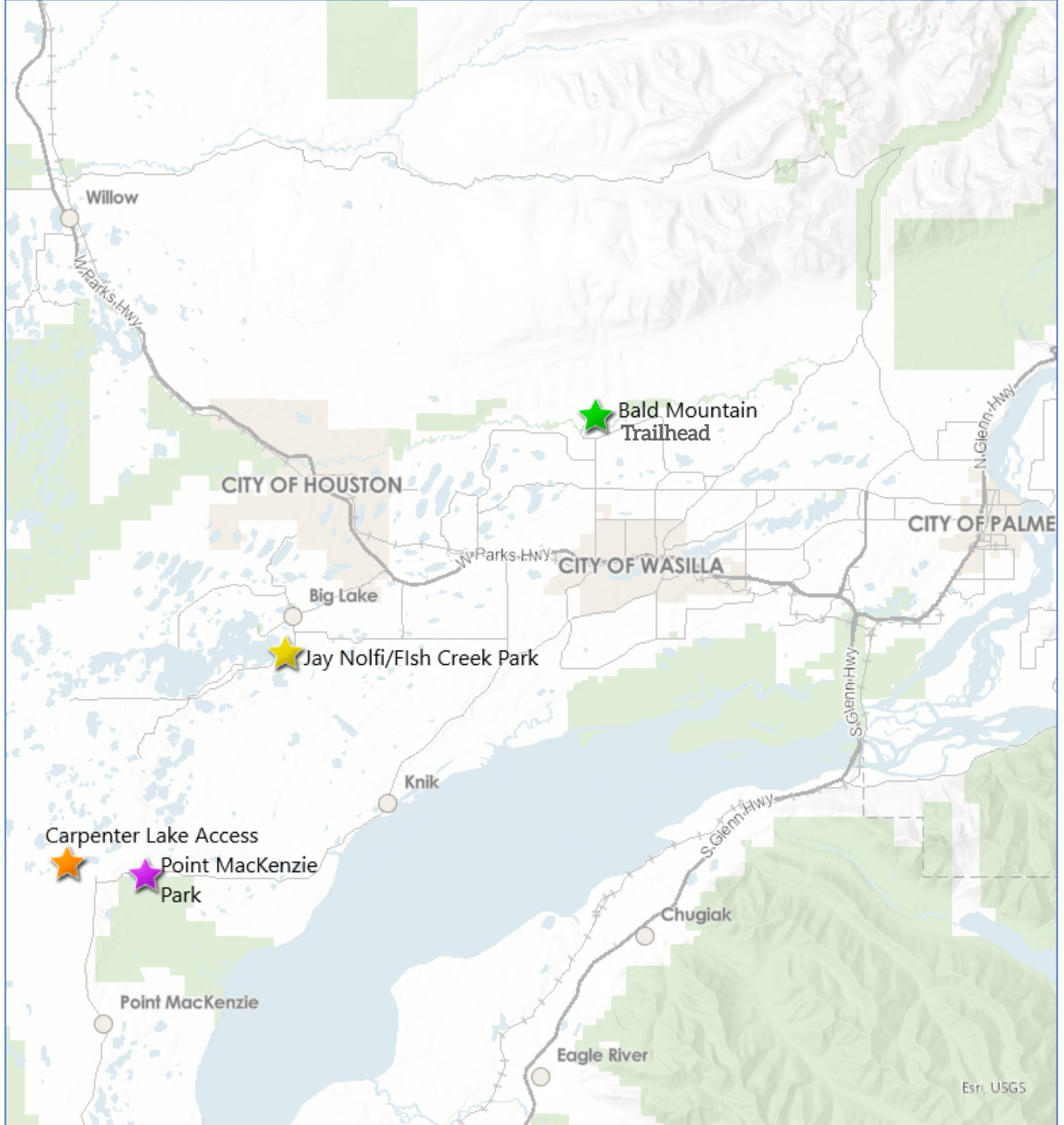
CIP PROJECT LIST

PROJECTS APPEAR IN ORDER OF HIGHEST TO
LOWEST RANKING

INCLUSION IN THE CIP PROJECT LIST IS IN
NO WAY A GUARANTEE OF FUNDING



2022 CIP Project Nominations



Printed on Sep 6, 2022

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Project 1: BALD MOUNTAIN TRAILHEAD DEVELOPMENT

Community Council: Meadow Lakes

Assembly District: 7, Assembly Member Ron Bernier

Nomination Summary: Funds will be used to purchase and develop a parking area at the entrance to the Bald Mountain Trail and develop the trailhead. This is a widely-used, multi-use, year-round trail that begins at the Sitze Rd & Solitude Rd intersection and goes north into Hatcher Pass. Users currently park on the road ROW or on private property at the intersection. There is a community need to establish a public area for parking to allow for use of this popular trail, and avoid trespass and unsafe loading and unloading of ATVs within the road ROW. This project would be completed in phases to spread the cost out, starting with \$400,000 for initial design and land acquisition. The full project cost estimate noted below was developed by staff from the MSB Public Works Department in September 2022. The detailed, line-item cost estimate can be found on page 12.

Estimated Cost of Phase 1: \$400,000.00

Estimated Cost of Full Project: \$1,560,000.00

Strengths and Weaknesses of Nomination: Bald Mountain trail is designated as a Regionally Significant trail in the MSB Recreational Trails Plan. By that definition it is recognized for "...significant recreational opportunities to people outside the area it is located within... and therefore deserve higher priority when it comes to funding...." It has been included in the 1984 MSB Trails Plan, the Meadow Lakes Comp Plan and the Hatcher Pass Management Plan. There is a strong public health and safety need for this project as there is currently very little room for emergency vehicles to park when doing search and rescue from this trailhead. This project is not on borough property, and would require land acquisition from private property owners to develop. While this is within Borough Powers to complete, the cost of this project would likely require some outside funding through grants such as the Pittman-Robertson funding.

Recommendation: Move project forward for consideration in the FY24 Capital Budget.

Project 1:

BALD MOUNTAIN

TRAILHEAD DEVELOPMENT

COST ESTIMATE

| Task | Conceptual Cost |
|---|------------------------|
| Access Driveway to Parking | \$ 100,000.00 |
| Parking Lot | \$ 300,000.00 |
| Trail Grading and Fill | \$ 30,000.00 |
| Stream Crossing (pre-fab bridge) | \$ 150,000.00 |
| Drainage and Erosion Permanent Mitigation | \$ 75,000.00 |
| Erosion and Sediment Control | \$ 50,000.00 |
| Trail Easement Monum./Signage | \$ 12,000.00 |
| Restroom | \$ 75,000.00 |
| Kiosk/Signage | \$ 14,000.00 |
| Gate/Security | \$ 11,000.00 |
| SUBTOTAL | \$ 817,000.00 |
| Contingency (~15%) | \$ 125,000.00 |
| Land Acquisition | \$ 350,000.00 |
| Construction Management (~10%) | \$ 80,000.00 |
| Survey/Design (~20%) | \$ 163,000.00 |
| Environmental/Permitting (~3%) | \$ 25,000.00 |
| TOTAL | \$ 1,560,000.00 |

Conceptual Cost Estimate
 Completed by Michael J. Campfield, P.E.
 Date: 9/14/2022

Project 2:

POINT MACKENZIE PARK RESTROOMS

Community Council: Point MacKenzie

Assembly District: 5, Assembly Member Mokie Tew

Nomination Summary: Funds will be used to develop a restroom facility at Point MacKenzie Park, located at 20810 W Point MacKenzie Rd. This park is used frequently by snowmachiners in the winter. Currently there are no restrooms, which has created a public health issue. This project is necessary to prevent future health issues and to protect the trail environment. The restroom would provide patrons a healthier outdoor experience and promote longer recreation experiences. The restroom will also serve as an outdoor restroom facility during power outages and other local emergency experiences to area residents.

Estimated Cost of Project: \$60,000.00

Strengths and Weaknesses of Nomination: The proposed cost of a new restroom aligns with recent cost estimates for similar projects. The nomination would provide increased services to a broad group of MSB residents. Maintenance costs would continue after the initial funding of the restrooms. The MSB would require a maintenance agreement with the Community Council to be in place before project construction to outline the duties and responsibilities for this facility. The Community Council would likely be required to pay for the yearly maintenance fees for pumping and cleaning, estimated to be around \$20,000 per year. The parcel is property of the Community Council. At this time, the Point MacKenzie Community Council does not have additional funding other than the Community Assistance Program. However, the area is cleared at this time with a gravel foundation.

Recommendation: Move project forward for consideration in the FY24 Capital Budget.

Project 3:

JAY NOLFI/FISH CREEK PARK PATHWAYS AND EQUIPMENT

Community Council: Big Lake

Assembly District: 5, Assembly Member Mokie Tew

Nomination Summary: Funds will be used to improve existing facilities at the Jay Nolfi/Fish Creek Park by providing equitable access to park amenities for people of all ages and abilities. Project components include expanding and paving pathways, adding inclusive and accessible playground equipment, and paving the trail to the covered gazebo area. Existing conditions of the park access, pathways, and gazebo landing are loose gravel, making it difficult for a person who uses a wheelchair to access these spaces without assistance.

Estimated Cost of Project: \$250,000.00

Strengths and Weaknesses of Nomination: The proposed cost is in line with current cost estimates for this project. This park is already managed and maintained by the Matanuska-Susitna Borough. Providing equitable recreation opportunities throughout the Borough provides a valid public service and increases public health and wellness. The MSB has recently invested in this park by widening the trails.

Recommendation: Move project forward for consideration in the FY24 Capital Budget.

Project 4:

CARPENTER LAKE ACCESS

COMMUNITY COUNCIL: Point MacKenzie

Assembly District: 5, Assembly Member Mokie Tew

Nomination Summary: Funds will be used to improve Carpenter Lake access by expanding the parking area and making the lake more user friendly. Carpenter Lake is a frequently used recreational area for residents and guests of the Point Mackenzie area. The lake is used for swimming, kayaking, and fishing in the summer, and ice skating in the winter. By expanding the parking area, the Borough can help to keep residents healthy and outdoors throughout the year. A phase two of this project would be to add a public restroom near the parking area. This is not included in the cost estimate.

Estimated Project Cost: \$200,000.00

Strengths and Weaknesses of Nomination: The proposed cost reflects the cost for a paved boat launch and parking. The nomination would provide increased services to a broad group of MSB residents who use Carpenter Lake for recreation purposes. The MSB would require a maintenance agreement with the Community Council to be in place before project construction to outline the duties and responsibilities for this facility. The contour of the land within the right-of-way is steep, which would likely require any boat access to be paved rather than gravel, increasing the price of the project.

Recommendation: Move project forward for consideration in the FY24 Capital Budget.

How Can I Nominate a Project?

The Mat-Su Borough is now accepting nominations on a rolling basis - *this means that you do not have to wait for a specific application period to open!* The Planning Department will collect nominations throughout the year, and will evaluate projects annually beginning on August 1 of each year.

The CIP nomination form can be found online at:
<https://cip.matsugov.us/feedback/surveys/30ce542c454d4744b36610467c9fd3b5/explore>



**MATANUSKA-SUSITNA BOROUGH
TRANSPORTATION ADVISORY BOARD
RESOLUTION SERIAL NO. TAB 22-03**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH TRANSPORTATION ADVISORY BOARD IN SUPPORT OF INCREASED TRANSPARENCY IN THE DELIBERATIONS OF REVISIONS TO THE 2020 SUBDIVISION CONSTRUCTION MANUAL THROUGH ADVERTISEMENT AND PUBLIC PARTICIPATION.

WHEREAS, the Matanuska-Susitna Borough Transportation Advisory Board advises the Assembly on transportation-related issues; and

WHEREAS, the Subdivision Construction Manual (SCM) is intended to:

- 1) Establish standards for the design and construction of transportation networks throughout the Matanuska-Susitna Borough;
- 2) Provide information and guidelines for the design, construction, and upgrade of roads, drainage facilities, and utilities within rights-of-way;
- 3) Develop and maintain a safer and more efficient transportation system; and
- 4) Minimize operation and maintenance efforts; and

WHEREAS, in April 2016, the Mat-Su Borough Assembly signed Resolution 17-003 supporting the rewrite of the 1991 SCM; and

WHEREAS, beginning in June 2018, a group of subject matter experts was formed to review the document. The group consisted of local Land Surveyors, Civil Engineers, Developers, Homebuilders,

Board Members, and Borough staff; and

WHEREAS, on Tuesday, August 18th, 2021, the Matanuska-Susitna Borough Assembly adopted the 2020 SCM, which went into effect on January 1st, 2021; and

WHEREAS, the SCM the Borough Assembly adopted is currently undergoing additional revisions; and

WHEREAS, the current revision process has not been advertised or conducted as a part of a public process, and the deliberations have not included the same diversity of subject matter experts as was involved in the initial rewrite; and

WHEREAS, public participation directly engages the public in decision-making and gives full consideration to public input in making that decision; and

WHEREAS, public participation builds trust, ensures transparency, and creates results that are beneficial to the entire Borough community, instead of individual stakeholders.

NOW, THEREFORE, BE IT RESOLVED, the Transportation Advisory Board requests increased transparency in the deliberations of revisions to the 2020 Subdivision Construction Manual through advertisement and public participation.

ADOPTED by the Matanuska-Susitna Borough Transportation Advisory Board this _____ day of _____, ____.

Joshua Cross, Chair

ATTEST:

Kim Sollien, Planning Services Manager
Staff Support

DRAFT