



MATANUSKA-SUSITNA BOROUGH

Borough Manager

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Date: December 29, 2017
To: Mayor and Assembly members
From: John Moosey, Borough Manager
Subject: Borough Manager's Report

Monthly Activity Report November 2017

Animal Care & Regulation Department

Monthly Statistics:

271 Animals brought into the shelter
137 Animals adopted
39 Animals returned to their families

Please Microchip your pets, it's a sure ticket home! Just \$30 at the shelter.

The shelter fields over 1,000 calls per week. Our officers had a very busy month:

- 154 officer activities/ investigations
- 24 warnings issued
- 91 educated the public
- 16 citations issued
- 23 bite cases investigated
- 3 barking animals investigated
- 25 public assists

Thank You:

We want to send out a big thank you note to our volunteers and foster families! We had 14 foster families who have dedicated a total of 942 hours in the month of November. We also had 123 volunteers who dedicated a total of 805 hours. Foster families and volunteers have dedicated a total of 1747 hours of service this month. We are very thankful for all of their support!!!

Low Cost Spay/Neuter Clinic:

In November we hosted another low cost spay/neuter clinic for low income and military families. We were able to neuter 10 dogs and 11 cats for a total of 21 neuters. Please visit our Facebook for upcoming clinics.



Department of Emergency Services

Emergency Medical Services (EMS)

- EMS had 639 calls
- Completed new hire academy adding on call responders to our roster
- Two refurbished ambulances put into service –great addition to our fleet

Fire and Rescue Service Areas

- 226 Fire and Rescue calls
- Badge-pinning ceremony was held November 7, 2017 for the Firefighter I graduates (16 participants: 12- Central, 2- Willow/Caswell, 2- Talkeetna). 171 people, including Fire personnel, family members and friends, were in attendance.
- Completed 12 Fire and life Safety Reviews
- Water Rescue – Two successful rescue's

Fleet Maintenance

Monthly MPulse Report

- Open Work Orders – 224
- Closed/Completed Work Orders – 179

Emergency Management

- Delivered ICS 400 to 25 partnering agency staff
- Presented Preparedness presentation to the Wasilla Rotary
- EM staff coordinated, taught Community Emergency Response Team program in Willow and graduated 31 community members
- Staff delivered training on Alert Sense mass notification system to Public Information Officers
- Continue to strengthen radio/microwave and communications infrastructure throughout MSB

Community Development Department

Land & Resource Management Division

Personal Use Firewood Areas (PUFA): Available timber, conditions, flagging and signage are currently being evaluated and updated in preparation for opening selected PUFA's for 2018. The PUFA permit section of the e-commerce site is currently undergoing live testing utilizing the Personal Use Christmas Tree Area (PUCTA) as a test bed in preparation for going live in 2018. The PUCTA is open. A map of the area and instructions are available at the Jim Creek Recreational Area, the MSB Building, and online through the Borough E-Commerce site.

Salvage Sales: Timber Salvage Sales are available at the Seldon Road Extension Storage Area and the Parks Highway MP 104 area now; and at the Central Landfill in the near future.

Wetland Mitigation Banking: LRM Staff continues to monitor trail usage within the Fish Creek Conservation Area (FCCA). Motorized vehicles and dog sleds are not authorized on the FCCA at this time. LRM Staff accompanied Great Land Trust (GLT) during the annual inspection of the FCCA.

Commercial Timber Harvests: LRM Staff continues to work with persons interested in timber sales within the Natural Resource Management Units. LRM Staff has been monitoring current timber harvests within the Chijuk Creek Area and the Sheep Creek Sale Area. Work continues on the Periodic Implementation Schedule to move forward with potential Borough Commercial Timber sales within the selected Natural Resource Management Areas contained within the Five Year Timber Harvest Schedule.

Land Acquisition: An agreement between Great Land Trust (GLT) and the Borough for GLT to convey Settlers Bay Coastal Park, containing approximately 295 acres, is on track for public hearing in early 2018. Assembly approval is required to accept the property and easement (TBD).

Misc. Land Sale: AKDOT/PF ROW acquisition proceeds for the Parks Highway Station 73 parcel will be transferred to the local FSA budget.

Other Land Requests: Staff continues to provide assistance and support to MSB Department of Emergency Services with regard to public safety sites and needs.

Windsong Subdivision legislation was adopted on November 21, 2017 for approval to sell adjacent borough-owned lots to owners within Windsong. Conditions of sale include combining borough and private lots to alleviate substandard size and payment of fair market value for the borough lots conveyed.

City of Houston application for conveyance from the borough to the city for the Little Su Campground property is to be presented to the assembly on December 5, 2017.

Trapper Creek community well is looking at the Trapper Creek Library and emergency services facility location. A one-acre site would need to be subdivided for a well site. It will be the Grantees cost to subdivide, construct and maintain the well site.

Municipal Entitlement Lands (MEL): On November 14, 2017, the Final and Finding and Decision for Conveyance of Tide and Submerged Land at Port MacKenzie to convey an additional 538 acres to the Matanuska-Susitna Borough was approved and signed by the Department of Natural Resources Commissioner. This expansion of lands is in addition to 1,128 acres of borough-owned, tide and submerged lands at the port.

The Hatcher Pass survey instructions were received by L&RM this month. Review is underway for preparation of the scope of work to complete the survey in order for the Borough to receive patent to the lands.

Agriculture Advisory Board: At the upcoming January 17, 2018, Agriculture Advisory Board meeting, the board will review the new re-write of the Policy and Procedures, Part 5, Agricultural Disposals, as adopted with the previous resolutions to compose a more cohesive document.

Permits, Access, Agreements and Easements: Staff assisted a private landowner with a trespass driveway on borough land to get an easement dedicated for legal access. Issued a permit for non-commercial use of the last available floatplane dock site on Christiansen Lake. Worked with Chugach Electric to clarify how recent rail extension related improvements did not impede access to their transmission line for maintenance. Coordinated with property owners near Fish Lake to obtain a record of survey and drawing for the easement realignment across borough-owned land. Drafted a policy and procedure for handling and disposing of abandoned property and vehicles on borough-owned land. Drafted a revision to the earth materials procedures.

Trails/GIS Division

Trails: Staff completed the scope of work for the *Ridge Trail* bond-funded project. A contractor has been hired by Capital Projects to develop the parking area design for the *Haessler-Norris Trail* Bond Project. The trails portion of the project is waiting on a land use permit from DNR. Staff met with the contractor working on the parking lot design in November to provide additional details on the design. The connector trail from the parking area to the main trail system has been flagged. A map was finalized for the new Redington High School trail system trailhead kiosk. The map depicts the cross country running/ski trails with details on trail lengths and travel direction.

Gravel: The Central Landfill expansion of the C&D Cells and gravel extraction/sale is out to bid. The Administrative Permit from Development Services was received in November.

Information / GIS: Lands Information System Integration Project – ongoing staff work to reconcile data. A contractor is assisting with updates to the Land Document Browser. GIS mapping for trails has been provided for a web based application to be hosted by the Mat-Su Trails and Parks Foundation. The borough and foundation are working together to provide a set of accurate, legal, all season trails for public use. Trails and trailhead data were reviewed by the MSTPF and their contractor, and the web map is being prepared by the contractor.

Staff has been working on identifying potential material sources on borough lands. This is a mapping exercise leveraging numerous data sources and overlaying information in GIS to determine potential materials, accessibility, and proximity to future project sites. Several site visits were conducted this month to assess access requirements and site logistics. A refined map and list of potential properties with material sources has been developed.

Tax Foreclosure

Tax and LID Foreclosure Competitive Sale TS36

The Tax and LID Foreclosure Sale TS36 was successfully concluded with the competitive sealed bid and outcry sales held on October 28, 2017 in the borough building for those properties approved by the Assembly for sale. The sale was conducted according to Alaska State Statutes (AS 29.45.460-480) and Matanuska-Susitna Borough Code (23.10.220).

Of the fifty-eight properties initially eligible for this sale fifty-four were repurchased or sold totaling \$1,628,700 in tax assessed value (TAV) were returned to the tax rolls. Nineteen former record owners repurchased parcels (fourteen pre-brochure and five sale brochure parcels). Forty-three parcels were included the TS36 sale brochure. Thirty-five brochure parcels sold and closed. Prior to sale day, all but one former record owner-occupied sale properties were repurchased. One parcel received no bids and will be included in the next over-the-counter sale, if not repurchased.

Tax Assessed Value (TAV) of *all* eligible repurchased and sold sale brochure parcels is \$1,628,700.00

Original parcels available for sale	58	Tax Assessed Value
Assembly removed	0	n/a
*Repurchased	19	\$826,700
*Sold in Sealed bid sale	31	\$770,900
*Sold in Outcry bid sale	4	\$31,100
Unsold	1	n/a
Withdrawn	3	n/a
*TAV total of repurchased and sold in sealed bid & outcry bid sale		\$1,628,700

Brochure sale parcels	43	Tax Assessed Value
*Repurchased	5	\$375,500
*Sealed bid	31	\$770,900
*Outcry bid	4	\$31,100
Unsold	1	n/a
Withdrawn by Manager	2	n/a
*TAV repurchased, and sold sealed bid and outcry bid sale		\$1,177,500

Parks/Recreation/Libraries

Manager's Report: Staff worked with Capital Projects and Architects Alaska to respond to user suggestions on the design of the pools over the course of November. A presentation was to the public on November 29th.

Bids were opened on the Brett Ice Arena Refrigeration Project on November 30. Purchasing will review the bids and make a recommendation to award in early December.

At the *Parks, Recreation and Trails Advisory Board Meeting* discussions revolved around the concessionaire at the Chalet at the Government Peak Recreation Area, Bed Tax allocation, and the rules for the campground at Jim Creek.

Parks Northern Region: During the month of November we were able to start grooming the Nordic ski trails on the 6th and the lakes the 21st. The Borough has 5.25 miles of Nordic trails and 8 miles of multi-use lake trails. We are grooming once a week until we get more snow

Mat-Su Parks: Park Trailhead Maintenance staff is maintaining trailheads daily. Matanuska River Park has closed for summer use. The road system is packed and we are waiting for additional snow to groom it for Nordic Skiing for the winter season. There is a restroom in the lower park open all winter.

Mat-Su Trails: November was a month of transition from frozen dirt to some snow on the trails. The Trails Specialist spent time packing snow on the ski trails using rollers and groomers. It is important to establish a well packed base to ensure quality trails throughout the winter. Several wind storms in November blew many trees onto and over the Trails. The Trails Specialist was kept busy opening the trails back up by chainsaw. Time was also spent helping Northern Parks staff to remove beetle killed trees from near the Willow Community Center and chipping the slash.

Brett Memorial Ice Arena: November temperatures got everyone thinking about winter activities including ice skating. We saw a boom in the number of birthday parties requested and attendance at our public skating programs. The Brett Memorial Ice Arena played host to the highly anticipated Wasilla High School Warrior hockey team's first home game of the season against cross town rival Colony High School with approximately 900 in attendance.

Mat-Su Pools: A senior swim patron experienced a heart attack while swimming at the Palmer pool. He was successfully rescued with the help of other pool patrons and the use of CPR and at least one shock of the AED. Good job pool staff!!!!

We have continued to use the new online swim registration system with much success. We are providing after school community enrichment swim lessons for the students of Sherrod/Swanson, Knik/ Goose Bay, and Finger lake elementary schools. At each pool there are a variety of days and times for each swim level provided.

Willow Public Library: On Halloween the Library hosted our 6th annual Trunk-or-Treat event. We had over 16 trunks, 3 firetrucks and an ambulance. About 175 trick-or-treaters participated. The Willow CERT team directed traffic and helped keep everyone safe. The Willow Library Association was notified that the Mat-Su Health Foundation had awarded us \$1.68 Million to go towards our building project.

Talkeetna Library: Talkeetna welcomes two new staff this month: Assistant Librarian Cassidy Owen and Library Aide Bobbi Gaubatz. The library hosted several borough-led meetings on the Talkeetna Water and Sewer tax issue. After a rough start and lots of unanswered questions, the borough staff returned for a second meeting which ended on a much more positive note.

Sutton Library: IT now has all the patron computers set up for scheduled updates via remote access. This allows remote access to the patron computers for trouble shooting and updates.

Big Lake Library: Astronomer and former consultant to NASA, Kevin Manning visited our library and gave a fabulous presentation on the universe. We had over 50 people in attendance.

Trapper Creek Library: The Quarterly meeting of the Trapper Creek RSA 30 meeting was held at the Library. Our computers have been busy with folks signing up for and making periodic reports for unemployment. The State of Alaska telephone system for reporting is being phased out and more people are using our computers for their filings as well as our faxing capabilities for those that aren't computer savvy. November programming for the preschool and after school crowd included an exploration of Owl pellets. We learned about owls, their habitat and what they ate. Children mounted the bones, skulls and feathers on paper to take home & hang. Our preschool and afterschool program participants made Thanksgiving decorations for the local community Thanksgiving dinner as well as decorations for home.

Capital Projects Department

Project Management Division

Dorothy Swanda Jones Administration Building Phase II (\$1.1M) Phase II includes upgrades to the HVAC system, fire protection, back-up generator, electrical, and digital controls. Work is complete with a substantial completion inspection conducted Oct 27th. Punch list items are being corrected with the contract expected to be closed by December.

Central FSA Fire Station/Training Complex 6-2 (\$12M) This project includes a combined fire station, training center, and warehouse support space totaling approximately 38,154 square feet. The facility will be constructed at the existing 6-2 location off Knik Goose Bay Road. Project delivery has been modified to select a design team and Construction Manager/General Contractor. The Assembly approved a design contract award to Burkhart Croft on Sep 5th with design at 35% completion. This design is currently advertised for proposals from General Contractors.

Willow and Talkeetna ES Ice Rink Improvements (\$1.5M) This project will construct ice rink improvements at both Willow and Talkeetna Elementary Schools. Community input focused on the need for covered ice rinks as the highest priority. A request for proposals was advertised to determine if a contractor can construct open roofs within the available budget. Seven proposals were received and are under evaluation.

Palmer High School Locker Replacement (\$500K) Scope involves replacing 100% of the lockers in the school. Project will be advertised this winter for summer 2018 install.

Emergency Power Generator Set and Switch Gear, 9 Schools Design Services (\$2.145M)

Project includes new standby generators at Wasilla Middle School (WMS), Wasilla (WHS) and Palmer (PHS) High Schools, Big Lake, Butte, Snowshoe, and Willow Elementary Schools, and the Operations & Maintenance building (O&M). New generators will facilitate normal operations during power outages with work in progress. The contractor is substantially complete at Butte, Big Lake, Willow, WMS and O&M. The emergency lighting has been connected to the existing generator at Swanson Elementary School. WHS was completed June 2017 and PHS was completed July 2017. Load testing and substantial completion visits were completed for PHS and WHS. Punch list items will be corrected by the end of November.

Public Safety Building 3-2 Addition and Parking Area (\$500K)

Project scope includes constructing a 1,400 square foot addition to the existing structure which will increase the size of the bays to allow for staging of additional apparatus. Bids were opened March 3rd and AXYS was awarded a contract in the amount of \$423,550. The contractor is substantially complete as of middle October.

MSB SD Warehouse Roof Replacement (\$866K) Project includes removal of the existing steep slope metal roofing and batt insulation. New rigid insulation and a single ply membrane will be provided to increase the thermal efficiency of the roof and reduce ice damming. Earhart Roofing was low bid in the amount of \$525,000. Due to contract award time frame, construction is postponed until spring 2018.

Asphalt Parking Regrading at Station 8-1 (\$35K) Project scope includes regrading of the existing asphalt parking lot so that it drains better. The remainder of the asphalt will be seal coated and striped. This project advertised fall 2017 with a single bidder higher than the budget. Project will be advertised again spring 2018 to allow more time to complete the work resulting in lower bid prices.

New Asphalt Parking Lot at Station 5-1 (\$50K) Project scope includes constructing a new asphalt parking lot to create additional parking spaces. This project advertised fall 2017 with a single bidder higher than the budget. Project will be advertised again spring 2018 to allow more time to complete the work resulting in lower bid prices.

Government Peak Chalet Roadway Gate- Wolverine Supply has been awarded a contract for the amount of \$19,700 to install an electronic gate across the access road. The foundation and electrical work have been completed. The gate operator will be installed once it arrives. The gate will be functional after MEA runs power to it next spring.

Palmer & Wasilla Pool Improvements (\$12.9M) This project will significantly upgrade Palmer and Wasilla Pools. Both pools are approximately thirty years old and are in need of major improvements. The lead designer is Architects Alaska. A public meeting was held October 11th to present the design and solicit public input. The design team is working on the 95% submittal with Wasilla Pool scheduled for construction in 2018 and Palmer Pool in 2019.

Brett Memorial Ice Arena Improvements (\$3.7M) This project will improve the Brett Memorial Ice Arena which is approximately thirty years old and in need of major improvements. The lead designer is Burkhart Croft. The Design Phase is complete. The project is currently being advertised for competitive bids.

Trapper Creek Community Services Association Warm Storage Building (\$75K) This project designed and constructed a small warm storage building. The building will provide needed storage space for equipment and other items that support ongoing activities at the park. The construction phase of the building is now complete and it is being used by the Trapper Creek Community Services Association.

Right: Completed Trapper Creek Community Services Association Warm Storage Building



New Public Safety Building 7-3 (\$10M) This new station is located at 10073 W. Parks Highway, approximately mile 51 and will provide space for administration, fleet maintenance, 24/7 staffing to facilitate quicker response times and provide an increased level of fire protection for the community. The new station is located at 10073 W. Parks Highway at approximately mile 51. The building exterior and civil work is complete and multiple sub-contractors are working on the interior build out. The project is progressing on schedule.

Right: Station 7-3 Exterior



Districtwide HVAC Upgrades Design, (\$7.1M) Electronically controlled ventilation dampers and control valves are currently being installed throughout the project under two different contracts effecting 10 schools. Complete renovation of boiler rooms for both Palmer Junior Middle and Willow Elementary Schools were successfully completed. Substantial Completion Inspection was held successfully at both Wasilla Middle and Palmer Junior Middle this month. Commissioning is anticipated over Christmas break. A third contract for upgrading the HVAC system at the MSBSD Warehouse was awarded this summer with work now beyond Substantial Completion and in the one-year warranty phase. A fourth contract for HVAC improvements at Colony Middle School are in the process of design award for winter design and summer 2018 construction.

Districtwide Energy Upgrades Design, (\$3.2M) This project includes lighting systems and window replacements at multiple schools. High efficiency LED lighting fixtures are now installed in 14 school gymnasiums. A window replacement project at Palmer Junior Middle, Houston Middle, Wasilla Middle and Wasilla High Schools was in fast-paced construction all summer. This project has now reached Substantial Completion at all four schools with many new efficient windows installed. Design and production of construction documents for window replacement at Snowshoe, Pioneer Peak and Cottonwood Elementary Schools is in progress with construction anticipated over summer break 2018.

Parks and Recreation Maintenance Shop, Design-Build (\$1.4M) This project will construct a new maintenance shop replacing the existing deteriorating facility. The new maintenance shop will be located at the trailhead to Jim Creek and access to Knik River Public Use Area (KRUPA). The selected Design – Build Team is directed by Byler Contracting and the design process is complete. Construction has begun with site preparation including a new water well and septic system, foundation and slab, framing of the new shop and rough in of electrical and plumbing are ongoing.

Fire Alarm System Replacement (\$3.4M) This project has previously upgraded fire alarm and life-safety systems in 20 schools. Fire alarm systems were recently replaced at Ron Larson Elementary School and the School District Administration Building. Punch list items are corrected awaiting connectivity and testing of the TrueSite monitoring system. The construction contract will be closed shortly.

Palmer High School Renovations Phase II (\$3.0M) This project will replace deteriorating domestic water system at Palmer HS during the summer school break in 2018. A design contract was awarded in spring 2017 and is now complete. AK Department of Education and Early Development (DEED) approved a transfer of construction funds from a completed school bond project to support completion of this project. Once approved by Assembly, the funds transfer will be complete and the construction documents will be advertised in December.

Pre-Design and Engineering Division

Port MacKenzie Rail Extension (PMRE) Segment 2: Construction of the rail embankment, ballast, ties and rail will move forward when funding is available. ROW activity on the rest of the 32-mile project continues with title and monumentation work. Security measures have been implemented to address trespass on the rail embankment. Work continues by Hanson Alaska Engineering to complete the design for Reddane Road. This road extension will provide direct construction access to the southern portion of Segment 2 of the PMRE project as well as improved access to the southern portion of the Agricultural District.

Trunk Road Connector: ROW acquisition is complete. Staff has requested HDL, the design firm, to submit a cost proposal to complete design.

Point MacKenzie Park Access Road: Initial field inspection completed. Survey and clearing is complete as is a Corps of Engineers permit and driveway permit. A cost estimate for design which includes geotechnical investigation over the wetlands has been received and passed on to the Community Council. The Community Council has agreed to provide the funding necessary to complete this work.

South Trunk Road Extension: Road opening on August 11, 2017 was a success. Paving south of the bridge over the Alaska Railroad was completed in September. Substantial completion was given on 9/25/17 and project is now in close out.

Reddane Avenue Extension (Port Mackenzie Rail Extension) Plans being finalized by Hanson in late December. Anticipate bidding in January and construction to start in April 2018.

Willow Park Improvements: Ficklin Construction was the low bidder. Project reached substantial completion on 10/28/17. Project will be extended into the spring for punch list items that were not completed before freeze up. Phase II will start design after the community meeting in December for Pavilion and walk way/lake observation deck.

Fish Lake Parking: Low bid award to D&S Road Services for \$99,929. Construction began on 10/2/17 with freezing conditions shutting down the project 10/14/17. One week of work left to finish in the spring of 2018.

Meadow Lakes Access and Parking Improvements: Construction is complete.



Tambert & Terrell Drainage and Paving: Designed in-house. Paving complete as of 8/29/17. Substantial completion was given on 9/18/17. Project is in close out.

Left: Western Construction paving Tambert

West Carmel Improvements: Utility potholing for design is complete. Three PUE easements are needed and two of the three are complete with the third on hold. Design is 100%. MEA & MTA utility relocation PO's complete. We are waiting on construction fund delegation from O&M and the final PUE signature to let the job out to bid, hopefully in December for Construction spring 2018.

Henry Aaron, Lotus, Shotgun and Lodge: Creating a purchase order for flagging of the ROW boundaries. We are also waiting for utility locations to be marked in the field. Scope design under \$70K will be generated. Intent is to do an in-house scope design. Construction expected in spring 2018.

Larry Trails: Development/upgrades of subdivision roads in Meadow Lakes include Larry, Darlene, Alice and Mabel Trails. They are moving toward 95% design with major relocation

work from MEA and MTA needed through September and October. Design will be complete around November/December. Project bid package estimated to be advertised in the January/February timeframe. Construction anticipated late April-July of 2018.

Michelle Drive Extension: Property has been acquired by MSB. Survey quote has been received. Waiting on funding source from FEMA to proceed with purchase orders design.

Jim Creek Recreational Vehicle Campground: Construction of a formalized RV campsite at the trailhead to Jim Creek Recreational Area is substantially complete. This new facility will provide 26 primitive campsites (no hook-ups). Construction was performed by Dirtworks, Inc. with The Boutet Company (TBC) providing design services and HDL Engineering overseeing construction. Facilities will be available for public use in the spring of 2018.

Wastewater & Septage: Contracts for the initial phase of the project are in place and the design process began in July. Preliminary engineering report was submitted and is under review. The Wastewater & Septage Advisory Board last met at 2 p.m. on November 9th in the Assembly Chambers. The next meeting is scheduled for February 8th at 2 p.m.

Bodenburg Creek Bridges: Work is substantially complete for all three bridges – Back Acres Avenue, Elk Road, and Northbridge Road. Construction was awarded to Dirtworks, Inc., and final completion will be in the spring of 2018.

Moose Meadows Bridge Armoring: A design contract has been awarded to HDL Engineers for the hydraulic studies and armoring design. Construction is anticipated in spring of 2018.

Nelson Road Bridge: The design for a new bridge across Wasilla Creek is near completion. Funding for construction has not been identified.

Bradley Road Bridge: A preliminary investigation and cost estimate is complete. Construction funding of approximately \$800K is needed.

Port MacKenzie Dock Repair: A contract was awarded to Sandstrom & Sons to begin the repair project by installing piling for stabilization of the damaged cells. That work is now complete. An invitation to bid for the remaining repair work was issued and bids were opened in late July, however, the funds were inadequate to award, and so an alternative repair plan is being developed.

Corrosion Protection Repair: The companies that installed the anode system in 2015, which subsequently failed, began work in late summer 2017. Norton Corrosion and Global Diving installed seven new, larger anode sleds, and work is complete.

Susitna Parkway Spot Improvements: Purpose of the project is to repair slopes that have drainage and safety issues. The construction project was awarded to Jolt Construction this month. Work will begin in spring 2018.

Seldon Road Extension: Assembly legislation for a corridor access management plan was introduced this month and will go to Public Hearing on December 5, 2017. Phase II of this project is in ROW acquisition (currently at 80%).

Plumley-Maud Trail: The Boutet Company completed design of trail improvements. The construction contract was awarded to Dirtworks. Construction completion is scheduled for the summer of 2018.

Big Lake Trail Bridges: Capital Projects' staff conducted a site visit in March of the two proposed water crossing sites, and collected preliminary information. Due to limited site access during summer months, the design work is scheduled to begin in the fall/winter of 2017.

Wasilla Creek Headwaters Trail: Several meetings have occurred with state agencies including DNR, who manages much of the trail system, and ADF&G. Additional funding may be available through these agencies. A field trip was conducted in June to further scope and discuss potential improvements.

Lake Louise Boat Launch and Parking Improvements: Site visit conducted in fall 2016, and a concept developed for community meeting in July. Consultants have completed preliminary design, permitting and survey. Construction expected to occur in summer 2018.

Cottonwood Creek Assessment: This project is complete and presented to the Planning Commission on June 19th. The final report has been posted to the Borough website. Borough Staff also plan to work with the State and other organizations to investigate potential septic system sources along the creek.

Vine Creek Drainage Analysis: This project is complete and presented to the Planning Commission on June 19th. The final report has been posted to the Borough website.

Cell 4 Construction: The ADEC Clean Water Program offered a \$7 million loan to the borough to fund the project; the loan was accepted and appropriated by the Assembly in August. HDR was awarded the design contract and preliminary design was submitted this month. Construction is expected to begin in spring of 2018.

Public Works Department



Solid Waste Division

Customers and Tonnages-86,515 customers used the Solid Waste System so far this fiscal year (FY). 7,648 used the Central Landfill (CLF) last month for a total of 52,545 customers for FY18. 4,378 customers used the Transfer station system this month for a total of 33,504 customers for FY18. 0 used the Haz-Waste Reuse program for a total of 466 this FY. Haz-Waste was closed due to refinishing the floors and painting the facility. Central landfill accepted 3,976 tons of commercial and 405 tons of residential municipal solid waste (MSW) bring the annual total for MSW to 28,756 tons. 850 tons of C&D waste was generated this month for an annual total of 6,622 tons of C&D waste. The division generated approximately \$671,844 in gate receipts and \$163,000 in gravel and surplus equipment sales this month for annual total revenues of \$4,128,589.23 to date.

Recycling - VCRS sold & shipped 89.3 tons of recovered resources (66.4 tons out of state and 22.9 tons local). VCRS has 138.3 tons of recovered resources in inventory waiting to be sold as of 12/1/2017. 2,272 vehicles (resident/business) used the VCRS drive thru drop off (does not include commercial customer delivery on the processing floor). VCRS 3rd Qtr. Business reports are available. The Transfer Station recycling program diverted 4.36 tons for a total of 31.05 tons of recyclables from the landfill for a total value of airspace saved of \$6,957.60 this FY.

Community Clean Up- Six dump sites were cleaned up by the Community Clean Up Coordinator this month for a total of 33 for the FY. 5 community clean ups were performed by community volunteers for a total of 96. Four vehicles were tagged for a total of 62 and four were towed for a total of 29 at a cost of \$5,175 so far this FY.



The "Plastic Bag"
Lady
Patty Fisher-MLCC

Roadmap /Business Assessment - The contractor is ready to deliver the first phase draft within the next week.

Cell 4 Design/Build - A course of action for cell design has been chosen. The design will bring total new airspace availability to just under 1,000,000 cubic yards, enough to last for about 10 years with current practices. Construction will be funded through a previously approved Alaska Clean Water Fund loan paid back over 20 years. The new loan payment will require a rate increase, which will be submitted to the Assembly for approval as part of the Borough rate setting and budget process for FY19.

New Construction and Demolition (C&D) Cell- Purchasing published a request for quotes on the sale and removal of just over 1,000,000 cubic yards of gravel over the next four years. The

excavation will produce a new construction and demolition debris cell, which will begin operations after the first year of extraction. The space created after that first year will provide enough area to safely run operations while concurrently continuing gravel extraction operations

Landfill Monitoring

Smith Ballfields (SBF) Four new temporary wells were drilled last week that will allow delineation of the contamination plume surrounding the old landfill. This work was required by ADEC along with a Borough assessment of possible corrective measures. The constituent values being detected are well below the safe drinking water standards however; they are at a level that warrants a plan for remediation or monitoring for natural attenuation.

Big Lake Landfill (BLLF) A quarterly report will be submitted in December. Nothing remarkable was detected.

Central Landfill (CLF) Reporting for the Quarter has been submitted. Well MW-8 has been decommissioned however, we will continue sampling MW - 1 until we document MW-23, the replacement for those wells.

Operations & Maintenance Division **Improvement Projects**

Verboncoeur Dr. & Lagoon Dr. Upgrades

Subdivision road improvements have begun in this area on Finger Lake. The Bogard Road Service Area #25 made the improvement project possible. The roads in this area are old, narrow, and substandard. The improvements will bring them up to Borough subdivision standards to include ditches for improved drainage and snow storage, imported clean and non-frost susceptible road base, and made ready to receive asphalt pavement later next summer.



East Tattler Drive Upgrades

Clearing is complete and utility relocation work has begun on this subdivision road north of Wasilla. The road is narrow, substandard, and has significant surface water in the area. The improvements will bring the road up to Borough subdivision standards to include ditches for improved drainage and snow storage, imported clean and non-frost susceptible road base, and an asphalt driving surface. This improvement project is made possible by Road Service Area #28.



Planning and Land Use Department

Development Services (Code Compliance, Current Planning & Permitting)

Permit Center

The month of November saw significant progress on the Permitting Mobile App. The test data is on the new portal so workflows and processes can be tested for functionality and ease of use. In addition, Permit Center staff converted 771 “paper” records to “electronic” records and closed out another 87 other records.

Code Compliance Cases – As of November 30, 2017, Code Compliance has 568 open cases. Of these, 281 are general complaints and 287 are junk and trash complaints. Between November 1 and November 30, 2017, 21 cases were closed; of these, 13 were general complaint and 8 were junk and trash complaints.

Current Planning – Applications are being processed include the following: one (1) Gravel Conditional Use Permit, one (1) Gravel Administrative Permit, three (3) Marijuana Retail Conditional Use Permits, six (6) Marijuana Cultivation Conditional Use Permits, one (1) Junkyard Conditional Use Permit, three (3) Legal Nonconforming Determination for a Structure, and one (1) Alcohol Beverage Dispensary Conditional Use Permit is under appeal to the Superior Court.

MSB Hazard Mitigation Plan

The State of Alaska Department of Military & Veterans Affairs, Division of Homeland Security & Emergency Management (DMVA DHS&EM) has secured funding and selected a contractor to assist the Borough in updating its Hazard Mitigation Plan. The current 2013 plan is due for an update, and the contract assistance is provided at no additional cost to the Borough. Maintaining this plan provides a framework in which hazards are considered in the decision-making process and ensures MSB is eligible for the suite of Hazard Mitigation funding opportunities to enhance safety across the borough. Some projects that may become available through this funding could be seismic retrofitting for critical infrastructures, such as automatic gas shut-off valves, flexible piping, structural bracing, and window film to prevent shattering at schools in the Mat-Su is one example.

The initial meeting for the plan update will be during the Local Emergency Planning Committee meeting on December 20, 2017, at Central Fire Station 61 at 101 W Swanson Ave., Wasilla, AK 99654. The final draft is estimated to be available in late 2018. If you have any question, please contact Taunie Boothby at 907-861-8526 or taunie.boothby@matsugov.us.

Planning Division (Environmental, Comprehensive & Transportation Planning)

Air Quality- Butte Air quality preliminary data indicated that the Butte area successfully stayed below the federally mandated Ambient Air Quality Standard for fine particulate matter during the month of November. Staff is working with landowners and other partners to understand the implications of not meeting this federal law and what individuals can do to help. This time of year is critical for the Butte area: inversions often settle on this community trapping smoke close to the ground, causing spikes in unhealthy conditions and warnings from the EPA that, unless we can keep levels below the National Standard, the Mat-Su Borough will face a designation of “non-attainment.” This designation brings mandatory regulation, increased costs, and risks federal funding potentially borough-wide. As we move into December and January, we will be increasing our outreach to Butte Community.

Fish and Wildlife Commission - The Mat-Su Fish & Wildlife Commission hosted the ADF&G for a Mat- Su Season Wrap up meeting November 27th. The Commission was joined by representatives from the Commercial and Sport Fish divisions to discuss the 2017 returns and the Department’s management strategies. The Commission prepared and presented questions about future proposals to meet northern escapement goals, the Department’s implementation of the Drift Fishery Management Plan, and the coordination between the Commercial and Sportfish Divisions. The meeting is a part of the Commission’s annual effort to promote a dialogue about the Upper Cook Inlet Fisheries between the Department, the public, and the Commission.

MSB Long Range Transportation Plan (LRTP 2035) – The MSB LRTP is scheduled for Public Hearing with the Assembly on December 5, 2017. An LRTP executive summary is complete and will be presented to the Assembly on December 5, 2017.

Chase Comprehensive Plan Update - The Assembly adopted Ordinance Number 17-140 approving the Chase Comprehensive Plan Update on November 21, 2017. The Chase Comprehensive Plan is available online at <https://www.matsugov.us/plans/chase-comp-plan>.

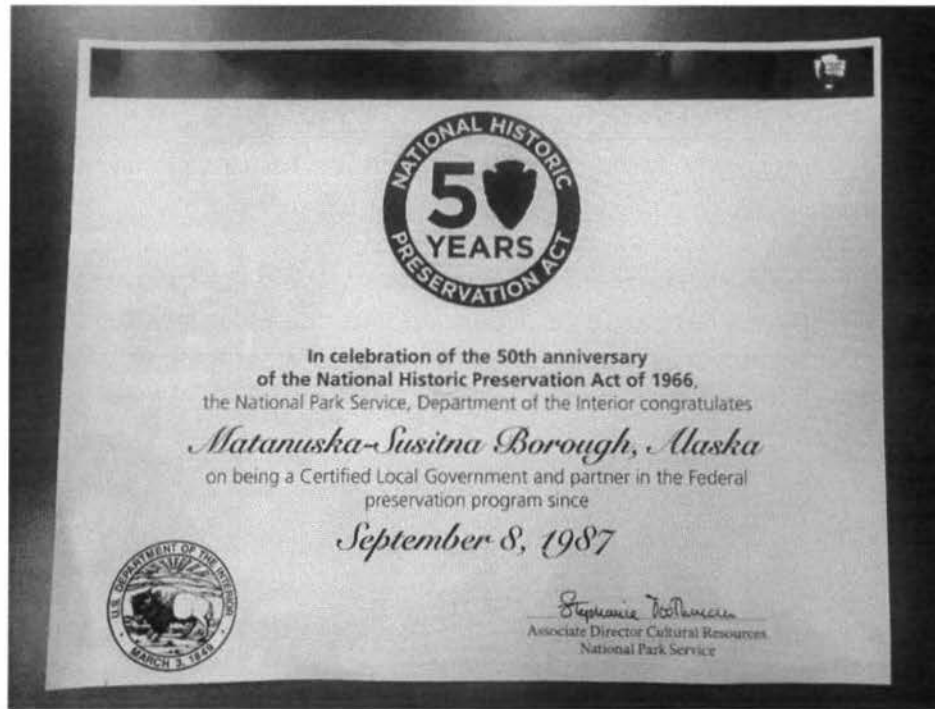
Lake Water Quality Monitoring Program – The probes are winterized and winter has put our program to sleep, but that doesn't mean our lakes aren't being used. Besides the wild things that depend upon them, many of our neighbors continue to use our lakes throughout the winter. Have you made plans to enjoy your local lake this winter?

We are always looking for new lake monitoring volunteers. We'd like to invite you (or someone you know who might have interest) to be a Lake Monitoring volunteer for the 2018 season. Learn how to do good science while monitoring the health of your favorite lake. Please contact Ted Eischeid (861-8606) for details. We want YOU!



Above, a few of our great lake monitoring volunteers receive recognition at the Nov. 8th Mat-Su Salmon Habitat Partnership Symposium in Palmer. L to R: Melanie Trost (staff), Ruth Wood, Catherine Inman, Ralph Hulbert, Barbra Howard, VickiLee Fenster (staff), Frankie Barker, Mike Adams, Ted Eischeid (staff).

Historic Preservation – The Borough received a certificate of appreciation from the National Park Service in recognition of our Certified Local Government (CLG) status and efforts to preserve local history on the 50th anniversary of the National Historic Preservation Act of 1966. Presently there are 1,966 communities across the USA that participate in the CLG program, a partnership with the Federal Preservation Program. This partnership is key to America’s ability to preserve, protect, and increase awareness of our cultural heritage. The Borough has been a CLG partner since 1987. Discover and celebrate local history and culture!



Platting Division

Submitted		Recorded or Approved	Title 16	Title 27	Title 43
Pre Apps Held	12	Abbreviated Plats			5
Road Name/E911	4	Preliminary Plats			3
Abbreviated Plats	4	Right of Way			1
40-Acre Exemptions		Plat Notes/other Vacations			2
Preliminary Plats	1	Waivers			1

The Planning Department would like everyone to be aware of the **Title 43** changes which were passed at the Assembly meeting November 17, 2017. **These changes are in effect now,** and are available online. This is the end result of a 2 ½ year public process. We wish to thank all that helped with this sometimes painful procedure.

Finance Department

REVENUE AND EXPENDITURE SUMMARY BY FUND

July 1, 2017 – June 30, 2018

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Areawide</u>				
Revenues:				
Property Taxes	98,058,670	98,058,670	54,645,982	56%
Marijuana Sales Tax	0	0	93,473	93473%
Excise Taxes	8,309,000	8,309,000	2,454,004	30%
Federal Payments	3,055,000	3,055,000	9,181	0%
State Grants & Shared Revenues	24,306,038	24,306,038	5,726,816	24%
Fees	8,180,400	8,180,400	2,595,435	32%
Interest Earnings & Other	320,000	320,000	710,219	222%
Recoveries & Transfers	1,336,381	1,336,381	1,370,344	103%
TOTAL AREAWIDE REVENUES	143,565,489	143,565,489	67,605,454	47%
Expenditures:				
Non Departmental	99,390,750	99,498,790	62,181,657	62%
Assembly	5,960,363	5,960,363	2,152,752	36%
Mayor	83,519	83,519	24,843	30%
Information Technology	5,763,670	5,763,670	3,100,322	54%
Finance	8,610,061	8,610,061	3,242,838	38%
Planning	4,105,158	4,105,158	1,317,268	32%
Public Safety	13,590,327	13,482,287	5,009,932	37%
Public Works	2,240,498	2,240,498	1,021,620	46%
Community Development	3,758,628	3,757,518	1,438,249	38%
Capital Projects	3,797,365	3,797,365	1,167,112	31%
TOTAL AREAWIDE EXPENDITURES	147,300,339	147,299,229	80,656,593	55%
	-3,734,850	-3,733,740	-13,051,139	
<u>Non-Areawide</u>				
Revenues:				
Property Taxes	4,048,300	4,048,300	2,354,859	58%
State Grants & Shared Revenues	791,250	791,250	35,000	4%
Fees & Other Miscellaneous Income	252,250	252,250	98,908	39%
Interest Earnings & Miscellaneous	11,000	11,000	20,505	186%
Recoveries	60,000	60,000	1,692	3%
TOTAL NON-AREAWIDE REVENUES	5,162,800	5,162,800	2,510,964	49%
Expenditures:				
Non Departmental	775,510	775,510	775,510	100%
Assembly	2,594,829	2,594,829	1,131,887	44%

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
Information Technology	163,733	163,733	88,041	54%
Finance	2,000	2,000	1,085	54%
Public Works	61,434	61,434	24,426	40%
Community Development	1,577,552	1,577,552	733,454	46%
TOTAL NON-AREAWIDE EXPENDITURES	5,175,058	5,175,058	2,754,403	53%
	-12,258	-12,258	-243,440	
<u>Land Management</u>				
Revenues:				
State Grants & Shared Revenues	0	0	0	0%
Fees	68,000	68,000	10,747	16%
Interest Earnings	24,500	24,500	9,880	40%
Property Sales & Uses	710,000	710,000	382,722	54%
Miscellaneous	1,500	1,500	1,400	93%
Recoveries & Transfers	0	0	509	0%
TOTAL LAND MANAGEMENT REVENUES	804,000	804,000	405,258	50%
Expenditures:				
Non Departmental	49,500	49,500	49,500	100%
Community Development	1,491,517	1,491,517	387,290	26%
TOTAL LAND MGMT. EXPENDITURES	1,541,017	1,541,017	436,790	28%
	-737,017	-737,017	-31,532	
Budgeted Contribution to Permanent Fund	125,750	125,750	60,628	
<u>Enhanced 911</u>				
Revenues	2,382,200	2,382,200	732,770	31%
Expenditures	2,231,511	2,231,511	1,604,934	72%
	150,689	150,689	-872,164	
<u>Fire Fleet Maintenance</u>				
Revenues	362,517	362,517	362,517	100%
Expenditures	362,517	362,517	96,565	27%
	0	0	265,952	
<u>Caswell Lakes FSA</u>				
Revenues	334,150	334,150	208,746	62%
Expenditures	412,071	497,071	265,100	53%
	-77,921	-162,921	-56,354	
<u>West Lakes FSA</u>				
Revenues	3,148,021	3,148,021	1,944,511	62%
Expenditures	4,059,676	4,059,676	2,692,363	66%
	-911,655	-911,655	-747,852	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Central Mat-Su FSA</u>				
Revenues	10,168,330	10,168,330	5,790,024	57%
Expenditures	9,462,826	9,642,826	4,872,651	51%
	705,504	525,504	917,373	
<u>Butte FSA</u>				
Revenues	896,720	896,720	519,891	58%
Expenditures	913,759	913,759	473,609	52%
	-17,039	-17,039	46,282	
<u>Sutton FSA</u>				
Revenues	231,470	231,470	133,128	58%
Expenditures	276,143	276,143	162,030	59%
	-44,673	-44,673	-28,902	
<u>Talkeetna FSA</u>				
Revenues	356,380	356,380	239,225	67%
Expenditures	424,286	424,286	268,671	63%
	-67,906	-67,906	-29,446	
<u>Willow FSA</u>				
Revenues	827,810	827,810	548,950	66%
Expenditures	859,169	859,169	480,097	56%
	-31,359	-31,359	68,853	
<u>Greater Palmer Consolidated FSA</u>				
Revenues	1,276,750	1,276,750	715,699	56%
Expenditures	1,200,705	1,460,705	1,347,896	92%
	76,045	-183,955	-632,197	
<u>Road Service Administration</u>				
Revenues	2,579,176	2,579,176	2,579,176	100%
Expenditures	2,579,176	2,579,176	1,064,338	41%
	0	0	1,514,838	
<u>RSA Grid Roller Maintenance</u>				
Revenues	0	0	0	
Expenditures	0	0	0	
	0	0	0	
<u>Midway RSA</u>				
Revenues	1,684,120	1,684,120	938,341	56%
Expenditures	1,682,087	1,917,087	1,686,796	88%
	2,033	-232,967	-748,455	
<u>Fairview RSA</u>				
Revenues	1,163,940	1,163,940	640,284	55%
Expenditures	1,162,745	1,282,745	1,154,464	90%
	1,195	-118,805	-514,180	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Caswell Lakes RSA</u>				
Revenues	651,000	651,000	411,037	63%
Expenditures	650,990	708,990	680,174	96%
	10	-57,990	-269,137	
<u>South Colony RSA</u>				
Revenues	1,537,410	1,537,410	859,772	56%
Expenditures	1,533,145	1,562,145	1,339,115	86%
	4,265	-24,735	-479,343	
<u>Knik RSA</u>				
Revenues	2,890,940	2,890,940	1,608,685	56%
Expenditures	2,890,896	3,060,896	2,970,541	97%
	44	-169,956	-1,361,856	
<u>Lazy Mountain RSA</u>				
Revenues	254,810	254,810	152,879	60%
Expenditures	254,780	387,780	327,965	85%
	30	-132,970	-175,086	
<u>Greater Willow RSA</u>				
Revenues	941,970	941,970	626,513	67%
Expenditures	941,958	941,958	818,544	87%
	12	12	-192,031	
<u>Big Lake RSA</u>				
Revenues	1,277,610	1,277,610	805,367	63%
Expenditures	1,277,601	1,359,601	1,145,866	84%
	9	-81,991	-340,499	
<u>North Colony RSA</u>				
Revenues	188,530	188,530	105,075	56%
Expenditures	201,485	290,485	221,494	76%
	-12,955	-101,955	-116,419	
<u>Bogard RSA</u>				
Revenues	1,729,060	1,729,060	979,101	57%
Expenditures	1,725,074	2,024,074	1,823,128	90%
	3,986	-295,014	-844,027	
<u>Greater Butte RSA</u>				
Revenues	941,630	941,630	533,198	57%
Expenditures	941,356	941,356	770,737	82%
	274	274	-237,539	
<u>Meadow Lakes RSA</u>				
Revenues	1,936,010	1,936,010	1,112,306	57%
Expenditures	1,935,943	1,935,943	1,787,401	92%
	67	67	-675,095	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Gold Trails RSA</u>				
Revenues	1,780,800	1,780,800	968,104	54%
Expenditures	1,778,411	1,778,411	1,617,638	91%
	2,389	2,389	-649,534	
<u>Greater Talkeetna RSA</u>				
Revenues	617,680	617,680	421,262	68%
Expenditures	617,669	617,669	538,490	87%
	11	11	-117,228	
<u>Trapper Creek RSA</u>				
Revenues	227,460	227,460	161,788	71%
Expenditures	227,411	245,717	202,166	82%
	49	-18,257	-40,378	
<u>Alpine RSA</u>				
Revenues	258,380	258,380	155,163	60%
Expenditures	291,768	337,768	251,471	74%
	-33,388	-79,388	-96,308	
<u>Talkeetna Flood Control Service Area</u>				
Revenues	18,990	18,990	22,900	121%
Expenditures	42,166	42,166	672	2%
	-23,176	-23,176	22,228	
<u>Point MacKenzie Service Area</u>				
Revenues	57,900	57,900	11,224	19%
Expenditures	73,676	73,676	36,978	50%
	-15,776	-15,776	-25,754	
<u>Talkeetna Water/Sewer Service Area</u>				
Revenues	386,820	386,820	132,891	34%
Expenditures	389,018	389,018	166,372	43%
	-2,198	-2,198	-33,481	
<u>Freedom Hills Subd. RSA</u>				
Revenues	0	0	0	
Expenditures	14,726	14,726	0	0%
	-14,726	-14,726	0	
<u>Circle View / Stampede Est.</u>				
Revenues	22,040	22,040	12,712	58%
Expenditures	5,270	5,270	270	5%
	16,770	16,770	12,442	
<u>Chase Trail Service Area</u>				
Revenues	610	610	150	25%
Expenditures	2,000	2,000	0	0%
	-1,390	-1,390	150	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Roads Outside Service Areas</u>				
Revenues	0	0	0	0%
Expenditures	95	95	0	0%
	-95	-95	0	
<u>Solid Waste</u>				
Revenues	9,096,500	9,096,500	2,611,773	29%
Expenditures	8,411,277	8,411,277	5,178,629	62%
	685,223	685,223	-2,566,856	
<u>Port</u>				
Revenues	1,470,113	1,470,113	1,416,546	96%
Expenditures	2,400,551	2,400,551	421,468	18%
	-930,438	-930,438	995,078	