



MATANUSKA-SUSITNA BOROUGH

Borough Manager

350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-8689 • Fax (907) 861-8669
john.moosey@matsugov.us

Date: March 7, 2018
To: Mayor and Assembly members
From: John Moosey, Borough Manager
Subject: Borough Manager's Report

Monthly Activity Report January 2018

Emergency Services Department

Emergency Medical Services (EMS)

- Total EMS calls for January - 637
- Our new Training and Logistics Supervisor started in January



Above: Emergency crews respond to a vehicle off the road.

Fire and Rescue Service Areas

- Fire and Rescue calls - 218
- Completed 10 Fire and life Safety Reviews
- The Fire Code Office completed 12 building inspections, 5 Fire and Life Safety Plan Reviews, 4 Fire Investigations, and 17 intakes for New Plan Reviews.
- Eleven new recruits participated in the CMSFD Basic Firefighter Academy.
- 87 adults and/or children participated in fire and life safety public education provided by the CMSFD, including 3 station tours and 1 on-site visit



Above: Emergency crews perform a rescue on an overturned vehicle.

Fleet Maintenance

- Open Work Orders – 268
- Closed/Completed Work Orders – 76
- We have completed the move to the new maintenance facility
- Fleet Maintenance is open for business as we are still setting up the new shop

Emergency Management

- Hired Telecom Supervisor
- Hired 3 EOC Specialists
- Talkeetna VOR Repeater site back online and operational
- Point Mac repeater RFP out and closing soon
- Iditarod restart planning continues
- COOP program being rolled out
- MOU's with 3 cities and 6 local building providers delivered to organizations for review

Community Development Department

Land & Resource Management (LRM) Division

Personal Use Firewood Areas (PUFA's): Available timber, conditions, flagging and signage are currently being evaluated and updated in preparation for opening selected PUFA's in the near future. Please visit the Borough website or call the LRM at 861-7869 for information regarding personal use firewood on Borough lands.

Project Management: LRM Staff continues work with Code Compliance to address trespass, illegal wood cutting, theft, and dumping issues on Borough Land. LRM Staff is working on several other projects that involve removal of timber resources on Borough property.

Salvage Sales: Timber Salvage Sales are available at the Seldon Road Extension Storage Areas. The area within C & D cell at the Central Landfill has been investigated and the salvageable timber counted in preparation for clearing operations to begin; salvage timber will be made available after clearing.

Wetland Mitigation Banking: LRM Staff continue to monitor trail usage and snow conditions within the Fish Creek Conservation Area (FCCA). Trails within the FCCA remain closed to dog sledding and motorized use at this time. Trail usage restrictions may be updated as snow conditions change.

Commercial Timber Harvests: LRM Staff continues to work with persons interested in timber sales within the Natural Resource Management Units. Four sample Plots were surveyed and evaluated within the Point MacKenzie NRMU in preparation upcoming commercial timber sales. Sample plots in the Fish Creek NRMU will be evaluated once snow and weather conditions permit access to the area. LRM Staff has been monitoring current timber harvest within the Chijuk Creek Area and the Sheep Creek Sale Area for ongoing harvesting.



Point MacKenzie NRMU Alsop Road Sub Unit
Sample Plot 2



Point MacKenzie NRMU Mule Creek Sub Unit
Sample Plot 5

Land Acquisition: Acceptance of property known as Settlers Bay Coastal Park with Conservation Easement between Great Land Trust (GLT) and the Borough is scheduled for public hearing on March 20, 2018 (Introduction on March 6, 2018). Transaction to be recorded no later than March 31, 2018

Misc. Land Sale: AKDOT/PF ROW acquisition proceeds for the Parks Highway Station 73 parcel still in transit. Proceeds to be transferred to the local FSA.

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

Letters to purchase adjacent borough-owned lots in Windsong Subdivision have been mailed to 79 property owners. Conditions of sale include combining borough and private lots to alleviate substandard size and payment of fair market value for the borough lots conveyed.

Little Su Campground and Day Use property conveyed to City of Houston for parcels not encumbered by LWCF requirements. National Parks Service approval needed for remaining two parcels to be conveyed.

Trapper Creek community continues to review Trapper Creek Library and emergency services facility location for community well site. Cost to subdivide, construct and maintain the well site will be the sole responsibility of perspective Grantee.

Permits, Access, Agreements and Easements: Assisted a Finger Lake Elementary School teacher with a Land Use Permit application for constructing a small parking area near the school to access a trail system on the north side of Finger Lake. LRM staff inspected an area subject to an application for a construction permit to correct borough, state, federal violations on borough land near Kashwitna River. LRM staff completed review of a draft record of survey for vacation/dedication of easements on borough-owned land north of Fish Lake.

Management Agreement / Lands: The Hatcher Alpine Xperience group began grooming the downhill ski runs this month. They are also getting preliminary engineering from the ski lift company SkyTrans in preparation for the eventual construction of the chairlift. The group is hosting an event on site Feb. 10.

A proposal submitted by MSB Land Management to the Alaska Board of Game will be under consideration at the February meeting. This proposal is a request to update the ADF&G Hunting Regulations to reflect the firearm restrictions in the Government Peak Units of the Hatcher Pass Management Plan.

Resources: The Central Landfill expansion of the C&D Cells and gravel extraction bid closed in January. Anchorage Sand and Gravel has been selected, and legislation will go before the assembly Feb. 6 to authorize the manager to enter into the material sale contract. A trail re-route and tree clearing project are planned in advance of the material extraction activities.

A map was prepared and a meeting scheduled for early February to look at trails in the Chijuk Natural Resource Management Unit. The map was prepared to evaluate access and potential recreation conflicts related to a timber sale contract.

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. Site visits in the northern Susitna Valley were conducted, and a refined map and list of potential properties with material sources has been developed. The e-Commerce map for Personal Use Firewood Areas and Personal Use Gravel Areas has been updated to display the permit areas that have been authorized beginning in 2018.

Trails/GIS

Trails: Staff completed a review of the section line easements along the proposed re-route for the Herning Trail and drafted a scope of work for the survey. The *Haessler-Norris Trail Easements/Bond Project* – Northern Dirt Works has been selected as the contractor for the parking area construction, vegetation clearing should be completed this spring. Staff met with DNR regarding the land use permit for brushing trails on State land. DNR said they will get the permit out for public notice, and we will follow up with them no later than March 15. *Willow Trail Enhancements* – The record of survey has been submitted to the borough for review. Comments were provided to the surveyor, and final data deliverables are expected early in February.

An updated winter map for trails in Talkeetna Lakes Park was prepared for inclusion in the trailhead brochure. A winter trails map for GPRA was prepared for the ribbon cutting for the Phase II Nordic trails

Lands Information System Integration Project: Ongoing work to reconcile data is being conducted by staff. A contractor is assisting with updates to the Land Document Browser.

Tax Foreclosure

Excess Proceeds - Tax and LID Foreclosure Competitive Sale TS36: Former record owners whose parcel sold in Tax and LID Foreclosure Sale TS36 on October 28, 2017, can file a claim for excess proceeds resulting from the sale. Four claims have been received to date. The deadline to file for TS36 excess proceeds is May 7, 2018.

Over-the-Counter Tax and LID Foreclosure Sale TS37: An over-the counter Tax and LID Foreclosure Sale is scheduled for Spring 2018. These parcels were deeded to the Matanuska-Susitna Borough (MSB) by Clerk's Deed as a result of foreclosure of delinquent real property taxes and local improvement district special assessments (LID). They have been offered in a prior competitive or over-the counter tax and LID foreclosure sale. Pursuant to Alaska Statutes, any or all of the properties included for sale may be repurchased by the former record owner(s) at any time before sale of the property.

Clerk's Deed Parcels: 2012 Tax/ 2013 LID Clerk's Deed parcels – Two of the parcels were repurchased by the former record owners in the month of January; 2013 Tax/ 2014 LID Clerk's Deed parcels - None of the parcels were repurchased by the former record owners in the month of January.

Parks/Recreation/Libraries

Manager's Report: Much of the month has been spent working on the Jim Creek Building, pools and ice rink projects. We have also been finishing up budgets for submission to the Borough Manager. A new chair was elected to the Parks Recreation and Trails Advisory Board at the January meeting. Stuart Leidner will be taking over for David Palmer. We have also begun discussions on how to move away from our old point of sale system. The current system will no longer be a supported system by the vendor.

Big Lake Library: The kids returned for story time. The STEAM (Science, Technology, Engineering, Art, Math) kids made hand warmers with water storing crystals, iron filings and calcium chloride (road salt). Mixed together they start the rusting process which creates heat. Their next program was about magnets and they had several interactive displays they could experiment with. The next week they made 'airzookas' using a balloon, a cup, duct tape and an old cd.

Sutton Public Library: A couple of "favorite" programs for adults and families are back for the new year. Common Threads, a group of local craftspeople, meet twice a month to share projects and knowledge. Armchair Traveler includes local residents sharing their travels, kicked off with a presentation on a once in a lifetime trip to Antarctica.

Willow Public Library: The Librarian met with the Principal of the Elementary School about collaboration opportunities in the future. The Librarian continued to work on the strategic plan. The last weekend of January and the first weekend of February are the Willow Winter Carnival. They are a source of information and even host a few of the events.

Trapper Creek Library: The afterschool Battle of the Books program ran during the month of January. The 3rd/4th grade team from Trapper Creek Elementary visited the library afterschool on Wednesday's to practice for the Borough wide competition in February. It's PFD and tax time and patrons are stopping by to pick up forms and file online. There is always a need for help in these areas so much staff time is spent assisting patrons with these filings. January preschool programming brought lessons on polar bears, dinosaurs, flies and cats.

Talkeetna Public Library: January saw more usage of the library facility. The Water and Sewer Service board held its regular monthly meeting, the Assembly held a Special Budget meeting, the Community Council held its monthly meeting as well as 2 subcommittee meetings, The Friends, Alcoholics Anonymous, the Book Club, and Tweens and Teens all met. Additionally, several

groups began holding their meetings at the library including: Upper Susitna Soil and Water Conservation Corps, the Road Service Area Supervisors, and a math tutor.

Mat Su Parks: The Government Peak Chalet was turned over to Lifetime Adventures for operations and management. The Mat Su Ski Club continues to pack and groom the Nordic Ski trails and MSB Parks collects fees for the trailhead parking lot. Matanuska River Park road system was packed and groomed for Nordic Skiing. There is a restroom in the lower park open all winter. Campground reservation requests are coming in for the upcoming camping season. Park staff attended a Point of Sale demonstration for the new system to be installed in the new maintenance building offices at Jim Creek.

Mat Su Trails: January was another month of marginal snow and challenging trail conditions. The ski / multi-use trails were once again packed and in good shape until a mid-month melt and re-freeze. Trails staff had the opportunity to work with Land Management and Central Landfill staff to plan a re-route of the College Connector trail at Crevasse Moraine. This re-route is needed due to a new construction and demolition cell that will be built this coming spring. A new proposed route has been flagged and mapped with a GPS and this info has been submitted for input / approval. The Trails Specialist attended a Green Belt Managers meeting where there was discussion about the need for a more formalized committee, MOUs between agencies, and developing a master plan for the area.

Northern Parks: The month of January was a busy month with 14" of new snow which makes plowing and grooming a priority. The new groomer is working out great and we are grooming on Monday and Friday. During our site visits and grooming tasks, the public we meet with indicate that they are enjoying the ski trails and multi-use trails in the park.

Brett Memorial Ice Arena: With the new year, there is anticipation among customers to get all of our programs up and going again after the holiday break. The Wasilla Rotary Club helped get the New Year started by treating the community to their annual free public skate on January 6th. Our staff was once again put to the test handing out almost every pair of rental skates during this well attended event for the community. All of our Learn to Skate classes saw an increase in enrollment with many new and returning students. We had a visit from Canadian Olympic men's figure skater, Keegan Messing. Keegan trains in Anchorage and came out to practice on one of our Saturday morning freestyle ice times, which created much enthusiasm and inspired many of our skaters. Our team of ice skating instructors continues to work hard to provide the quality instruction to valley figure skaters and hockey players.

Mat Su Pools: We had two rescues in the same birthday party rental at the Wasilla pool. One was a double rescue of an eight-year-old and an adult who tried to save her, then 20 minutes later, the birthday girl barely survived turning 8. Dive in movie night featuring JAWS was a big

hit and was a sold out event of 105. Some of the kids left early because of the shark. The next showing was the Princess Bride on Friday February 2nd 8-10pm.

Animal Care & Regulation Division

Monthly Statistics:

217 Animals brought into the shelter

150 Animals adopted

30 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 animal care and regulation officers had a very busy month:

- 187 officer activities/ investigations
- 28 warnings issued
- 8 citations issued
- 28 bite cases investigated
- 2 barking animals investigated
- 42 public assists

Thank You:

We want to send out a big thank you note to our volunteers and foster families! We had 16 foster families who have dedicated a total of 1055 hours in the month of January. We also had 138 volunteers who dedicated a total of 767 hours. Foster families and volunteers have dedicated a total of 1822 hours of service this month. We are very thankful for all of their support!!!

National Spay Day in on February 27, 2018:

In February we will hosted another low cost spay/neuter clinic for low income and military families. Please visit our Facebook for upcoming clinics and spread the word.

Happy Stories

“It has been 2 weeks since we adopted Kahntu, and my wife and I are very happy that he became part of our family. He has been a sweetheart and loves to run in our yard. We have had no issues with him and have training scheduled to hopefully help with his aggressiveness toward other animals. We would like to thank everybody at the Matsu shelter for taking care of him and all of the other animals.” Says Kahntu’s new owner.



Capital Projects Department

Project Management Division

Central FSA Fire Station/Training Complex 6-2 (\$13M): This project includes a combined fire station, training center, and warehouse totaling approximately 38,154 square feet. The facility will be constructed at the existing 6-2 location on Knik Goose Bay Road. The Assembly approved the design contract award to Burkhart Croft on Sep 5th 2017. Design is now moving towards 65% completion. Project delivery is through a Construction Manager/General Contract (CM/GC) with F-E Contracting selected as the CM/GC contractor, which was approved by the Assembly Jan 2nd.

Willow and Talkeetna ES Ice Rink Improvements (\$1.5M): This project will construct ice rink improvements at 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 with Diversified Construction being the highest score proposal. A contract was approved by the Assembly Jan 2nd.

Palmer High School Locker Replacement (\$500K): Scope involves replacing 100% of the lockers in the school. Project is currently advertised for a summer 2018 installation with bids due Jan 30th.

Emergency Power Generator Set and Switch Gear, 9 Schools Design Services (\$2.145M): This 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, Operations & Maintenance building (O&M) and connecting emergency lighting to the existing generator at Swanson Elementary School. The new standby generators will allow schools to remain operational during power outages. Work is now complete and the construction contract is in the process of being closed.

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 installed to increase the thermal efficiency of the roof and reduce ice damming. Due to contract award time frame, construction will start spring 2018.

West Lakes Asphalt Pavement Repairs at Stations 8-1, 7-1 and 7-2 (\$100K): Project scope includes regrading of the existing asphalt parking lot at 8-1 so that it drains more efficiently. Existing asphalt at all stations will be crack sealed, seal coated and striped. Project will be advertised February 2018.

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 and the gate operator will be installed during the month of February 2018. The gate will be functional after MEA runs power to the gate in the spring of 2018.

Willow PSB 12-1 Addition Phase I: The MSB is requesting proposals for A/E services to design a 3,900 square foot addition to include new vehicle bays, a training room, office space and sleeping quarters.

Susitna Valley High School Siding Replacement, (\$100K): Project scope includes the replacement of damaged siding on this high school. The color of the new metal siding will match the original. Construction is expected to occur in the summer of 2018.

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. Two public meetings have been held to present the design and solicit public input. The design team is wrapping up the final submittal. The Wasilla Pool is scheduled for construction in 2018 and the Palmer Pool in 2019.

Brett Memorial Ice Arena Improvements (\$3.7M): This project will provide major improvements to the Brett Memorial Ice Arena which is approximately thirty years old. The lead designer is Burkhart Croft and the Design Phase is complete. The project was advertised for competitive bids and the bids received are being reviewed.

New Public Safety Building 7-3 (\$10M): This project provides space for administration, fleet maintenance, 24/7 staffing to facilitate quicker response times and provides an increased level of fire protection for the community. The new station is located at 10073 W. Parks Highway at approximately mile post 51. The project is substantially complete. DES staff is in the process of moving into the new Station.



Left: Fully Functioning Maintenance Bay

Districtwide HVAC Upgrades Design (\$7.1M): This project is being completed. Electronically controlled ventilation dampers and control valves along with other electronic equipment has been installed replacing pneumatic controlled devices under two different contracts affecting 10 schools. It also includes the complete renovation of boiler rooms for both Palmer Junior Middle and Willow Elementary Schools. Commissioning has occurred at all schools. A third contract for upgrading the HVAC system at the MSBSD Warehouse was awarded during the 2017 summer and work is now complete and in warranty. A fourth contract for HVAC improvements at Colony Middle School is in the process of design with construction scheduled during the summer of 2018.

Districtwide Energy Upgrades Design (\$3.2M): This project includes lighting systems and window replacements at multiple schools. High efficiency LED lighting fixtures are complete at 14 school gymnasiums. A window replacement project at Palmer Junior Middle, Houston Middle, Wasilla Middle and Wasilla High Schools was in fast-paced construction over the summer of 2017. This project has reached substantial completion at all four schools with many new efficient windows installed. The design and production of construction documents for window replacement at Snowshoe, Pioneer Peak and Cottonwood Elementary Schools are in progress with construction anticipated over the summer break in 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 began in the fall of 2017 and is now approaching completion. The new shop is approximately 8,000 sq-ft and has been designed towards the Parks and Recreation's staff's needs. It will have a wood shop, wash bay, a small paint booth and welding area behind several new offices and conference room. Construction is anticipated to be complete in February 2018.

Palmer High School Renovations Phase II (\$3.0M): This project will replace the 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. In December 2017, the Borough Assembly and the AK Department of Education and Early Development (DEED) approved transfer of funds from a completed school bond project to support completion of this project. The project is currently advertised for construction bids with bids due in February.

Pre-Design and Engineering Division

Trunk Road Connector: ROW acquisition is complete. Requesting a cost proposal to complete design, survey the corridor, clear the corridor and build the first lift of the road embankment.

Hemmer Road Extension: Reconnaissance level design work has begun which will help to determine need for utility relocation and ROW acquisition.

2018 Road Bond Package: A draft list of projects was prepared by Capital Projects Pre-Design and Engineering Division and Planning Division then provided to the Assembly at their January meeting in Talkeetna. The Assembly has set a date for a joint meeting with the Planning Commission and Transportation Advisory Board in March. If approved, the bond package will be put on the October 2018 ballot for a vote of the MSB residents. Resolutions of support from City of Houston, City of Wasilla and Meadow Lakes Community Council were received.

Passive Traffic Count Sites: Passive traffic count sites have been installed on Trunk Road Extension South, Susitna Parkway, and Knik Knack Mud Shack Road (access for Redington Jr.-Sr. High and Dena'ina Elementary Schools). Design for two additional sites, east and west of Church Road, have been completed and will be installed in summer of 2018.

Trunk Road PH III Wasilla Creek Bridge: Design by Lounsbury and CH2M/Jacobs is moving toward 65%. Schedule to have 65% design in February and 95% in March with Final Design in April. Need additional funds for construction after school is out in late May.

Reddane Avenue Extension (Port Mackenzie Rail Extension): Plans are complete. Additional funds are needed to proceed with the construction phase. MTA relocation cost anticipated in February. Anticipate March/April tree clearing contract in preparation for construction to start in summer/fall of 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 - base bid will be the Pavillion with additive alternative 1 to construct a trail to the Pavillion and wetlands and additive alternative 2 to install a vaulted toilet.

Fish Lake Parking: Low bid award to D&S Road Services. 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.

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 and MTA utility relocation PO's complete. Currently waiting on construction fund delegation from O&M and the final PUE signature to let the job out to bid for Construction in the spring of 2018.

Henry Aaron, Lotus, Shotgun and Lodge: Creating a purchase order for flagging of the ROW boundaries. 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 the spring of 2018.

Larry Trails System: Larry, Darlene, Alice and Mabel Trails are at 95% design. MEA relocation cost is \$70,000. Waiting on estimates from Enstar and MTA. Design will be complete around February. Project bid package estimated to be advertised in the February timeframe. Construction anticipated late April-July of 2018.

Wastewater & Septage: Contracts for the initial phase of the project are in place and the design process began in July. The draft Preliminary Engineering Report was submitted and reviewed. The Wastewater & Septage Advisory Board last met on November 9th in the Assembly Chambers. The next meeting is scheduled for February 8th.

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. Design work is 95% complete, ROW is in hand and construction is anticipated in spring of 2018.

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.

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 adopted on December 5, 2017. Phase II of this project is in ROW acquisition (currently at 80%). Construction funding is needed.

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 winter of 2018. An RFP has been advertised for a design-build delivery. Proposals are due at the end of February.

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 the design, and survey. Permitting thru DNR and DOT&PF is in progress. Construction is expected to occur in summer 2018.

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. An RFQ has been issued to complete a new culvert on Lucille Street, has been awarded to The Boutet Company. Construction funding is needed.

Shaman Drive Fish Passage: USFWS has begun design of this replacement culvert in the Caswell Lakes area. Survey for the ROW acquisition is scheduled for February.

Cell 4 Construction: The ADEC Clean Water Program provided a \$7 million loan to the borough to fund the project. HDR was awarded the design contract and the design is 75% complete. Construction is expected to begin in the spring of 2018.

Public Works Department

Solid Waste Division

Customers and Tonnages – 111,092 customers have used the Solid Waste System this fiscal year (FY). 6,704 used the Central Landfill (CLF) last month for a total of 67,529 customers for FY18. 4,564 customers used the Transfer station system for a total of 42,950 customers for FY18. 79 used the Haz-Waste Reuse program for a total of 613 this FY. Central Landfill accepted 3,462 tons of commercial and 376 tons of residential municipal solid waste (MSW) bringing the FY18 total for MSW to 30,274 tons. 577 tons of C&D waste was generated this month for an annual total of 7,891 tons of C&D waste. The division generated approximately \$564,434 in gate receipts for annual total revenues of \$5,372,970 to date.

Environmental Operations – The Environmental Surveillance Program RFP (Gas and Water Monitoring) is almost complete. Potential bidders should see this document published sometime in late February.

Recycling - VCRS sold & shipped 118.5 tons of recovered resources (recyclables). VCRS has 116.8 tons of recovered resources in inventory as of 2/1/2018. 2,290 vehicles (resident/business) used the VCRS drive thru drop off. The Transfer Station recycling program diverted 9.14 tons for a total of 52.24 tons of recyclables from the landfill and a total value of airspace saved of \$6,269 this FY.

Transfer Stations & Central Landfill Coupon – The 2018 annual \$8.00 coupon is expected to mail out sometime late March and will be good for use from 1 April through 31 June 2018. These dates provide access to the coupon value for spring cleanup. Keeping the cost tracking data within the FY the coupon is budgeted for allows for a more definitive budget tracking process.

Community Clean Up - Four dump sites provided 1.49 tons which were cleaned up by the Community Clean-Up Coordinator this month. A total of 44 sites with 42.49 tons have been cleaned up this FY. Eleven vehicles have been tagged for a total of 110 and 16 were towed for a total of 67 and a total cost of \$10,100 to date this FY.

Projects

Cell 4 – The Cell 4 final design meeting will take place mid-February. Tree clearing was coordinated with Land Management. A request for quotes will be published sometime late February to clear approximately 18 acres of landfill property to make space to run a gravel screening operation, stockpile screened material for cell construction and run a new power line into the landfill from the power lines running along the Western side of the property.

Construction and Demolition (C&D) Cell – A contract to purchase and remove approximately 1.5 million cubic yards of material from the landfill was approved by the assembly. The project is expected to gross approximately \$750,000 over the next four years and will create airspace required for a new C&D cell projected to last for approximately 20 years.

Safety - The Solid Waste Division Pure Safety online training program provides a path to safety in one of the top five most dangerous industries today. The diverse nature of the locations of the workforce make common training a challenge. Worker feedback regarding the online training was universally positive at a recent Quarterly Training event.



Wells Fargo Trains SWD
Employees on How to Spot
Counterfeit Money

Planning and Land Use Department

Development Services Division (Code Compliance, Current Planning & Permitting)

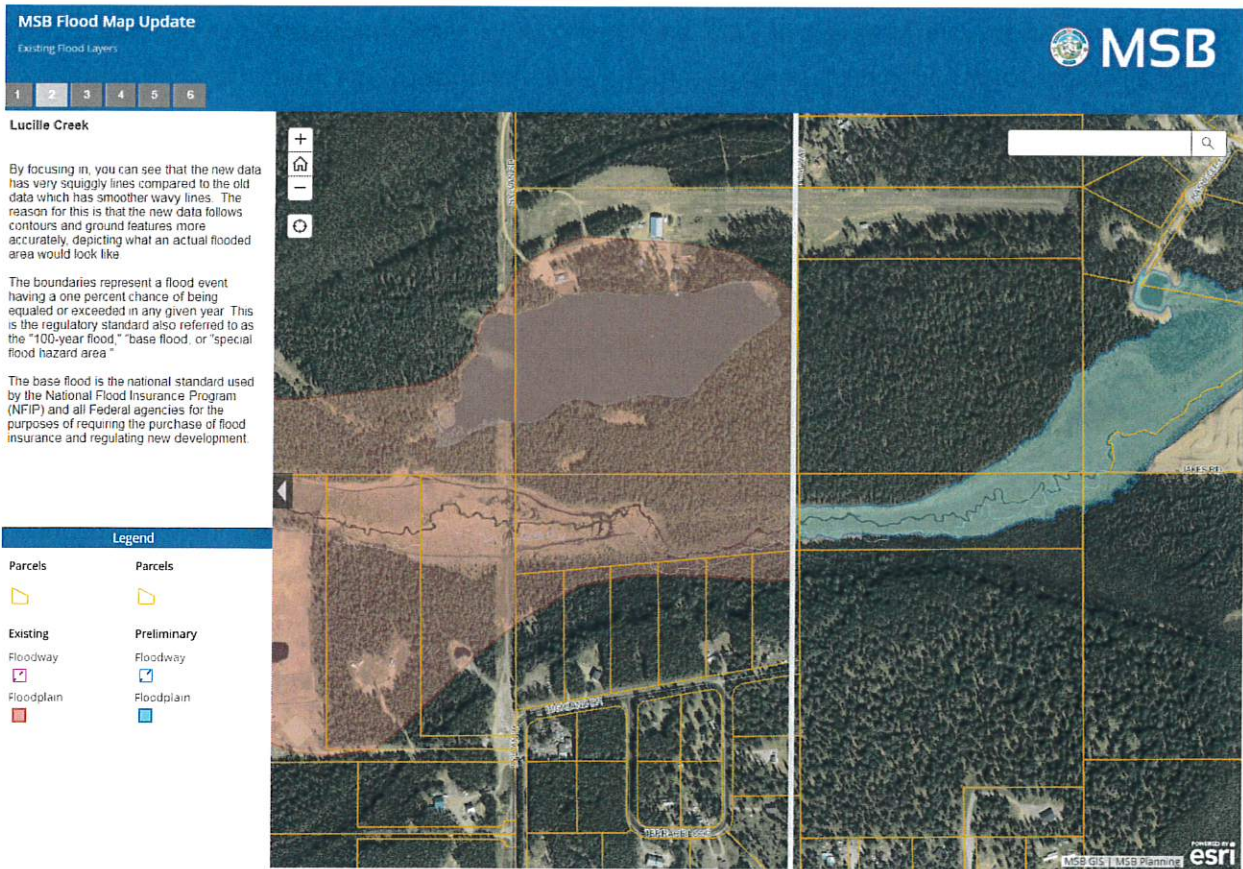
Permit Center

2018 started off with a new 1000-hour right-of-way inspector and thanks to low snowfall he has been able to get almost 200 site inspections completed in just under a month. Process efficiencies made in the Permit Center meant year-end activities were completed in less time than previous years which enabled us to keep up with the surge of winter inspections and the additional work that surge entailed. Additional projects coming soon will involve mapping of “at-risk” or improperly installed utilities. If a utility is “at-risk” any costs associated with modification or relocation of that utility installation is the responsibility of the utility company, which could save MSB \$200K or more on some road upgrade projects. Currently there is no good way to catalog or communicate which utilities are “at-risk” but we are hoping to be able to convert historical notes to a GIS map which can be shared with Capital Projects and O&M.

Code Compliance Cases – As of January 31, 2018, Code Compliance has 568 open cases. Of these, 288 are general complaints and 280 are junk and trash complaints. Between January 1 and January 31, 2018 16 cases were closed; of these, 3 were general complaints and 13 were junk and trash complaints.

Current Planning – Applications being processed include the following: two (2) Marijuana Retail Conditional Use Permits, five (5) Marijuana Cultivation Conditional Use Permits, one (1) Junkyard Conditional Use Permit, three (3) Legal Nonconforming Determination for a Structure, one (1) Timber Transport Permit, and one (1) Alcohol Beverage Dispensary Conditional Use Permit is under appeal to the Superior Court.

Floodplain Management – The Matanuska Susitna Borough is in the final days of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) appeal period open through January 25, 2018. On the front page of the Matanuska-Susitna Borough webpage, there is a flood map update page to help residents see the changes being proposed on the map. Here you can use the slide bar in the middle of the page to review the current map is on the left (red) and the preliminary map is on the right (blue/green), below is an example of the website. <https://msb.maps.arcgis.com/apps/StorytellingSwipe/index.html?appid=9474c8ea28274376bfa7facb1a72942b#map>.



All comments and appeals should be submitted to the Permit Center at permitcenter@matsugov.us or rsc10@starr-team.com. If you have any question please contact Taunnie Boothby at 907-861-8526 or taunnie.boothby@matsugov.us.

Planning Division (Environmental, Comprehensive & Transportation Planning)

Comprehensive Planning Process Update – With 11 area comprehensive plans more than 10 years old, staff and the Planning Commission have been discussing how to tackle possible updates. Staff met with the Planning Commission in January to discuss potential cost and time savings opportunities within the current Comprehensive Planning Process. The discussion will continue at the February and March Planning Commission meetings to find a solution to 1) how to better reach communities and 2) provide the most up-to-date, transparent information available for each community.

Fish & Wildlife Commission – In 2018 the Fish and Wildlife Commission (FWC) continues to engage at the State and Federal level on issues that could impact Upper Cook Inlet (UCI). FWC members have attended meetings and provided input on discussions about the location of the next regulatory UCI Board of Fish meeting location (currently slated for Anchorage in 2020), the ongoing discussion with the North Pacific Fisheries Management Council's plans to update the

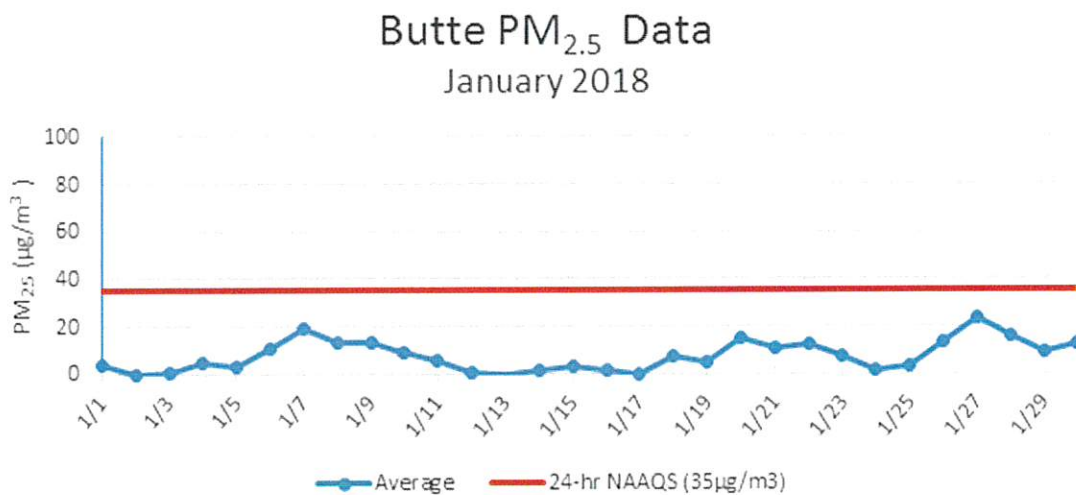
Federal Salmon Fishery Management Plan, and Governor Walker’s proposed plan to bring a user-group task force together to discuss management issues in Upper Cook Inlet. The FWC continues to meet regularly on the third Thursday of each month, September through May.

Transportation Planning – The Division is currently working with local transit providers to update the **Human Services Coordinated Plan** per Alaska Department of Transportation & Public Facilities guidelines to generate transit efficiencies and for Federal Transit Authority 5310 funding. A facilitator will be chosen within the week.

We Need You! The Borough’s Transportation Advisory Board is looking for a few new members! Application materials and more information can be found at www.matsugov.us/boards.

Capital Improvement Program (CIP) FY 2020-2025 – Notifications were sent to community councils, Borough Manager, Deputy Manager, Mayor, Directors and Division heads, and Assembly Members with information about the nominating period for the FY 2020-2025 plan which is open until March 23, 2018.

Air Quality- Preliminary data collected by DEC shows no days in exceedance of the national standard ($35 \mu\text{g}/\text{m}^3$), which means a strong start to 2018. Typically, November-February are our highest risk months for air quality so we are continuing our outreach to the community reminding people to avoid burning outdoors on cold, windless days and to always burn well-seasoned firewood for home heating for more efficient, clean burning.



Additionally, the assembly heard a resolution at their January 16th meeting to authorize the Borough Manager to enter into an updated Memorandum of Understanding (MOU) with AK DEC for air quality coordination. This updated MOU was aimed at granting the Borough the authority (through DEC) to manage air quality programs at a local level-including updating outdated air quality legislation. The Assembly heard from several citizens that expressed concern with the resolution and ultimately it was defeated 6-1. Staff will prepare answers to several questions and report back to the Assembly on the air quality issue in the coming months.

Volunteer Lake Monitoring Program

Assessment Project: One challenge we are tackling in the VLMP is how to manage 20 years of data. To this end one of our volunteers is about 70% finished with merging all of the separate Excel spreadsheets into one. This will make working with our data easier and more efficient. We love our volunteers!

Matanuska-Susitna Borough Volunteer Lake Monitoring Program

Historic Preservation – After some outreach we are pleased that we received three new applicants to the Historical Preservation Commission. Ted Eischeid received training in how to use the Alaska Heritage Resources Survey which should help us better protect cultural resources around the Borough.



Platting Division Statistics

<u>Submitted</u>		<u>Recorded or Approved</u>	<u>Title 16</u>	<u>Title 27</u>	<u>Title 43</u>
Pre Apps Held	10	Abbreviated Plats			5
Road Name/E911	4	Preliminary Plats			6
Abbreviated Plats	5	Right of Way			1
Phase Plats/ ROW Plats	2	Vacations			2
Preliminary Plats	6	Condo Recorded			1

Finance Department

REVENUE AND EXPENDITURE SUMMARY BY FUND

July 1, 2017 – June 30, 2018

	<u>Annual</u> <u>Adopted</u>	<u>Annual</u> <u>Amended</u>	<u>Year to Date</u> <u>Rev./Exp./Enc.</u>	<u>%</u> <u>Used</u>
<u>Areawide</u>				
Revenues:				
Property Taxes	98,058,670	98,058,670	59,656,474	61%
Marijuana Sales Tax	0	0	137,108	137108%
Excise Taxes	8,309,000	8,309,000	3,724,236	45%
Federal Payments	3,055,000	3,055,000	9,181	0.3%
State Grants & Shared Revenues	24,306,038	24,306,038	9,003,234	37%
Fees	8,180,400	8,180,400	4,484,181	55%
Interest Earnings & Other	320,000	320,000	912,435	285%

	<u>Annual</u> <u>Adopted</u>	<u>Annual</u> <u>Amended</u>	<u>Year to Date</u> <u>Rev./Exp./Enc.</u>	<u>%</u> <u>Used</u>
Recoveries & Transfers	1,336,381	1,336,381	1,393,149	104%
TOTAL AREAWIDE REVENUES	143,565,489	143,565,489	79,319,998	55%
Expenditures:				
Non Departmental	99,390,750	99,498,790	71,488,540	72%
Assembly	5,960,363	5,960,363	2,824,164	47%
Mayor	83,519	83,519	35,886	43%
Information Technology	5,763,670	5,763,670	3,611,455	63%
Finance	8,610,061	8,610,061	4,247,648	49%
Planning	4,105,158	4,105,158	1,897,025	46%
Public Safety	13,590,327	13,482,287	6,225,924	46%
Public Works	2,240,498	2,240,498	1,278,226	57%
Community Development	3,758,628	3,757,518	1,880,554	50%
Capital Projects	3,797,365	3,797,365	1,686,555	44%
TOTAL AREAWIDE EXPENDITURES	147,300,339	147,299,229	95,175,978	65%
	-3,734,850	-3,733,740	-15,855,981	

Non-Areawide

Revenues:				
Property Taxes	4,048,300	4,048,300	2,569,227	63%
State Grants & Shared Revenues	791,250	791,250	35,000	4%
Fees & Other Miscellaneous Income	252,250	252,250	152,416	60%
Interest Earnings & Miscellaneous	11,000	11,000	24,218	220%
Recoveries	60,000	60,000	1,692	3%
TOTAL NON-AREAWIDE REVENUES	5,162,800	5,162,800	2,782,552	54%
Expenditures:				
Non Departmental	775,510	775,510	775,510	100%
Assembly	2,594,829	2,594,829	1,426,134	55%
Information Technology	163,733	163,733	97,083	59%
Finance	2,000	2,000	1,653	83%
Public Works	61,434	61,434	29,209	48%
Community Development	1,577,552	1,577,552	904,642	57%
TOTAL NON-AREAWIDE EXPENDITURES	5,175,058	5,175,058	3,234,231	62%
	-12,258	-12,258	-451,679	

Land Management

Revenues:				
State Grants & Shared Revenues	0	0	0	0%
Fees	68,000	68,000	11,248	17%
Interest Earnings	24,500	24,500	12,026	49%
Property Sales & Uses	710,000	710,000	409,298	58%
Miscellaneous	1,500	1,500	1,450	97%
Recoveries & Transfers	0	0	509	509%

	<u>Annual</u> <u>Adopted</u>	<u>Annual</u> <u>Amended</u>	<u>Year to Date</u> <u>Rev./Exp./Enc.</u>	<u>%</u> <u>Used</u>
TOTAL LAND MANAGEMENT REVENUES	804,000	804,000	434,531	54%
Expenditures:				
Non Departmental	49,500	49,500	49,500	100%
Community Development	1,491,517	1,491,517	517,114	35%
TOTAL LAND MGMT. EXPENDITURES	1,541,017	1,541,017	566,614	37%
	-737,017	-737,017	-132,083	
Budgeted Contribution to Permanent Fund	125,750	125,750	67,396	
<u>Enhanced 911</u>				
Revenues	2,382,200	2,382,200	924,920	39%
Expenditures	2,231,511	2,231,511	1,624,664	73%
	150,689	150,689	-699,744	
<u>Fire Fleet Maintenance</u>				
Revenues	362,517	362,517	362,517	100%
Expenditures	362,517	362,517	135,846	37%
	0	0	226,671	
<u>Caswell Lakes FSA</u>				
Revenues	334,150	334,150	229,541	69%
Expenditures	412,071	497,071	289,217	58%
	-77,921	-162,921	-59,676	
<u>West Lakes FSA</u>				
Revenues	3,148,021	3,148,021	2,074,776	66%
Expenditures	4,059,676	4,059,676	2,872,039	71%
	-911,655	-911,655	-797,263	
<u>Central Mat-Su FSA</u>				
Revenues	10,168,330	10,168,330	6,265,003	62%
Expenditures	9,462,826	9,642,826	5,366,447	56%
	705,504	525,504	898,556	
<u>Butte FSA</u>				
Revenues	896,720	896,720	583,234	65%
Expenditures	913,759	913,759	520,619	57%
	-17,039	-17,039	62,616	
<u>Sutton FSA</u>				
Revenues	231,470	231,470	139,161	60%
Expenditures	276,143	276,143	170,204	62%
	-44,673	-44,673	-31,043	
<u>Talkeetna FSA</u>				
Revenues	356,380	356,380	270,821	76%
Expenditures	424,286	424,286	284,831	67%
	-67,906	-67,906	-14,009	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<u>Willow FSA</u>				
Revenues	827,810	827,810	595,368	72%
Expenditures	859,169	859,169	523,304	61%
	-31,359	-31,359	72,064	
<u>Greater Palmer Consolidated FSA</u>				
Revenues	1,276,750	1,276,750	773,757	61%
Expenditures	1,200,705	1,460,705	1,353,937	93%
	76,045	-183,955	-580,180	
<u>Road Service Administration</u>				
Revenues	2,579,176	2,579,176	2,586,576	100%
Expenditures	2,579,176	2,579,176	1,366,039	53%
	0	0	1,220,537	
<u>Midway RSA</u>				
Revenues	1,684,120	1,684,120	1,006,490	60%
Expenditures	1,682,087	1,917,087	1,708,399	89%
	2,033	-232,967	-701,909	
<u>Fairview RSA</u>				
Revenues	1,163,940	1,163,940	683,116	59%
Expenditures	1,162,745	1,282,745	1,161,497	91%
	1,195	-118,805	-478,381	
<u>Caswell Lakes RSA</u>				
Revenues	651,000	651,000	445,784	68%
Expenditures	650,990	708,990	680,983	96%
	10	-57,990	-235,199	
<u>South Colony RSA</u>				
Revenues	1,537,410	1,537,410	925,852	60%
Expenditures	1,533,145	1,562,145	1,353,806	87%
	4,265	-24,735	-427,953	
<u>Knik RSA</u>				
Revenues	2,890,940	2,890,940	1,733,574	60%
Expenditures	2,890,896	3,060,896	2,980,024	97%
	44	-169,956	-1,246,451	
<u>Lazy Mountain RSA</u>				
Revenues	254,810	254,810	163,123	64%
Expenditures	254,780	387,780	330,880	85%
	30	-132,970	-167,757	
<u>Greater Willow RSA</u>				
Revenues	941,970	941,970	679,711	72%
Expenditures	941,958	941,958	828,556	88%
	12	12	-148,845	

	<u>Annual</u> <u>Adopted</u>	<u>Annual</u> <u>Amended</u>	<u>Year to Date</u> <u>Rev./Exp./Enc.</u>	<u>%</u> <u>Used</u>
<u>Big Lake RSA</u>				
Revenues	1,277,610	1,277,610	864,465	68%
Expenditures	1,277,601	1,359,601	1,148,261	84%
	9	-81,991	-283,796	
<u>North Colony RSA</u>				
Revenues	188,530	188,530	115,819	61%
Expenditures	201,485	290,485	222,157	76%
	-12,955	-101,955	-106,339	
<u>Bogard RSA</u>				
Revenues	1,729,060	1,729,060	1,062,770	61%
Expenditures	1,725,074	2,024,074	1,842,141	91%
	3,986	-295,014	-779,372	
<u>Greater Butte RSA</u>				
Revenues	941,630	941,630	577,892	61%
Expenditures	941,356	941,356	772,416	82%
	274	274	-194,525	
<u>Meadow Lakes RSA</u>				
Revenues	1,936,010	1,936,010	1,208,386	62%
Expenditures	1,935,943	1,935,943	1,790,681	92%
	67	67	-582,294	
<u>Gold Trails RSA</u>				
Revenues	1,780,800	1,780,800	1,036,431	58%
Expenditures	1,778,411	1,778,411	1,623,612	91%
	2,389	2,389	-587,181	
<u>Greater Talkeetna RSA</u>				
Revenues	617,680	617,680	471,885	76%
Expenditures	617,669	617,669	539,985	87%
	11	11	-68,099	
<u>Trapper Creek RSA</u>				
Revenues	227,460	227,460	171,721	75%
Expenditures	227,411	245,717	202,391	82%
	49	-18,257	-30,670	
<u>Alpine RSA</u>				
Revenues	258,380	258,380	162,394	63%
Expenditures	291,768	337,768	252,820	75%
	-33,388	-79,388	-90,426	
<u>Talkeetna Flood Control Service Area</u>				
Revenues	18,990	18,990	24,549	129%
Expenditures	42,166	42,166	672	2%
	-23,176	-23,176	23,877	

	<u>Annual</u> <u>Adopted</u>	<u>Annual</u> <u>Amended</u>	<u>Year to Date</u> <u>Rev./Exp./Enc.</u>	<u>%</u> <u>Used</u>
<u>Point MacKenzie Service Area</u>				
Revenues	57,900	57,900	11,224	19%
Expenditures	73,676	73,676	36,691	50%
	-15,776	-15,776	-25,468	
<u>Talkeetna Water/Sewer Service Area</u>				
Revenues	386,820	386,820	133,049	34%
Expenditures	389,018	389,018	196,907	51%
	-2,198	-2,198	-63,858	
<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	14,302	65%
Expenditures	5,270	5,270	270	5%
	16,770	16,770	14,032	
<u>Chase Trail Service Area</u>				
Revenues	610	610	150	25%
Expenditures	2,000	2,000	0	0%
	-1,390	-1,390	150	
<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	4,399,188	48%
Expenditures	8,411,277	8,411,277	5,502,409	65%
	685,223	685,223	-1,103,221	
<u>Port</u>				
Revenues	1,470,113	1,470,113	1,568,284	107%
Expenditures	2,400,551	2,400,551	456,047	19%
	-930,438	-930,438	1,112,237	