



MATANUSKA-SUSITNA BOROUGH

Borough Manager

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Date: July 22, 2020
To: Mayor and Assembly Members
From: George Hays, Acting Borough Manager
Subject: Borough Manager's Report

Monthly Activity Report March, April 2020

Public Works Department

Operations and Maintenance Division (O&M):

This season there was significant late snow fall which caused a lot of water and ice during breakup. We experienced the usual water and mud problems on the roads during the transition to warmer temperatures. Borough steam thaw trucks were very busy during the last two months freeing frozen culverts and ditches. During breakup, the Borough's many substandard roads became impaired as the snow melted and saturated the surface and roadbed material. While the ground frost is still in the process of thawing, the surface water cannot permeate through the frozen ground, and causes over-saturation of the materials. Proper drainage and materials help prevent this from happening; the O&M division prioritizes and improves substandard roads each construction season.

Cormorant/Phalarope – RSA 17 (Below Left Photo): The Cormorant and Phalarope Street project off KGB is a prime example of an area that would traditionally break up poorly, meaning get soft and turn to muddy ruts during the thaw cycle. Using geofabric and good gravel fill, construction crews were able to replace the ruts with the stable gravel surface you see below.



Above Photo: Cormorant/ Phalarope Street Project



Above Photo: Carillon Road Upgrade Project

Carillon – RSA 17 (Above Right Photo): Another project in the same area of poor roadbed is Carillon. Carillon has a contractor in place to perform upgrades this season. This soft, narrow road will be brought up to borough standards including widening, ditching, and a gravel surface that is stable through all four seasons.

Paving Upgrades in 2020: O&M has numerous contracts in place for this summer to provide new paved surfaces throughout the Mat-Su Borough. The contracts include the traditional miscellaneous paving contracts, road improvement projects, and earthquake repair work. Roads to be paved this season include: Twarr, Dan, Lee, Shamrock, Bel Aire, Hilltop, Caskill, Appalachian, Trinity, Limberlost, Chateau, Crestview, Crystal Lake, Juniper, Spruce, Cottonwood, Cranberry, Rose, Seabiscuit, Man O War, Secretariat, Whirlaway, Colonist, Tamar, Brocton, Lanark, Penny, Rush, Mark, Canter, Paige, Leslie, Amherst, Dearborn, Hornung, and others including earthquake repair areas throughout the Mat-Su Borough.

Solid Waste Division (SWD):

Customers and Tonnages: 9,046 customers used the Central Landfill (CLF) in March and a record-breaking 13,475 customers used the CLF in April. 11,128 customers used the Transfer Station system. The Hazardous Waste Reuse Program was closed to the public on March 13th due to COVID-19, so only 37 customers were able to use the program in March, bringing the total SWD fiscal year 2020 year-to-date customer count to 156,046.

The CLF accepted 11,062 tons of waste in March and April which included 9,028 tons of Municipal Solid Waste (MSW), 1,665 tons of Construction and Demolition (C&D) material, 243 tons of Scrap Metal, 7 tons of Asbestos, and 8 tons of Medical Waste. While less than 1 ton of brush & grass was received during March, an unprecedented 97.46 tons of brush & grass was received in April. The numbers include tonnage hauled to the CLF from the Transfer Stations and remote sites by our contractor and CLF employees, which required 205 trips in March and April.

Revenues: The division generated approximately \$1,493,576 in revenues during March and April, which includes gate fees and other sources of income such as gravel sales or surplus equipment sales, bringing the total fiscal year 2020 year-to-date revenue to \$8,100,529.

Central Landfill Operations:

Waste Hauling: On April 1, 2020 the Division began the transition from using a contractor to using Solid Waste Division employees to haul municipal solid waste. The transition will take place in phases with the first phase taking over the 120 cubic yard container hauling. The next phase began May 1st and included all of the transfer stations on the "Southern Route" or Glenn Highway side of the Valley. The next and final phase begins May 15th and includes all of the transfer stations on the "Northern Route" or along the Parks Highway. Taking over the hauling operation will result in savings as a piece of a larger plan to offer flexibility to use employees for several tasks that will need to be accomplished with the installation of a gas collection system and leachate treatment plant.

Gas Collection System: The SWD began planning to collect landfill gas with a contract between the Borough and Burns & McDonald Engineering last year. A frozen gas vent system drove gas concentrations into an area requiring a gas collection system be installed immediately under a Notice of Violation for exceeding the lower explosive limit of methane gas. Fortunately, the long term planning component to the SWD budget was preparing to install this system in the next couple of years. The money was in the bank and the program is fully funded at approximately \$2.14 million. Preliminary estimates include approximately sixteen, three-foot diameter gas collection wells, a pipeline system to carry the gas and a skid mounted flare system to burn off the gas until the volumes can be used economically. As it stands, the volumes are too small to invest in the infrastructure to use the gas.

Environmental Operations:

Central Landfill: Daily landfill gas monitoring and reporting to ADEC continues. Landfill gas concentrations are now below the lower explosive limit at the property boundary. Thawing ground provides alternative pathways for landfill gas to migrate vertically rather than horizontally and potentially off property, resulting in lower gas concentrations at the property boundary. Gas vents atop landfill Cell 2A are freely aspirating. Work continues on the development of the landfill gas collection system with construction anticipated to begin this summer.

Leachate Management: During the March-April period, 1,220,273 gallons of leachate was hauled from the Central Landfill to the AWWU Turpin St. disposal facility. Leachate generation is directly correlated to precipitation, leachate generation and disposal requirements are heaviest during the fall rainy season and during the spring breakup season. Leachate lagoon capacity is approximately 550,000 gallons.

Household Hazardous Waste Facility Reuse Store: 37 customers visited the Household Hazardous Waste Facility Re-use Store during March before the facility was closed due to the pandemic. 213 gallons of paints, stains, herbicides, pesticides, automotive products, and other miscellaneous products were collected, sorted, and stocked into the reuse store.

Smith Ballfields: The final of eight quarterly monitoring samples was collected in March. These sampling event reports will be the basis for a final assessment for corrective measures required by ADEC after several chemicals exceeded allowable thresholds. The final mandated assessment is due to ADEC in June. Estimated additional cost over fiscal year 2019 and fiscal year 2020, amounts to approximately \$40,000. Mitigation costs may range anywhere between \$1.5 and \$24 million.

Transfer Stations Operations:

Big Lake Transfer Station: A contractor burned the brush pile at Big Lake the last week of April. As of May 8th, the site has already accepted 77 loads of brush equaling 278 cubic yards.

Trespassing: Trespassing continues to be an issue at Big Lake. Equipment vandalism and theft has exceeded \$25,000 this fiscal year so far. Concerns with the theft and vandalism led to the recent installation of a system of four cameras with intrusion detection.

Trapper Creek Transfer Site: A dumpster fire was reported on April 20th causing damage to container #118. We encourage patrons to refrain from bringing bagged grass into the transfer station.

Community Clean Up and Recycling:

Recycling: Valley Community for Recycling Solutions (VCRS) sold & shipped 53 tons of recovered resources (recyclables) to local businesses and 91.1 tons were sold and shipped out of state during March and April bringing the fiscal year 2020 year-to-date total to 1,148.8 tons. A total of 242.5 tons of recovered resources is currently in inventory at VCRS. 5,076 customers (residents/businesses) used the VCRS drive thru drop off in March and April for a year-to-date total of 27,468 recycling customers.

Illegal Dump Sites: Three illegal dumpsites were cleaned up in March and April resulting in a total of 0.35 tons of waste cleaned up by Solid Waste Division (SWD) employees. This brings the fiscal year-to-date totals to 30 illegal dumpsites with 8.77 tons of waste and 2 cubic yards of waste cleaned up so far.

Community Cleanups: No community cleanups were scheduled for March; two cleanups started in April, but no waste was received before the end of the month. This brings the fiscal year-to-date totals to 21 community cleanups with 8.8 tons of waste and 23 cubic yards of waste cleaned up so far. There are 23 community cleanups scheduled to happen during May and more applications are coming in.

Abandoned Vehicles: SWD personnel tagged 14 abandoned vehicles, nine of which were towed in March and April, bringing the SWD fiscal year-to-date totals to 65 tagged vehicles and 50 towed vehicles. The SWD began impounding vehicles in October 2019 and since that time have impounded 32 vehicles. One vehicle reclaimed by owner, twenty-one were disposed of, six are ready for disposal, and four are pending owner notification and public notice.

Composting: Spring Compost Classes were postponed due to COVID-19. Classes will tentatively begin again in June.

Special Programs:

Beetle Kill Spruce: The Borough received approved funding for up to \$50,000 for beetle spruce killed tree disposal operations from the State of Alaska. SWD is working with a contractor to begin chipping the collected debris. The program will continue free of charge until further notice, expected to occur when State funding is depleted.

Lines: The SWD has seen average daily customer counts increase to over 500 a day in April and May, more than has been typically seen in the past.

Animal Care & Regulation

March / April Monthly Statistics:

318 Animals brought into the shelter
300 Animals adopted and/or rescued
60 Animals returned to their families

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

Shelter Events and Highlights:

Since the beginning of the COVID-19 pandemic the shelter has been closed to the general public, we have been operating by appointments only. This has worked out well as we continue to rescue and adopt out animals and get strays returned to their owners and at the same time take necessary precautions in order to keep employees and patrons safe during the pandemic. Staff has been attempting to mitigate intakes, update procedures, and utilize social media more. The shelter was able to release (adoption, rescue, return to owner) more animals in March and April than were taken in and the number of days that the animals are spending at the shelter has been greatly reduced. The shelter's release rate for 2019 was 89%, if we continue to see release rate numbers like we have these last few months, then we expect the percentage rate to go up in 2020.

Additionally, our volunteer fosters have stepped up. They have always assisted the shelter, but during this time, they have gone above and beyond. Animal care staff have been busy streamlining processes, getting animals adopted, returned to their owners faster, and re-organizing our logistics for improved efficiency.

Enforcement:

Mat-Su Animal Care and Regulation operates under the Borough Code, Title 24. Four Animal Care Officers provide regulation and enforcement services to the entire Borough, with the exception of Palmer, Wasilla, and Houston city limits.

The officers closed out 242 cases during this reporting period, issuing 13 classifications, 4 citations, 2 kennel/cattery/mushing licenses, 58 warnings and 47 impounds.

Capital Projects

Project Management:

Station 6-1 Improvements and Addition: A contract was awarded to Wolf Architecture to provide architectural and engineering services for improving station layout and operations to include new apparatus bays for Fire and EMS. Construction was advertised with Collins Construction providing the lowest responsible bid. MSB Assembly approved engaging in the contract on April 21, 2020. Construction will start shortly and is expected to be complete within one year.

CMS Training Complex Improvements: An RFP to design improvements for the Central Mat-Su Fire Training Complex located at the site of Station 6-2 was solicited with CRW Engineering Group being the highest scored proposer. Negotiations produced an acceptable fee that was presented to the MSB Assembly for approval on April 21, 2020.

Iditarod Elementary 1% for Art: The Iditarod Art is complete and waiting for the border to open again to allow transportation from Haines for installation.



Above Photo: Iditarod School Artwork Panel

Palmer Pool Improvements: Palmer Pool construction is now complete and pool staff are moving in and setting up the facility. Pool schedule will resume after the pandemic lockdown is lifted.

Central Landfill in Palmer Warm Storage Addition: This project will provide indoor storage space for equipment during the winter months to protect investments. The design firm is PDC and design is currently 45% complete. The project will be advertised for construction by the end of May.

Animal Care Sidewalk: A sidewalk will be added at the front of the building along the parking lot to provide safer public access.

DES Security Cameras: This project will install security systems at all Central Mat-Su Stations and will include a security analysis, security cameras, and other security system-related equipment. Long Building Technologies has been awarded the design and installation contract with installation occurring this spring.

Houston Middle School: The structure has been inspected by the insurance company and the Borough's consultants. The primary insurance company has paid the MSB the full amount under the policy. The Borough is working with a secondary insurance provider and FEMA for reimbursement of costs to repair and rebuild the building. An RFP for design was advertised with BDS Architects being the highest scored architectural firm. On January 21, 2020, the Assembly approved a contract to repair the gymnasium and administrative wings, and to reconstruct the classroom wing. The design process is underway, taking staff and community input for the design. Schematic design was approved by the school board April 22.

Pre-Design & Engineering:

Big Lake Fish Viewing Platform Improvements: Two designs were provided to the Community Development Department for review. One option replaces the existing platform with all treated wood and a shorter design life. The second option, with a design life of 50 years, uses a treated wood substructure, aluminum decking, and a galvanized handrail system. Community Development was awarded a \$31K grant and we are finishing design of the 50-year design life option. Construction may be able to take place in July 2020.

Central Landfill Development Plan: The MSB Central Landfill is updating its long-term plan as required by DEC for its permit to operate. Burns & McDonnell is the consulting firm working on the plan, which will look at long-term build-out plans for solid waste disposal cells, as well as leachate and gas management programs among other

aspects of landfill operations. The plan is 75% complete and the Borough is reviewing the initial draft. The final plan is due June 30, 2020.

Central Landfill Leachate Treatment Facility: The design project was awarded to Clark Engineering, who completed the Preliminary Engineering Report in early 2018. Clark conducted a pilot study of the proposed filtration treatment system in September-October 2018 and results have been positive. A report summarizing the pilot test was submitted in January 2019, and the engineers submitted the 65% design documents. The project is at the 95% submittal level and DEC/MSB review is complete. The design team is now working on the final plans for construction and permitting. Construction is scheduled for late summer 2020.

Felton Street Extension: This project will connect the Alaska Department of Transportation's (ADOT&PF) newly constructed Felton Street approach on the Palmer-Wasilla Highway by extending the street north to Bogard Road. Drafts of funding and maintenance agreements are currently being reviewed by ADOT&PF and MSB and will be sent to the Borough Assembly for approval in May or June of 2020.

Central Landfill Residential Waste Disposal Wall: The residential disposal tipping wall is in need of expansion to accommodate additional containers for receipt of different types of waste from the public for ease of disposal. New containers will receive construction and demolition debris, and burn barrel waste, among other types of waste. Currently, Purchasing has advertised an RFP for design services scheduled for this year with construction anticipated in the summer of 2021.

Electronic Pay Kiosks for Recreation Areas: This project will allow for credit card payment of parking fees at the popular West Butte Trailhead and the Jim Creek Recreational Area Trailhead. Two units have been delivered from the vendor and work for installation is active. Electricians have installed a new meter base at West Butte with service for the pay unit. Power was also routed from the new Recreational Services shop at the Jim Creek location. Unit bases are formed up for concrete, and are scheduled to be installed and operational by the end of May.

Port MacKenzie Dock Repairs: The port is in need of various minor repairs on both the barge dock and the deep draft dock. These include a sheet pile interlock repair on barge dock cell 1, replacement of ladders, welds to the bearing plates, and other miscellaneous fixes.

Port MacKenzie Deep Draft Dock Pile Sleeve Protection and Cargo Ramp: The deep draft dock piles are in need of corrosion protection on its welds to extend the life of the structure. PND Engineers did an analysis and recommend steel pile sleeves be installed on all welds exposed in the tidal zone. The Borough also desires a roll-on/roll-off ramp on the dock for improved efficiency in loading and unloading shipments. The Borough applied for a grant for roughly \$9.6 million from the U.S. Economic Development Administration for both of these improvements. Grant award announcements are expected this summer.

Port MacKenzie Shore Power Supply: The port is exploring possible installation of a shore power supply for ships that dock at the port for extended stays. This project is being done in cooperation with a local private company interested in long-term berthing at the port.

Lake Louise Boat Launch and Parking Improvements: Project was awarded to low bidder Dirtworks in early 2019. Construction of the boat launch began July 9, 2019, after lake ice thawed and local July 4th events occurred. Construction occurred throughout July with completion of the double-ramp on August 8. Parking lot expansion construction began July 11, 2019, encountering permafrost during excavation. Design consultant engineers determined that the permafrost area should be stripped of overburden so melting could take place over a year's time that will allow for re-starting the construction of the parking embankment on July 7, 2020. Deeper thawing than anticipated in fall of 2019 was reported by the consultant's geotechnical engineer. Additional thawing in spring of 2020 should provide the needed depth required to place fill, pave, and complete the parking lot expansion

improvements. Permafrost thawing of the parking lot area will be inspected in June 2020 with construction starting on July 8, 2020.

Matanuska River Circle View Dike 4 Reconstruction:

Several of the multi-million dollar dikes constructed to protect the shoreline of the Matanuska River from eroding are in dire need of reconstruction and maintenance before the public investment is lost. Preliminary Design for the reconstruction work is complete. An RFP to complete design was issued in late 2019 and the proposals were evaluated. PND was selected to perform the engineering. The project completed a Hydraulic & Hydrologic study to facilitate a grant request to FEMA for Hazardous Mitigation Grant funds.



Above Photo: Matanuska River Dikes

Port MacKenzie Rail Extension (PMRE) 2018 Earthquake Damage Bridge Repair: FEMA funding was accepted and appropriated by the Borough Assembly on February 13, 2020 in the amount of \$2.1 million to repair seven rail bridges damaged by the 2018 earthquake. An RFP, which will include a structural engineering analysis and design for repairs, is being drafted and is expected to advertise in May 2020.

Port MacKenzie Rail Extension (PMRE): ROW Corridor Platting: The Mental Health Trust owns a number of large parcels that the PMRE passes through along its 32-mile length. Agreements have been in place for the PMRE corridor to pass through those parcels with the understanding that platting would occur permanently designating tracts for the rail corridor. As of March and April of 2020, survey and platting work is complete and the PMRE corridor tracts are in the process of being sent to the State Recorder's Office.

The State of Alaska also owns a number of large parcels that the PMRE pass through. An agreement was also in place for the PMRE corridor to pass through those parcels with the understanding that platting would occur permanently designating tracts for the rail corridor. Survey work, which includes monumentation, is now complete and the draft plat for a land exchange was submitted to the Alaska Department of Natural Resources for review and comment.

Seldon Road Extension: Phase II of this project is in ROW acquisition (currently at 90%). Design is at 95% complete. Funding to complete the project has been applied for as part of the ADOT&PF Community Transportation Program.

Port MacKenzie Earthquake Damage Repair: The port experienced damage to several high mast lights, riprap armoring, and walls in the ferry terminal building during the 2018 earthquake. The Borough applied for and received approval from FEMA to make repairs and is preparing an RFP for design and construction management services for the repairs.

Trunk Road Connector (Katherine Drive): This project creates a connection between Trunk Road, Stringfield Drive, and Manhattan Drive. The purpose of this project is to relieve congestion at the intersections of the Palmer-Wasilla Highway and Stringfield Drive, and provide secondary access to Midtown Estates Subdivision. Clearing of the corridor was completed in January 2020. Construction of the approach road embankment off Stringfield Drive is complete. Additional road embankment and culvert placement work will be taking place in May and June.

Vine Creek Drainage Analysis: This project is complete and was presented to the Planning Commission on June 19, 2019. The final report has been posted to the Borough website. A design for one of the recommended improvements, a new culvert on Lucille Street that will mitigate flooding of a nearby Locharron Subdivision, has been completed by The Boutet Company. Construction funding is needed.

Willow Park Improvements: MSB PD&E is currently working on design for a path extension/boardwalk to a wetlands pond within the park. It is expected that a construction bid package will be advertised in May. Construction in late June through August 2020.

2018 Road Bond Package: On October 2, 2018, the Mat-Su voters approved a \$23.8 million bond package containing 10 projects with the caveat that a 50% match must be found before the bonds will be sold and the projects developed. Resolutions of support from the City of Houston, the City of Wasilla, and the Meadow Lakes Community Council were received.

The ten projects (in alphabetical order) consist of:

- Aspen Ridge Road Extension to Palmer Fishhook Road
- Cheri Lake Drive/Karen Drive/King Arthur Drive Corridor Improvements
- Hemmer Road Upgrade and Extension, P-W Highway north to Bogard Road
- Hermon Road Upgrade and Extension, Parks Highway to Palmer-Wasilla Highway
- MSB School District Pedestrian Safety projects
- Seldon Road Extension, Phase II
- Smith Road Upgrade
- Tex-Al Drive Upgrade and Extension
- Trunk Road Connector/Katherine Drive
- Trunk Road Extension South, Phase III

Funding for the 50% match has been applied for from the ADOT&PF Community Transportation Program. The ADOT&PF Project Evaluation Board met in January 2020 and scored a statewide slate of projects. Four projects of the ten scored high enough for funding:

- Seldon Road Extension, Phase II
- Hemmer Road Upgrade and Extension, Palmer-Wasilla Highway north to Bogard Road
- Hermon Road Upgrade and Extension, Parks Highway to Palmer-Wasilla Highway
- Trunk Road Extension South, Phase III

Local match and maintenance agreements are being drafted, a draft schedule for selling the borough bonds is being created, and project documents are being shared with ADOT&PF to begin the project development process.

Community Development Department

Land and Resource Management Division (LRMD):

Personal Use Firewood Areas (PUFAs): Four regular PUFAs are open including a new PUFA in the core area on Stringfield Road. Assembly Resolution Serial No. 20-041 moved forward to make PUFAs free through the end of July 2020 to help reduce economic impacts from COVID-19 to residents who use firewood as their primary heat source. Two Personal Use Areas are open for the harvest of Beetle Killed Spruce only. Two more locations will be open once access is available after snowmelt; additional areas are under review in several locations around the Borough.

Personal Use Gravel Areas (PUGAs): Monitoring of sites for illegal mining, dumping, and other unauthorized activities is ongoing. Inspections and annual reviews will be accomplished as the snow melts and access becomes possible.

Central Landfill Material Sale: Staff submitted a Conditional Use Permit application to Development Services for continuation of authorizations provided under the previously issued Administrative Permit for material extraction and sale at the landfill.

Salvage Timber Sales: Mapping and site evaluation for additional Salvages Sales to assist with the removal of Spruce Beetle damaged trees on MSB land is in work.

Commercial Timber Sales: The 2018 Commercial Timber Harvest in the Fish Creek NRMU and Point MacKenzie NRMU are available as over the counter sales.

Land Management:

Land Classifications: Ten Borough-owned parcels are being presented to the Planning Commission in May for purpose of classifying current and future public facility needs and inclusion in upcoming Borough land sales.

Land Conveyances: An ordinance of the Matanuska-Susitna Borough Assembly approving the fair market value sale of Borough-owned land to the City of Wasilla where the Knik-Fairview Territorial School is located for purpose of relocation of the school and benefit of the city's sewage treatment facility expansion. The City of Wasilla adopted Ordinance Serial No. 20-09 on March 23, 2020, authorizing \$45,000 for land acquisition, being the fair market value of the Borough land.

Land Sales: The Competitive Sealed Bid Land Sale has been postponed until later this summer, and will include eight Borough properties with an additional six parcels known as 10-Year Plus Properties where all re-purchase rights have been extinguished. The sale parcels are best suited for residential, recreation, or other allowed uses. Many have access from Borough maintained roads or dedicated Borough trails.

An Over-The-Counter sale of Borough-owned parcels previously offered under competitive sealed bid pursuant to MSB code is proposed for this Fall. Land sale proceeds provide funding for the Land Management Division and Borough projects. Additionally, land sales return properties to the tax rolls, and provide private and economic opportunity for development of the land.

Land Acquisitions: A 5.72-acre parcel off the Glenn Highway near "Baily Hill" is moving forward to the City of Palmer for re-zoning purposes. The Ambulance station, which currently serves Palmer, Butte and Sutton residents, will be relocated to the new parcel when funding becomes available for construction.

Platting: Windsong Subdivision lots that are not tied to private easement use by adjacent owners are being combined and recorded as new plats to offer to the public under competitive sealed bid.

Stringfield Subdivision received preliminary plat approval to create two separate lots where Pioneer Peak Elementary is located off Stringfield Road (aka Old Trunk Road) and future home of Mat-Su Central School and possibly, a new bus barn.

- The Assembly approved conveyance of 1.5 acres to Trapper Creek Community Service Association, Inc. for their community water project next to the Trapper Creek Library.
- Staff vetted over 180 Borough-owned properties for the purpose of identifying Operations and Maintenance (O&M) sand and gravel storage yards for the 16 RSAs throughout the Mat-Su Valley. 39 properties were preliminarily selected and provided to O&M for review as to suitability. Storage sheds will be constructed on two sites, once the final selection is determined by O&M.
- Staff solicited bids on the design of the bike park for Settlers Bay Coastal Park and began working with the contractor to design and layout the mountain bike trails. Staff also solicited bids for gravel supply to support trail construction in the park.

- We received a Recreational Trails Program grant to fund an interpretive plan and two interpretive panels in the park as well as a Recreational Trail Program grant to fund a cultural resource survey in the Settlers Bay Coastal Park.
- Staff helped develop a draft Jonesville Public Use Area Management Plan. Public review is anticipated by early summer.
- Staff received a Recreational Trails Program grant to fund improvements to the Eska Strip Mine Trail in the Jonesville Public Use Area.
- The trails on the conservation easement of the Fish Creek Conservation Area are now closed for the summer.
- Staff performed trash clean-up and are reviewing access restrictions on Borough land in the Butte area, in an effort to curtail squatters and dumping. An informational mailer has been sent out to adjoining land owners regarding upcoming work and requesting input for ways to address this issue.

Permits, Access, Agreements and Easements:

- Alaska Railroad Repeater Tower Permit – Legislation for this permit was presented to the Assembly on February 18th and the permit was signed and executed in March.
- Three Right of Entry permits have been issued: one in Talkeetna for MTA lines, one near Beluga Point for road clearing on Pretty Creek Road, and one for the Trapper Creek Volunteer Fire Department.
- Issuing a management agreement for the Mat-Su Ski Club shed located at the Government Peak Recreation Area. Permit was signed and executed in March.
- Staff adjudicated a land use permit for non-commercial use of a floatplane dock site in Christiansen Lake Park and a land use permit for a seasonal campsite on the Deshka River.

Asset Managements:

Agriculture Advisory Board: Agricultural Advisory Board meetings were cancelled for the months of March, April and May due to the COVID-19 virus. The next meeting is scheduled for September 16th. In February Mayor Halter appointed University of Alaska Fairbanks Cooperative Extension Service Professor Steven Brown to Seat 8. There are two openings on the board for Seat 1, Palmer Soils and Water Conservation and Seat 5, Palmer Center for Sustainable Living. Staff is working to seek applicants to fill the vacancies.

Lease Application: Solar Utility Facility Lease - Renewable IPP, LLC is meeting with the City of Houston Planning Commission on April 30th requesting a rezone of the borough-owned lands from Public Lands and Institutions to Light Industrial zoning. City staff recommends the Planning Commission's approval of the rezone for the future solar utility facility.

Hatcher Pass Survey (ASLS 2002-01): All Points North continues recovering monuments and most of the monuments are reported to be in good shape or have very little damage. The remaining monuments on Government Peak are scheduled for recovery the middle to end of May. As of April 27th there are 8 monuments left to be recovered and tied-in.

Hatcher Alpine Xperience (HAX) – Skeetawk Ski Area: Construction of the chair lift is finished! HAX received Alaska Department of Natural Resource approval of their operations plan. Opening for winter skiing this season will likely not occur due to COVID-19 virus. The lease document is in review and the tentative schedule for legislation introduction is May/June.

ADL Leases: Staff continues to monitor and manage 14 ADL leases for annual payments and bi-annual tax payments. All accounts are current with no delinquencies at this time. Staff is processing a Purchase Agreement for an ADL lessee to buy the fee simple title of the leasehold estate with closing the transaction by the end of May.

Tax Foreclosure:

Tax and LID Foreclosure Over-the-Counter Sale TS40: An over-the-counter Tax and LID Foreclosure Sale was set to open March 27, 2020 but due to COVID-19 the sale has been postponed.

Tax and LID Foreclosure Competitive Sale TS41: The next competitive Tax and LID Foreclosure Sale, TS41, is anticipated in Fall of 2020 and is moving ahead with 44 potential parcels.

Properties Retained for a Public Purpose: Two clerk's deed properties were retained for a public purpose by the Borough Assembly in April because of their location and physical characteristics.

Clerk's Deed Parcels: 2013 Tax/ 2014 LID Clerk's Deed parcels – one of the parcels was repurchased by the former record owners in the months of March or April. 2014 Tax/ 2015 LID Clerk's Deed parcels – one of the parcels were repurchased by the former record owners in the months of March or April. 2015 Tax/ 2016 LID Clerk's Deed parcels – three of the parcels were repurchased by the former record owners in the months of March or April.

Trails/GIS:

GPRA Mountain Bike Trail Construction: Application has been processed for Valley Mountain Bikers and Hikers to construct several short sections of connector mountain bike trails at GPRA.

Finger Lake Elementary School: Segalhorst Aquatic Trail – Staff has been working with representatives from FLES and Mat-Su Trails Council to develop maps for three kiosks located on the nature trail between the school and Cottonwood Lake.

Matanuska River Trail North/South Bond Project: LRMD staff has applied for and received authorization from AK Department of Fish and Game, United States Army Corps of Engineers, and AK Department of Natural Resources for trail work planned for this summer in the Matanuska River floodplain.

Backcountry Horsemen of Alaska Trail Care Agreement: The Trail Care Agreement has been re-issued and signed for a three-year term, beginning in April.

Willow Trails Committee Trail Care Agreement: The Trail Care Agreement has been re-issued and signed for a three-year term, beginning in April.

Alaska Trails Initiative: LRMD staff has assisted with drafting trail descriptions for this effort, to help prioritize borough trail projects in the statewide investment strategy.

Lands Information System Integration Project (Document Browser / LRIS): The updated LRIS system has been installed on staff computers in the LRMD. Land records are now being managed in the new system.

Recreational Services:

This has been a very difficult month for our side of the borough with the new health mandates. Most of everything we do on the Recreation and Library side involves serving the public. With our doors shuttered, we are working on cleaning, painting and doing preventative maintenance.

The Palmer Pool reached substantial completion and staff is moving in the facility in preparation for opening as conditions allow.

Parks and Trails Northern Region: This winter we got a total of 167 inches of snow, which made for some great skiing and outdoor activities. With this late spring, we are still grooming the Nordic ski trails Mondays and Fridays. Patrons are using the trailheads for some fresh air and exercise. With all this snow, we are also running out of room to store it. We use a tractor-mounted snow blower to move most of it and for working on all the parking areas and trailheads. This will also aid the parking areas and trailheads to dry up quicker in spring.

Trails Report: March and April were very snowy months. The Trails Specialist made sure that all trailheads were plowed and trails groomed with the assistance of Parks Staff. The Piston Bully was used to keep the trails in wonderful shape throughout the month.

Interviews were conducted for the Summer Trail Crew positions, and offers were made and accepted for the 12 positions.

The Trails Specialist accompanied Land Management Staff on a winter trails inspection trip in the Petersville area. This was a very informative trip and the data collected will be used to update the Mat-Su Boroughs Trails Plan. The Trails Specialist also spent time working with the new Borough Safety Manager to ensure that all training will be provided to the Trail Crew and properly documented.

Mat-Su Parks: The park maintenance staff were still grooming ski trails in March. Parking fees were waived at all MSB trailheads through May 15th to encourage people to get outside and enjoy the outdoors. The Parks Maintenance Building was closed to the public from March 16th thru May 15th due to the Covid-19 pandemic outbreak. Park staff continue to provide maintenance services to all of the trailheads. The Jim Creek Lot is seeing near capacity parking every weekend. With most other forms of recreation shut down, off road enthusiasts are hitting the trails.

Brett Memorial Ice Arena: March started out to be one of the busiest months of the season at the ice arena but the activities were cut short by the pandemic. We were able to get in several very exciting weekends of skating before closing to the public on Monday, March 16th. The ice arena remained closed to the public the entire month of April due to the Covid-19 virus pandemic. Staff took advantage of this downtime to take care of annual maintenance and program planning projects.

Our Skating Director, Kaitlyn Randall, spent her time organizing the Learn to Skate costume and prop storage room, assisting the manager with planning our summer program schedule, processing refunds for canceled classes, updating attendance records and conducting online research for materials to improve the Learn to Skate program for the future.

Ice Arena Operations Assistants, Kerry Marcott and Troy Malstrom, worked on several projects including: annual ice maintenance, cleaning and sanitizing around the entire arena, painting the ice arena front entrance, repairing hockey goal nets, repairing radio antenna, repairing audio connections for the building sound system and sharpening our rental skates to name a few.

The Ice Arena Manager, Chris Sturgis, began planning and scheduling for summer activities anticipating a re-opening. The manager also spent time updating annual revenue records, reviewing fiscal year 2020 purchase orders, contacting customers to provide updates on the facility closure, working with purchasing and capital projects to get the documents for our security camera project ready for public bid and supporting the staff with their projects as needed.

Mat Su Pools: The closure came before the start of the next swim lesson session. Our plan was to postpone these prepaid lessons to begin again upon re-opening rather than to process nearly 300 refunds. Facility rentals were either credited, rescheduled, or cancelled with a full refund. The pool temperatures have been lowered to save costs and of course the lights are off in most of the facility.

During the closure, we have been able to catch up on maintenance and deep cleaning. There were some broken tiles repaired as well a couple of storage boxes. The pool deck has been power scrubbed and a whole lot of

disinfecting. Most of the pool staff have elected to stay home during this closure. Those who have come in to work have been cleaning, organizing, processing refunds, and planning for the eventual re-open. The Palmer pool staff have been moving in, setting up, and cleaning.

Libraries: The facility closures have been particularly hard on the Library Staff. So much of what they do is focused on our external customers and most of that service was eliminated. The good news is that we were recently able to offer curbside pickup for books and other materials. This was a huge benefit to our off grid patrons. The libraries are also using the OWL system and other applications like Zoom to host story time, meetings and classes. The library staff have also been busy cleaning materials, repairing books and weeding out their collections.

Sadly, we said goodbye to long time Big Lake Librarian Jo Cassidy after over 32 years with the Borough. She retired on April 30th and left a lasting impression on the community of Big Lake.

Department of Emergency Services

Emergency Medical Services (EMS) Division:

January 2020: EMS Responses 826 (Average of 28 calls per day)

February 2020: EMS Responses 607 (Average of 20 calls per day)

Number of Responses Per Area:

- Northern Area (Talkeetna/Trapper Creek/Willow) – 75
- Eastern Area (Butte/Palmer/Sutton) – 350
- Central Area (Wasilla) – 760
- Lakes Area – 248

EMS Summary:

- COVID Health mandates attributed to lower than average call volume.
- Lots of administrative time focused on compliance with mandates while still providing service.
- Responder and LEO rapid COVID testing available.
- Hosted interviews for paid on call and full time EMT 2 positions.
- Staff involved in numerous COVID press conferences and public education opportunities.
- Continuation of normal routine tasks while dealing with COVID pandemic.
- 2021 Budget and strategic planning.
- Majority of training was related to COVID and protective equipment.
- Staff demonstrated ingenuity developing unique solutions to the complex issues related to the pandemic, including designing an isolation pod for use in our ambulances.

Fire Division:

Rescue Calls:

270 Total Fire/Rescue calls in March

238 Total Fire/Rescue calls in April

Note: Does not include calls to Greater-Palmer Fire Service Area, but these stats have been requested for future inclusion.

Large Incident Details: During this reporting period, in addition to COVID planning and preparation, crews responded to structure fires, flooding, and our first wildland fires of the season. The “Trumpeter Fire” was approximately 130 acres and was located off Point MacKenzie. In this two-month period, departments responded to on average almost 9 calls per day, including 17 working structure fires and an ice rescue.

Summary Highlights, Fire/Rescue:

- Provided Protective Equipment fit testing of personnel for COVID-19 protective clothing.
- COVID-19 education, planning and response coordination guided by DES staff.
- Ordering and distributing personal protective equipment and supplies related to COVID-19.
- Area-wide Standard Operating Procedure manual started.
- MSB Fire Departments implemented a new public relations program to support children during the COVID-19 pandemic. Birthday Parades have proven to be very popular.
- Strong community support demonstrated by donating fabric face masks and medical supplies for responders.
- Preparations for upcoming Wildland season, preparing both equipment and personnel.
- Above average number of structure fires, including two in large apartment buildings.
- Annual re-start of the Iditarod sled dog race bringing thousands of spectators to Willow on one of the heaviest snow days of the season. (Joint Fire/EMS)
- Departments kept annual summer assignments on track despite the challenges posed by COVID mandates. (Ladder, Hose and annual Pump testing)
- West Lakes had to decommission a 1985 Tender truck due to mechanical failure.

Training Highlights:

- Most training was impacted by COVID-19 mandates, departments had to find alternative means to keep responders ready and engaged. Focused on small group training.
- Conference calls and virtual meetings implemented to meet established mandates when possible. Many hands-on courses had to be postponed.
- Wildland topics were reviewed to prepare for summer wildland season.
- 12 students completed the written Hazardous Materials Awareness and Operations training.

DES Fleet Services for March and April:

156 New Work Orders
160 Completed Work Orders
482 Total Open Work Orders

Fleet Summary:

- Backlog repairs in progress.
- Working on tire change overs and maintenance of seasonal equipment.
- Annual NFPA required apparatus inspections are in progress.
- EVT/ASE training continues to certify shop personnel.
- Ford Powertrain training completed in house.

Emergency Management:

- EOC set up and functional at DSJ for COVID-19 pandemic.
- COVID-19 Tracking and pre-planning.
- COVID EOC Operations 24/7 since March 17th.
- Daily situation reports and monitoring of critical infrastructure sent to State EOC, MSB administration and private partners.
- Supply procurement and ordering for COVID-19 related equipment needs supporting EMS, Fire, Rescue and private partners.
- Coordination of community wide response to COVID-19. Functioned as a liaison between MSB, EMS, Mat-Su Regional and community partners.
- Public information support for press releases and informational updates on the COVID-19 situation.

- Multiple daily meetings related to food security, PPE garnering and distribution, testing supplies and access, Statewide situation briefings, MSBSD operations, at risk populations planning, as well as drive up testing sites coordination and supplies.
- Continue to work to close out 2019 Cook Inlet Earthquake FEMA projects.
- Continue to work to close out 2012 Flooding FEMA projects.
- Continue to work with McKinley Fire survivors and the COAD.

Telecoms:

- Continued integration of the Swissphone pager project.
- Improvement of communication sites. Moved Bald Mountain repeater to new roadside (more accessible) location.
- Transition and testing of 4-wire to IP voice connections to Matcom Dispatch.
- Spring seasonal Maintenance of radio sites.
- Network configuration and preparations to move to digital radio for DES.
- Troubleshoot and repair numerous issues and failures of existing hardware.
- Program radios in preparation for forestry season.

Special: COVID-19 planning and coordination monopolized time during this report period. Staff worked hard to keep the daily operations functioning as normal as possible despite the very unusual circumstances. Additionally, lots of work was done in preparation for the fiscal year 2021 operating budget and departmental strategic planning. Staff worked exceptionally hard during this very dynamic situation to keep emergency services functioning smoothly.

Information Technology Department

Smart Community: The most recent forum was April 30, 2020. The forum was held as a videoconference using Teams. The Agenda included:

- Anchorage Response to COVID-19 with Tina Miller and Brendan Babb from the Municipality of Anchorage
- Mat-Su COVID-19 Response Dashboard with Eric Wyatt, Kenny Kleewein and Jack Horner from the Mat-Su Borough
- New Solutions for COVID-19 Tracking with Terri Morganson and Chris Marsh from ESRI
- Over 120 individuals attended the forum
- The next meeting will be July 30, 2020 and will be a videoconference again

eCommerce: As of March 4, 2020, 17,334 transactions for over \$1,342,000 have been processed since April 2017 on the eCommerce system. eCommerce saves hours of Borough employee time. Note that eCommerce services have been virtually unaffected by the COVID-19 pandemic.

SharePoint / Intranet: This is the Borough’s Enterprise tool for the Borough Intranet, collaboration and system integration. This system supports the Intranet with collaboration, Portfolio & Project Management, Process Improvement, Strategic Planning and Training (4Ps), Project Plastic (eCommerce), financial transparency, etc.

- The Project Management site currently has 121 active projects listed.
- The Portfolio site has 65 portfolios identified.
- The Process Management and Improvement Site has over 25 processes identified and documented.
- The Finance Department is using a project management site to help Borough employees prepare the fiscal year 2021 budget.
- A Project Management page has been established to coordinate IT and other departments’ preparations if COVID-19 requires large number of employees to work remotely.

- Training in the use of the Project, Portfolio and Process Management sites are being provided via videoconference during the COVID-19 pandemic.

Remote Site Network Upgrades: The remote site network upgrade has been completed. This work will allow us to have a much better security posture at the remote locations. With the upgrade complete we have been able to restore 4 digit dialing at all locations.

Govern Tax Billing and Upgrade: Taxes are the Borough’s main source of revenue. We have hired a project manager, a team of business analysts, a screen developer and a database analyst to understand and document our current processes and assist in our migration to Open Forms.

- Most of the areas to be process mapped are complete and the documentation is under review with the vendor, Harris Govern. These reviews are being conducted via videoconferences with their Process Re-engineering experts to show us how to use the new version of the software most effectively.
- Once processes are re-engineered, the Harris Govern R&D team will train Borough personnel on administration and configuration of the new version of the software. These sessions are scheduled to begin in June 2020.
- Knowledge transfer sessions to smooth the transition from existing to new Govern support personnel were completed in April 2020.
- Testing of the annual Certification and Tax Billing Process was completed, including improvements to the bill production process. We are fully ready to begin Certification and Tax Billing the last week of May 2020.

Cyber Security: A number of cyber incidents were detected during the reporting period but automated and manual processes prevented any of them from causing sustained damage to Borough systems and applications.

Operations:

Annual Workstation Refresh: To date we have received 171 computers. This includes 5 new loaner laptops and 19 new laptops for the DSJ training room. We have configured 113 computers and placed 73 of those. We expect to complete the workstation refresh by the end of fiscal year 2020, but it does not allow for any disruptions in the schedule. As part of the COVID-19 preparedness we are planning to suspend placement of new equipment and surplus of equipment coming out of service. This has the potential to impact the project schedule.

COVID-19 Support: In a matter of several weeks IT was able to set up roughly 165 Borough employees to work from home. This required identifying any available infrastructure that would support a remote workforce, prepping it for deployment and placing it in workers hands. A significant amount of support for VPN access was necessary and network modifications were made to handle the additional bandwidth requirements. Access to webmail was also re-enabled to provide improved access to email for remote workers. Remote workers VPNing into the Borough went from an average of 6 per day prior to the event, to over 80 per day.

Service Desk Support Metrics:

March 1, 2020 – April 30, 2020

Received Tickets: 1590

Resolved Tickets: 1695

Phone Calls to Service Desk: Inbound calls 1207, Total calls 2729

Mobile Device Placements/Replacements: 14

GIS:

A significant focus of the GIS Division is support for a growing Borough, with a limited budget, by increasing efficiency and improving information access across Borough departments through the use of GIS technology.

COVID-19 Information Website: Using ESRI web technologies, GIS and IT staff have developed a web site to provide accurate information on various aspects of the Covid-19 virus including:

- Information for citizens on effective measures for prevention and preparation.
- Accurate information on current status.
- Critical locations of any local services, testing and response centers etc.
- Links to National Center for Disease Control (CDC), State of Alaska, and other authoritative information sources for citizens.
- Provide a single location for information regarding MSB preparations continuity of operations.
- Improved communication of local business status and support for initiative to better understand needs of businesses during this difficult time.
- The Borough was one of the first four counties in the U.S. to use the ESRI platform to get information to the public.
- An ESRI advisor that works with 5 states says Alaska in by far number 1 of the 5 in state and local government coordination.

Improved Imagery for Susitna Valley:

- Acquisition is underway of aerial imagery for the Susitna Valley corridor as the focus of the 2nd year of the 3-year program. Updated imagery will be made available for distribution and use later in 2020. It is expected this new imagery will provide improved E911 dispatch and significant efficiency improvements in support of a variety of field operations.
- As part of a separate project GIS, in partnership with the Assessments Division, is acquiring oblique aerial imagery for 50 sq. mi. along Oilwell Rd. The intent of this project is to test the viability of using remote imagery as a tool for appraising remote properties to determine if successful significant efficiencies may be gained in accomplishing these remote appraisals.

GIS Enterprise Licensing: The GIS Division has a tentative agreement for a 3-year extension of the Enterprise License Agreement with ESRI for enterprise GIS technologies. With Assembly approval, this agreement will secure fixed licensing costs for FY21, FY22 and FY23 for the primary technology used by the GIS Division.

Support for Statewide AST Dispatch: Significant E911 related data upgrades are underway to allow the Borough's E911 addressing data to integrate with like data from other communities statewide in order to support the proposed move by Alaska State Troopers to a statewide regional dispatch system.

Planning and Land Use Department

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

Permit Center: Thanks to Facebook and the Next Door app, the application fee waiver for driveways installed before 2011 got some good free press. We took in 707 driveway permits for the entire year 2019; we have already taken in 2,312 so far this year and our busy season has just begun. We also have 87 utility permits being inspected and monitored. Due to this interest, the Assembly has extended the permit fee waiver for an additional six months. Now that snow has melted, inspections of those driveways has begun and we have been able to finalize 126 of them in just over a week, while still maintaining our ten-day average to notify builders about new construction driveways. We hope to have two new inspectors in place soon to tackle this huge influx of permits. It's going to be a busy year.

Code Compliance Cases: As of April 30th, Code Compliance has 736 active cases. Between March 1st and April 30th, 109 cases were closed and 109 were opened.

Current Planning:

In the past 60 days, the following applications have been received for processing:

- Four Marijuana Retail Conditional Use Permits
- Five Marijuana Cultivation Conditional Use Permits
- Two Junkyard Conditional Use Permits
- Eight Legal Nonconforming Determinations for a Structure
- One Tall Structure Conditional Use Permit
- Four Multifamily Development Permits
- One Denali SpUD Conditional Use Permit
- Two Talkeetna SpUD Conditional Use Permit
- Four Alcoholic Beverage Uses Conditional Use Permit
- Two Special Event Permits
- Two Variances to MSB 17.55
- One Earth Materials Extraction Administrative Permit.

Floodplain Management and Hazard Reduction:

Hazard Mitigation Grant Program acquisition along Matanuska River: The Sutton HMGP project is complete. The Butte HMGP project is moving forward slowly but may be delayed due to the COVID-19 pandemic and health mandates. The health mandates have affected the tenant’s jobs, and the ability to seek new accommodations have been hampered. We are monitoring the COVID-19 pandemic and required health mandates carefully as we continue to assist with relocating the three remaining families. Now that the Open Alaska Responsibly plan is moving forward, we should be able to have the tenants locate new accommodations. Once this is complete, we will begin the process to contract for the demolition. We anticipate a demolition and closeout by the winter of 2020; however, this may require an extension to the performance period.

Hazard Mitigation Plan Update Project: The State of Alaska has funded a contractor to write the plan on the Borough’s behalf. On March 16, 2020, the draft Hazard Mitigation Plan online open house launched on the MSB webpage. Originally, there were three in-person open houses planned during March and early April. The in-person open houses were canceled due to the COVID-19 pandemic and the health mandates. MSB consulted with the State and FEMA and are moving forward with the online, open house, email notifications to multiple community organizations and postings on social media to review the plan, and provide feedback.

This plan allows the MSB to be eligible for FEMA Mitigation funds, which can be valuable in protecting lives and property in the event of a natural disaster. There is currently multiple mitigation grant project submitted for the November 30, 2018 earthquake and subsequent FEMA Mitigation funding sources. These submissions are seeking funding from the Hazard Mitigation Grant Program; these include several from the Mat-Su Borough School District to enhance our ability to bounce back from the next natural disaster.

Planning Division (Environmental, Comprehensive & Transportation Planning):

Outdoor Shooting Facilities: The Planning Department has developed a draft ordinance establishing a permit process for Outdoor Shooting Facilities. The draft ordinance was referred by the Assembly to the Planning Commission on February 18th. This ordinance will go before the Planning Commission in August and is scheduled for introduction at the Assembly’s September 15th meeting with a public hearing scheduled for October 6th.

Air Quality: We had no bad air events during March and April. Alaska State Forestry met with staff to discuss our air quality program over the winter, which they were thinking about emulating for their new burn permit program. You can learn more about Mat-Su air quality at our new web URL: MatsuAir.com

Fish and Wildlife Commission: The FWC canceled their March and April meetings due to COVID-19. Staff updated the GIS Story Map on our Board Of Fisheries efforts and successes. Check it out at: <https://www.matsugov.us/bof>

Transportation: The contract for the Pre-MPO planning activities is out for bid. We hope to have a contractor on by June and to begin the work of the planner for the MPO and see how it will be structured and operate. We are currently working on developing the RFP to update our Official Streets and Highways Plan and hope to get the contract out for bid by the week of May 11th.

The Coordinated Human Services Transportation project is still going very well. The MOA between the transit partners (Chickaloon, Sunshine, Valley Transit, and the Mat-Su Senior Services) has been finalized and signed. We were awarded the Innovative Mobility Integration Grant and are waiting for grant agreement documents to bring forward to the Assembly.

We continue to work on creating school walking plans with DOT and MSB School District to complete walking plans for each school in the MSB. We hope to get most of them completed by the start of the new school year.

Youth Homelessness Coalition: Planning has been invited to join a committee that meets monthly to develop solutions to end youth homelessness in the Mat-Su. The Youth Homelessness Demonstration Program (YHDP) is a federal grant program that is aimed at drastically reducing the number of youth experiencing homelessness. Funding allows for communities to propose innovative projects and test new approaches to address youth homelessness.

Members of the community, including staff from area social service agencies, are currently working collaboratively to develop a coordinated plan to end youth homelessness in Mat-Su as part of a statewide plan for Alaska.

This is an exciting youth-centered process. As part of this program, communities must convene Youth Action Boards, comprised of youth that have current or past lived experience of homelessness, to lead the planning and implementation of the YHDP. The MSB has been invited to participate on the committee. Staff have been attending regular meetings and are proud to announce that the Mat-Su Alliance to End Youth Homelessness – Coordinated Community Plan to End Youth Homelessness has been accepted by HUD; and the alliance will begin creating committees to accomplish elements of the plan.

Staff sent a memo asking permission to continue involvement with this group and suggest Public support actions from commissions and Assembly.

Borough-Wide Comprehensive Plan: Planning is in the beginning stages of developing a plan to update the MSB-wide Comprehensive Plan. The current plan was updated in 2005. Since that time, our population has almost doubled, and the current plan no longer reflects the vision, values, and needs of our growing community. We have met as a team several times to develop a scope of work to hire a contractor to support this effort.

Capital Improvement Plan FY 2021 – 2022: The CIP nomination period has closed. Staff have compiled a list of projects and are awaiting department review before sending it to the manager for review. Once completed, it will be provided to the Assembly for inclusion in the new budget document.

Aviation Overlay Code Rewrite: The Assembly denied Wasilla Creek Airpark's request to be added to Borough code. It was agreed that there needed to be a more streamlined process. Staff are currently working on a plan to work with the Aviation Advisory Board and Planning to rewrite the code, so that this process can be more simple and efficient for the Borough and taxpayers. Staff expect to have a draft ready for discussion and review soon.

Municipal Separate Storm Sewer System (MS4): Following the presentation to the Assembly on March 17th, staff have continued research into the requirements of the MS4 permit and the impacts it will have on the Mat-Su Borough. Staff is finalizing a work plan for possible implementation strategies moving forward. An ESRI

initiatives page on MS4 is coming soon, which will assist to walk everyone through the information: <https://stormwater-msb.hub.arcgis.com/>.

Historic Preservation Plan Update: The Borough has begun its update of the 1987 Historic Preservation Plan. This update is in its initial phase, developing goals priorities and vision for historic preservation in the Borough.

Staff is currently conducting one-on-one interviews with key historic knowledge bearers in the community. Staff are also developing a larger list of stakeholders to participate in discussions surrounding preservation goals and vision. More information can be found on the associated project page.

Historical Preservation Commission: There are currently two vacancies on the Historic Preservation Commission (HPC).

The HPC met on April 4th to establish a subcommittee to participate in the Historic Preservation Plan Update Process and report back to the larger commission.

The HPC's May 14th meeting will be postponed due to COVID-19, date to be determined.

Finance Department

Please see the following Revenue and Expenditure Summary by Fund Report.

MATANUSKA-SUSITNA BOROUGH
REVENUE AND EXPENDITURE SUMMARY BY FUND JULY 1,
2019 - JUNE 30, 2020

Report Date as of April 30, 2020	<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	104,218,930	104,218,930	100,286,971	96%
Marijuana Sales Tax	800,000	800,000	632,348	79%
Excise Taxes	7,509,000	7,509,000	4,505,175	60%
Federal Payments	3,000,000	3,000,000	114,407	4%
State Grants & Shared Revenues	2,289,000	2,289,000	7,265,303	317%
Fees	7,770,800	7,770,800	7,014,963	90%
Interest Earnings & Other	525,000	525,000	900,955	172%
Recoveries & Transfers	1,806,304	1,806,304	1,342,084	74%
TOTAL AREAWIDE REVENUES	127,919,034	127,919,034	122,062,205	95%
Expenditures:				
Non Departmental	87,886,235	88,259,735	74,092,162	84%
Assembly	7,588,529	7,358,529	5,212,269	71%
Mayor	82,197	82,197	55,046	67%
Information Technology	5,566,388	5,435,232	4,289,204	79%
Finance	8,219,463	8,451,801	6,145,301	73%
Planning	4,379,866	4,278,684	3,021,579	71%
Public Works	2,051,991	2,051,991	1,522,732	74%
Public Safety	14,141,946	13,998,446	10,530,807	75%
Community Development	4,665,659	4,665,659	3,282,470	70%
Capital Projects	2,713,930	2,713,930	1,846,692	68%
TOTAL AREAWIDE EXPENDITURES	137,296,204	137,296,204	109,998,261	80%
	-9,377,170	-9,377,170	12,063,944	
<u>Non-Areawide</u>				
Revenues:				
Property Taxes	4,518,000	4,518,000	4,523,010	100%
State Grants & Shared Revenues	845,000	845,000	37,500	4%
Fees & Other Miscellaneous Income	253,100	253,100	272,953	108%
Interest Earnings & Miscellaneous	11,500	11,500	44,967	391%
Recoveries	0	0	31,223	31223%
TOTAL NON-AREAWIDE REVENUES	5,627,600	5,627,600	4,909,653	87%
Expenditures:				
Non Departmental	836,400	856,400	847,330	99%
Assembly	2,778,935	2,758,935	1,951,652	71%
Information Technology	194,424	194,424	142,543	73%
Finance	2,000	1,000	0	0%
Community Development	1,686,835	1,686,835	1,316,933	78%
TOTAL NON-AREAWIDE EXPENDITURES	5,498,594	5,497,594	4,258,458	77%
	129,006	130,006	651,194	
<u>Land Management</u>				
Revenues:				
Fees	71,000	71,000	12,877	18%

MATANUSKA-SUSITNA BOROUGH
REVENUE AND EXPENDITURE SUMMARY BY FUND
JULY 1, 2019 - JUNE 30, 2020

Report Date as of April 30, 2020	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
Interest Earnings	38,000	38,000	46,991	124%
Property Sales & Uses	870,000	870,000	670,960	77%
Miscellaneous	1,500	1,500	2,000	133%
Recoveries & Transfers	0	0	78,004	78004%
TOTAL LAND MANAGEMENT REVENUES	980,500	980,500	810,833	83%
Expenditures:				
Non Departmental	200,000	3,750,000	3,750,000	100%
Community Development	1,499,718	1,449,718	733,170	51%
TOTAL LAND MGMT. EXPENDITURES	1,699,718	5,199,718	4,483,170	86%
	-719,218	-4,219,218	-3,672,337	
Budgeted Contribution to Permanent Fund	182,750	182,750	149,493	
<u>Enhanced 911</u>				
Revenues	1,786,500	1,786,500	2,601,793	146%
Expenditures	1,675,701	1,675,701	1,433,856	86%
	110,799	110,799	1,167,937	
<u>Fire Fleet Maintenance</u>				
Revenues	678,493	678,493	678,493	100%
Expenditures	678,193	678,193	467,362	69%
	300	300	211,131	
<u>Caswell Lakes FSA</u>				
Revenues	351,540	351,540	384,885	109%
Expenditures	443,720	443,720	323,666	73%
	-92,180	-92,180	61,219	
<u>West Lakes FSA</u>				
Revenues	3,395,802	3,395,802	3,390,100	100%
Expenditures	3,661,698	3,661,698	2,734,500	75%
	-265,896	-265,896	655,600	
<u>Central Mat-Su FSA</u>				
Revenues	11,000,983	11,000,983	11,006,738	100%
Expenditures	16,231,436	16,231,436	13,364,338	82%
	-5,230,453	-5,230,453	-2,357,600	
<u>Butte FSA</u>				
Revenues	958,870	958,870	955,714	100%
Expenditures	1,468,840	1,468,840	1,229,513	84%
	-509,970	-509,970	-273,800	
<u>Sutton FSA</u>				
Revenues	238,500	238,500	316,400	133%
Expenditures	285,620	285,620	175,017	61%
	-47,120	-47,120	141,383	
<u>Talkeetna FSA</u>				
Revenues	384,370	384,370	395,742	103%
Expenditures	511,303	511,303	383,296	75%
	-126,933	-126,933	12,446	

MATANUSKA-SUSITNA BOROUGH
REVENUE AND EXPENDITURE SUMMARY BY FUND
JULY 1, 2019 - JUNE 30, 2020

Report Date as of April 30, 2020 <u>Willow FSA</u>	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	%
Revenues	856,380	856,380	890,763	104%
Expenditures	856,513	856,513	664,016	78%
	-133	-133	226,747	
<u>Greater Palmer Consolidated FSA</u>				
Revenues	1,372,460	1,372,460	1,373,549	100%
Expenditures	562,469	721,220	698,038	97%
	809,991	651,240	675,511	
<u>Road Service Administration</u>				
Revenues	3,569,185	3,569,185	3,573,161	100%
Expenditures	3,562,585	3,562,585	2,935,947	82%
	6,600	6,600	637,214	
<u>Midway RSA</u>				
Revenues	1,907,450	1,907,450	1,861,024	98%
Expenditures	2,084,073	2,084,073	1,919,714	92%
	-176,623	-176,623	-58,690	
<u>Fairview RSA</u>				
Revenues	1,277,890	1,277,890	1,347,836	105%
Expenditures	1,346,222	1,346,222	1,255,576	93%
	-68,332	-68,332	92,261	
<u>Caswell Lakes RSA</u>				
Revenues	679,000	679,000	669,714	99%
Expenditures	713,253	713,253	636,399	89%
	-34,253	-34,253	33,315	
<u>South Colony RSA</u>				
Revenues	1,642,020	1,642,020	1,741,832	106%
Expenditures	1,721,527	1,721,527	1,653,599	96%
	-79,507	-79,507	88,233	
<u>Knik RSA</u>				
Revenues	3,053,540	3,053,540	3,155,317	103%
Expenditures	3,122,698	3,122,698	3,024,758	97%
	-69,158	-69,158	130,558	
<u>Lazy Mountain RSA</u>				
Revenues	260,060	260,060	271,007	104%
Expenditures	299,545	299,545	215,293	72%
	-39,485	-39,485	55,715	
<u>Greater Willow RSA</u>				
Revenues	972,690	972,690	1,028,949	106%
Expenditures	1,083,198	1,083,198	941,780	87%
	-110,508	-110,508	87,169	
<u>Big Lake RSA</u>				
Revenues	1,325,130	1,325,130	1,370,070	103%
Expenditures	1,435,440	1,435,440	1,112,205	77%
	-110,310	-110,310	257,865	

MATANUSKA-SUSITNA BOROUGH
REVENUE AND EXPENDITURE SUMMARY BY FUND
JULY 1, 2019 - JUNE 30, 2020

Report Date as of April 30, 2020 <u>North Colony RSA</u>	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	%
Revenues	218,740	218,740	199,217	91%
Expenditures	266,371	266,371	210,697	79%
	-47,631	-47,631	-11,480	
<u>Bogard RSA</u>				
Revenues	1,906,120	1,906,120	1,974,380	104%
Expenditures	2,029,396	2,029,396	1,779,052	88%
	-123,276	-123,276	195,328	
<u>Greater Butte RSA</u>				
Revenues	1,003,310	1,003,310	1,025,943	102%
Expenditures	1,162,458	1,162,458	1,069,280	92%
	-159,148	-159,148	-43,337	
<u>Meadow Lakes RSA</u>				
Revenues	2,124,030	2,124,030	2,179,219	103%
Expenditures	2,213,494	2,213,494	2,083,424	94%
	-89,464	-89,464	95,795	
<u>Gold Trails RSA</u>				
Revenues	1,896,780	1,896,780	1,995,217	105%
Expenditures	1,974,132	1,974,132	1,915,889	97%
	-77,352	-77,352	79,328	
<u>Greater Talkeetna RSA</u>				
Revenues	651,410	651,410	739,648	114%
Expenditures	827,504	827,504	708,413	86%
	-176,094	-176,094	31,235	
<u>Trapper Creek RSA</u>				
Revenues	239,060	239,060	239,437	100%
Expenditures	376,271	376,271	320,450	85%
	-137,211	-137,211	-81,013	
<u>Alpine RSA</u>				
Revenues	266,700	266,700	272,864	102%
Expenditures	323,788	323,788	201,547	62%
	-57,088	-57,088	71,318	
<u>Talkeetna Flood Control Service Area</u>				
Revenues	31,730	31,730	31,333	99%
Expenditures	53,680	53,680	27,761	52%
	-21,950	-21,950	3,572	
<u>Point MacKenzie Service Area</u>				
Revenues	36,600	36,600	8,562	23%
Expenditures	88,084	88,084	46,369	53%
	-51,484	-51,484	-37,808	
<u>Talkeetna Water/Sewer Service Area</u>				
Revenues	1,280,000	1,280,000	911,362	71%
Expenditures	787,951	1,317,351	1,201,615	91%
	492,049	-37,351	-290,253	

**MATANUSKA-SUSITNA BOROUGH
REVENUE AND EXPENDITURE SUMMARY BY FUND
JULY 1, 2019 - JUNE 30, 2020**

Report Date as of April 30, 2020	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	%
<u>Freedom Hills Subd. RSA</u>				
Revenues	0	0	0	0%
Expenditures	14,799	14,799	0	0%
	-14,799	-14,799	0	
<u>Circle View / Stampede Est.</u>				
Revenues	21,600	21,600	21,527	100%
Expenditures	5,240	5,240	0	0%
	16,360	16,360	21,527	
<u>Chase Trail Service Area</u>				
Revenues	630	630	16,400	2603%
Expenditures	2,632	2,632	0	0%
	-2,002	-2,002	16,400	
<u>Roads Outside Service Areas</u>				
Revenues	0	0	0	0%
Expenditures	95	95	0	0%
	-95	-95	0	
<u>Solid Waste</u>				
Revenues	10,707,326	10,707,326	6,350,657	59%
Expenditures	10,041,271	10,081,271	7,720,781	77%
	666,055	626,055	-1,370,125	
<u>Port</u>				
Revenues	909,970	909,970	863,007	95%
Expenditures	2,026,010	2,026,010	680,862	34%
	-1,116,040	-1,116,040	182,145	