



MATANUSKA-SUSITNA BOROUGH

Borough Manager

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MEMORANDUM

Date: March 31, 2016
To: Mayor and Assembly members
From: John Moosey, Borough Manager
Subject: Borough Manager's Report

Monthly Activity Report for February 2016



Animal Care & Regulation

Monthly Statistics:

Animals brought into the Shelter	215
Animals adopted	105
Animals returned to their families	46

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 responded to/ or investigated 1,494 cases this month.

- 192 verbal statements were obtained
- 5 written warning issued
- 24 verbal warnings issued

- 10 citations issued
- 16 bite cases investigated
- 18 aggressive animals investigated
- 7 barking animals investigated
- 26 public assists

Highlights:

February 25th we hosted our 2016 spay day. We were able to provide 33 surgeries to pets thanks to donations from the public and the amazing volunteers and staff. Thank you to all the volunteer vets who helped make this event a success

Upcoming Events:

PRE-registration is now open for the Walk n Roll for Animals 2016. Saturday June 4, 2016. Location Trunk Rd, Palmer. Pre-registration is \$30.00 per entry until May 15, 2016. After May 15, 2016 the entry fee is \$35.00



Public Affairs Division

- Public Affairs supported the Mayor in his column on Port MacKenzie Rail. The column appeared in the Alaska Dispatch and the Alaska Journal of Commerce.

I'm sure columnist Charles Wohlforth felt a genuine lump in his throat as he pedaled for miles on the Port MacKenzie Rail embankment, worried about the sinking Alaska economy and casting blame on an unfinished rail project in his Feb.1 column. On his bike seat, overlooking an arm of Cook Inlet, he retreated to the safety of income taxes as a solution for our fallen oil prices and state deficit, rather than to what needs to be done: diversifying the economy beyond oil. Resource development is going to return hundreds of millions annually to the state of Alaska. The quicker we are to develop the natural resources, the quicker we generate revenue.

A link to the full column

<http://www.matsugov.us/news/port-mac-rail-transportation-infrastructure>

- Public Affairs created for Mayor Halter a presentation before the Wasilla Chamber of Commerce.

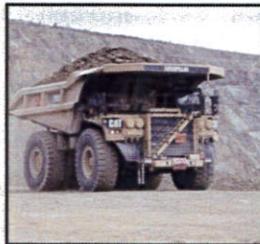
- A presentation delivered to the Assembly, created by Public Affairs with UAF Prof. Paul Metz, geological engineering, outlined the potential mining development near Fairbanks and possible mineral freight and mining supplies on Port MacKenzie Rail.

- Public Affairs with Internal Auditor James Wilson created the Manager's presentation for the Assembly retreat.

View all press releases at <http://www.matsugov.us/news/>

Visit Borough Facebook page at <https://www.facebook.com/MatSuBorough/>

ALASKA HAS ONLY 5 PRODUCING METAL MINES
AND MORE THAN 7,200 METALLIC MINERAL OCCURRENCES



But most are stranded without transportation infrastructure.



Health & Safety Division

As a Borough we strive for continuous improvement in the critical area of Safety with the principal goal of leading a robust safety culture in every facet of our jobs. Our approach to safety is where we value safety in every task we do, each and every day. Our Safety performance for the month of February 2016 includes **1** property damage incident, **1** OSHA Recordable injury, **4** First aid events and **6** Near Misses resulting in a DART (Days Away Restricted or Transferred) Rate of **2.77**. Ultimately our goal is to achieve **zero** incidents and a DART Rate of 1.0.

Safety Tips for your toolbox: Fatigue can lead to incidents at work.



A new study shows 35% of U.S. adults don't get enough sleep.

More than a third of American adults are not getting enough sleep on a regular basis, according to a new study in the Centers for Disease Control and Prevention's (CDC) Morbidity and Mortality Weekly Report.

The American Academy of Sleep Medicine and the Sleep Research Society recommend that adults aged 18 to 60 years sleep at least seven hours each night to promote optimal health and well-being.

Sleeping less than seven hours per day is associated with an increased risk of developing chronic conditions such as obesity, diabetes, high blood pressure, heart disease, stroke, and frequent mental distress.

Fatigue may also increase the risk that a person may have an incident at work or while driving. Insufficient sleep is responsible for motor vehicle and machinery-related crashes, causing substantial injury and disability each year, according to the CDC.

The CDC suggests employers help workers by:

- Considering the possibility of adjusting work schedules which will allow workers time to get enough sleep.
- Educating shift workers about how to improve their sleep. i.e., emergency response workers or transportation industry workers

The following tips can help a person attain adequate sleep:

- Go to bed and get up at the same time each day.
- Turn off or remove televisions, computers, and cell phones from the bedroom.
- Exercise during the day.
- Keep the bedroom dark and at a comfortable temperature.
- Stop consuming caffeine around 2 p.m.
- Avoid large meals, tobacco/nicotine, and alcohol before bedtime.

If you or someone you know is experiencing a sleep disorder, it may be important to receive an evaluation by a healthcare provider.

For more information, log onto: <http://www.cdc.gov/features/getting-enough-sleep/index.html>

Department of Emergency Services (DES)

For the month of February Mat-Su Borough Emergency Medical Services (EMS) continued to see a year over year increase in 911 call volume. We're not sure if the trend is related to just population growth or if other factors, such as the unusually mild winter that may be contributing to the fairly consistent monthly comparison increases to the same months last year.

The transition of non-emergent transports to LifeMed Ground (a Private Company) is going smoothly as of 2/26, and freeing MSB EMS and more ambulance to concentrate on 911 mission.

The ongoing collaboration meetings between Mat-Su Regional Medical Center and MSB EMS indicate with our relationship the hospital better and stronger than ever.

Electronic Patient Care Reports (EPCR) is in the final stages of the implementation process. We recently completed the successful transmission the first few dozens of electronic charts through billing bridge software to the patient billing division in the Finance department. Next is to finish and the comprehensive training plan with a tentative "go live" date at 4/1 set.

The Fire Departments are anticipating an unusually early and busy wild land fire season. South Central, Alaska, in particular The Mat-Su Borough from the City of Houston to the Butte received very little moisture during the month of February. In response the Fire Departments are equipping trucks and starting their pre-fire season training now in response to the extremely dry conditions. Typically during the month of March the Mat-Su has historically experienced wind storms. With all of the burning that is occurring because of the lack of snow cover, it won't take much for one of these burns to get out of control. We want to be as prepared as possible to respond.

The Central Mat-Su Fire Department put two new quick attack high pressure foam trucks into service at the end of February. These trucks ideally will be able to get into areas that the larger fire trucks can't and the high pressure foam units have a lot of fire "knock-down" capability while only needing a fraction of the water the larger trucks need.

Also during the month, the Central Mat-Su FD has become accredited to instruct emergency vehicle drivers training. Fleet Maintenance hired a replacement mechanic for the retiring mechanic.

Total DES calls for February:

Emergency Medical Services 646

Fire 113

Rescue 79

Information Technology Department

Mat-Su Borough Information Technology Department

Strategic Plan – 2015



1. Enterprise Approach to Systems and Data

Objectives: Remove duplication & complexity; Single, authoritative data sources; Systems integration; Multi-solution, multi-function platforms; Stay within the family; Infrastructure

- Add HR to Logos project underway

2. Portfolios, Program, Project Management, Process Improvement

Objectives: Information management Program; Network Portfolio; GIS Portfolio; Project Portfolio; Web based Tools; Workflows; Mobile collection of data; Policies & Procedures; Process Improvement

Portfolio Management: Active

Program Management: Planning

Project Management: Active

Process Improvement: Planning

* **Strategic Plan Site:** New! Active

3. Provide a foundation for a Smart Community

Objectives: Partnerships; Internships; Big Data; Open Data; Crowdsourcing; Provide world class GIS systems and tools for improved efficiency, transparency, and decision making.

Community Partnerships:

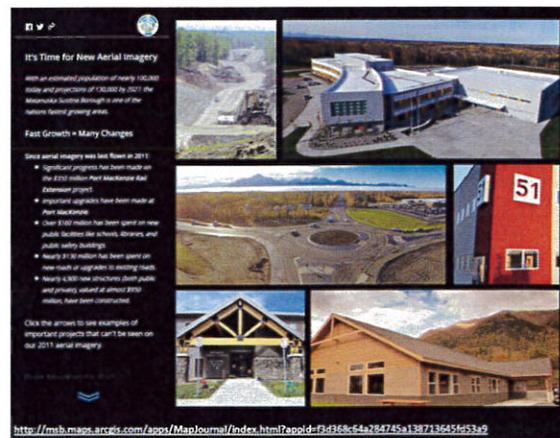
- Alaska CIO Smart Community Summit at Mat-Su DSJ building planning for April 7th, 2016

GEOGRAPHIC INFORMATION SYSTEMS DIVISION

Imagery Program

GIS is working on a program to acquire imagery on a recurring basis. We have developed a “Story Map” that showcases some of the changes in development throughout the Borough and puts the spotlight on the business need for up-to-date aerial imagery.

Legislation for Apr 4, 16 Assembly meeting to move unused Flood Mapping project money to the Aerial Imagery project fund.



Link to Imagery Story Map

<http://msb.maps.arcgis.com/apps/MapJournal/index.html?appid=f3d368c64a284745a138713645fd53a9>

Parcel Build

The GIS Cadastral Team recently completed a new Parcel Build, creating updated parcels that include all the line work for parcels created and subdivided through 12/31/2015. The data also contains the Assessment data for the tax year 2015 as it appears on the Assessment notices sent out to the citizens.

GIS Data Updates

In addition to the data updated during the recent Parcel Build, there were significant changes to the Public Facilities data: Animal Care, Solid Waste, Caswell Public Safety, West Lakes Exercise Facility, Mat-Su Water Rescue, Matanuska River Park, Government Peak Chalet, Moose Creek Campground.

Online Map Viewers

Parcel Viewer (last updated in 2/2016)

Parcel lines were updated on the Parcel Viewer in February and are now current as of December 31, 2015.

Land Resource Management Viewer (last updated in 2/2016)

Land Management: internal-use only. Opened to all Borough employees. This viewer used to manage Borough owned properties.

Wetlands Viewer (last updated in 2/2016)

The viewer includes the most recent data for the wetlands within the Borough. It is available to the public from the Borough website.

ArcGIS Online Map Viewers - pilot projects

West Lakes Fire (internal use) Application

In an effort to minimize field work, the West Lakes Fire Application is being developed using LiDAR data to help locate all three story buildings in the West Lakes FSA in compliance with ISO requirements.

Automated External Defibrillators Inventory Application for EMS

An application for EMS to inventory all of the Borough Owned AEDs.

Clerks Viewer (last updated in 2/2016)

This viewer moves elections workers and Clerks from a more difficult desktop application to a web based application, ensuring more consistent data retrieval and more user friendly searches.

Water Rescue Maps and (internal use) application for Emergency Services

EMS Water Rescue Team now has a set of location-enabled PDF maps on iPads to help locate water body access points for search and recovery efforts. They also now have a web application that is an interactive mobile .

Telecom Viewer (internal use)

The Borough Telecommunications Manager now has a web based viewer to see all microwave towers, microwave shots, radio sites, radio coverage, and the borough network.

Status: Testing phase

Public Affairs Photo Viewer (internal use)

This effort underway is for a web based map that allows field photos of an incident to be posted to a location.

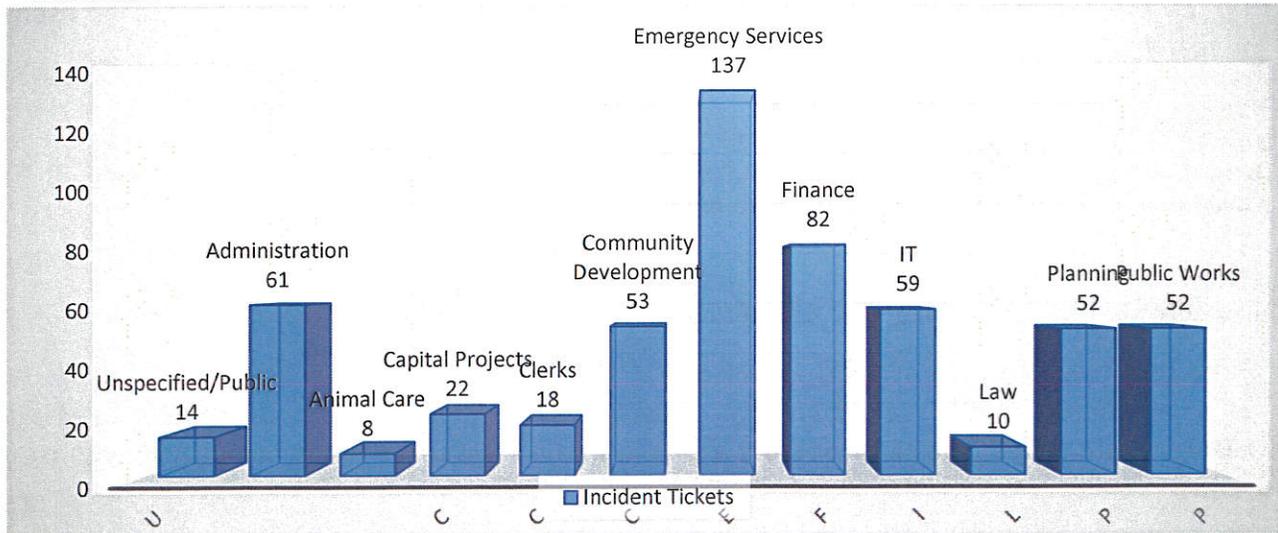
OIT DIVISION

i.Support Service Desk Ticket Statistics

Incident Tickets February 2016

OIT Service ticket averages remain higher than normal. In February, 568 tickets processed, up from the annual monthly average of 444.

Emergency Services, with the greatest number of users, is consistently our biggest customer.



E-mail attacks are unrelenting, averaging over 100 attacks per hour. Slightly more than half of the e-mails pouring into the Borough are SPAM and security threats. One successful attack can delay dozens of employees' work for many hours, and cost Borough taxpayers thousands of dollars. Security systems have to be in place, functional, and continuously updated to keep us in business.

Due to the rising concern of Spyware and Viruses in our network environment, we have added another layer of protection. Our Barracuda Web Filter is now blocking ads through Google and Bing.

Systems Improvements Projects

Project Plastic (Business Licenses Online, Financial Systems Enhancements): The Borough is committed to improving access for public interactions and creating processes that are efficient and convenient. As part of that effort, many departments are working together to create a program that allows the use of credit cards for taxes, fees, and services.

- Credit card swipe machines are being purchased for the 5 Borough Libraries that can be used now and will later fit into the Point of Sales system plan.
 - Telephone lines for these machines have been ordered.

Electronic Patient Care Records (ePCR) & Ambulance Billing: Finance, IT and Emergency Services are working together on a project to automate ambulance records and share them between the hospital, ambulance billing and the State of Alaska.

- Responders are continuing to train and test.
- The Homeland Security Grant funding for the remainder of project requirements has been received. Additional hardware has and will continue to be ordered.
- Go-Live for ePCR Elite system is rescheduled for April 4th.
- ImageTrend Billing implementation is almost complete.
- Integration between ePCR and Billing has begun.

NovaTime (Time Entry System): Implementation of the NOVAtime Time Entry and Reporting System continued.

- Public Works, Operations & Maintenance, IT, Roads, Planning, and Capital Projects, Administration, Port, Human Resources and Public Affairs are live on the system.
- Training has been completed for Solid Waste, Accounting, Revenue & Budget, Collections, Accounts Payable and Animal Control and they are now in parallel operation.
- Training for Clerks, Law, Assessments, and Community Development starts March 21st.
- An initial meeting with Emergency Services has been scheduled for April 4.

SharePoint: This is the Borough's new Enterprise tool for collaboration and system integration. This system will support the following projects: New Intranet web site, Records Management, Project Plastic, Transportation Portal, etc.

- The new Borough intranet web site is in use.



- Records Management System upgrade and SharePoint integration is underway with scheduled completion, March 17, 2016
- Portfolio, Process, Project, and Strategic Plan sites are being built and populated

Project Management Intranet site: Greater interaction between departments on projects, more robust project management, coordination of project information with project stakeholders, to include the public is necessary. The IT Department has added a Project Management web site on our Intranet (the Borough's internal network). This will allow personnel easy access to all project data and status for projects within all departments. This will allow project managers to enter status information one time and make it available in a variety of formats to numerous outlets. This increases awareness and coordination and reduces workload.

- A SharePoint Developer consultant has been hired and is actively working the sites
- The Steering Committee consisting of: Capital Projects, Planning, Clerks and IT are meeting weekly

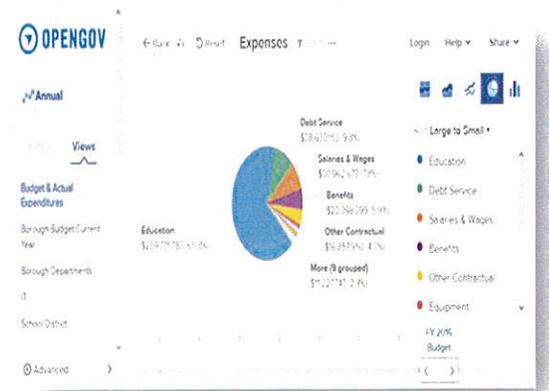
Strategic Plan Intranet site (NEW): Keeping the Strategic Plan properly communicated to all team members and keeping it fresh in everyone's mind on a daily basis is critical to a successful outcome of the plan. Our new Intranet is now in use to assist us in this effort.

- The site and content is now being built and integrated with the Portfolio and Project Management sites.
- Contract development has been hired to assist our staff.
- This effort will be on-going for several months. The usable prototype is currently online.

Security Assessment: Security of Borough computer and network resources is important, as most of our responsibilities and job duties have become computerized. The IT Department is contracting for an overall enterprise security assessment and review. This assessment will include: physical security, technological security, and an evaluation of our future planned PCI network. The IT Department will use the results of this assessment to assist in developing an overall IT Security Program. In addition, this assessment will adhere to the latest best security practices and comply with common information security guidelines and policies. This will help ensure that changes within the department are aligned with the latest standards and practices.

- Contractor has received documents to begin Phase 2, work to resume next week.

OpenGov: The Open Checkbook project started in May and will be a sortable and searchable, web-based list of Borough transactions for the Assembly, staff and constituents. Additionally it will have a variety of budget visualizations that will make reading the Borough's budget easier. Open Checkbook will be done in two



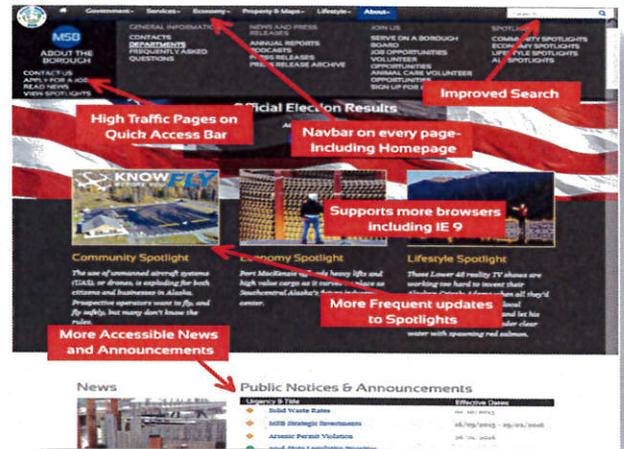
phases: A limited, internal pilot available in July and a full release for the FY17 budget season.

- Phase I complete
 - <https://matsuak.opengov.com/transparency>
- Phase 2 to begin shortly which includes FY17 Draft Budget.

Website Realignment:

Since the new Website went live, we have been keeping tabs on it. This project streamlines the home page, accounts for older browsers, and tweaks the navigation.

- The new changes are now live on our external website. They went live on Saturday February, 20th.



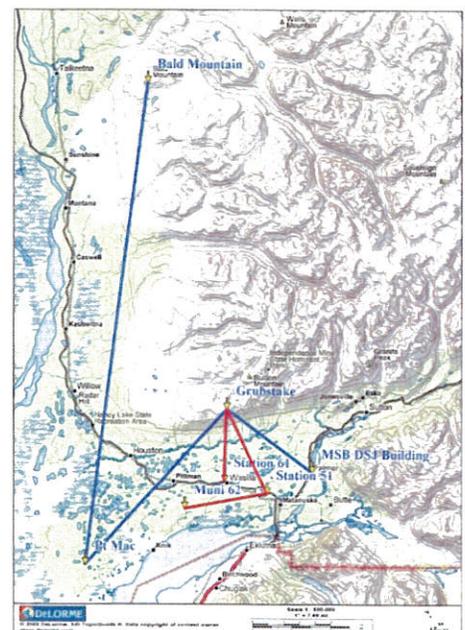
TELECOMMUNICATIONS DIVISION

Radio Communications: Radio communications are paramount to our Emergency Services Department. Our current conventional analog VHF radio network is in need of upgrading in order to meet increasing system demands. During this upgrade we must satisfy our internal needs as well as allow for effective communications with our neighbors, state and federal agencies. Interface and compatibility with Alaska Land Mobile Radio (ALMR) is required in our environment. A P25 trunked radio system is our current standard.

- Technicians are assessing existing radio installations at facilities throughout the Borough to ensure adherence to installation standards and best practices

We are currently evaluating options/associated costs for upgrading our communications systems and services.

- At the 2/16 Assembly meeting, the Director of Emergency Services proposed bonding for the radio system upgrade.
- Research and analysis is ongoing for the best approach to this upgrade.
- Project plans are being written, and partnerships with MOA are being explored.



Microwave Network: The Borough is implementing a multi-phase project to build out our IP-based microwave network to support public safety communications and Borough business functions. Phase I consists of six microwave links that will comprise the backbone of the larger planned network and will provide the necessary foundation for the Borough’s planned P25 trunked VHF radio system for public safety communications.

In the summer of 2014, Aviat Networks conducted a microwave path survey for the six Phase I links at the request of the Borough. The survey report specified the radio and antenna configurations required to achieve “five nines” reliability on all six links.

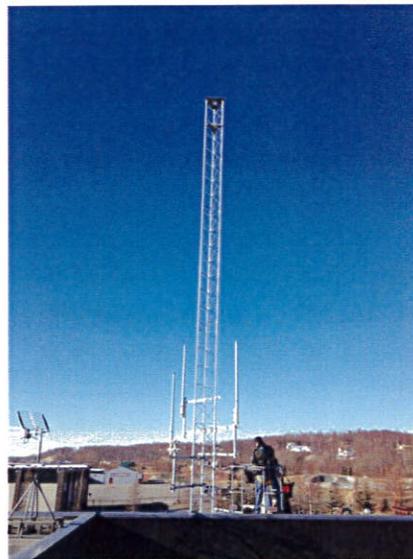
- Three of the six core microwave links are scheduled for shipment April 1.

For the remaining three backbone links: the equipment is on hand. Installation work will commence as weather and labor availability allow.

- The microwave dishes and ancillary materials (waveguides, dehydrators, etc.) for all six links were received on 1/6/16.
 - The issuance of a Request for Bids, with anticipated release within a week or two.
 - The existing tower at Station 6-1 is structurally inadequate to support a microwave dish, so it was recently replaced with a new tower.



Old and new towers at Station 6-1



New 6-1 Tower

911 Refresh: Our 911 system is a critical component to safety in the Borough. It is currently located at Palmer and Wasilla Police Department Dispatch locations. It is over 5 years old and in need of a hardware and software refresh.

- This project is currently suspended pending the results of the RFP (noted below).

Dispatch: The Borough currently maintains 911, Computer Aided Dispatch (CAD), and radio communications network systems to facilitate the dispatch of Fire, Emergency Medical, and

Law Enforcement services. The current Dispatch contract with Palmer PD has been extended for the period of Jul 1, 2015 to Jun 30, 2016.

- MSB wrote an RFP for FY16-FY20, with three sections in the Scope of Services: 1) Dispatch Services, 2) Systems Provisioning and Support, and 3) System Interfaces. Systems Provisioning and Support will consist of the Contractor providing end-to-end systems for 911 call-taking and dispatch at a primary and secondary PSAP, and all maintenance and support of those systems housed at the PSAPs .
- The RFP package has been released to the public; with bids due April 21st and the anticipated award in June or July

Capital Projects Department

Project Management Division

District-Wide Fire Alarm System Replacement (\$1M): As of February 29, work is nearly complete. Only Teeland Middle School remains and work there will be completed over the March School Break. In February, we held final inspections at Big Lake Elementary, Burchell, Palmer and Wasilla High schools.

New Fronteras Spanish-Immersion Charter School (\$7.5M): Construction is over 55% complete. By the end of February, the contractor had completed all building wall framing, windows and roofing. Construction progress is on schedule to support school opening in August 2016.



RIGHT: Construction of the new Fronteras Charter School is 55% complete and on schedule.

New Iditarod Elementary School (\$25M): Construction continues on a new 50,605 square foot elementary school. Work is now approximately 75% complete. Interior finishes started this month with painting, case work and carpet progressing ahead of schedule.



Right: Iditarod Elementary Main Entrance

Left: Iditarod Interior Commons Area



Dorothy Swanda Jones Administration Building Phase II (\$1.1M): Phase II includes upgrades to the HVAC system, fire protection, back-up generator, electrical, digital controls. The Assessments Department was finished this month with all personnel back in place. The Planning Department will be displaced March 2nd for approximately six weeks while work continues.

Gateway Visitor Center (\$6M): The new 10,400 SF visitor center, located on the Glenn Highway, between the Parks Highway interchange and the city of Palmer, is now at 95% design completion.

Emergency Power Generator Set and Switch Gear, 9 Schools Design Services (\$2.1M): Bids for construction were opened January 19, 2016 with Wolverine Supply the low bidder. Contract approval will be presented to the assembly March 1st. Project scope includes standby generators at Wasilla Middle School, Wasilla and Palmer High Schools, Big Lake, Butte, Snowshoe, and Willow Elementary Schools and the Operations & Maintenance building. New generators will facilitate normal operations during power outages.

Sutton and Tanaina Elementary Schools Roof Replacement/Modifications (\$773K): Bids for construction of this work were opened January 19, 2016. Contract was approved by the assembly February 16th. Project scope includes base bid roof replacement at Sutton and an additive alternate for roof modifications at Tanaina Elementary Schools. The base bid and additive alternate will be awarded.

Dena'ina Elementary School (\$26M): Project scope is to design, construct and equip a new 44,000 square foot elementary school adjacent to Redington Middle/High School on Knik Knack Mud Shack Road. Plumbing/electrical rough-in, insulated metal panels, window frames and glazing are now complete with interior framing, sheetrock and tape nearing completion. Construction is on schedule for occupancy by the 2016 school year.

Nancy Lakes Warm Storage Building Station 12-6 (\$500K): A new 2,400 square foot warm storage building will be constructed at approximately Milepost 64.5 on the Parks Highway. The building will house fire response apparatus and a 33,000 gallon water cistern which is now at 95% design completion.

South Central Regional Training Center (\$1M): The initial phases of work to construct roads, water lines, and hydrants are complete. The new warehouse will be incorporated into the new fire station planned for 2017 construction resulting in both design and construction cost savings. Staff is meeting regularly with the Alaska Department of Transportation (ADOT) to coordinate access to the site with the upcoming ADOT upgrade project to Knik Goose Bay Road. The new conceptual site plan is complete and final revisions are underway for the five year master plan.

Flooring Replacements, 8 Schools (\$3.1M): The current construction contract replaces multipurpose room flooring at Sherrod, Swanson and Pioneer Peak Elementary Schools. The floors at Sherrod and Swanson Elementary Schools were completed over the Christmas break. The work at Pioneer Peak Elementary School will be completed over Spring break. An additional Invitation to Bid is now advertised for carpet replacement at six additional schools with work anticipated to be complete by the start of the 2016 school year.



Right: New floor and LED lighting installed at Sherrod Elementary School

Districtwide HVAC Upgrades Design, (\$7.1M): This project will upgrade various HVAC systems at 11 different Borough sites to include conversion of pneumatic controls to direct digital controls (DDC) for heating and ventilation, boiler automation and/or modulation, and augmentation of existing air handling units at eight schools. Commissioning of HVAC systems and new equipment is partially complete at Butte, Snowshoe, and Pioneer Peak Elementary Schools. Training for the new controls software and graphics is ongoing with MSBSD O&M personnel while new programming and interface is being created. With design now complete, an Invitation to Bid will advertise this month for a construction contract to convert building controls from pneumatics to DDC at Wasilla Middle and Palmer Junior Middle Schools. This work is anticipated to be completed over the next two years.

Districtwide Energy Upgrades Design, (\$3.2M): This project includes lighting systems and window replacements. High efficiency LED lighting fixtures are now installed in 14 school gymnasiums. The second portion of this project to replace windows at Palmer Junior Middle, Houston Middle, Wasilla Middle and Wasilla High Schools will advertise for construction this month.

Pre-Design and Engineering Division

Port MacKenzie Rail Extension (PMRE) Segments 2 and 5: Segment 2 design is at 90%. ROW acquisition is complete. Removal of agricultural covenants on rail corridor and rail reserve is currently taking place through court action to allow for construction to move forward. Segment 5 final shaping and seeding of side slopes will take place in the spring of 2016.

Road Bond Package:

Lu Young Lane Improvements: Clearing is complete, pit development is at 100%, Borrow A is at 75%, and Borrow C import is at 85%. Winter shutdown is occurring and project completion anticipated spring 2016.

Big Lake Road Intersections: Design of a fourth leg for the roundabout is being finalized. Utility relocation contracts are in place with work scheduled to begin in spring of 2016.

Clapp/Mack Road: A small job will bid out for connecting an unpaved portion of Mack to the new pavement. Construction anticipated spring 2016.

South Trunk Road Extension (Machetanz Access): Project went into winter shutdown around mid-November. Additive alternative 2 is work between Nelson Road and the Alaska Railroad that consists of muck excavation and borrow import to construct access to the road bridge over the Alaska Railroad mainline. Additive alternative 3 consists of building the MSE walls for the bridge abutments on the south and north sides of the Railroad ROW. Funds transferred from the Clapp/Mack project allowed us to award Alternative 4 bridge work over the railroad.

Seldon Road Extension, Phase 2: ROW acquisition is underway with four parcels acquired. Appraisals and parcel plats are being produced for the remaining properties.

Bogard Road Extension East: The segment from the Glenn Highway to 49th State Street is in winter shutdown, but is open to traffic. The SWPPP will be maintained through the winter and into 2016. Work on both phases should be complete by July of 2016.

Museum Drive: Right of Way and Design will continue after the New Year. Phase I will be from Museum Drive to Vine Road connection creating a frontage road to the Parks Highway. Possible construction may begin late in 2016 depending on funding.

South Big Lake Road Realignment (\$9.7M): Post construction survey work, as well as work with recording the DNR parcel, will continue throughout the winter. A design study to improve visibility is being done on the intersection at West Susitna and Burma. The intersection design and construction are expected to be done in the summer of 2016.

Government Peak Trail Illumination: This project will provide trail lighting to the ski and multi-use trails at the Government Peak Recreation Area. The Assembly approved the construction contract award to Yukon Electric on March 1st, and construction will be completed in time for next winter (2016/17). Funds are from various grants including three non-profit entities: the Mat-Su Ski Club, and the Rasmussen and Mat-Su Health Foundations, who have donated a total of \$425,000 to this project.

Wastewater & Septage: The MSB requested a \$22 million loan from the Alaska DEC clean water loan program. DEC has given approval to borrow \$5 million for engineering and initial construction efforts; however, Assembly authorization is still needed before funds are available. A special Assembly meeting on septage & leachate was held on January 28th at 4 p.m. and reviewed this and other financial options for designing and constructing the new facility, as developed by engineering consultants at Ch2M. Borough staff is currently investigating federal funding and other options in more detail, as well as ways to make the facility more sustainable.

Bridges

Bodenburg Creek Bridges: Following completion of work on the Sullivan Avenue Bridge, approximately \$600k of funding remains from FY12 legislative grant for bridges across Bodenburg Creek. An engineering investigation into three small bridges in the Butte was completed in October of 2015. Staff is working with stakeholders to determine the scope of design and construction work that is necessary on these bridges.

Shirley Towne Road Bridge (Willow Creek): The north abutment on this bridge was damaged in the September 2012 flood event. An engineering study was recently conducted and estimates the costs to repair the damage at about \$300k. Emergency Services has applied to FEMA for reimbursement of projected repair costs, and is awaiting federal approval.

Stormwater

Cottonwood Creek Assessment: DEC awarded a \$45k grant to the MSB to investigate stormwater impacts to the creek, which will go before the Assembly on March 15th to accept and appropriate. MSB and DEC staff developed a scope of work for the stormwater assessment, and an RFP will advertise for engineering consulting services this winter. Borough Staff also plans to work with the State to request DEC staff concurrently investigate potential septic system sources along the creek.

Vine Creek Drainage Analysis: The purpose of the analysis was identification of stormwater improvements and other measures to protect the drainage system and water quality and minimize the risk of flood damage during future storm events. The engineering investigation is expected to begin in the spring of 2016.

Purchasing Division

Number of PO's issued	245
Total amount of PO's	\$1,362,033
Number of Change PO's issued	104
Total amount of changed PO's	\$4,303,802
Total \$ of PO/Changed PO's	\$5,665,835
Monthly revenue from surplus sales	\$1,498
Number of Contract Amendments Processed	16

Total Number of Contract Solicitations issued 6

16-081P Engineering & Environmental Term Contracts
16-084B Sutton Ambulance Building Renovation
16-086B Purchase Calcium Chloride

16-087B Purchase Crack Sealant
16-092B Install Audio Enhance Sound System
16-097B Purchase Dell SAN

Total Number of Contract Solicitations Awarded 8

16-050B Sutton Fire St 1-1 Water Storage Tank
16-060C Purchase of Fire Engine & Equipment
16-067B Roof Replacement/Modification Sutton & Tanaina
16-086B Purchase Calcium Chloride
16-088C Lease Agreement Valley Rental Center
16-090C Purchase Mini Excavator
16-093C Purchase Dive Rescue Support Vehicle
16-099C Purchase F450 Chassis with Utility Box

Total Awarded Amount \$2,050,391

Total Number of Addenda's Issued 5

Protests received 1, original award upheld

Public Works Department



Central Landfill & Transfer Stations

The Central Landfill served 7,042 customers and Transfer Sites served a total of 4,809 for a combined total customer count of 11,851 for the month. Total customers served for this fiscal year to date are 111,647.

A total of 4727.71 tons of waste to include 22.58 tons of asbestos were received. No scrap metal was out hauled from the landfill this month. Schnitzer Steel won a recent bid proposal to remove steel for \$10 a ton. That entails approximately 400 tons which will be removed throughout the month of March and into April.

Revenues this month totaled \$157,890 in cash sales, \$395,178 in charge sales for total revenues of \$553,068 this month. Total revenues this fiscal year are approximately \$5,654,159. Please note that the Solid Waste Enterprise Fund operates exclusively on gate revenues. No

taxes are used to provide this service. The Fund is currently just over \$10 million in debt, making rate increases mandatory to fund infrastructure required to keep the landfill operating and in compliance with State permits. Residents should anticipate rate increases annually to pay for the cost of these services. Recycling is a way to substantially reduce household waste and help reduce the need for costly new lined landfill cells.

Household Hazardous Waste/ Re-use

The Landfill Hazardous Waste Facilities first priority when processing Hazardous and Universal Waste is to reduce cost of processing and shipping the material. If the waste can be reused then it goes back to the public at no cost.

Materials collected and redistributed through the re-use program or shipped out for the month included:

- 48 gallons of latex paint were given back to the public for use in homes and businesses;
- 35 gallons of oil based paint were given back to the public for use in homes and businesses;
- 550 gallons of used motor oil were given back to the public for use in shop heaters;
- 15 gallons of miscellaneous household products were given to the public free of charge;
- 8940 lbs. of Hazardous Waste was shipped out of State for disposal at a cost to the landfill.
- 136,695 gallons of leachate was shipped to AWWU for treatment this month.

Leachate Pipeline and Holding Ponds

This is a \$5 million project and also provides road access to the Septage and Leachate plant area as well as clears a new Construction and Demolition cell area. An additional \$1 a year in fees for the next five years is required to cover the cost of the loan payment. The loan has officially been signed and submitted to the Alaska Clean Water Fund. This expenditure may be less based on grant funding. Two separate grants are being pursued for this project.

Cell 4 Design and Build

Cell 3 has used all but about three years of airspace making development of Cell 4 urgent. FY 17 will see loan and grant applications which will fund project design later in the year. The construction will begin soon after and must be complete and capable of receiving waste in FY19. At a recent Assembly meeting, legislation was approved to allow the Solid Waste Division to fill out a loan application with the Alaska Clean Water Fund for a 1.5%, \$7,000,000 line of credit to complete this project. An additional \$1 a year in fees for the next five years is needed to cover the cost of the loan payment. This may be less based on grant funding. Two separate grants are being pursued for this project.

Community Clean-up and Recycling

The Community Clean Up Coordinator has been busy this month.

12 vehicles were tagged for a total of 189 this FY;

9 vehicles were towed at a cost of \$2,020 for a total of 82 vehicles at a cost of \$7338 this FY;

0.87 tons of trash was picked up from borough right of ways for a total of 15.14 tons this FY.

0.75 tons of recycleables were removed from the waste stream valued at \$375 in airspace saved this month for an annual amount of 17.81 tons at a savings of \$8905 in airspace for this fledgling program.

Gravel Sales

Three separate gravel stocks, byproducts of screening projects last summer for the closure of Cell 2A are currently for sale at an approximate asking price of around \$60,000 in total. Two vendors have come and looked at the materials to date.

Operations & Maintenance Division

RSA #9 - Midway

- Snider – Road Improvement - 65% design complete. Working through utility relocation agreements. Possible for 2016 construction.
- Yadon - Road Improvement - 35% design complete. Moving design forward to reconstruct road within public right-of-way. Construction possible for summer 2017.
- Country / Meadow - Road Improvement and Paving - Design complete. Going out to bid with construction planned for summer 2016.
- Agnas / Mark – Road Improvement - Design complete. Working on obtaining slope easements however resident opposition required design adjustments. Construction is possible during summer 2017.
- Reeve / Bartlet / Mitzie – Road Improvement and Paving - Clearing completed, utility relocations started, to be completed in the spring. Construction set to finish summer 2016.
- Lower Mesa / Audie / Lea – Road Improvement - Design Complete. Set for 2016 construction. At utilities for preliminary engineering for relocation estimates.
- Pioneer – Road Improvement - 65% Design complete. Set for 2016 construction. At utilities for preliminary engineering for conflict resolution.
- Middle Mesa / Lower— Road Improvement - 95% Design complete. Possible for 2016 construction. At utilities for preliminary engineering for conflict resolution.

- Trent / Adele / August – Road Improvement – 35% design complete.
- Denelle / Sapphire – Road Improvement – 35% design complete.

RSA #14 - Fairview

- Canter / Surrey– Road Improvement - Design complete. Utility relocation estimates being provided. Going out to bid and is set for 2016 construction.
- Grand Bay – Road Improvement - Design complete. Construction is delayed to summer 2017 due to lack of funding.

RSA #15 - Caswell

- Dog Sled, Homestead, Haida— Road Improvement - Design 35% complete. Construction will be planned when funding is available. Project will be divided into three different projects to allow for funding.

RSA #16 – South Colony

- Snicker – Road Improvement - 95% design complete. Modifying design to incorporate resident comments. Final design expected this winter with construction during summer 2016. At utilities for preliminary engineering for conflict resolution.
- Weltin / Lorena - Road Improvement - Contract awarded but delayed by utility relocations. Construction scheduled for summer 2016.
- Ryder— Road Improvement – Construction and utility relocates underway, into winter shut down. Completion set for summer 2016.
- Yentna— Road Improvement - 65% design complete. May push to 2017 due to funding. At utilities for preliminary engineering.
- Larose— Road Improvement - Construction is substantially complete. Construction to finish in spring 2016.

RSA #17 - Knik

- Twilight / New Moon / Ogard – Road Improvement - Construction underway. Getting utility relocates completed, final completion set for spring 2016.

- Hazel – Road Improvement – 35% complete. Working through easement acquisition to address substandard curve and drainage problems near Brocker Lake. Possible for 2016 construction.
- Comorant / Phalarope / Carillon – Road Improvement – New project, field survey is underway. Likely for 2017 construction.

RSA #19 – Lazy Mountain

- Jupiter/Diane – Road Improvement - Lack of funding puts it into 2017 or later construction. Design at 65%.

RSA #20 – Greater Willow

- Michelle / Gina / Getts – Road Improvement - Design starting soon – North of Willow Creek. Possible for 2016 construction.

RSA #21 – Big Lake

- Horseshoe Lake PH I – Road Improvement - Modifying scope to utilize remaining grant funding. Updated design being worked up for construction in summer 2016.
- Old Yacht Club – Road Improvement - On hold due to platting action. Design is under contract but will not continue until resolution of the platting action.
- Ryan's Creek Dr. - Road Improvement - 35% design complete. Right-of-way acquisition ongoing. Likely for 2017 construction.
- Henry Aaron / Lotus / Shotgun / Lodge – Road Improvement - New project, starting survey and design this spring.
- Muskrat / Musk Ox / Martin/ Fox - Road Improvement - New project, starting survey and design this spring.
- Simms/ Birch Lake/ Spruce – Road Improvement - New project, starting survey and design this spring.

RSA #25 - Bogard

- Williwaw – Final survey asbuilt drawings and report completed. Will review and come up with a plan to address issues raised, and add projects to future improvement lists.

- Echo / Golf / Foxtrot / Quebec / Sierra / Shaw's – Road Improvement - 95% design. Acquiring slope easements and utility agreements. Set for 2016 construction. At utilities for preliminary engineering for conflict resolution.
- Highline / Biltmore / Claridge – Road Improvement – Construction substantially complete, with final completion set for spring of 2016.
- Verboncoeur / Lagoon— Road Improvement - 65% design complete. Possible for 2016 construction. At utilities for preliminary engineering for conflict resolution.
- Waldron Cove / Finger Cove / Finger Lake— Road Improvement - design complete, obtaining slope easements. Possible for 2016 construction. At utilities for preliminary engineering for relocation estimates.

RSA #26 – Greater Butte

- Bergman / Dorismae / Melin / Fritz – Road Improvement - Design modification complete at 100%. Pushing construction to 2017 because of funding.
- Lazenby / Juanita – Road Improvement – Clearing and grubbing complete, utility relocations underway. Project is into winter shutdown, set for completion in summer 2016.
- Seabiscuit / Man O War / Secretariat / Whirl-A-Way – Road Improvement - Contract awarded; construction to start spring 2016.

RSA #27 – Meadow Lakes

- Forest Lake – Road Improvement - We are exploring options for construction where the road is currently located or moving the road back to the right-of-way. Construction may be possible in 2017 if right-of-way issues are resolved.
- Gunflint – Road Improvement – 95% design complete. Modifying project limits to utilize remaining grant funding. Set for 2016 construction.
- Carousel / Brass Ring / Cozy / Easy – Road Improvement - Contract awarded; utility relocation and construction to start spring 2016.
- Satisfied/Happy / Gentry – Road Improvement - Construction substantially complete. Topsoil and seed in the spring to complete.
- Ridgecrest / Jay J – Road Improvement – 65% design complete. Possible for 2016 construction.

- Alma – Road Improvement – New project, starting survey and design this spring.
- Carousel – Road Improvement – New project, starting survey and design this spring.

RSA #28 – Gold Trail

- That— Road Improvement - Design 65% complete. Need easement for turnaround at end of road. Possible for 2016 construction.
- Tattler / Pintail – Road Improvement – survey and design underway.
- Sasbo Bluff – Road Improvement – New project, starting survey and design this summer.
- Silver – Road Improvement – New project, starting survey and design this summer.

RSA #30 – Trapper Creek

- Oilwell Road – Road Improvement - Design 85% complete for the first six miles. Need additional funding for construction. RSA is seeking State legislative grant funding.

RSA #31 - Alpine

- Trailways – Culvert upgrade – 100% design complete. Putting out to bid soon for 2016 construction.

Fish Passages

- Wasilla Crk/Crabb Circle – Fish Passage Improvements - Design complete. Obtained easements, materials on order. Set for 2016 construction if adequate grant funding is awarded.
- Cottonwood Crk/Riverdell Dr.– Fish Passage Improvements - Design complete. Obtained easements, materials on order. Received utility relocation estimates. Set for 2016 construction if adequate grant funding is awarded.

Repairing Damaged Infrastructure

- Yoder – Repairing damaged road and dike infrastructure - 65% design complete. Need funding to construct. Application for repair has been submitted to FEMA. Working with CIRI for permits.

- Kalispell Road – Repairing and armoring roadway - 100% design complete. Need funding to construct.
- Kenny Blvd – Repairing and armoring roadway - 95% design complete. Need funding to construct. Application for repair has been submitted to FEMA.
- Talkeetna Dike Revetment – Repairing erosion control infrastructure along Talkeetna River - Application for Project Worksheet sent to FEMA to request funding for repairs.
- Crack Sealing 2016 - 354,000 pounds of crack sealant being purchased shortly pending Assembly Approval. Material is estimated to cover crack sealing for all Road Service Area paved roads.



PLANNING & LAND USE DEPARTMENT
MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services (Code Compliance, Current Planning & Permitting)

Permit Center – All the permits in the Permit Center have been scanned into the multi-media section of Govern. This includes all Driveway, Utility, Construction, Encroachment, ROW Complaints, & Floodplain Development permits. Everything we had access to; starting points vary but basically 2012 thru current. Any departments that use Govern can view the electronic records from the comfort of your own office.

Code Compliance Cases – As of February 29, 2016, Code Compliance has 436 open cases.

Of these, 209 are general complaints, and 227 are junk and trash complaints. Between February 1 and February 29, 2016, 6 cases were closed; of these, 2 were general complaint and 4 were junk and trash complaints.

Current Planning – Applications being processed in February included a timber transportation permit, one (1) MEA Public Participation Plan for proposed transmission lines, one (1) conditional use permit for a junkyard, two (2) conditional use permits for earth materials extraction, four (4) Interim Materials Districts (IMD) for earth materials extraction, one (1) administrative permit for earth materials extraction, three (3) nonconforming structure determinations, three (3) setback variances, and one (1) special events permit. On March 31, 2015 the Board of Adjustment and Appeals (BOAA) upheld the Planning Commission denial of a conditional use permit for a monofill. On April 30, 2015 Central Monofill Services filed an

appeal to Superior Court for the BOAA decision. The court date has not yet been scheduled. On December 7, 2015 the Planning Commission denied a setback variance request for a structure on Lot 9, Clester Extension. The BOAA hearing is scheduled for April 25, 2016.

Environment

Air Quality – No alerts were issued for air quality in January or February which are often the highest months for air quality problems. Borough staff sent out a letter to community councils about air quality problems and burning dry wood and posted information on Facebook. Department of Environmental Conservation created a brochure (see photo at right) about safe wood burning which is being distributed to the public and included with wood cutting permits. It is also available in Land Management and Planning and Land Use offices.



Fish and Wildlife Commission – Eleven fish research contracts that were selected by the Fish and Wildlife Commission and approved by the Assembly are now underway. All contracts must be completed by June 2018. Commissioners are preparing proposals to submit to the Board of Fisheries for the 2017 Upper Cook Inlet meeting. Proposals are due in April.

Volunteer Lake Monitoring - The Volunteer Lake Monitoring Program (VLMP) moved their lab equipment from the landfill site to the basement of the DSJ building under GIS. Lake reports with summaries of data for 2015 are underway. Past lake reports are available on the Borough's web site at <http://www.matsugov.us/lakemonitoring>.



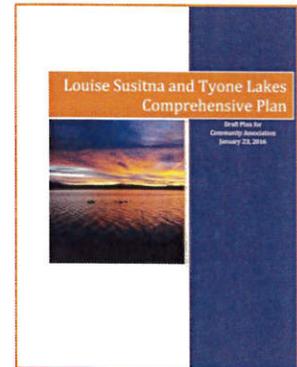
Mat-Su Salmon Habitat Partnership - The Partnership's Steering Committee approved their top priorities for 2016; overarching science strategies, alteration of riparian areas, culverts that block fish passage and filling of wetlands. These priorities will be used to evaluate 2016 grant applications as well as to guide partner projects.

Planning

Fishhook Comprehensive Plan - The comment period for the plan closed on January 8, 2016. Comments were reviewed by the planning team on January, 21. The plan goes back to the Community Council in early February.

GIS/Cartegraph Integration – The working team met with the contractor to discuss the revised scope of work. We are waiting to hear back from them the first week in March. We hope have the contractor’s part of the project complete by June, 2016.

Louise Susitna Tyone Comprehensive Plan (formerly Lake Louise) - The draft plan was presented to the Board of Directors of the Louise Susitna Tyone Community Association in January for their input and direction. A meeting with Board representation and the Planning Team was held in February and the plan is ready to move to the Planning Commission.



FY 2018-2023 CIP – Individual spreadsheets were created for each project nominee with their specific project information. Nominees were asked to review the information and to complete an update nomination form for if new information was available, a delete form if the project was completed or no longer necessary, or a new nomination form if they wished to nominate a new project. Nominations are open until Friday, March 25, 2016.

Transportation Planning Partnership – Development of a partnership for transportation planning was funded through the 2015 earmark from Alaska DOT&PF. The Planning Division has been working with the Cities of Houston, Palmer, and Wasilla to introduce the partnership and build local support. Following final Borough Assembly approval to move forward, the Borough planning division will seek a formal agreement with DOT&PF to develop and implement the partnership on upcoming projects. Stay tuned for more information on this exciting opportunity in late summer 2016.

Cultural Resources - The Cultural Resources Division is in the process of cataloging Palmer photos and slides. Approximately 1000 photos have been assigned a number and included in an index. Palmer historic district photos are nearly complete; however, there are at least another thousand photos of Colony farms and homesteads to be cataloged along with an equal number of slides. Once the Palmer area photos and slides are complete they will go to the Palmer Museum of History and Art for digitizing.

Cultural Resources will move onto photos and slide of other areas of the Borough once Palmer is completed. The goal is complete all photos and slides by June 1.

Housing – The Housing Forum Private/Public Partnership Stakeholders meet February 18, 2016 to kick-off discussions placed on hold due to staff turnover. The stakeholders discussed the Housing Forum report, action plan goals, objectives, proposed resolution, and scope of

work for future tasks. The partnership will begin to work on several tasks following the support of the Assembly on the resolution in early March.

Pay for Success – Permanent Supported Housing – The U.S. Department of Justice and HUD are partnering to provide another round of funding for Pay for Success – Permanent Supported Housing. The United Way of Anchorage submitted an application this month for the promising model for financing services for vulnerable populations. The Matanuska Susitna Borough sent a letter in support of the project to include providing collaborate support of relevant and available data.

Platting Division

Submitted		Recorded or Approved	Title 16	Title 27	Title 43
Pre Apps Held	15				
Waivers		Waivers			
Road Name Changes		Road Name Changes			
Abbreviated Plats	10	Abbreviated Plats		1	2
Stand Alone Variances					
Public Use Easements		Public Use Easements			
40-Acre Exemptions		40-Acre Exemptions			
Plat Note Amendments		Plat Note Amendments			
Title 43 Amendments		Title 43 Amendments			
Other Platting Board Resos		Other Platting Board			
Preliminary Plats	5	Preliminary Plats			2
Variances w/plat					
Master Plans		Master Plans			
Phase Plats		Phase Plats			
ROW Vacations	1	ROW Vacations			1
Section Line Esmt	1	Section Line Esmt			2
Other Vacations		Other Vacations			1
Right-of-Way Plats	1	Right-of-Way Plats			
Extensions					
Approved Plat Revisions		Condos			2
Continuations		Refiles			
Review Municipal Entitlement Land Surveys		Bureau of Indian Affairs Plat			

Most platting actions require property taxes and any special assessments are up to date prior to recordation. As a result of the platting actions processed in the month of February, 2016, the amount of Taxes/LIDs collected is: \$11,525.50.

Community Development Department

Land & Resource Management

Personal Use Firewood Areas: There are currently 8 personal use firewood areas open and advertised on the website for 2016. The firewood areas that are cut and stacked mainly consist of cottonwood and aspen while the firewood areas that allow for harvesting of standing wood are comprised of mixed species including spruce and birch. A map showing all of the available personal use firewood areas is available online on the Borough website under departments/community-development/resource-sales. The map also defines some of the sale parameters at each location. Visit the Borough website or call the LRMD (861-7869) if you have any questions about harvesting personal use firewood on Borough lands.

Commercial Timber Harvests: There are currently 10 Over the Counter Commercial Timber Harvests available for 2016. Work on a Five Year Timber Harvest Schedule is on hold until proposed PPM's and code changes are addressed by the Assembly. Point Mackenzie NRMU and Fish Creek NRMU are future areas proposed for harvest. The Resource Manager is exploring ways to increase commercial timber sale purchases with the intent of creating healthy timber stands and generating economic development in the timber industry within the borough.



Timber Resources are available for Commercial and Private Use

Salvage Sales: Salvage timber (aspen/cottonwood) is available for purchase from the Susitna Parkway Commercial Log Storage area and Seldon Road Extension project through current OTC offerings for \$250 per legally loaded commercial log truck with a minimum purchase of two loads (\$500). Susitna Parkway has not been plowed and access may be challenging at this time.

Upcoming Projects:

The Resource Manager is in the process of opening a remote personal use firewood area in the Chase area within TRS 27N04W24. The area is being flagged on the ground and will allow the harvest of dead down/standing timber resources for use within the Chase area. Permits should be available by the middle of March.

State of Alaska Division of Forestry: Discussed the personal use harvest of timber resources scorched by the Sockeye Fire on State land with the State Division of Forestry. The State Regional Forester received the go ahead to offer personal use timber harvest opportunities within a State parcel in the Kashwitna Lake area.

Wetland Mitigation Banking: The Su-Knik Bank partners are scheduled to be in Alaska in March to discuss many banking issues with various local, state and federal agencies.

Acquisitions: Twindly Bridge Charter School acquisition expected to close in early March; Butte Summit land acquisition will be introduced to the assembly March 1, followed by the public hearing on March 15.

Land Sales: High school students, in conjunction with the Mat-Su Construction Trades program completed their fourth and final house under the mentorship of local contractors. The home is located in Bogard Acres Subdivison, off Tait Road across from Mat-Su Day School. Buyers of the property will close February 29 with sale proceeds going back into the school program, minus \$27,000 for land value to be deposited to the Land Management fund. A new home site is under review for the next home building project.

Parcels proposed for the 2016 Competitive Sealed Bid Land Sale go to the Planning Commission for classification March 7, with expected assembly public hearing on April 19. Land sale expected to open at end of April.

Borough Land: Land exchange between borough and private land for purpose of Willow Fishhook warm storage facility received assembly approval on February 16. Transfer of lands to be completed by early March.

Surveys: Municipal Entitlement Land surveys continue for parcels at Talkeetna Lakes Park, MP 91 Glenn Highway and MP 67 Parks Hwy (Kelly Lake exchange parcel).

Misc.: Upper Vern Lake cabin still in queue for permit or lease under competitive bid process;

Municipal Entitlement: Draft patent pending from SOA to MSB for ADL 227778 Christiansen Lakes; Instructions pending, pursuant to meeting with DNR survey section, requested amended survey instructions for ASCS 2002-1 Hatcher Pass ADL 227511.

General leases: New cell tower site in Talkeetna possible with application received and will coordinate public notice with Permitting as CUP is required.

Port: Work continues on Tidelands applications; Regarding Port and Rail marketing meetings, working on incentive for port which has been discussed with legal and will approach a change to MSB 26.05.040; Discussed and researched options to help bring business to the port in the next two years with a maritime business owner.

Agriculture: Working with Upper Susitna area purchaser who wants to purchase Ag rights property that is in default; Agriculture Advisory Board meeting was held on 2/17/2016 and resolutions moved forward for issues discussed in Ag forum. Will continue this process and move all resolutions to the Assembly for updated code and PPMs; Continuing analysis of property containing soils of local importance for a 2016 sale which will be forwarded to Ag board. With interest in smaller parcels, considering sale of smaller parcels if property contains soils of local importance; Farm Conservation Plan updated for a Title 15 property, MSB000005; Working with SWCDs to outline potential areas of assistance to the Borough.

FNBA Escrow and other accounts receivable: Monthly monitoring of prior MSB land sales in escrow through FNBA; Reviewing Finance Deed of Trust accounts for MSB escrow customers; Foreclosure process started on a Deed of Trust in default; Invoicing of monthly LRM lessees and permittees.

Management Agreements: Conducted site visit and produced memo regarding amending the management agreement for MSCVB from the old site to the new site.

Permits, Access, Agreements and Easements: Forwarded legislation to the Assembly resulting in a land classification of reserved use of a borough parcel for a future park in Point MacKenzie Community; Coordinated Alaska Gasline Development Corporation upcoming fieldwork with appropriate community councils and elected officials.

General Gravel: Personal Use Gravel permits are available for the 2016 year for Alsop Road, east of Point MacKenzie Road, and South Beaver Road in Talkeetna. A new Personal Use Gravel

Area is now available for permits, and is located at the end of Reddane Road, west of Point MacKenzie Road.

Borough Central Landfill - IMD Application has been submitted to the Planning Department and is currently in the public notification phase. The Planning Commission will conduct a public hearing on this request on April 4th; Three piles of previously separated materials, 250 cubic yards of cobble stones (\$750), 3,000 cubic yards of sewer rock (\$9,000), and 16,000 cubic yards of combined sewer rock and cobble stones (\$48,000), are available for OTC sale through the Purchasing Division. The sale began on January 20th and will run through June 30th; Excavation of Landfill Cell #4, approximately 500,000 cubic yards of pit run material, is expected to be put up for bid through the Purchasing Division at the beginning of March 2016; Also East Pit IMD application has completed the departmental review and public notification phases as of February 19th. The Planning Commission will conduct a public hearing on this request on March 7th.

Skwentna: Planning an auction and the removal of all materials from the 7 buildings located on the Old Skwentna School Site, for future disposal of the property.



Checking Herning Trail Route

Trails: Held the third meeting of Herning Trail Project Team and discussed the goals of the project in advance of the open houses scheduled for April; Discussed the upcoming and planned Government Peak Recreation Area trail and facility projects; Investigated status and condition of Talkeetna Bluffs Trail and access to Larson Lake; Presented 2016 Borough Recreational Trails Plan to the Parks, Recreation, and Trails Advisory Board; Evaluated options for a farm owner on Lazy Mountain to re-route a trail easement through the farm to reduce crop damage.

Tax Foreclosure

Over-the-Counter Tax and LID Foreclosure Sale TS35: An over-the counter Tax and LID Foreclosure Sale is scheduled for Spring 2016. Brochures will be available April 11th through

June 13th and purchase requests will be accepted April 25th through June 13th. Letters were mailed to the former record owners (FRO) of 19 parcels eligible for this over-the-counter sale, by both certified and first class mail. The FRO were informed of the dates to repurchase the property. 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. The sale of the property occurs when the successful applicant delivers funds and signs the deed.

Tax and LID Foreclosure Competitive Sale TS34: The next competitive Tax and LID Foreclosure Sale, TS34, is anticipated in the fall of 2016 and is moving ahead with 64 potential parcels. Fifty-six parcels are from the 2010 tax and 2011 special assessment foreclosure clerks deed and the remaining 8 parcels are parcels pulled from last year's competitive sale. Borough Department reviews are being conducted at this time.

Excess Proceeds - Tax and LID Foreclosure Competitive Sale TS33: Former record owners whose parcel sold in Tax and LID Foreclosure Sale TS33 on October 24, 2015, can file a claim for excess proceeds resulting from the sale. Eight claims have been received to date. The deadline to file for TS33 excess proceeds is April 25, 2016.

2012 Tax/2013 LID potential Clerk's Deed parcels: Awaiting Finance's submission of the request to the Superior Court for clerk's deed on unredeemed parcels. The 2012 Tax / 2013 LID parcels are eligible for sale in 2018.

Ten-Year Plus Clerk's Deed Parcels: There are no parcels in the near future where the 10-year repurchase rights of the former record owner is expiring.

Clerk's Deed Parcels: No former record owners have repurchased any parcels in the month of February; *2009 Tax Clerk's Deed parcels* - No contact from or money has been received in February on the seven parcel pulled by the assembly from the TS33 competitive sale; *2010 Tax/2011 LID Clerk's Deed parcels* - None of the 56 eligible for competitive sale in 2016 were repurchased during February. One parcel has both a tax and LID Clerk's Deed; *2011 Tax Clerk's Deed* - No parcels were repurchased this month.

Parks/Recreation/Libraries

Division Manager:

Major issues this month included meeting with the residents and other agencies regarding the Slipper Lake area. Residents have expressed concerns about unregulated shooting and ATV use in the area. While the borough only owns some 40 acres in the area, the State of Alaska is the major land owner. A series of meeting will be planned over the Spring to discuss potential remedies.

Both City libraries have indicated they do not want to continue having the Borough manage their automated agreement (in terms of accounting/paying for circulation). The City of Wasilla sent a letter confirming that they will not participate in the automated agreement. The borough will need to have in depth discussions on how this may impact the Library Network over the next few months.

Northern Parks Report: Attended the Talkeetna Parks Advisory Committee (TPAC) to discuss adding additional trails in Talkeetna Lakes Park from the 'Bill Spencer' Plan. There has been local disagreement on whether the new trail should be constructed. A local subcommittee was assigned to look at the trail plan

Central Parks: The *Trailhead Maintenance* crew is in winter mode traveling to trailheads four days per week cleaning restrooms and collecting fees. Since January, we have sold **546** parking passes for the trailheads; The *Parks Winter Maintenance* staff has been very busy this season. We have been busy sanding icy trailheads. So far this winter, we have spread 70 tons of winter sand on the trailhead parking lots.

Libraries:

Talkeetna Library: With the aid and cooperation of the Friends of the Talkeetna Library, Talkeetna Elementary, Upper Susitna Food Bank, Sunshine Transit and members of the community, a K-2 reading mentor program was started this month. Children in grades K-2 whose parents wanted them to have some extra practice in reading were paired with an adult mentor. The first program took place on February 22nd, and is planned to continue until May. The first program was a great success with 14 children and 16 adults attending, and we've enjoyed hearing the positive responses.

Big Lake Library: Frank Gregory showed his travel and life experience pictures of Alaska from the 40's and 50's; Hosted a writer's workshop led by Alaskan author Tim Caraway which was

well attended; The Big Lake Teens (BLT's) group held a self-defense class with Big Lake Martial Arts.

Sutton Library: Afterschool Art Program has been very successful this month with 77 children attending four sessions; On February 25, using videoconferencing capabilities, a group went to the Alaska Zoo to visit their Polar Bears. The distance education specialist was a great presenter and kept the kid engrossed in Polar Bears with help from the zoo's two polar bears.

Trapper Creek Library: The family winter reading program has begun. As patrons read books they can write the title & author on a paper book spine & attach that to our "Book Shelf" display, they are then entered into the weekly drawing for a Book Bag; Hosted the quarterly meeting for Road Service Area 30.

Willow Library: Survived the Willow Carnival! We had a visit from Sandy, the sand hill crane in honor of the carnival theme as well as the cribbage tournament actually in the library. Over 400 people visited the library each Saturday of the carnival; Les Brake took Willow residents on a tour of Kruger Park in Africa. It was well attended and animal crackers and jungle juice was shared afterwards.

Brett Memorial Ice Arena: Learn to Skate classes and Individual Instruction participants have had great participation this season; Brett Memorial Theatre on Ice team will be performing at Fur Rendezvous "Blades and Beats" Ice Show at University of Alaska-Anchorage. Stop by and enjoy a great winter show while you are enjoying Fur Rondy activities; Public skate attendance is strong, public hockey participation is very good, and the Valley Adult Hockey League teams are playing hard to position themselves for the drive towards April tournament dates.

Mat Su Pools: On Thursday February 18, during open swim at the Palmer pool, a young man experienced a seizure and aspirated water, sinking to the bottom of the 13-foot deep end. The lifeguards quickly responded in a coordinated effort to make the rescue. He was unconscious but breathing after they got enough water out of him. He spent 4 days and 5 nights in the hospital and is now recovering at home.

Finance Department

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
<u>Areawide</u>				
Revenues:				
Property Taxes	87,566,870	87,566,870	82,123,631	94%
Excise Taxes	7,418,100	7,418,100	4,189,858	56%
Federal Payments	3,455,000	3,455,000	323,378	9%
State Grants & Shared Revenues	26,660,948	26,660,948	7,627,909	29%
Fees	6,593,376	6,593,376	2,004,810	30%
Interest Earnings & Other	240,000	240,000	-79,934	-33%
Recoveries & Transfers	1,784,290	1,784,290	2,900,637	163%
TOTAL AREAWIDE REVENUES	133,718,584	133,718,584	99,090,289	74%
Expenditures:				
Non Departmental	95,693,372	95,723,372	76,842,972	80%
Assembly	6,601,241	6,601,241	2,903,530	44%
Mayor	69,859	69,859	27,654	40%
Information Technology	5,623,811	5,623,811	3,084,734	55%
Finance	10,044,991	10,044,991	4,043,253	40%
Planning	4,411,409	4,411,409	1,777,839	40%
Public Safety	13,077,889	13,047,889	5,860,463	45%
Public Works	2,511,830	2,511,830	1,284,025	51%
Community Development	4,655,766	4,655,766	2,309,050	50%
Capital Projects	4,238,185	4,238,185	1,707,988	40%
TOTAL AREAWIDE EXPENDITURES	146,928,353	146,928,353	99,841,508	68%
Budgeted Adjustment to Fund Balance	-13,209,769	-13,209,769	-751,219	
<u>Non-Areawide</u>				
Revenues:				
Property Taxes	3,788,510	3,788,510	3,463,662	91%
State Grants & Shared Revenues	783,000	783,000	33,250	4%
Fees & Other Miscellaneous Income	227,946	227,946	163,448	72%
Interest Earnings & Miscellaneous	10,050	10,050	30,468	303%
Recoveries	100,694	100,694	50,347	50%
TOTAL NON-AREAWIDE REVENUES	4,910,200	4,910,200	3,741,175	76%

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
Expenditures:				
Non Departmental	731,000	731,000	731,000	100%
Assembly	2,491,037	2,491,037	1,141,956	46%
Information Technology	261,594	261,594	145,511	56%
Finance	2,000	2,000	0	0%
Public Works	63,012	63,012	31,276	50%
Community Development	1,670,654	1,670,654	889,538	53%
TOTAL NON-AREAWIDE EXPENDITURES	5,219,297	5,219,297	2,939,281	56%
Budgeted Adjustment to Fund Balance	-309,097	-309,097	801,894	
<u>Land Management</u>				
Revenues:				
State Grants & Shared Revenues	0	0	0	0%
Fees	39,250	39,250	53,382	136%
Interest Earnings	19,000	19,000	13,858	73%
Property Sales & Uses	596,000	596,000	1,518,915	255%
Miscellaneous	1,000	1,000	3,088	309%
Recoveries & Transfers	0	0	0	0%
TOTAL LAND MANAGEMENT REVENUES	655,250	655,250	1,589,243	243%
Expenditures:				
Non Departmental	147,500	197,500	197,500	100%
Community Development	1,563,778	1,563,778	465,031	30%
TOTAL LAND MGMT. EXPENDITURES	1,711,278	1,761,278	662,531	38%
Budgeted Adjustment to Fund Balance	-1,056,028	-1,106,028	926,712	
Budgeted Contribution to Permanent Fund	121,313	121,313	353,249	
<u>Enhanced 911</u>				
Revenues	2,301,900	2,301,900	1,342,653	58%
Expenditures	2,441,255	2,691,255	2,645,090	98%
Budgeted Adjustment to Fund Balance	-139,355	-389,355	-1,302,437	

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
<u>Caswell Lakes FSA</u>				
Revenues	308,710	308,710	358,679	116%
Expenditures	296,576	296,576	175,716	59%
Budgeted Adjustment to Fund Balance	12,134	12,134	182,963	
<u>West Lakes FSA</u>				
Revenues	2,234,570	2,234,570	2,149,139	96%
Expenditures	2,391,145	2,711,145	1,607,452	59%
Budgeted Adjustment to Fund Balance	-156,575	-476,575	541,687	
<u>Central Mat-Su FSA</u>				
Revenues	8,615,110	8,615,110	8,277,459	96%
Expenditures	9,749,061	9,749,061	5,107,722	52%
Budgeted Adjustment to Fund Balance	-1,133,951	-1,133,951	3,169,737	
<u>Butte FSA</u>				
Revenues	852,460	852,460	825,994	97%
Expenditures	733,639	733,639	492,923	67%
Budgeted Adjustment to Fund Balance	118,821	118,821	333,071	
<u>Sutton FSA</u>				
Revenues	247,260	247,260	215,345	87%
Expenditures	174,978	286,978	199,495	70%
Budgeted Adjustment to Fund Balance	72,282	-39,718	15,850	
<u>Talkeetna FSA</u>				
Revenues	362,130	362,130	346,290	96%
Expenditures	360,507	400,507	238,955	60%
Budgeted Adjustment to Fund Balance	1,623	-38,377	107,335	
<u>Willow FSA</u>				
Revenues	796,230	796,230	856,975	108%
Expenditures	440,795	451,795	294,945	65%
Budgeted Adjustment to Fund Balance	355,435	344,435	562,030	

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
<u>Greater Palmer Consolidated FSA</u>				
Revenues	1,121,290	1,121,290	1,100,273	98%
Expenditures	513,922	653,922	534,706	82%
Budgeted Adjustment to Fund Balance	607,368	467,368	565,567	
<u>Road Service Administration</u>				
Revenues	2,906,145	2,906,145	2,906,146	100%
Expenditures	2,906,145	2,906,145	1,554,790	54%
Budgeted Adjustment to Fund Balance	0	0	1,351,356	
<u>RSA Grid Roller Maintenance</u>				
Revenues	20	20	0	0%
Expenditures	11,000	11,000	10,176	93%
Budgeted Adjustment to Fund Balance	-10,980	-10,980	-10,176	
<u>Midway RSA</u>				
Revenues	1,577,470	1,577,470	1,491,252	95%
Expenditures	1,578,152	1,787,152	1,610,381	90%
Budgeted Adjustment to Fund Balance	-682	-209,682	-119,129	
<u>Fairview RSA</u>				
Revenues	1,003,720	1,003,720	968,357	96%
Expenditures	1,005,697	1,075,697	997,543	93%
Budgeted Adjustment to Fund Balance	-1,977	-71,977	-29,186	
<u>Caswell Lakes RSA</u>				
Revenues	628,870	628,870	583,717	93%
Expenditures	630,729	630,729	587,907	93%
Budgeted Adjustment to Fund Balance	-1,859	-1,859	-4,190	
<u>South Colony RSA</u>				
Revenues	1,409,140	1,409,140	1,333,132	95%
Expenditures	1,411,152	1,511,152	1,309,394	87%
Budgeted Adjustment to Fund Balance	-2,012	-102,012	23,738	

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
<u>Knik RSA</u>				
Revenues	2,548,710	2,548,710	2,401,444	94%
Expenditures	2,555,980	2,665,980	2,521,802	95%
Budgeted Adjustment to Fund Balance	-7,270	-117,270	-120,358	
<u>Lazy Mountain RSA</u>				
Revenues	239,410	239,410	222,464	93%
Expenditures	240,230	280,230	196,029	70%
Budgeted Adjustment to Fund Balance	-820	-40,820	26,435	
<u>Greater Willow RSA</u>				
Revenues	922,100	922,100	848,435	92%
Expenditures	925,208	985,208	881,453	89%
Budgeted Adjustment to Fund Balance	-3,108	-63,108	-33,018	
<u>Big Lake RSA</u>				
Revenues	1,235,880	1,235,880	1,150,654	93%
Expenditures	1,238,459	1,288,459	1,210,549	94%
Budgeted Adjustment to Fund Balance	-2,579	-52,579	-59,895	
<u>North Colony RSA</u>				
Revenues	178,630	178,630	164,195	92%
Expenditures	201,103	201,103	137,836	69%
Budgeted Adjustment to Fund Balance	-22,473	-22,473	26,359	
<u>Bogard RSA</u>				
Revenues	1,550,400	1,550,400	1,466,389	95%
Expenditures	1,551,422	1,661,422	1,427,746	86%
Budgeted Adjustment to Fund Balance	-1,022	-111,022	38,643	
<u>Greater Butte RSA</u>				
Revenues	913,680	913,680	850,814	93%
Expenditures	916,045	916,045	797,819	87%
Budgeted Adjustment to Fund Balance	-2,365	-2,365	52,995	
<u>Meadow Lakes RSA</u>				
Revenues	1,814,045	1,814,045	1,689,196	93%

	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
Expenditures	1,817,828	1,817,828	1,609,931	89%
Budgeted Adjustment to Fund Balance	-3,783	-3,783	79,265	
<u>Gold Trails RSA</u>				
Revenues	1,656,190	1,656,190	1,552,998	94%
Expenditures	1,659,300	1,659,300	1,565,389	94%
Budgeted Adjustment to Fund Balance	-3,110	-3,110	-12,391	
<u>Greater Talkeetna RSA</u>				
Revenues	590,280	590,280	542,575	92%
Expenditures	604,689	604,689	574,833	95%
Budgeted Adjustment to Fund Balance	-14,409	-14,409	-32,258	
<u>Trapper Creek RSA</u>				
Revenues	221,110	221,110	199,066	90%
Expenditures	221,671	221,671	188,712	85%
Budgeted Adjustment to Fund Balance	-561	-561	10,354	
<u>Alpine RSA</u>				
Revenues	273,310	273,310	224,294	82%
Expenditures	287,805	287,805	186,197	65%
Budgeted Adjustment to Fund Balance	-14,495	-14,495	38,097	
<u>Talkeetna Flood Control Service Area</u>				
Revenues	18,220	18,220	16,590	91%
Expenditures	22,801	22,801	200	1%
Budgeted Adjustment to Fund Balance	-4,581	-4,581	16,390	
<u>Garden Terrace Service Area</u>				
Revenues	0	0	0	0%
Expenditures	0	0	0	0%
Budgeted Adjustment to Fund Balance	0	0	0	
<u>Point MacKenzie Service Area</u>				
Revenues	63,000	63,000	42,068	67%
Expenditures	79,024	79,024	2,282	3%
Budgeted Adjustment to Fund Balance	-16,024	-16,024	39,786	

	<u>Adopted</u>	<u>Amended</u>	<u>Rev./Exp./Enc.</u>	<u>Used</u>
	<u>Annual</u>	<u>Annual</u>	<u>Year to Date</u>	<u>%</u>
<u>Talkeetna Water/Sewer Service Area</u>				
Revenues	262,549	262,549	166,765	64%
Expenditures	323,791	323,791	197,571	61%
Budgeted Adjustment to Fund Balance	-61,242	-61,242	-30,806	
<u>Freedom Hills Subd. RSA</u>				
Revenues	25	25	0	0%
Expenditures	10,000	10,000	0	0%
Budgeted Adjustment to Fund Balance	-9,975	-9,975	0	
<u>Circle View / Stampede Est.</u>				
Revenues	20,800	20,800	20,589	99%
Expenditures	6,300	6,300	265	4%
Budgeted Adjustment to Fund Balance	14,500	14,500	20,324	
<u>Chase Trail Service Area</u>				
Revenues	490	490	0	0%
Expenditures	1,750	1,750	0	0%
Budgeted Adjustment to Fund Balance	-1,260	-1,260	0	
<u>Roads Outside Service Areas</u>				
Revenues	0	0	0	0%
Expenditures	94	94	0	0%
Budgeted Adjustment to Fund Balance	-94	-94	0	
<u>Solid Waste</u>				
Revenues	8,120,279	8,120,279	3,790,228	47%
Expenditures	7,725,453	9,263,798	6,245,153	67%
Budgeted Adjustment to Fund Balance	394,826	-1,143,519	-2,454,925	
<u>Port</u>				
Revenues	1,621,463	1,621,463	752,124	46%
Expenditures	2,490,609	2,490,609	3,828,437	154%
Budgeted Adjustment to Fund Balance	-869,146	-869,146	-3,076,313	
<u>MV Susitna</u>				
Revenues	460,240	460,240	0	0%
Expenditures	527,000	527,000	461,171	88%
Budgeted Adjustment to Fund Balance	-66,760	-66,760	-461,171	