



## MATANUSKA-SUSITNA BOROUGH

### Borough Manager

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-8689 • Fax (907) 861-8669

[john.moosey@matsugov.us](mailto:john.moosey@matsugov.us)

### MEMORANDUM

**Date:** June 27, 2016

**To:** Mayor and Assembly members

**From:** John Moosey, Borough Manager

**Subject:** Borough Manager's Report

### Monthly Activity Report for May 2016



### Animal Care & Regulation

#### Monthly Statistics:

Animals brought into the Shelter	274
Animals adopted	137
Animals returned to their families	75

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

The shelter fields over 1,000 calls per week.

Our animal care and regulation officers had a very busy month in April:

- 204 verbal statements were obtained
- 4 written warning issued
- 27 verbal warnings issued
- 29 citations issued
- 32 bite cases investigated

- 4 aggressive animals investigated
- 4 barking animals investigated
- 20 public assists

**Highlights:**

Walk-n-Roll was a great success! We would like to thank all of the sponsors and volunteers for helping make this fun community event possible.



The shelter staff is participating in emergency planning events to promote pet emergency preparedness. On May 14<sup>th</sup>, we participated in the emergency preparedness fair at the Willow Community Center. Lowes donated buckets for citizens to store their emergency pet's supplies in the case of a disaster.



**Notification:**

We are experiencing a high volume of calls pertaining to dogs left in parked vehicles on warm days. Please note that if it's 76 degrees outside, it can be between 118-123 degrees inside your vehicle. In addition to harming your dog, you could be charged with failure to provide human animal care or cruelty to animal's fines up to \$500. **If you see an animal in distress, please call 761-7501 or 9-1-1.**

**Upcoming Events:**

The animal shelter's annual garage sale is scheduled on July 9<sup>th</sup>. We are soliciting garage sale contributions for this annual fundraiser for the shelter.

## Public Affairs Division



### **\$550,000 EPA Grant for Cleanup in Mat-Su**

The Matanuska-Susitna Borough in partnership with the cities of Palmer and Wasilla has been selected for \$550,000 in brownfield assessment coalition grants. The \$275,000 community-wide hazardous substances grant funds will be used to inventory and prioritize brownfield sites; conduct up to 12 environmental site assessments; and prepare three cleanup plans. Grant funds also will be used to prepare area-wide plans for two focus areas and conduct community outreach activities. The \$275,000 petroleum grant funds will be used to conduct the same tasks at sites with potential petroleum contamination.

## Department of Emergency Services (DES)

### **Emergency Management Services-**

EMS continues to be busy:

- Training division has been working on American Heart Association Training Center certification for our Cardiac Pulmonary Resuscitation (CPR), Advanced Cardiac Life Support (ACLS), and Pediatric Advanced Life Support (PALS) certifications.
- Training division is also working on making MSB EMS the pilot program for the Resuscitation Quality Improvement (RQI) program. Computer based CPR Quality Improvement Program.
- Stood up Medic 4(Northern Medic Supervisor) program at Station 11-2(Sunshine) as an ACLS fly car and resource manager for the northern districts to help with summertime rush.(Full-Time Medic Staffing for Talkeetna and Trapper Creek)
- Opened up shifts for the new BLS ambulance at 11-2(Sunshine) with limited signups.(Improved On-Call Staffing Levels for Talkeetna and Trapper Creek)
- Medic 1's (Core Area Medic Supervisors) and command staff attended officer training taught by AFD (Anchorage Fire Department) Assistant Chief of Training.
- EMS training simulator trailer made some road trips around the borough.
- Zoll Autopulse (CPR) training for EMS and Fire personnel.

## **Fire/Rescue/Water Rescue/HAZMAT-**

- Thirty acre Sunrise fire was first significant wild land event of the 2016 Wild Fire season.
- Multiple wild land fires.
- Multiple building fires.
- Multiple Search and Rescue incidents.
- Multiple automobile and motorcycle accidents.
- Central promoted a new full-time Firefighter Engineer, Brandon Goentzel. Sara Smith replacement. She was hired full-time by Anchorage FD.
- Sutton, Butte, and Palmer completed Firefighter II training.
- Willow/Caswell held their annual district banquet and awards ceremony at the Nancy Lakes station on May 3<sup>rd</sup>.
- Willow/Caswell responders attended the Willow Safety and Preparedness Fair at the community center on May 14th.
- West Lakes hosted a live burn to complete Basic Firefighter training for West Lakes, Willow, Caswell, and Talkeetna responders on May 15<sup>th</sup>.
- Eight on-call responders and auxiliary members completed a hands-on certified driving course for emergency vehicles for the West Lakes FD on May 25<sup>th</sup>.
- West Lakes firefighters completed Firefighter II training on May 28<sup>th</sup>.

## **Emergency Management-**

- All Hazards Unified Command Course Completed.
- Tactical Emergency Casualty Care (TECC) course-tactical emergency.
- Participated in the Willow Preparedness Fair.
- Strategic National Stockpile-CDC program is now up and running.
- Table top exercise-Emergency Operations Center (EOC) activation/Point of Dispensing (POD) setup and dispensing of medicines.
- Updates to Orion Damage Assessment Software are now complete and training in progress.
- Call Center training x2 delivered to volunteers and MSB staff to staff the phones in the EOC call center.

## **Run Totals for May-**

- |                |     |
|----------------|-----|
| • EMS          | 684 |
| • Fire         | 257 |
| • Rescue       | 65  |
| • Water Rescue | 6   |

## Information Technology Department

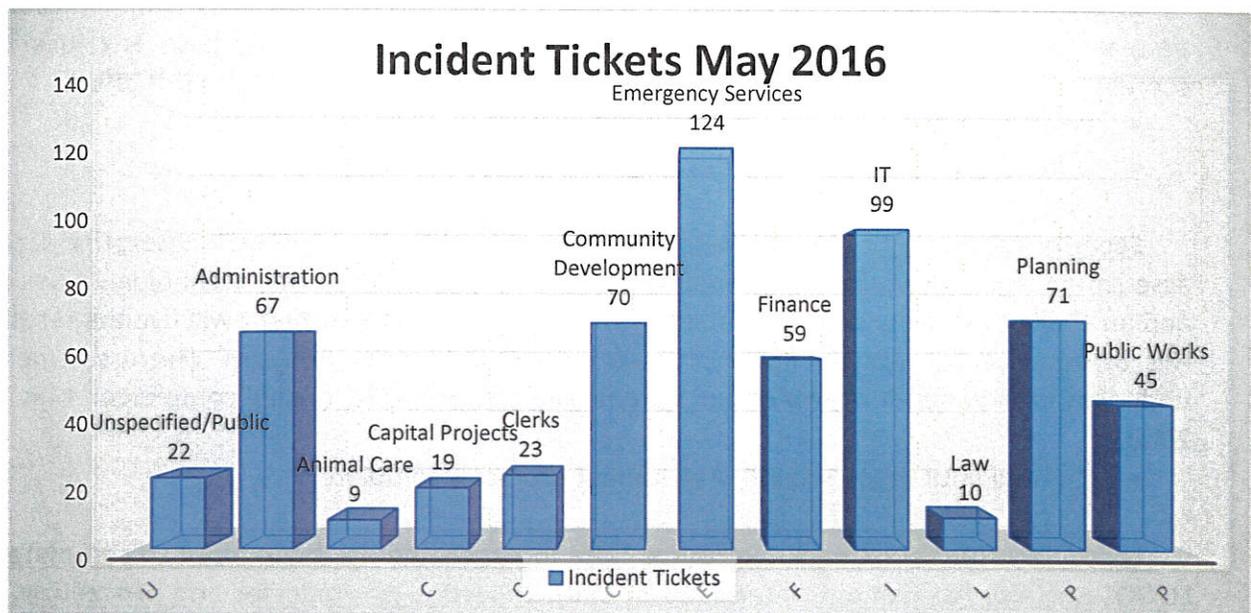
### GEOGRAPHIC INFORMATION SYSTEMS DIVISION

#### Online Mapping Program

On May 25th & 26th the GIS group worked with ESRI consultants to "Launch our Web GIS Platform". We had invited ESRI to teach us their best practices toward implementing Web GIS to satisfy online mapping requests within the organization (internal and public-facing).

### OIT DIVISION

#### i.Support Service Desk Ticket Statistics



### SYSTEMS IMPROVEMENTS PROJECTS

**Project Plastic (Business Licenses Online, Financial Systems Enhancements):** Departments are working together to create a program that allows the use of credit cards for taxes, fees, and services.

- New version for the card swipes machines is being evaluated that will negate the need for a parallel network and lower costs.
- eCommerce (Online transactions) RFP closes on June 23, 2016.

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

- Community Development goes live on June 13, 2016.
- Emergency Services and Law are being trained.

**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.

- HP Records Manager and SharePoint integration training scheduled for the week of June 20<sup>th</sup>.

**Project Management Intranet site:** Greater interaction between departments on projects, more robust project management, and coordination of project information with project stakeholders, to include the public is necessary. A SharePoint Developer consultant has been hired and is actively working the sites

- Work continues

**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.

- Work continues.
- IT looking at additional web development support.

**Security Assessment:** 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. The assessment is underway with in-depth review of our systems and processes. Scheduled completion, May 31<sup>st</sup>, 2016.

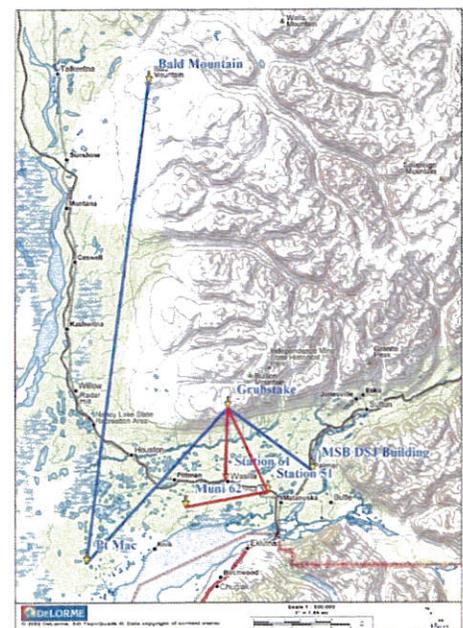
- On Hold until Logos Security Assessment project is complete.

**Logos Security Assessment: Resource Data Incorporated has been hired to complete the LOGOS Security Assessment. Interviews of staff, collection of processes and procedures and documentation are in process.**

- On schedule to produce findings by June 30th

## **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. Any upgrade 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.



Project plans are being drawn up and a list of options is being developed.

**Microwave Network:** Microwave networks will carry mission critical radio traffic and Borough network traffic at higher speeds and reduced costs compared with older technologies and methods. These networks will also serve critical backup locations necessary during emergencies. 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.

- Work continues on three of the six core microwave links

**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 Borough currently contracts out the manpower necessary to perform the dispatch service for Fire and EMS. The current contract is held by Palmer Police Department. Wasilla and Palmer PDs use Borough systems as well as their own to dispatch Law Enforcement.

- MSB issued an RFP for FY16-FY20
- We currently have 3 interested parties.
  - Palmer PD
  - Wasilla PD
  - Arcticom/Bering Straits Native Corp
- The following timeline is the tentative schedule of remaining milestones:
  - Proposals Due: 6/28/16 (has been extended)
  - Contract Start Date: 1/17
- The current contract with Palmer PD will have to be extended for a minimum of six months due to the RFP timeline and required transition period. Currently negotiating with PPD.

**Capital Projects Department**  
***Project Management Division***



**New Fronteras Spanish-Immersion Charter School (\$7.5M):** Construction is over 90% complete and is on schedule to support school opening in August 2016. A school tour was conducted with School Board members on May 24th and an inspection was held on May 26th to allow furnishings to be placed into the classrooms beginning on June 1st.

*BELOW: The green-colored K-3 wing and yellow 4-5 grade wing are easily recognizable.*



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. Work is now progressing in the basement level.

New Iditarod Elementary School (\$25M): Construction continues on a new 50,605 square foot elementary school which is now approximately 98% complete. A substantial completion inspection occurred June 1. Acceptance of the building is expected this month.

*Below: Iditarod Elementary Main Entrance*



*Below: Second Floor Railing*



Emergency Power Generator Set and Switch Gear, 9 Schools Design Services (\$2.145M): Project includes new standby generators at Wasilla Middle School, Wasilla and Palmer High Schools, Big Lake, Butte, Snowshoe, and Willow Elementary Schools, and the Operations & Maintenance building. Emergency lighting will also be connected to the existing generator at Swanson Elementary School. New generators will facilitate normal operations during power outages with work starting this month.

Dena'ina Elementary School (\$26M): New 44,000 square foot elementary school on Knik Knack Mud Shack Road is nearing completion. Construction is on schedule for occupancy for the 2016 school year.

*Below: Classroom Casework*



*Below: Main Entrance*



Nancy Lakes Warm Storage Building Station 12-6 (\$570K): 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 have a 33,000 gallon water cistern. The concrete cistern has been poured and the foundation and slab are complete. The project is progressing on schedule.



*ABOVE: 33,000 Gallon Cistern*



*ABOVE: Completed Foundation*

Sutton and Tanaina Elementary Schools Roof Replacement/Modifications (\$773K): Project includes roof replacement at Sutton and roof modifications at Tanaina Elementary Schools. Construction is underway and will be complete prior to school start.

South Central Regional Training Center (\$1M): The initial phases of work to construct roads, water lines, and hydrants are complete. A new warehouse has been incorporated into the new fire station planned for 2017 construction which will result in design and construction cost savings. A new conceptual site plan is complete and revisions to the five year master plan have been submitted to project stakeholders for review. Project stakeholders have provided comments to the consultants for inclusion in the final document. Meetings are scheduled to review the final document.

Flooring Replacements, 8 Schools (\$3.1M): A contractor is currently replacing flooring, mostly carpet, in six schools including Butte, Sherrod, Swanson, Finger Lake, Cottonwood Creek and Willow Elementary Schools. This work will be completed over the summer of 2016. A contract has also been executed to replace multipurpose room flooring systems including abatement of asbestos at Willow and Big Lake Elementary schools this summer.

Flooring Replacements, 6 Schools (\$685K): Carpet replacement is currently underway at Goose Bay and Trapper Creek Elementary Schools. This work will be completed over the summer of 2016.

Districtwide HVAC Upgrades Design, (\$7.1M): This project will upgrade HVAC systems at 11 locations, mostly to include conversion of pneumatic controls to direct digital controls (DDC) for heating and ventilation, boiler automation, and augmentation of existing air handling units at eight schools. Boilers will be replaced at Palmer Junior Middle and Willow Elementary Schools. This work is now in process under two contracts and anticipated to be completed over the next two years.

Districtwide Energy Upgrades Design, (\$3.2M): This project includes lighting systems and window replacements at multiple schools. High efficiency LED lighting fixtures are now installed in 14 school gymnasiums. 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 in this summer. A HAZMAT analysis is currently ongoing to determine the scope of abatement required at these schools.

### ***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 was successful and will allow for construction to move forward when funding is available. Segment 5 final shaping and seeding of side slopes will take place in the spring of 2016.

Lu Young Lane Improvements: Construction of the road embankment base widening is complete. Topsoil and seeding complete. Final installations of culverts and other drainage improvements are in progress. A final topping of the travel lanes with D-1 will be complete in June.

Knik River Spot Improvements: Installation of guard rail in progress at scenic pull-out to finalize project.

Big Lake Road Intersections: Clearing complete. Utility relocation complete. Construction of round about starting in June.

South Trunk Road Extension: Additive alternative 2 consists of muck excavation and borrow import to construct access to the road bridge over the Alaska Railroad mainline. This is complete. Additive alternative 3 consists of building the MSE retaining walls for the bridge abutments on the south and north sides of the Railroad ROW. MSE walls are near completion with concrete coping in progress. Alternative 4 consists of bridge work over the railroad. The test pile has been completed and pile driving on the pile which will support the bridge will begin in June. Concrete curb and ADA pedestrian crossing ramp construction at the new six legged round about on the south side of the Trunk Road Interchange is beginning and will continue into June.



*Above: Looking at north railroad bridge abutment*

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 (Phase 1) is nearing completion with all sidewalk and paving of frontage roads and pathway complete. The segment from 49th State Street to just past Colony Middle School (Phase 2) is also nearing completion with signage, pathway paving and fencing complete. Topsoil and seeding is in progress for both phases.

Museum Drive: Right of Way and Design continues. Phase I will be from Museum Drive to Vine Road connection creating a frontage road to the Parks Highway. Final design and ROW appraisal on hold until final condemnation action on Machen is resolved (the funding for these two projects is combined).

Old Glenn Highway Pathway Extension Phase I (MP 10.2 to MP 11.5): Property acquisition is near completion with negotiations ongoing. Tree clearing of the existing ADOT&PF right-of-way (ROW) along the project corridor in advance of utility relocations and construction was completed recently. Design is being finalized with construction anticipated to start late summer.

Government Peak Trail Illumination: This project will provide trail lighting to the ski and multi-use trails at the Government Peak Recreation Area. Construction will be completed in time for 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. Poles for the lights have been delivered to the Government Peak Rec Area parking lot for installation during the month of June by helicopter.

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. Borough staff is currently investigating federal funding and other options in more detail, as well as ways to make the facility more sustainable.

Bodenburg Creek Bridges: Following completion of work on the Sullivan Avenue Bridge, approximately \$600k of funding remains from a grant for bridges across Bodenburg Creek. Additional survey work was completed in June in preparation for ROW acquisition.

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.

Kroto Creek Bridge Replacement: The existing single lane Kroto Creek Bridge on Oil Well Road has been replaced with a new two-lane bridge. Construction was substantially complete in 2015 and final completion is scheduled for 2016.

Cottonwood Creek Assessment: DEC awarded a \$45k grant to the MSB to investigate stormwater impacts to the creek, which was approved by the Assembly on March 15th to accept and appropriate. Work has started with initial field investigation. The State has awarded the MSB additional funds for FY17 to continue the investigations. 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	284
Total amount of PO's	\$1,556,862.13
Number of Change PO's issued	227
Total amount of changed PO's	\$363,005.12
Total \$ of PO/Changed PO's	\$1,919,867.25
Monthly revenue from surplus sales	\$1,111.63
Number of Contract Amendments Processed	26
Total Number of Solicitations issued	17

16-062R 2016 Competitive Sealed Land Sale
16-113B CLF Cell C & D Cell Clearing & Grubbing
16-118P Rail Market Analysis
16-121B Litigation Guarantees
16-122B Provide & Install Generator Load Banks
16-123B RSA #19 Annual Road Maintenance
16-124B Four Mile Road Warm Storage Bldg
16-125P Medical Director
16-126P Project Plastic eCommerce
16-127B 2017 Roads Paving
16-129B Transport & Disposal Household Waste
16-130P Aerial Imagery Program
16-131B Furnish & Install Automotive Glass
16-132B 2016 Spring Comp Permit Haying Activ
16-133P Survey & Plat Skwentna Old Schl Site
16-134B Supply & Deliver Bottled Water
16-135B Central Landfill Cell 4 Gravel Res Sale

Total Number of Contracts Awarded 12

15-022L-O Art for Four Schools
16-051L Big Lake Elementary Sch Art Svcs
16-069P-J IT Consultant Term Contracts
16-102P Cottonwood Crk Stormwater Analysis
16-103P Jim Crk Motorized Trails Design/build
16-107B Knik River Rd Spot Improvements
16-110B Purchase Signage & Sign Material
16-110B Purchase Signage & Sign Material
16-110B Purchase Signage & Sign Material
16-115B Multipurpose Room Flooring - 2 Schls
16-117B Purchase Road Striping Paint
16-120B Purchase Dell Servers

Total Awarded Amount \$717,655.53  
Total Number of Addenda's Issued 17

Protests received 0

**Public Works Department**  
**Operations & Maintenance Division**

**RSA #9 - Midway**

- Snider – Road Improvement - 95% design complete. Working through utility relocation agreements. 2017 construction likely depending on utility relocations
- Yadon - Road Improvement - 35% design complete. Moving forward with easement acquisition. Construction possible for summer 2017.
- Country / Meadow - Road Improvement and Paving - Design complete. Going out to bid with construction possible to start in fall 2016 and be completed spring 2017.
- Agnas / Mark – Redesign is required due to acquisition denials. Construction is possible during summer 2017.
- Reeve / Bartlet / Mitzie – Road Improvement and Paving - Clearing completed, utility relocations started. Construction scheduled to finish end of August 2016 after utility relocations are complete.
- Lower Mesa / Audie / Lea – Road Improvement - Design Complete. At utilities for preliminary engineering for relocation estimates. Not possible for 2016 construction due to availability of utility company crews.
- Pioneer – Road Improvement - 65% Design complete. Possible for 2017 construction.
- Middle Mesa / Lower— Road Improvement - 95% Design complete. Working on easement acquisition. At utilities for preliminary engineering and relocation estimates. Not possible for 2016 construction due to availability of utility company crews.
- Trent / Adele / August – Road Improvement – 35% design complete. Starting on easement acquisition to address the non-existent right of way and substandard existing conditions. Possible for 2017 construction.
- Denelle / Sapphire – Road Improvement – 65% design complete. Starting on easement acquisition to address right of way width and substandard road conditions. Possible for 2017 construction.

**RSA #14 - Fairview**

- Canter / Surrey– Road Improvement - Design complete. Utility relocation estimates are in. Going out to bid as soon as easement acquisition is complete. Possible for 2016 construction toward the end of the season.
- Grand Bay – Road Improvement - Design complete. Construction is delayed to 2017 or later due to lack of RSA funding.

### **RSA #15 - Caswell**

- Dog Sled, Homestead, Haida— Road Improvement - Design 95% complete. Construction will be planned when funding is available several years from now. Project is divided into three different phases in order to expedite some sort of construction as early as possible.

### **RSA #16 – South Colony**

- Snicker – Road Improvement - Design complete. At utilities for preliminary engineering for conflict resolution. Possible for construction toward end of the season.
- Weltin / Lorena - Road Improvement – Clearing is completed and ready for utility relocations. Utilities will be relocated in June.
- Ryder— Road Improvement – Utility work complete. Construction underway scheduled for completion end of June.
- Yentna/Yale - Road Improvement - 65% design complete. Possible to construct in 2017. At utilities for preliminary engineering. Acquiring drainage easement at cul-de-sac.
- Larose— Road Improvement – Complete.

### **RSA #17 - Knik**

- Twilight / New Moon / Ogard – Road Improvement – Complete.
- Hazel – Road Improvement – Design 65% complete. Easements acquired and moving to final design to get out to bid. 2016 construction.
- Comorant / Phalarope / Carillon – Road Improvement – Design 35% complete. Working through design with construction 2017.

### **RSA #19 – Lazy Mountain**

- Jupiter/Diane – Road Improvement – Design 65% complete. Resident input is being solicited. Lack of funding puts it into 2017 or later construction.

### **RSA #20 – Greater Willow**

- Michelle / Gina / Getts – Road Improvement - Design under contract to improve the roads north of Willow Creek. Working on acquisition for improvements south of Willow Creek. Survey starting shortly, possible for 2017 construction.

### **RSA #21 – Big Lake**

- Horseshoe Lake Rd. – Road Improvement - Modifying scope to utilize remaining grant funding. Updated 95% design is under review for construction in summer 2016 if utility conflicts can be avoided.
- 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 going for Assembly approval 6/21. Likely for 2017 construction.
- Henry Aaron / Lotus / Shotgun / Lodge – Road Improvement - New project, survey and design request for quotes going out in June.
- Muskrat / Musk Ox / Martin/ Fox - Road Improvement - New project, survey and design request for quotes going out in June.
- Simms / Birch Lake/ Spruce – Road Improvement - New project, survey and design request for quotes going out in June.

### **RSA #23 – North Colony**

- No capital improvement projects planned - lack funding.

### **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 list.
- Echo / Golf / Foxtrot / Quebec / Sierra / Shaw's / Delta – Road Improvement - 95% design complete. Acquiring slope easements and utility agreements. At utilities for preliminary engineering for conflict resolution. Possible for 2017 construction.
- Highline / Biltmore / Claridge – Road Improvement – Contractor to finish up design changes by end of June, paving and guardrail mid-July.
- Verboncoeur / Lagoon – Road Improvement - 65% design complete. At utilities for preliminary engineering for conflict resolution. 2017 construction.
- Waldron Cove / Finger Cove / Finger Lake – Road Improvement - Design complete, all slope easements have been obtained. Ready for construction but will possibly push to 2017 due to availability of utility company crews.

### **RSA #26 – Greater Butte**

- Bergman / Dorismae / Melin / Fritz – Road Improvement - Design modification complete. Pushing construction to 2017 because of funding.
- Lazenby / Juanita – Road Improvement – Clearing and grubbing complete, utility relocations finishing up by June 10. Scheduled for completion August 2016.
- Seabiscuit / Man O War / Secretariat / Whirl-A-Way – Road Improvement – Clearing and grubbing completed and utility work to begin in June. Scheduled for completion August 2016.

### **RSA #27 – Meadow Lakes**

- Forest Lake – Road Improvement – Making progress with right-of-way acquisition where the road runs out of the easement. Construction may be possible in 2017 if right-of-way issues are resolved.
- Gunflint – Road Improvement – Construction going through mid-June.
- Carousel / Brass Ring / Cozy / Easy – Road Improvement – Clearing and grubbing completed, utility work to be completed by July with completion in August 2016.
- Satisfied / Happy / Gentry – Road Improvement - Complete.
- Ridgecrest / Jay J – Road Improvement – 95% design complete. Scheduled for 2016 construction – minor utility work to be completed. Going to final design then getting bid out in June.
- Alma – Road Improvement – Design under contract. Survey starting mid-June. Construction planned for 2017.
- Carousel – Road Improvement – New project, getting design quote requests in June.

### **RSA #28 – Gold Trail**

- That – Road Improvement - Design 95% complete. All easements acquired. Going to final design and out to bid for 2016 construction.
- Tattler / Pintail – Road Improvement – Design 65% complete. Working toward solutions for substandard construction and right-of-way widths. Possible for 2017 construction.
- Sasbo Bluff – Road Improvement – New project, starting survey and design when the other portion of the road under RSA 27 is funded.
- Silver – Road Improvement – New project, starting survey and design when the other portion of the road under RSA 27 is funded.

### RSA #29 – Talkeetna

- No RSA capital improvement projects planned - lack funding.

### RSA #30 – Trapper Creek

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

### RSA #31 - Alpine

- Trailways – Culvert upgrade – Construction underway for completion June 10.

### Fish Passages

- Wasilla Crk @ Crabb Circle – Fish Passage Improvements – Bid is complete, pending Assembly approval and grant appropriation May 17, 2016. Scheduled for completion by July 2016.
- Cottonwood Crk @ Riverdell Dr. – Fish Passage Improvements - Bid is complete, pending Assembly approval and grant appropriation May 17, 2016. Scheduled for completion by July 2016.
- Caswell Lakes Rd. – New grant funding available. RFP going out for design in June for 2017 construction.
- Lucille Creek @ Foothills Blvd. - New grant funding available. RFP going out for design in June for 2017 construction.

### Repairing Damaged Infrastructure

- Yoder Rd. Revetment – Repairing damaged dike - 95% design complete. FEMA has awarded funding for design. Still working with CIRI for construction permit acquisition. Environmental permits are being applied for. Once they are secured, request for construction funding can be submitted to FEMA.
- Kalispell Road – Repairing and armoring roadway - 100% design complete. Need funding to construct.
- Kenny Blvd – Repairing and armoring roadway - Design complete. Need funding to construct.
- Talkeetna Dike Revetment – Repairing erosion control infrastructure along Talkeetna River - FEMA has awarded funding to start the design process. Requests for Design Proposals are being advertised in June with the goal of 2017 construction pending FEMA approvals.

- Crack Sealing 2016 - An additional 354,000 pounds of crack sealant has been delivered. This material, along with the remaining amount from last season is estimated to cover crack sealing for all Borough maintained paved roads. Contractor is approx. 35% complete.

**Paving – RSA funded and LID (Local Improvement Districts)**

- Bridle Path Subdivision
- Snowshoe Pkwy.
- Kalmbach Lake Dr.
- Timberland Lp.
  
- Cabbage Patch Subdivision (Butte)
- Bartlett, Mitzie, Reeve
- Country, Meadow
- Highline, Biltmore, Claridge

**Public Works Department**



**Solid Waste Division**

**Central Landfill & Transfer Stations**

**Customers Numbers**

	Location	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	FY16 Totals
401	Central Landfill	11,333	9,018	7,802	9,003	6,565	7,374	7,232	7,042	7,801	10,162	11,662		94,994
402	Big Lake	4,048	3,486	3,071	3,382	2,330	2,547	2,623	2,442	2,641	3,576	4,165		34,311
402	Butte	1,138	949	772	999	751	683	805	699	690	1,007	1,231		9,724
402	Sutton	259	343	377	421	309	317	369	292	241	458	495		3,881
402	Willow	956	947	826	944	705	680	794	748	712	1,040	1,089		9,441
403	Talkeetna	991	1,004	987	857	473	646	680	628	753	968	946		8,933
	Transfer Station Totals	7,392	6,729	6,033	6,603	4,568	4,873	5,271	4,809	5,037	7,049	7,926		66,290
416	Environmental						582	60	52					694
	<b>Totals</b>	<b>26,117</b>	<b>22,476</b>	<b>19,868</b>	<b>22,209</b>	<b>15,701</b>	<b>17,702</b>	<b>17,834</b>	<b>16,712</b>	<b>17,875</b>	<b>24,260</b>	<b>27,514</b>		<b>228,268</b>

Revenues, Cash	\$234,835
Revenues, Charges	\$481,550
Revenues, Total this month	\$715,511
Revenues, Total Annual	\$7,758,142

*Debt as of 30 June 2015*

Advance for Capital Projects (GF)	\$641,194
New Debt -cell 2A closure	\$3,060,343
Haz-Waste Facility	\$680,001
Recycling Facility	\$771,020
Cell 3 Construction	\$2,684,582
Total	\$7,837,140

\*Please note that the Solid Waste Enterprise Fund operates exclusively on gate revenues.

No taxes are used to provide this service.

\*Residents should anticipate rate increases annually to pay for the cost of these services. Recycling supports a substantially reduced household waste stream and helps alleviate the need for costly new lined landfill cells.

Note: Closure and Post Closure Fund is a fund required by law to provide closure and post closure funding for landfill projects and monitoring and is currently (as of 30 June 2015) valued at \$4,063,230.

**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:

- 92 gallons of latex paint was given back to the public for use in homes and businesses;
- 47 gallons of oil based paint was given back to the public for use in homes and businesses;
- 3,700 gallons of used motor oil was given back to the public for use in shop heaters;
- 75 gallons of cooking oil was given back to the public for use as vehicle fuel;
- 9,040 lbs. of batteries were sold to lead recyclers;
- 98 Refrigerators were brought into the facility;
- 22 gallons of miscellaneous household products was given to the public free of charge;
- 29,960 lbs. of Hazardous Waste was shipped out of State for disposal at a cost to the landfill.
- 33,073 gallons of leachate was shipped to AWWU for treatment this month.
- 13.47 tons of Scrap Metal received
- 0 tons Scrap Metal Outhaul (paid out \$10 per ton to contractor to outhaul by bid process)
- 16.32 tons of Asbestos received

### **Community Clean-up and Recycling**

0 Property clean ups on a foreclosure;

10 vehicles were tagged for a total of 191 this FY;

5 vehicles were towed at a cost of \$350 for a total of 89 vehicles at a cost of \$7,688 this FY;

73.54 tons of trash was picked up from borough right of ways for a total of 117.628 tons this FY.

6.31 tons of recycleables were removed from the waste stream for an annual total of 36.61 tons at a savings of \$18,305 in airspace saved extending the life of the landfill cell.

### **Leachate Pipeline and Holding Ponds=Leachate Treatment and Leach System**

This is a \$5 million project scheduled to begin construction in Spring of 2017. Design is at 35% funded by grant funds left over from a related project last year. The loan has officially been signed and submitted to the Alaska Clean Water Fund for 1.5% funding. Two separate grants are being pursued for this project. An additional \$1 per ton each year in fees for the next five years is required to cover the cost of the loan payment. *Based on exploration of alternate technologies, this project is currently on hold. Scope change could include leachate treatment and Leach System and use the current approved loan for Leachate and Septage Treatment.*

### **Cell 4 Design and Build**

This is a \$7 million project with loan and grant applications imminent. Legislation has been approved to seek funding. Construction will begin in Spring FY17 in order to ensure the cell is open and capable of receiving waste in FY19. Two separate grants are being pursued for this project. An additional \$1 per ton each year in fees for the next five years is needed to cover the cost of this loan payment.

### **Septage, Leachate and Solid Waste**

A company (Clark Technologies) provided a presentation to the Septage and Wastewater Advisory board relevant to leachate and a septage/waste to energy solutions. The technology discussed may result in modifications to the leachate pipeline and holding cell project. See Leachate Pipeline and holding Ponds above for a potential scope change explanation.

### **Construction and Demolition (C & D) Cell Expansion**

The C&D debris cell is reaching the end of its useful life for now. A contract is currently being sought to clear 13 acres in a new area reserved for C & D debris which is not in any way hazardous and can be placed in an unlined cell. Plans call for the cell to be operational by mid-summer.



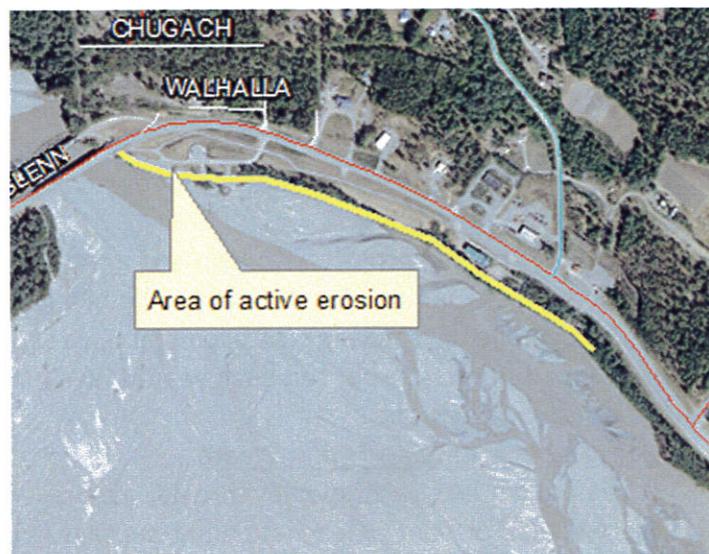
**PLANNING & LAND USE DEPARTMENT**  
MATANUSKA-SUSITNA BOROUGH

**Planning and Land Use Department**

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

Permit Center – Interviews are being conducted for the Permit Technician position and we hope to have the position filled by month's end. Top complaint of the month is duplexes or 4-plexes in residential neighborhoods. The number of driveway permits is up by about 100 over this time last year and the ROW inspectors are very busy with complaint, utility, and encroachment inspections.

Floodplain Management – Warm weather and rainy days have caused the Matanuska River to hit action stage, and even minor flood stage, without any reports of actual flooding. Erosion is currently happening from Mile 16 of the Old Glenn Hwy to the parking area just before the Matanuska River Bridge. No reports of increased erosion from any of the property owners farther downstream, but we continue to monitor the situation.



Code Compliance Cases – As of May 31, 2016, Code Compliance has 495 open cases.

Of these, 222 are general complaints, and 273 are junk and trash complaints. Between May 1 and May 31, 2016, 24 cases were closed; of these, 11 were general complaint and 13 were junk and trash complaints.

Current Planning – Applications being processed in May included a timber transportation permit, one (1) MEA Public Participation Plan for proposed transmission lines, two (2) conditional use permits for junkyards, one (1) conditional use permit for a liquor package store, one (1) conditional use permit for a beverage dispensary, two (2) conditional use permits for earth materials extraction, three (3) Interim Materials Districts (IMD) for earth materials extraction, three (3) administrative permit for earth materials extraction, four (4) nonconforming structure determinations, two (2) setback variances, and one (1) special events permit, two temporary noise permits, and one (1) multifamily 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. Oral arguments at Superior Court are scheduled for June 23, 2016. On December 7, 2015 the Planning Commission denied a setback variance request for a structure on Lot 9, Clester Extension. This decision was appealed. On April 25, 2016 the BOAA upheld the Planning Commission decision for denial.

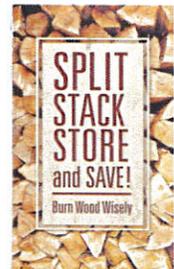
## Environment

Brownfields Grant – Mat-Su Borough was informed in May that they will be receiving \$550,000 from the Environmental Protection Agency to assess brownfields. The Borough submitted a grant application in December 2015 in partnership with the Cities of Palmer and Wasilla. Assessments will be focused on sites that have development potential.

Volunteer Lake Monitoring - Training for new and returning lake monitors was held on April 27, in Wasilla with additional field training continuing through May. Lake reports with summaries of data for 2015 are done and will be on the borough web site soon. The Volunteer Lake Monitoring Program (VLMP) moved their lab from the landfill site to the basement of the DSJ building.

Fish and Wildlife Commission – Eleven fish research contracts selected by the Fish and Wildlife Commission and approved by the Assembly are now underway. One project about setnet depths was completed in March 2016. All contracts must be completed by June 2018. Commissioners will not be holding monthly meetings in June and July.

Air Quality – 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.



Mat-Su Basin Salmon Habitat Partnership - The Partnership received \$215,000 in funding from the National Fish Habitat Partnership through the US Fish and Wildlife Service for six projects in the Mat-Su. Projects include cataloguing anadromous fish streams, treating invasive pike and replacing culverts that block fish passage.

## Planning

MPO Self Assessment – Resolutions of support for the Metropolitan Planning Organization (MPO) Self Assessment were passed by the MSB Planning Commission and Transportation Advisory Board. It has now been referred back to the Assembly for introduction and public hearing.

Chase Community Council sent a letter April 21, 2016 requesting a simple limited update process for the continuation of their comprehensive plan. Resolution No. 16-24 is scheduled for introduction to the Planning Commission on June 6 and a public hearing will be on June 20, 2016 for approval of their request.

Title 17 Consolidation - A cross-divisional team made up of planning leadership and three long range planners is working to re-write and reorganize the Title 17, Zoning Code. The goals are to improve functionality, ease of understanding, interpretation and enforcement, and add necessary sections and definitions not currently included. The team will also look at eliminating redundancy and conflicting processes. The goal is to have an entire draft of the new code ready to present to the Assembly, per their request, by the end of the year. After their review, a robust public outreach process will begin.

Cartegraph Connection – Kinney Engineering is the contractor currently working to identify the discrepancies between the Borough's GIS and Cartegraph data. We anticipate over 75% of the discrepancies can be identified through examination of the data. It is anticipated that roughly 20% of the potential match-ups will require investigation by Borough Staff. The project will result in a GIS layer with all the information contained in Cartegraph such as right-of-way information, road type, length and width of road, etc. As the conclusion of the job, MSB staff will take that information and label all roads in the GIS data base with the new road classification system.

### **Cultural Resources**

The Cultural Resources Division finished cataloging photos for digitizing by the Palmer Museum of History and Art along with Dorothy Page. More photos are to be delivered to the Palmer and Wasilla museums later this summer at their convenience. Nine binders, with about 400 slides in each, remain to be catalogued.

Cultural Resources is currently working on a handbook and educational materials for the Historic Preservation Commission (HPC), to better define their role and mission regarding cultural resources within the Borough. With budget limitations and limited staff, a break from the past operations of the cultural resources division and the HPC is necessary. Staff is working on ways to make that transition smooth.

Continue reviewing Plats and other development actions to check for cultural resources.

## Platting Division

<u>Submitted</u>		<u>Recorded or Approved</u>	<u>Title 16</u>	<u>Title 27</u>	<u>Title 43</u>
Pre Apps Held	32				
Waivers		Waivers			
Road Name Changes		Road Name Changes			
Abbreviated Plats	3	Abbreviated Plats			4
PUE's		PUEs			
40-Acre Exemptions		40-Acre Exemptions			
Plat Note		Plat Note			
Title 43 Amendments		Title 43 Amendments			
Preliminary Plats	4	Preliminary Plats			2
Variances w/plat					
Phase Plats	1	Phase Plats			
ROW Vacations		ROW Vacations			1
Other Vacations		Other Vacations			1

Platting cases in the month of May resulted in the creation of 22 new lots.

## Community Development Department

### Land & Resource Management



*Plumley Maud and Susitna Parkway Personal Use Firewood*

New Hire: an On-Call position was filled as a Land Management Technician in Land and Resource Management. He will assist with the Personal Use Firewood Program and other Forestry related duties.

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 Land Management Division (LMD) at 861-7869 if you have any questions about harvesting personal use firewood on Borough lands. The Land Management Division will be making field inspections of the personal use firewood areas this week and will include some updated pictures in next month's report.

Commercial Timber Harvests: There are currently 8 Over-the-Counter Commercial Timber Harvests available for 2016. Land Management continues to explore 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.

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 Over-the-Counter offerings for \$250 per legally loaded commercial log truck with a minimum purchase of two loads (\$500). Susitna Parkway Log Storage area is also open for the purchase of salvage timber.

Project Management: Land Management continues to carry out site inspections upon notice of new projects that involve clearing of Borough land and removal of timber resources for conversion of land use. Land Management expects a clearing at the Central Landfill after July 15<sup>th</sup> that will make timber resources available for distribution.

The Resource Manager continues to discuss access issues (including the Little Susitna River Bridge and other stream crossings) into the Fish Creek Management area, State and MSB commercial timber sales, and the winter ice road. The Resource Manager continues to discuss *Fire Management Assistance Grant* Program (FMAGP) opportunities with the Division of Forestry and Emergency Services. The application deadline is in June.

Wetland Mitigation Banking: Land Management continues to address wetland mitigation issues that affect Borough land and revenue. The Resource Manager is also exploring potential opportunities for other wetland mitigation banking opportunities that might benefit the Borough. The Resource Manager traveled to Fort Worth Texas to attend the National Mitigation & Ecosystem Banking Conference, a worthwhile conference with opportunity to network with other private, local state and federal agencies in the Wetland Mitigation and Banking world.

Municipal Entitlement: Survey instructions for Hatcher Pass still pending from State of Alaska. Work still in progress on survey instructions for ADL 201388. Forty-acre Exemption process started to receive patent to another 320 acre parcel.

General leases: Continued work on LNG lease in MSB and on cell tower lease in Talkeetna area. Waiting on clients to return information for ADL lease assignment applications.

Permits: Alaska Energy Authority permit amended for summer 2016 work toward

Port: New Port Master Plan mapping will be utilized for the amended application to State of Alaska for additional tidelands under municipal entitlement. Continued participation in Port/Rail marketing meetings. Working on Port Broker agreement. Have discussed Alutiiq lease status.

Agriculture: Still need a plan from for a way to flag all Ag properties and include what Title in the flag, so any Ag properties that are foreclosed are sold in a manner that is compatible with Ag -- on hold at this time. This would also provide constructive notice to realtors and purchasers with regard to properties required to be used for agriculture.

Agriculture Advisory Board recommended recording a simple Notice to Whom it May Concern to provide the public with constructive notice since title reports state there are CCRs but do not provide a copy of those. Continuing to work with Borough Assessor to provide information regarding different borough agriculture property and restrictions. Research for Ag Board biosolids subcommittee. Continuing to work with Soil and Water Conservation Districts in the Borough to find ways to assist the borough in engaging with our farmers. Next Ag Advisory Board meeting 6/15.

FNBA Escrow and other accounts receivable: Monthly monitoring of Land and Resource Management escrow accounts at FNBA. Invoicing of monthly LRM lessees and permittees not on escrow accounts.

Management Agreements: Continuing to work with WACO, will need to renew agreement. Knik Museum annual report received and new officers. MSCVB will need an agreement on the new property.

Misc.: Review and signed escrow packages, extensive work on Borough Code/PPM changes for agriculture for presentation to the Ag Advisory Board. Continue work with gravel from the standpoint of potential borough leases.

Land Sales: 2016 Competitive Sealed Bid Land Sale closes June 6, 2016 at noon. Borough parcels range in size and location with financing available to qualified bidders for parcels over \$2,000 in price. Employees and non-residents are welcome to submit bids. Several parcels have received sealed bids since the sale opened in early May. Those parcels not receiving bids will be

eligible for future Over-The-Counter land sales. Sale brochures are available in Purchasing or online through the borough website.

Borough Land: The old Iditarod Elementary School re-plat received preliminary plat approval May 25, 2016. The re-plat will allow the two existing ball fields to remain on borough property at Wasilla High School to ensure continued school and public use. The re-platted subdivision is expected to record in late June/early July. Land Management was finally successful in obtaining all required signatures from the property owners of Shadowmere Subdivision to allow for construction of the new West Butte Trail parking lot within the subdivision. The new parking area is located directly across from the trail head off Mothershead Lane and will provide much needed additional parking for trail users.

Borough Facilities: In conjunction with the closure of the old Iditarod Elementary school, preparation is underway to continue security and fire monitoring of the building until final disposition is approved by the assembly. The school district will begin moving equipment from the old building to the new Iditarod School in June with final transfer of the facility and equipment to be completed by August 15, 2016. Land Management is coordinating transfer and final disposition of the facility with Capital Projects, Public Works and both school and borough administrations.

Surveys: Municipal Entitlement Land (MEL) surveys for Talkeetna Lakes Park, MP 91 Glenn Highway, and MP 67 Parks Hwy (Kelly Lake land exchange parcel) are in final stages of completion. Patent has been received from the state on all but one of the Talkeetna Lakes Park parcels.

Misc.: Amendments to Land & Resource Management Policy & Procedures Manual (PPM) and Title 23 code will be introduced to the Assembly on June 7 followed by public hearing June 21, 2016. Land management staff has worked together for over a year to update and align the PPM with current code which has not been done since 1994. Highlights of amendments include an updated fee schedule which correctly reflects the assembly approved borough-wide fee schedule; the addition of generally allowed uses to ease and clarify public access across borough lands; land use permits that clearly delineate between temporary uses, public uses, and commercial uses; land disposals for less than fair market value with noted changes to the percentage of value charged; and aligning forestry mandates and requirements as set forth in the Asset Management Plan: Natural Resource Management Units.

Review and signed escrow packages, extensive work on Borough Code/PPM changes for agriculture for presentation to the Ag Advisory Board. Continue work with gravel from the standpoint of potential borough leases.

Permits, Access, Agreements and Easements: Performed inspections of the seasonal Land Use Permit camp sites on borough land along the Deshka River. Issued a temporary land use permit to allow private property owners access on borough property along the north shore of Goose Creek. Submitted an Army Corps of Engineers application to fill wetlands for a driveway

in support of construction of the Point MacKenzie Park. Issued a land use permit for construction of the Talkeetna Skate Park. Coordinated removal of the former Talkeetna Library with ADEC under a Brownfields grant to abate hazardous materials in the building. Alaska Energy Authority permit amended for summer 2016 permit.

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General Gravel: Personal Use Gravel permits are available for the 2016 year for Alsop Road and Reddane Road, both in the Point MacKenzie area; On May 17<sup>th</sup>, via Assembly Ordinance 16-037, the Assembly unanimously approved the Alsop East IMD. Once the timber is removed from Phase I, Cell A and the access roads for Phase I, a 'Request for Proposals' will be advertised through the Purchasing Division to acquire a contractor to develop this IMD to the specification of the Mining and Site Plans.

Borough Central Landfill – The revised Central Landfill IMD, encompassing 120 acres, was unanimously approved by the Planning Commission on May 16<sup>th</sup>. An Assembly Ordinance for approval of this IMD will be introduced at the June 21<sup>st</sup> meeting; An Administrative Permit, for excavation of upcoming landfill cells 4 through 7 to take place over the next 2 years, was approved and finalized on May 3<sup>rd</sup>; Three piles of previously separated materials, 250 cubic

yards of cobble stones, 3,000 cubic yards of sewer rock, and 16,000 cubic yards of combined sewer rock and cobble stones, are available in an 'Over the Counter' sale through the Purchasing Division. The sale began on January 20<sup>th</sup> and will run through June 30<sup>th</sup> (Sale #16-083R); A bid sale through the Purchasing Division for the development of Landfill Cell #4, approximately 500,000 cubic yards of pit run material, ended on April 28<sup>th</sup>. A single bid for \$0.52 per cubic yard was received. However, the bid contained a 2-page letter of conditions and was in-turn rejected. A follow-up 'Request for Proposals' has been completed by the Purchasing Division to re-advertise this offer beginning May 24<sup>th</sup>. Proposals will be due on June 21<sup>st</sup> (Proposal #16-135P).

Skwentna: A Pre-App through the Permitting Division completed review on May 6<sup>th</sup> to divide the Skwentna Old School Site Parcel (Tract B, 7.65 acres) into two parcels. A single 40,000 square foot parcel that encompasses the three buildings on the northeast corner of the original parcel will be retained by the Borough. This smaller parcel is currently used by State DOT for airport runway maintenance and the Borough's Solid Waste Division as a waste transfer site. The remaining acreage, approximately 6.7 acres, is expected to be included in an upcoming land sale. A 'Request for Proposals' through the Purchasing Division to survey and plat the subdivision began on May 23<sup>rd</sup> and will run through June 13<sup>th</sup> (Proposal #16-133P).

### Trails/GIS

Trails: The Trail Care Agreement with Backcountry Horsemen of Alaska has been updated and executed. This club has also applied for a permit to construct two bridges on the Carle Wagon Trail this year in the Government Peak Recreation Area. A right of entry has been issued, and the bridge sites have been evaluated, and materials for the bridge projects were transported to the work sites via helicopter. A permit has been drafted and sent to the club for review; however the borough is waiting on additional information before issuing a final permit.

The Trail Care Agreement with Trapper Glen Homeowners Association has been updated and signed for trails across MSB land that are used to access this remote subdivision, the agreement has a three year term. The Trail Care Agreement with the Denali Nordic Ski Club has been updated and a draft was sent to the club for review at their next meeting. The Willow Trail Committee was issued a permit this month for trail construction and enhancements for several trails in the vicinity of Shirley Lake. The permit has a five year term.

The Valley Mountain Bikers and Hikers were issued a permit this month to construct an additional two miles of mountain bike single-track trail in the Government Peak Recreation Area this year. A site visit to refine layout and gather additional information was conducted in early May. This permit has a two year term.

Information / GIS: GIS data for trails were analyzed and revised this month to reflect changes related to trail care, additions related to newly acquired data, and refinements of

attributes. The Land Management Viewer has been updated by GIS to reflect changes to MSB lands and trails since the last parcel update.

Public Facilities data has been updated in conjunction with GIS to include MSB trailheads, parks, and assets such as restrooms, and pavilions. The changes to the public facilities GIS data were published for use by all.

Mapping work in support of the proposed Recreation Bond was performed. This included an assessment of trails in the Borough that are maintained through our Trail Care program. The 2016 Borough Recreational Trails Plan Update was approved by resolution of the Parks, Recreation, and Trails Advisory Board.

### **Tax Foreclosure**

Over-the-Counter Tax and LID Foreclosure Sale TS35: The Over-the-Counter (OTC) sale opened April 11<sup>th</sup> for the due diligence period by perspective applicants. Purchase requests were accepted beginning April 25<sup>th</sup> at 10 a.m. on a first-come, first served basis. The last day parcels are available for sale is June 13, 2016 by 2 p.m. All have been offered in a prior competitive or OTC Tax/LID Foreclosure Sale. One former record owner (FRO) repurchased prior to the sale opening. A total of 18 properties are included in the sale. As of May 27, 2016 eight parcels have been sold and closed.

Tax and LID Foreclosure Competitive Sale TS34: The ordinance was prepared for assembly introduction on June 7, 2016 and public hearing June 21, 2016 with sale proposed for the last Saturday in October 2016, pending assembly approval. Currently there are 59 eligible parcels from the 2010 Tax/2011 LID and prior year's foreclosure clerk's deed. The borough received ownership in March 2014 and prior. Receiving and responding to inquiries for information and payoff amounts generated by the April courtesy letters.

Excess Proceeds - Tax and LID Foreclosure Competitive Sale TS33: Twelve claims were received from former record owners on excess proceeds resulting from last year's competitive sale TS33. Eleven claims have been paid and one claim is being processed.

Clerk's Deed Parcels; 2009 Tax/2010 LID Clerk's Deed parcels – No parcels were repurchased by the former record owner in the month of May; 2010 Tax/ 2011 LID Clerk's Deed parcels –No parcels were repurchased by the former record owner from the proposed competitive sale in the month of May; 2011 Tax/ 2012 LID Clerk's Deed – One former record owner repurchased their parcel in the month of May.

Clerk's Deed Abandoned/Junk & Trash Parcels: No new parcels reported.

Ten-Year Plus Clerk's Deed Parcels: Reviewed and updated Ten-Year Plus Clerk's Deed Parcel list and identified parcels that are eligible to be offered in a sale.

## Parks/Recreation/Libraries

The Manager was a presenter at the Alaska State Trails conference. The seminar was on bond funding for trail/recreation projects. The Parks Recreation and Trails Board held their regular monthly meeting on the 23<sup>rd</sup>. The Board has a request from the Transportation Advisory Board (TAB) to discuss "ATV Issues". We have asked for clarification as to what issues the TAB wishes to discuss prior to holding a joint meeting. The Manager was part of the interview team for the Health and Safety Managers Position.

The Jim Creek Clean Up was held on May 21 with over 170 signed up volunteers and many more who did not register. Approximately 80 yards of trash was picked up and three large sites documented that need additional work. Our Parks/Trails staff will work on those three areas in the next two weeks. There has also been a meeting with the contractor that will be installing the three- 1 mile loops at the site. Preliminary drawings should be available in the next two weeks.

There was a meeting with representatives from various departments and Assemblyman Jim Sykes to address the growing safety concerns about parking on Mothershead Road near the West Butte Trail Head. By the end of the meeting we identified several solutions, but decided to hold off implementation until the new parking area is constructed.

Willow Public Library: In May the Librarian attended NOVAtime training, a budget hearing at Willow, a Library Leadership Training and did her annual Summer Reading presentation in 7 classrooms at Willow Elem. School.

The Willow Library also hosted 2 preschool class visits, had the last story time until fall and helped the Library Association put on their 2nd annual fun run!

Trapper Creek Library: Trapper Creek hosted the monthly meeting of the Mat-Su Borough Library Board. Also this month the annual staff training for all MSLN libraries was held at station 6-1 in Wasilla. Both these meetings give everyone the chance to put faces to the names and voices of the folks we work with by telephone and email on a frequent basis.

Preschool reading and afterschool programming is transitioning to Summer Reading now that school is out for the summer. Theme for summer reading is "On your mark, get set, Read". We are planning many outdoor activities (as weather permits) to get out kids active, both physically & mentally. Parks brought us a picnic table to help us in these outdoor activities.

Talkeetna Library: May 9<sup>th</sup> was the last K-2 Mentor Reading Program at the library. Because of the participation of so many elements of the community, this program has been exceptional, and plans are already underway to start it again in the fall. For the last program, a storyteller came and presented stories to the children and mentors, and Mountain High Pizza provided the snack for the children. Literacy education is one of the primary roles for community libraries.

The Talkeetna Library is one of the two sites in the Talkeetna area for the children's Summer Lunch Program. Every weekday for the summer the Upper Susitna Food Pantry and volunteers provide lunches for children 18 and under. The program began on May 23<sup>rd</sup> and will continue until school begins.

Big Lake Library: This was a busy month for field trips from the Big Lake Elementary and Midnight Sun Family Learning Center. We had 12 classes visit with a total of 275 kids not including our regular preschool and after school story times. Each class was given a tour of the library, information about the summer reading program, had a story read to them and made a craft. We had a volunteer help prepare the crafts for all of the kids. The 3rd grade class had a field day at the library and Jordan Lake Park. They had five 'stations' they rotated around. They learned about recycling, the different kind of birds around Jordan Lake Park, and the different wildlife in our area. One of the stations was the library. They were taken on a tour, shown how to get a library card, were told about the summer reading program, read a story and made a craft.

Sutton Public Library: Training seems to be the word of the month for May. Librarian completed basic NOVAtime training and attended a state library sponsored seminar in Anchorage entitled, "What 21<sup>st</sup> Century Library Leaders Know and Do." Listening to other librarians from around the state it became apparent to me that our libraries should shape and be shaped by the conversation we have with our communities – each of us has a unique place in the community we serve and should collaborate with people and entities in our communities to create the space our community's desire. The annual MSLN Training was held Tuesday, May 17 for all library staff members.

Northern Parks: Talkeetna is enjoying an early spring, like other communities in the valley. The first busses showed up on the 11<sup>th</sup> and the first train started the 12th. We have been busy getting the grounds ready with raking, fertilizing, and planting all month.

Brett Memorial Ice Arena: The month of May saw the conclusion of Spring League for youth hockey players and the preview of a new season with girls youth hockey tryouts for 2016/17 competitive teams with girls from all over the Mat-Su Borough participating. Iditarod, Mchetanz and Larson Elementary schools brought groups to the ice arena for skating field trips in May promoting fun and healthy activities for 191 students. Several hockey teams from Eagle River and Anchorage rented ice time at 'the Brett' in May as most other ice rinks were closed. Maintenance is being performed during a brief thirteen day closure here including locker room and door painting, refrigeration system upkeep, hot water heater system and reverse osmosis system repairs before we reopen May 31 for what is shaping up to be a very busy summer season. Ice scheduling for next season is being conducted by staff and will continue through June.

Mat Su Trails: The Trail Crew is at full-speed in the Month of May. The crew is in training mode and making sure that safety is paramount to the operation. As the weather takes a turn for the better trails have dried up and are ready for annual early season maintenance. This means reshaping tread surfaces, clearing out drains, closing social trails, and brushing.



*A Staircase project at **Lazy Mountain/Lazy Moose Trailhead** was completed. The steps will assist hikers with icy conditions in the winter, mitigate a potentially hazardous descent to the parking lot, and prevent damage caused by erosion that was occurring due to hikers moving off the muddy/icy trail.*

Mat Su Pools: The Special Olympics held a swim meet at the Wasilla pool on May 7<sup>th</sup>. On May 21<sup>st</sup> the Why Not Try triathlon was held at the Wasilla pool with several hundred participants including adults and children.

Each pool staff gathered to practice CPR/ First aid and rescue skills. We have had a few terminations including a permanent position. Christopher Ryan Pierce was promoted to WSI II-30 hour and I am working on hiring a few on call replacements.

Mat Su Parks: The summer season started early this year. Our parks have been open since early April and our summer staff is just starting work at the end of May. Soccer season starts June 1<sup>st</sup> and we are just getting to the measuring and lining of the fields for the upcoming season.

Mat River Park was very busy over the holiday weekend with 2 weddings and multiple family gatherings. The campground was filled most evenings with few issues surfacing other than minor plumbing problems. It was trial by fire for new staff members that started work on the 26<sup>th</sup> working in the park.

## Finance Department

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Areawide</u></b>				
Revenues:				
Property Taxes	87,566,870	87,566,870	86,524,037	99%
Excise Taxes	7,418,100	7,418,100	6,225,659	84%
Federal Payments	3,455,000	3,455,000	332,854	10%
State Grants & Shared Revenues	26,660,948	26,660,948	12,285,759	46%
Fees	6,593,376	6,593,376	4,417,503	67%
Interest Earnings & Other	240,000	240,000	-15,020	-6%
Recoveries & Transfers	1,784,290	1,784,290	3,237,963	181%
<b>TOTAL AREAWIDE REVENUES</b>	<b>133,718,584</b>	<b>133,718,584</b>	<b>113,008,755</b>	<b>85%</b>
Expenditures:				
Non Departmental	95,693,372	96,950,502	87,700,180	90%
Assembly	6,601,241	6,601,241	4,111,098	62%
Mayor	69,859	69,859	44,426	64%
Information Technology	5,623,811	5,623,811	4,060,065	72%
Finance	10,044,991	10,044,991	6,122,905	61%
Planning	4,411,409	4,285,893	2,703,984	63%
Public Safety	13,077,889	13,047,889	8,549,686	66%
Public Works	2,511,830	2,511,830	1,725,188	69%
Community Development	4,655,766	4,655,766	3,239,404	70%
Capital Projects	4,238,185	4,238,185	2,648,826	62%
<b>TOTAL AREAWIDE EXPENDITURES</b>	<b>146,928,353</b>	<b>148,029,967</b>	<b>120,905,762</b>	<b>82%</b>
	-13,209,769	-14,311,383	-7,897,007	
<b><u>Non-Areawide</u></b>				
Revenues:				
Property Taxes	3,788,510	3,788,510	3,766,905	99%
State Grants & Shared Revenues	783,000	783,000	33,250	4%
Fees & Other Miscellaneous Income	227,946	227,946	225,976	99%
Interest Earnings & Miscellaneous	10,050	10,050	36,759	366%
Recoveries	100,694	100,694	100,694	100%
<b>TOTAL NON-AREAWIDE REVENUES</b>	<b>4,910,200</b>	<b>4,910,200</b>	<b>4,163,584</b>	<b>85%</b>

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
Expenditures:				
Non Departmental	731,000	731,000	731,000	100%
Assembly	2,491,037	2,491,037	1,633,156	66%
Information Technology	261,594	261,594	185,157	71%
Finance	2,000	2,000	0	0%
Public Works	63,012	63,012	40,388	64%
Community Development	1,670,654	1,670,654	1,214,749	73%
TOTAL NON-AREAWIDE EXPENDITURES	5,219,297	5,219,297	3,804,450	73%
	-309,097	-309,097	359,134	

### Land Management

Revenues:				
State Grants & Shared Revenues	0	0	0	0%
Fees	39,250	39,250	214,178	546%
Interest Earnings	19,000	19,000	19,424	102%
Property Sales & Uses	596,000	596,000	1,676,140	281%
Miscellaneous	1,000	1,000	3,838	384%
Recoveries & Transfers	0	0	0	0%
TOTAL LAND MANAGEMENT REVENUES	655,250	655,250	1,913,580	292%
Expenditures:				
Non Departmental	147,500	197,500	197,500	100%
Community Development	1,563,778	1,563,778	699,674	45%
TOTAL LAND MGMT. EXPENDITURES	1,711,278	1,761,278	897,174	51%
	-1,056,028	-1,106,028	1,016,406	
Budgeted Contribution to Permanent Fund	121,313	121,313	393,293	

### Enhanced 911

Revenues	2,301,900	2,301,900	1,839,278	80%
Expenditures	2,441,255	2,691,255	2,404,952	89%
	-139,355	-389,355	-565,674	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Caswell Lakes FSA</u></b>				
Revenues	308,710	308,710	379,393	123%
Expenditures	296,576	320,576	227,599	71%
	12,134	-11,866	151,794	
<b><u>West Lakes FSA</u></b>				
Revenues	2,234,570	2,234,570	2,248,046	101%
Expenditures	2,391,145	2,711,145	1,993,863	74%
	-156,575	-476,575	254,183	
<b><u>Central Mat-Su FSA</u></b>				
Revenues	8,615,110	8,615,110	8,601,824	100%
Expenditures	9,749,061	9,749,061	6,148,868	63%
	-1,133,951	-1,133,951	2,452,956	
<b><u>Butte FSA</u></b>				
Revenues	852,460	852,460	858,806	101%
Expenditures	733,639	733,639	591,266	81%
	118,821	118,821	267,540	
<b><u>Sutton FSA</u></b>				
Revenues	247,260	247,260	233,432	94%
Expenditures	174,978	286,978	227,355	79%
	72,282	-39,718	6,077	
<b><u>Talkeetna FSA</u></b>				
Revenues	362,130	362,130	364,370	101%
Expenditures	360,507	400,507	301,783	75%
	1,623	-38,377	62,587	
<b><u>Willow FSA</u></b>				
Revenues	796,230	796,230	902,245	113%
Expenditures	440,795	749,795	640,718	85%
	355,435	46,435	261,527	
<b><u>Greater Palmer Consolidated FSA</u></b>				
Revenues	1,121,290	1,121,290	1,142,642	102%
Expenditures	513,922	653,922	546,654	84%
	607,368	467,368	595,988	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Road Service Administration</u></b>				
Revenues	2,906,145	2,906,145	2,906,146	100%
Expenditures	2,906,145	2,906,145	2,148,241	74%
	0	0	757,905	
<b><u>RSA Grid Roller Maintenance</u></b>				
Revenues	20	20	0	0%
Expenditures	11,000	11,000	9,826	89%
	-10,980	-10,980	-9,826	
<b><u>Midway RSA</u></b>				
Revenues	1,577,470	1,577,470	1,559,906	99%
Expenditures	1,578,152	1,787,152	1,616,887	90%
	-682	-209,682	-56,981	
<b><u>Fairview RSA</u></b>				
Revenues	1,003,720	1,003,720	1,017,172	101%
Expenditures	1,005,697	1,075,697	1,007,275	94%
	-1,977	-71,977	9,897	
<b><u>Caswell Lakes RSA</u></b>				
Revenues	628,870	628,870	634,638	101%
Expenditures	630,729	630,729	591,441	94%
	-1,859	-1,859	43,197	
<b><u>South Colony RSA</u></b>				
Revenues	1,409,140	1,409,140	1,430,861	102%
Expenditures	1,411,152	1,511,152	1,320,196	87%
	-2,012	-102,012	110,665	
<b><u>Knik RSA</u></b>				
Revenues	2,548,710	2,548,710	2,536,797	100%
Expenditures	2,555,980	2,665,980	2,564,587	96%
	-7,270	-117,270	-27,790	
<b><u>Lazy Mountain RSA</u></b>				
Revenues	239,410	239,410	237,027	99%
Expenditures	240,230	280,230	200,010	71%
	-820	-40,820	37,017	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Greater Willow RSA</u></b>				
Revenues	922,100	922,100	916,918	99%
Expenditures	925,208	985,208	882,020	90%
	-3,108	-63,108	34,898	
<b><u>Big Lake RSA</u></b>				
Revenues	1,235,880	1,235,880	1,229,808	100%
Expenditures	1,238,459	1,288,459	1,252,506	97%
	-2,579	-52,579	-22,698	
<b><u>North Colony RSA</u></b>				
Revenues	178,630	178,630	175,476	98%
Expenditures	201,103	201,103	137,872	69%
	-22,473	-22,473	37,604	
<b><u>Bogard RSA</u></b>				
Revenues	1,550,400	1,550,400	1,564,014	101%
Expenditures	1,551,422	1,781,422	1,558,215	87%
	-1,022	-231,022	5,799	
<b><u>Greater Butte RSA</u></b>				
Revenues	913,680	913,680	904,897	99%
Expenditures	916,045	916,045	803,505	88%
	-2,365	-2,365	101,392	
<b><u>Meadow Lakes RSA</u></b>				
Revenues	1,814,045	1,814,045	1,793,658	99%
Expenditures	1,817,828	1,817,828	1,717,807	94%
	-3,783	-3,783	75,851	
<b><u>Gold Trails RSA</u></b>				
Revenues	1,656,190	1,656,190	1,663,587	100%
Expenditures	1,659,300	1,659,300	1,607,964	97%
	-3,110	-3,110	55,623	
<b><u>Greater Talkeetna RSA</u></b>				
Revenues	590,280	590,280	582,446	99%
Expenditures	604,689	604,689	575,583	95%
	-14,409	-14,409	6,863	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Trapper Creek RSA</u></b>				
Revenues	221,110	221,110	218,026	99%
Expenditures	221,671	221,671	188,905	85%
	-561	-561	29,121	
<b><u>Alpine RSA</u></b>				
Revenues	273,310	273,310	256,261	94%
Expenditures	287,805	287,805	187,676	65%
	-14,495	-14,495	68,585	
<b><u>Talkeetna Flood Control Service Area</u></b>				
Revenues	18,220	18,220	17,674	97%
Expenditures	22,801	22,801	200	1%
	-4,581	-4,581	17,474	
<b><u>Garden Terrace Service Area</u></b>				
Revenues	0	0	0	0%
Expenditures	0	0	0	0%
	0	0	0	
<b><u>Point MacKenzie Service Area</u></b>				
Revenues	63,000	63,000	42,068	67%
Expenditures	79,024	79,024	11,683	15%
	-16,024	-16,024	30,385	
<b><u>Talkeetna Water/Sewer Service Area</u></b>				
Revenues	262,549	262,549	225,841	86%
Expenditures	323,791	537,791	222,257	41%
	-61,242	-275,242	3,584	
<b><u>Freedom Hills Subd. RSA</u></b>				
Revenues	25	25	0	0%
Expenditures	10,000	10,000	0	0%
	-9,975	-9,975	0	
<b><u>Circle View / Stampede Est.</u></b>				
Revenues	20,800	20,800	21,446	103%
Expenditures	6,300	6,300	290	5%
	14,500	14,500	21,156	

	<u>Annual Adopted</u>	<u>Annual Amended</u>	<u>Year to Date Rev./Exp./Enc.</u>	<u>% Used</u>
<b><u>Chase Trail Service Area</u></b>				
Revenues	490	490	360	73%
Expenditures	1,750	1,750	0	0%
	-1,260	-1,260	360	
<b><u>Roads Outside Service Areas</u></b>				
Revenues	0	0	0	0%
Expenditures	94	94	0	0%
	-94	-94	0	
<b><u>Solid Waste</u></b>				
Revenues	8,120,279	8,120,279	5,706,328	70%
Expenditures	7,725,453	9,585,056	7,189,772	75%
	394,826	-1,464,777	-1,483,444	
<b><u>Port</u></b>				
Revenues	1,621,463	1,621,463	752,399	46%
Expenditures	2,490,609	2,490,609	3,114,359	125%
	-869,146	-869,146	-2,361,960	
<b><u>MV Susitna</u></b>				
Revenues	460,240	460,240	0	0%
Expenditures	527,000	527,000	2,449,440	465%
	-66,760	-66,760	-2,449,440	

