MATANUSKA-SUSITNA BOROUGH

350 East Dahlia Avenue, Palmer, Alaska 99645 - 907-861-8683

BOROUGH MAYOR
Vern Halter

BOROUGH CLERK
Lonnie R. McKechnie, CMC

BOROUGH MANAGER
John Moosey

BOROUGH ATTORNEY
Nicholas Spiropoulos

BOROUGH ASSEMBLY
Jim Sykes, District 1
Matthew Beck, District 2
George McKee, District 3
Steve Colligan, District 4
Dan Mayfield, District 5
Barbara J. Doty, District 6
Randall Kowalke, District 7

ASSEMBLY AGENDA
ASSEMBLY CHAMBERS
350 EAST DAHLIA AVENUE, PALMER

REGULAR MEETING **6 P.M.** **TUESDAY, APRIL 5, 2016**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. PLEDGE OF ALLEGIANCE

V. MINUTES OF PRECEDING MEETINGS

VI. REPORTS/CORRESPONDENCE

A. AGENCY REPORTS (MSB 2.12.082; Seven minutes per person.)

1. Reports From Cities
2. Matanuska-Susitna Borough School District

B. COMMITTEE REPORTS

1. Joint Assembly/School Board Committee On School Issues
2. Assembly Public Relations

C. MANAGER COMMENTS

1. State/Federal Legislation
2. Strategic Planning Issues
3. Manager Evaluation Process
4. Plan For Alaska

ADOPTED	AMENDED	POSTPONED	DEFEATED

D. ATTORNEY COMMENTS

E. CLERK COMMENTS

pp. 12-109 F. CITIZEN AND OTHER CORRESPONDENCE

1. MSB Board/Committee Minutes:
   a. Big Lake RSA Board of Supervisors: 08/13/15
   b. Caswell FSA Board of Supervisors: 11/11/15
   c. Emergency Medical Services Board: 06/03/15
   d. Greater Butte RSA Board of Supervisors: 07/09/15
   e. Greater Talkeetna RSA Board of Supervisors: 11/12/15
   f. Local Road Service Area Advisory Board: 01/21/16
   g. Meadow Lakes RSA Board of Supervisors: 09/21/15, Resolution No. 16-01
   h. Planning Commission: Resolution Serial No. 16-07, 16-10
   i. Platting Board: 01/07/16, 01/21/16,
   j. Transportation Advisory Board: 11/18/15
   k. Willow FSA Board of Supervisors: 12/21/15

2. Community Council Minutes:
   a. Big Lake Community Council: 01/12/16
   b. Fishhook Community Council: 10/29/15
   c. Glacier View Community Council: 01/22/15
   d. Knik-Fairview Community Council: 01/21/15, 02/18/15, 03/18/15, 04/15/15, 05/20/15, 06/17/15, 08/19/15, 09/16/15, 10/21/15, 11/18/15
   e. Talkeetna Community Council: 01/04/16
   f. Willow Area Community Council: 03/02/15, 04/06/15, 05/04/15, 06/02/15, 07/06/15, 08/03/15, 09/14/15, 11/02/15, 12/07/15

G. INFORMATIONAL MEMORANDUMS

VII. SPECIAL ORDERS

A. PERSONS TO BE HEARD (MSB 2.12.081; Three Minutes Per Person.)
(Requires 11 Days Advance Notice And Must Otherwise Be In Compliance With The Necessary Code Requirements. If No Advance Notice Is Given, Persons Wishing To Speak May Do So Under The Audience Participation Section Of The Agenda.)

OR 16-003 (see page 5)
RS #6023 (see page 9)

B. PUBLIC HEARINGS (Three Minutes Per Person.)

pp. 110-191 Beck

1. **Ordinance Serial No. 16-012:** An Ordinance Amending MSB 15.24.030, Adopting The Port Master Plan. failed w/BO RK, DM in favor
   a. IM No. 16-023

MB moved to reconsider - passed w/6M opposed
mm passed w/6M opposed

ADOPTED	AMENDED	POSTPONED	DEFEATED

pp. 192-197
Kowalke

2. **Ordinance Serial No. 16-028:** An Ordinance Approving An Appropriation Of $62,000 From The Willow Fire Service Area Fund Balance, Fund 258, To Fund 405, Project No. 45282, To Allow For The Purchase And Installation Of An Electric Fill Pump At Willow Fire Station 12-6.

pp. 198-199

a. **Resolution Serial No. 16-026:** A Resolution Approving The Scope Of Work And Budget For Project No. 45282, To Allow For The Purchase And Installation Of An Electric Fill Pump At Willow Fire Station 12-6.
(1) IM No. 16-047

no obj

pp. 200-206
Beck

3. **Ordinance Serial No. 16-029:** An Ordinance Reappropriating $10,663 From Fund 435, Project No. 10145, Mat-Su Convention And Visitors Bureau Roof Repairs To Fund 440, Project No. 15040, Parks And Recreation Shop Upgrades, $20,667 From Fund 440; Project No. 15002, Knik Museum Upgrade/Improvements To Fund 480, Project No. 15035, Recreational Highway Signage.

pp. 207-211

a. **Resolution Serial No. 16-027:** A Resolution Amending The Budgets For Project Nos. 10145, 15002, 15032, 15036, 15039, 15040, And 15035, And Amending The Scope Of Work For Project No. 10173.
(1) IM No. 16-049

no obj

pp. 212-216
Beck

4. **Ordinance Serial No. 16-030:** An Ordinance Approving An Appropriation Of $13,140 From Fund 100 To Project No. 45267, Fund 425, To Allow For The Replacement Of An Emergency Medical Services Vehicle That Was Destroyed In A Collision.

pp. 217-218

a. **Resolution Serial No. 16-028:** A Resolution Approving The Scope Of Work And Budget For Project No. 45267, To Allow For The Replacement Of An Emergency Medical Services Vehicle That Was Destroyed In A Collision.
(1) IM No. 16-050

passed w/6m opposed

pp. 219-225
Beck

5. **Ordinance Serial No. 16-031:** An Ordinance Appropriating $704,890 From The Land Management Permanent Fund, To Fund 450, Project No. 70012, As A Loan To Fund 520, To Fund Repairs To The Port Mackenzie Barge Dock Which Will Be Paid Back By Transfers From The Areawide Fund, Port Revenues And Insurance Settlement.

pp. 226-228

a. **Resolution Serial No. 16-029:** A Resolution Approving The Scope Of Work And Budget Of $704,890 For The Port Mackenzie Barge Dock Repair, Project No. 70012.
(1) IM No. 16-059

passed w/6m opposed

ADOPTED	AMENDED	POSTPONED	DEFEATED

C. AUDIENCE PARTICIPATION (Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

pp. 229-235
Beck

a. **Resolution Serial No. 16-030:** A Resolution Amending The Scopes Of Work And Budgets For Project Management System, Project No. 47507 And Sharepoint Development And Implementation, Project No. 47044 To Include The Development And Implementation Of A Project Management Site, Completion Of The Trim Upgrade To HP Records Management Allowing For Integration With Sharepoint And Consulting And Training For The Use Of HP Records Management.
(1) IM No. 16-053

pp. 236-240
Beck

b. **Resolution Serial No. 16-031:** A Resolution Amending The Scopes Of Work And Budgets For Flood Plain Mapping, Project No. 47512, And Aerial Imagery Acquisition, Project No. 47519, To Include Flood Plain Mapping Advertising.
(1) IM No. 16-054

pp. 241-246
Beck

c. **Resolution Serial No. 16-032:** A Resolution Amending The Budget For Project No. 10063, To Provide Additional Funding For The Dorothy Swanda Jones Administration Building Phase 2 Roof Top Unit Connections, Fire Proofing, And Back-Up Generator.
(1) IM No. 16-058

Consent

pp. 247-251
Beck

JS (d.) **Resolution Serial No. 16-033:** A Resolution Requesting The Alaska State Legislature And Governor Walker To Enact, During The 2016 Legislative Session, Legislation To Provide For A Balanced, Sustainable, And Predictable State Budget. *(Sponsored By Mayor Halter)*
(1) IM No. 16-061

passed w/out objection

pp. 252-255
Beck

RK (e.) **Resolution Serial No. 16-034:** A Resolution Supporting A Security Assessment Of The Financial Management Software, Logos, In An Amount Not To Exceed $50,000. *(Sponsored By Assemblymember Kowalke)*
(1) IM No. 16-070

no obj

ADOPTED	AMENDED	POSTPONED	DEFEATED

2. ACTION MEMORANDUMS

pp. 256-260
Beck

a. **AM No. 16-022:** Award Of Proposal No. 16-079P To TBI Construction, Inc., In The Amount Not To Exceed $198,000 For The Dorothy Swanda Jones Administration Building Elevator Replacement And Elevator Modifications Design And Build.

consent

pp. 261-263
McKee

b. **AM No. 16-023:** Authorization To Amend Contract 15-035P With The Boutet Company In The Amount Not To Exceed $25,000 To Allow For Phase 3 Of The Matanuska River Mitigation Acquisition Project.

RK (b.)

passed w/ 6M + RK opposed

pp. 264-269
Beck

c. **AM No. 16-024:** Award Of Bid 16-096B To CYS Enterprises In The Contract Amount Of $546,917 For School District Flooring Replacement At Eight Schools.

consent

VIII. UNFINISHED BUSINESS

pp. 270-279
Beck

A. **Resolution Serial No. 16-012:** A Resolution Approving Certain Unincorporated Communities And The Incorporated Nonprofit Entity For Participation In The Fiscal Year 2017 Community Revenue Sharing Program.

1. IM No. 16-033

RG no obj

pp. 280-313
Sykes

B. **Ordinance Serial No. 16-003:** An Ordinance Amending MSB 17.60 To Include Permit Requirements And Standards For Marijuana Related Facilities; And Repealing Unapplicable Definitions. *(Sponsored By Assemblymember Sykes)*

1. IM No. 16-001

referred to MTAC + PLUC CMSM for 90 days

IX. VETO

X. NEW BUSINESS

A. INTRODUCTIONS (For public hearing – 04/19/16, Assembly Chambers)

pp. 314-319
Beck

1. **Ordinance Serial No. 16-027:** An Ordinance Amending MSB 2.45, Capital Projects Department.
   a. IM No. 16-044

pp. 320-330
Beck

2. **Ordinance Serial No. 16-036:** An Ordinance Approving Classification Of Borough-Owned Lands For Inclusion In The 2016 Competitive Sealed Bid Land Sale (MSB007129).

pp. 331-352

   a. **Resolution Serial No. 16-035:** A Resolution Approving A Best Interest Finding Recommending Classification Of

PA 4/19/16

ADOPTED	AMENDED	POSTPONED	DEFEATED

Borough-Owned Lands Identified Herein For Inclusion In The 2016 Competitive Sealed Bid Land Sale (MB007129).
(1) IM No. 16-055

pp. 353-466
Mayfield

3. **Ordinance Serial No. 16-037:** An Ordinance Amending MSB 17.28.090(A), Adding An Interim Materials District Known As Alsop East Pit, Located On A Portion Of Tract A, Point Mack Phase 1 Subdivision, Within Township 15 North, Range 4 West, Section 27, Seward Meridian.
a. IM No. 16-056

pp. 467-471
Beck

4. **Ordinance Serial No. 16-038:** An Ordinance Accepting And Appropriating $30,000 From The Alaska State Department Of Health And Social Services Grant Program, To Fund 425, Project No. 45284, For Emergency Response Materials, Planning, Training, And Exercise, As Well As Personnel Costs For Coordinating The Support Of The Emergency Operations Plan.

pp. 472-473

a. **Resolution Serial No. 16-036:** A Resolution Approving The Scope Of Work And Budget For The Alaska State Department Of Health And Social Services Grant, Fund 425, Project No. 45284, For Emergency Response Materials, Planning, Training, And Exercise, As Well As Personnel Costs For Coordinating The Support Of The Emergency Operations Plan.
(1) IM No. 16-060

pp. 474-480
Mayfield

5. **Ordinance Serial No. 16-032:** An Ordinance Confirming The Assessment Roll For The West Mollies Circle Road Paving Local Improvement District No. 550 And Establishing The Method Of Terminating Assessments And Making Refunds To Property Owners.

pp. 481-510

a. **Ordinance Serial No. 16-033:** An Ordinance Providing For The Issuance And Sale Of Not To Exceed $44,000 Principal Amount Of Special Assessment Bonds For The West Mollies Circle Road Paving Local Improvement District No. 550, And Fixing Details Of Said Bonds.
(1) IM No. 16-062

pp. 511-517
Colligan

6. **Ordinance Serial No. 16-034:** An Ordinance Confirming The Assessment Roll For The West Coghlan Circle Natural Gas Local Improvement District No. 557 And Establishing The Method Of Terminating Assessments And Making Refunds To Property Owners.

pp. 518-548

a. **Ordinance Serial No. 16-035:** An Ordinance Providing For The Issuance And Sale Of Not To Exceed $85,000 Principal Amount Of Special Assessment Bonds For The

ADOPTED	AMENDED	POSTPONED	DEFEATED

West Coghlan Circle Natural Gas Local Improvement District No. 557, And Fixing Details Of Said Bonds.
(1) IM No. 16-063

pp. 549-553
Kowalke

7. **Ordinance Serial No. 16-039:** An Ordinance Approving A Supplemental Appropriation Of $16,000 From The Willow Fire Service Area Fund Balance, Fund 258, To The Fiscal Year 2016 Willow Fire Service Area Operating Budget To Cover Wages And Benefits For The Remainder Of Fiscal Year 2016.
a. IM No. 16-065

pp. 554-557
Kowalke

8. **Ordinance Serial No. 16-040:** An Ordinance Approving A Supplemental Appropriation Of $24,000 From The Caswell Fire Service Area Fund Balance, Fund 248, To The Fiscal Year 2016 Caswell Fire Service Area Operating Budget To Cover Wages And Benefits For The Remainder Of Fiscal Year 2016.
a. IM No. 16-066

pp. 558-562
Kowalke

9. **Ordinance Serial No. 16-041:** An Ordinance Amending MSB 5.25.012 Service Area No. 7: Talkeetna Flood Control Service Area, To Establish The Board Of Supervisors, And MSB 5.15.010(A), Organization Of Boards Of Supervisors. *(Sponsored By Assemblymember Kowalke)*
a. IM No. 16-067

pp. 563-571
Kowalke

10. **Ordinance Serial No. 16-042:** An Ordinance Approving An Appropriation Of $182,500 From Meadow Lakes Road Service Area No.28 Fund Balance, Fund 281, To Fund 410, Project No. 30047, For Meadow Lakes Road Service Area No. 27 Capital Projects.
a. IM No. 16-068

pp. 572-576
Kowalke

11. **Ordinance Serial No. 16-043:** An Ordinance Approving An Appropriation Of $220,000 From The Willow Fire Service Area Fund Balance, To Fund 258, Project No. 45274, For The Construction Of A Willow Fire Service Area Warm Storage Building At Four Mile Road.

pp. 577-579

a. **Resolution Serial No. 16-037:** A Resolution Approving The Amended Budget For Project No. 45274, To Allow For The Construction Of A Willow Fire Service Area Warm Storage Building At Four Mile Road.
(1) IM No. 16-069

pp. 580-583
Beck

12. **Ordinance Serial No. 16-044:** An Ordinance Accepting And Appropriating $4,290 From The Alaska State Division Of Homeland Security And Emergency Management Grant,

ADOPTED	AMENDED	POSTPONED	DEFEATED

Fund 425, Project No. 45158-4415, For Exercise Supplies And Contract Support.

pp. 584-585

a. **Resolution Serial No. 16-038:** A Resolution Approving The Amended Scope Of Work And Budget For The Alaska State Division Of Homeland Security And Emergency Management Grant, Fund 425, Project No. 45158-4415, For Emergency Operation Center Software, Incident Command System Training, And Exercise Supplies And Contract Support.
   (1) IM No. 16-071

PH 4/19/16

pp. 586-592
Beck

13. **Ordinance Serial No. 16-045:** An Ordinance Amending MSB 2.27, Attorney, To Update, Organize, And More Fully Describe The Functions And Duties Of The Borough Attorney. *(Sponsored by Mayor Halter)*
   a. IM No. 16-072

B. MAYORAL NOMINATIONS AND APPOINTMENTS

pp. 593-629

1. VACANCY REPORT

C. OTHER NEW BUSINESS

1. MOTION TO RESCIND *(Requested By Assemblymember Kowalke)*

pp. 630-634
Kowalke

~~a. **AM No. 16-016:** Award Of Proposal No. 16-069P To the Firms Of Resource Data, Inc. and Alaska IT Group, Inc. In The Contract Amount Not To Exceed $150,000 Per Year Per Firm For Up To Three Years For Information Technology Term Contracts For Project Management.~~

pp. 635-639
Kowalke

~~b. **AM No. 16-017:** Award Of Proposal No. 16-069P To the Firms Of Resource Data, Inc., Alaska IT Group, Inc., And Sockeye Business Solutions, Inc. In The Contract Amount Not To Exceed $150,000 Per Year Per Firm For Up To Three Years For Information Technology Term Contracts For Business Analyst.~~

pp. 640-644
Kowalke

~~c. **AM No. 16-019:** Award Of Proposal No. 16-069P To The Firms Of Resource Data, Inc. And Alaska IT Group, Inc. In The Amount Not To Exceed $150,000 Per Year Per Firm For Up To Three Years For Information Technology~~ Term Contracts For ~~Web/Application~~ Specialist.

Removed @ setting of agenda

D. REFERRALS (For Referral To The Planning Commission For 90 Days Or Other Date Specified By The Assembly)

ADOPTED	AMENDED	POSTPONED	DEFEATED
		Postponed to 5/3/16	

XI. RECONSIDERATION

pp. 645-678
Mayfield

A. **Resolution Serial No. 16-023:** A Resolution To Adopt The Fiscal Year 2017 Schedule Of Rates And Fees, Effective July 1, 2016, In Order To Have A Single Document For All Fees In The Matanuska-Susitna Borough. *(Reconsideration Verbally Filed By Assemblymember Mayfield On March 15, 2016)*

(1) IM No. 16-046

reconsideration passed w/out objection

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

Disabled Persons Needing Reasonable Accommodation In Order To Participate At An Assembly Meeting Should Contact The Borough ADA Coordinator At 861-8432 At Least One Week In Advance Of The Meeting.

THE MINUTES ARE LOCATED AT THE BACK OF THE PACKET.

There are no meeting minutes in this packet

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Road Service Area #21 Big Lake Board of Supervisors Special CIP Meeting
August 13, 2015, Big Lake Library, Minutes

A special meeting to address CIP for 2016 was called to order at 5:30 pm by Chairman Leo von Scheben. Supervisors Leo von Scheben and Jill Parson were present, representing a quorum. Supervisor Clinton Lofgren was absent (later explained he was in Nome and unable to receive/send emails).

Also in attendance: Mike Lachelt, Borough Road Superintendent; RSA maintenance contractor Mokie Tew, Assemblyman Dan Mayfield, guests Cathy Mayfield, Ken Walch, Big Lake Community Council President Bill Kramer, Cathi Kramer, and Gerard Billinger. Meeting notice was published in the Frontiersman and posted at the Big Lake Library.

Agenda and the Minutes, from the July 9, 2015 meeting, were approved as submitted.

Staff Reports:

Mike Lachalt, Road Superintendent

1. Crack sealing to be done next year.
2. Brush cutting on W Lakes Blvd, as requested at last meeting, has been done by Tews.
3. $50,000 transfer from operating budget 2015 has been transferred to CIP account.
4. Mike will call Billy Connor from UAF, about the Echo Lake and Horseshoe Lake test sections.
5. Mike and Leo to work with a team of residents from Horseshoe Lake to decide what to do with monies left over from original grant. Leo and Mike to set up meeting together.

Mokie Tew, Road Maintenance Contractor

1. Stated he was not asked to bid on the road excavation of pot holes on Horseshoe Lake and he thought that was unfair.
2. Borough does not have to ask the existing road maintenance contractor to bid on work over and above his existing road maintenance contract, per Terry Dolan's email.

Old Business: none discussed

New Business:

1. Mike presented a draft Capital Projects list
2. Calcium Chloride for dust control was discussed. Mike said they usually do only 4 miles out of 85 miles of gravel road and estimated cost is approximately $8,000/ mile to do. Meeting participants requested more miles be done each year.
3. The first 11 projects presented are funded and Puritan Parkway, Echo Lake Road, and Susitna Parkway per Mike's list are not funded yet. Mike said Susitna Parkway is a safety issue. Three other projects were to be added to the list: #15 was Lakes Blvd from Beaver Lake Road to Rogers Road. #16 was Victor Road for ½ mile. #17 was Hydro Plane Road for ½ mile.

Road Service Area #21 Big Lake Board of Supervisors Special CIP Meeting August 13, 2015, Big Lake Library, Minutes

4. Crack sealing was considered high priority project. Mike said it is funded for next year. Assemblyman Dan Mayfield requested that more money be spent on crack sealing and crack sealing be accomplished soon.
5. Approval of the Capital Projects list will occur at the Oct. 8th regular quarterly meeting. Total dollars with roll over dollars and grants is $1.7M for capital projects.

Persons to be heard: none

Board Comments: None

Adjournment: Adjourned at 7:00 pm.

10/31/15

Leo von Scheben, Primary/Chair, Big Lake RSA #21 Board of Supervisors

10/29/15

Attest: Jill Parson, Secretary, RSA#21

The regular meeting of the Caswell Fire Service Area Board of Supervisors was called to order at 6:46pm, Caswell Station 13-1, Willow, Alaska.

Board of Supervisors in attendance: Chairperson, Cheryl Newsome, and Board Member Ken Eggleston. Roll was called, a quorum was present, and due notice had been published.

Also present: Mahlon Greene, Chief, Caswell FSA; Randall Kowalke, Assemblyman, District 7.

APPROVAL OF AGENDA
Ken Eggleston motioned to approve the agenda. Chairperson, Newsome seconded the motion.

MINUTES OF PRECEEDING MEETING
Minutes of the August 12, 2015 meeting were reviewed. Ken Eggleston motioned to approve the minutes. Chairperson, Newsome seconded the motion.

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PERSONS TO BE HEARD
None

UNFINISHED BUSINESS
None

AGENDA TRACKING REPORT

A) Update report on use of remaining $43,000 in project funds.
Mahlon Greene reported-
These monies, specified for completion of the new building, have been assigned to the following items, two of which have been completed. Remaining items will be completed when weather is warmer and/or when research and orders are complete:
   1. Safe ladder has been installed to reach the mezzanine storage area.
   2. "Caswell Fire Dept. Public Safety Building 13-1" sign has been made. Sign to be installed in May or June on the

bank at the right side of the driveway entrance, next to the light pole.

3. 911 phone installation completed.
4. Procure wire rack shelving for mezzanine storage.
5. Procure water conditioner. Waiting to hear from Penn Jersey Drilling if a conditioner installed for domestic water can be isolated from the cistern water.
6. Paint stripe parking lot next spring.

B) Update report for Engine 13-1 pump repair.
Mahlon Greene reported-
Engine 13-1 "Christine" has been sitting a year waiting for repair due to the mechanic's medical issues. Recently repairs were completed. "Christine" is in service again and setting in the station bay. A new engine cost would be between $650 to $750 thousand dollars.

C) Smokey Bear Sign Placement.
Mahlon Green reported-
A new style metal sign is at the station along with all the parts, 4 posts and bags of concrete. Volunteers will install the sign at Camp Caswell in the spring. Forestry will send Caswell FD all fire danger reports. Caswell FD will be responsible for making current "risk" updates on the sign.

D) Sign at corner of Caswell Loop and Deep Woods Way.
Plywood "coming soon" sign will be removed right away. A recruitment sign may be placed at this location in the future.

FIRE CALLS ANSWERED

A) Incident Report.
Mahlon Greene reported-
For the 3 months, August through October there were 10 calls.

3-Medic Assists
2-Wildland fires
1-Rubbish fire
2-Dispatch- cancelled in route
1-Gas leak-propane
1-Stand by – smoke alarm in Willow

REPORTS/CORRESPONDENCE

A) Budget Report.

Chairperson, Newsome noted we were over budget by 3% for September and 5% for October, 2015. Chief Greene explained some of the overage was due to the Sockeye Fire non-employee compensation. FEMA will be reimbursing these expenses, however, the Borough requires reimbursed funds be deposited in our reserve fund instead of back to the regular account. Assembly legislative action is required to move those funds from the reserve fund back to the regular account to reimburse the expense.

Discussed was the issue that the Borough withholds 44% of the Chief's compensation for PERS retirement benefit, yet the State charges the Borough only 22% for PERS retirement benefit. A question arose as to the disparity.

Discussed was the method used by the Borough to determine Caswell's share of the approximate total cost of $77,000 for fire alarm maintenance and monitoring by Taylor Fire Systems. The cost was divided among the various stations. Our amended budget for building maintenance services is $2,000. The Borough placed a $7,450 encumbrance on this line item for Caswell's share of the maintenance and monitoring. The question arose as to the formula used in making this determination?

MOTION: Ken Eggleston motioned that Chairperson, Newsome write an e-mail citing the Board's concerns for Borough's accounting standards and request an explanation:
First, why Chief's PERS compensation benefits withholding is 44%, whereas, the State charges the Borough 22% for this benefit.
Second, the method used to determine basis of $7,450 encumbrance to line item 428.100 (Building Maintenance Services) for Station 13-1's share of Taylor Fire Systems $77,000 total bill for maintenance and monitoring of the alarm

systems. E-mail to be directed to Borough Manager, John Moosey, with CC to Borough Mayor, Vern Halter and Assemblyman, Randall Kowalke. Chairperson Newsome seconded the motion.

B) Caswell's reimbursement for equipment rental (for the period June 14 through July 13, 2015) is $49,490 for the Sockeye Wildfire and $3,747 for the Caswell Fire. Personnel cost reimbursement (for the period June 14 through June 26, 2015) for Sockeye Wildfire is $20,414.09. These reimbursements will be placed in the reserve fund. A question arose as to why all the equipment rental reimbursement would be placed in the reserve fund. The board agreed that this concern should also be included in the e-mail of concerns previously discussed above. The concern being, "Why the equipment rental reimbursement is not being allocated to the correct fiscal year and that which was incurred in the current fiscal year be used to reimburse/offset current year expenses in accordance with Generally Accepted Accounting Principles?

NEW BUSINESS

A) Determination of 2016 Meeting schedule for Board of Supervisors.
Dates selected: January 13, February 10, April 13, May 11, July 13, August 10, October 12, and November 9, 2016.

OTHER BUSINESS

None

BOARD COMMENTS

None

Next meeting scheduled for January 13, 2016, 6:30pm at the Caswell Fire Station, 19631 E. Deep Woods Way, Hidden Hills, Willow, Alaska.

ADJOURNMENT

Chairperson Newsome adjourned the meeting at 8:02 pm.

Cheryl Newsome, Chairperson

ATTEST: Linda M. Cline

Linda Cline, Secretary

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MATANUSKA-SUSITNA BOROUGH
EMERGENCY MEDICAL SERVICES BOARD MINUTES

June 3, 2015

Chairwoman Mangione called the regular meeting of the EMS Advisory Board to order at 7:31 p.m. in the Cottonwood Public Safety Building.

The following members were present and established a quorum:

Jalan Van Nice, Butte;	Cheri Day, Sutton
Mia Mangione, Talkeetna;	Kara Boothby, Central
Mindy Bickle, Trapper Creek;	Christian Hartley, Fire Service Area
Roger Swingle, Medical Director	

Other persons present include: DES EMS Deputy Director, Lisa Behrens; EMS Chief of Operations, Glenn Stevens; DES EMS Quality Assurance Manager, Shari Turner; DES Emergency Manager, Casey Cook; EMS Instructor, Glori Strickler; Trapper Creek EMS Chief, Carol Starbuck; Willow EMS Chief, Ashley Cunnington; Talkeetna EMS Chief, Terry Mangione; and Rebecca Frey, Palmer Police Dispatch

A quorum was established and due notice had been published.

APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved without objections.

APPROVAL OF THE MINUTES

April 1, 2015

Dr. Swingle asked that a correction be made to a spelling error on page 4.

MOTION: Mr. Van Nice moved and Ms. Day seconded, to approve the minutes as presented, after correction made.

GENERAL CONSENT: There was no objection to the approval of the minutes.

PERSONS TO BE HEARD

There were no persons to be heard.

ADMINISTRATIVE REPORTS

Emergency Services Deputy Director

Ms. Behrens wanted to go over some of the top priorities she is looking at as Deputy Director. She said it isn't all large things that they are diving into right away.

One item is to get EMS an identity. She is working on selecting a new logo. Ms. Behrens asked for ideas on logos and she would like to get a consensus from all stations. There will be ways to make the logo or uniforms specific to each area as well.

Work is being done to help restore the relationship between EMS and Fire – to work on the same team and function cooperatively.

Ms. Behrens will be looking at our talent pool. Many administrative duties and project needs have been lacking because we haven't been using the talents of responders other than staffing ambulances.

Communications and access to the chiefs will be improving. The every morning briefing is one good way for all stations to let other areas know their needs for the day.

The EMS managers will be operational managers, rather than pure administrative managers. Responders will be able to call Lisa, Glenn, and the future Deputy EMS Chief as resources and they will have time out in the field.

Ms. Behrens said she and Glenn have started their version of rounding. They will do some "rounding" during the quarterly review and meeting times to get feedback from responders in those areas. She would like to make the rounds at least once per quarter.

Ms. Behrens stated how impressed she was at the Trapper Creek and Talkeetna meeting. It was standing room only. Nearly all responders were in their EMS uniform and looked very sharp and professional. She appreciated that.

Quality Assurance –

Ms. Turner updated everyone on the e-PCR progress. Communication between the Zolls and the computers for the e-PCR's will be set up. Medical Billing will also be using Image Trend software. She is working on some basic policies, which she would like input on from the service areas. Good feedback was received after the first round by the Super Users.

EMS Chief of Operations –

Mr. Stevens said that Lisa covered much of what they are working on. He is also involved with the hiring process for the new full time positions. There are four to five full-time MICP's that

will be hired first. We have approval to hire five EMT positions. Those positions will be screened as soon as possible after July 1.

Mr. Stevens asks that chiefs keep him advised of any issues going on. This may include major incidents, involving fatalities or remote emergency responses where crews have to leave the road system. Eventually he will come up with an official list that Operations needs to be notified on – this will be done through dispatch or directly from the chiefs/officers in the field.

He said he is available to the EMS responders. He will send an email out with his current phone numbers. The emails and requests will be handled as soon as possible, but he asks for patience if someone doesn't hear back right away with all the emails coming in. He isn't ignoring any requests.

EMS Training Coordinator -

Mr. Mackreth was not able to attend and no notes were provided.

EMS Instructor

Ms. Strickler stated that the education team is putting a training protocol together and just plugging away at scheduling trainings.

Mr. Stevens stated that there will be more consolidated services training available within Emergency Services.

Medical Director

Dr. Swingle went over the quarterly reviews and the next scheduled.

He went through the PEPP class with Andrea Richey. He appreciates all she does to prepare for the class.

He attended the Loren Marshall Conference. It had good information on head trauma studies. Dr. Swingle felt the biggest surprise is new studies showing magnesium should not be given to a person in arrest – which contradicts our current protocols. So, he will be looking closely at that protocol.

REPRESENTATIVE REPORTS

CISM –

Ms. Day reported that Rena is setting up training for the team. As far as she knows, there have not been any debriefings in our area.

Sutton -

Ms. Day let everyone know that Paul Gavell is currently in ICU at Mat-Su Regional. He was to be moving out of state, so that has been delayed.

She also gave a report on Alan Jr.'s son who has also been back in the hospital.

Butte –

Mr. Van Nice gave a brief update on a couple of his responders. He also asked if there would be any CEVO classes scheduled. There may also be a need for a CEVO instructor course.

Trapper Creek –

Ms. Bickle reported that they have been strapped for medics with many openings in their shifts. She said it would be helpful if any medics in the Core area could fill some of their shifts.

Core -

Ms. Boothby said that during daytime hours, they are staffing St. 62 until 21:00, then that crew will move out to St. 63 to sleep since there are no sleeping quarters at St. 62. This is fulfilling promise to the Assembly to have more coverage in that area. Radio traffic should be improved there now as well. She feels it has worked out fairly well so far. Mr. Stevens said he will send an email out about the staffing for that station. There are a few basic rules to cover in the email.

Willow –

Ms. Cunnington said they have a lot of interns, so they are strapped for staffing until more get off internships. They have been getting more involved in the community this summer as well, doing hands-only CPR classes.

Fire Service Areas –

Mr. Hartley said Houston Fire taught the STEM class to 8th graders which they really enjoyed. He also mentioned they have a medical first responder program in Houston. It has been decided

by city leaders, to cut back on it for now, due to budget reasons. Our med support will only go out for Delta and Echo response, unless Medic 1 or Dispatch calls them out on a call otherwise.

Ms. Boothby thanked Mr. Hartley for their first responding efforts as it has really helped out the ambulance crews.

Talkeetna –

Ms. Mangione gave a report on a few responders in Talkeetna. She also told the board that she had a bear encounter in the station parking lot when leaving the other night. She would like to have some safety concerns addressed between bears, transients and other safety issues they have come across in the parking lot there.

COMMITTEE REPORTS

AED Registry/Hands Only CPR Project Work Group

Dr. Swingle said the group has not been very active for a while. Mr. Stevens said he sent an email about getting AED's in some hot spots in the community, or have responders put them in their vehicles. There are at least 12 AED's that should get out and be available. Mr. Stevens asked if the Talkeetna Roadhouse is still interested. According to Chairwoman Mangione, they are. She said they would set up training for them. The board discussed some other options of businesses that have expressed interest in having an AED on site. Ms. Strickler also brought up an app that AED locations can be registered. Ms. Boothby also said that dispatch had been working on getting community AED's in the CAD system.

Ms. Boothby said that there is a state statute in place requiring businesses to notify the fire department that they have an AED. Dr. Swingle said that we would need to find out if the business would allow the AED to leave the premises as they are not required to share, off their property.

The work group will continue to discuss further in a different meeting.

OLD BUSINESS

Board Member Update -

Ms. Vitt went over the board member vacancies.

Legislation to add alternate positions –

Ms. Vitt did legislation to do an ordinance. The Assembly reviewed it in last night's meeting and it was approved. We now have alternate positions available to apply for, for all positions.

Radio Communications –

Ms. Day said there has been no improvement still in the Sutton area. Ms. Cunnington said the Willow base station has been on hold until the communications position is filled.

New Ambulances – Update -

The board discussed the results of the Assembly decision on refurbishing four of our existing ambulances. The boxes will be taken off the existing and put on new chassis. The new vehicles will not have the air ride system, which is a good thing.

Mr. Mangione stated that Cody is going to put a heater in the Sunshine ambulance, after 12 years of no heat in the patient compartment!

State Fair Booth for Hands Only CPR for 2015

Ms. Vitt explained that last year was the first time EMS set up a booth to do outreach for the hands only CPR kits. Gene Wiseman or Brian Wallace were there at the booth all opening hours to help cover it. This would not be expected of Mr. Stevens this year. She discussed the plan, to share the booth, also sharing costs, with American Red Cross and LEPC, so there are additional people to either do the training or recruit fair attendees to do the training. We would need less "shifts" filled this way. Ms. Vitt also said that Brooke Dager had offered some of their staff to help fill some of the shifts. She asked if there would be any objections to this plan. There were no objections, other than it was learned that we did not have any kits to give away this year. It was determined that we could still do the hands-only CPR training, but just wouldn't have the kits to take home with them. Ms. Boothby said there were some training totes available to use. Mr. Hartley also offered for their training mannequins to used at the fair if needed.

NEW BUSINESS

No new business.

INFORMATIONAL ITEMS

Ms. Mangione asked a question about uniform pants required. Ms. Behrens said that we can't enforce a policy when we can't provide the needed supplies to everyone. She asked everyone to send her ideas of pant brands and styles that responders like.

NEXT MEETING

Chairwoman Mangione announced that the next meeting would be held on August 5, 2015 at 6:00 p.m. at Cottonwood PSB.

ADJOURNMENT

MOTION: Ms. Boothby motioned and Mr. Van Nice moved seconded to adjourn the meeting.

All in favor

The meeting ended at 8:37 p.m.

Mia Mangione, Chair

ATTEST:

Casey Laughlin, Secretary

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OCT 09 2015
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Greater Butte
Road Service Area Board Approved Michael D. Shields
RSA #26
Regular Meeting Minutes Attested Lucy Klebesadel

July 9, 2015, at the MSB O&M Building Date 10/8/15

Meeting Called to Order at 6:04 pm

In Attendance:
Mike Shields, Supervisor
Lucy Klebesadle, Supervisor
Roy Nuttal, Supervisor
Alex Senta, MSB Projects Manager

Visitors
none

Roll Call: A quorum of 3 RSA 26 Supervisors present.

Approval of Minutes from April 9 regular meeting and Drivearound May 6, 2015; approved as written.

Borough Staff Reports

Road Superintendent's Report on:

Monthly Budget Performance: Postponed to next meeting.

CIP Projects status (design & probable award dates), tentative 2016 List: Birch Hill and Cheechako Drive dike still in seeding stage (need rain!); Lois Subdivision done (RAP application 4" to 6" thick, must monitor for compaction issues); Lazenby & Juanita awarded to Kopperud, approval Assembly meeting 7/21; Triple Crown Subdivision opens 7/20, approval Assembly meeting 8/4; Bergman et al now postponed to 2016. List for 2016 in draft and will have projects through at least 2020.

ROW issues: Melin east end resolved, no utilities relocates required; cost of cul-de-sac on Eggers' property matches or exceeds cost of putting road through to Butte Road, and does not solve drainage issues.

Planned crack-sealing and RAP applications: 2017 is our cycle year for crack sealing. Recent change in DOT specs for paving mix means RAP will become harder to get in quantity and price is likely to go up.

Optional Maintenance report: Postponed to next meeting.

Maintenance Contract re-bid: Awarded to Kopperud.

Unfinished Business

Cheechako drainage "fix" completion: See above.

Bodenburg Creek bridges: DOWL has completed geotech drilling and survey, next step is decision re repair or replace.

New Business

RSA 26 mil rate status & need to increase it: Mike and Alex described the impact of the probable loss of Vehicle Registration tax income, and suggested increasing the mil rate to cover it

and keep up with inflation. Discussion followed. By Board approval, Mike will draft a Resolution supporting an increase for consideration at the next meeting.

Proposed Road Bond projects list: No apparent further movement.

Flag-lots issues update (Mike): Planning will present proposed changes to Title 43 at next Assembly meeting; business and development community is strongly in favor of flag-lots, so don't expect this will be an easy sell despite the obvious inherent problems.

Repeal of the Vehicle Registration tax exemption update (Mike): The "Big Board" presented a Resolution supporting repeal, but opponents have launched a "don't tax me" campaign, so don't expect it to pass; look at our RSA mil rate and see if we need to increase it (see above).

Adjourned: Meeting adjourned at 6:55 pm. Next regular meeting is on October 8, 2015.

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JAN 16 2016
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Greater Talkeetna Road Service Board of Supervisors
Minutes of Regular Meeting
November 12, 2015

A regular meeting of the Greater Talkeetna Road Service Area Board of Supervisors (RSA 29) was held at the Talkeetna Fire Hall on November 12, 2015. Board members John Strasenburgh and Billy FitzGerald were present. Borough Road Superintendent Mike Lachelt, Assembly Representative Randall Kowalke, Bill Stearns and Dawn Jones of D&S Road Services, Cheyenne Heindel of the Borough Finance Department, and community members Elizabeth Brown and Holly Sheldon also attended.

I. There was a quorum, and the meeting was called to order at 7:03 pm.

II. Minutes of the October 8, 2015 meeting were approved.

III. Assembly Representative Randall Kowalke brought up an issue regarding the pedestrian improvement project near the Parks Highway and Talkeetna Spur Road intersection. The project would provide a pedestrian underpass walkway between Susitna Valley High School on the west side of the Parks Highway and Cubby's grocery store on the east, connecting with the Spur Road bike trail. At issue is Alaska Department of Transportation's attempt to pass responsibility for maintenance of this facility to a Borough or local entity. After discussion, with participation by most of those present, the Board, for several compelling reasons, declined to assume responsibility for operating and maintaining this ADOT facility.

IV. Cheyenne distributed various RSA 29 financial reports for the Board's review. A lengthy discussion followed to better inform the Board and those present, of the current financial circumstances of RSA 29. Cheyenne responded to many questions, including attempting to explain the handling of Administration and Audit calculations and allocation among the RSAs and why this allocation increased so dramatically over last year, the road contract and the calculation of the annual increase according to a composite fuel and price index, RSA 29 tax base and revenues per mill of RSA taxes, an estimate of the break-even mill rate between revenues and expenses, and an interpretation of the expenditures side of the monthly Budget Report. By these indications, RSA 29 will need a mill rate increase to help erase, or at least reduce, its deficit position. Research continues.

V. The Board executed its 2016 CIP Resolution, according to the projects approved at the October 8, 2015 meeting.

VI. The meeting was adjourned at 8:20 pm.

Respectfully submitted,

John Strasenburgh
RSA 29 Primary

LOCAL ROAD SERVICE AREA ADVISORY BOARD, MATANUSKA-SUSITNA BOROUGH

RECEIVED
FEB 22 2016
CLERKS OFFICE

MEETING

Held 6:30 pm Thursday January 21, 2016 at West Lakes Fire Station #73

IN ATTENDANCE:

RSA #	RSA Members Present		
09-Midway	Dan Tucker **P**		
14-Fairview	Dan Elliott **P**		
15-Caswell Lakes			Gordon Boeve
16-South Colony			
17-Knik			
19-Lazy Mountain			Raymond Cordes
20-Willow			Todd Smoldon
21-Big Lake		Jill Parson	
23-North Colony			
25-Bogard	Gary Hessmer **P**	Carol Christiansen	
26-Greater Butte	Mike Shields **P**		
27-Meadow Lakes	Stephen Edwards **P**	Michael Fulton	
28-Gold Trails		Micah Schoming **tc**	
29-Talkeetna	John Strasenburgh **P tc**		
30-Trapper Creek	Joan Medberry **P tc**		
31-Alpine			

tc = by teleconference **P** = Primary

RSAs not represented: South Colony (16), Knik (17), North Colony (23), and Alpine (31).

MSB Staff: Public Works: Terry Dolan

Borough Staff (other than Public Works): N/A

Borough Mayor: N/A

Assembly Representatives: N/A

Visitors: N/A

CALL TO ORDER at 6:35 pm, with Pledge of Allegiance, Chair Stephen Edwards presiding.

ROLL CALL and QUORUM DETERMINATION: 12 of 16 RSAs represented. Quorum was met.

APPROVAL OF AGENDA: Approved with addition of a "legislator's intent" item under New Business.

APPROVAL OF MINUTES: Minutes of November 19, 2015 were approved with correction of typo.

TRAINING: None.

STAFF REPORTS:

A. O&M: Terry Dolan: Handed out the CIP Projects progress list and the Supervisor's Checlist, noting Board Duties shown on page 3. Regarding Board Resolutions, call your Assembly member to assure that they get read. Dan Tucker asked about "public hearing" vs "public meeting" for setting RSA budgets; it needs to be a public hearing for the annual budget and for the CIP funded projects list, and must be advertised as such, even when part of a regular public meeting. Discussion of DOT pressure to give State roads to the Borough followed.

BOARD MEMBER REPORTS:

A. TAB: Dan Elliott reported that Clapp Road is now open, and the STIP was approved. The Board discussed DOT plowing schedule impacts to MSB residents and operations; the MSB Manager and

lawyer both seem interested in trying to "assist" DOT. The Point McKenzie RR spur segments on Ag lands are still in limbo. A joint meeting of the TAB and Parks,Rec & Trails Board discussed ATV impacts on roads, and noted that maintenance of non-pedestrian trails alongside roads is prohibited by State Code.

B. Board Member Renewal Process: Mike Shields noted that at least 3 RSA Supervisors whose terms expired December 31 have not reapplied; it is a Supervisor's responsibility to notify both his/her Primary and the Clerk's Office if this is intentional rather than an oversight. Brief discussion followed regarding an apparent lack of consistency in Clerk's Office notification of pending term expiration; Mike will follow up with the Clerk. Gary Hessmer noted that single-member RSA Boards have no legal or procedural existence; lacking the ability to produce a quorum, the single member cannot hold meetings, vote on anything, or conduct any other RSA business.

UNFINISHED BUSINESS: None

NEW BUSINESS:

A. Gary Hessmer noted that Representative Shelley Hughes is promoting and pursuing the idea of the Borough "taking over" some State roads; whether this involves full ownership or simply assumption of DOT maintenance is unclear. Discussion followed, including the limits on MSB road powers and authority, and the property tax basis for financing all MSB road management and maintenance; for such an idea to work would require a significant increase in many RSA's mil rate.

OTHER BUSINESS: None

PERSONS TO BE HEARD: None

CORRESPONDENCE AND INFORMATION: None

BOARD COMMENTS: Dan Tucker has concerns about changes to the RSA budget between its preparation and Assembly presentation, and the Admin & Audit account which changes up or down annually for no explainable (apparently) reason. Terry said that Finance sets the Admin & Audit rate through a fairly complicated formula driven by Code requirements. Discussion followed; Mike will try to get Cheyenne to the February or March meeting to explain how this stuff works.

Stephen Edwards asked the members to consider the effectiveness of the individual RSA Boards and of this Board. Discussion followed, largely concerned with the political nature of the MSB Boards system.

Carol Christiansen spoke to the growing problem of multiple unpermitted driveways. Terry noted that the Superintendent sends a ROW Encroachment Notice to Code Compliance, but we should not expect much response.

ADJOURNMENT: Dan Elliott moved, second by Gary Hessmer; meeting adjourned at 8:17 pm.

NEXT MEETING: Thursday, February 18, 2016 at the West Lakes Fire Station #73, 1250 Spring Drive.

Board Chair Acting Gary Hessmer

Board Secretary Michael D. Shields

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FEB 12 2016
CLERKS OFFICE

RSA 27 Meadow lakes meeting

Held at fire station 7-3 September 21, 2015 at 6:30pm

BOARD PRESENT: Steve Edwards, Bob Cassell, Quorum met.

STAFF PRESENT: Scott Sanderson

Agenda approved

Minutes from March 27, 2015 approved.

Staff report: Scott reported that Elisabeth is done as well as the carry over projects from last year. Under construction is Happy, Gentry, Satisfied project, expected to be complete this year. Brass ring, Carousel will probably not get finished as they are running into delays with MTA. Small projects are being done to improve Sourdough and Crossbow, and he may try and so something to Doubloon before freezup. Day and Tweed will not get topping as he thought they should be held for paving.

Steve asked for status on Golden topping and Scott mentioned it was still being considered.

A lengthy discussion about the Capital list ensued, including discussion about the $80k crack sealing that is needed. The board approved the list as presented from Scott but asked that money from the stalled Forest park project (ROW issues) be moved down the list to Tweed and Day paving. Subsequent to the meeting, that action was reversed by Scott and Alex with the promise of doing Day and Tweed if the ROW issues could not be resolved by spring. The board did not object.

Steve asked to add $25K in MSB capital list funds to the remaining funds for the Gunflint upgrade so that a "phase 1" project could be completed to the first corner. Scott said he would not allow that on the list unless the PW director said it was ok. Steve agreed to speak with Terry and ask for the approval.

Steve asked about Northshore. Scott presented a survey drawing for the needed ROW to improve the blind corner but following with a letter from Borough ROW staff, instructing him not to pursue the ROW acquisition because, "the road is not built in the existing ROW". Steve pointed out that some of the needed area surveyed IS adjacent to the existing road and existing ROW and part was not but Scott said he wouldn't do any more for that road beyond maintenance. No solution for the future was reached.

Scott reported that the RSA was required to add Fuller Lake Heights roads to the maintenance list but that the poorly constructed ditches had been repaired to his satisfaction.

There was no correspondence or persons to be heard. Meeting adjourned at 8:45pm.

Minutes approved unanimously Dec 1 during regular meeting.

Stephen Edwards, RSA 27 Dec 1 2015

RECEIVED
MAR 17 2016
CLERKS OFFICE

A RESOLUTION OF THE ROAD SERVICE AREA #27, MEADOW LAKES BOARD OF SUPERVISORS REQUESTING THE TRANSFER OF $100,000 FROM THE FUND BALANCE TO THE CAPITAL IMPROVEMENTS PROGRAM.

WHEREAS, the Road Service Area #27, Meadow Lakes Fund Balance has a balance of approximately $150,557; and

WHEREAS, it is the desire of the Road Service Area #27, Meadow Lakes Board of Supervisors to add funding to the capital projects list; and

WHEREAS, the excess funds from the RSA #27, Meadow Lakes Fund Balance can be used to fund Capital Improvement Projects; and

WHEREAS, the RSA #27, Meadow Lakes Board of Supervisors request $100,000 be transferred to the Capital Improvement Projects Program;

NOW, THEREFORE, BE IT RESOLVED, that the Road Service Area #27, Meadow Lakes Board of Supervisors requests the Matanuska-Susitna Borough Assembly approve the transfer of $100,000 from Fund Balance 281.272.000 to Capital Improvements Project 30047.6600

APPROVED by the Road Service Area #27, Meadow Lakes Board of Supervisors:

RSA #27 Supervisor	Date 3-15-16
RSA #27 Supervisor	Date 3/15/16
RSA #27 Supervisor	Date 3-15-16

Resolution #16-01

RECEIVED
MAR 2 1 2016
CLERKS OFFICE

By: Susan Lee
Introduced: February 1, 2016
Public Hearing: March 7, 2016
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-07

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF AN INTERIM MATERIALS DISTRICT, KNOWN AS ALSOP EAST PIT, LOCATED ON POINT MACK PH. I IN SUBDIVISION, TRACT A, WITHIN TOWNSHIP 15 NORTH, RANGE 4 WEST, SECTION 27, SEWARD MERIDIAN.

WHEREAS, an application for an Interim Materials District (IMD) was submitted by the MSB Land & Resource Management Division to remove earth materials from Tract A, Point Mack Ph. I Subdivision, located within Township 15 North, Range 4 West, Section 27, Seward Meridian; and

WHEREAS, it is the intent of the Matanuska-Susitna Borough to recognize the value and importance of promoting the utilization of natural resources within its boundaries; and

WHEREAS, the purpose of MSB 17.28 is to establish an Interim Materials District within the Borough to allow resource extraction activities as an interim use of land while promoting the public health, safety, order, prosperity, and general welfare of the borough through regulation of land use to reduce the adverse impacts of land uses and development between and among properties; and

WHEREAS, it is the further purpose of MSB 17.28 to promote compatible and orderly development; and

WHEREAS, the Planning Commission has reviewed this application, associated materials, and the staff report, with respect to standards set forth in MSB 17.28; and

WHEREAS, findings of fact and conclusions of law have been listed in the staff report; and

WHEREAS, the Planning Commission conducted a public hearing on March 7, 2016 regarding this IMD request; and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District is compatible with the goals and policies of the Point MacKenzie Community Comprehensive Plan (2011); and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District does not negatively affect public health, safety or general welfare; and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District has met the site development standards of this chapter including compliance with all required local, state, and federal laws; and

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby finds this application does meet the standards of MSB 17.28 and adopts the findings of fact and conclusions of law within the staff report and hereby recommends approval of the designation of Interim Materials District known as Alsop East Pit, with the following conditions:

1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and an amendment to the IMD shall be required prior to any alteration or expansion of the material extraction operation.
3. Material extraction shall be limited to the areas identified in the application site plans dated August 11, 2015 and February 22, 2016.
4. Vehicles and equipment shall be staged at a designated location and all equipment shall be inspected by the operator for leaks at the end of each day.
5. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
6. All hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
7. A Storm Water Pollution Prevention Plan (SWPPP) approved by the Environmental Protection Agency (EPA) for the cumulative impact of the IMD shall be provided to the Planning Department prior to operating.
8. All construction exits shall comply with standard Alaska Pollutant Discharge Elimination System

requirements to minimize off-site vehicle tracking of sediments and discharges to storm water.

9. A four-foot vertical separation shall be maintained between all excavation and the seasonal high water table.

10. The operation shall comply with the maximum permissible sound level limits allowed in MSB Code, per the requirements of MSB 17.28.060(A)(5)(a) - Site Development Standards and MSB 8.52 - Noise, Amplified Sound, and Vibration.

11. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) Lighting Standards.

12. If cultural remains are found during material extraction activities, the MSB Cultural Resources Division shall be contacted immediately so the remains can be documented.

13. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at a minimum be allowed on demand when activity is occurring and, with prior verbal or written notice, and at other times as

necessary to monitor compliance. Denial of access to Borough staff shall be a violation of the Interim Materials District.

14. The applicant and/or operator shall comply with the reclamation standards of MSB 17.28.067.

15. Reclamation shall be executed in accordance with the Memorandum of Understanding (MOU) dated April 26, 1999, included in the application material.

16. Visual screening shall be achieved and maintained by using a combination of a 100-foot wide natural vegetation buffer around the west, south and east perimeters of the site and an additional 300-foot wide vegetation buffer between the project boundaries and Alsop Road, as described in the application material. In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip shall be constructed.

17. An undisturbed buffer shall be left and no earth material extraction activities shall take place within 100 linear feet from a lake, river, stream, or other water body, including wetlands. The 100-foot buffer shall be clearly demarcated prior to any work

conducted, including, but not limited to, clearing, grubbing, and staging of equipment or materials.

18. All permits related to access development shall be obtained prior to operating.

19. All activity shall be conducted in compliance with state or federal regulations governing the items listed in MSB 17.28.040(B)(1), 17.28.040(B)(2), and 17.28.040(B)(3).

20. A performance bond as well as any other bonds necessary to cover road maintenance shall be included in the contract with the operator.

21. The hours of operation shall be limited to 7 a.m. to 10 p.m., Monday through Saturday.

22. Dust control shall be achieved at the gravel pit, rock screener, crusher, and roads as necessary.

23. The IMD must be approved by the Matanuska-Susitna Borough Assembly.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough Planning Commission recommends approval of the designation of Interim Materials District for the Alsop East Pit.

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ADOPTED by the Matanuska-Susitna Borough Planning Commission this 7th day of March, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

YES: Klapperich, Anderson, Healy, Vague, and Rauchenstein

NO: Adams

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MAR 2 1 2016
CLERKS OFFICE

By: Nancy Cameron
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-10

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL TO CLASSIFY BOROUGH LANDS AND APPROVE SAID LANDS FOR INCLUSION IN THE MATANUSKA-SUSITNA BOROUGH 2016 COMPETITIVE SEALED BID LAND SALE (MSB007129).

WHEREAS, MSB 23.05.030 allows for the sale of land by competitive bid when it is found to be in the best interest of the borough; and

WHEREAS, the borough's build-out analysis identified specific areas throughout the borough which should be considered for retention for future public facilities and uses; and

WHEREAS, the parcels selected for inclusion in the 2016 competitive bid land sale are not within the areas identified by the build-out analysis as those needed for public purpose; and

WHEREAS, the parcels underwent thorough inter-department and inter-agency review to determine agriculture potential and those parcels identified with such potential were set aside for future agriculture land sales; and

WHEREAS, public notice was initiated in accordance with MSB 23.05.025 and public comment is included in the Preliminary Best Interest Finding attached herein; and

WHEREAS, the Preliminary Best Interest Finding also provides analysis and discussion of the land classifications to include the following parcels:

	Bid Parcel Number	MSB Tax ID Number	Area	Land Classification
1	Bid Parcel 15-001	2167B26L003	Kenny Creek	Private Recreation
2	Bid Parcel 15-002	2167B26L005	Kenny Creek	Private Recreation
3	Bid Parcel 15-003	2167B26L006	Kenny Creek	Private Recreation
4	Bid Parcel 15-004	2167B24L003	Kenny Creek	Private Recreation
5	Bid Parcel 15-005	2167B24L004	Kenny Creek	Private Recreation
6	Bid Parcel 15-006	2167B20L004	Kenny Creek	Private Recreation
7	Bid Parcel 15-007	2167B11L005	Kenny Creek	Private Recreation
8	Bid Parcel 15-008	2167B11L006	Kenny Creek	Private Recreation
9	Bid Parcel 15-009	2167B11L007	Kenny Creek	Private Recreation
10	Bid Parcel 15-010	2167B11L008	Kenny Creek	Private Recreation
11	Bid Parcel 15-011	2167B11L009	Kenny Creek	Private Recreation
12	Bid Parcel 15-012	2167B04L004	Kenny Creek	Private Recreation
13	Bid Parcel 15-013	2167B03L018	Kenny Creek	Private Recreation
14	Bid Parcel 15-014	2167B03L017	Kenny Creek	Private Recreation
15	Pulled Bid Parcel 15-015	5881S07T00A	Talkeetna	Private Recreation
16	Bid Parcel 15-017	26N05W27C019	Petersville	General Purpose
17	Bid Parcel 15-018	6521POAL045	Shulin Lake	Private Recreation
18	Bid Parcel 15-019	6521POAL046	Shulin Lake	Private Recreation
19	Bid Parcel 15-020	6521POAL047	Shulin Lake	Private Recreation
20	Bid Parcel 15-021	22N04W10B002	Caswell	General Purpose
21	Bid Parcel 15-022	22N04W10B003	Caswell	General Purpose
22	Bid Parcel 15-024	20880000000	Lockwood Lake	Private Recreation
23	Bid Parcel 15-027	6520B04L002	Trinity Lake	Private Recreation
24	Bid Parcel 15-028	6520B04L007	Trinity Lake	Private Recreation
25	Bid Parcel 15-029	6520B04L008	Trinity Lake	Private Recreation
26	Bid Parcel 15-030	6520B04L009	Trinity Lake	Private Recreation
27	Bid Parcel 15-031	17N04W27B012	Flat Lake	General Purpose
28	Bid Parcel 15-032	1972S16T00A	Iditarod Trail	General Purpose
29	Bid Parcel 15-035	20N07E19A003	Bonnie Lake	General Purpose
30	Bid Parcel 15-036	19N05W26A007	Willow	General Purpose
31	Bid Parcel 15-037	4411000T00C-2	Bulchitna Lake	Private Recreation
32	Bid Parcel 15-038	21N09W04A006	Bulchitna Lake	Private Recreation
33	Bid Parcel 15-039	17N04W35C017	Big Lake	General Purpose
34	Bid Parcel 15-040	17N04W34B010	Burma/Purinton	General Purpose
35	Bid Parcel 15-041	2167B11L004	Kenny Creek	Private Recreation
36	Bid Parcel 15-042	2167B20L001	Kenny Creek	Private Recreation

WHEREAS, Bid Parcel 15-015 was pulled from the classification list at the request of the Matanuska-Susitna

Borough assembly representative for District 7 in support of the Talkeetna Community Council; and

WHEREAS, pursuant to MSB 23.05.100, lands classified as private recreation lands are those lands which because of location, physical features or adjacent development are presently or potentially valuable as outdoor recreation areas and may be best utilized by private development; and

WHEREAS, pursuant to MSB 23.05.100, lands classified as general purpose lands are those lands which, because of physical features, adjacent development, location, or size of the area, may be suitable for a variety of uses, or which do not lend themselves to more limited classification under other land descriptions; and

WHEREAS, there is increased interest in acquiring public lands, especially those lands classified for private recreation; and

WHEREAS, transferring public land into private hands provides overall revenue to the borough and increases the borough tax roll for years to come; and

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends the assembly approves the classification of borough lands as stated in the Preliminary Best Interest Finding for purpose of inclusion in

the Matanuska-Susitna Borough 2016 Competitive Sealed Bid Land Sale.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 7th day of March, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

YES: Klapperich, Anderson, Healy, Vague, Adams, and Rauchenstein

NO:

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The regular meeting of the Matanuska-Susitna Borough Platting Board was held on January 7, 2016, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 P.M. by the Chairman, Mr. Jay Van Diest.

1. CALL TO ORDER

A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chairman)
Mr. Stan Gillespie, District #3 (Excused Absence)
Mr. Jordan Rausa, District #4
Mr. Tait Zimmerman, District #5(Vice Chairman)
Vacant, District #2
Vacant, District #6
Vacant, District #7
Mr. Marty Van Diest, Alternate 1
Mr. Gregory Pugh, Alternate 2

Staff in attendance:

Ms. Sloan Von Gunten, Platting Division Administrative Specialist
Ms. Eileen Probasco, Acting Platting Officer
Ms. Peggy Horton, Platting Technician
Ms. Cheryl Scott, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by Mr. Gregory Pugh.

C. APPROVAL OF THE AGENDA

The Chairman, Jay Van Diest inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

2. APPROVAL OF MINUTES

The Chairman, Jay Van Diest inquired if there were any changes to the minutes.

GENERAL CONSENT: The minutes for December 17, 2015, were approved without objection.

3. UNFINISHED BUSINESS

4. PUBLIC HEARINGS

A. NORTHGATE/15' WIDE SCREENING EASEMENT VACATION

Sloan Von Gunten (Administrative Specialist)

- Stated that 82 public hearing notices were mailed out on September 23, 2015, from the October 15, 2015 meeting and to this date there have been no returns, no objections, no non-objections, and no concerns.

Peggy Horton (Platting Technician)

- The Petitioner is requesting a continuance to March 3, 2016 to resolve specific issues.

MOTION:

- Mr. Marty Van Diest moved to continue Northgate to March 3, 2016, seconded by Mr. Zimmerman.

VOTE:

- The motion passed with all in favor.

TIME: 1:10 P.M.
CD: 0:05:56

B. VAIL ESTATES ADD 2 MSP

Sloan Von Gunten (Administrative Specialist)

- Stated that 86 public hearing notices were mailed out on December 17, 2015, to this date there have been 8 returns, no objections, 1 non-objection, and no concerns.

Cheryl Scott (Platting Technician)

- Gave an overview on the case.

Jay Van Diest (Chairman)

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

Pio Cottini (Petitioner's Representative)

- Before Paul Hulbert retired he resolved different issues on the plat design.
- On the flag lots the petitioner will be constructing and paving the driveway.
- Agrees with all the recommendations.

MOTION:

- Mr. Zimmerman moved to approve the Master Plan for Vail Estates Add 2, seconded by Mr. Marty Van Diest.

FINDINGS:

- Add #9: The Petitioner agrees with all the recommendations and findings.

VOTE:

- The motion passed with all in favor. There are 9 findings.

TIME: 1:28 P.M.
CD: 0:24:34

C. OLSON ESTATES

Sloan Von Gunten (Administrative Specialist)

- Stated that 12 public hearing notices were mailed out on December 17, 2015, to this date there have been no returns, no objections, no non-objections, and no concerns.

Peggy Horton (Platting Technician)

- The Petitioner is requesting to continue the case for 6 months or sooner if information is obtained.

MOTION:

- Mr. Marty Van Diest moved to continue Olson Estates for 6 months, seconded by Mr. Pugh.

VOTE:

- The motion passed with all in favor.

TIME: 1:30 P.M.
CD: 0:27:21
BREAK
TIME: 1:40 P.M.
CD: 0:38:04

D. MONUMENT CREEK REMOTE RECREATIONAL CABIN SITE STAKING AREA

Sloan Von Gunten (Administrative Specialist)

- Stated that 40 public hearing notices were mailed out on December 17, 2015, to this date there have been 1 return, 10 objections, no non-objections, and no concerns.

Peggy Horton (Platting Technician)

- Gave an overview on the case.
- There are 10 handouts from the public regarding this case.

Jay Van Diest (Chairman)

- Opened the public hearing and asked any members of the public wishing to speak to come forward.

Bill Billmeier (President of the current homeowners association for Bench Lake)

- Concerned that there is confusion about the ownership of the tracts within Bench Lake Subdivision and which tracts are owned by the state.

Charles Spalding (Owner of Parcel C2, T20N, R08E, SEC 25)

- Concerned on the traffic safety on the highway.
- Concerned on river safety for those who are going to the property by boat.

Mark Glatt (Owner of Parcel D2, T20N, R08E, SEC 34)

- Concerned about river safety. He gets to his property by raft.
- Concerned about traffic and road safety with increased ownership.
- Parking is limited by the highway and RS 2477 Trail.
- Concerned about squatters and trespassers.

Nick Jenkins (Owner of Lot 6, Block 2 of Bench Lake Subdivision)

- Most access to the subdivision is by the river.
- Does not agree with the fly in access to Bench Lake and making the lake a parking place for planes.
- Goes to his property in winter by snow machine from down river.

Daniel Lee (Owner of Tract G-2 in Lee Add #1 Subdivision)

- He constructs roadways and trails out in rural Alaska.
- Concerned about the loss of timber resource in the area.

Melanie Glatt (Owner of Parcel D2, T20N, R08E, SEC 34)

- Concerned about trespassers, traffic and safety issues on the river.
- Would like to see the state do the staking on some of their other property in the area instead of the property across the Matanuska River.
- Handed to the board maps on property DNR owns near the Glenn Highway that she looked up herself.

Christina Overturf (Representing the State Representative Jim Colver)

- Mr. Colver cannot make the meeting today, but he wanted to give an updated e-mail from Jim Spalding to the board concerning Monument Creek.
- Sloan Von Gunten, the Administrative Specialist, read into the record the e-mail from Jim Spalding.

Nancy Cameron (MSB Land Management Agent Representative)

- Stated the boroughs concerns about the staking property located on the south side of the Matanuska River.
- Answered questions regarding borough regulations on property.

Jay Van Diest (Chairman)

- Closed the public hearing.

Lauren Rouen & Cliff Baker (Petitioner's Representative for SOA/DNR)

- Has the ability to create administrative parcels.
- Is open to providing more information regarding the Matanuska River.

- Has gathered more information from the community on access to the property.
- Mr. Baker has flown out to Bench Lake, walked and surveyed the tract of Bench lake Subdivision.
- Gave a brief explanation on the process of how stakers will go to the area and mark their boundary for themselves when the state puts the property up for staking.
- Agrees with all the recommendations.

MOTION:

- Mr. Zimmerman moved to approve the preliminary approval for Monument Creek Remote Recreational Cabin Site Staking Area, seconded by Mr. Pugh. Modify finding #4.

DISCUSSION:

- Discussion on access and staking property.

FINDINGS:

- Modify #4: Several comments were received from the public with objections to this staking area and concerns about minimal and inadequate access from the river, erosion, trespass issues, access from Bench Lake, and the taking of natural resources out of public availability.

DISCUSSION:

- Discussion on Title 43 code concerning access.
- Mr. Marty Van Diest would like to add a recommendation to the motion.

MOTION TO AMEND:

- Mr. Marty Van Diest moved to amend the motion to add a recommendation stating: The state shall require each staker to sign an affidavit that the stakers' access is by plane.
- There is no second. The amended motion failed.

DISCUSSION:

- More discussion on property access and restrictions.

MOTION TO AMEND:

- Mr. Marty Van Diest move to amend the motion to continue Monument Creek Remote Recreational Cabin Site Staking Area to February 18, 2016 Platting Board Hearing, and have the platting staff send out the public notices with a 1 mile radius, seconded by Mr. Zimmerman.

VOTE ON AMENDMENT:

- The amended motion passed with all in favor.

TIME: 4:06 P.M.
CD: 3:02:44

Mr. Rausa had to leave the Platting Board Hearing.

E. ASLS 2014-24

Sloan Von Gunten (Administrative Specialist)

- Stated that 11 public hearing notices were mailed out on December 10, 2015, from the Abbreviated Plat hearing from the December 2, 2015 hearing, to this date there have been no returns, no objections, no non-objections, and no concerns.

Peggy Horton (Platting Technician)

- Gave an overview on the case.

Jay Van Diest (Chairman)

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

Nancy Cameron (MSB Land Management Agent Representative)

- Agrees with all the recommendations.

MOTION:

- Mr. Pugh moved to approve the preliminary plat for ASLS 2014-24, seconded by Mr. Marty Van Diest.

VOTE:

- The motion passed with all in favor. There are 8 findings.

TIME: 4:15 P.M.
CD: 3:11:35
BREAK
TIME: 4:22 P.M.
CD: 3:19:18

F. TIDEWATER ESTATES

Sloan Von Gunten (Administrative Specialist)

- Stated that 25 public hearing notices were mailed out on December 17, 2015, to this date there have been no returns, no objections, no non-objections, and no concerns.

Peggy Horton (Platting Technician)

- Gave an overview on the case.

Jay Van Diest (Chairman)

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, closed the public hearing.

The Petitioner and the Petitioner's Representative is not present

- Called the platting staff and stated that they agree with all the recommendations.

MOTION:

- Mr. Pugh moved to approve the preliminary plat for Tidewater Estates, seconded by Mr. Zimmerman.

VOTE:

- The motion passed with all in favor. There are 6 findings.

TIME: 4:28 P.M.
CD: 3:25:01

5. MISCELLANEOUS

A. Work Session on proposed amendments and changes to Title 43.

Mr. Jay Van Diest suspended the rules for the work session

Peggy Horton (Platting Technician)

- Gave an overview on the Title 43 work session packet.

DISCUSSION:

- Continued the work session on the substantial listing items from the last platting board meeting.

SUBSTANTIAL ITEM #11:

- The Platting Board agreed with adding wording in substantial #4 (A), not changing the wording in substantial #4 (C), and adding additional wording.

SUBSTANTIAL ITEM #12:

- The Platting Board will continue Substantial Item #12 at the next platting board meeting.

TIME: 5:02 P.M.
CD: 3:15:32

Jay Van Diest canceled the suspension of the rules and returned the meeting back to order.

6. RECONSIDERATIONS/APPEALS

7. PERSONS TO BE HEARD

8. PLATTING OFFICER COMMENTS

- Peggy went before the Planning Commission Meeting on the inconsistencies packet. They approved the packet.

9. BOARD COMMENTS

- Mr. Pugh appreciates staff work on providing information for the case files.
- Mr. Marty Van Diest commented on the staff report and the statement that the plat design has a flag lot.

Adjourned 5:07 P.M.
CD: 04:04:20

Jay Van Diest, Chairman

Sloan Von Gunten, Platting Division
Administrative Specialist

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The regular meeting of the Matanuska-Susitna Borough Platting Board was held on January 21, 2016, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 1:00 P.M. by the Chairman, Mr. Jay Van Diest.

1. CALL TO ORDER

A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Jay Van Diest, District #1 (Chairman)
Mr. Stan Gillespie, District #3 (Excused Absence)
Mr. Jordan Rausa, District #4
Mr. Tait Zimmerman, District #5(Vice Chairman)
Vacant, District #2
Vacant, District #6
Vacant, District #7
Mr. Marty Van Diest, Alternate 1
Mr. Gregory Pugh, Alternate 2

Staff in attendance:

Ms. Sloan Von Gunten, Platting Division Administrative Specialist
Ms. Peggy Horton, Platting Technician
Ms. Cheryl Scott, Platting Technician
Ms. Amy Otto-Buchanan, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

- The pledge of allegiance was led by Mr. Jordan Rausa.

C. APPROVAL OF THE AGENDA

The Chairman, Jay Van Diest inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

2. APPROVAL OF MINUTES

The Chairman, Jay Van Diest inquired if there were any changes to the minutes.

GENERAL CONSENT: The minutes for January 7, 2016, were approved without objection.

3. UNFINISHED BUSINESS

4. PUBLIC HEARINGS

A. KINNEY RIDGE

Sloan Von Gunten (Administrative Specialist)

- Stated that 39 public hearing notices were mailed out on December 30, 2015, to this date there have been no returns, 1 objection, no non-objections, and no concerns.

Amy Otto-Buchanan (Platting Technician)

- The Petitioner is requesting a continuance to February 4, 2016 to resolve specific issues.

Jay Van Diest (Chairman)

- Opened the public hearing and asked any members of the public wishing to speak to come forward. Seeing no members of the public wishing to speak, kept the public hearing open.

MOTION:

- Mr. Marty Van Diest moved to continue Kinney Ridge to February 4, 2016, seconded by Mr. Zimmerman.

VOTE:

- The motion passed with all in favor.

TIME: 1:06 P.M.
CD: 0:04:22

5. MISCELLANEOUS

A. Work Session on proposed amendments and changes to Title 43.

Mr. Jay Van Diest suspended the Rules for the work session

Peggy Horton (Platting Technician)

- Gave an overview on the Title 43 work session packet.

DISCUSSION:

- Continued the work session on the substantial listing items from the last platting board meeting.

SUBSTANTIAL ITEM #12:

- The Platting Board agreed in adding, removing, and changing the wording in substantial #12 staff write up.

TIME: 2:37 P.M.
CD: 1:36:43
BREAK
TIME: 2:42 P.M.
CD: 1:36:44

SUBSTANTIAL ITEM #13:

- The Platting Board agreed in adding, removing, and changing the wording in substantial #13 staff write up.

SUBSTANTIAL ITEM #14:

- The Platting Board agreed in adding wordage in substantial #14 staff write up.

SUBSTANTIAL ITEM #15:

- The Platting Board will continue Substantial Item #15 at the next platting board meeting.

TIME: 3:51 P.M.
CD: 2:34:56

Jay Van Diest canceled the suspension of the rules and returned the meeting back to order.

6. RECONSIDERATIONS/APPEALS

7. PERSONS TO BE HEARD

8. PLATTING OFFICER COMMENTS

- Ms. Horton gave an update on the Title 43 changes that are going to the Assembly.
- There is one application in for the platting board seat district 2 vacancy.

9. BOARD COMMENTS

- The Secretary will keep the board up to date on the applications to be moved forward by the mayor and to be approved by the Assembly.

Adjourned 3:55 P.M.
CD: 02:38:43

Jay Van Diest, Chairman

Sloan Von Gunten, Platting Division
Administrative Specialist

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Transportation Advisory Board was held on Wednesday, November 18, 2015, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 2:03 pm by Mr. Don Carney.

II. ROLL CALL AND DETERMINATION OF A QUOROM

Transportation Advisory Board members present and establishing a quorum were:

Mr. LaMarr Anderson
Vice Chair Rick Besse
Chair Don Carney
Mr. David Lundin
Mr. Kenneth Walch
Ms. Sonya Larkey-Walden – joined us at 2:09

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Transportation Advisory Board members absent and excused were:

Mr. Dan Elliott
Ms. Beth Fread

Staff and Agency Representatives in attendance were:

Ms. Debbie Passmore, Administrative Assistant
Mr. Brad Sworts, MSB Transportation Manager
Mr. Mike Weller, MSB Traffic Data Technician
Mr. Mike Campfield, MSB Environmental Engineer
Ms. Jessica Smith, MSB Planner II
Mr. Terry Dolan, MSB Public Works Director

III. AUDIENCE INTRODUCTION

Ms. Melanie Nichols, ADOT&PF Planner III
Mr. Bill Klebesadel, City of Wasilla Deputy Public Works Director
Mr. Ken Morton, ADOT&PF Engineer/Architect V
Ms. Edith Mckee, ADOT&PF Engineer/Architect I
Ms. Carla Smith, ADOT&PF Engineer/Architect II
Mr. Sean Baski, ADOT&PF Engineer/Architect III
_____, HDL
Mr. Eugene Carl Haberman – by telephone
Mr. Jim Amundsen, ADOT&PF Engineer/Architect IV – by telephone

IV. APPROVAL OF TODAY'S AGENDA

MOTION: Mr. Ken Walch moved that today's agenda be approved; Mr. LaMarr Anderson seconded.
GENERAL CONSENT: The agenda was approved without objection.

V. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Don Carney.

VI. APPROVAL OF MINUTES OF PRECEDING MEETING

A. October 28, 2015 (Regular Meeting)

MOTION: Mr. David Lundin moved that the minutes of the October 28, 2015 meeting be approved Mr. Ken Walch seconded.

GENERAL CONSENT: The minutes were approved without objection.

VII. INFORMATION FROM THE CHAIR

Discussed the growth of the student population in the MSB this year
Transportation systems are very important to the Valley
Spoke on the concerns of the seniors who live in the outlying areas of the Valley
Believes mass transit will be more and more important

VIII. REPORTS FROM OTHER BOARDS AND COMMITTEES

A. AAB – Beth Fread
B. Parks, Rec. & Trails – Sonya Larkey-Walden. Update on the joint meeting with TAB.
C. RSA's – Dan Elliott *(not here today)*

XI. AGENCY AND STAFF REPORTS

A. Cities
   1. Palmer – *no one here today*
   2. Wasilla – Mr. Bill Klebesadel, Deputy Public Works Director
      - Main Street Couplet
      - Lucas Road
      - Clapp/Mack
      - Spoke on Trunk Road Extension to the north
   3. Houston – *no one here today*

B. State Agencies
   None today

C. MSB Staff
   1. Brad Sworts, MSB Transportation Manager
      a. Clapp/Mack update on the signal lights; should be done by 12/1
      b. Trunk Road Extension East is shut down for winter; there will be some finishing up in the spring
      c. Bogard Road Extension East is substantially done now; the construction contractor will have to do some landscaping next spring
      d. PMRE – 5 of the 6 segments are done; still need to get Segment 2 done (right of way should be done the spring of 2016, then we will be waiting on funding)
   2. Jessica Smith, MSB Transportation Planner
      a. Got the final draft of the MPO report earlier this week; she will get it to us by the end of the month
      b. Met with Chickaloon Transit and Sunshine Transit re the LRTP
      c. RFP for the Transit Feasibility Study is out now
      d. RASP Phase II survey responses will be taken through the end of the month
      e. Met with the Assembly, the Planning Commission, the Tri-Cities and the Platting Board - gave them the same MPO presentation that she gave to us at our last meeting

D. Tribal Organizations
None today

E. Transit
1. Mr. Casey Anderson, Alaska Mobility Coalition update *(not here today)*

X. PRESENTATIONS
A. Sean Baski, ADOT&PF
1. Glenn Highway into Palmer ("Glenn Hwy MP 34-42") project status
2. Fairview Loop Safety and Pathway Improvements project status

B. Carla Smith, ADOT&PF
1. Moose Creek Canyon ("Glenn Hwy MP 53-56") project status
Website: www.glennhighwayatmoosecreek.com

C. Edith Mckee, ADOT&PF
1. Schedule of the section of Glenn Highway being moved towards the Musk Ox Farm ("Glenn Hwy MP 49") project status

XI. AUDIENCE PARTICIPATION *(limited to three minutes)*

Kenna Hueling

- Spoke on public transportation for youth and seniors. Is concerned that we need to have a bus route so the busses are coordinated both within the Borough and from the Borough to Eagle River and Anchorage. Spoke on the benefits that public transportation could provide. Is frustrated that the transit providers don't seem to be interested in helping the college kids. Spoke on housing struggles, too, as well as transportation issues that impact the students.

Mr. Eugene Carl Haberman

- Complemented the TAB on how their meetings are run
- Spoke on troubles at a KABATA's recent meeting
- Mentioned that the MEA application was recently approved but it was not done well
- Was a bit frustrated when he couldn't hear the audience introductions

XII. UNFINISHED BUSINESS
A. High Tower Lighting (light pollution). ADOT&PF's future plans
1. Let's discuss with ADOT&PF what it is that we want to know about. Then they will give a presentation to us in December. Discussion.

MOTION: Ms. Sonya Walden moved that we to move this to December's meeting and ask ADOT&PF to come and talk with us in January; seconded by Mr. LaMarr Anderson.

AMENDMENT: Mr. David Lundin asked that we amend the motion so that we only meet during the December meeting and have the discussion and presentation in the same meeting; seconded by Mr. LaMarr Anderson

VOTE ON THE AMENDMENT: no objection

VOTE ON THE AMENDED MOTION: no objection

XIII. NEW BUSINESS
A. TAB Resolution 15-12, IN SUPPORT OF THE SELDON ROAD EXTENSION CORRIDOR ACCESS MANAGEMENT PLAN

MOTION FOR APPROVAL: Mr. David Lundin, seconded by Mr. Ken Walch. Discussion with Mr. Mike Campfield, MSB Environmental Engineer.

AMEENDMENT: Mr. LaMarr Anderson moved that the resolution be amended to read "a" in both THEREFORE paragraphs from "the" and "this"; seconded by Mr. Rick Besse. Discussion.

AMENDMENT: Mr. David Lundin moved that we leave the words alone and ask that Mr. Mike Campfield submit updated graphics for figures 4 and 6 to reflect Option 2; seconded by Ms. Sonya Walden.

VOTEE ON THE FIRST AMENDMENET: Mr. LaMarr Anderson withdrew his amendment

VOTE ON THEE SECOND AMENDMEENT: no objections

VOTE ON APPROVING THE RESOLUTION: no objection and this resolution passes as amended with the updated graphics

B. Positions Expiring 12-31-2015

1. At-Large 2: LaMarr Anderson (has served two terms; is not eligible to reapply)
2. Environmental: Rick Besse (has served two terms; is not eligible to reapply)
3. Transportation Industry: Ken Walch (has served two terms; is not eligible to reapply)

XIV. UPCOMING MEETING REMINDER(S)

A. Our next regular TAB meeting will be on Wednesday, December 16, 2015, 2:00 - 4:30 pm in the MSB Assembly Chambers.

B. Our joint meeting with the Parks, Rec. & Trails Advisory Board will be on Wednesday, December 16, 2015, 4:30 – 6:00 pm in the MSB Assembly Chambers.

C. 2016 Meeting Schedule – the Board members requested that we move the November meeting to the 30th and move the December meeting to the 21st.

D. Meeting Deadlines for Next TAB Meeting

XVI. COMMENTS FROM THE BOARD

Ms. Sonya Walden

She's going to miss the Board members who are leaving

Enjoys working with the staff

Hopes we all have a great thanksgiving

Mr. Ken Walch

Thinks ADOT&PF did a great job on their presentations and wants to be sure they know he appreciates their information

Agrees that public transit is becoming increasingly important in the MSB; likes the view that Kenna brought to the Board.

Feels that the Borough hasn't taken a very financially aggressive position with public transit

Believes that we badly need a strengthened public transit system

Hopes that positive action can be taken on this topic

Mr. David Lundin

No comment

Mr. LaMarr Anderson

No comment

Mr. Rick Besse

He will be around one more meeting

Thinks that the TAB has been a good experience

Wonders when the "powers that be" will understand that they will have to pay for community improvements. Is frustrated that the Assembly didn't do anything with the bond project resolution that the TAB passed earlier this year.

Thinks the Board has been positive. Feels we need to keep working with the "powers that be" to help them understand that we should keep trying for bond projects and put a package of some sort to the voters because it's still growing out here.

The TAB is an advisory board to the Assembly regarding transportation. He thinks the roads will end up in a big mess if we don't do something.

Mr. Don Carney

In the public transportation arena, there are profitable routes and not-so-profitable routes. When we're dealing with nonsubsidized or poorly subsidized transportation organizations, they have no choice but to operate in the profitable areas. The only way to fix this is servicing the not-so-profitable areas becomes part of the requirements to get additional support for funding from other agencies. We each must continue to campaign for a public transit system that addresses our issues and also for maintaining our infrastructure. None of this comes cheaply.

The TAB is an advisory board; it reminds him of the daughter of one of the Greek gods who was cursed with seeing the future but no one would believe her. Because of that, he appreciates everyone's help even more.

Good that we have so many people in the Valley who care and support our projects. Look at the road and school bond projects that were recently passed. We've established some credibility because people can see that their tax money is well spent. Believes we need to keep moving forward.

Enjoys being on this advisory board and working with the Board members.

XVII. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 4:04 p.m.

Mr. Don Carney, Chair

ATTEST:

Debbie Passmore

Ms. Debbie Passmore, Board Admin. Support

To be approved in Jan. meeting.

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Board of Supervisors 12.21.15

Board Members: James Huston, Doyle Holmes
Staff: Chief Greene (Absent - Excused), Deputy Director Barkley (Absent - Excused), Kel Jacobs
Assembly Member Randall Kowalke.
Audience: Tamara Boeve, Gordon Boeve, Talon Boeve, Kathy Huston, Derral Godbee, Vic Stanculescu,
Ed McCain, Bobbie Lewis, Hermon Spiegle

Establish a quorum: yes
Call to order: 7:03
Pledge of Allegiance

Previous Minutes:
Adjust Bill Haller to Bill Mailer

November minutes written to appear FEMA pays, McCain wanted clarification for tanker tire replacement. Holmes motion to approve minutes as written, Huston 2nd.

Old Business:
a. 12-1 status on grant: chief isn't here to give a report, Huston did some checking with Janet Ogden in Wes Kellers office if she has heard anything about it. Huston read emails. Emails stated: this project had been on hold to determine if MSB would rebuild or renovate.
It was confirmed that the money could be used to build an addition or for a new free standing building and that design costs could come from the 100K grant.
Huston's question is whether or not the Caswell Station design would be adequate for a new 12-1 design using the bid process? Would grant money and some of our budget reserve fund be enough?
Since the company that payed for the Caswell design has already received pay for it, would they demand as large of reimbursement for another building.
Huston stated "the grant was from fiscal year 2013 and it would be a shame to lose it. He doesn't see how it would benefit to tear down the 12-1 bays but understands that the tearing down or removal of the old meeting building might be advised. Holmes explained how the borough usually does the design build.
He feels we could recommend all day long but doesn't think the borough will alter their thinking.

Ed McCain asked about the newspaper article that the state was asking about all grants not started if we could lose the $100,000 and the 4 mile grant. And what would happen to the 5% the borough already has taken?
Kowalke talked how 4 mile was still going on but unsure on the $100,000 with the cost of a lot of things. More conversation ensued. Huston feels there should be a positive use of the money,
that it could be used for the many things like the septic at 12-1 that is outdated, we could build one which could support the existing building and the new one or a 2nd well. Huston wanted it brought up as its a 2013 grant and we are going into 2016.

b. 4 mile road warm storage - minutes before the last meeting indication partial land was to be donated and that it can't be done. Huston stated that land can be donated to the Borough but doesn't know what the snag was.

c. Status of Sockeye Fire Accounting - Chief Greene would know. No answer from anyone else

d. Nancy Lake warm storage - any new developments? Went over the bid that was presented during November BOS meeting f.unding bathroom for Northern Industries bid. Huston pointed out there was a possible $38,243 savings to be realized between the Northern Industrial secondary option bids and the low bidders.
e. Status and review of the 12-6 bids: Showed the Collins Construction bid for the bathroom was $10,769 less then Northern Industries and the pump bid from Northern Industries was $28,474 more then the the Power Builders bid.

f. 12-1 Septic - Huston talked to Terry Dolan about the septic due to the damage from the Geo Thermal installation.
The Borough inspector on the job for the geo-thermal told the new head of capital projects that the line was not hit. But in reality she and chief Green went out and saw that it was hit.The new Chief of Capital Projects in charge of projects is still under the impression it wasn't hit. Terry Dolan stated it was hit. Ideally the temporary post that is currently there wont be hit and lost. Huston requested a new stand pipe for clean out be added later. An as-built for where the geo-thermal is so we don't hit it. If there isn't one then we are out of luck as there isn't any metal or wire or anything to help locate the geo-thermal lines.

New Business:
a. status of board - Huston's end of term is the end of December and isn't looking to run again. Huston motioned for Doyle to be appointed as chair till the board has a quorum, up to that board to determine who the chairman will be. Doyle 2nd and had no objections. Kowalke stated Gordon Boeve was appointed and Phil Rhode has also been appointed. Holmes not available on January 14th for the board meeting which is the usual time.
Some discussion on when future meetings should be.

Chief's comments
None - Chief Greene excused absence

Board Comments

Holmes would like to thank Derral Godbee for coming and both he and Huston for their services.
He doesn't know how much time Bethel will take up. But will stay on through the next
2 months during budget time then may need to resign due to time constraints.
Doyle state that no changes are usually made once it is done but found our fund balance had dropped $200,000 fund balance will be returned $200,000 on June 30th. Mr. Brodigan made sure this building was going to be funded regardless. That he put in an appropriation in, but since it was done by the loan and mil rate increase it will be reinstated at the end of the fiscal year to replace $200,000 back into the fund reserve. Huston wants to know when Holmes term is up, he stated December 16. He would also like to see the CIP list. Huston thanked his wife and Debbie Holmes for helping with the agendas and minutes.

Persons to be Heard
Herman Speigel wanted to know if we have a budget for 2016, Huston said we haven't heard but a few capital expenditures were turned in. Herman thought our budget was a calendar year, people advised that fiscal year is July.
Announcements

Next meeting unknown, should be January 14th, 2016 maybe January 21st if possible.

WILLOW FIRE DEPARTMENT

Board of Supervisors Meeting December 21, 2015

Name	Agency	Initial
Doyle Holmes (Board Chair)	Willow Board of Supervisors	DEH
Derral Godbee	Willow Board of Supervisors–resigned	
Jim Huston	Willow Board of Supervisors	JH.
Mahlon Greene	Willow Fire Chief excused	
Kel Jacobs	Willow Fire	Kel
Gordon Boeve	Resident	GPB
Tam Boeve	Resident	TJB
Talon Boeve	Resident	TB
Kathy Huston	Resident Boss	KH.
Derral Godbee	Resident	DG&
Vic Stancuteson	Resident	V.S.
Ed McCain	Resident	E M
Ronald McVALKE	DEP. 7 ASSEMBLY	RMK
Bobbie Lewis	RESIDENT	BJL
HERMANN STEGE	"	HS

PO Box 177, Willow AK. 99688-0177, Ph. 907-495-6728 Fax 907-495-6783

Big Lake Community Council
PO Box 520931
Big Lake AK, 99652-0931
www.biglakecommunitycouncil.com
Big Lake Lions Rec Center

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General Membership Meeting Minutes
January 12, 2016
7:00 P.M.

1. Call to Order
President Carol Kane called the meeting to order at 7:13 p.m. A quorum was established with board members present: Carol Kane - President, Sandy Baker - Secretary, Yvonne Ruth - Treasurer, At Large Board Members - Cathy Mayfield, Casey Steinau. Members absent: Darren Zimmer and Floyd Shilanski excused. Carol welcomed everyone and thanked them for coming.

2. Pledge of Allegiance

3. Approval of Agenda
A motion by Cathy Mayfield and seconded by Casey Steinau passed by unanimous consent to accept the agenda as printed.

4. Approval of Minutes 12/8/15
A motion by Yvonne Ruth and seconded by Casey Steinau passed by unanimous consent with the following change, correct the spelling of Margaret Billinger's name.

5. 2016 Big Lake Community Council Board Candidate Voting Process
Carol provided an overview of the voting process. Carol introduced Kristie Smithers as the facilitator for the election and explained the member voting criteria to vote in this election. Kristie drew names for candidates to introduce themselves and state why they would like the position. Candidate statements were made in the following order.

Sandy Baker, Yvonne Ruth, Margaret Billinger, Jennifer Tew, Casey Steinau, Michael Alexander, Pat Daniels, Randall Conrad, Lolly Symbol

Following the candidate introductions, the voting processed was opened for eligible voters who had other obligations, followed by designated time within the meeting for the remainder of eligible voters to vote.

6. Persons to be Heard
Sammy Taylor encouraged the audience to become involved in recycling. She also noted there is a trash bag off to the side of the room, which has been sorted. What looked like a full bag of trash was mostly recyclable items.

Todd Rinaldi announced moose/auto collisions are up currently. He asked all to please be mindful and watch for moose.

7. Borough Assembly Report Dan Mayfield None
At this time, Assemblyman Mayfield was participating on an Assembly Conference call.

8. Road Service Area Report
Jill Parsons announced the next RSA meeting would be 2/11/16, 5:30 pm at the Big Lake Library.

9. Fire Service Area Report
Bill Gamble stated he had been recently promoted to being responsible for all fire service in the Mat-Su Borough. Bill thanked everyone for the last 25 years being the Fire Chief in the West Lakes Fire Service area. The new West Lakes Fire Chief is John Fairchild

Carol invited Representative Mark Neuman to speak. Representative Neuman spoke about the upcoming legislative session and the state budget woes. He expects a lot of difficult decisions will have to be made. He expects the 2016 session will be much longer than typically in the past.

10. Treasurer's Report Chairperson, Yvonne Ruth

Checking	$36,794.80
Savings	$ 280.79

11. Membership Report Chairperson, Yvonne Ruth
At the beginning of the meeting there were 53 members.

12. Chamber Commerce Report Dan Mayfield No Report

13. Parks and Trails Chairperson, Cathy Mayfield

Cathy stated, acquired has been a new drag tow for the snowmachine. At this time the east end of the little Su there is very little snow, while the west end has some snow. She closed her remarks noting there will be a Family Fun Run on Saturday February 20th during the Big Lake Chamber Fishing Derby.

14. School Report, Chairperson, Carol G Kane

Carol read the email from Big Lake Elementary Principal Bre Reintsma, which stated, the Lego Robotics team won first place for the school district competition for the project award with a recycling theme. Also the school won 4th place overall with the robot programming team.

Saturday the Lego Robotics team will head to the state competition at South High School. The school is still waiting for snow, which will allow the cross-country ski groups to begin. The PE teacher is starting a new archery activity and has also started a Native Youth Olympics team to be competing with other schools. Her concluding comments noted through the Title I funds, Big Lake Elementary was able to purchase 15 new student computers, which enabled each classroom to now have 2 student machines.

Houston High School report submitted via email from Business Teacher - Kristopher Wagoner:

- State Champion Wrestler – Ezra Lincecum
- State Placers Wrestling – Teanna Nicholai and Etienne Kenney.
- Assistant Football Coach of the Year – Norm Bouchard.
- Alaska Boating and Safety Video Contest winners – Ke'lii VanTyler, Zach Melin, Dakota Watson
- Generous donation for weight room upgrade supplied by one of our local businesses.

15. Transportation Report Chairperson, Darren Zimmer

Bill Haller, Transportation Sub-Committee Facilitator indicated the Transportation Sub-Committee met - 1/5/16. The agenda discussion included the Capital Improvement Project Scoring Matrix as well as how the CIP list is determined. Consensus was to digest everything discussed and meet again on 1/19/16 at 6:30 pm in the small conference room at the Big Lake Lions Rec Center.

16. Correspondence

Received correspondence included:

- Christmas card from Representative Neuman and his wife.
- Regulatory Commission of Alaska notice. Enstar Natural Gas Company filed tariff revision seeking to update billing and payment policies. Enstar has requested the proposed revision go into effect March 1, 2016. Also, Enstar is working to accept credit cards for billing purposes.
- Mat-Su Borough Resolution regarding marijuana related issues.
- The Alaska Statewide Transportation Improvement Program draft for 2016-2019 was approved November 27, 2015.

17. Land Use/Platting None

18. New Business None

19. Unfinished Business/Action Items

President Kane announced the follow Board Election Voting Results:

Sandy Baker
Yvonne Ruth
Casey Steinau
Jennifer Tew

President Kane recessed the meeting for the BLCC Board's Executive Session.

20. Board Election Results 2016

Carol Kane reconvened the BLCC regular meeting. Announced were the 2016 Board Election results as follows:

Carol Kane	President
Darren Zimmer	Vice President
Jennifer Tew	Secretary
Yvonne Ruth	Treasurer
Casey Steinau	Member at Large
Cathy Mayfield	Member at Large
Sandy Baker	Member at Large

21. Announcements

Sandy Baker announced the Mat Su Food Bank would be having a fundraiser, "Hearts 4 Hunger" to be held at the Mat Su College/Glenn Massay Theater on 2/13/16, 6:00 P.M. – 9:00 P.M. Tickets are $50/person.

22. Board Member Comments

Yvonne Ruth – Thank you for staying and voting

Cathy Mayfield – Thank you for coming

Casey Steinau – Thank you to the Alaska Wildbird Rehab for helping the penguins

Carol Kane – Thank you to everyone for continued support.

21. Adjournment

The meeting was adjourned at 8:32 pm

Respectfully submitted,

Sandy Baker, Secretary

Adopted 2/9/16

Big Lake Community Council Purpose:

To provide a direct and continuing means of citizen participation in government and local affairs; to provide a method by which they can work together for expression and discussion of their opinions, needs and desires in a manner that will have an impact on our community's development and service; to provide to governmental agencies a method for receiving opinions, needs, desires and recommendations of residents and groups, and to give local governing bodies an improved basis for decision-making and assignment of priorities for all capital improvements and governmental programs affecting community development and individual well-being.

Minutes for October 29, 2015 Annual Meeting
Fishhook Community Council (FHCC)
7 PM Thursday at the Fishhook Fire Station

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Call to Order: 7:15 Fire Station wasn't opened on time.
Establishing a Quorum: 55+
Approval of the Agenda:
Approval of Minutes: May 5th Minutes were approved without objection. (We didn't have a quorum at the Aug.13, 2015 meeting therefore no minutes were taken**).** Oct. 29 Minutes were approved without objection at Feb. 4, 2016 General Meeting.
Treasure's Report: $69,665 **(**See the 2015 Financial Report handout)

Announcements and Correspondence:

- **Sign In Table** - Be sure to sign in and check your contact information. Pick up the meeting agenda & the minutes of the last meeting. Copies of the By-Laws are also available at the Sign-In table or from the Secretary.

- **2015 FHCC Board Officers & Board Members**: Ellery Gibbs - President; Kim Sollien - VP; Joe Irvine - Secretary; Ed Harris- Treasurer; Gene Backus, Dave Mahler, Chuck West.

- **2015 FHCC Meetings & Events**
  Annual Meeting – Thursday, October 29 Fishhook Fire Station at 7 PM

- **2016 Schedule of FCHH Meetings & Events**
  General Meeting – Thursday February 4 at Govt. Pk. Chalet at 7PM
  General Meeting - Thursday May 5 at Govt. Pk. Chalet at 7PM
  FHCC Clean Up Day – Saturday May 7, 9AM – 5PM
  FHCC Annual Chili Cook Off Saturday May 7, 5PM – 7PM TBA
  General Meeting - Thursday August 18 at Govt. Pk. Chalet at 7PM
  Annual Meeting - Thursday October 27 at Govt. Pk. Chalet at 7PM

Reports and Presentations:

1. Update on FHCC Community Revenue Sharing Grant (CRSG):
   a. Update on approved CRS projects – (See the 2015 Financial Report handout)
   b. Request for Proposals (RFPs) may be submitted to a FHCC Board member any time during the year. If you are interested, you can pick up a copy tonight.

2. Update on Fishhook Comprehensive Plan –
   Sara Jansen from the Borough's Planning Dept. will be on hand to give out the draft of the Fishhook Comp. Plan and explain the next steps in the process.

For detailed and updated information about the Fishhook Comprehensive Plan go to: http://www.matsugov.us/planning/plans/comprehensive-plans/1984-fishhook-community-comprehensive-planning-effort

3. Information updates related to the FHCC area:

a. Issues in the Moose Range – Need for informational signage; Upper Wasilla Creek is salmon habitat, report violations in stream beds to AK Fish & Game; trash at the Wendt Road trailhead; heavily rutted trails.

b. Govt. Pk. Rec. Area – Lighting for Stadium area and Pioneer & Matanuska Loops will be installed in the spring of 2016; new single track bike trail is in.

c. Hatcher Pass – Archangel Road & Bridge upgrade.

d. High Speed Internet Service in the FHCC area – contact MTA Engineering Manager, Robbie Nash 761-2704 or Kris Perry 761-2628 to request improved highspeed internet service for your home.

e. The natural gas line is now beyond the Little Su River on Edgerton Parks Rd. – Contact FHCC resident Deb Hanson at 745-5306 for more information if you are interested in getting the gas line up Edgerton Parks Rd.

Unfinished Business:

Motion was introduced at May 3 meeting by Elana Davis-Shiflea that the FHCC support the ATV Salmon Stream Crossing Assessment Project in the Moose Range.
Motion moved by Liz Jackson & seconded. Passed without objection.

New Business:

1. Resolution introduced by the FHCC Board: Allow up to an additional 30% of the approved funds for a CRS project to be used as a contingency fund for unforeseen costs.
Moved by Ed Strabel & seconded. Passed without objection.

2. FHCC 2016 Board Elections (nominations may come from the floor at the Annual Meeting). Current Board members are Gene Backus, Ellery Gibbs, Ed Harris, Joe Irvine, Dave Mahler, Kim Sollien, & Chuck West and all are willing to continue serving in 2016. The FHCC Board has 7 members.

Bryon Cherry & Mike McCarty & were nominated from the floor. Gene Backus & Ed Harris withdrew their names.

By acclamation - Bryon Cherry, Ellery Gibbs, Joe Irvine, Dave Mahler, Mike McCarty, Kim Sollien, & Chuck West were elected to the 2016 FHCC Board.

Persons to Be Heard: opportunity for comments (5 minute limit).

Adjournment: 9:10

V.P. 3/9/2016

Joe Irvine - Secretary 3/9/2016

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GVCC Minutes

1/22/15

1. Mtg. called to order @ 6:12 pm. Gary W. made motion to accept Oct. 23, 2014 minutes as written, Joseph D seconded. Motion passed, minutes accepted.

2. Kelly gave Treasurer's report (report submitted separately). Danny A made motion to pass as submitted, Gary 2nded. Motion passed, report accepted.

3. 2015 dues are due this month or as members attend. $5 per member, for annual dues.

4. Old Business:

A. Emergency Supplies: Rex bought 40 sleeping bags and pads and a 3KW generator for the connex. Danny A found source for long term food supply pack: Auguson Farms/ 200+ servings, 30 yrs. shelf life, @ Walmart ($70-85). He will be buying some of these as well as some Mt. House freeze dried meals for individual/small group servings and variety.

Joseph D recommended $3000 for food purchases. Joseph, Danny A, and Rex C are emergency supply committee.

B. My House: teen assistance program/facility; we donated $3000 last year, and Joseph D made motion to donate $3000 for 2015, as well. Kelly S. 2nded. Motion passed unanimously.

C. Wildfire Suppression: Gary W suggested foaming system for big pump truck. Rex will check out pricing for this. Gary W made motion to have Rex spend the remaining $1800 in fire fighting budget, Kelly 2nded. Motion passed unanimously. Rick informed council that more funds could be directed to this project from other grant monies, if necessary.

5. Guest Speaker: Gary Hay, Executive Director of Chickaloon Village Council

He came to invite people in community to Open House for the new construction of the Gathering Place/ Life House Community Health Center in Sutton. The health clinic is currently limited as to what services they can offer due to space. However, they are tied into VA services for veterans, and Ben, the PA there, can refer veterans to specialists if necessary. They want to expand services , and have grants and funding from several sources for the new construction. Come to the open house for more information, on Wednesday, Jan. 28, from 5:30-7:30 PM at the health clinic in Sutton (building behind the spirit houses, Mi. 61.5 Glenn Hwy. You can also email or call Gary Hay for info if you cannot attend. Email: garyh@chickaloon.org or call 745-0749.

We were also introduced to the 2 tribal police officers for the Chickaloon Tribe, Matt Schwier, and Angie Wade. Matt is teaching the DARE program in GV School, as well as 3 other schools. This program teaches responsible choice and decision making, as well as drug and alcohol abuse prevention. Danny A made motion to donate $500 directly to Officer Schwier to fund his DARE program graduation ceremony here at GVS. Joseph D 2nded, motion passed unanimously.

Officer Angie Wade also shared her role as community bridge builder; she can help implement community or

neighborhood watches, conduct elder welfare checks, and is also an EMT and member of the Sutton ambulance crew. The officers work closely with AK State Troopers and can handle incidents that troopers may not respond to. Officers can be reached by cell: 715-3952, or Angie's direct cell: 982-7616

6. Update on Ambulance Supplies: Rick had council's approval to purchase vaccuum splints for ambulance crew in Sutton and Glacierview this past fall. He purchased 2, and the ambulance crew was able to use one already for an emergency in the area. These splints work great, and have proven themselves a wise use of our funds.

7. New Business:

"At the request of a community member, Jim Hitchcock presented several options for amendments to the SPUD for discussion, which would amend the code section about minimum lot sizes within the Sheep Mountain Subdistrict (17.19.045). After some discussion, option 1 was identified as the preferred amendment.

Gary Wolske made a motion to recommend the SPUD be amended as outlined in option 1:

(E) Lot Area. The minimum lot area for any use shall be five acres.

(1) In the case where a waterbody, easement or roadway splits an existing parcel which would otherwise meet the minimum lot size requirement, subdivision along the waterbody, easement or roadway is allowed so long as the remaining lots are at least 3 acres in size. (bold is suggested as additional language).

Danny Allen 2nded. Motion passed unanimously.

Jim also announced the annual meeting for Alpine Historical Society will be held in Sutton at library, this Sunday, @ 1 PM.

B. Joseph Davis reported that MTA is still planning on completing fiberoptic connection for service this summer.

Also he gave update on Palmer Free Radio (89.5 FM): they are working to place a repeater station here in GV, and are interested in providing local programming. It's a private/non-profit station; they could use funding from our emergency grant $, if we donate for the purpose of emergency broadcasting service.

Joseph reminded council that Friday is Bread and Jam Night at the school, from 7-9PM. He's handing out free kazoos :)

C. Elections for 2015 GVCC will be held next monthl We will be voting on President, VP, and Secretary. Nominations include Joseph Davis for President, Rodney Mays for VP, and Kristi Lucia for Secretary (incumbent). Write-ins will also be accepted. Contact Rick if you have any other nominations to put on ballot. Please attend next meeting to vote! Ballots can also be completed through email/mail. Contact Rick if any questions.

Gary W made motion to adjourn @ 7:30 PM, Jim H 2nded. Next mtg. will be Feb. 26, 6PM, at GVS.

President: Rick Brenden

Rick Brenden

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **January 21, 2015**

MINUTES

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I. CALL TO ORDER: Meeting was called to order at 6:32 PM

II. ROLL CALL: Patrick Cook, Bill Johnson, Teri Johnson and Bill Kendig

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was corrected to include the following Persons to Be Heard: Kathryn Inman, Bill Engel & Lois Weir, Assembly member Dan Mayfield and Dan Huttunen with Road Services.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes unavailable.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: Possible new fire station at #62. Suggest asking for community room to hold more than 25 people.
Emergency services 24/7 coming to Horizon Fire Station.
2. Treasurer: Council Funds $1,114.15
Project Funds $53,428.00
Total Funds $54,542.15
B. PLATTING: None.

VIII. OLD BUSINESS: Permits for Vi Redington Memorial Bridge are in and construction should start this year.
Knikatnu is hiring an archeologist to check Iditarod trail by native cemetery to insure no one is buried there. Partner with Knikatnu to not only honor the Iditarod trail but also the Dena'ina culture.

IX. NEW BUSINESS: None.

X. PERSONS TO BE HEARD: Kathryn Inman with Septic Smart discussed contamination of Cottonwood Creek and how to reduce costs of septic pumping by partnering with neighbors.
Bill Engel & Lois Weir with the Wasilla Senior Center discussed services that are available for seniors and non seniors at the center and the community meeting on January 29, 2015 to give input on new projects for the next few years.
Assemblyman Dan Mayfield gave an update of what is happening regarding fire departments and staffing, Marijuana legislature and schools.
Dan Huttunen with Road Services discussed maintenance funds and paving wherever possible, fish pass-through needed for Foothills and Hazel to Ogard plans for next year.

XI. ANNOUNCMENTS:
General Member Meeting February 4, 2015, 7:00 pm at Knik Public Safety Bldg #62
Board Meeting February 18, 2015, 6:30 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 8:03 pm.

Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 4/15/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **February 18, 2015**

MINUTES

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MAR 15 2015
CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:30 PM

II. ROLL CALL: B.H. Tilton, Patrick Cook, Bill Johnson, and Bill Kendig

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: No agenda available.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes unavailable.

VII. REPORTS/CORRESPONDENCE

A. OFFICER REPORTS:

1. President: None
2. Treasurer: Council Funds $1,116.47
   Project Funds $53,428.00
   Total Funds $54,544.47

B. PLATTING: None.

VIII. OLD BUSINESS: B.H. Tilton presented the Revenue Sharing balances as follows:

2010	$15,200	Vi Redington Memorial Bridge
2011	$10,100	Joe Redington Memorial Park
2013	$13,015	Trail Hardening @ Bridge
	$13,300	Joe Redington Memorial Park
2013	$1,813	
2014	$0	

Mr. Tilton also gave an update on the bridge project accounting of additional funds put in through other sources.

Mr. Kendig inquired as to whether the resolution to man station 63 with EMS personal had been sent. Berkley was unsure and would check on it.

IX. NEW BUSINESS: Discussion of CIP list for 2015. Motion was made and seconded to remove the completed projects from the 2014 CIP list to create the list to submit for 2015. Motion passed.

X. PERSONS TO BE HEARD: Mayor Larry DeVilbiss discussed the 2015 Revenue Sharing suggesting this might be the last year for these funds, the Joe Redington high school opening this fall and the elementary school work that will start this summer, the work and funding on the north south connectors between Parks and KGB, the railroad to port and natural gas.

Bill Engel & Lois Weir with the Wasilla Senior Center discussed the community meeting held on January 29, 2015 in regards to available land and a possible assisted living home.

XI. ANNOUNCMENTS:
Board Meeting March 18, 2015, 6:30 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 7:34 pm.

Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 4/15/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **March 18, 2015**

MINUTES

RECEIVED
MAR 15 2015
CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:32 PM

II. ROLL CALL: B.H. Tilton, Patrick Cook, Bill Johnson, Teri Johnson, and Bill Kendig

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was accepted as presented.

VI. MINUTES OF PRECEDING BOARD MEETINGS: No minutes available.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: None
2. Treasurer: Council Funds $1,148.57
Project Funds $53,428.00
Total Funds $54,576.57
B. PLATTING: None.

VIII. OLD BUSINESS: None.

IX. NEW BUSINESS: None.

X. PERSONS TO BE HEARD: Gerry Welsh with the DOT did a presentation of the Knik-Goose Bay Road reconstruction from Centaur Avenue to Vine Road touching a little on the Wasilla Main Street couplet as well as the Vine Road to Settlers Bay reconstructions. The current plan for Centaur Avenue to Settlers Bay is separated opposing traffic with a recoverable slope median.

XI. PUBLIC COMMENT/ANNOUNCMENTS: John Brautigan presented a letter he received from the borough regarding the Trail Connections Project. It is soliciting comments on a proposed trail to be called the Bluff Coastal Trail connecting Goose Bay to the MSB Visitor's Center.

Board Meeting April 15, 2015, 6:30 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 9:15 pm.

Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 4/15/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **April 15, 2015**

RECEIVED
MAR 15 2015
CLERKS OFFICE

MINUTES

I. CALL TO ORDER: Meeting was called to order at 6:30 PM

II. ROLL CALL: Bill Kendig, B.H. Tilton, Bill Johnson, Teri Johnson, and Lynn Hoover

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was accepted as presented.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of November 20, 2014, January 21, 2015, February 18, 2015 and March 18, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE

A. OFFICER REPORTS:

1. President: Vi Redington Bridge-awaiting steel arrival will drill as soon as able.
   Discussion regarding fire stations at Swanson & Lucille and Spring Street.
2. Treasurer: Council Funds $1,150.90
   Project Funds $53,428.00
   Total Funds $54,578.90

B. PLATTING: None.

VIII. OLD BUSINESS: Still trying to get records from previous secretary.

IX. NEW BUSINESS: None.

X. PERSONS TO BE HEARD: Dan Mayfield discussed Big Lake becoming a city, Department of Emergency Services changes and getting ambulance services at Horizon, Borough budgets and public testimony dates, roads, trails, and a park in Knik.

XI. PUBLIC COMMENT/ANNOUNCMENTS: John Brautigan spoke in support of new trails plan.
Terry Boyle from Meadow Lakes Community Council introduction.
Lois Weir spoke about the well received Town Hall Meeting at Wasilla Senior Center in March and about April 25th celebration of first year of partnership with Knik Tribal Council.

Next Board Meeting May 20, 2015, 6:30 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 8:48 pm.

Bill Kendig, President

Attest:
Teri Lou Johnson, Secretary

Date Approved: 5/20/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **May 20, 2015**
MINUTES

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CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:31 PM

II. ROLL CALL: Bill Kendig, B.H. Tilton, Bill Johnson, Teri Johnson, Patrick Cook and Doug Hodgdon

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was accepted as presented.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of April 15, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: As of 6/1/2015 KGB Rd to have 24 hour EMT coverage. Fire station #62 will be covered by day and Fire station #63 will be covered at night.
There is a push to change the design for KGB upgrade to the Urban design versus the Rural design for better access along KGB.
$25,000 is being made available for the Joe Redington Memorial Park at SE corner of Fire Station #63 on Horizon.
2. Treasurer: Council Funds $1,153.15
Project Funds $53,428.00
Total Funds $54,581.15
B. PLATTING: None.

VIII. OLD BUSINESS:

IX. NEW BUSINESS: Motion to allocate the 2015 revenue sharing funds of $20,200 to the Iditarod Trail Right of Way Acquisition project. Motion passed.

X. PERSONS TO BE HEARD: None

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting June 17, 2015, 6:30 pm at Knik Public Safety Building #62
Next General Meeting August 5, 2015, 7:00 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 7:11 pm.

Bill Kendig, President

Attest: Teri Lou Johnson

Teri Lou Johnson, Secretary

Date Approved: 6/17/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **June 17, 2015**
MINUTES

RECEIVED
MAR 15 2016
CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:31 PM

II. ROLL CALL: Bill Kendig, B.H. Tilton, Bill Johnson, Teri Johnson, Patrick Cook

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was accepted as presented.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of May 20, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: Discussed KGB Fairview to Vine upgrade and resolution from KFCC
2. Treasurer: Council Funds $1,155.47
Project Funds $53,428.00
Total Funds $54,583.47
B. PLATTING: None.

VIII. OLD BUSINESS: All paperwork has been completed for this 2015 funds. Awaiting the check.

IX. NEW BUSINESS: None

X. PERSONS TO BE HEARD:
A. Neil Moss with the Alaska SCTP shooting Program-would like a resolution from this council to obtain land for a training ground for their program.

Upon Motion made, seconded and passed unanimously, The KFCC Board resolved to support Alaska SCTP's request to buy Borough property at less than market value. See attached resolution.

B. Korey & Olivia Holland with Birch Harbor Units 1 & 2 HOA-regarding the need to replace playground equipment in the sub-division park. Looking for additional funds to augment the funds from the borough in order to obtain new equipment.

Requested that they come back in July with a copy of the borough safety inspection on the current equipment as well as quotes on the new equipment they are looking to purchase.

C. Michael Fugere the WASI Senior Ambassador-looking to expand the complex into adjoining land. Discussed the upcoming Meals on Wheels run/walk/roll.

D. John Brautigan-Tripods are up along inlet. John would like to build an information kiosk with the story of the Nomad, old Knik pictures and history as checkpoint of the Iditarod race.

Upon Motion made, seconded and passed unanimously, The KFCC Board resolved to reallocate $775 from the Foothills project to the Iditarod Trail Markers project.

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting July 15, 2015, 6:30 pm at Knik Public Safety Building #62
Next General Meeting August 5, 2015, 7:00 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 7:32 pm.

Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 8/19/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **August 19, 2015**
MINUTES

RECEIVED
MAR 15 2016
CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:37 PM

II. ROLL CALL: Bill Kendig, Patrick Cook , Bill Johnson, Teri Johnson, B.H. Tilton

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda was accepted as presented.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of June 17, 2015 approved as presented. No minutes for July 15, 2015 as no meeting held due to lack of quorum.

VII. REPORTS/CORRESPONDENCE

A. OFFICER REPORTS:

1. President: Need more effective communication with community members. Will be looking at website and social media as ideas.
   Still pushing for more left turn lanes in KGB upgrade. Needing resolution from assembly.
2. Treasurer: Council Funds $1,135.55
   Project Funds $73,549.27
   Total Funds $74,684.82

B. PLATTING: None.

VIII. OLD BUSINESS:

Revenue sharing check received into bank account July 14, 2015.

Vi Redington Memorial Bridge-Permit expires 4/31/2016. Ground must be frozen to proceed.

IX. NEW BUSINESS:

Motion was made and seconded to move $250.00 from the Right of Way Project to the Foothills Project and to reimburse Mr. Tilton the $250.00 he paid on behalf of the council to renew the bond for the Foothills project.
Mr. Tilton abstained from the vote.
No objections, motion passed.

X. PERSONS TO BE HEARD:

A. Emerson Krieger discussed the Herning Trail multiuse winter concept plan and the need for a resolution of support from KFCC.

Upon Motion made, seconded and passed unanimously, The KFCC Board resolved to support the borough efforts to document trail and the legal rights of way of the historic Herning Trail. See attached resolution.

B. Dan Mayfield discussed opening of Redington Jr/Sr High and our ability to use the facility for meetings when we need a larger room. He also expressed support for a community center for KFCC. Lastly he discussed the dump fee increase and that our complaints and concerns should be addressed in a letter to the assembly.

C. Michael Fugere, the WASI Senior Ambassador, discussed the upcoming events and the exercise and meal programs.

D. Mark Betzold discussed outcome of discussions with the KGB project team in regards to the Clearview Condos entrance and exit roadways.

E. John Brautigan discussed the fact that the Nomad is deteriorating. A previous estimate for repairs was $1,600.00 for materials. Suggest getting an historical designation. Possibility of using Gofundme or Kickstarter to generate funds.

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting October 21, 2015, 6:30 pm at Knik Public Safety Building #62
Next General Meeting November 4, 2015, 7:00 pm at Knik Public Safety Building #62
This is an election meeting.

XII. ADJOURNMENT: Meeting adjourned at 8:15 pm.

Bill Kendig, President

Attest:
Teri Lou Johnson, Secretary

Date Approved: 9/16/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Settlers Bay Lodge KGB Road

BOARD MEETING **6:30 PM** **September 16, 2015**
MINUTES

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MAR 15 2016
CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:49 PM

II. ROLL CALL: Bill Kendig, Patrick Cook , Bill Johnson, Teri Johnson, B.H. Tilton

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Additions to Agenda:
Platting: Case #15-152 Aviation Ridge
Case #15-148 Secluded Point
Persons to be heard: Alaska Safe Trails via mail received
Victoria Estates HOA

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of August 19, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: DOT still going with rural design but will listen regarding left turns needed.
2. Treasurer: Council Funds $1,020.65
Project Funds $67,942.21
Total Funds $68,962.86
B. PLATTING: Case #15-152 Aviation Ridge - Motion made, seconded and motion passed - no objections to this request for subdivision.
Case #15-148 Secluded Point - Motion made, seconded and motion passed - no objections to this request for subdivision.

VIII. OLD BUSINESS:
Horizon Fire Station & Station 62 shared 24/7 staffing for EMS will not be happening this year even though we are paying a higher mil rate for this.

IX. NEW BUSINESS:
Update Fairview Loop - bike path and resurfacing with no shoulder widening.

X. PERSONS TO BE HEARD:
A. Alaska Safe Trails via mail received regarding trapping and recreation trails. It includes a petition to be filled out and sent as well as a suggested letter to be copied, signed and sent to the Mat-Su Borough Assembly.
Secretary will invite to the November 4th Members Meeting as well as Trapping Organization.

B. Victoria Estates HOA - Helen Cole - Discussed issues with KGB upgrade, access and exit as well as roadway slated to go through their community well property.
Bill Kendig to get KGB Project Manager to the November 4th KFCC Members Meeting and Victoria Estates HOA will get members to meeting.

C. Nominating Committee volunteers are Bill Kendig, Berkley Tilton and Patrick Cook.

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting October 21, 2015, 6:30 pm at Knik Public Safety Building #62
Next General Meeting November 4, 2015, 7:00 pm at Knik Public Safety Building #62
This is an election meeting.

XII. ADJOURNMENT: Meeting adjourned at 7:47 pm.

Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 10/21/15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **October 21, 2015**
MINUTES

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CLERKS OFFICE

I. CALL TO ORDER: Meeting was called to order at 6:40 PM

II. ROLL CALL: Bill Kendig, Patrick Cook, Bill Johnson, Teri Johnson, B.H. Tilton

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda approved.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of September 16, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President: DOT looking to add additional left turns at Cary Shea and Foothills.
2. Treasurer: Council Funds $1,025.06
Project Funds $152,169.21
Total Funds $153,194.27
B. PLATTING: Case #15-156 Singing Woods - Motion made, seconded and motion passed - no objections to this request for subdivision.

VIII. OLD BUSINESS:
Nominating Committee - Motion made, seconded and motion passed - to accept the nominations of Bill Kendig, Teri Johnson and Berkley Tilton to the board.

IX. NEW BUSINESS:
None

X. PERSONS TO BE HEARD:
A. Dan Mayfield - Competitive Shooting Range was not approved.
Several companies interested in working with borough on liquefied natural gas for Alaska market.
Looking at alternative methods to finance the Railroad Track II project.
One of the port pilings is cracked and needs emergency repairs.
New assembly is certified with exception of one position.
Transportation Fair is 10/22/15 and Dan will be there.
Discussion of the Settler's Bay Post Office closing.

B. Wasilla Area Seniors - Bill Engel - November 14-15 Holiday Craft Fair they will be auctioning a rifle. There are 500 tickets at $20 per ticket to raise non-restricted funds for projects.

C. Wasilla Area Seniors - Lois Weir - Got grant for feasibility study looking at a 45-50 bed assisted living facility, adult day care and another 20-30 apartment senior housing facility.
Four smaller projects that started October 1st are:
In home chore services
Respite care for 24/7 care givers to get a break
Transportation to the center for lunch - driver's salary and gas for a currently owned van.

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting November 18, 2015, 6:30 pm at Knik Public Safety Building #62
Next General Meeting November 4, 2015, 7:00 pm at Knik Public Safety Building #62
This is an election meeting.

XII. ADJOURNMENT: Meeting adjourned at 8:05 pm.

~~Bill Kendig, President~~
Patrick Cook - Vice President

Attest:
Teri Lou Johnson
Teri Lou Johnson, Secretary

Date Approved: 11-18-15

KNIK-FAIRVIEW COMMUNITY COUNCIL
Fire Safety Building #62 KGB Road

BOARD MEETING **6:30 PM** **November 18, 2015**
MINUTES

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I. CALL TO ORDER: Meeting was called to order at 6:32 PM

II. ROLL CALL: Patrick Cook, Bill Johnson, Teri Johnson, B.H. Tilton, Cynthia Wolfe

III. ESTABLISH QUORUM: Quorum established.

IV. PLEDGE OF ALLEGIANCE

V. APPROVAL OF AGENDA: Agenda approved.

VI. MINUTES OF PRECEDING BOARD MEETINGS: Minutes of October 21, 2015 approved as presented.

VII. REPORTS/CORRESPONDENCE
A. OFFICER REPORTS:
1. President:
2. Treasurer: Council Funds $1,031.57
Project Funds $152,169.21
Total Funds $153,200.78
B. PLATTING: None

VIII. OLD BUSINESS:
Contact Alaska Safe Trails and Alaska Trappers Association to attend February 4, 2016 member meeting to discuss traps along trails.

Vi Redington Memorial Bridge-Bridge is under construction. Piling Driver is ready to go and all pilings are now here in Knik. Berkley Tilton applied for the funds from the State of Alaska August 3, 2015. $15,811.22 is still to come.

IX. NEW BUSINESS:
Board election of officers: Bill Kendig-President
Patrick Cook-Vice President
Teri Johnson-Secretary
Bill Johnson-Treasurer

X. PERSONS TO BE HEARD:
A. Ron Palmer-Spoke on the side of the multiuse trail on north side of Fairview Loop.

B. Dan Mayfield-Assembly to be looking at RSA/CIP projects. Discussion of our CIP list projects with main focus being Foothills and second being extension of Johnson Rd south to Alix Drive and Knik Knack Mud Shack Road.
Discussion of KGB Project frontage roads.
Discussion of funds to cover repairs of ferry until the insurance pays.

XI. PUBLIC COMMENT/ANNOUNCMENTS:
Next Board Meeting January 20, 2016, 6:30 pm at Knik Public Safety Building #62
Next General Meeting February 3, 2016, 7:00 pm at Knik Public Safety Building #62

XII. ADJOURNMENT: Meeting adjourned at 8:19 pm.

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Bill Kendig, President

Attest:

Teri Lou Johnson, Secretary

Date Approved: 1/20/16

Talkeetna Community Council, Inc.
A non-profit, community service organization

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Talkeetna Community Council, Inc
Regular Meeting – January, 4 2016
Talkeetna Public Library
Draft Minutes

1. Call to order: The meeting was called to order at 7:02 PM by Board Co-Chair Mary Farina.

2. Establish a Quorum: (6/7) – Mary Farina, Rich Crain, Paul Button, Mark Moren, Rob Shelby, and Laura Wright.

3. Minutes: Mark will take the minutes.

4. Approval of the agenda: Mark made a motion to approve the agenda. Rich 2nd. Motion approved unanimously (6/6).

5. Approval of December 7, 2015 minutes: Laura made a motion to approve the December 7, 2015 minutes, Paul 2nd. Motion approved unanimously (6/6).

6. Treasurer's Report: Rob discussed current account status:

Playground: $8,002.20
General: $2,265.03
Recycling: $10,765.72
Skate Park: $2,200.01

7. Out-of-town guest(s): Senator Dunleavy spoke as part of a pre-session visit and he wanted to hear Talkeetna residents' concerns. He fielded several comments and questions from the attendees regarding concerns such as possible future state taxes, the Permanent Fund, the gas pipeline, Talkeetna Water & Sewer issues, striping & reduced speed limit for the library area, the need for the Parks HWY underpass at Su-Valley High School, and the consensus from Talkeetna that the Susitna-Watana Dam project and associated funding needs to be stopped ASAP at the state level.

8. Correspondence: Mark discussed correspondence:

Jess Maybin - State of Alaska/ Dept. Natural Resources	E-mail attachment regarding bulldozer use on state land East of Larson Lake and information on the decision to issue Land Use Permit LAS 30404, Jeff & Estelle Hintzman - cross-country travel.
Jess Maybin - State of Alaska/ Dept. Natural Resources	Appeal Process Letter (20 Calendar days) for interested parties - Re: Land Use Permit LAS 30404 (discussed above), Jeff & Estelle Hintzman - cross-country travel.
Nick Morrill - Gateway to the Arctic Camp	Thank you to TCC from the Gateway to the Arctic Camp.
Pamela Ness - MSB Floodplain Admin.	Application & Process for TKA Flood Service Area Board Member.
Randall Kowalke	E-mail notice on vacancy on District 7 Platting Board.
John Bender - TYHA	E-Mail requesting support from TCC for Ice Rink Repairs/Improvements.

9. There were no **Announcements** on the Agenda.

10. Persons to be heard:

a. John Bender – Re: Ice rink repair/rebuild.

b. Holly Sheldon – Re: Idea/Monies for a Northern Susitna Borough.

c. Becky Long – Re: Appeal of cross-country DNR Bulldozer permit

11. Assembly Update: Assemblymember Kowalke reported on and was asked questions regarding several issues, including the MSB Rec. Bond Package, the Talkeetna Water & Sewer issues, and the legal difficulties with utilizing MSB Bed Tax monies for non-area wide service areas.

12. Committee and Board reports:

a. TPAC: John Strasenburgh reported.

b. Revenue Sharing: No Report.

c. Boundary Review: Billy Fitzgerald reported.

d. By Laws: Ruth Wood completed 1st reading of proposed by laws.

e. Recycling: Katie Writer reported.

f. RSA: John Strasenburgh – Stated no report for this month.

13. Unfinished Business:

a. MSB Bed Tax ordinance modification – Mary Farina:

Rob made a motion that TCC pursue the process to amend statute 29.35.110 at the state level; for use by non-area wide service areas impacted by tourism.

Mark 2nd. Motion approved unanimously (6/6).

14. New Business:

a. Talkeetna Youth Hockey Association:

Mark made a motion that TCC write a letter of support for the Talkeetna Youth Hockey Association's desire to be included in the borough's Rec. Bond package (via Assemblymember Kowalke) for repair and/or replacement of the existing Talkeetna Arena (at its present location); including, but not limited to the addition of a refrigeration system and roof structure.

Laura 2nd. Motion passed unanimously (6/6). Mark will write the letter.

b. Ridge Trail – Bulldozer Permit – DNR:

Rich made a motion that TCC send a letter of support to DNR, updating the letter regarding the Ridge Trail, written in October of 2015.

Laura 2nd. Motion passed unanimously (6/6). Rob will write the letter.

15. Comments from the Board: None.

16. Adjournment:

Laura made a motion to Adjourn.

Paul 2nd. Motion approved unanimously (6/6). The meeting was adjourned at 9:53 PM.

Approved by:

Attested to: Mary E.B. Farina 2/1/16

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WACO
Willow Area Community Organization

P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: March 2nd, 2015
Occasion: Board/General Meeting
Called to Order: 7:00 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Approved as written.
Minutes: February 16th, 2015 minutes approved as written.

Assembly Report: Vern Halter - Assembly seat District 6 was filled by Barbara Dotey. Vern is going to try to raise the mill rate at the assembly level to 2.75. Has asked Emergency Service staff to put together an ordinance to purchase building at Mile 64.5 Parks Hwy for $200,000.00 with 0% interest rate for a fire station out of revolving loan fund that would have to be paid back in five years.

Officers Reports
Secretary: None
Treasurer: Lost $8,000.00 in revenue from Iditarod. Record number amounts in pull-tab income from Sulley's.
Chair: Not present
Vice Chair: None
Past Chair: Preliminary as built design for ground source heat pump will be going out for bid later in the week.

Committee Reports
1. Carnival: Next year's carnival theme will be set at next WACO meeting in April.
2. Trails: Trails in reasonable shape and thanked everyone for helping with acquiring new equipment. Lucy Shot Bridge project has started. They have applied for more grants for trail improvements. Trails has a Face Book page. *It was also requested in the form of a motion for a letter from WACO to be written to DOT in support of trails issues as they relate to the upcoming Willow Fishhook roadwork this summer - passed unanimously.*
3. CERT: None
4. 40 acre park: None
5. Willow Ice: None

Unfinished Business: None

New Business: Steve Charles, John Anderson and Randal Kalwolke appointed for election committee.

DOT representatives talked about the road work on Willow Fishhook Rd. (Hatcher's Pass Rd) that will be done this summer.

Persons to be heard - None (Liz Millman withdrew her request to be heard)

At-Large Representative Reports
Val Schachle - Commented on Fire Department Town Hall Meeting
Jamie High - None
Bill Arterburn - None
Carrie Smolden - Commented on Fire Department

Local Groups

1. **Chamber of Commerce** - None
2. **Lion's Club** - None
3. **Community Enrichment** - Movie Night second Friday of every month.
4. **Dog Mushers** - None
5. **Emergency Services** - Thanked Vern Halter and other people who have helped advance Fire Department improvements. 17 calls - 2 building fires, 8 canceled, 7 medical assists.
6. **Garden Club** - None
7. **Library** - Thanked Vern Halter for helping with promotion of new library project. Reported on upcoming events and that raffle tickets still available.
8. **PTA** - Marianne Schoppmeyer reported that the 6th graders in Willow will have the option of going to Su-Valley next year. Building is almost done bus routing is back to pre construction pattern at the school.
9. **Recycling** - Mrs. Charles requested $7,000.00 from WACO for container project.

A motion was made by Jamie High for WACO to give $7,000.00 to Willow Reycling, motion passed unanimously.

10. **Willow Health Org** - Health fair will be on April 18th. Parcel Post Auction will be on the last Saturday in March at the Methodist Church.
11. **Ad Hoc Pipeline Committee** - Nothing new.

Announcements: Next meeting on April 6th will be elections and theme setting time for next Willow Winter Carnival.

Adjourned: 8:09pm
Next Meeting: April 6th, 2015 at 7pm

SUBMITTED:

APPROVED:

Shane Starrett, Chair — 4-6-15 Date

Debie Bloom, Secretary — 4/28/15 Date

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P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: April 6th 2015
Occasion: Board/General Meeting
Called to Order: 7:07 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Approved as written.
Minutes: March 2nd, 2015 minutes approved as written.

Assembly Report: Vern Halter - Borough Assembly Budget meeting will be on May 7th at the Willow Community Center and he will be asking the assembly to raise the mil rate for Willow to 2.75. He also said the Nancy Lake Fire station will be built.

Officers Reports
Secretary: None
Treasurer: Mentioned Scholarship Application Grants.
Chair: Received email about people being upset about power-line trail clean up and that the crew doing the cleanup said they will fix the ruts and clean up the debris and are willing to come to a meeting to explain their process.
Vice Chair: None
Past Chair: Not present

Committee Reports
1. Carnival: Need to pick theme for Carnival for next year.
2. Trails: The April 15th meeting will feature two guests, Kim Ryals and Emerson Krueger. Trails is in the process of applying for a grant for Windsock Trail. Lucky Shot trail is almost complete.
3. CERT: Explained what CERT is, and that the North American Outdoor Leadership Institute is taking over the training from the Mat-Su Borough. A website is being developed for CERT.
4. 40 acre park: None
5. Willow Ice: None

Unfinished Business: None

New Business: 1. Next year's carnival theme will be Sandhill Cranes.
2. WACO Board election results for the following positions which will be held for two years:
Vice Chair - Roni Widner
Treasurer - Vince Viet
Area Reps - Jamie High and Carrie Smolden

Persons to be heard - Tamara Boeve spoke about Willow Fire Department.

At-Large Representative Reports

Val Schachle - None
Jamie High - None
Bill Arterburn - None
Carrie Smolden - None

Local Groups

1. **Chamber of Commerce** -
2. **Lion's Club** - Will be changing officers and the meetings are on the 2nd and 4th Thursday of every month.
3. **Community Enrichment** - CE needs people to put together summer programs for the kids in the community. Movie night is on the second Friday of every month.
4. **Dog Mushers** - New board members elected in March. Meetings 4th Wednesday of every month at Community Center at 7pm.
5. **Emergency Services** - Fire Chief reported he has moved his office to the Caswell Fire Department. 12 calls - 4 public assissts, 2 building fires,1 controlled burn, 1 canceled en route, 2 medical assists, 1 rescue and 1 mva.
6. **Garden Club** - None
7. **Library** - Reported on progress of Library project and upcoming events.
8. **PTA** - Reported on events and programs at Willow Elementary School.
9. **Recycling** - Gave handout on Willow Recycling Update
10. **Willow Health Org** - Announced Willow Health Fair would be on April 18th at the community center.
11. **Ad Hoc Pipeline Committee** - Reminded people that information is available in the lobby of the community center.

Announcements:

Adjourned: 8:53pm
Next Meeting: May 4th, 2015 at 7pm

SUBMITTED:

APPROVED:

Shane Starrett, Chair — Date 5/4/15

Debie Bloom, Secretary — Date 5/4/15

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P.O. Box 1027 - Willow - AK 99688
907-495-6633
www.waco-ak.org

Meeting Minutes

Date: May 4th 2015
Occasion: Board/General Meeting
Called to Order: 7:07 pm
Quorum: Board Quorum present, Community Quorum not present
Agenda: Approved as written.
Pledge of Allegiance
Minutes: April 6th, 2015 minutes approved as written.

Assembly Report: None
Officers Reports
Secretary: None
Treasurer: In the black, gaming money is steadily coming in. Was requested by member at large Val Schachle to bring in a balance report next meeting.
Chair: Late due to vehicle issues
Vice Chair: Will be doing window repair/replacements and requested that groups that have items in storage sheds to please go through their sheds.
Past Chair: None

Committee Reports
1. Carnival: First meeting will be July 20th at 7pm at the community center. and will meet every 3rd. It was suggested to have a photo contest, for the Winter Carnival, of pictures around the community of Sandhill Cranes.
2. Trails: Still working on Lucky Shot Trail Bridge and are exploring getting a chipper shreader.
3. CERT: Meet 2nd Saturday every month at community center. CERT is also involved in HAM radio also there is a FEMA online CERT class. They have a web page https://willowcert.wordpress.com/
4. 40 acre park: None
5. Willow Ice: No longer a part of WACO they have formed their own non-profit corporation.

Unfinished Business: None

New Business: Willow Recycling was made a standing committee of WACO by motion made by past chair John Anderson:
"I move that we accept Willow Recycling as a standing committee of WACO"
The motion passed unanimously.

[with the understanding that if required they get insurance for off-site, of Willow Community Center, activities]

Persons to be heard - Upper Susitna Shooters Association was scheduled but could not make it.

At-Large Representative Reports
Val Schachle - Willow Post Office had a retirement party for Madeline. The steel drum concert was well enjoyed and Willow Thrift store has moved to Long Lake Rd.
Jamie High - None
Bill Arterburn - Not present
Carrie Smolden - None

Local Groups

1. **Chamber of Commerce** - Next meeting May 6th will feature the Pioneers of Willow and Business of the Year awards. Clean up weeks are coming up, May 9th to May 23rd.
2. **Lion's Club** - Some members of the Lion's Club attended the convention in Fairbanks. They will be cleaning mile 84. And a tree in honor of Marvin 'PeeWee' Rankin was given to Joni Widner.
3. **Community Enrichment** - CE needs people to put together summer programs for the kids in the community. Movie night is on the second Friday of every month.
4. **Dog Mushers** - None
5. **Emergency Services** - Fire Department. 12 calls -1 building fire,1 controlled burn, 1 canceled en route, 3 medical assists, 1 grass fire,1 smoke alarm, 1 citizen complaint, 2 aircraft stand-by and 1 mva. Crystal and Shirley Lake and Nancy Lake projects are moving forward.
6. **Garden Club** - Planning big event workshop August 1st featuring author Dan Hinkley.
7. **Library** - Reported on board having all positions filled. Also reported on progress of Library project with next feasibility study meeting will be June 3rd at 7pm. They also listed upcoming events.
8. **PTA** - Reported school will be out in May 20th.
9. **Recycling** - Made standing committee
10. **Willow Health Org** - None
11. **Ad Hoc Pipeline Committee** - None

Announcements:

Sunshine Transit has new schedule with expanded service thanks to funding from DOT. [See flyers posted around the Willow and Upper Susitna areas for more information.]

Jim Houston reported that a 5 year permit for the use of Willow Lake for sanctioned community activities has been obtained.

John Harris from the Borough reported on WACO related projects - Window repair/replacement, parking lot and heat pump.

Borough budget meeting at Willow Community Center May 7th at 6pm.

Adjourned: 8:43pm
Next Meeting: June 1st, 2015 at 7pm

SUBMITTED:

APPROVED:

Shane Starrett, Chair — Date 6-1-15

Debie Bloom, Secretary — Date 6-1-15

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Meeting Minutes

Date: June 2, 2014
Occasion: Board/General Meeting
Called to Order: 7:03 pm

Quorum: Board Quorum present, No Community Quorum
Agenda: Approved as written.
Minutes: May 5, 2014 minutes approved as written.

Assembly Report: Vern Halter reported that the Borough budget included funding for Willow Fire Service Area improvements, heating pump for community center, Sunday Dr. realignment and the Community Enrichment program. [Borough Budget available on MSB website] He also said that the Willow Library should be the next project addressed.

Officers Reports
Secretary: Cleaning office and archiving files.
Treasurer: Scholarships will be paid out to recipients.
Vice Chair: No report.
Chair: No report.

Committee Reports
1. Carnival: First meeting for 2015 Winter Carnival will be on July 21st
2. Trails: Trails committee obtained 16 ft. right of way from BLM. Lucky Shot bridge had on-site inspection for construction. Next meeting will be discussing officers. Contact Steve Charles for help and information concerning the "Go Take a Hike" program.

Unfinished Business
John Harris from the Mat-Su Borough discussed the scope of work for the Willow Community Center Area Improvements Grant, for improving the parking lot at the community center. He was authorized to spend up to $5,000.00 for engineering to define a plan to improve the parking lot and to define the amount of materials to be removed.

Motion made by Bill Arterburn:

Ask MSB to spend up to $5,000.00 in engineering to define a plan to improve the parking lot and to define the amount of materials to be removed. Passed unanimously.

New Business
None

At-Large Representative Reports
Brenda McCain reported that Bea Adler's position with the MSB will not be funded and she may retire. CERT training should be two days, the 16th and 23rd of August. Contact Brenda for information. She once again reminded everyone about the revenue share program and invited members of the community to get involved with the process.

Val Schachle - Reminded everyone of the upcoming fourth of July Parade and Picnic at the community center.

Local Groups

1. Chamber of Commerce - Reported that they had given out 800 bags, and picked up 500, for cleanup week including giving all school kids a bag. It was also reported that they have been working with MEA to clear the view of Mt. McKinley on the hill of wires and that should happen this summer.
2. Community Enrichment - None
3. Dog Mushers - None
4. Emergency Services - Fire Department had the following calls; 1 structure fire, 2 smoke detector calls, 4 uncontrolled burns, 1 hazard, 1 vehicle extraction, 2 power lines, 1 vehicle fire and 2 medical assists. They also sent their brush truck to the Funny River fire and recieved $1,000.00 per day for its use.
   Ambulance Service reports that due to the 29.9 per hour per employee restriction with the MSB that Willow Ambulance has been covering for West Lakes and Central Ambulance Services. The new Med 4 program has a chase truck to respond to calls. There will be an EMT III class this fall between Willow and Sunshine.
5. Farmers Market - None
6. Garden Club - None
7. Library - The Summer Reading Program started this week. Thursdays 12:30 - 3:00 pm lunch served 12:30 - 1:30. (Lunch is also served at the Food Bank on Wednesdays.) The van is going to Caswell. June 24th will be "An Evening with Hawaiian Author Victoria Heckman" starting at 6:30pm. June 28th will be the Race for Technology in Palmer to raise money for the libraries. And the Willow Library will have an entry in the 4th of July Parade.
8. PTA - None
9. Recycling - Second Saturday of each month at the transfer station 11:00am - 1:30pm.
10. Willow Health Org - None

Announcements:
John Anderson announced that there would be a LPNG meeting at the community center Wednesday the 4th of June at 7pm.

Adjourned: 9:35pm
Next Meeting: July 7th, 2014 at 7pm

SUBMITTED:
D Bleam 7-1-15
Secretary Date

APPROVED:
Widen Veech 7-1-15
~~Shane Starrett, Chair~~ Date

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Meeting Minutes

Date: July 6th 2015
Occasion: Board/General Meeting
Called to Order: 7:03 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Approved as written with addition of Geothermal report under unfinished business and Brian Grenier as person to be heard.
Pledge of Allegiance
Minutes: June 1st, 2015 minutes approved as written.

Assembly Report: None
Officers Reports
Secretary: Reported Mat-Su Borough Emergency Services Director Bill Gamble emailed a Sockeye Fire Report that was available on sign-in table.
Treasurer: Gave written and oral finance report.
Chair:
Vice Chair: Reported on various agencies who have been using the Willow Community Center for Sockeye Fire related activities.
Past Chair: Brought

Committee Reports
1. Carnival: First meeting will be July 20th at 7pm at the community center and will meet every 3rd. There was a reminder of a photo contest, for the Winter Carnival, of pictures around the community of Sandhill Cranes.
2. Trails: Lucky Shot Bridge is almost done and sustained no damage from the fire. Grant cycle is coming up this fall please come to meetings to suggest any trail needs and how to apply for grants.
3. CERT: CERT Received a round of applause for the work they did during the Sockeye Fire and especially the work done by Brenda McCain keeping the community apprised of all the pertinent information distributed by various agencies via the WACO email list. Nine cert members helped with the 4th of July Parade and it was reported that there were issues with the train and the candy being thrown and people knowing when the end of the parade was.
4. Youth Forum: Tree cutting has been taking place this summer along with other improvements including the road into the park. Committee is reaching out to various grant funding sources. There will be a meeting August 5th at the Willow Community Center. The Youth Forum is now a 501 c (4) organization for donation purposes. Linda Oxley also gave a report on the 4th of July Parade and Picnic.
5. Willow Recycling: Willow Recycling gave out Otter Pops at the parade. They also presented a Memorandum of Agreement for Container Refurbishment for Recycling Purposes, Guidelines and Waivers that will be voted on at the next WACO meeting.

Unfinished Business: Geothermal update and report that a contract has been signed and construction will begin soon. It was requested that the plans be upgraded to include A/C. Tom Phillips and Bill Arterburn will be point people to give updates.

New Business: Sockeye Fire report - 72,028 acres, 55 structures, 44 sheds, 377 properties affected. The fire is now classified as a Type 4 fire and infrared will be utilized to find hotspots.

Costs for fighting the fire estimated at 7 million dollars. District Attorney will now allow any information to be shared concerning the cause of the fire pending charges being filed.

Persons to be heard - John Anderson addressed the issue of the email list.

At-Large Representative Reports

Val Schachle - Addressed the purpose of the email list for WACO and that the web page has information regarding usage. She apologized for a couple of inappropriate political messages that were posted and asked that we move on.* She also reported she had been contacted about the signs for the Willow Get Together. 4th of the July Picnic and Parade needs to have a committee formed.

Jamie High - none

Bill Arterburn - none

Carrie Smolden - Has been contacted regarding the Willow Library Project and Resources for Sockeye Fire victims. She has also been contacted about the WACO email list by people concerned about the way the email list is used.*

Local Groups

1. **Chamber of Commerce** - None
2. **Community Enrichment** - Reminder of Movie Night and Tai Kwando classes will be starting up again in the fall.
3. **Dog Mushers** - Has $100,000.00 in funds to distribute for Sockeye Fire Victims and have donated $10,000.00 to Willow Rebuild Project. Meetings 3rd Wednesdays of the month at Willow Community Center at 7pm.
4. **Emergency Services** - Fire Department. 11 calls -1 building fire, 2 canceled en route, 3 medical assists, 1 authorized burn, 3 unauthorized burns and 1 wild land fire (Sockeye Fire).
5. **Garden Club** - None
6. **Library** - 4th of July Parade - passed out 218 books and "Hot Shot Kids" received free books. There are 52 Kids currently in Summer Reading Program. Feasibility Meeting for June postponed until early August due to Sockeye Fire. There will be drumming classes in September cost will be $55.00 for four sessions.
7. **PTA** - None
8. **Lions Club** - None
9. **Willow Health Org** - None
10. **Ad Hoc Pipeline Committee** - Possible future meeting at Willow Community Center.

Announcements:

* Phill Rhode gave a history of the email and how the technical aspects work.

Doyle Holmes also commented on access of the list and political comment legality.

Hermann Spegal commented on his experience with email list.

Adjourned: 8:49pm

Next Meeting: August 3rd, 2015 at 7pm

SUBMITTED:

APPROVED:

Shane Starrett, Chair — Date 8-3-15

Debie Bloom, Secretary — Date 8/3/15

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Meeting Minutes

Date: August 3, 2015
Occasion: Board/General Meeting
Called to Order: 7:02 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Approved as written.
Pledge of Allegiance
Minutes: July 6th, 2015 minutes approved as written, with correction to how many acres burned in Sockeye Fire - 7,202 acres.

Assembly Report: Thanked firefighters, he went to Sockeye Relief on Saturday and it had a good turnout. There is legislation in to lower landfill rates. Had first ribbon cutting for recycling in Talkeetna.

Officers Reports
Secretary: None
Treasurer: Gave written and oral finance report.
Chair: None
Vice Chair: Everyone who applied for funds will be receiving them, any surplus will go towards the community center building. Geothermal project has begun.
Past Chair: None

Committee Reports
1. Carnival: 3rd Monday of every month there is a meeting at the community center at 7pm, still have some events and job positions that need to be filled. We need people to step up and help with Carnival. Also please take pictures of Sandhill Cranes and submit designs for T-Shirts.
2. Trails: None
3. CERT: Would like to have an expose in Willow for emergency preparedness. First two weekends in November there will be a CERT training program in Willow. Meet at Eagle Quest every second Saturday.
4. Youth Forum: Meeting Thursday at 7pm, will be hiring an attorney to become a 501(c) 3. (WACO treasurer offered to help them with that)
5. Willow Recycling: Motion to sign the agreement with the Borough for recycling put forward by Bill Arterburn was passed unanimously and signed.

Unfinished Business: Project has started, Chuck is heading project. There will be a meeting at the borough building about the project on the 12th of August at 3:30pm.
Brenda McCain spoke about the Fourth of July Parade safety concerns.

New Business: None

Persons to be heard - Linda Conover of the Imagination Library put on a presentation.
Larry Dearman talked about Meals on Wheels for Seniors.
Dan Wilcox talked about Sockeye Fire Long Term Recovery Team.

At-Large Representative Reports

Jamie High -
Bill Arterburn -
Carrie Smolden - Gave information to contact District Attorney's Office regarding Sockeye Fire damages. She also said that the Division of Forestry has a small tree program in the spring.

Local Groups

1. **Chamber of Commerce -**
2. **Community Enrichment -**
3. **Dog Mushers** - Have received funds from the public for Sockeye Fire victims and has given $10,000.00 to the Willow Recovery Team to disperse.
4. **Emergency Services** - Found a hotspot from the fire last Saturday and reminded people that these hotspots may become evident for some time to come and to call 911 when one pops up. Nancy Lake online now, and station 12-1 mostly empty now. Crystal Lake finished waiting on MEA. New tanker coming online. There will be a class for Basic Firefighter at the end of September early October.
5. **Garden Club** - None
6. **Library** - Feasibility meeting on Wednesday at 6pm at community center. Thursday and Friday there will be a back to school clothing swap. The summer reading program ended in July about 50 people came, 8-15 were from Caswell or Sunshine thanks to Sunshine Transit for providing transportation for program. Still looking for people interested in the Drumming class. 200 books handed out during parade.
7. **PTA** - School will be starting soon.
8. **Lions Club -** None
9. **Willow Health Org** - Farmer's Market will continue until middle of September.
10. **Ad Hoc Pipeline Committee** - None

Announcements:
Bob Kupash spoke about his concerns for Sockeye Fire victims.

Adjourned: 9:12pm
Next Meeting: September 14, 2015 at 7pm

SUBMITTED:

APPROVED:

D Diane Vice ch. 8/14/15
~~Shane Starrett, Chair~~ Date

D Bloom 8/14/15
Debie Bloom, Secretary Date

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WACO
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Meeting Minutes

Date: September 14, 2015
Occasion: Board/General Meeting
Called to Order: 7:02 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Approved as written.
Pledge of Allegiance
Minutes: August 3rd, 2015 minutes approved as written, with correction to name spelling and Station 12-1 is operational except for training room and offices.

Assembly Report: Joint School Board meeting last week. Reported on E-cig issue and that Vern Halter voted to override veto and voted for taxation. He also commented on the Geothermal and the parking lot projects.

Officers Reports
Secretary: None
Treasurer: None
Chair: Commented on Geothermal project.
Vice Chair: None
Past Chair: None

Committee Reports
1. Carnival: 3rd Monday of every month there is a meeting at the community center at 7pm. Last month's meeting was canceled was because everything is moving along well.
2. Trails: Funding for various trail grooming for this winter has been successful. Lucky Shot Bridge is completed. Willow Trails committee will be sponsoring a hike to the bridge Saturday the 19th. The Borough is proposing and ATV bridge across Deception Creek at the end of Four Mile Rd. the purpose is for salmon habitat protection and will benefit WTC by rerouting the trail around private property and will be on the next WTC meeting agenda.
3. CERT: Posted posters and mailed out cards about expo at Matsu college and explained contests. . First two weekends in November there will be a CERT training program in Willow. CERT meets at Eagle Quest every second Saturday.
4. Youth Forum: Will be seeking more funding and will be focusing on parking and various other projects. They are still researching the various not profit status'.
5. Willow Recycling: Borough expects refitted recycling bin to be completed by the end of September. Recycling is still on second Saturday another day will be added when bin goes online. Would like to apply for another grant to get a second bin and Bill Arterburn made motion to: "Authorize theWillow Recycling Committee to go ahead and apply for a grant on behalf of WACO" motion was seconded and passed unanimously.

Unfinished Business: None

New Business: None

Persons to be heard - Jim Houston spoke about the parking lot.

At-Large Representative Reports

Jamie High - None
Val Schachle - None
Bill Arterburn - None
Carrie Smolden - Was asked about availability of funds for kid's dog races.

Local Groups

1. **Chamber of Commerce** - At last meeting they voted to make available two $800.00 grants for victims of the Sockeye Fire. Contact Jim Houston or Vince Viet for details.
2. **Community Enrichment** - None
3. **Dog Mushers** - None
4. **Emergency Services** - 19 calls, 6 medical assist, 2 medical lift assist, 2 alarm malfunctions, 2 canceled in route, 2 building fires, 1 aircraft standby, 1 smoke scare, 1 brush grass fire and 2 wild land fires. Crystal lake warm storage station is online and staffed. Nancy Lake is now being used for offices and training room. Bids to build warm storage next to it close this week. New tanker is in service and has been used for a couple of calls.
5. **Garden Club** - Thursday will be the Harvest Dinner. They are planning to help anyone who lost their garden in the Sockeye Fire to set up new ones this spring. Membership to Garden Club is $10.00 per year.
6. **Library** - Story time is every Friday at 11am. There are two book clubs, check with the Library for details. They just had Grandparents day and enjoyed a puppet show. Drumming class has started. The feasibility committee has asked for a member of WACO to be appointed to come to the future meetings.
7. **PTA** - Willow Elementary School students are raising funds by selling chocolate and wrapping paper.
8. **Lions Club** - Got up a new Kids Don't Float Kiosk by the lake for next summer. Lions Club also assisted with distributing outhouses to people who lost theirs in the Sockeye Fire.
9. **Willow Health Org** - One more week of Farmer's Market.
10. **Ad Hoc Pipeline Committee** - None
11. **Willow Long Term Recovery Team** - Minutes and Agenda are posted on their website willowrecoveryteam.org. Still working on several houses of some of the uninsured. Trying to get as many foundations as possible before it gets cold.

Announcements:

Adjourned: 7:58pm
Next Meeting: October 5, 2015 at 7pm

SUBMITTED:

APPROVED:

Shane Starrett, Chair — Vice ch — 10/5/15
Date

Debie Bloom, Secretary — 10/5/15
Date

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Meeting Minutes

Date: November 2nd, 2015
Occasion: Board/General Meeting
Called to Order: 7:03 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Under persons to be heard Chris Stitt was added.
Pledge of Allegiance
Minutes: None.

Assembly Report: None

Officers Reports
Secretary: None
Treasurer: Revenue sharing distribution - Library for Grandparents Day and Imagination Library $2,615.00, Willow Ice $5,000.00, CERT $2,000.00, Trails $5,000.00 and WACO $5,707.00.
Chair: Heat pumps are working well.
Vice Chair: New windows are being installed as well as new doors. Have received written report on parking lot project. Holiday Bazaar and Holiday Dinner will be put on by the Lion's Club.
Past Chair: None

Committee Reports
1. Carnival: Tickets are ready to be sold. Still need a few positions filled.
2. Trails: Have four grants in place for grooming. Presented resolution for support for a grant for the Windsock trail improvement. Val Schachle moved to accept, resolution passed unanimously.
3. CERT: Mellita White won the poster contest, for the Mat-Su Emergency Preparedness Expo in September, and recieved some nice prizes. A new CERT training is coming up, check CERT's website for details. https://willowcert.wordpress.com/
4. Youth Forum: Planned tree cutting for year completed, trail head is open and parking is now available.
5. Willow Recycling: The first recycling bin is finished and recycling team is getting trained and organized to put the bin into service, and they are looking forward to getting a second bin to expand the program in Willow.

Unfinished Business: None

New Business: Trails resolution passed during trails report.

Persons to be heard - Chris Stitt representing Willow Jr. 100, requested $500.00 funding for race expenses. The race will be the held the 2nd weekend in February open to youths ages 12 to 17 at no cost to the youths. Roni Widner made a motion to grant the requested funding, motion passed unanimously.

At-Large Representative Reports
Jamie High - None
Val Schachle - Discussed changing the WACO meeting dates. Tamara Boeve proposed doing a newsletter for WACO.

Bill Arterburn - None
Carrie Smolden - None

Local Groups

1. **Chamber of Commerce** - None
2. **Community Enrichment** - Movie night will be every 2nd Friday of every month. Yoga and Zumba have taken back up again.
3. **Dog Mushers** - Youth and open race December 19th. Still giving funds to victims of the Sockeye fire through the Willow Long Term Recovery Team, the raffle to help support that will end on the 25th of November. December meeting will have an intro to Dog Mushing.
4. **Emergency Services** - 17 calls.
5. **Garden Club** - None
6. **Library** - Trunk or Treat for Halloween was a success, with CERT helping and local emergency services attending. November will see a couple of days closed for the holidays, the book club story time is still on Fridays. The next feasibility meeting will be on the 3rd of November.
7. **PTA** - Will have a meeting this week and wanted to thank WACO for help with ALICE training. They had a good carnival this year.
8. **Lions Club** - Tentatively 3rd Fridays starting on November 20th will be skate night depending on events at the school. Peace Poster contest for kids in the school is in full swing in two participating classes, the winning posters will be taken to the Lion's Club conference in Kodiak on the 12th of November to be judged for international competition. Just put out tickets for Pig Raffle this year tickets will be available at Roni's, Newman's and the Library.
9. **Willow Health Org** - None
10. **Ad Hoc Pipeline Committee** - Information is on bulletin board.
11. **Willow Long Term Recovery Team** - Still making progress helping Sockeye fire victims.

Announcements: Congratulations were given to Vern Halter on becoming the Mayor of the Matanuska Susitna Borough.

Adjourned: 8:06pm
Next Meeting: December 7, 2015 at 7pm

SUBMITTED:

APPROVED:

Widmer Vice chair — 12-7/15
Shane Starrett, Chair — Date

D Bloom — 12/7/15
Debie Bloom, Secretary — Date

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Meeting Minutes

Date: December 7th, 2015
Occasion: Board/General Meeting
Called to Order: 7:07 pm
Quorum: Board Quorum present, Community Quorum present
Agenda: Accepted
Pledge of Allegiance
Minutes: November 2nd Minutes Corrected - Holiday Bazaar was put on by Patti White not Lion's Club.

Assembly Report: Assemblyman Kawolke is trying to get the Willow Elementary School Zone on the Parks Highway expanded to previous boundries.

Officers Reports
Secretary: None
Treasurer: Gaming money needs to be spent by end of the year. (A special board meeting for December 21st, was scheduled to coincide with the Carnival meeting to discuss this issue)
Chair:
Vice Chair: New doors were damaged by shipper and had to be reordered hopefully they will arrive and be installed by Carnival time. Signage for parking lot has been ordered.
Past Chair: None

Committee Reports
1. Carnival: There will be no Arts and Crafts event in the log cabin this year, and gold pan awards nominations and voting will be starting soon.
2. Trails: None
3. CERT: Reported on new members have been trained and they have started their own FaceBook page with information on training and alerts.
4. Youth Forum: None
5. Willow Recycling: Started using new bin last month and they need volunteers.

Unfinished Business: None

New Business: None

Persons to be heard - None

At-Large Representative Reports
Jamie High - None
Val Schachle - None
Bill Arterburn - None
Carrie Smolden - None

Local Groups
1. **Chamber of Commerce** - None
2. **Community Enrichment** - None
3. **Dog Mushers** - Reported on current projects including their raffle and donations to Willow

Recovery Team for the Sockeye fire victims.

4. **Emergency Services** - 11 calls, 2 medical assists, 2 cancelled en route, 1 aircraft standby, 2 building fires, 1 fire standby, 1 MVA, 2 nothing found at address.
5. **Garden Club** - None
6. **Library** - Reported about the Special Story Time.
7. **PTA** - Reported on the Halloween Carnival, Fall Book Fair, weather related closures, School Christmas Program and Willow Ice getting the rink ready for use. The school has a new sign that is buried under the snow and they wanted to warn that riding on the snow berms that are by the school is not safe. They also requested that the residents of Willow get the word out that shooting near the school during school hours causes the school to go into "stay put" mode and they have to clear the playground. They asked if people could limit their target practice to non-school hours. They are also hoping to get a sledding hill next year. And invited all to enjoy Pancake Breakfast during the Willow Winter Carnival.
8. **Lions Club** - Reported on the Holiday Dinner, the Giving Tree and the Pig Raffle.
9. **Willow Health Org** - None
10. **Ad Hoc Pipeline Committee** - Information is on bulletin board.
11. **Willow Long Term Recovery Team** - Still making progress helping Sockeye fire victims and announced registry at Target for making purchases for fire victims for household items.

Announcements:
Willow Ice handed out their funding request and reported on what they are doing at the ice rink.

Kierre Childers announced that MEA has funds for community projects and has an Energy Education Program.

Adjourned: 8:28 pm
Next Meeting: January 4th, 2016 at 7pm

SUBMITTED:

APPROVED:

Vice Ch. 1/4/16
~~Shane Starrett~~, Chair — Date

D Bloom 1/4/16
Debie Bloom, Secretary — Date

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-023

SUBJECT: SUBJECT: AN ORDINANCE ADOPTING THE PORT MACKENZIE MASTER PLAN, UPDATE 2016.

AGENDA OF:February 2, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator: Marc VanDongen		
	Planning and Land Use Director		
	Community Development Director		
	Finance Director	for	TC.
	Borough Attorney		Review pending
	Borough Clerk		1/25/16

ATTACHMENT(S): Planning Director memo (1 pp)
Fiscal Note: YES ____ NO X
Ordinance Serial No. 16-012 (2 pp)
Port Master Plan - 2016 Update (69 pp)
Port Commission Meeting Minutes, December 21, 2015 (3 pp)
Planning Commission Resolution #16-09 (4 pp)

SUMMARY STATEMENT:

The Port MacKenzie Master Plan was adopted by the Assembly in January 1998. Since then, a barge dock, deep-draft dock and a bulk material conveyor have been constructed, the barge dock has been expanded, Don Young Road(aka the Port Access Road) and the Point MacKenzie Road have been paved, a rail loop is under construction, and businesses have leased land within the Port District. Consequently, the Borough has updated the Port MacKenzie Master Plan to reflect port improvements as well as current and future Port uses.

DESCRIPTION

The intent of the update is to provide a flexible guide for present use, short-term infrastructure needs, and near, intermediate and long-term use of the Port. While we are fully aware that it is impossible to predict the future, the master plan anticipates the future and provides for the Port to maximize the use of the land and current facilities, promote sensible and desired growth, and facilitate presentation and marketing of the Port's potential. The Master Plan Update also takes into account considerations related to the rail extension development and use plan.

The update includes the vision and mission of Port MacKenzie, and chapters on port operations, land use, transportation, facilities and utilities, and recommendations.

Port MacKenzie Layout Drawings, included in Appendix A of the update, were developed to provide guidance on the future location and type of Port development. A future land use map was prepared to lay the foundation for changes to MSB 17.23, Point MacKenzie Port Special Use District. The Master Plan Update and the Port District Zoning are the primary tools for the Borough to ensure the Port is developed to its fullest potential.

This update of the Port MacKenzie Master Plan was prepared by Mill Creek Engineering and the Borough Planning Department with input from the Borough Port Commission, Port Director, Economic Development Director, planning staff, landowners, potential Port users, neighbors, and various stake holders. A mechanical and mining engineer specializing in bulk material handling projects, including port facilities, mining, power generation, cement and various industrial mineral, petroleum and chemical plants, provided input to the plan and assisted with interviewing Port Commissioners, Borough staff, and potential future Port users. An engineer specializing in railway design assisted with development of the various spurs off of the main rail extension to provide adequate rail service to many of the lease lots in the district.

The Port Commission reviewed and discussed this master plan update at three regular meetings and unanimously approved the recommendation to the Assembly to adopt the Port MacKenzie Master Plan 2016 Update.

The next Port Master Plan Update should occur after the rail extension is completed.

This Master Plan update and recommendations are designed in part to facilitate the development of the Port as a successful business with significant benefits to the Borough and the State of Alaska.

RECOMMENDATION OF ADMINISTRATION:

Staff recommends the Assembly approve the ordinance adopting the Port MacKenzie Master Plan, 2016 Update.

MATANUSKA-SUSITNA BOROUGH **REGULAR MEETING**
PORT COMMISSION **December 21, 2015**

I. CALL TO ORDER

The regular meeting of the Matanuska-Susitna Borough Port Commission was held December 21, 2015 at the DSJ Building, Lower Level Conference Room, Palmer, Alaska. Commissioner Bell called the meeting to order at 3:05.

II. ROLL CALL

Port Commissioners present were:

Mr. Greg Bell, Chairman
Mr. Christopher Gates, Vice Chairman
Ms. Helga Larson
Mr. Steven Borell
Ms. Claudia Roberts

Port Commissioners absent or excused were:

Mr. Noel Woods
Mr. Paul DuClos

Staff in attendance were:

Mr. Marc Van Dongen, Port Director
Ms. Therese Dolan, Port Secretary

III. QUORUM DETERMINATION

Chairman Bell determined there was a quorum present.

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Chairman Bell.

V. AUDIENCE INTRODUCTION

Assemblymen Dan Mayfield and Randall Kowalke, James Wilson, Borough Internal Auditor, and Mr. Eugene Habermen were introduced.

VI. APPROVAL OF AGENDA

The agenda was approved by general consent

VII. APPROVAL OF MINUTES

A. November 16, 2015 Regular Meeting

The Chairman inquired if there were any changes to the minutes. There were none and the minutes were approved without objection.

VIII. GUEST SPEAKER(S) None.

IX. STAFF REPORTS

A. Borough Manager - Mr. Wilson spoke on behalf of the Borough Manager.

Status of the Ferry:

- Mr. Wilson attended a meeting in Ketchikan regarding repairs to the MV Susitna. A senior surveyor from the insurance company has recommended full dismantling of the engines and shipping them to Kent, Washington where they were

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manufactured for a complete rebuild. Instead of the initial cost estimate of $1.3M the new estimate is between $3 -$4 million. We are awaiting word from the insurance company to determine if they will pay for it.

B. Port Director - Mr. Marc Van Dongen

Status of Dock Repairs:

- Work on the project will shut down over the holiday. Depending on ice and weather conditions it may not start back up until April. Pulling the wye under current conditions would be extremely difficult and could result in more damage.
- Assemblymen Kowalke and Mayfield expressed concern that they be kept apprised of any further costs in repair as the assembly must determine how to proceed with covering those costs. Mr. Van Dongen indicated that we have received one invoice to date which was for the initial $250K. He expects another invoice in the next week which will give him a better idea what costs are remaining to finish pulling and replacing piles. He is optimistic that we will have enough funds to cover it, but it is all subject to weather and further damage.

GANNT Chart: Mr. Van Dongen reviewed updates from last month. Newest project is the Barge Dock repairs which is the priority. In the spring we will finish up the widening of Lu Young Lane. DOT will be adding another lift of asphalt to the last mile and a quarter of the road so there will be 5 inches of pavement instead of the existing 3 inches.

X. UNFINISHED BUSINESS

A. Port MacKenzie Master Plan Update: Mr. Borell suggested several minor changes and a paragraph be included in the introduction or preface of the document, addressing commodity forecasting. Mr. Gates made a motion to adopt Mr. Borell's suggested changes. Ms. Helga Larson seconded the motion and the motion carried unanimously. The changes will be submitted to the Borough Land and Resource Management Office for inclusion in the Master Plan Update.

B. Port Commission Election of Officers: Mr. Borell and Mr. Gates were put forward as nominees for the position of Chairperson. They each spoke briefly to their qualifications. A vote was held and Mr. Borell was elected as the Port Commission Chair for 2016. Mr. Gates was elected Vice Chair.

XI. NEW BUSINESS

A. Mr. Steve Borell made a motion to pass the three resolutions listed below. It was seconded by Mr. Chris Gates and the motion carried.

- Resolution Serial numbers 15-004, A resolution of the Matanuska-Susitna Borough Port Commission in appreciation for the services of Mr. Greg Bell.
- Resolution Serial numbers 15-005, A resolution of the Matanuska-Susitna Borough Port Commission in appreciation for the services of Mr. Paul DuClos.

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- Resolution Serial numbers 15-006, A resolution of the Matanuska-Susitna Borough Port Commission in appreciation for the services of and Mr. Jordan May.

B. Joint Assembly/Port Commission on Port Development Issues
   - Mr. Van Dongen stated that he will seek clarification from Mayor Halter but it is his understanding that the mayor would like an exchange of Port Commission members and Assembly members. This exchange may also include the Port of Anchorage's Port Commission. Not sure if these will be separate committee meetings or attending the current meetings of each organization. It was decided that clarification from the Mayor is required before moving forward.

C. Helga Larson made a motion to extend the meeting by 15 minutes. The motion carried.

D. Regular Port Commission Meeting date, time and location.
   - The Port Commission's objective was to find a standard meeting location that was accessible to the public. After reviewing possible locations and times Ms. Larson made a motion that we continue to meet the third Monday of the month at 3:00 in the lower level conference room of the Borough DSJ building. Mr. Borell seconded and the motion carried.

XII. COMMITEE REPORTS

None.

XIII. AUDIENCE PARTICIPATION (*three minutes per person*)

Mr. Habermen expressed his concerns that the public was given no notice regarding port repairs instead it was attached to legislation for the ferry. Again, Mr Haberman expressed his displeasure at the use of the lower level conference room for Port Commission meetings.

XIV. CHAIRPERSON'S COMMENTS

None.

XV. AJOURNMENT

The Chairperson adjourned the meeting at 5:15.

Steven Borell, Chairman

Submitted:

Therese Dolan, Administrative Secretary

Minutes approved: 18 Jan 16

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MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822 • Fax (907) 861-7876
www.matsugov.us • planning@matsugov.us

MEMORANDUM

Date: March 25, 2016

TO: Lonnie McKechnie, Borough Clerk

FROM: Eileen Probasco, Planning Director

SUBJECT: Ordinance 16-012: An Ordinance Amending MSB 15.24.030, adopting the Port Master Plan 2016 Update.

The planning commission held a public hearing and adopted Resolution 16-09 on March 21, 2016, recommending assembly approval of the Port Master Plan 2016 Update. Attached is a copy of that signed resolution.

STAFF RECOMMENDATION

Staff recommends that the assembly incorporate the changes recommended by the Planning Commission Resolution 16-09, then approve the ordinance adopting the Port Master Plan 2016 Update.

By: Eileen Probasco
Introduced: March 7, 2016
Public Hearing: March 21, 2016
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-09

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING THE ASSEMBLY ADOPT THE PORT MACKENZIE MASTER PLAN, 2016 UPDATE.

WHEREAS, The Port MacKenzie Master Plan was adopted by the borough assembly in January 1998; and

WHEREAS, since that time, a barge dock, deep-draft dock and a bulk material conveyor have been constructed, the barge dock has been expanded, Don Young Road and the Point MacKenzie Road have been paved; and

WHEREAS, in addition, a rail loop is under construction, businesses have leased land within the Port District; and

WHEREAS, the Borough has updated the Port MacKenzie Master Plan to reflect port improvements as well as current and future port uses and needs; and

WHEREAS, the planning commission has identified several minor amendments to the plan as follows:

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MISSION

~~To develop a world class Alaskan deep-water port capable of safety and efficiently transporting people and commodities.~~

TO DEVELOP A PREMIERE DEEP-WATER PORT CAPABLE OF SAFELY AND EFFICIENTLY TRANSPORTING BULK COMMODITIES AND PROJECT CARGOES INTO AND OUT OF SOUTHCENTRAL ALASKA.

Page 7

2.1 Security

The Port Physical Security Plan was ~~recently~~ updated IN 2015 and approved by the Coast Guard. ~~The next update to the security plan will be required in 2015.~~ Port security inquiries should be forwarded to the Port Director.

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Add a paragraph at the end of Section 4.2 as follows:

CURRENTLY THE ROADS IN THE PORT ARE MAINTAINED THROUGH ROAD SERVICE AREA FUNDS. AS DEVELOPMENT EXPANDS, THE METHOD OF MAINTENANCE FUNDING SHOULD BE REVIEWED.

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4.6 Traffic Circulation, amend second paragraph as follows:

While some industrial traffic will continue to utilize Point MacKenzie Road as a means to access the docks, industrial traffic will be controlled to mitigate conflict between private vehicles and heavy industrial traffic. ~~Traffic signals at the ferry queuing area and ferry terminal will be installed when necessary.~~

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5.1 Facilities/Utilities Introduction

Add a 3rd paragraph at the end of this section as follows:

IDENTIFICATION OF LOCATIONS/ROUTES OF MAJOR INFRASTRUCTURE AND UTILITIES IN THE PORT NEEDS TO BE A PRIORITY. WHEN PARCELS ARE LEASED FOR DEVELOPMENT, IT NEEDS TO OCCUR IN A MANNER THAT ENSURES THAT PORT INFRASTRUCTURE NEEDS ARE NOT COMPROMISED.

Page 27

5.2 Terminal Building should be amended as follows:

A 7,000 square foot terminal building was constructed in 2006 at the southeast end of the barge dock. IT WAS ORIGINALLY INTENDED TO ACT AS THE TERMINAL FOR THE PROPOSED FERRY, HOWEVER, SINCE THE FERRY IS NO LONGER BEING CONSIDERED, THE BUILDING IS CURRENTLY BEING USED FOR PORT ACTIVITIES. The terminal building includes office space, A CONFERENCE ROOM, storage and restroom areas. THERE ARE 7 OFFICE SPACES, 3 WHICH ARE CURRENTLY USED BY THE BOROUGH, AND 4 WHICH ARE BEING LEASED OUT.

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At the end of 6.1 Administrative, add #9 as follows:

9) WHEN NECESSARY, PROVIDE FOR SPECIAL SUBDIVISION REGULATIONS WITHIN THE PORT DISTRICT, TO ACCOMMODATE THE UNIQUE ROAD CONSTRUCTION STANDARDS AND LEASE REQUIREMENTS WHICH MAY DIFFER FROM THE NORMAL REQUIREMENTS IN THE SUBDIVISION CODE.

WHEREAS, Appendix D "Department of Emergency Services, Port MacKenzie District Emergency Services 20-year Plan" is outdated and should be revised within a six month period, and incorporated into the plan.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends incorporation of the minor amendments identified in this resolution into the Port MacKenzie Master Plan, 2016 Update.

BE IT FURTHER RESOLVED, that the Commission recommends assembly adoption of the amended Port MacKenzie Master Plan, 2016 Update.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 21st day of March, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

PASSED UNANIMOUSLY: Klapperich, Anderson, Healy, Vague, Kendig, and Rauchenstein.

Port MacKenzie Master Plan Update 2016

By

Matanuska-Susitna Borough

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NOTICE

This plan and the information contained herein does not constitute, nor shall it be construed as, a waiver of any right, title or interest, including sovereign interest, in any lands owned by or under the jurisdiction of the Matanuska-Susitna Borough or any grantee in trust of Borough lands.

The maps included in the report are for illustrative purposes only and are not intended to accurately depict ownership boundaries.

It is important to recognize that the estimates referenced and utilized in this Update are based on studies and data from experts in various disciplines and are based on the information available at the specific date. It is not possible or feasible to include estimates of the port through-put or business activity that coincide exactly with the completion of this Update. The uncertainties surrounding potential gas lines, mineral commodities, a bridge across Knik Arm, completion of the railroad, and other business developments are all subject to change. The key issue in this Update is the Vision statement found in Section 1.4. Projections of through-put and business activity will change constantly but the key is that the actions of the Port and Borough follow and conform to the Vision as defined in Section 1.4.

ACKNOWLEDGEMENTS

The Borough owes a debt of gratitude to the Port Commissioners, professionals, and interested parties for their insight, dedication and helpful comments on this update of the Port MacKenzie Master Plan. In particular, the Borough would like to acknowledge the following people for their contributions of time, energy, and support toward the success of this update:

- The Borough Port Commission
  - Greg Bell
  - Christopher Gates
  - Steven Borell
  - Noel Woods
  - Helga Larson
  - Claudia Roberts
- Marc Van Dongen, Director, Port MacKenzie
- Patrick Kelly, University of Alaska Land Management
- Rick Hoggan, P.E., Millcreek Engineering

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Appendix B: Previous Studies and Reports
Appendix C: History of Port MacKenzie
Appendix D: Port MacKenzie Emergency Services 20-year Plan
Appendix E: Port MacKenzie Driveway Standards

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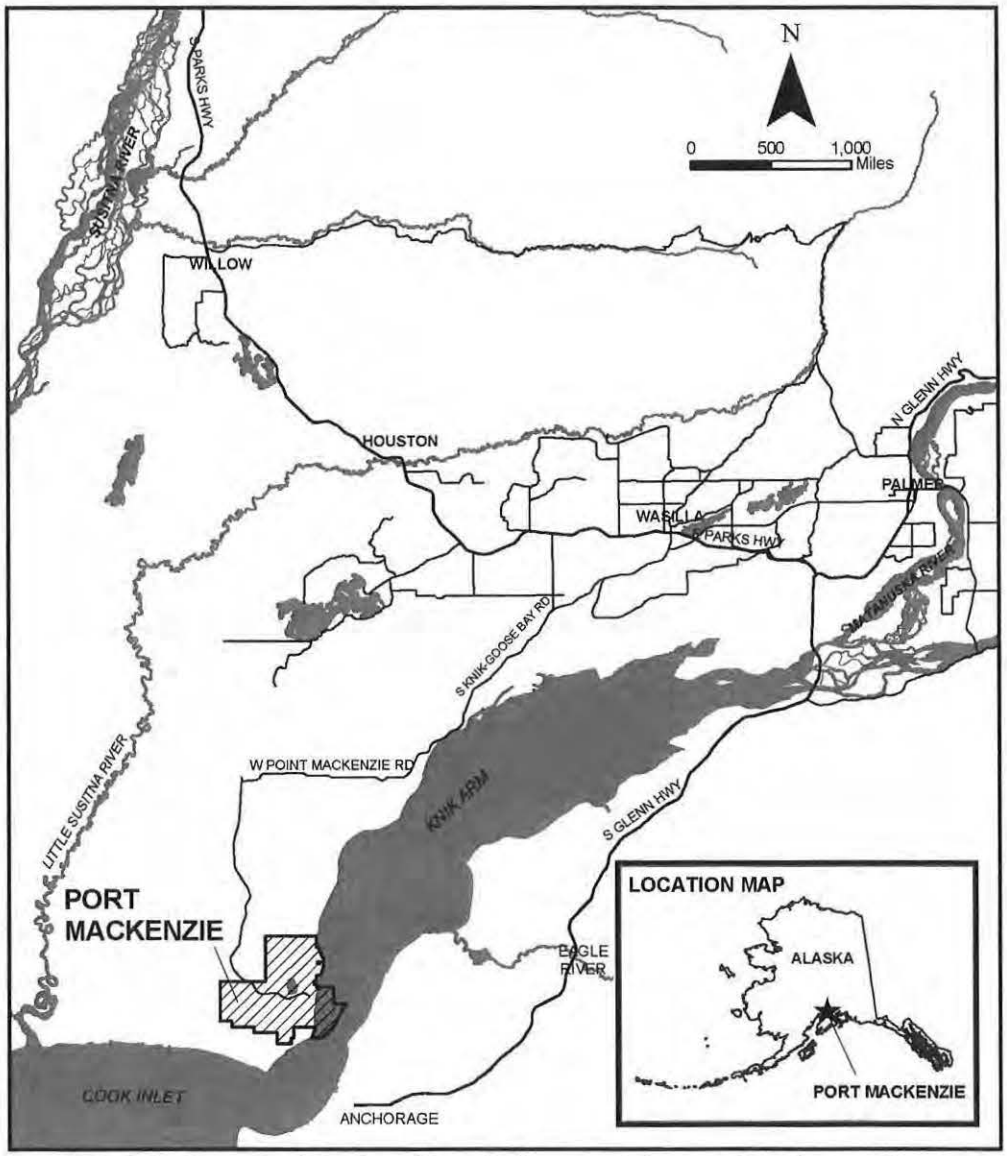
1. Introduction

1.1 Overview

Port MacKenzie is located in South Central Alaska at the head of Cook Inlet along the Knik Arm across from the Municipality of Anchorage (see Figure 1 below).[1] The Port is located in and owned and operated by the Matanuska-Susitna Borough. The other key landowner in the Port District is the University of Alaska.

Figure 1. Port MacKenzie Location



Port MacKenzie is ideally suited for handling bulk materials, serving the local communities and providing critical tidewater access to the interior of Alaska. Port MacKenzie can easily facilitate

[1] Latitude: 61° 16' 6" N Longitude: 149° 54' 52" W

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substantial growth in Alaskan export capacity to complement existing port operations that may be limited by local land, capacity or public restrictions.

The Port District includes large upland areas of currently undeveloped land in close proximity to the existing deep-draft dock and barge dock. As such, bulk materials can be offloaded, stored, reclaimed and shipped via rail, truck, pipeline, barge and ship without prohibitive constraints or growth limitations.

The Borough is constructing a rail link to connect the Port to the Alaska Railroad System. When complete, the rail line will provide the gateway tidewater access to Interior Alaska via the existing rail corridor. The Port will provide the ability to efficiently move materials between ship, rail, truck and barge as needed. An existing bulk material handling conveyor, ship loader and deep water mooring system provide the ability to load any size ship with wood chips, coal, limestone, mineral concentrates and other commodities. This master plan includes utility corridors with additional conveyor, piping, rail and truck access between the docks and upland areas. This plan accommodates mineral, petrochemical, forest products, fabrication, power generation and manufacturing industries in a productive and economic manner.

The Matanuska-Susitna Borough (Borough) has prepared this master plan as an update to the 2011 Port MacKenzie Master Plan. The plan updates land use designations for future land development and use. It also provides guidelines for future port improvements and development to meet cargo demand, community acceptance and environmental compatibility that will complement other modes of local, state and international transportation through 2035.

1.2 Land Area

The Port District is comprised of approximately 8,940 acres of uplands and 1,238 acres of tidelands. The uplands include 7,621 acres of land, and 1,319 acres of waterbodies and wetlands (see Figure 2). The other landowner in the Port District is the University of Alaska which owns about 830 acres of land within the District.

Public Access to the Shoreline

The Borough has been granted approximately 1.9 square miles of tidelands with a shoreline frontage approaching 2.2 linear miles. This master plan makes provision for physical and visual access to the shoreline in a manner that is consistent with the activities being conducted on the land and water areas involved, and the proprietary interests of the private land owners, lessees and public rights and needs. Restricted access to the shoreline within the Port District is necessary for security and public safety factors.

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1.3 Port MacKenzie Master Plan Update

An overall master planning study of Port facilities was completed in 2011. This document provides updates to that framework to guide the orderly growth and development of the Port over the next 20 years.

This plan contains three primary sections: a land use section, a transportation section and a facilities/utilities section.

This document is intended to provide the layout for the physical development and use of the land, waterbodies and wetlands, tidelands and submerged lands within the Port District.

The usefulness of this plan relates directly to its status as an official statement of public policy adopted by the Matanuska-Susitna Borough Assembly. It serves a number of useful purposes which include use by the Port Commission as a reference indicating needed policy changes and as a guide for policy decisions; by the Port staff as a basis for land use decisions, capital improvements programming and for rendering services; by other governmental agencies as necessary information leading to coordinated efforts; and to individuals as an accurate source of information regarding public land use opportunities for private use and investment, and as a basis for protecting existing development.

1.4 Vision

VISION

To develop and maintain waterfront assets in a manner that generates long-term economic benefits for the residents of the Borough, without permanently depleting the usefulness of these assets. Port MacKenzie is envisioned to be an economic engine for resource development throughout Alaska.

This Master Plan is structured to implement this vision in a timely and organized manner and polices and regulations must be developed to ensure that the integrity of the strategic vision is never compromised.

Port MacKenzie will clearly define its development and investment objectives, publish policies and guidelines for activities and investments that are to be permitted in the Port District and entertain only those proposals that are consistent with its development objectives, guidelines, Master Plan and vision:

- Create new employment opportunities;
- Stimulate economic development in the Port District, Borough and State through capital investment for industrial facilities by private enterprises; and
- Establish a transportation link for exporting natural resources from the State of Alaska.

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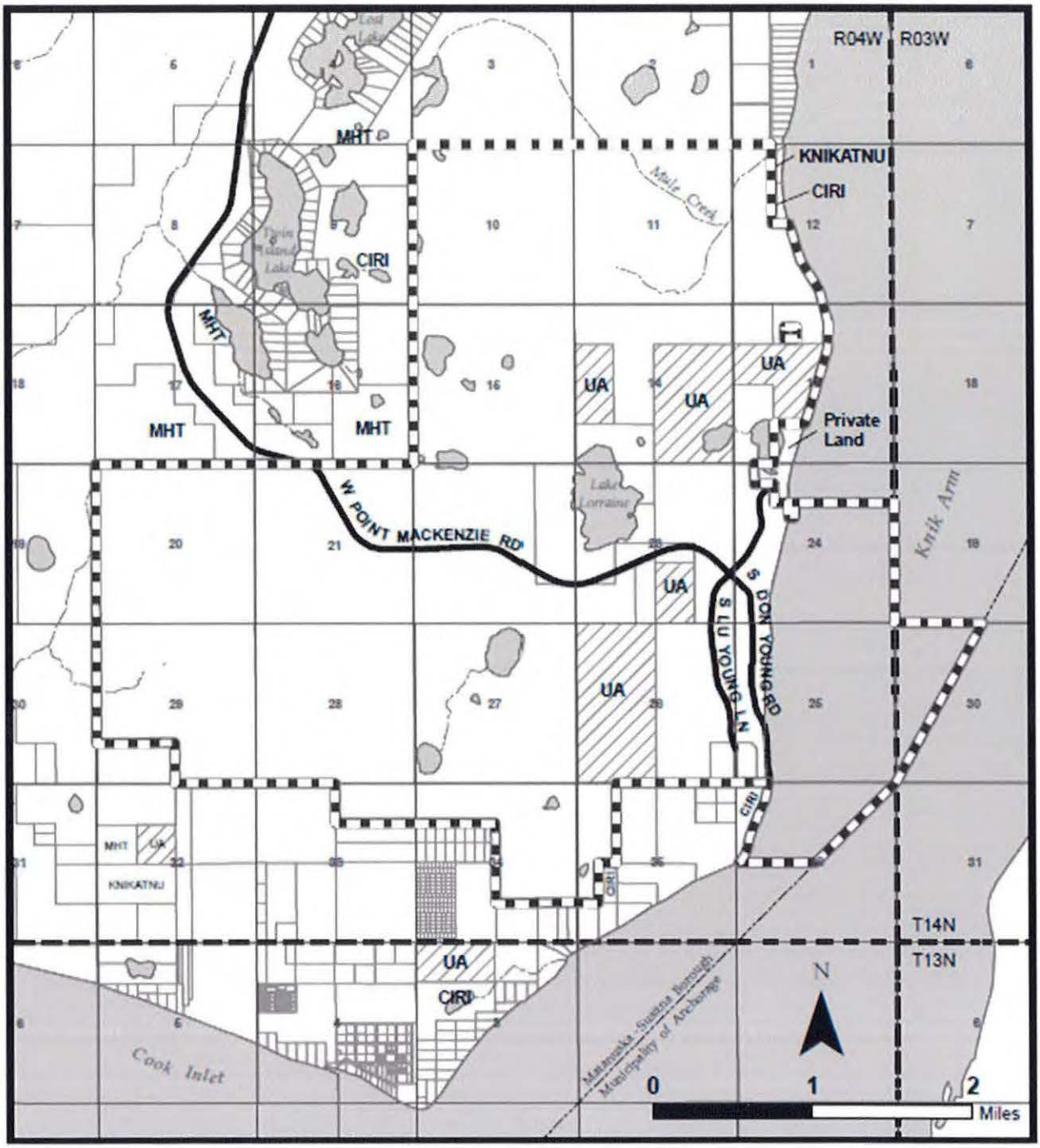
Figure 2. Port District



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1.5 Port Commission

The Port Commission serves as an advisory body to the assembly and the manager on Port development matters and provides advisory input to the Port District's operational and administrative staff. The Port Commission was involved in the update process through their consideration of draft components of the update to the plan.

1.6 Planning Efforts

This Port MacKenzie Master Plan Update was developed as a stand-alone master plan superseding the Point MacKenzie Port Master Plan, as amended (2011). This Master Plan is a living document and should be updated again following significant Port development or significant changes to the economy.

This plan was prepared with input from the Borough Port Commission, Port Director, Economic Development Director, planning staff, land owners, potential users, neighbors and various stake holders. The intent of this Plan is to provide a flexible guide for present use, short-term infrastructure needs, and near, intermediate and long-term future use of the Port. While fully aware that it is impossible to predict the future, the Master Plan must anticipate the future and provide a plan that will best prepare the Port to maximize the use of the land and current facilities, promote sensible and desired growth and facilitate presentation and marketing of the Port's potential. Due to the amount of activity that is happening within the Port District and the many different forms of inquiry and information, a Port Development Team was established. The team includes borough staff from the departments involved with Port development. The team is tasked with reviewing applications for leases and other forms of use in the Port District.

Input for the update was solicited from current and potential future users of the Port, along with the landowners within and adjacent to the Port, in an effort to identify anticipated future development of the Port and associated industrial complex as well as the siting constraints for each development. Previous studies and reports on the Port were reviewed for background information (listed in Appendix B).

A consultant was engaged to assist with updating the infrastructure layout and future operations to ensure functionality, efficiency, compatibility and safety. A mechanical and mining engineer specializing in bulk material handling projects including Port facilities, mining, power generation, cement and various industrial mineral, petroleum and chemical plants provided input to the plan and assisted with interviewing Port Commissioners, Borough staff and potential future Port users. The layout drawings are primarily based on the engineer's experience and knowledge, Port Commission review and previous studies. The layout drawings have been further refined through ongoing discussions with future port industries.

The Port Master Plan Update was developed in three phases. The first phase, known as the observations phase, included the collection of data and the assembly of outreach meetings to gather input from external and internal Port constituents. The second phase involved the review and documentation of the information gathered in phase one to identify siting and infrastructure constraints for existing and future uses. Based on this review, and the input and data collected in

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the observations phase, recommended updates to the master plan were developed and presented to the Port Commission for feedback. In the final phase of the process, that feedback was incorporated into a draft of the final Master Plan Update which was then presented for public review, planning commission review and assembly approval.

Industry sectors projected to have the greatest growth potential, and which Port MacKenzie could attract by virtue of its geographical location and facilities, were short listed as the most likely to locate at Port MacKenzie.

The nature and growth potential of current business activities at Port MacKenzie were confirmed through discussions with current tenants of the Port, Borough staff, the Port Commission and Administration. In addition, potential business leads provided by the Borough were investigated through personal and telephone interviews.

Cargo projections are based on the most recent studies, information provided by current and potential Port MacKenzie tenants and from expected future project and construction activity in the region.

1.7 Mission and Goals

MISSION

To develop a world class Alaskan deep-water port capable of safely and efficiently transporting people and commodities.

GOALS

1) *To complete utilities (natural gas, wastewater treatment) to service the Port.*
2) *To complete docks (barge dock expansion, deep-draft dock expansion).*
3) *To complete road improvements (Lake Lorraine Loop, Burma Road, Knik Arm Bridge).*
4) *To complete a rail line from the existing Alaska Railroad to the Port.*
5) *To construct rail, truck and vessel loading/unloading facilities at the Port.*
6) *To construct petroleum product storage and processing facilities including a connection to Anchorage via pipeline.*
7) *To promote the creation of a natural gas liquids (NGL) processing facility, petrochemical facility, refinery, power plant, LNG plant, or other value-added gas processing facility at Port MacKenzie.*
8) *As Port development continues, ensure the public trust and maintain the system of transparency, accountability, public participation, and collaboration.*

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1.8 Key Development Needs For Port MacKenzie

The following are some of the major needs of the Port for successful operations:

Road connection to Parks Highway
Upgrading Point MacKenzie Road and Burma Road to controlled access, four-lane arterials as well as construction of a Big Lake bypass will provide the level of service necessary for the commercial and industrial activities of the Port.

Rail connection to Alaska Railroad
A connection to the railbelt is the essential component to facilitate natural resource exports. The Port is about 32 miles from the railbelt. The efficiency of transporting bulk commodities to tidewater over a rail extension will lead to new natural resource extraction activities.

Natural gas supply
Distribution and high pressure transmission natural gas pipelines must be extended to the Port District for domestic and industrial use. Natural gas has been extended to Alsop Road, nine miles to the north to service the Goose Creek Correctional Center and surrounding area.

Deep-draft dock expansion, adding a second trestle
A second trestle connecting the barge dock to the deep-draft dock will increase the efficiency of loading and unloading vessels. Eventually, the deep-draft dock will need to be expanded to accommodate two vessels.

2. Port Operations

2.1 Security

The Port Physical Security Plan was recently updated and approved by the Coast Guard. The next update to the security plan will be required in 2015. Port security inquiries should be forwarded to the Port Director.

2.2 Fire Protection and Emergency Services

The Borough's 20-year plan for Port Emergency Services is in Appendix D.

Fire protection within the Port District is currently a responsibility of the existing lessees. Fire protection consists of a fire hydrant at the barge dock connected to two 20,000-gallon water tanks located up the bluff. The Port District is not within a designated fire service area. The closest fire service area to the Port is the Wasilla-Lakes Fire Service Area No. 130 with Fire Station 6-4 at Mile 3.2 Point MacKenzie Road about 18 miles away.

The Central Mat-Su Fire Department (CMSFD) will provide fire and rescue. to protect the critical infrastructure of the Mat-Su Borough. The Port is currently within the response area of Emergency Services District 1 for EMS and rescue responses. A realistic response time, as long as responders

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are not assigned to a major incident, would be 40 to 50 minutes for a chief officer and 45 to 60 minutes for fire apparatus, a rescue or an ambulance. A Borough-owned 32-foot airboat was acquired to assist with water rescue operations; however, a boat house is required in order to stage it near the barge dock. For management and timeliness, an Emergency Services District covering the Port District should be established with costs shared by tenants.

In the near term, lessees should install adequate fire suppression systems to control the fire hazards associated with their operations (i.e., natural resource storage with adequate water delivery systems). Structures should have sprinkler systems and fire hose connections at a minimum.

In the mid-term, a 20-acre parcel north of Point MacKenzie Road, illustrated on the layout drawings in Appendix A, should be developed to include a three-bay fire station that will house an aerial rig, a hazardous materials response vehicle, a heavy rescue vehicle and three command vehicles. This facility should be collocated with a five to ten bed emergency medical clinic, an Alaska State Troopers substation, general administrative offices and a FAA-certified helipad.

2.3 Cargo Operations

Port MacKenzie is currently developing the berths and infrastructure for handling commercial cargo for export. The Port presently has three tenants:

- Alutiiq Manufacturing Contractors (AMC) constructs modular buildings and transports these buildings to the North Slope and rural communities in Alaska, both by road and across Port MacKenzie's docks. AMC is expected to continue to manufacture and ship buildings for the next five years and its growth beyond five years is anticipated to be consistent with the rate of growth of the projected economic and construction activity in Alaska (Kane, 2010).
- NPI leases land primarily for bulk commodity export operations at the Port, exporting wood chips and saw logs to Asia.
- Central Alaska Energy is a bulk fuel transport company with plans to construct a tank farm, pipeline and truck load out facility as illustrated in the Port Layout Drawings in Appendix A.

In 2008, the Port exported 451,000 tons of construction-quality gravel for the Port of Anchorage expansion project. Additional material is available for export to projects at the Ted Stevens Anchorage International Airport and for the Knik Arm Bridge causeways.

Importation of cement began in 2009 with two vessels each carrying 17,000 short tons. The cement was bagged and warehoused. About 3,700 pounds of rebar were also imported on vessels. Additional vessels brought more cement in 2011.

Scrap metal export also began in 2009. The last shipment of scrap metal (2012) included about 8,000 tons that was sent directly to South Korea.

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Coal export began in 2010 with a test run of a Super Panamax vessel, loaded with 76,000 metric tons of coal in Seward. The vessel docked at Port MacKenzie to be topped off with coal trucked down from Healy.

Approximately 16-miles of concrete-coated pipe was staged on the barge dock in 2014 awaiting trans-shipment in 2015. The pipe was moved to a new underwater natural gas pipeline in Upper Cook Inlet.

There has been a significant increase in the number of local and national business entities expressing interest in establishing various business operations in the Port District but not necessarily using the Port's docks. These proposals include a bulk fuel storage facility, a timber curing facility, a power generation and solid waste disposal plant, natural gas liquefaction plants, a sewage treatment plant, peat processing and ore reprocessing facilities.

2.4 Future Cargo Operations

Future cargo operations at the Port were evaluated based on a two-phase economic analysis completed by Dr. Paul Metz, a registered professional geologist (Metz, 2007a&b) as well as information provided by local entrepreneurs, the Port Director, and other Borough staff.

Port MacKenzie is being developed as a bulk commodities export and import center. The type of bulk natural resources and other cargo expected to be part of the future operations include coal, petroleum products, oil and gas field modules, natural gas pipeline construction, forest products, limestone products and other minerals.

Completion of the rail extension linking Port MacKenzie to the Railbelt will result in a dramatic increase in bulk commodity exports. The following potential commodities are listed in order of priority for Port development based on if the commodity is anticipated in the next five years and the duration the commodity is expected to be handled at the Port:

2.4.1 Coal

Port MacKenzie is well-positioned to provide rail transport and Port facilities for the export of coal from the Usibelli Coal Mine in Healy. The Usibelli Coal Mine is the only active coal mine and current source of coal for export from Alaska. The exports from the mine have fluctuated significantly in recent years, with a peak market of approximately one million tons to approximately 400,000 tons, with an intermediate term annual average of 750,000 tons (Denton, 2010). Currently, up to one million tons of coal is exported through the Port of Seward using a coal loading facility owned by the Alaska Railroad Corporation and operated by Usibelli Coal Mines, Inc. The Usibelli Mine at Healy alone has over 250 million short tons of proven coal reserves. In addition, the Chulitna Basin in the Upper Susitna Valley contains several billion tons of coal that are also provided access to tidewater by the rail extension. Usibelli Coal Mine, Inc. is currently exploring alternatives to mine coal at Wishbone Hill near Sutton and ship it out of Port MacKenzie. If successful, this venture may ship up to 500,000 tons of coal per year out of Port MacKenzie.

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The market for the sub-bituminous and low sulfur coals from Alaska is primarily for the power generation industries in South America and Asia (Brown, 2010). In addition, the construction of a coal fired power plant at the Port could lead to the need for an additional million tons per year of coal. Due to transportation savings associated with the rail extension and Port MacKenzie, it is expected that it will be economic to export a significantly greater amount.

During the first five years, after completion of the rail extension, it is possible that an additional one million tons of coal could be transported annually over the rail extension and exported through Port MacKenzie. Due to the design of this relatively high speed freight rail extension, and the inherent transportation cost savings, the amount of coal transported over the extension during the second five years could be up to four million tons (Metz, 2007a).

2.4.2 Petroleum Products

The development of petroleum storage facilities at Port MacKenzie to accommodate both the export and import of petroleum products will add additional transportation and storage capacity to the Cook Inlet area, as well as facilitate the transfer of fuels to and from Southwest, Interior and Northern Alaska.

There is a growing demand for low sulfur diesel fuel in Interior and Southwest Alaska as a function of mineral and energy development. This demand is associated with federally mandated low sulfur fuel specifications that went into effect in 2009. The new regulations require off-road equipment (i.e. mining operations) to only use low sulfur fuel. Alaskan refineries do not produce low sulfur diesel fuel. Low sulfur fuel will need to be imported. It is expected that the rail extension will be used to transport low sulfur diesel fuel to meet Interior and North Slope demands. Fuel suppliers have discussed the possibilities of establishing tank farms at Port MacKenzie and then shipping the fuel north by rail and truck.

It is estimated that at least 60,000 tons of low sulfur diesel fuel will be transported north from Port MacKenzie to Interior Alaska and a similar amount to Southwest Alaska, for a total of 120,000 tons of low sulfur fuel each year. This will begin during the first five years of operations and will continue to grow as more and more diesel fuel is sent north. In addition, fuel suppliers are considering setting up tank farms at Port MacKenzie and annually transporting 80,000 to 90,000 tons of fuel via the rail extension to North Slope markets.

2.4.3 Oil and Gas Field Modules

Several corporations have discussed using Port MacKenzie to build oil and gas industry modules, specifically sea-lift modules. These corporations include oil companies and oilfield service industries. For example, one oilfield service company expects to supply about 24 8,000-ton gas compression modules for the gas pipeline project over a period of 5 years commencing around 2020. According to the company, these modules will be manufactured at several locations around the world as no single location has the resources to build all of them. The company would like to complete assembly and ship about six of these modules out of Port MacKenzie over a period of three to four years.

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2.4.4 Forest Product Exports

Forest product exports have been a major business activity at Port MacKenzie. The primary product has been wood chips for Japanese, Korean and Taiwanese markets. This low unit value commodity is very sensitive to the cost of transportation from the standing forest to the Port facility. Transport has been by truck with economic haulage distances limited to the Susitna Valley region. Large timber resources occur on State of Alaska lands, Alaska Mental Health Trust lands and Native Corporate lands in the Tanana Basin (see Fairbanks Economic Development Corporation (FEDC) Prospectus, March 2007). These Tanana Basin resources will become economic for export through Port MacKenzie by rail once the rail extension is complete. Total available resources for harvest in the Susitna Valley and Tanana Basin exceed 1.6 billion board feet with an estimated sustainable yield of 30 million board feet per year. It is estimated that a minimum of 60,000 tons per year of forest products could be exported during the first five years following rail extension completion (Metz, 2007b).

2.4.5 Natural Gas Pipeline Logistics

The natural gas pipeline project under consideration is a 800-mile pipeline from the North Slope along the Parks Highway to the Cook Inlet (see Figure 3). It will be necessary to transport pipe, compressor station construction materials, compressor components, construction equipment, fuel, construction camps and camp supplies from tidewater to inland locations. The most cost effective way to transport these construction materials to the construction areas is by rail, as far as possible, and then by truck the rest of the way. In March 2007, Northern Economics completed a comparative study that assessed the ability of Southcentral ports to transport pipe for a natural gas line project (Burden, 2007). Assuming the Port MacKenzie rail extension is complete, the study concluded that Port MacKenzie would be the most cost effective port for transporting pipeline materials. Accordingly, Port MacKenzie and the rail extension would be used to transport pipeline sections and materials north.

Figure 3. Alaska Natural Gas Pipeline

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The proposed natural gas pipeline is predicated on 35 trillion cubic feet (TCF) of proven conventional natural gas on the Alaska North Slope. Estimated conventional resources of natural gas in the region exceed 200 TCF. Unconventional natural gas resources are estimated to be several times greater (Metz, 2007b).

A study determined that 122,760 forty-foot long segments of pipe (joints), weighing 12.3 tons per joint, would need to be transported through Port MacKenzie during a two-year period. In addition, appropriate support materials, structures, fuel and supplies would also be transported on this route.

2.4.6 Value-Added Natural Gas Processing

There has been discussion of a gas liquefaction plant at port MacKenzie once a natural gas transmission pipeline to the Port has been built. This would provide an anchor industry for the Port. Natural gas would be exported from the Port to foreign markets as well as used in Alaska.

It is also possible that petrochemical facilities could be built at Port MacKenzie. The products from a world-class petrochemical complex could include methanol, ethylene, polyethylene, ethylbenzene, ethylene glycol, Styrofoam, alpha olefins, ethylene dichloride, ammonia, urea and caustic soda.

Meeting the energy requirements for petrochemical production would necessitate a large power generation plant. Production rates of a liquefaction plant or a petrochemical plant would depend on the volume of natural gas transported via pipeline. A proposed 4.5 billion cubic feet per day pipeline would result in about 13 million tons of petrochemical products requiring 450 export vessels a year. (Metz, et. al., 2004).

2.4.7 Limestone Products

The Globe Creek limestone deposit, located approximately 38 miles north of Fairbanks, is the largest known high-quality limestone deposit in Alaska and contains an estimated 1.6 billion tons of high-purity limestone.

Limestone contains the essential materials for the production of lime (calcium oxide) and Portland cement (hydrated calcium and aluminum silicates). The economy of scale of lime production is as small as 100 tons per day, while the economy of scale of Portland cement is at least 10 times larger. Neither of these products is produced in Alaska, thus local needs are met with imports from either the contiguous states or other countries. Current markets for lime in Alaska include: metal mining, water and wastewater treatment and oil well completions.

Lime transported by rail from north of Fairbanks could be more economical to barge from Port MacKenzie to Southwest and Northwest Alaska than lime currently imported from British Columbia. It is possible that lime will be produced in kilns 10 miles north of Fairbanks and transported through Port MacKenzie during the first five years of rail operations.

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It is expected that eventually cement will also be manufactured at the limestone site and exported through Port MacKenzie. The export of cement would involve the transport of much larger tonnages. Limestone products are used to help maintain water quality for waters associated with mining operations. Limestone products will be exported across the rail extension through Port MacKenzie for use in Southwest Alaska, in villages and cities, and major mining operations such as Pebble, Red Dog or Donlin (Metz, 2007a). Though the current market for Portland cement in Alaska is small compared to the minimum economic sized operation, Alaskan produced cement would primarily be for export.

2.4.8 Other Minerals

The rail corridor from Port MacKenzie to the Fairbanks area transects several mining districts and metal-rich geologic provinces (Metz, 2007a). Mineral deposits and mineral occurrences are found as clusters of mineralization referred to as mining districts. These mineralized clusters include copper, molybdenum, antimony and lead that are generally transported as mineral concentrates rather than as intermediately refined metals such as dore bars of gold. Metallic mineral concentrates that will likely be transported by rail through Port MacKenzie include antimony, copper, lead, molybdenum, silver, tin, tungsten and zinc. The 2007 Economic Analysis of Rail Link (Metz), includes estimates of the freight associated with the future mines. The annual expected rail freight load ranges from 9 to 21 million tons. Thus, it is expected that mineral concentrates will eventually be the largest commodity export.

3. Land Use

3.1 Existing Conditions

Port MacKenzie is divided by the east-west trending Point MacKenzie Road. This division has generally been used to separate heavy industrial uses to the south from the commercial and light industrial uses that will locate north of the road.

The Knik Arm Bluff runs north-south along the waterfront with average bluff elevations over 100 feet above mean sea level as illustrated in Figure 4 below. West of the bluff is a ridge that runs north-northwest. Lu Young Lane is on the east side of the ridge at the top of the bluff. Rail service will be available south of Point MacKenzie Road west of the ridge and docks. Land at the top of the bluff, closest to the docks, is reserved for marine/rail industrial uses including bulk material processing, storage and transfer. Given the proximity to tidewater and the loading conveyor, the disposal of waste soils/materials within the area of the pond or anywhere within the valuable area between Lu Young Lane and Don Young Road is prohibited. An organic material storage area west of Lake Lorraine has been designated disposal of organics and waste soils. If an embankment is constructed in this area, fill must be composed of compacted mineral soils. To maximize future use of the area, any existing organics should be removed prior to placing compacted fill. If it is desired to leave the organics in place, an engineering analysis of subsurface soils should be performed to determine the likely effect on the future uses of the embankment. Marine/rail-related industries require sites within close proximity to waterbodies due to functional dependencies on the industrial activity for direct access or for linkages to waterborne products or processes. A major ridge system occurs north, east and west of Lake Lorraine.

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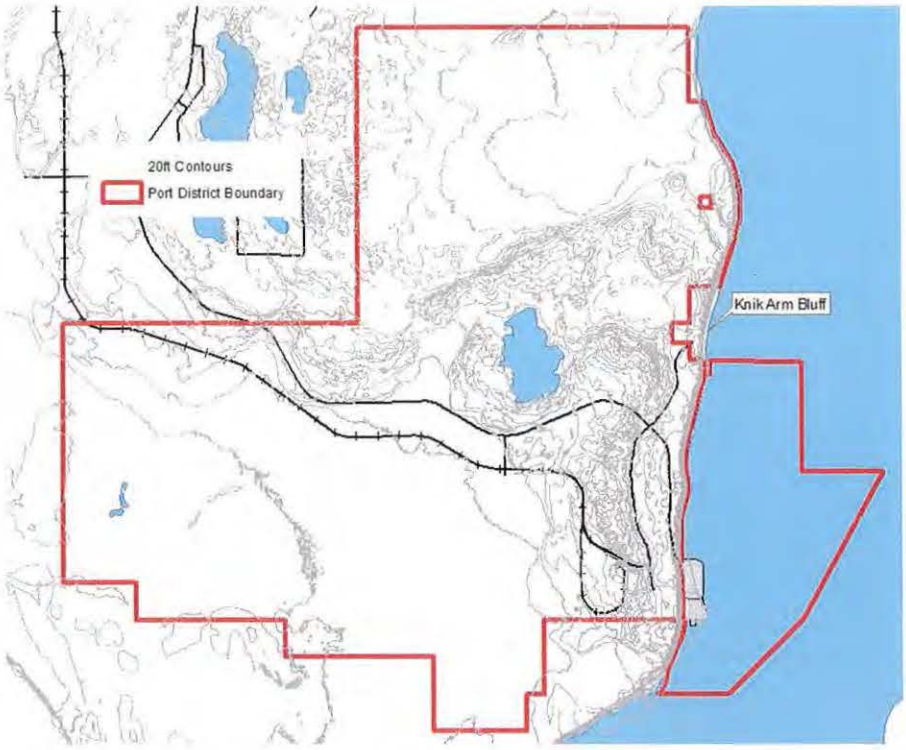
Figure 4. Port Topography



The Port District is comprised of four zoning districts per MSB 17.23:

- Waterfront Dependent District (WDD);
- Port Industrial District-I (PID-I);
- Port Industrial District-II (PID-II); and the
- Port Commercial District (PCD).

The districts are illustrated on Figure 5. The Port District encompasses land use districts (zoning) some of which are further divided into subunits. The locations of the different land use districts within the Port District are described below.

WDD occupies the southeast corner of the Port District and includes tidelands and the docks. PID-I includes the uplands closest to the docks, the land along rail and two areas north of Point MacKenzie Road reserved for future heavy industrial uses. PID-II lies back from the existing roads and the railway and includes land identified for industrial activities not directly dependent on the rail or docks that still benefit from the proximity to tidewater and the railroad. PCD occurs around Lake Lorraine and includes land north and east of the lake. Existing and future land uses within each land use district are described below.

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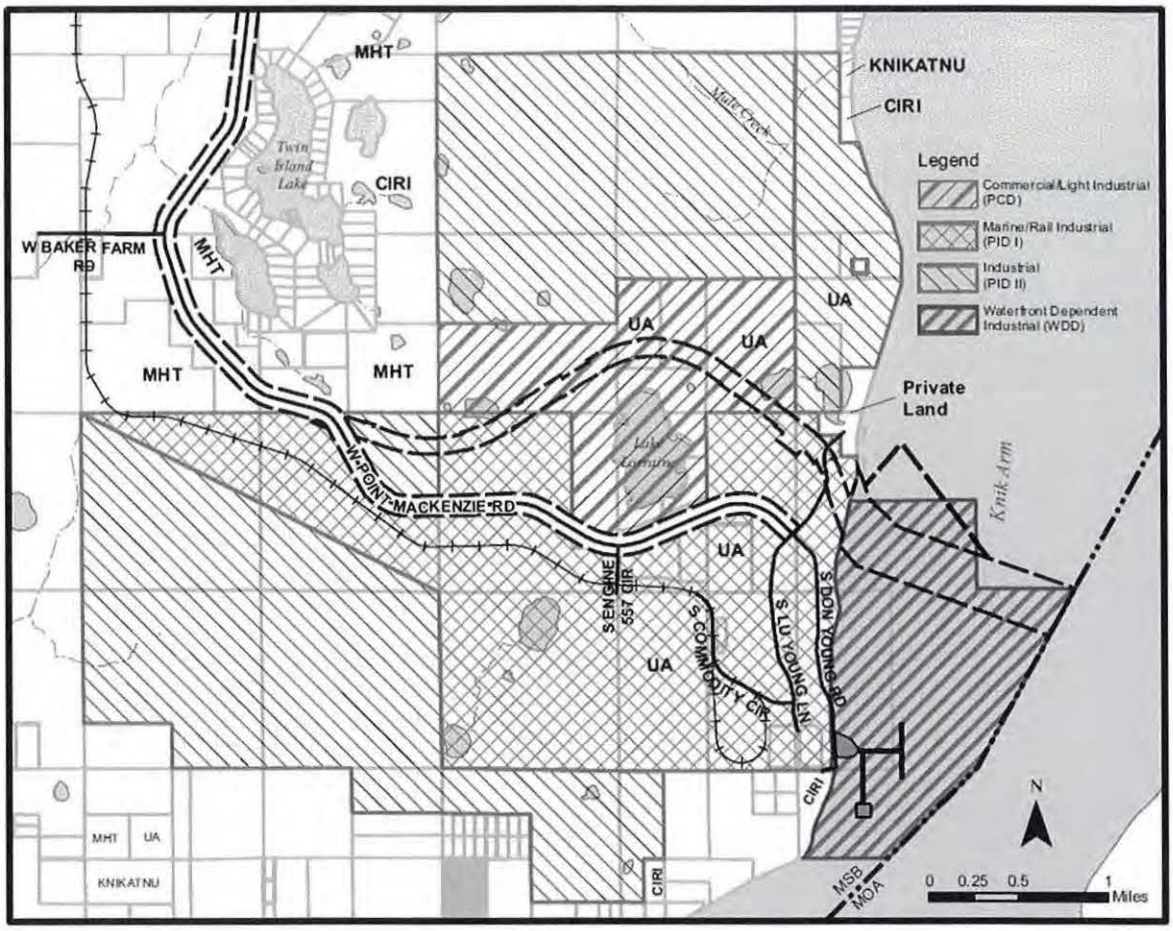
Figure 5. Future Land Use Districts



3.2 Waterfront Dependent District (WDD)

The Waterfront Dependent District includes 1,239 acres of tidelands and submerged lands owned by the Borough.

The plan for this area is to locate those waterfront uses that are necessary to operate a commercial/industrial port. Land activities in this area shall be directly related to a water activity and require navigable channels and specialized facilities at the land-water interface.

Land Use

This district includes the 16-acre open-cell barge dock with a 500-foot bulkhead barge dock and a 1,200-foot trestle pier deep-draft dock extending offshore (see Figure 4 below). The barge dock is available for temporary uses such as staging of material during import or export or final assembly of modules. The deep-draft dock can accommodate both Panamax and cape-sized vessels. Due to the limited space available this asset must be managed carefully to maximize its water-dependent utility. A transportation route from the deep-draft dock across the barge dock to Lu Young Lane must be reserved for truck traffic transporting freight on and off vessels.

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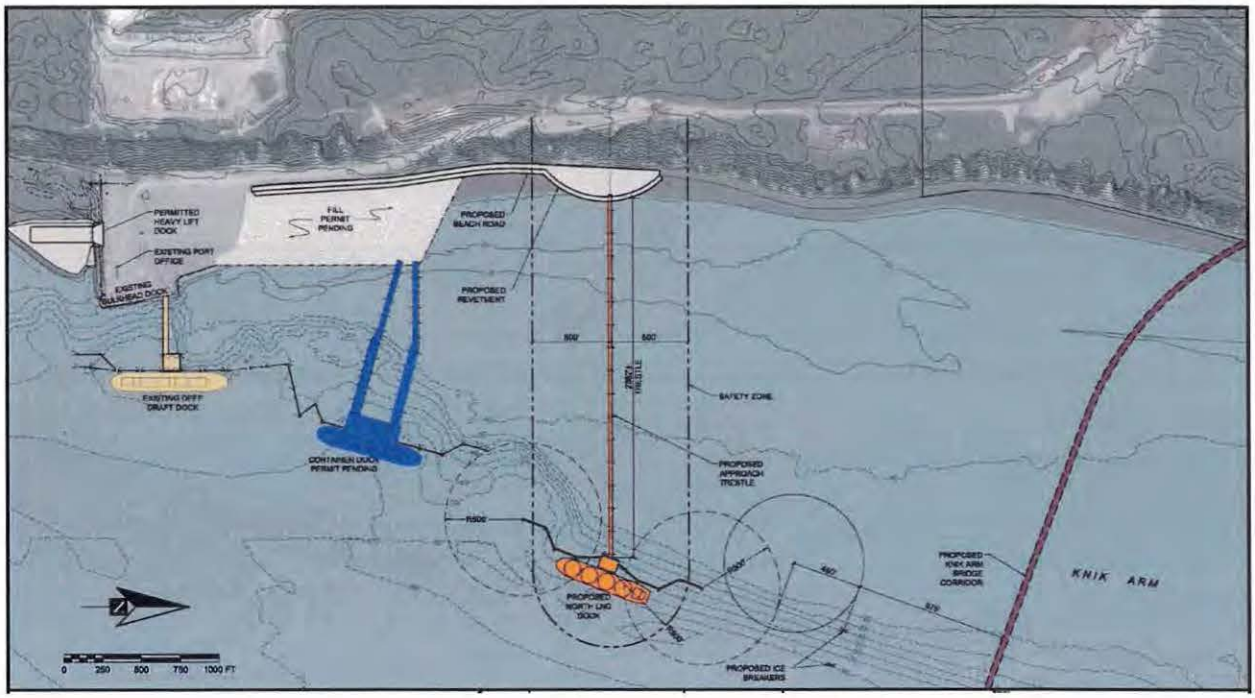
Dock Design and Expansion

Plans are in place for construction of additional deep-draft docks that include as many as four new trestles. Additional trestles will allow for more rapid transport of cargo on and off vessels. The current dock designs and plans for expansion are illustrated on Figure 6a and 6b. Expansion of the docks will be necessary as use increases.

Small Ship Repair and Inspection

The addition of a future ship repair and inspection facility can easily be added as an addition to the existing dock areas. A single berth dry dock rack can be added south or north of the barge dock. However, the south side of the barge dock has been identified as essential for loading sea-lift modules onto barges.

Figure 6a. Dock Expansion North



The figure above shows two additional trestle docks and an expansion of the barge dock north of the existing deep-draft dock. The new docks are shown at -60 MLLW.

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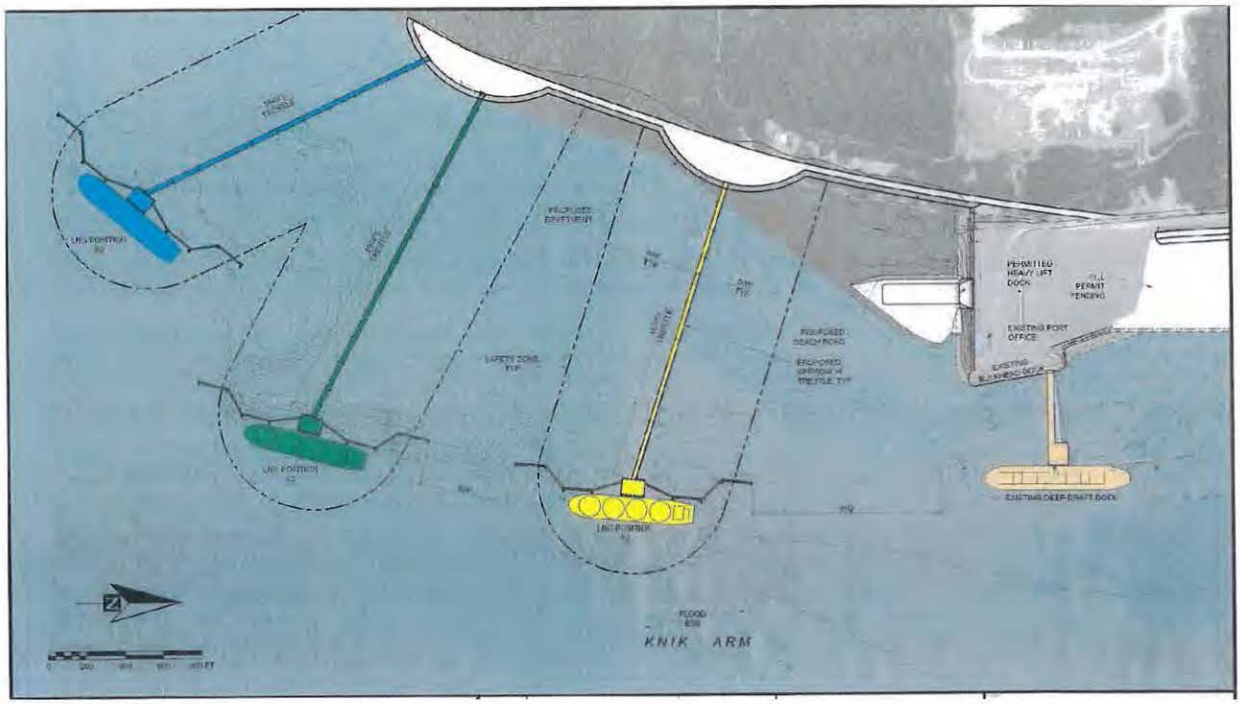
Figure 6b. Dock Expansion South



The figure above illustrates the plan for trestle docks built to the south of the existing docks at -60 MLLW to accommodate the demand for LNG export.

3.3 Port Industrial District - I (PID-I)

The Port Industrial District – I is a largely undeveloped rail and marine industrial area of great importance to the region's economic base. This Port Master Plan Update seeks to preserve and protect this unique coastal resource by limiting uses to strictly marine/rail-oriented industrial. This plan continues the existing marine/rail-oriented industrial uses and supports the development of available vacant land with similar uses in order to provide a homogenous industrial climate with an assured, reasonable long-term growth potential.

The Port Industrial District – I is reserved for industrial uses that require close proximity to the marine terminal and railroad.

Port Industrial District – I Planning District Subunits

The Port Industrial District – I consists of 3,047 acres of land. The plan for this area is to retain and continue marine/rail-related industrial uses. To facilitate description of the existing and future uses, portions of this planning district have been divided into the following subunits illustrated on Figure 7:

- Rail Loop Subunit; and the
- Northern Subunit.

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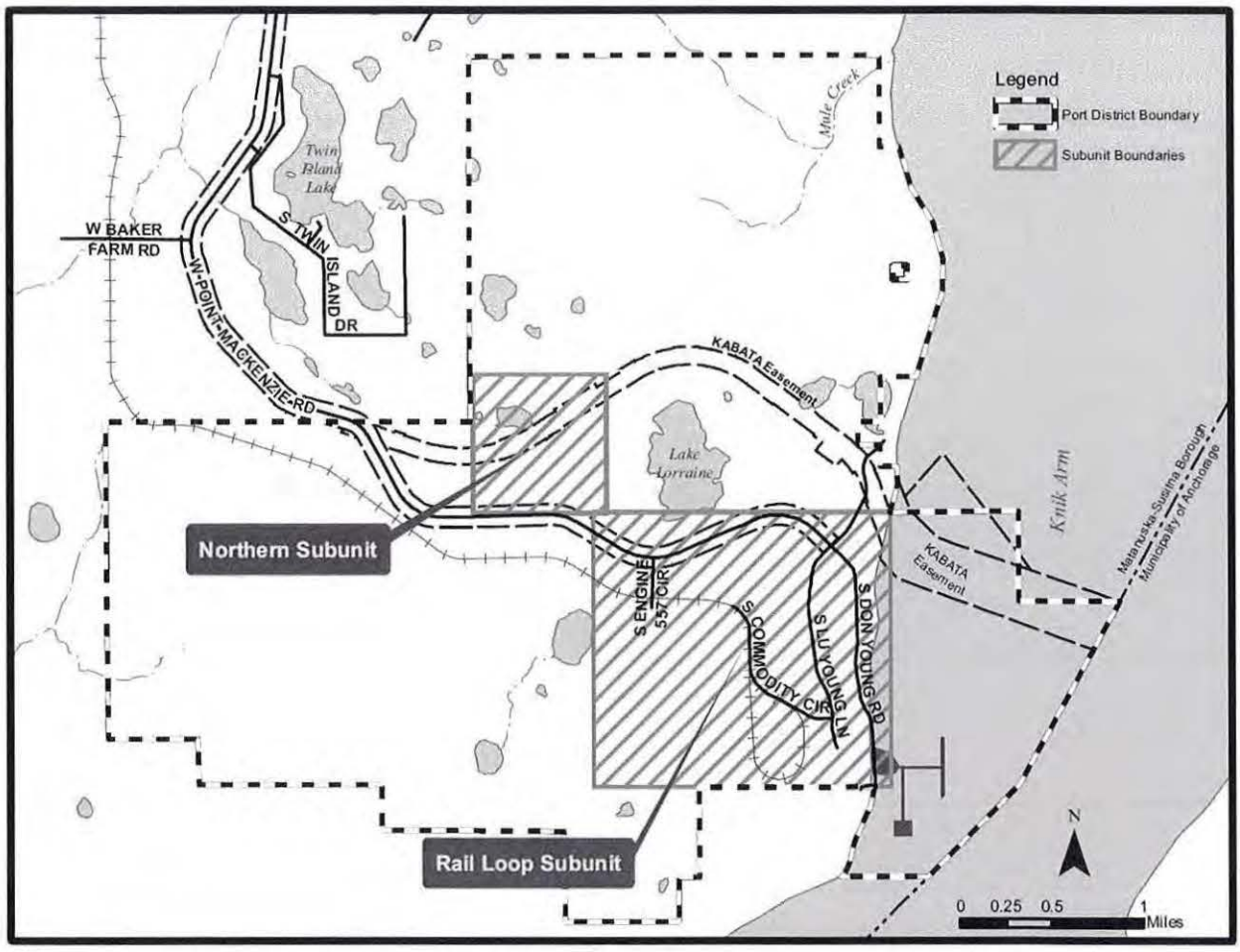
Figure 7. PID-I Subunits



3.3.1 Rail Loop Subunit

This subunit is comprised of 1,573 acres around a future rail loop and will contain the various industries that relate to the rail loop and marine terminal (see Figure 8).

A 30-acre area has been cleared at the end of S. Lu Young Lane, uphill from the dock. The area includes two 20,000-square foot storage warehouses, a paved, five-acre bulk material storage and loading area, and a 60-inch wide, 3,000-foot long privately owned conveyor system. The elevated conveyor system extends from the bulk material stockpile area down to the docks.

A seven-acre pad has been constructed at the northwestern corner of Lu Young Lane and Commodity Circle.

A modular facility construction plant is located on a sixteen-acre cleared area, south of Point MacKenzie Road across from Lake Lorraine. Approximately 30 acres west of the modular construction plant has been cleared and used as a sand and gravel source.

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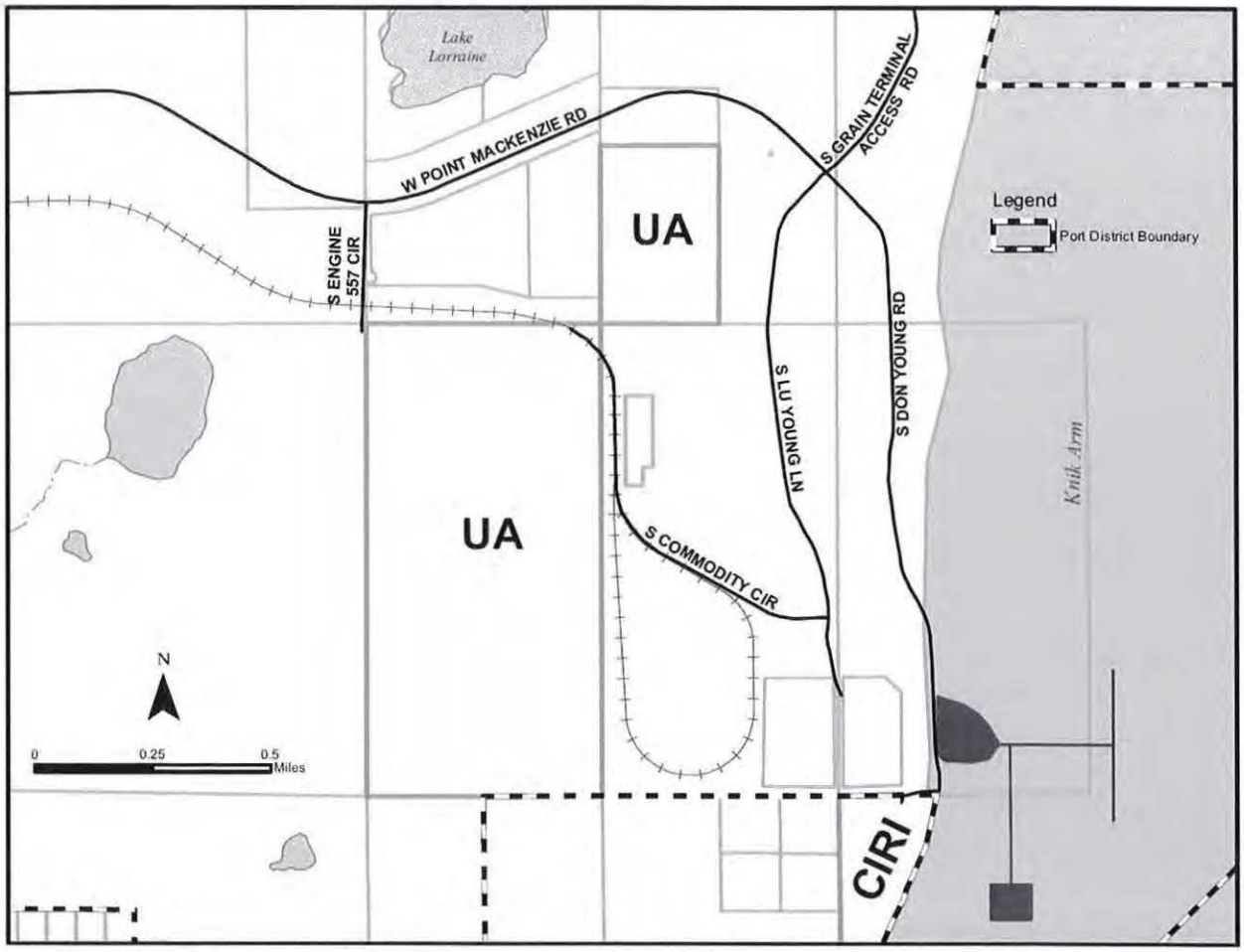
Figure 8. PID-I: Rail Loop Subunit



The rail loop is being constructed to handle 110-car unit trains hauling bulk materials. A 110-car train will fit between the loop turnout and the unloader and a second such train between the unloader and the turnout. A loaded train will be able to enter the loop while an empty train prepares to leave. The interior of the rail loop contains about 78 acres reserved for bulk material handling. Expanded rail facilities are anticipated to serve bulk fuel storage, value added gas processing and storage, and other future industrial uses in the area. Bulk commodities will be off loaded and stored within and adjacent to the rail loop. Multiple car unloaders are anticipated to accommodate a variety of commodities.

The Port MacKenzie Layout Drawings in Appendix A illustrate the anticipated future layout of land uses, utilities and the surface transportation network.

Cargo operations in this subunit are expected to continue and expand with additional area used for staging exports and providing for imported commodity storage. Water linked uses should be located in this subunit along the material handling corridor or road system. Expected uses are noted below:

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Coal

An area suitable for the projected volume of coal delivered via truck has been identified adjacent to the rail loop nearest the marine terminal. A similar area within the rail loop has been identified for the projected volume of coal to arrive by train. The size and location of both areas were developed based on discussions with several representatives from Usibelli Coal (Denton, 2010) and the recommendations of an engineer specializing in bulk material movement (Hoggan, 2010).

Expansion of the conveyor corridor to service the interior of the rail loop as well as the area identified for truck coal will include additional conveyor belts.

Mineral Concentrates and Other Bulk Commodities

Multiple commodities can be off-loaded from trains and stored inside the rail loop. Area within the rail loop has also been identified as future stockpiling areas for coal, wood chips, limestone products, construction aggregate or other bulk commodities yet to be identified. Land immediately northeast of the rail loop has been identified for additional bulk package/material storage to serve the existing and anticipated mines in Interior Alaska (see Appendix A). This area can also be used for expanded petrochemical product handling and storage, truck coal, cement, gravel or other products that are associated with truck or rail.

Petroleum Products

Tank farm area has been identified for bulk petroleum product storage immediately north of the rail loop.[2] Locations for pipeline, valve yards, truck, rail and vessel loading racks are illustrated on the Port MacKenzie Layout Drawings in Appendix A. It is anticipated that both deep-draft vessels and barges will be loaded and unloaded with petroleum products and the location is close enough to meet this need. The proximity of the tank farm to the rail loop also allows for the loading or unloading of a unit train with petroleum products. A development plan for the area identified for future tank farms is necessary to maximize efficient land use due to topographic constraints.

Two areas are identified for future value-added natural gas processing facilities. One is north and east of the tank farm area. This area is suitable for a natural gas processing and liquefaction plant and would require about 60 acres.

A large petrochemical complex, which could process the natural gas into a host of industrial chemicals, would require about 100 acres. This area has been identified at the western edge of this planning subunit.

Pipeline Logistics

Several lease areas have been identified as suitable for import and processing of the pipe and associated materials required to construct a natural gas pipeline. The lease area labeled fabrication on the Port MacKenzie Layout Drawings in Appendix A is tentatively identified as the

[2] Tank farm location was based on interviews with potential future port users as well as an evaluation of the Port of Anchorage operations.

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location for pipeline logistical support. Prior to pipeline construction use, the fabrication area could be used for initial sea-lift module fabrication before final assembly on the barge dock.

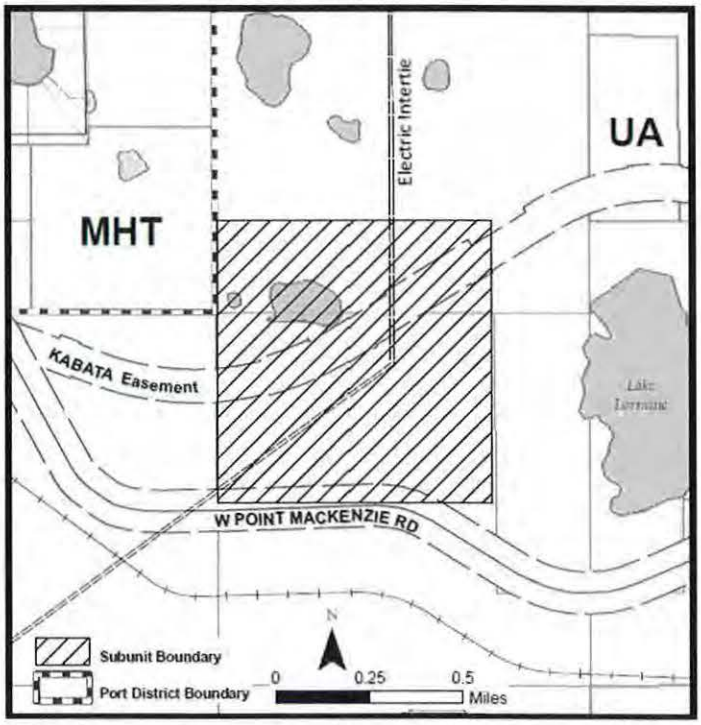
Transportation and Logistical Support

The area adjacent to the eastern boundary of the potential pipeline logistics site has been identified as suitable for transportation and logistical support.

A parking lot south of Point MacKenzie Road is currently used for winter access to Figure Eight Lake as well as private property south of the Port District. The parking lot is being relocated south of the railroad to reduce potential conflicts with the marine/rail-industrial uses of the Port.

3.3.2 Northern Subunit

This subunit is comprised of 356 acres and is bisected by high-tension power transmission lines (inset to the right). The only development has been construction of an organic material storage area about one third of a mile west of Lake Lorraine and one third of a mile north of Point MacKenzie Road. The southern portion of the subunit (~100 acres) north of Point MacKenzie Road and south of the Knik Arm Bridge easement has been identified as suitable for a power generation plant. Other heavy and light industrial uses that do not require direct access to docks should locate here. A rail spur may be developed into this area. The easement for the Knik Arm Bridge passes through the northern half of this subunit. The remainder of this subunit is suitable for other industrial processes.



3.4 Port Industrial District - II (PID-II)

The Port Industrial District – II consists of 4,836 acres of land in three separate areas. About 2,280 acres occur along the northern boundary of the Port District. About 2,390 acres encompass the southwest corner of the Port District. About 140 acres of this district contain the intersection of Point MacKenzie Road and the Knik Arm Bridge Road. The plan for these areas is to locate commercial and industrial uses that do not require close proximity to the docks or railroad such as general manufacturing. An area within this district has been identified as suitable for a large petrochemical storage and processing facility, directly west of the rail loop. Transient commodity storage is anticipated to occur south of Point MacKenzie Road just inside the Port District Boundary. A quarter-mile noise and lighting buffer along the inside of the northern and northwestern boundaries of the Port is also included in this land use district.

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3.5 Port Commercial District (PCD)

The Port Commercial District includes about 1,021 acres around Lake Lorraine, extending to the northeast. The plan for this area is to locate commercial and light industrial uses not reliant on the marine terminal or railroad, incineration or transient storage. The boundaries of this district are shown on Figure 5. Land in this district is primarily undeveloped. A loop road is planned around Lake Lorraine to service the commercial district. Land use within the loop will be restricted those uses commonly found in a business/industrial park. Commercial and light industrial uses are allowed within this district.

Commercial Offices
Commercial office uses are tentatively planned for the land surrounding Lake Lorraine. Lake Lorraine is an ideal area for employee open space to be incorporated with offices. Corporate and general lease office space will serve as a picturesque setting for Port related businesses. The construction of the Knik Arm Bridge will further enhance the value of the Port Commercial District. Though this is set aside for Port-related commercial business and office uses, it is openly acknowledged that it is in close proximity to heavy industrial activities and that off-site effects of the industrial activities such as noise are an accepted component of the area. A 200-foot, no development buffer zone around the circumference of the entire lake ensures that the water's edge will be maintained in its natural state. A non-invasive pedestrian pathway and a series of pocket-parks should be designed and constructed around the lake.

Foreign Trade Zone
A tax free industrial and manufacturing area is identified northeast of Lake Lorraine to provide a secure area that businesses can bring materials into the 'Free Port,' provide assembly and value added services, and then export the finished items through the Port without incurring value added taxes. The Point MacKenzie Freeport Center would provide manufacturing, warehousing, and distributing facilities to serve the Pacific Rim. As a separately controlled security area, the Freeport Center will meet all necessary customs and quarantine requirements.

4. Transportation

4.1 Introduction

This chapter addresses the existing and future transportation facilities and traffic to integrate the transportation needs of the Port District into a regional context.

The Port, as an intermodal facility, requires unimpeded access to the surface transportation system beyond the Port District. Port traffic is largely industrial with a subset of public traffic utilizing the Cook Inlet Ferry System or accessing nearby private property.

4.1.1 Existing Conditions

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West Point MacKenzie Road, as a major arterial, is the primary access road for the Port entering the Port District from the west and heading east for about three miles. The route becomes Don Young Road at a three-way intersection and continues 1.5 miles to the docks.

South Lu Young Lane, a minor collector, provides access to lease lots on the land above the docks. The roadway is about one mile long and heads south from the three-way intersection terminating at the east-west to the south of the NPI lease area. This roadway is currently used by industrial truck traffic to transport bulk materials to a 22-acre bulk material storage area.

South Grain Terminal Access Road, a minor collector, extends about three-quarters of a mile northeast from the three-way intersection ending just outside the Port District at the Knik Dock, a privately owned parcel.

The **Bi-Modal Bulk Facility (BMBF)** was renamed **John Riggs Memorial Way** in 2014. This road is a minor collector, located approximately one mile northwest of the docks. This facility includes a one-mile long roadway and an adjacent bulk material storage pad of approximately 82 acres inside the area designated for the future rail loop.

4.2 Transportation Trends

Significant growth and development are anticipated over the next ten years in the Point MacKenzie community. About 2,026 people are currently estimated to live in the community (2014[3]). Opening of the Goose Creek Correctional Center and construction of the rail connection between the Port to the Alaska Railroad is continuing to create and sustain jobs leading to a local population boom. A conservative annual population growth rate used in the MSB density and build-out study for the Point MacKenzie community is four percent.

The primary mode of travel in Point MacKenzie is by road. In the next five to ten years, bus and share-a-ride van pools will be used for transit services to and from the Port and area businesses.

Traffic count data was available for two points along Point MacKenzie Road: one at the beginning of Point MacKenzie Road at the intersection with Knik Goose Bay Road, the other at the intersection with Ayrshire Road at Mile 7.4. Table 4.1 lists the annual average daily trips for Point MacKenzie Road. The significant decreases in traffic volume are related to completion of development projects at the Port and Correctional Center.

Table 4.1. Traffic Count Data

Pt MacKenzie Road AADT				
Location	2010	2011	2012	DVMT
Mile 0	1157	904	656	4864

[3] Alaska Department of Labor Population Estimate

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Mile 7.4 Ayrshire Road	220	232	235	3242

ADOT&PF 2010-12 Traffic Volume Report

Increasing local population, increasing industrial traffic, and operation of the correctional center are increasing the number of vehicles using Point MacKenzie Road. Insufficient data exists to project traffic growth rates on Point MacKenzie Road.

Anticipating significant and steady increases in traffic along Lu Young, the initial subsurface explorations, laboratory testing and geotechnical engineering studies were conducted in support of the required Lu Young Lane improvements. A study was conducted to evaluate the subsurface conditions along the existing road and to provide geotechnical engineering recommendations for the required widening and structural section improvements to meet the Port road standards (Shannon and Wilson, 2014).

Additional data is required to determine the average daily traffic count for the Port District.

4.3 Multi-Modal Opportunities

The Port MacKenzie transportation network is designed to incorporate multiple modes of travel and freight/bulk material transportation. Upgrades to existing conditions, an understanding of regional transportation trends, and infrastructure requirements of future industrial activities assist in facilitating multi-modal transportation opportunities. The transportation system is designed to be multi-modal, containing roads, rail, marine, and pipeline/conveyor transportation elements.

The Bi-Modal Bulk Facility (BMBF), renamed John Riggs Memorial Way in 2015, is critical in providing multi-modal transportation opportunities to aid the development of Port MacKenzie as a major exporter of bulk commodities. The BMBF includes 82 acres of bulk material storage. Aggregate storage pads will be serviced primarily by truck during the initial stages of operation. The facility has one mile of roadway that provides connectivity to South Lu Young Lane.

As a world-class export facility, shipping operations are more dependent on rail as the principal bulk materials delivery method. The element of the Port MacKenzie transportation system that stitches together multi-modal opportunities are the intermodal transfer connections. These intermodal transfer connections consist of internal roadways, rail lines, pipelines and conveyor systems for bulk commodities and liquid products, a barge dock, and a deep-draft dock to import and export materials from Port MacKenzie. A fully developed multi-modal port will serve as a key transportation asset for the State of Alaska and positions the Port District to attract significant new private investment and employment opportunities.

4.4 Rail Service

The forthcoming Port MacKenzie Rail Extension connects the Port District to the Alaska Railroad Corporation mainline system. With about 32 miles of new rail, the rail extension will terminate in

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a loop enclosing approximately 78 acres for storage of bulk commodities, such as coal, limestone, aggregates, and other minerals resulting in greatly increased industrial activity.

The loop was designed to accommodate storage of multiple bulk commodities. At least two bulk material car unloaders will be needed: one for coal and one for limestone and other minerals. A location for a bulk fuel loading and unloading system has been identified adjacent to the tank farm located along the rail loop. This facility will provide piping, pumps, and discharge equipment to fill rolling stock tank cars for fuel delivery. The location is designed to supply a 110-car train with bulk fuel without having to split the train load.

Parcels ideal for industrial manufacturing and fabrication operations which are not dependant on proximity to tidelands will be serviced by a combination of rail and roadway elements. As the Port develops, various rail spurs will be constructed as offshoots of the rail extension project. These spurs are anticipated to service industries largely dependent on rail as a primary mode of transporting material and products. Areas identified as fabrication, modular fabrication, bulk aggregate storage, tank farm, and gas-derived products can be served with multiple rail spur extensions. A second rail loop is shown on the long-term layout. The long-term rail configuration includes a larger, second rail loop to the north of the initial teardrop loop. Future rail configuration may be a combination of both spurs and a second loop.

4.5 Truck Service

In the near term, trucking will serve as the primary method for moving bulk commodities and other materials in and out of the Port District. The Port offers various routes to facilitate efficient transport. Heavy industrial vehicle trips are distributed depending on the type of material being transported and the delivery schedules of such materials. Shipments scheduled to be directly loaded on a barge or staged on the barge dock access the docks by traveling on Don Young Lane. An additional 22 acres has been identified as suitable for coal storage transported by trucks that are accessed by South Lu Young Lane. This route will offer direct access to bulk commodity storage areas where material will be stored and delivered to ships by conveyor.

4.6 Traffic Circulation

Efficient and safe traffic circulation is predicated on an understanding of the trips generated from overall Port activities. The Bi-Modal Bulk Facility serves as an initial conduit for distributing bulk commodity truck traffic from other industrial material shipments accessing the docks.

While some industrial traffic will continue to utilize Point MacKenzie Road as a means to access the docks, industrial traffic will be controlled to mitigate conflict between private vehicles and heavy industrial traffic. Traffic signals at the ferry queuing area and ferry terminal will be installed when necessary.

This Master Plan recognizes the existing section line easements that occur in the Port District as legal access to privately owned land in and around the district. Any vacations of section line easement will require provision of adequate alternate access and Borough support.

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As land around Lake Lorraine develops as a commercial district, traffic generated from various professional, commercial and office-related land uses will also be distributed prior to entering the industrial districts. A road network is designed to surround Lake Lorraine which will be accessed from Point MacKenzie Road. This second-tier road network will provide on-site circulation to individual lease lots within the Port District.

The Knik Arm Crossing easement is designated for a roadway that conveniently and efficiently bypasses the commercial and industrial districts of the Port. Although heavy industrial, light commercial and recreational traffic will access Point MacKenzie Road, trips generated from the Kink Arm Bridge will be redirected prior to entering both the commercial and industrial boundaries of the Port (Frazier, 2010).

4.7 On-Site Circulation

On-site circulation focuses on the design of access connections serving site development and the relationship between site circulation and access to the abutting roadway. Roadway functions, access hierarchy and the principles of safe and efficient access should be considered to promote well-organized transportation development of the Port District. Level of Service (LOS) classifications for the road network will determine the right-of-way required to design a circulation system capable of establishing safe and efficient on-site circulation patterns. Guidelines should be drafted to include driveway operations for various commercial and industrial activities, including ingress/egress maneuverability and speed, throat length and driveway geometrics.

Proper on-site circulation design is achieved when three major elements – access location and design, site circulation and parking, building footprint and location – are integrated into the overall development plan. Site circulation directly affects the safety, traffic operations and the assigned LOS function of the street system. Good site circulation is necessary to protect the integrity of the public streets. Driveways should allow for sufficient stacking distances to meet the needs of tenant operators. Lessees shall provide adequate on-site parking and adequate space for loading and unloading at all times.

4.8 Future Transportation Improvements

Future transportation improvements will be necessary to facilitate efficient and safe multi-modal surface transportation of vehicles, people, and commodities. The Borough will pursue geometric roadway improvements such as widening for anticipated roadway and utility expansion, potentially adding roundabouts or signals to high volume intersections, acceleration and deceleration lanes, and/or adding turning lanes. These improvements will be required to mitigate the traffic impacts from homogenizing industrial, commercial, and recreational traffic usage and maintain required LOS grades for Port MacKenzie roadways. Roadway LOS is a measure of roadway congestion ranging from LOS A (least congested) to LOS F (most congested). The LOS grading structure is a qualitative assessment heavily based on rate of speed and travel distances. LOS is one of the most common terms used to describe how "good" or how "bad" traffic is projected to be along a particular roadway in a defined geographical area. LOS serves as a benchmark to determine whether transportation improvements for Port MacKenzie will comply with existing LOS grades.

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Industrial and commercial driveway standards were adopted by the Port Commission

Future transportation improvements should also consider Volume to Capacity (V/C) ratio in conjunction with LOS grades to develop an appropriate and proficient surface transportation system. The V/C ratio is a measure of traffic demand on a facility (expressed as volume) compared to its traffic-carrying capacity. Traffic volumes of a particular roadway are generally expressed as average daily traffic (ADT) or vehicle per hour (VPH) for a specific street segment. Potential choke points due to future rail service, transportation of modular products via heavy trucks, and peak ferry traffic may indicate that a roadway facility is operating at or near capacity. Port traffic moving at an acceptable rate of speed will perform at suitable LOS grades. However, segments of the transportation system may indicate the facility is operating at or near capacity despite acceptable LOS grades. In-road traffic counting loops should be installed to provide long-term data for use in determining need for future improvements.

5. Facilities/Utilities

5.1 Introduction

This chapter addresses the existing and future facility and utility needs for development of Port MacKenzie. Utilities, as a group, include emergency/fire suppression, potable water, wastewater, storm water systems, electrical service, pipelines, conveyors, and natural gas. The availability of such utilities and facilities will encourage the development of Port MacKenzie for large-scaled industrial, manufacturing and commercial uses. Utility layout is shown in the Port MacKenzie Layout Drawings in Appendix A. All utilities should be buried when crossing public roads and railways to allow for unfettered movement of tall freight.

An important consideration for future utility and facility requirements is the estimation of potential industrial, manufacturing and commercial activity. Utility and facility needs can be estimated by the overall utility usage of certain land uses and the distribution and intensity of these uses.

5.2 Terminal Building

A 7,000-square foot terminal building was constructed in 2006 at the southeast end of the barge dock. The terminal building includes office space, storage, and restroom areas.

5.3 Security Posts

Two security posts have been installed. One is at the end of Don Young Road at the beginning of the barge dock. The other is at the intersection of Point MacKenzie Road and Lu Young Lane. The general public will be directed by signage to a security post at the beginning of Don Young Road. The Security Gate will control traffic proceeding along Don Young Road to and from the dock. Locations for future security posts are illustrated on the Port layout drawings in Appendix A.

5.4 Deep-Draft Dock

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Port MacKenzie contains a fully integrated and operational deep-water marine port with a 1,200-foot deep-draft dock. The deep-draft dock, with -60 feet Mean Low Low Water (MLLW), is capable of handling the world's largest vessels. The deep-draft dock is equipped with a conveyor system capable of loading bulk commodities at up to 2,000 tons/hour. An additional trestle will allow for more rapid transport of cargo on and off vessels. The design will also allow for roll-on/roll-off containers. Future development of the deep-draft dock must accommodate fuel and cement loading and unloading.

5.5 Barge Dock

The 14.7-acre open-cell barge dock has a 500-foot bulkhead barge dock with a depth to MLLW of -20 feet. Improvement of the barge dock with a bulkhead landing on the south side should occur to assist with loading large modules. Space for loading and unloading racks for liquid petroleum and liquefied natural gas should be established in the near term.

5.6 Conveyors

A 3,000-foot long, 5-foot wide, privately owned elevated conveyor system extends from the 22-acre bulk material stockpile area down to the deep-draft dock. Expansion of the conveyor corridor to service the interior of the rail loop as well as the area identified for truck coal will require additional conveyor belts. This expansion will allow bulk commodities to be loaded at a higher volume per hour. The existing conveyor was designed to accommodate a second conveyor on the same support structures. Additional conveyors are anticipated to be necessary to service the expanded deep-draft dock.

5.7 Pipelines

Pipelines are a necessary component of Port infrastructure. Pipelines will be constructed on the east and south sides of the tank farm to facilitate the loading and unloading of bulk fuel shipments onto both rail tankers and tanker trucks. The pipeline corridor is illustrated in the port layout drawings in Appendix A. A portion of the pipeline corridor has been surveyed and monumented from the southern end of the tank farm to the waterside of the barge dock. Multiple pipelines will be constructed to permit the loading and unloading of not only bulk liquid products but also bulk cement, liquefied natural gas, and other liquid petroleum products. Additional pipeline corridor must be engineered and surveyed from the tank farm to the Knik Arm Crossing.

5.8 Potable Water

In the near term, incremental development of industrial land uses will require the construction of on-site well systems for potable water. As the Port develops into a world class export facility, placement of storage tanks, treatment facilities, pumping stations and piping need to be carefully considered in the overall facility and utility evaluation. The demand for potable water will be evaluated based on the composition of commercial and industrial land uses compared to the consumption of each type of use. Placement of potable water systems will be evaluated based on industrial density, soil composition and the topographical features of the Port District. A six-inch well was constructed and tested to determine the availability and suitability of water within the

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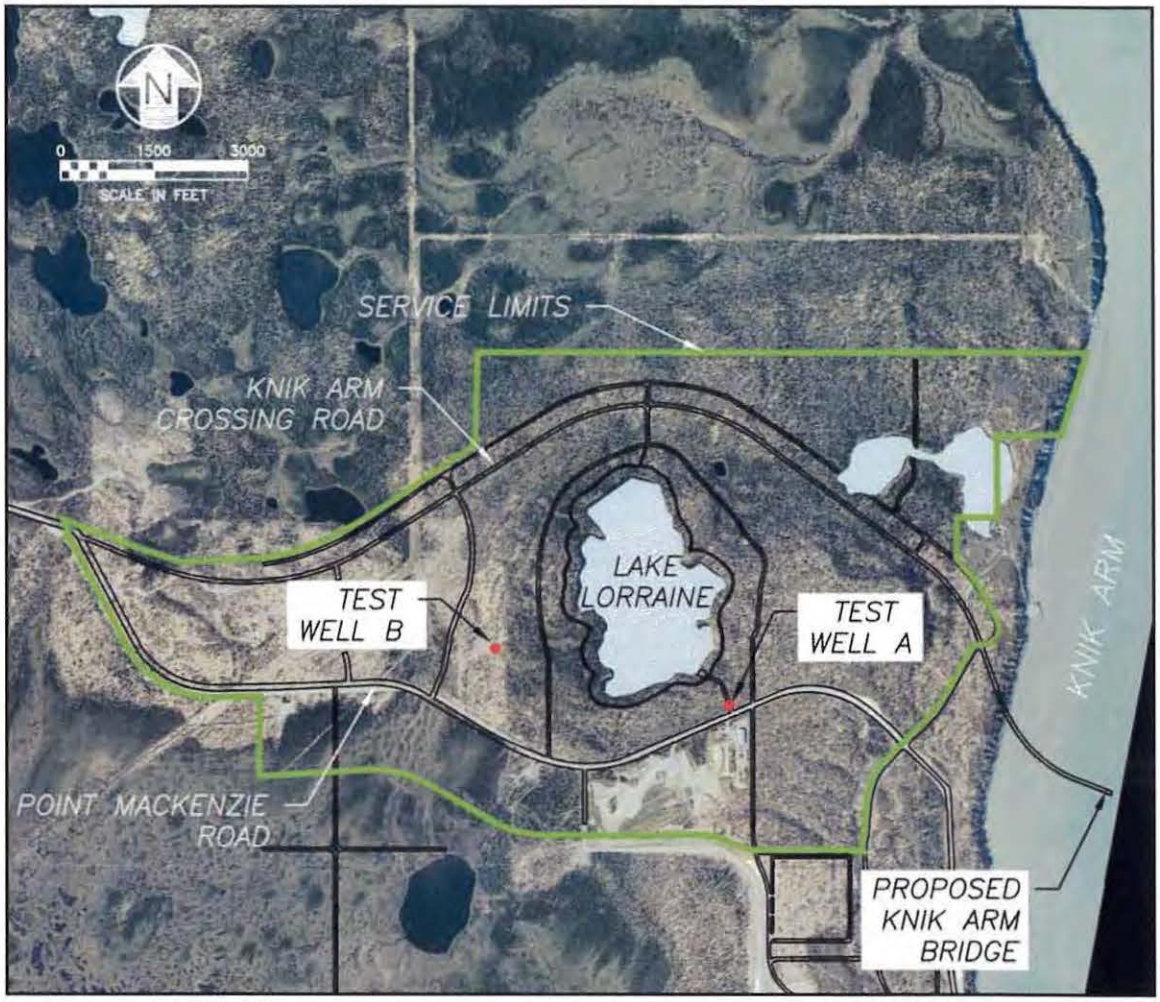
Port Commercial District. The locations of the two test wells drilled as part of the water and wastewater evaluation are shown on Figure 9 as well as the service area limits.

Figure 9. Water Well Locations



5.9 Wastewater Management

Development of industrial land uses will utilize on-site septic facilities for wastewater management. Continuous development of industrial and commercial uses will require the construction of large-scale treatment facilities to efficiently manage wastewater. Location of treatment plants, pumping stations and possibly irrigation land (to meet federally mandated tertiary treatment standards) must be identified and planned to meet local demand.

An area has been designated to be served by piped sewer and water service to achieve maximum development density. Because of the uncertainty and flow limitations with large subsurface discharges, this Master Plan includes a Waste Water Treatment Plant (WWTP) that will surface discharge into the Knik Arm. The future WWTP must be capable of treating the expected flow at full build-out. A WWTP is typically sized to treat the design flow rate for a 20 to 30-year planning horizon, plus additional space to at least double the plant size should forecasts underestimate

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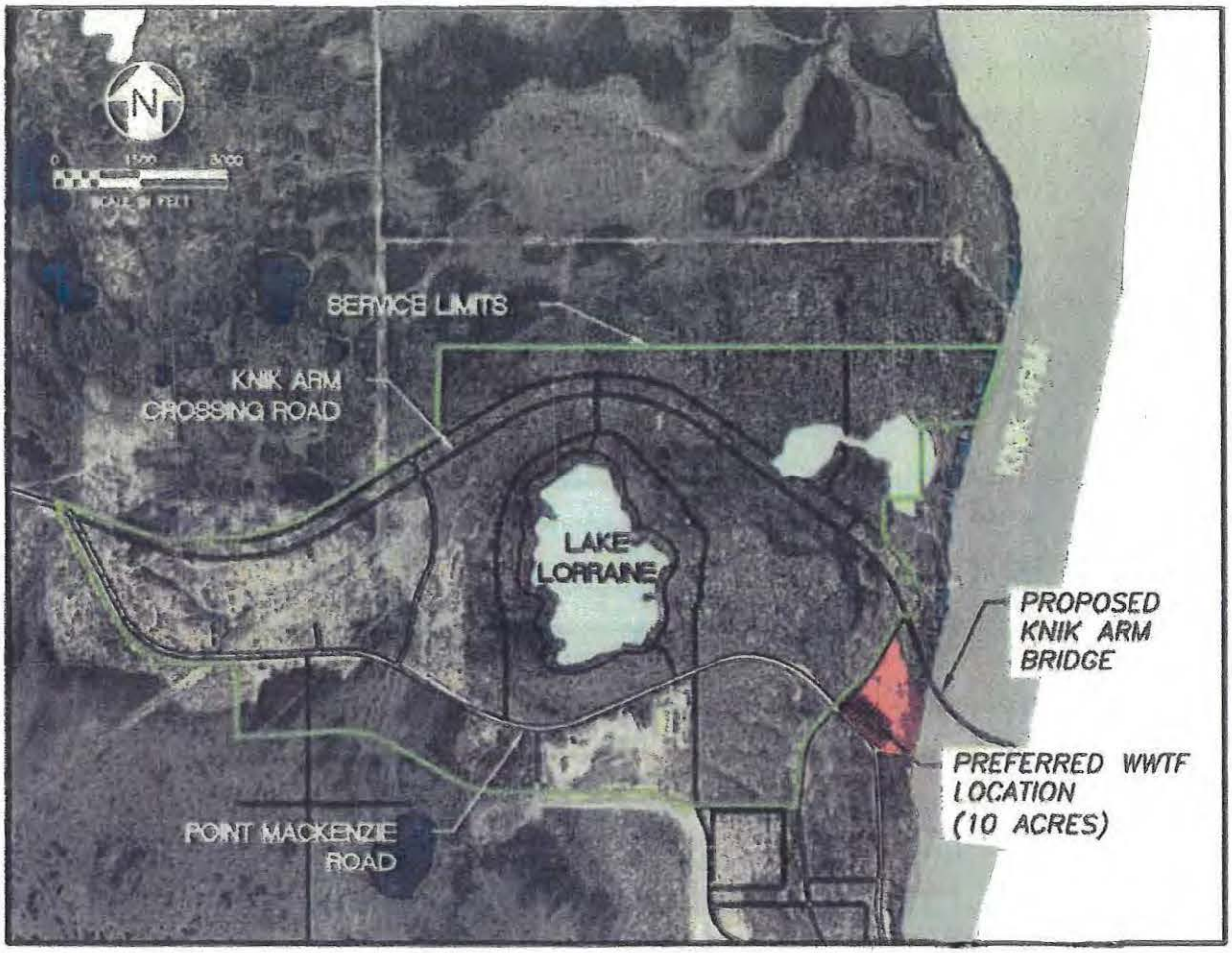
growth. The shaded region in Figure 10 identifies an approximate 70-acre area that is suitable for a future WWTP. The preferred WWTF location within the available area is also shown. This location is ideal because it is inside of the Port's secure perimeter and is situated lower than the surrounding areas.

Figure 10. Wastewater Treatment Plant Location



5.10 Storm Water Management

Storm water is the surface runoff that results from rain and snowmelt that flows over land or impervious surfaces. Development at Port MacKenzie will alter the land's natural retention and absorption capabilities. An increase in industrial and commercial activity will introduce a host of pollutants (i.e., sediment, oil, grease, metals, salt, pathogens and/or other toxins). These pollutants can accumulate on impervious surfaces such as rooftops, roads, storage areas, and parking lots which can be picked up by storm water runoff as it moves across these surfaces. Uncontrolled storm water discharges from Port activities can negatively affect water quality, elevate pollutant concentrations and change natural hydrologic patterns.

The state's approved program is called the Alaska Pollutant Discharge Elimination System (APDES) Program. The APDES storm water permit requirements are based largely on a

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pollution-prevention approach. The most effective storm water management techniques emphasize preventing rain and snowmelt from coming into contact with pollutants and preventing discharges directly to nearby receiving waters. APDES storm water permits require operators of permitted activities or systems to use best management practices (BMPs) designed to effectively protect water quality for their particular site conditions and activity. BMPs include ditches, curbs, gutters, man-made channels, storm drains, storm sewers and similar means of collecting or conveying runoff that do not connect with a wastewater collection system or treatment plant. Development of the Port District shall utilize BMPs for the facilitation of storm water management systems.

Two efforts have occurred documenting various storm water challenges at Port MacKenzie (USKH, 2012 and PND, 2013). Both studies include similar recommendations. In general, a Drainage Plan should be prepared to address the long-range development at the Port to provide a phased approach for installation of storm drainage collection, conveyance, treatment and disposal infrastructure to support development of industry and ongoing Port operations. An alternative is to develop an Area-Wide Drainage Plan for approval from the Alaska Department of Environmental Conservation (ADEC) in addition to an Area-Wide Storm Water Pollution Prevention Plan (SWPPP). The Drainage Plan should display drainage basins and where they will drain in addition to the proper treatment of the discharge while the Area-Wide SWPPP will set minimum standards for temporary and permanent erosion and sediment control within the Port District. Future developers in the Port District will need to conform to the Area-Wide plans, and developers would be able to utilize the SWPPP and amend their individual project into the document.

Allowing lessees to individually determine how best to manage on-site storm water runoff is unlikely to result in an overall coordinated, efficient and functional storm water management system at Port MacKenzie. Some near-term storm water management issues were identified in these reports and should be addressed in the next five years. The highest priority is engineering and constructing a storm water management system for the Knik Arm Bluff along Don Young Road and above the barge dock.

Finally, the groundwater movement within the Port District is not well understood but has clearly contributed to erosion of the bluff, cut slopes, roadway saturation, winter icing and generally increased the cost of constructing and maintaining facilities in this area. Additional site investigations and studies should be conducted to determine the location, extent, and nature or the groundwater near the bluff face and within Elmendorf Moraine where it will have the greatest effect on future development and operation of the Port.

5.11 Electric

Two high-voltage electric transmission lines (230 kilovolt) enter the Port District from the southwest heading northeast. The lines turn north after crossing Point MacKenzie Road and branch once to the east where a buried transmission line crosses the Knik Arm to Elmendorf Air Force Base.

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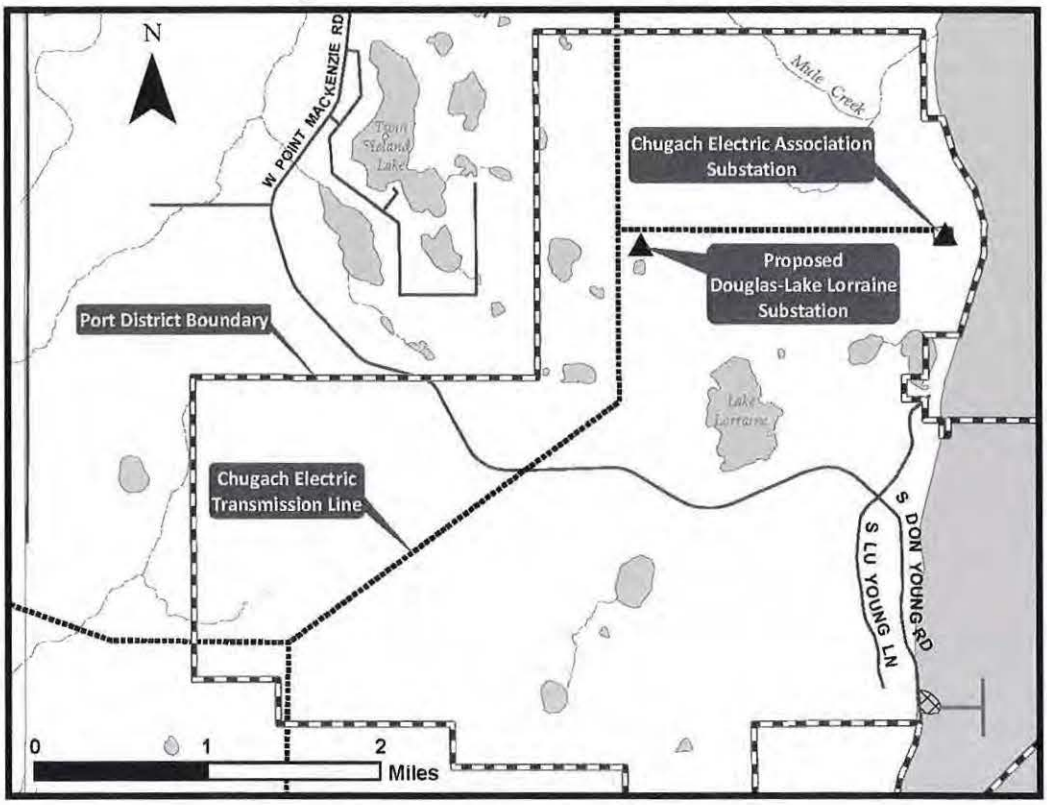
Three-phase electric power is available along Point MacKenzie Road to the barge dock. The lines are buried the last 2.3 miles. Matanuska Electric Association currently supplies electric power to the Port District via a substation and multiple 13.8 kV overhead lines. Although this power output is sufficient for the demands of current operators, incremental development will require additional electrical power loads. Electric service requirements will be determined by the electrical demand of future land uses. The location for future substation development and easement is illustrated in Figure 11.

Lake Lorraine Sub-Station

As development occurs, electric power use will need to maintain capacity to power individual industrial and commercial uses within the Port District. A substation should be pursued as a top priority to encourage the development of industrial and commercial land uses. An ideal location is north of Lake Lorraine, where dense commercial development is encouraged. The area west of Lake Lorraine and north of Point MacKenzie Road has been identified as suitable for a power generation facility.

Figure 11: Electrical Substations



5.12 Natural Gas

Planning for a Port MacKenzie power plant is prudent given the anticipated capacity of industrial, manufacturing and commercial uses. Natural gas delivery will be developed to sustain large-scale industrial and commercial activity at Port MacKenzie. Currently plans call for a 10-inch,

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high-pressure gas transmission line to be extended from Mile 39 Beluga pipeline located approximately 14 miles away for near-term natural gas usage. Distribution lines within the Port District will be developed in multiple grid patterns.

5.13 Communications

A telephone-microwave-relay facility was constructed by Matanuska Telephone Association to receive signals from another tower in Eagle River. Telephone lines are also buried within the utility easement. Internet service was upgraded to high speed DSL in 2007. Fiber optic lines were installed later.

6. Recommendations

The following recommendations are the result of issues that arose during the Master Plan development that were not addressed in depth in the plan because of timing or other appropriate reasons. They include suggestions of future assessments, reviews and studies to meet or enhance specific actions to support the business of a successful Port District. The recommendations are not listed in priority order.

6.1 Administrative

1) The Master Plan should continue to be a living document with updates after significant Port development activities or every three to five years.

2) A Port Management Code should be developed to serve as guidance for items such as:

   - administrative operating procedures
   - leasing procedures and requirements, including timing of environmental audits before, during and after leasing;
   - standards and special permit and lease stipulations unique to the Port
   - tenant responsibilities

3) Review of Borough Code 17.23, Point Mackenzie Port Special Use District, 18, the Port and others to offer changes which will make management of the Port District more efficient.

4) Create a more informative, interactive web presence both as a marketing tool and as a means for public access to information about the Port.

5) Develop a forward-thinking marketing plan for the Port that examines potential positioning strategies best suited for the Port.

6) Develop a Port Business Plan that guides future infrastructure maintenance and investment.

7) Develop options for leasing practices. Evaluate if competition for leases, rights or franchises will be effective in sustaining competition and maintaining incentives for Port improvements. The evaluation should

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include consideration of:

- Availability of private funding for investment in the Port
- Which categories of Port assets should private investors be at risk for providing, maintaining and repairing versus those for which the public sector will be responsible
- On what basis should user fees or subsidies be used to cover the cost of long-lived Port assets?

8) Designate the Port District as a Fire Service District.

6.2 Infrastructure

1) Develop a Transportation Plan for the Port District which in part considers and addresses the following:

   a. Guidelines for driveway operations for various commercial and industrial activities, including ingress/egress maneuverability and speed, throat length and driveway geometrics, etc.
   b. Increasing the load capacity and width of the roads within the Port
   c. A Road Corridor Access strategy for Point MacKenzie Road through Burma Road to the Parks Highway
   d. Relocating the parking lot south of Point MacKenzie Road used to access Figure Eight Lake and private property south of the Port District so it does not conflict with the marine/rail industrial uses of the Port
   e. Assessing the need and location of permanent access through the Port District to property south of the Port District
   f. Water flowing along Don Young Road suggests that a perched aquifer surfaces along the bluff above the road; develop a bluff slope stability strategy that recommends appropriate dewatering and water control methods.
   g. Evaluate and design the basic material handling infrastructure layout common to a majority of the commodities anticipated to be moved between the rail loop and the docks, ensuring the necessary easements are reserved for this essential connection.

2) The Port Commission should determine what additional facilities will be necessary to accommodate and support Port tenants and users. Evaluate the need for facilities such as transient housing (motel/hotel/temporary trailer, etc.), office space, commercial space for restaurants, gas stations, office space, ATV sales and maintenance, etc.

3) Develop a utilities plan that identifies sources and corridors for water, sewer, power, communication and gas utilities to meet Port and tenant needs. The plan should include designation of the water and wastewater treatment facilities.

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6.3 Environmental Studies

1) A study on the Hydrology and Hydraulic Environment of Knik Arm included information on the sedimentation effects of the proposed Knik Arm Bridge embankments on sediment deposition, but no details about how far to the south that sedimentation extends (i.e., how it would affect the Port). Additional analysis is necessary to determine the effects of the proposed Knik Arm Bridge on Port operations. Extent and magnitude of sedimentation resulting from the proposed causeways should be a focus of the analysis.

2) A hydrologic study of the Port District should be conducted to determine where future potable and industrial water supplies should be developed.

3) A regional wetland assessment was conducted in 2006. The assessment did not include a classification of the wetlands. Additional wetland mapping and classification should be completed for the Port District.

4) Conduct a noise study as the port develops. Include a description of the buffering necessary to mitigate identified potential negative effects of noise.

5) Conduct a baseline wind analysis to determine predominate wind directions and speeds throughout the year. Document ambient air quality.

6.4 Port Land Management

1) Additional cultural resource inventory transects must be conducted in advance of Port development. Inventories should be conducted according to the anticipated development schedule illustrated in Appendix A. Cultural resource inventory transects that have been completed, and that need to be completed, are shown in Appendix B.

2) Develop a landscaping plan for the Port District that utilizes the benefits of vegetative cover in buffering roadside views, or providing small rest and outdoor lunch areas, etc.

3) Develop an erosion control and stabilization plan for the Knik Arm Bluff above the docks and S. Don Young Road.

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Appendix A

Port MacKenzie Layout Drawings

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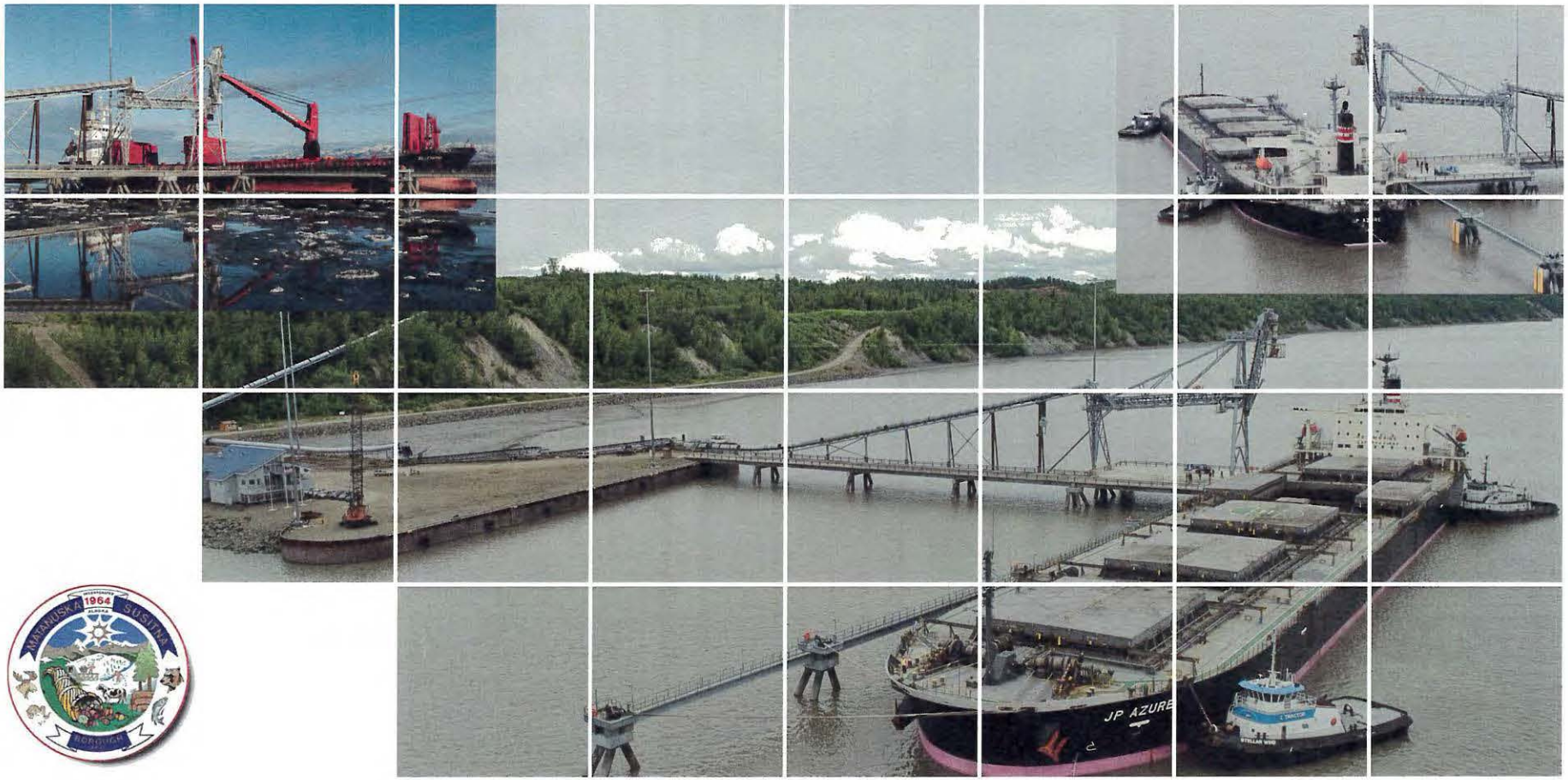

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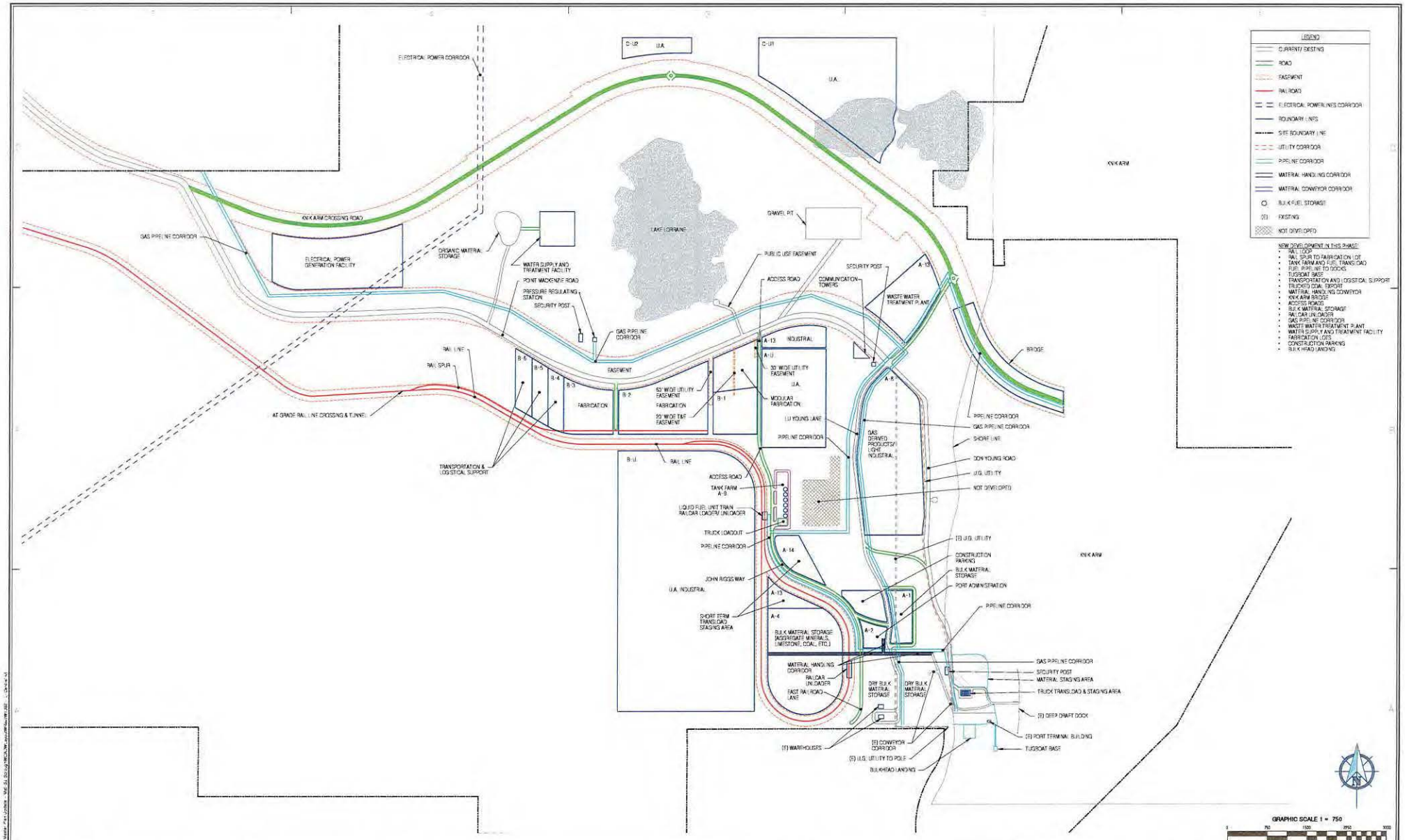

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A	PRELIMINARY	05/14/2014	ERM
B	FOR APPROVAL	06/13/2014	EBM
C	FOR MASTER PLAN	10/29/2014	ERM
D	REVIEW COMMENTS	11/02/2015	ERM

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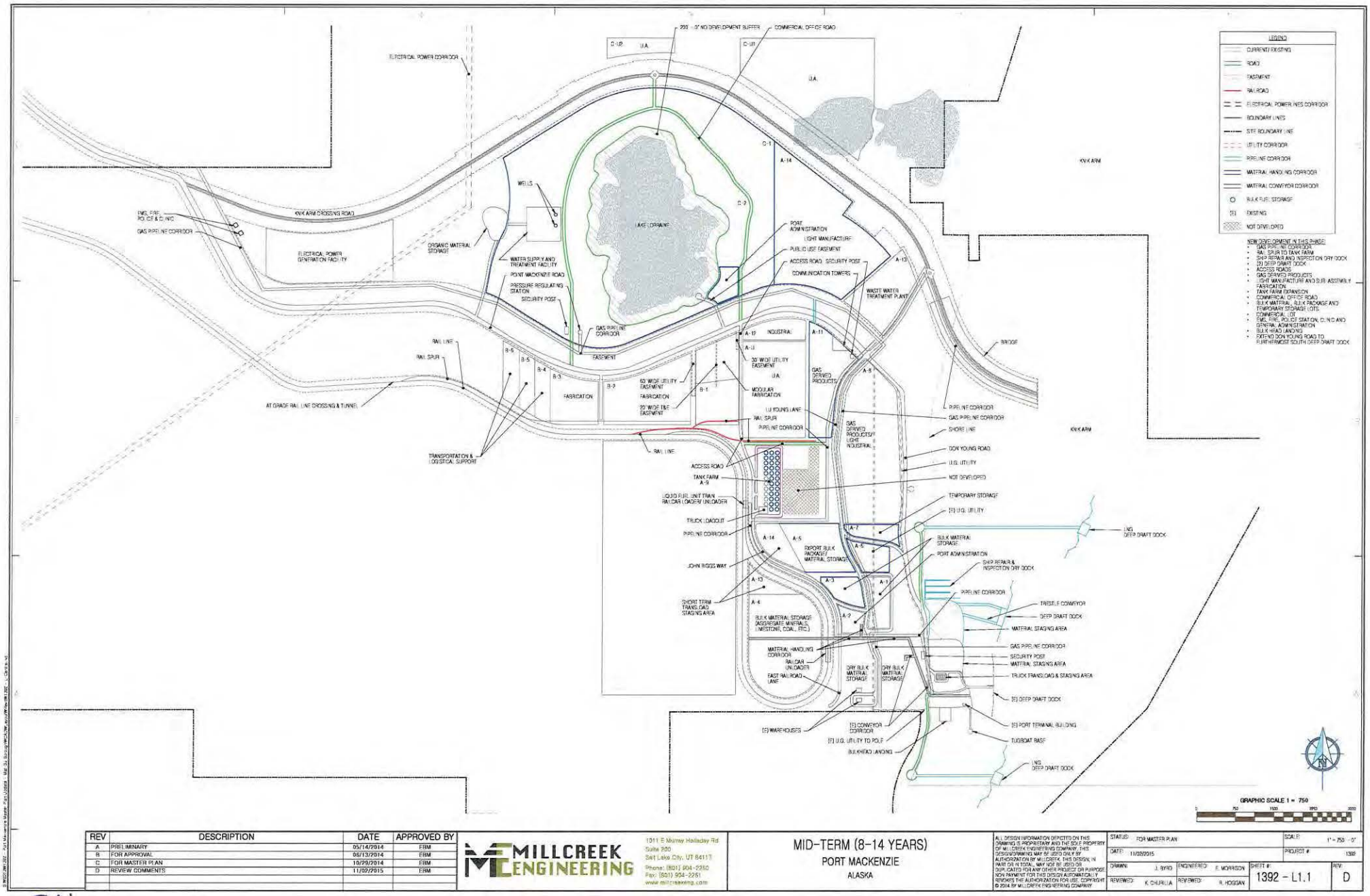

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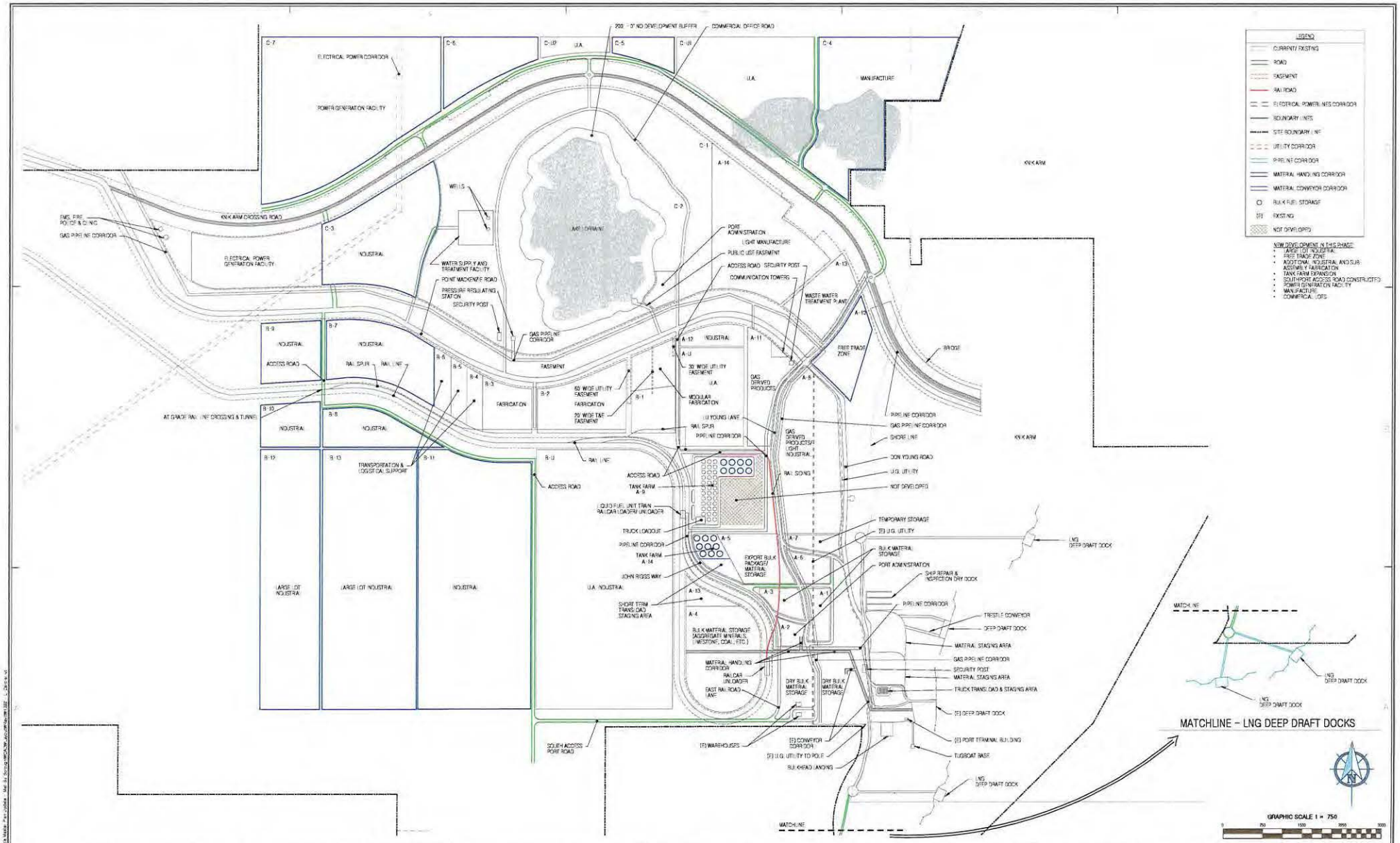

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B	FOR APPROVAL	06/13/2014	FRM
C	FOR MASTER PLAN	10/29/2014	FRM
D	REVIEW COMMENTS	11/02/2015	FRM

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1011 E Murray Holladay Rd.
Suite 200
Salt Lake City, UT 84117
Phone: (801) 904-2250
Fax: (801) 904-2251
www.millcreekeng.com

LONG TERM (15+ YEARS)
PORT MACKENZIE
ALASKA

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STATUS: FOR MASTER PLAN			SCALE: 1" = 750' - 0"
DATE: 11/02/2015			PROJECT #: 1392
DRAWN: J. BYRD	ENGINEERED: E. MORRISON	SHEET #: 1392 - L1.2	REV: D
REVIEWED: K. CHURILLA	REVIEWED: R. HOGGAN		

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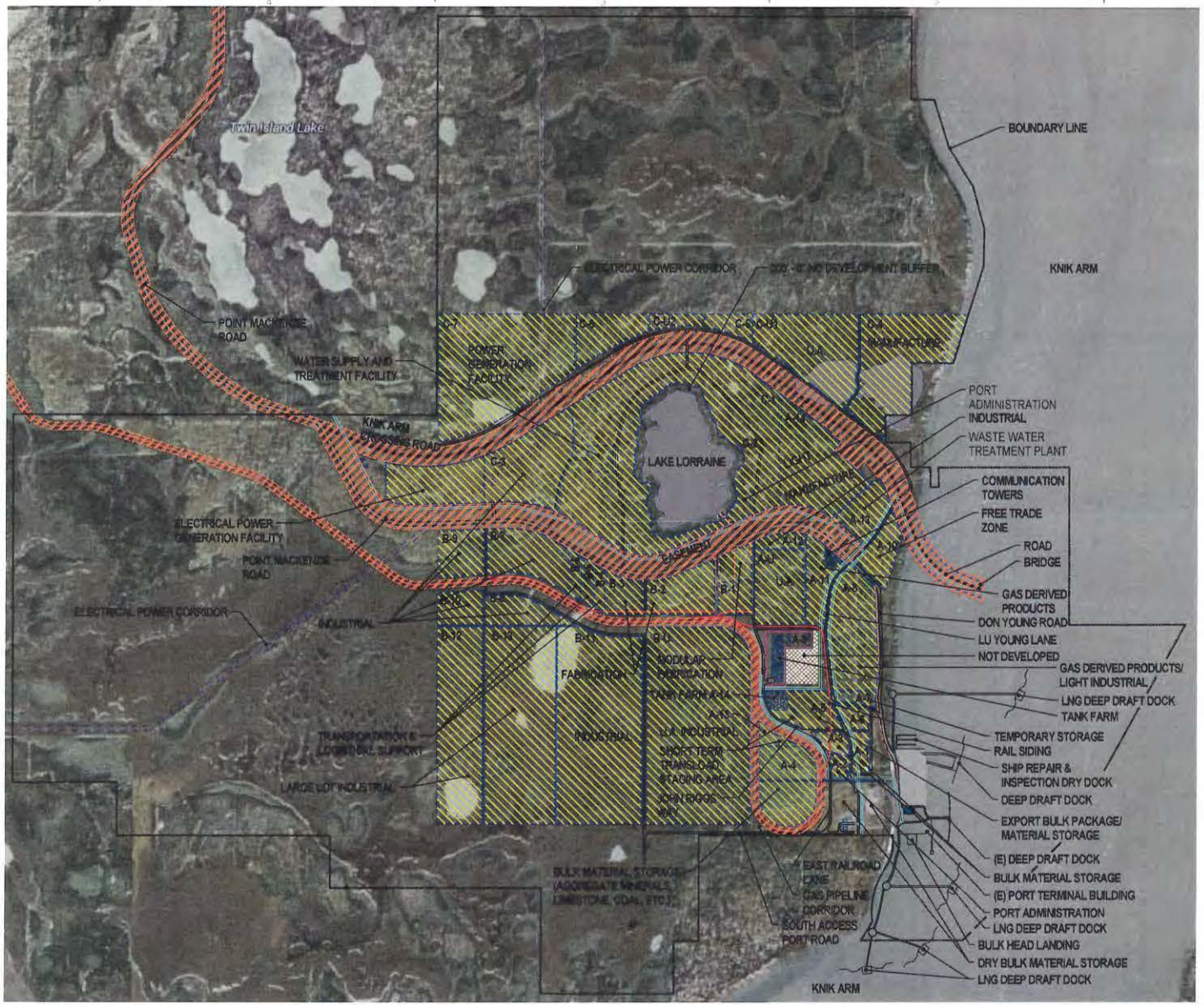
OR 16-01



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B	FOR APPROVAL	06/13/2014	ERM
C	FOR MASTER PLAN	10/29/2014	ERM
D	REVIEW COMMENTS	11/02/2015	ERM

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MASTER PLAN – OVERVIEW
PORT MACKENZIE
ALASKA

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DRAWN: J. RYRD	ENGINEERED: E. MORRISON	SHEET #: 1392 – MP	REV: D
REVIEWED: K. CHURILLA	REVIEWED: R. HOGGAN		

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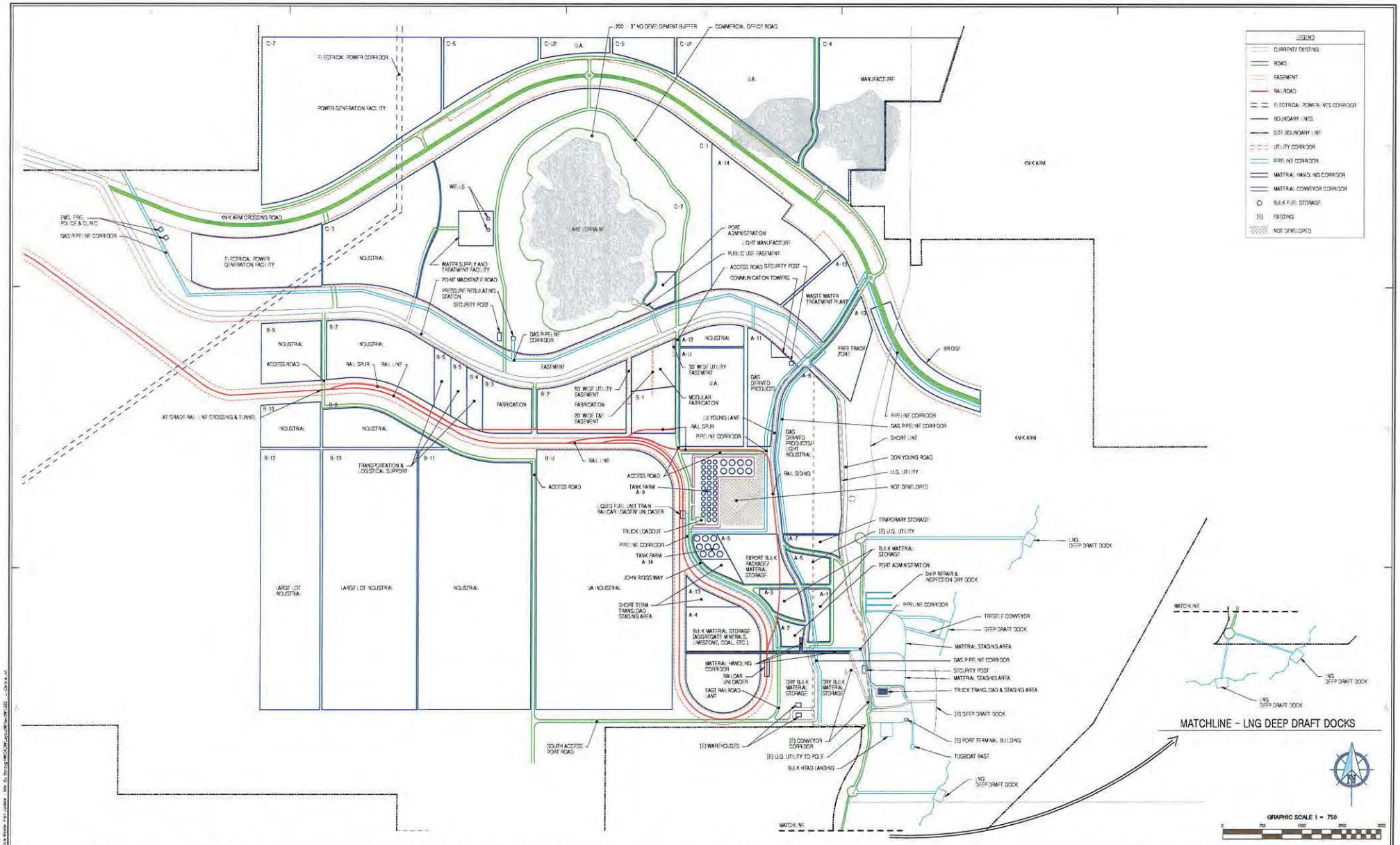
ORD 16-01



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B	FOR APPROVAL	06/13/2014	EBM
C	FOR MASTER PLAN	10/29/2014	EBM
D	REVIEW COMMENTS	11/02/2015	EBM

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MASTER PLAN
PORT MACKENZIE
ALASKA

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REVIEWED: K. CHURILLA	REVIEWED: R. HOGGAN	REV:	D

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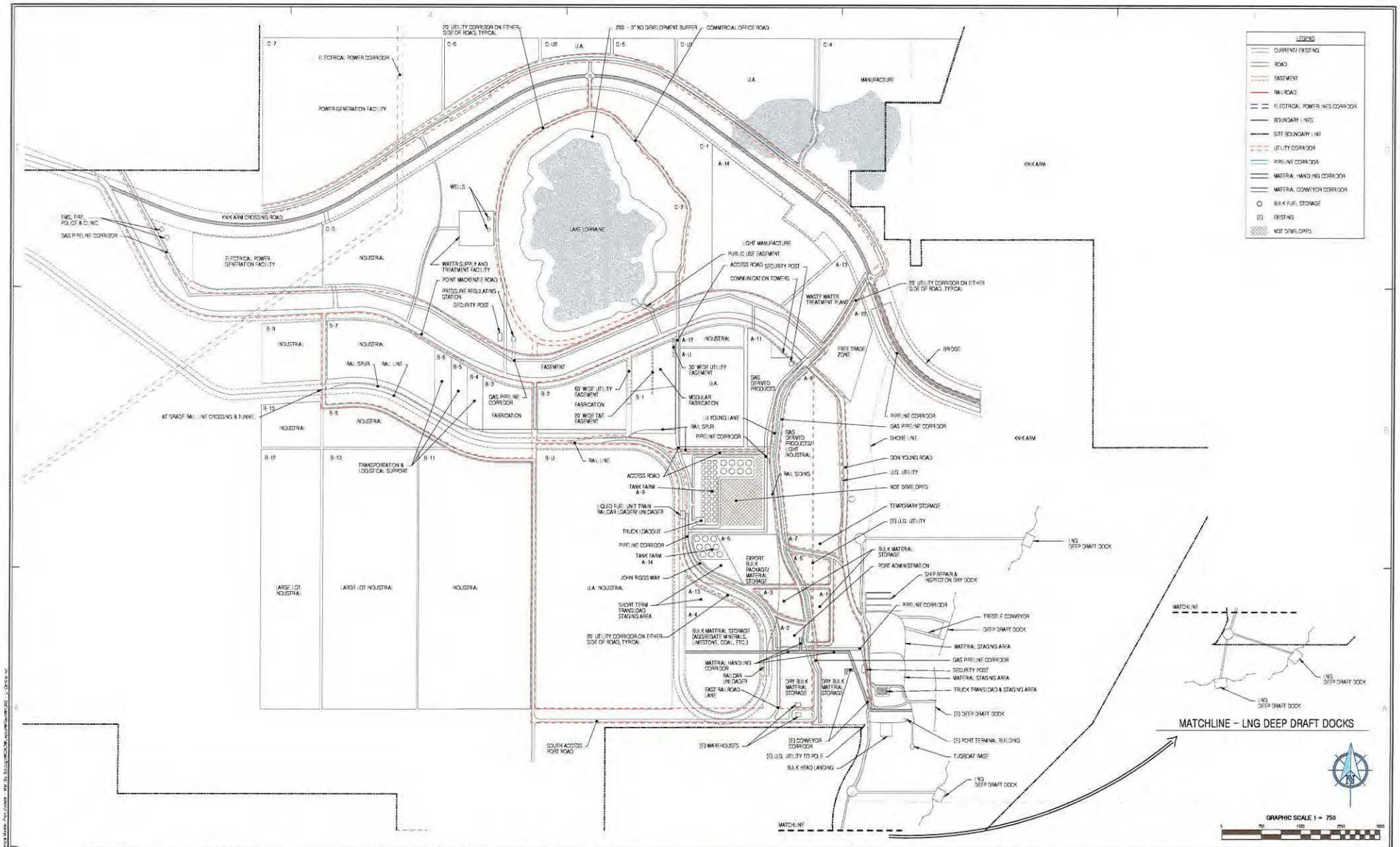
SR 16-12



REV	DESCRIPTION	DATE	APPROVED BY
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B	FOR APPROVAL	06/13/2014	FBM
C	FOR MASTER PLAN	10/29/2014	FBM
D	REVIEW COMMENTS	11/02/2015	FBM

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MASTER PLAN – UTILITY CORRIDOR
PORT MACKENZIE
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DRAWN:	J. BYRD	ENGINEERED:	E. MORRISON
REVIEWED:	K. CHURILLA	REVIEWED:	R. HOGGAN
SHEET #:	1392 – U1.0	REV:	D

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Appendix B

Previous Studies and Reports

IM16-023
OR16-012

Preliminary Feasibility Report, Point MacKenzie Seaport. Planning Department, MSB. April 1972.

Point MacKenzie Marine Port Development Plan. Development Services Department, MSB. January 1988.

Point MacKenzie Transportation Corridor Study. Peratrovich, Nottingham & Drange, Inc. March 1992.

Southcentral Ports Development Projects, Peratrovich, Nottingham & Drange, Inc. January 1993.

Point MacKenzie Area Which Merits Special Attention Plan. Alaska Department of Community and Regional Affairs, Municipal and Regional Assistance Division. May 1993.

Point MacKenzie Port Development, *Overview of Planning and Permitting Requirements*. Jon Issacs and Linda Perry Dwight. June 1993.

Port MacKenzie Development Project Prefeasibility Study. Peratrovich, Nottingham & Drange, Inc. Northern Economics. May 1998.

Concepts to Maximize Development Potential of Port MacKenzie and Upland Areas. The Cornell Group, Inc. August 2001.

Geotechnical Report, Knik Arm Ferry. Shannon and Wilson, Inc. February 2003.

Sand and Gravel Assessment: Elmendorf Moraine, Port MacKenzie. Shannon and Wilson, Inc. October 2003.

Geotechnical Engineering Report, Knik Arm Ferry, Terminal Building. Shannon and Wilson. September 2005.

Point MacKenzie Regional Wetland Assessment. Critical Habitats, Inc. January 2006.

Point MacKenzie Road Borrow Source Evaluations, Shannon and Wilson Inc. February 2008.

Geotechnical Engineering Report. Port MacKenzie Bi-Modal Bulk Facility. Shannon and Wilson Inc. May 2009.

Port MacKenzie Drainage Study. PND Engineers, Inc. October 2013

Geotechnical Engineering Report. Port MacKenzie Transportation Improvements. Lu Young Lane. February 2014

Maritime Navigation Risk Assessment of Port MacKenzie. Safeguard Marine. May 2014

Port MacKenzie Industrial Park Water and Sewer Feasibility Study. Hattenburg, Dilley, and Linnel. December, 2014.

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OR16-012

Appendix C

History of Port MacKenzie

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Appendix C - History of Port MacKenzie

Port MacKenzie began in 1983 when a committee was formed to begin planning port development. A port development district and port commission were established in 1988. Construction of the port access road was accomplished in phases from 1990 to 1991. The Point MacKenzie Area which Merits Special Attention Plan (AMSA) was approved by the State in 1993 and adopted by the Borough (Nolfi, 2010).

The Borough applied to the Alaska Department of Natural Resources for title to the tidelands that would lie under and extend from the docks. Title to the land was transferred to the Matanuska - Susitna Borough on August 8, 1996. In 1999 the borough selected additional tide and submerged lands adjacent to tidelands acquired in 1996. These additional tide and submerged lands are necessary for future moorage, berthing areas and dock expansion (Riggs, 2010).

Initial construction of the barge dock took place from 1999 to 2003 and resulted in an eight-acre staging area with 500 feet of bulkhead barge dock at -20 feet mean lower low water.

A plant specializing in building manufactured facilities was constructed on a 15-acre lease in 2000. Modular homes, constructed at the plant, began being shipped on barges to rural Alaska in 2001. The plant was used in 2005 for constructing pump and electrical modules destined for the North Slope (King, 2010). The plant has also constructed bunkers and range buildings for the military, prefabricated houses that are trucked to the Interior, and a building for the Alyeska ski area.

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In 2004, construction of woodchip handling facilities began on the bluff directly above the barge dock.

Three-phase electrical power was extended to the Port in 2003. A design for extension of natural gas service has also been completed.

Construction of a 1,200-foot long deep-draft dock and installation of a 3,000-foot conveyor system took place in 2004. In January of 2005, the first major export vessel was loaded with 84 million pounds of wood chips.

A storage warehouse was constructed from 2007-2008 within the lease area where the conveyor begins. In 2009, the warehouse was used to store imported super sacks of cement. In 2008, about 451,000 tons of sand and gravel were loaded onto barges by the conveyor for use across the Knik Arm in the Port of Anchorage Expansion Project (Van Dongen, 2010).

Approximately 13 miles of the Point MacKenzie Road, which leads to the Port, was improved and paved from 2008 to 2009. The remaining two miles to the docks was paved after the Don Young Road hill reduction project in 2011.

Reports on and studies of the Port MacKenzie area are listed in Appendix B.

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Appendix D

Port MacKenzie Emergency Services

20 Year Plan

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PORT MACKENZIE DISTRICT EMERGENCY SERVICES
20-YEAR PLAN

Overview:

The Port MacKenzie District has initiated the building of its major infrastructure: the deep-water Port Dock and Ferry Terminal are built, there are several industries already conducting business in the District, and the work for the Port road and the railroad extension are underway.

It is envisioned that with the completed rail extension, the Ferry in full-service, a major coal export contract, and the possibility of a natural gas terminus, the Port will grow exponentially in the next 5 to 10 years.

There are currently no local emergency services available in the Port MacKenzie District. The closest fire station is located 18 miles away (Point MacKenzie Public Safety Building – Station 6-4), and the next closest fire and ambulance station will be 28 miles away (once Station 6-3 is completed this Winter).

The Port MacKenzie District is zoned commercial and industrial, and it is anticipated that there will be a variety of "hazardous" activities and material in the District; therefore, "enhanced" levels of emergency services must be planned. With the growing construction activity, and the pending industrial activity in the Port MacKenzie District, it is time to initiate on-site emergency services to the area.

Near-Term Plan:

Fire Protection Plan

The Wasilla-Lakes Fire Service Area will provide primary structural fire protection, and secondary wildland fire protection services to the Port District until such services can be located in the Port District. Any service provided will be on a fee-for-service basis until such time as a Fire Service Area can be established.

The West Lakes Fire Service Area will provide mutual aid back-up fire protection services to the Port District for both structural and wildland fire protection. Any service provided will be on a fee-for-service basis until such time as a Fire Service Area can be established.

The State of Alaska Division of Forestry will provide primary wildland fire protection services for all wildfires (non-structural) that occur in the Port District.

EMS Plan

Either Central or West Lakes will provide the closest-available-appropriate ambulance unit for any medical care and transportation

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necessary. Because EMS is an areawide function, and there already exists a fee-for-service price schedule, EMS response and services will be the financial responsibility of the person(s) receiving the service.

Rescue Plan

Heavy (Technical) Rescue and HazMat services will be provided by the Central Mat-Su Fire Department. Because Rescue is an areawide function, and there already exists a fee-for-service price schedule, Rescue response and services will be the financial responsibility of the person(s) receiving the service.

Water Rescue Plan

When the M/V Susitna begins it Ferry Service, Water Rescue services will be available to provide rescue services to the ferry vessel should it be necessary (as per the US Coast Guard Certification of the M/V Susitna "Rescue Plan").

Facility

The MSB Land Management Division will classify Borough land for the future building of a combined Fire/EMS/Rescue/Law Enforcement facility that may also include a Medical Clinic. We will apply for State Legislative CIP grant money to build this multi-use facility.

Planning Department and DES Fire Code Officials Joint Review

International Building Codes/National Fire Protection Association Standards applied to all commercial and industrial buildings constructed within the Port District.

All buildings over "X" square feet must have emergency services radio frequency repeaters.

All buildings that will store hazardous and/or highly flammable materials must have a foam system in addition to the automatic fire sprinkler system.

Apply to the State of Alaska Fire Marshall's Office for Fire Code Official deferment for the Port District.

Water Supply

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Add drafting capability to the existing two 20,000-gallon water tanks located at Port MacKenzie for use by our fire personnel when fighting fires in the Port District.

Heavy Machinery Availability

Enter into "Memorandum of Agreement" with Port District businesses to utilize heavy machinery (i.e., front-end loaders, excavators, etc.) when needed for rescue or fire services.

2011 – 2015 Plan:

Port District Infrastructure

Commercial Power – Install commercial power supply throughout the entire Port District.

Industrial Water Supply System – Install a commercial/industrial caliber water system capable of providing large quantities of water to all areas of the Port District (buried water mains, commercial wells, fire hydrants, etc.). Possibly, tie into the Prison's water system.

Create Fire Service Area

Develop legislation to create a new "Port MacKenzie District" Fire Service Area, and an "Enhanced" EMS and Rescue Service Area.

Create Appropriate Agreements

Develop agreement between MSB Rescue and the M/V Susitna Ferry Craft for rescue services beyond the Mat-Su Borough boundaries.

Develop automatic and mutual aid agreements with other fire service areas (Municipality of Anchorage, Elmendorf AFB, Fort Richardson, Chugiak, Wasilla-Lakes FSA, West Lakes FSA, Houston, Palmer, etc.).

Develop "Fire Brigade" agreement(s) with the cooperating commercial/ industrial businesses within the Port District.

Create "Water Supply" agreement with the Goose Creek Correctional Center for access to their water system.

Human Resources

Hire 4 to 6 full-time cross-trained firefighters/EMT/rescue techs to staff the station 24-hours per day, 7-days per week.

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Form industrial fire brigade(s) in cooperation with the commercial businesses in the Port District to augment firefighter/rescue manpower.

Facility

Construct a multi-use Public Safety Facility that will house the Fire Department, Emergency Medical Services, Technical and Heavy Rescue, Law Enforcement agency, and a Medical Clinic.

Apparatus

Purchase one Pumper/Tanker fire apparatus, one Rescue/Engine combo apparatus, one Ambulance vehicle, and one Command vehicle.

Equipment

Purchase a Foam Trailer and sufficient quantities of foam, and all necessary fire, EMS, and rescue equipment.

Communications

Construct a radio tower capable of providing radio coverage to the entire Port District as well as the greater Borough/Anchorage Cook Inlet area, and install both DES radio frequencies and the M/V Susitna's marine antennae and repeaters (and related radio frequencies) on the tower.

Purchase mobile radios for vehicles, portable radios, and notification devices for field personnel.

Training

Provide fire brigade training to those commercial businesses participating in the fire brigade program.

Enhanced training for DES personnel:

- Industrial firefighting training;
- Heavy rescue training;
- Hazardous Materials training; and,
- Continuing education for firefighters, rescue techs, and EMS personnel.

Revenue Sources

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Port MacKenzie Fire Service Area taxation, "Enhanced" EMS and Rescue Service Area taxes, State of Alaska CIP Legislative Grants, Alaska Department of Homeland Security Grants, FEMA Assistance to Firefighter Grants, Department of Justice COPS Grants.

2016 – 2020 Plan:

Human Resources

Hire an additional 4 to 6 full-time cross-trained firefighters/Paramedics/ rescue techs to staff the station 24-hours per day, 7-days per week. Having cross-trained personnel in all three professional disciplines will be more cost-effective than hiring specialty certified personnel.

Continue to form industrial fire brigade(s) in cooperation with the commercial businesses in the Port District to augment firefighter/rescue manpower.

Facility

Assess the need to construct another Public Safety Facility within the Port District.

Apparatus

Purchase Industrial caliber fire apparatus, Hazardous Materials apparatus, another Ambulance vehicle, and another Command vehicle.

If sufficient industrial buildings and petro-chemical storage facilities are operational in the District, an Industrial Aerial Platform will be required, also.

Equipment

Purchase all necessary fire, EMS, and rescue equipment.

Communications

Purchase mobile radios for vehicles, portable radios and notification devices for field personnel.

Training

Provide fire brigade training to those commercial businesses participating in the fire brigade program.

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Enhanced training for DES personnel:

- Industrial firefighting training;
- Operation of Industrial Aerial Platform;
- Heavy rescue training;
- Hazardous Materials training; and,
- Continuing education for firefighters, rescue techs, and EMS personnel.

Mutual Aid Agreements

Renew and revise automatic and mutual aid agreements with other fire service areas (Municipality of Anchorage, Elmendorf AFB, Fort Richardson, Chugiak, West Lakes, Houston, Palmer, etc.).

Revenue Sources

Port MacKenzie Fire Service Area taxation, "Enhanced" EMS and Rescue Service Area taxes, State of Alaska CIP Legislative Grants, Alaska Department of Homeland Security Grants, FEMA Assistance to Firefighter Grants, Department of Justice COPS Grants.

2021 – 2025 Plan:

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2026 – 2030 Year Plan:

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OR16-012

Appendix E

Port MacKenzie Driveway Standards

Im16-023
OR16-012

Matanuska-Susitna Borough

Permitting Services
350 East Dahlia Avenue
Palmer, Alaska 99645-6488
PHONE (907) 745-9822 FAX (907) 746-7407

Port MacKenzie Driveway Design Standards*

Industrial Standards:

1. **Driveways that require large truck** access must have a minimum radius of 20 feet and a maximum radius of 45 feet, with between 24 and 45 feet in width when returned.**

2. **Driveways shall not drain onto the roadway. Large truck access from the road edge must be at a ±2% grade for the first 30 feet and include a paved apron for 20 feet if the road is paved. Striping shall be consistent with commercial driveway standards.**

3. **Adjacent Driveways on the same lot will have a separation of more than 40' as measured between the edges of the top surface of the driveways and also along the property line.**
   (continue with 4. below)

Commercial Standards:

1. **Driveways not intended for large truck** access must have a minimum radius of 10 feet and a maximum radius of 35 feet, with between 20 and 35 feet in width when returned.**

2. **Driveways shall not drain onto the roadway. The driveway from the road edge must be at a ±2% grade for the first 20 feet and include a 10 foot paved apron if the road is paved and outside any designated Port industrial district. Commercial driveways within the Port industrial districts require a 20' paved apron if the road is paved. Striping shall be consistent with commercial driveway standards in both situations.**

3. **Adjacent Driveways on the same lot will also have a separation of more than 30' as measured between the edges of the top surface of the driveways and also along the property line.**
   (continue with 4. below)

All Port Driveways:

4. **Adjacent Driveways on the same lot will have a minimum separation of 10 feet from the outside edge of the aprons as measured along the road edge.**

5. **Driveways to corner lots shall be located not less than 40 feet from the point of curvature of the radius return of the property line.**

6. **Driveways to corner lots or lots that border two roadways shall gain access from the street of lower classification when streets of two different classifications bound a lot. When a frontage roadway becomes available, access(es) will be made from the frontage**

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roadway and shall be reconstructed and moved from the main roadway by the frontage road project or developer. On property improvements necessary for the reconstruction of the driveway access shall be the responsibility of the permittee.

7. **The permittee shall be responsible for all Hydrology Engineering for the driveway improvement. Unless otherwise specified, a minimum 18" diameter corrugated metal pipe culvert shall be used when required. Flared end sections are recommended. If flared end sections are not used, at least one foot of culvert visible at the toe of the side slopes on each side of the driveway is required.**

8. **The driveway development will provide for street intersection visibility.**

   (1) Fences, walls, hedges, or other plantings or structures erected, planted, or placed within a triangular area formed by intersecting right-of-way lines at a corner shall be designed to provide the minimum corner sight distance as specified in the borough subdivision construction manual as adopted, or revised.

   (2) Precautions shall be taken so as not to obscure visibility of oncoming cars or passing pedestrians and vehicles backing out of driveways or parking lots onto public rights-of-way.

9. **The proposed driveway(s) will be illustrated on a site plan and be submitted with the driveway application. Driveways must be labeled in the site plan according to the type of driveway needed. Please submit the same site plan with the port development permit and the driveway application. Site plan and technical drawing requirements shall be signed and sealed by a professional land surveyor, civil engineer, or architect or landscape architect registered in Alaska as appropriate to the drawing.**

10. **Proposals for port development shall demonstrate that adequate street capacity will be provided and describe any traffic control measures proposed to mitigate negative traffic effects on public rights-of-way. Proposals must include:**

    (1) a statement describing anticipated vehicular traffic to and from the site including probable types/size of vehicles to be used by the business, and vehicle generation rate based on standard trip generation tables; and may require

    (2) a traffic impact analysis (TIA) where applicant establishes that proposed development will generate more than 200 average daily traffic trips, or more than 100 truck trips per day.

11. **All non-water dependent driveways, vehicle parking areas, loading facilities, and vehicle or equipment storage areas shall be set back a minimum of 75 feet from any water body except:**

    (1) within the PID-I and WDD districts; and

    (2) that such facilities shall be set back a minimum of 200 feet from the ordinary high water mark of Lake Lorraine.

12. **All driveways will require a fire access review and approval for all proposed driveway site plans. Please submit site plan review to Central Matanuska Public Safety. Michelle Wagner can be reached at 373-8830. Driveways will be designed to the minimum standards in the most recently adopted International Fire Code for the State of Alaska**

Im16-023
OR16-012

as currently outlined in Administrative Code 13 AAC 50.025.

13. **Approval of all driveway permits will be consistent with the Port Master Plan and applicable Matanuska-Susitna Borough Code. Review is required by the Borough to determine if the proposed development is consistent with the Port Master Plan.**

14. **If required design standards are not specifically mentioned in Borough Code or by Matanuska-Susitna Borough Standards applicable to the Port Mackenzie Districts, the latest versions of "A Policy on Geometric Design of Highways and Streets" and/or "Guidelines for Geometric Design of Very Low-Volume Local Roads (ADT≤400)" shall be used for driveway design standards as outlined in the sections applicable to the development and driveway design.**

***The Port Driveway Standards are the only Borough Driveway Standards that are allowed within the Port District. The Borough reserves all right's to approve or deny driveways designed to these standards or other standards not specifically mentioned herein.**

****Large Truck means a vehicle weighing more than 10,000 pounds and can be a single unit or more, with trailer(s).**

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Port MacKenzie Road Design Standards

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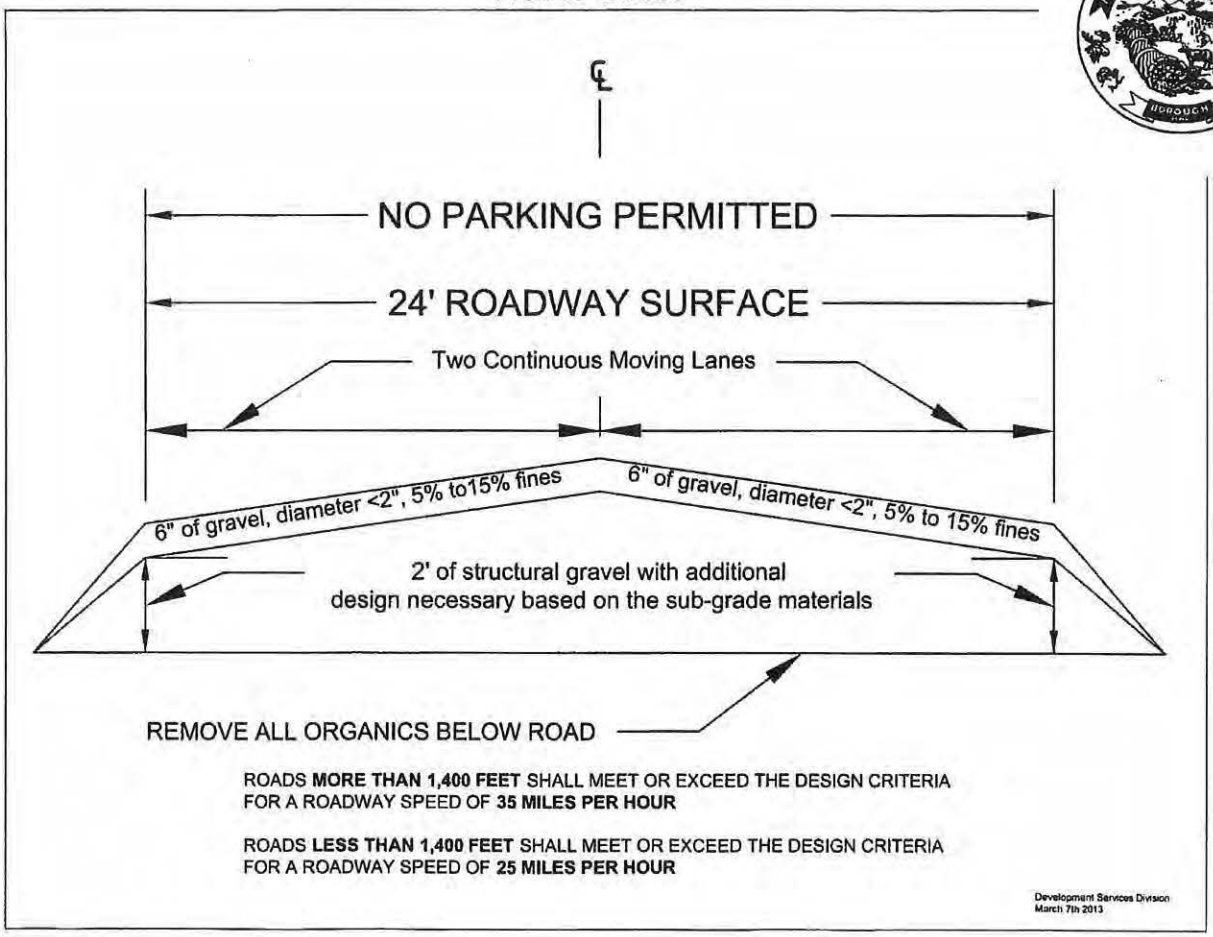


ROADS **MORE THAN 1,400 FEET** SHALL MEET OR EXCEED THE DESIGN CRITERIA FOR A ROADWAY SPEED OF **35 MILES PER HOUR**

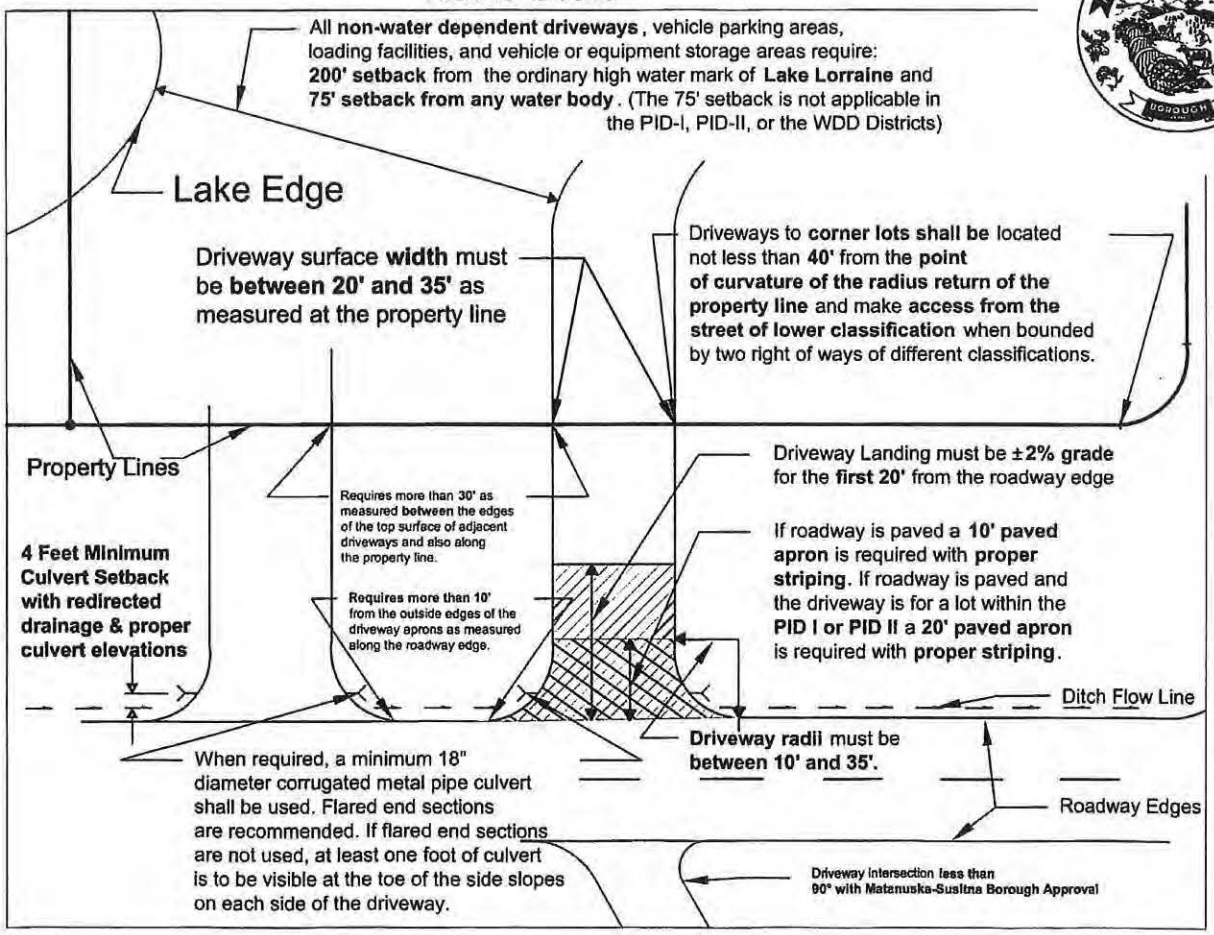
ROADS **LESS THAN 1,400 FEET** SHALL MEET OR EXCEED THE DESIGN CRITERIA FOR A ROADWAY SPEED OF **25 MILES PER HOUR**

Development Services Division
March 7th 2013

Im16-023
OR16-012

Port MacKenzie Commercial Driveway Design Standards

Not to Scale



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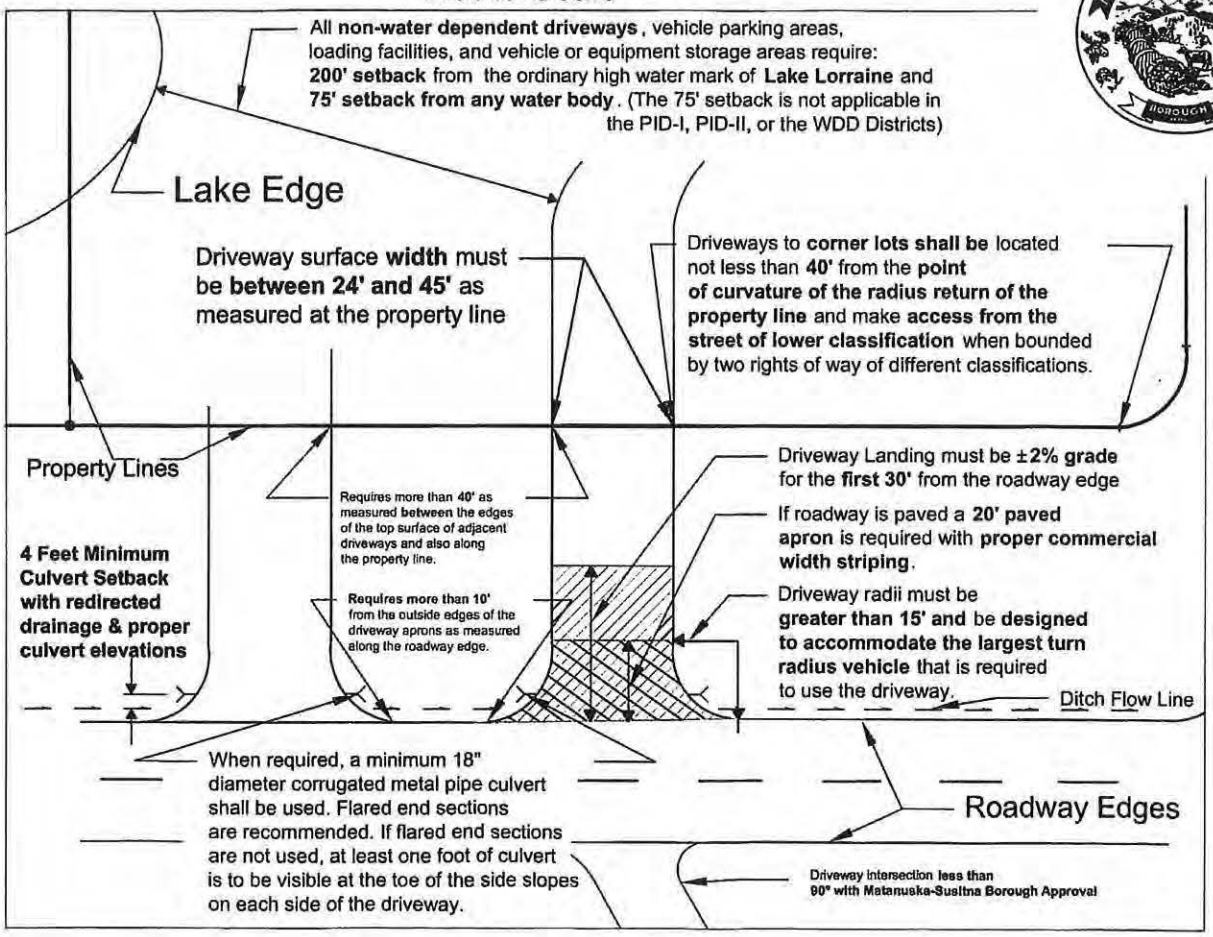
Port MacKenzie Industrial Driveway Design Standards

Not to Scale



IM16-023
OR16-012

CODE ORDINANCE

Sponsored by: Borough Manager
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-012

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 15.24.030, ADOPTING THE PORT MASTER PLAN 2016 UPDATE

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 15.24.030 (F)is hereby amended as follows:

(F) Point MacKenzie Port Master Plan, January 1998, amended May 1999, amended February 2011, **amended February 2016**, has been adopted by the Port Commission and Assembly as part of the overall borough comprehensive plan.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-047

SUBJECT: APPROPRIATING $62,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO FUND 405, PROJECT NO. 45282, AND APPROVING THE SCOPE OF WORK AND BUDGET FOR THE PURCHASE AND INSTALLATION OF AN ELECTRIC FILL PUMP AT WILLOW FIRE STATION 12-6.

AGENDA OF: March 15, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator/Bill Gamble	BG	
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/7/16

ATTACHMENT(S): Fiscal Note: YES X NO _____
Ordinance Serial No. 16-028 (2 pp)
Resolution Serial No. 16-026 (2 pp)
Willow FSA Chair memo (1pp)

SUMMARY STATEMENT:

At the initial construction of Station 12-6, there wasn't adequate funding to include the electric fill pump in the water tank under the fire station. The pump is a vital piece of equipment that enables the quick and efficient filling of fire trucks for fire emergencies. Having a high output pump to refill the fire apparatus in a timely manner is essential to the safety of the area, and will help in the future reduction of homeowner insurance rates.

The Willow Fire Service Area board of Supervisors has approved a $62,000 fund balance appropriation for the purchase and installation of an electric fill pump at Willow Fire Station 12-6.

RECOMMENDATION OF ADMINISTRATION:

Approval of the attached legislation, which will appropriate $62,000 from the Willow Fire Service Area Fund Balance, Fund 258, to Fund 405, Project No. 45282, and approving the scope of work and budget for the purchase and installation of an electric fill pump at Willow Fire Station 12-6.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 15, 2016

SUBJECT: Appropriating $62,000 from the Willow Fire Service Area Fund Balance, Fund 258, to Fund 405, Project No. 45282, and approving the scope of work and budget for the purchase and installation of an electric fill pump at Willow Fire Station 12-6.

ORIGINATOR: Bill Gamble – Emergency Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $62,000	FUNDING SOURCE
FROM ACCOUNT # 258 272.000	PROJECT #
TO ACCOUNT: 405.000.000.3XX.XXX	PROJECT # 45282
VERIFIED BY: Barbara Cunningham	CERTIFIED BY:
DATE: 2/29/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	62					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	62					
TOTAL	62					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Christine Hardy DATE: _____

APPROVED BY: _____ DATE: 2/29/16

IM No. 16-047
Ordinance Serial No. 16-028
Resolution Serial No. 16-026

To: Mat Su Borough Assembly

From: Willow FSA #35 Board of Supervisors

The Willow FSA #35 is requesting that $62,000 be moved from our reserve fund to the warm storage building project at 12-6 (Nancy Lake). This additional money will be used for the purchase and installation of a pump for filling trucks that was not funded in the original project bid. The Willow FSA Board of Supervisors voted at our February meeting and unanimously approved this money transfer. We ask that the Assembly please do the same by supporting the resolution to move these funds.

Thanks,

Gordon Boeve, Chair

Willow FSA #35 Board of Supervisors

Im16-047
OR16-028
RS16-026

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-028

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AN APPROPRIATION OF $62,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258 TO FUND 405, PROJECT NO. 45282, TO ALLOW FOR THE PURCHASE AND INSTALLATION OF AN ELECTRIC FILL PUMP AT WILLOW FIRE STATION 12-6.

WHEREAS, at the initial construction of Station 12-6, there wasn't adequate funding to include the electric fill pump in the water tank under the fire station; and

WHEREAS, the pump is a vital piece of equipment that enables the quick and efficient filling of fire trucks for fire emergencies; and

WHEREAS, having a high output pump to refill the fire apparatus in a timely manner is essential to the safety of the area, and will help in the future reduction of homeowner insurance rates; and

WHEREAS, the Willow Fire Service Area board of Supervisors has approved a $62,000 fund balance appropriation for the purchase and installation of an electric fill pump at the Willow Fire Station 12-6; and

WHEREAS, no expenditures can be made until the scope of work and budget have been approved by the Assembly.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Acceptance and Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves an appropriation in the amount of $62,000 from the Willow Fire Service Area Fund Balance, Fund 258 to Fund 405, Project No. 45282, for the purchase and installation of an electric fill pump at the Willow Fire Station 12-6.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-026

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE SCOPE OF WORK AND BUDGET FOR PROJECT NO. 45282, TO ALLOW FOR THE PURCHASE AND INSTALLATION OF AN ELECTRIC FILL PUMP AT WILLOW FIRE STATION 12-6.

WHEREAS, at the initial construction of Station 12-6, there wasn't adequate funding to include the electric fill pump in the water tank under the fire station; and

WHEREAS, the pump is a vital piece of equipment that enables the quick and efficient filling of fire trucks for fire emergencies; and

WHEREAS, having a high output pump to refill the fire apparatus in a timely manner is essential to the safety of the area, and will help in the future reduction of homeowner insurance rates; and

WHEREAS, the Willow Fire Service Area board of Supervisors has approved a $62,000 fund balance appropriation for the purchase and installation of an electric fill pump at the Willow Fire Station 12-6; and

WHEREAS, the above funds were appropriated to Project No. 45282, with Assembly adoption of Ordinance Serial No. 16-028.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby approves the scope of work and budget for Project No. 45282 as follows.

SCOPE OF WORK

All aspects of purchase and installation of an electric fill pump for Willow Fire Station 12-6.

BUDGET

Willow Fire Service Area

Fund Balance Appropriation, Fund 258 $62,000

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____

VERN HALTER, Borough Mayor

ATTEST:

_____

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-049

SUBJECT: An Ordinance of the Matanuska-Susitna Borough Assembly reappropriating $ 10,663 from Fund 435, Project 10145, to Fund 440, Project 15040, $ 20,667 from Fund 440, Project 15002, to Fund 480, Project 15035, amend the budgets for Projects 10145, 15002, 15032, 15036, 15039, 15040, and 15035 and amend the scope of work for Project 10173.

AGENDA OF: March 15, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Community Development Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/7/16

ATTACHMENT(S): Fiscal Note: YES X NO
Ordinance Serial No. 16-029 (3 pp)
Resolution Serial No. 16-027 (5 pp)

SUMMARY STATEMENT:

In the fiscal year 2010 areawide capital budget appropriations the assembly approved $150,000 repairs to the Mat-Su Convention and Visitor's Bureau building. Those repairs were completed with funds remaining and the building has since been sold.

In the fiscal year 2010 areawide capital budget appropriations the assembly approved $20,000 for the Matanuska River Park Restroom Roof. This project was completed and Resolution Serial No. 12-050 amended the scope of work to include upgrading the public access across borough land into the Sunshine Creek Fishing Site.

In August, 2015 Ordinance Serial No. 15-089 reappropriated various projects including $ 35,000 for Sunshine Creek Access Improvements. The remaining $ 10,663 from the Mat-Su Convention and Visitors Bureau building and the $ 17,505 from the Matanuska River Park Restroom Roof will be moved to the Sunshine Creek Access Improvements so all the funding will be under one project.

In the fiscal year 2010 non-areawide capital budget appropriations the assembly approved $ 12,000 for ADA access and signage relocation for the Trapper Creek Library and $ 10,000 for landscaping. In the fiscal year 2011 non-areawide capital budget appropriations the assembly approved $40,000 for parking lot lights installation. In the fiscal year 2012 non-areawide capital budget appropriations the assembly approved $48,000 for parking lot chip seal at the Trapper Creek Library. In January 2012, these projects had either not been started or not been completed and Resolution 12-005 transferred $56,707 of these funds into a new subproject combining all of the projects together and changed the chip seal to paving.

These projects are now complete with funds remaining. In an on-site safety inspection at the Trapper Creek Library, it was determined there is insufficient electrical outlets to fit the current needs of the facility. In addition, there were significant earthquake stabilization measures that need to be addressed. The remaining funds will be able to address these funds with an amended scope of work.

In the fiscal year 2012 areawide capital budget appropriation the assembly approved $ 350,000 for the Hatcher Pass Management Area Snowmachine Trailhead. Zero Lake Trailhead in Houston was completed and inspection of Sitze Road as an additional trailhead was deemed not feasible as the borough does not own any land in the area. Therefore, funds are remaining in the project. These funds will be moved to facilitate building the new park shop for equipment storage.

In the fiscal year 2013 areawide capital budget appropriations the assembly approved $ 100,000 for major repair and renovation at the Knik Museum. This work has been completed with funds remaining.

In the fiscal year 2015 areawide capital budget appropriations the assembly approved $ 65,000 for the Highway Signage project and $25,000 for Eska Falls Trail Improvements. The trail improvements were completed by volunteer trails groups with other grant funds and these funds were not needed for the

project. Resolution No. 15-090 amended the budget to move the Eska Falls Trail funds into the Highway Signage Project.

It is the intent to use the remaining funds from the Knik Museum to supplement the Highway Signage Project.

Project	Approved Budget	Amount Spent	Amount Remaining to be moved
MSCVB Roof Repairs **Project 10145/1809** Fiscal Year 2010 Areawide Capital Appropriation	$ 150,000	$ 139,337	$ 10,663
Matanuska River Park Restroom Roof **Project 15036/1801** Fiscal Year 2010 Areawide Capital Appropriation	$ 20,000	$ 2,495	$ 17,505
Knik Museum Upgrade/Improvements **Project 15002/1804** Fiscal Year 2013 Areawide Capital Appropriation	$ 100,000	$ 79,333	$ 20,667
Hatcher Pass Management Area Snowmachine Trailhead Project 15032 / 1801 Fiscal year 2012 Areawide Capital Appropriation	$ 350,000	$ 274,774	$ 75,226

RECOMMENDATION OF ADMINISTRATION:

It is respectfully requested that the Matanuska-Susitna Borough Assembly reappropriate $ 10,663 from Fund 435, Project 10145, to Fund 440, Project 15040, $ 20,667 from Fund 440, Project 15002, to Fund 480, Project 15035, amend the budgets for Projects 10145, 15002, 15032, 15036, 15039, 15040, and 15035 and amend the scope of work for Project 10173.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 15, 2016

ORIGINATOR: Community Development

SUBJECT: An Ordinance of the Matanuska-Susitna Borough Assembly reappropriating $ 10,663 from Fund 435, Project 10145, to Fund 440, Project 15040, $ 20,667 from Fund 440, Project 15002, to Fund 480, Project 15035, amend the budgets for Projects 10145, 15002, 15032, 15036, 15039, 15040, and 15035 and amend the scope of work for Project 10173.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $124,061	FUNDING SOURCE AW Budget Approp
FROM ACCOUNT # 435/440.000.000.4xx.xxx	PROJECT # 10145 / 15002 / 15032
TO ACCOUNT : 440 /480.000.000.3xx.xxx	PROJECT # 15040/ 15035/ 15039
VERIFIED BY:	CERTIFIED BY:
DATE:	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	124					

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	124					
TOTAL	124					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/3/16

IM No. 16-049

Ordinance Serial No. 16-029

RS 16-027

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-029

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY REAPPROPRIATING $ 10,663 FROM FUND 435, PROJECT 10145, MSCVB ROOF REPAIRS TO FUND 440, PROJECT 15040, PARKS AND RECREATION SHOP UPGRADES, $ 20,667 FROM FUND 440, PROJECT 15002, KNIK MUSEUM UPGRADE/IMPROVEMENTS, TO FUND 480, PROJECT 15035, RECREATIONAL HIGHWAY SIGNAGE.

WHEREAS, in the fiscal year 2010 areawide capital budget appropriations the assembly approved $150,000 repairs to the Mat-Su Convention and Visitor's Bureau building. Those repairs were completed with funds remaining and the building has since been sold; and

WHEREAS, additional funds are needed for the Sunshine Creek access improvements; and

WHEREAS, in the fiscal year 2013 areawide capital budget appropriations the assembly approved $ 100,000 for major repair and renovation at the Knik Museum; and

WHEREAS, this work has been completed with funds remaining; and

WHEREAS, in the fiscal year 2015 areawide capital budget appropriations the assembly approved $ 65,000 for the Highway Signage project and $25,000 for Eska Falls Trail Improvements; and

WHEREAS, the trail improvements were completed by volunteer trails groups with other grant funds and these funds were not needed for the project; and

WHEREAS, Resolution No. 15-090 amended the budget to move the Eska Falls Trail funds into the Highway Signage Project; and

WHEREAS, the existing funds are not sufficient to complete the project; and

WHEREAS, no funds can be spent until they have been reappropriated and the scopes of work and amended budgets have been approved.

BE IT ENACTED:

Section 1. Classification. This Ordinance is a non-code ordinance.

Section 2. Reappropriation Source. There is hereby reappropriated by the Matanuska-Susitna Borough Assembly $ 10,663 from Fund 435, Project 10145 MSCVB Roof Repairs, to Fund 440, Project 15040 Sunshine Creek Access Improvements, and $ 20,667 from Fund 440, Project 15002 Knik Museum Major Repair and Renovation, to Fund 480, Project 15035 Recreation Highway Signage.

Section 3.Effective Date. This ordinance shall take effect upon adoption.

Section 4.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Ordinance Serial No. 16-029
IM No. 16-049
RS16-027

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-027

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING THE BUDGETS FOR PROJECTS 10145, 15002, 15032, 15036, 15039, 15040, AND 15035 AND AMEND THE SCOPE OF WORK FOR PROJECT 10173.

WHEREAS, on March 15, 2016, the assembly approved Ordinance Serial No. 16-029 reappropriating $ 31,330 from the fiscal year 2010 and 2013 areawide capital budget appropriations; and

WHERAS, in the fiscal year 2010 areawide capital budget appropriations the assembly approved $20,000 for the Matanuska River Park Restroom Roof; and

WHEREAS this project was completed and Resolution Serial No. 12-050 amended the scope of work to include upgrading the public access across borough land into the Sunshine Creek Fishing Site; and

WHEREAS, in August, 2015 Ordinance Serial No. 15-089 reappropriated various projects including $ 35,000 for Sunshine Creek Access Improvements; and

WHEREAS, in the fiscal year 2010 non-areawide capital budget appropriations the assembly approved $ 12,000 for ADA access and signage relocation for the Trapper Creek Library and $ 10,000 for landscaping; and

WHEREAS, in the fiscal year 2011 non-areawide capital budget appropriations the assembly approved $40,000 for parking lot lights installation; and

WHEREAS, in the fiscal year 2012 non-areawide capital budget appropriations the assembly approved $48,000 for parking lot chip seal at the Trapper Creek Library; and

WHEREAS, in January 2012, these projects had either not been started or not been completed and Resolution 12-005 transferred $56,707 of these funds into a new subproject combining all of the projects together and changed the chip seal to paving; and

WHEREAS, these projects are now complete with funds remaining; and

WHEREAS, in an on-site safety inspection, it was determined there was insufficient electrical outlets to fit the current needs of the facility; and

WHEREAS, there were also significant earthquake stabilization measures that need to be addressed; and

WHEREAS, in the fiscal year 2012 areawide capital budget appropriation the assembly approved $ 350,000 for the Hatcher Pass Management Area Snowmachine Trailhead; and

WHEREAS, Zero Lake Trailhead in Houston was completed and inspection of Sitze Road as an additional trailhead was deemed

not feasible as the borough does not own any land in the area; and

WHEREAS, in the fiscal year 2015 areawide capital budget appropriations the assembly approved $ 65,000 for the Highway Signage project and $25,000 for Eska Falls Trail Improvements; and

WHEREAS, the trail improvements were completed by volunteer trails groups with other grant funds and these funds were not needed for the project; and

WHEREAS, Resolution No. 15-090 amended the budget to move the Eska Falls Trail funds into the Highway Signage Project.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the following amended Scope of Work:

SCOPE OF WORK

All labor and materials, design, and permits needed for landscaping, installation of Americans with Disabilities Act access, signage relocation, parking lot lights installation, parking lot paving for the Trapper Creek library, additional electrical service and earthquake stabilization supplies

NOW, THEREFORE, BE IT RESOLVED, the Matanuska-Susitna Borough Assembly approves the following amended budgets:

Project	Approved Budget	Amended Budget
MSCVB Roof Repairs **Project 10145/1809** Fiscal Year 2010 Areawide Capital Appropriation	$ 150,000	$ 139,337
Matanuska River Park Restroom Roof **Project 15036/1801** Fiscal Year 2010 Areawide Capital Appropriation	$ 20,000	$ 2,495
Knik Museum Upgrade/Improvements **Project 15002/1804** Fiscal Year 2013 Areawide Capital Appropriation	$ 100,000	$ 79,333
Hatcher Pass Management Area Snowmachine Trailhead **Project 15032 / 1801** Fiscal year 2012 Areawide Capital Appropriation	$ 350,000	$ 274,774
TOTAL	**$ 620,000**	**$ 495,939**
Sunshine Creek Access and Improvements **Project 15040 / 1807** Fiscal year 2014 Areawide Capital Appropriation	$ 35,000	$ 35,000
Fiscal Year 2010 Areawide Capital Appropriation	$ 0	$ 28,168
TOTAL	**$ 35,000**	**$ 63,168**
Highway Signage **Project 15035 / 1847** Fiscal Year 2015 Areawide Capital Appropriation	$ 65,000	$ 65,000
Fiscal Year 2013 Areawide Capital Appropriation	$ 0	$ 20,667
TOTAL	**$ 65,000**	**$ 85,667**
Palmer Parks & Rec Shop **Project 15039 / 1801** Fiscal Year 2012 Areawide Capital Appropriation	$ 100,000	$ 175,226
Fiscal Year 2014 Areawide Capital Appropriation	$ 56,676	$ 56,676
Fiscal Year 2015 Areawide Capital Appropriation	$ 123,505	$ 123,505
TOTAL	**$ 280,181**	**$ 355,407**

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-050

SUBJECT: APPROVING AN APPROPRIATION OF $13,140 FROM FUND 100 TO PROJECT NO. 45267, FUND 425, AND APPROVING THE SCOPE OF WORK AND BUDGET, TO ALLOW FOR THE REPLACEMENT OF AN EMERGENCY MEDICAL SERVICES (EMS) VEHICLE THAT WAS DESTROYED IN A COLLISION.

AGENDA OF: March 15, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator/Bill Gamble	BG	
	Finance Director		
	Borough Attorney	NS	
	Borough Clerk		3/7/16

ATTACHMENT(S): Fiscal Note: YES X NO
Ordinance Serial No. 16-030 (2 pp)
Resolution Serial No. 16-028 (2 pp)

SUMMARY STATEMENT:

On June 18, 2015, an EMS vehicle (2011 Ford Escape, License Plate #XYE839) was involved in a collision and determined to be a total loss and the insurance payoff for the destroyed vehicle amounted to $13,140. The loss of this vehicle has been detrimental to the operations of the EMS division and the replacement of this vehicle will enable the division to operate in a more efficient manner.

The insurance funds awarded for the loss of this vehicle have been deposited into the borough's Areawide Insurance Claims account, fund 100. The EMS Deputy Director has requested that the insurance funding awarded for the destroyed vehicle be appropriated for the purchase of a replacement EMS vehicle.

RECOMMENDATION OF ADMINISTRATION:

Approval of the attached legislation, which will appropriate $13,140 from Fund 100 to project No. 45267, Fund 425, and approve the scope of work and budget, to allow for the replacement of an Emergency Medical Services vehicle that was destroyed in a collision.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 15, 2016

SUBJECT: Appropriating $13,140 from Fund 100 to project No. 45267, Fund 425, and approving the scope of work and budget, to allow for the replacement of an Emergency Medical Services vehicle that was destroyed in a collision.

ORIGINATOR: Bill Gamble – Emergency Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $13,140	FUNDING SOURCE Insurance Proceeds
FROM ACCOUNT # 100.000.000.3xx.xxx	PROJECT #
TO ACCOUNT: 425.000.000.3xx.xxx	PROJECT # 45267
VERIFIED BY: Barbara Saunders	CERTIFIED BY:
DATE: 2/29/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL						
REVENUE	13					

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	13					
TOTAL	13					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Thayenne Hendrickson (AD) DATE: _____

APPROVED BY: _____ DATE: 2/29/16

IM No. 16-050
Ordinance Serial No. 16-030
Resolution Serial No. 16-028

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-030

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AN APPROPRIATION OF $13,140 FROM FUND 100 TO PROJECT NO. 45267, FUND 425, TO ALLOW FOR THE REPLACEMENT OF AN EMERGENCY MEDICAL SERVICES (EMS) VEHICLE THAT WAS DESTROYED IN A COLLISION.

WHEREAS, on June 18, 2015, an EMS vehicle (2011 Ford Escape, License Plate #XYE839) was involved in a collision and determined to be a total loss; and

WHEREAS, the insurance payoff for the destroyed vehicle amounted to $13,140; and

WHEREAS, the loss of this vehicle has been detrimental to the operations of the EMS division; and

WHEREAS, the replacement of this vehicle will enable the division to operate in a more efficient manner; and

WHEREAS, the insurance funds awarded for the loss of this vehicle have been deposited into the borough's Areawide Insurance Claims account, fund 100; and

WHEREAS, the EMS Deputy Director has requested that the insurance funding awarded for the destroyed vehicle be appropriated for the purchase of a replacement EMS vehicle; and

WHEREAS, no expenditures can be made until the scope of work and budget have been approved by the Assembly.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Acceptance and Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves an appropriation in the amount of $13,140 from Fund 100 to project No. 45267, Fund 425, to allow for the replacement of an Emergency Medical Services vehicle that was destroyed in a collision.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-028

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE SCOPE OF WORK AND BUDGET FOR PROJECT NO. 45267, TO ALLOW FOR THE REPLACEMENT OF AN EMERGENCY MEDICAL SERVICES (EMS) VEHICLE THAT WAS DESTROYED IN A COLLISION.

WHEREAS, on June 18, 2015, an EMS vehicle (2011 Ford Escape, License Plate #XYE839) was involved in a collision and determined to be a total loss; and

WHEREAS, the insurance payoff for the destroyed vehicle amounted to $13,140; and

WHEREAS, the loss of this vehicle has been detrimental to the operations of the EMS division; and

WHEREAS, the replacement of this vehicle will enable the division to operate in a more efficient manner; and

WHEREAS, the insurance funds awarded for the loss of this vehicle have been deposited into the borough's Areawide Insurance Claims account, fund 100; and

WHEREAS, the EMS Deputy Director has requested that the insurance funding awarded for the destroyed vehicle be appropriated for the purchase of a replacement EMS vehicle; and

WHEREAS, the above funds were appropriated to Project No. 45267, with Assembly adoption of Ordinance Serial No. 16-030.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby approves the scope of work and budget

for Project No. 45267 as follows.

SCOPE OF WORK

Purchase of a replacement EMS vehicle.

BUDGET

Areawide Appropriation, Fund 100 $13,140

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-059

SUBJECT: INTRODUCE AND SET FOR PUBLIC HEARING A NON-CODE ORDINANCE AND RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AND APPROPRIATING $704,890 FROM THE LAND MANAGEMENT PERMANENT FUND, TO FUND 450, PROJECT NO. 70012, AS A LOAN TO FUND 520, TO FUND REPAIRS TO THE PORT MACKENZIE BARGE DOCK WHICH WILL BE PAID BACK BY TRANSFERS FROM THE AREAWIDE FUND, PORT REVENUES, AND INSURANCE SETTLEMENT.

AGENDA OF: March 22, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator:M. Van Dongen		
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/16/16

ATTACHMENT(S): Fiscal Note: YES X NO
Ordinance Serial No. 15-031 3 pp)
Resolution Serial No. 15-029 2 pp)

SUMMARY STATEMENT:
This legislation is to appropriate $704,890 from the Land Management Permanent Fund, to Fund 450, Project No. 70012, as a loan to Fund 520, to fund repairs to the Port MacKenzie Barge Dock.

This legislation is also to approve the scope of work and budget for the barge dock repairs.

On or about October 13, 2015 a significant failure occurred on the sheet pile barge dock at Port MacKenzie when a crack in a "wye" moved sideways to an interlock with the adjacent sheet pile. The split moved all the way down to the seabed resulting in a gap in the face of the dock approximately 3.5 feet wide. Our insurance adjustor and his engineer, along with two engineers from Moffat & Nichol, an engineer from PND and the Port Director

all agreed that this material failure needed to be dealt with as an emergency action immediately.

The repair drawings were prepared, approvals were obtained from the Corps of Engineers and National Marine Fisheries Service, a permit application was submitted, a cost-plus construction contract was negotiated with Orion Marine Group and sheet piles were obtained from the Port of Anchorage.

$250,000 in initial funding was obtained from the Port Enterprise Fund 520 to get the contractor mobilized and start the emergency repairs.

By October 25, 2015 work began and Orion had mobilized equipment, Z-piles, and over fifty pipe piles from Seward to Port MacKenzie. Arrangements were also made to purchase 157 sheet piles from the Port of Anchorage at a cost of $460,000.

A template and Z-piles were installed at the north end of the hole inside of the barge dock to keep the hole from spreading to the north to protect the approach trestle to the deep-draft dock, the adjacent conveyor system, button house, rectifier structure, transformers, and electrical panels from suffering major damage. Purchase orders were also generated for Bristol Construction for $30,000 to deliver 3,500 c.y. of replacement gravel to the barge dock, as well as $54,000.00 to PND Engineers to provide engineering, design, and on-call construction inspection services.

While the exact cost to complete the repairs will not be known until the project is completed, the Port Director estimates the total cost will be approximately $2.5 million. It is anticipated that our insurance company will pay the repair costs above the $100,000.00 deductible, covered by the Port Enterprise Fund.

On December 1, 2016, funding totaling $2,500,000 was appropriated under emergency conditions, from the Land Management Permanent Fund, to fund 450, project no. 70012, as a loan to fund 520, to fund emergency repairs to the Port MacKenzie Barge Dock, which will be paid back by transfers from the areawide fund, Port revenues and the insurance settlement.

Repairs were underway using the $2,500,000 loan appropriated from the Land Management Permanent Fund until work was halted due to dangerous ice conditions. Spring breakup has eliminated the previously dangerous ice conditions to a point where repair work may now resume.

However, because the appropriation of the $2,500,000 was made under emergency conditions the loan was limited to 60 days. The work stoppage has exceeded 60 days from the previous approval date of December 1, 2015, therefore the previously appropriated funds are no longer available.

If repairs are not completed, a failure is possible at the Port MacKenzie Barge Dock. The original approved appropriation was based on the cost estimate of $2,500,000 of which $1,795,110 has

been spent, leaving an estimated $704,890 in repairs remaining. However, the exact cost to complete the repairs will not be known until the project is completed

This $704,890 appropriation will enable work to continue to completion and together with the $1,795,110 already spent will total the original authorization of $2,500,000.

RECOMMENDATION OF ADMINISTRATION:
Approve the appropriation of $704,890 from the Land Management Permanent Fund, to Fund 450, Project No. 70012, as a loan to Fund 520, to fund repairs to the Port MacKenzie Barge Dock.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 22, 2016

SUBJECT: APPROPRIATE $704,890 FROM THE LAND MANAGEMENT PERMANENT FUND, TO FUND 450, PROJECT NO. 70012, AS A LOAN TO FUND 520, TO FUND REPAIRS TO THE PORT MACKENZIE BARGE DOCK WHICH WILL BE PAID BACK BY TRANSFERS FROM THE AREAWIDE FUND, PORT REVENUES AND INSURANCE SETTLEMENT.

ORIGINATOR: Therese Dolan, Division Administrative Specialist, Port MacKenzie

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT (YES) NO	
AMOUNT REQUESTED	$704,890	FUNDING SOURCE	Land Mgt Perm Fund
FROM ACCOUNT #	203.262.400	PROJECT #	
TO ACCOUNT:	450.000.000, 3xx.xxx	PROJECT #	70012
VERIFIED BY:	Barbara Saumgarten	CERTIFIED BY:	
DATE:	3/15/16	DATE:	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	704.9					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	704.9					
TOTAL	704.9					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/16/15

IM No. 16-059
Ordinance Serial No. 16-031
Resolution Serial No. 16-029

NON-CODE ORDINANCE

Sponsored By: Borough Manager
Introduced: March 22, 2016
Public Hearing: April 5, 2016
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-031

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROPRIATING $704, 890 FROM THE LAND MANAGEMENT PERMANENT FUND, TO FUND 450, PROJECT NO. 70012, AS A LOAN TO FUND 520, TO FUND REPAIRS TO THE PORT MACKENZIE BARGE DOCK WHICH WILL BE PAID BACK BY TRANSFERS FROM THE AREAWIDE FUND, PORT REVENUES AND INSURANCE SETTLEMENT.

WHEREAS, on or about October 13, 2015, a significant failure occurred on the sheet pile barge dock at Port MacKenzie when a crack in a "wye" moved sideways to an interlock with the adjacent sheet pile. The split moved all the way down to the seabed resulting in a gap in the face of the dock approximately 3.5 feet wide; and

WHEREAS, funding totaling $2,500,000 was appropriated from the Land Management Permanent Fund, to fund 450, project no. 70012, as a loan to fund 520, to fund emergency repairs to the Port MacKenzie Barge Dock, which will be paid back by transfers from the areawide fund, Port revenues and insurance settlement; and

WHEREAS, repairs were underway using the $2,500,000 loan appropriated from the Land Management Permanent Fund until work was halted due to dangerous ice conditions; and

WHEREAS, the appropriation of the $2,500,000 was made under emergency conditions and the lifespan of that appropriation was 60 days; and

WHEREAS, the work stoppage has exceeded 60 days from the previous approval date of December 1, 2015, so the previously appropriated funds are no longer available; and

WHEREAS, spring breakup has eliminated the previously dangerous ice conditions to a point where repair work may now resume; and

WHEREAS, if repairs are not completed, a failure is possible at the Port MacKenzie Barge Dock; and

WHEREAS, the original approved appropriation was based on the cost estimate of $2,500,000 of which $1,795,110 has been spent, leaving an estimated $704,890 in repairs remaining. However, the exact cost to complete the repairs will not be known until the project is completed; and

WHEREAS, it is anticipated that our insurance company will pay the repair costs above the $100,000 deductible; and

WHEREAS, the $704,890 appropriation will enable work to be completed prior to the anticipated insurance proceeds being received; and

BE IT ENACTED:

Section 1. Classification. This Ordinance is a non-code ordinance.

Section 2. Acceptance and Appropriation Source. There is hereby appropriated by the Assembly $704,890 from the Land Management Permanent Fund to Fund 450, Project No. 70012, as a

loan to Fund 520, to fund repairs to the Port MacKenzie Barge Dock. Which will be paid back by transfers from the areawide fund, port revenues and insurance settlement.

Section 3. Effective Date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-029

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE SCOPE OF WORK AND BUDGET OF $704,890 FOR THE PORT MACKENZIE BARGE DOCK REPAIR, PROJECT NO. 70012.

WHEREAS, on or about October 13, 2015, a significant failure occurred on the sheet pile barge dock at Port MacKenzie when a crack in a "wye" moved sideways to an interlock with the adjacent sheet pile. The split moved all the way down to the seabed resulting in a gap in the face of the dock approximately 3.5 feet wide; and

WHEREAS, funding totaling $2,500,000 was appropriated from the Land Management Permanent Fund, to fund 450, project no. 70012, as a loan to fund 520, to fund emergency repairs to the Port MacKenzie Barge Dock, which will be paid back by transfers from the areawide fund, Port revenues and insurance settlement; and

WHEREAS, repairs were underway using the $2,500,000 loan appropriated from the Land Management Permanent Fund until work was halted due to dangerous ice conditions; and

WHEREAS, the appropriation of the $2,500,000 was made under emergency conditions and the lifespan of that appropriation was 60 days; and

WHEREAS, the work stoppage has exceeded 60 days from the previous approval date of December 1, 2015, so the previously appropriated funds are no longer available; and

WHEREAS, spring breakup has eliminated the previously dangerous ice conditions to a point where repair work may now resume; and

WHEREAS, if repairs are not completed, a failure is possible at the Port MacKenzie Barge Dock; and

WHEREAS, the original approved appropriation was based on the cost estimate of $2,500,000 of which $1,795,110 has been spent, leaving an estimated $704,890 in repairs remaining. However, the exact cost to complete the repairs will not be known until the project is completed; and

WHEREAS, it is anticipated that our insurance company will pay the repair costs above the $100,000 deductible; and

WHEREAS, the $704,890 appropriation will enable work to be completed prior to the anticipated insurance proceeds being received;

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the scope of work for the Barge Dock Repairs, Project No. 70012.

SCOPE OF WORK

Repair the Port MacKenzie Barge Dock using funds identified in Ordinance No. _____

BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough Assembly approves the budget for the Barge Dock Repairs, Project No. 70012.

BUDGET

Project No. 70012
Barge Dock Repairs

Loan from the Land Management Permanent Fund	$704,890
TOTAL	$704,890

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-053

SUBJECT: Amending the scopes of work and budgets for Project No. 47507, Project Management System and Project No. 47044-4201 to supplement the funding for SharePoint Development and Implementation.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator – BL/OIT		
	Information Technology Department Director		3-21-16
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Resolution No. 16-030 (4 pp)

SUMMARY STATEMENT:
In the fiscal year 2014 capital projects budget, $195,000 in areawide funds was appropriated for the Project Management System project no. 47507. The adopted fiscal year 2014 Administration operating budget did not include funding for a Capital Projects Director and after consideration of the types of duties needed by the Public Works Department, it was determined to be in the Borough's best interest to hire a Capital Projects Director.

The Matanuska-Susitna Borough Assembly approved the reappropriation of $151,945 from fund 480, project no. 47507, Project Management System, to the fiscal year 2014 Administration Operating Budget, fund 100, for a Capital Projects Director, leaving $43,055 in project 47507. The remaining funds for the Project Management System project are not needed for the purchase of a new project management system software.

Project management will be performed on the Borough's new Intranet website hosted on SharePoint. Moving the remainder of the project 47507 fund to the SharePoint project fund 47044 will allow the Borough to continue our efforts of project management using this system. The remaining funds in Project 47044 are also funding the integration of SharePoint and the Borough's Record Management system, HP TRIM. Thereby ensuring project management documentation and other Borough records and content are properly included in our records management system and fulfilling the original intent for the money.

The project for SharePoint Development and Implementation, project no. 47044-4201, is in need of additional funds. This legislation is to approve the scope of work and budget for Project 47044-4201 Sharepoint Development and Implementation.

RECOMMENDATION OF ADMINISTRATION: Respectfully requests adoption of the legislation.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMMENDING THE SCOPES OF WORK AND BUDGETS FOR PROJECT NO. 47507, PROJECT MANAGEMENT SYSTEM AND PROJECT NO. 47044, SHAREPOINT DEVELOPMENT AND IMPLEMENTATION.

ORIGINATOR: Eric Wyatt, IT Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED: $43,055	FUNDING SOURCE: 480.000 AW Budget Approp
FROM ACCOUNT #: 480.000.000. 4xx .xxx	PROJECT #: 47507-1800-1802
TO ACCOUNT #: 480.000.000. 4xx . xxx	PROJECT #: 47044-4200-4201
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	43					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	43					
TOTAL	43					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Chief of Staff DATE: _____

APPROVED BY: per IM DATE: 3/22/16

IM No. 16-053
RS 16-030

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-030

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMMENDING THE SCOPES OF WORK AND BUDGETS FOR PROJECT MANAGEMENT SYSTEM, PROJECT NO. 47507 AND SHAREPOINT DEVELOPMENT AND IMPLEMENTATION, PROJECT NO. 47044 TO INCLUDE THE DEVELOPMENT AND IMPLEMENTATION OF A PROJECT MANAGEMENT SITE, COMPLETION OF THE TRIM UPGRADE TO HP RECORDS MANAGEMENT ALLOWING FOR INTEGRATION WITH SHAREPOINT AND CONSULTING AND TRAINING FOR THE USE OF HP RECORDS MANAGEMENT.

WHEREAS, in fiscal year 2014 the Matanuska-Susitna Borough Assembly appropriated $195,000 in areawide funds to fund 480 for a Project Management System as part of the adopted fiscal year 2014 capital projects budget; and

WHEREAS, the adopted fiscal year 2014 Administration operating budget did not include funding for a Capital Projects Director; and

WHEREAS, after consideration of the types of duties needed by the Public Works Department, it was determined to be in the Borough's best interest to hire a Capital Projects Director; and

WHEREAS, the Matanuska-Susitna Borough Assembly approved the reappropriation of $151,945 from fund 480, project no. 47507, Project Management System, to the fiscal year 2014 Administration Operating Budget, fund 100, for a Capital Projects Director leaving $43,055 in project 47507 by adoption of Ordinance No. 13-099; and

WHEREAS, the remaining funds for the Project Management System project 47507 are not needed for the purchase of a new

project management system software; and

WHEREAS, project management will be performed on the Borough's new Intranet website hosted on SharePoint. Moving the remainder of the project fund 47507 to the SharePoint project fund 47044 will allow the Borough to continue our efforts of project management using this system and fulfilling the original intent for the money; and

WHEREAS, project 47507 is also funding the integration of SharePoint and the Borough's Record Management system, HP TRIM. Thereby ensuring project management documentation and other Borough records and content are properly included in our records management system; and

WHEREAS, additional funds are need in the fiscal year 2016 budget in project 47044, SharePoint Development and Implementation; and

WHEREAS, the Assembly must approve the amended scope of work and budget for project no. 47044-4201, SharePoint Development and Implementation.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby amends the following scope of work and budget for the SharePoint Development and Implementation project no. 47044:

SCOPE OF WORK

Project 47044-4201 - SharePoint Development and Implementation - the scope of the first phase is to create a server, complete architectural design, set up a test environment, obtain administrator, configuration and end-user training and complete implementation within the IT Department. The Scope of work for additional monies will be to continue phase I of the project in conjunction with the development and implementation of SharePoint sites for all Borough Departments, a Project Management site for all Borough projects, and completion of the TRIM Upgrade to HP Records Management 8.2 allowing for the integration of our records management system with SharePoint and to obtain consulting and training for the use of HP Records Management in conjunction with SharePoint.

BUDGET

Project No.	Previous Budget	Amended Budget
Project Management System - 47507		
Fiscal Year 2014 Areawide Capital Appropriations	$43,055	$0
Sharepoint Development and Implementation - 47044		
Fiscal year 2016 Areawide Capital Appropriations	$75,000	$118,055

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-054

SUBJECT: Amending the scopes of work and budgets for Project No. 47512, Flood Plain Mapping and Project No. 47519-4201 to supplement the funding for Aerial Imagery.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator - BL/OIT		
	Information Technology Department Director		3-21-16
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Resolution No. 16-031 (2 pp)

SUMMARY STATEMENT:
In the fiscal year 2014 capital projects budget, $75,000 in areawide funds was appropriated for the Flood Plain Mapping project no. 47512. The funds for the Flood Plain Mapping project have been provided by other funding from FEMA. The area-wide project no. 47512 funds are no longer needed for Flood Plain Mapping project. Flood plain mapping analysis is done as a layer on top of base layer imagery provided by the Aerial Imagery project. Therefore, the Aerial Imagery project supports the overall flood plain mapping effort.

The project for Aerial Imagery, project no. 47519, is in need of additional funds. This legislation is to approve the scope of work and budget for Project 47519-4201 Aerial Imagery.

RECOMMENDATION OF ADMINISTRATION: Respectfully requests adoption

of the legislation.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING THE SCOPES OF WORK AND BUDGETS FOR PROJECT NO. 47512, FLOOOD PLAIN MAPPING AND PROJECT NO. 47519, AERIAL IMAGERY ACQUISITION.

ORIGINATOR: Eric Wyatt, IT Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED: $75,000	FUNDING SOURCE: 480.000 AW Budget Approp
FROM ACCOUNT #: 480.000.000, 4xx.xxx	PROJECT #: 47512-1800-1801
TO ACCOUNT #: 480.000.000, 4xx.xxx	PROJECT #: 47519-4200-4201
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	75					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	75					
TOTAL	75					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: Cheyenne Heindel per TM DATE: 3/22/16

IM No. 16-054
RS16-031

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-031

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING THE SCOPES OF WORK AND BUDGETS FOR FLOOD PLAIN MAPPING, PROJECT NO. 47512 AND AERIAL IMAGERY ACQUISITION, PROJECT NO. 47519 TO INCLUDE FLOOD PLAIN MAPPING ADVERTISING.

WHEREAS, in fiscal year 2014 $75,000 in area-wide funds was appropriated for the Flood Plain Mapping project no. 47512; and

WHEREAS, the funds for the Flood Plain Mapping project have been provided by other funds from FEMA and the money in project no. 47512 was not used and can therefore can be added to the fiscal year 2016 budget in project 47519, Aerial Imagery; and

WHEREAS, flood plain mapping is done as a layer on top of Aerial Imagery which in turn supports the flood plain mapping effort; and

WHEREAS, the Aerial Imagery project supports the overall flood plain mapping effort; and

WHEREAS, the Assembly must approve the amended scope of work and budget for project no. 47519-4201, Aerial Imagery.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby amends the following scope of work and budget for the Aerial Imagery, project no. 47519:

SCOPE OF WORK

Project 47519-4201 - Aerial Imagery Acquisition - a multi-

year program to acquire current imagery on an on-going basis providing both employees and citizens access to accurate and up-to-date imagery. A portion of these funds will be used for flood plain mapping advertising.

BUDGET

Project No.	Previous Budget	Amended Budget
Flood Plain Mapping - 47512 Fiscal Year 2014 Areawide Capital Appropriations	$75,000	$0
Aerial Imagery - 47519 Fiscal year 2016 Areawide Capital Appropriations	$50,000	$125,000

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-058

SUBJECT: Amending the budget for project no. 10063 to provide additional funding for DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator.

AGENDA OF: April 5, 2016

Assembly Action:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Capital Projects Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES __X__ NO _____
Resolution Serial No. 16-032 (3pp)

SUMMARY STATEMENT: Three roof roof top units (RTUs), for heating, ventilation, and air conditioning were installed under the DSJ addition project, also known as Phase 1 or New Annex, to support the existing structure. Future funding was needed to complete the connections to the new RTUs.

During construction of the Phase 1 addition, fire proofing deficiencies were discovered that require mediation per fire code. The original DSJ building will not be in compliance with fire code until the remaining work is complete.

In the 2016 capital projects budget, $665,000 in areawide funds were appropriated for the DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator. The design for Phase 2 was

completed and it became clear that additional funding is needed to provide the full extent of work required.

In the fiscal year 2014 capital projects budget, $200,000 in areawide funds were appropriated for Furnishings/Equipment for the new DSJ Annex. There are remaining funds available in this project in the amount of $26,336.

If approved, the remaining funds from the Furnishings/Equipment for the new DSJ Annex, project no. 10063.1804 will help support the completion of project no. 10063.1805, DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator.

RECOMMENDATION OF ADMINISTRATION: Approval of the attached resolution which will amend the budget for project no. 10063 to provide additional funding for DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016
SUBJECT: Amending the budget for project no. 10063 to provide additional funding for DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator.

ORIGINATOR: Jeff Walden, Project Manager

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $ 26,335.54	FUNDING SOURCE AW Budget Approp
FROM ACCOUNT # 435.000.000.4xx.xxx	PROJECT # 10063
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Baergrund	CERTIFIED BY:
DATE: 3/11/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	26					

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	26					
TOTAL	26					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
DEPARTMENT: Cheyenne Heindel DATE: _____
APPROVED BY: _____ DATE: 3/11/16

IM No. 16-058
Resolution Serial No. 16-032

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-032

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING THE BUDGET FOR PROJECT NO. 10063, TO PROVIDE ADDITIONAL FUNDING FOR DSJ PHASE 2 ROOF TOP UNIT CONNECTIONS, FIRE PROOFING, AND BACK-UP GENERATOR.

WHEREAS, three roof top units (RTUs), for heating, ventilation, and air conditioning were installed under the DSJ addition project, also known as Phase 1 or New Annex, to support the existing structure; and

WHEREAS, future funding was needed to complete the connections to the new RTUs; and

WHEREAS, in the fiscal year 2014 capital projects budget, $900,000 in areawide funds were appropriated to project 10057 for the Administration Building; and

WHEREAS, in the fiscal year 2014 capital projects budget, $200,000 in areawide funds were appropriated for project no. 10063, Furnishings/Equipment for the DSJ New Annex; and

WHEREAS, resolution serial no. 14-049 was approved to move $160,000 of the funds from project no. 10063 to project no. 10057 for Administration building repairs; and

WHEREAS, during construction of the DSJ New Annex, fire proofing deficiencies were discovered that require mediation per fire code; and

WHEREAS, the original DSJ building will not be in

compliance with fire code until Phase 2 of the project is finished; and

WHEREAS, in the fiscal year 2016 capital projects budget, $665,000 in areawide funds were appropriated for project no. 10063, DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator; and

WHEREAS, with the completed design of Phase 2 of the addition it is clear additional funding is needed to complete Phase 2; and

WHEREAS, project no. 10057 funds have nearly been expended on repairs for the Administration Building leaving many necessary repairs unfunded; and

WHEREAS, project no. 10063, Furnishings/Equipment has remaining funds in the amount of $26,336; and

WHEREAS, we would like to amend the budget of project no. 10063 to provide additional funding for the DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator; and

WHEREAS, no expenditures can be made until the amended budgets are approved by the Assembly.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the following amended budgets for project 10063.

AMENDED BUDGETS

Previously

Project Account No.	Approved Budget	Amended Budget
Furnishings/Equipment for the DSJ New Annex Project No. 10063.1804 Fiscal Year 2014 Areawide Capital Appropriations	$ 40,000	$ 13,664
DSJ Phase 2 Roof Top Unit Connections, Fire Proofing, and Back-Up Generator Project No. 10063.1805 Fiscal Year 2014 Areawide Capital Appropriation	$0	$ 26,336
Fiscal Year 2016 Areawide Capital Appropriation	$665,000	$665,000
Total Budget	$705,000	$705,000

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-061

SUBJECT: A Resolution Requesting The Alaska State Legislature And Governor Walker To Enact During The 2016 Legislative Session Legislation To Provide For A Balanced, Sustainable, And Predictable State Budget.

AGENDA OF: April 5, 2016

Assembly Action:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	JK	For Mayor Halter
	Borough Attorney	NS	
	Borough Clerk		2/25/16

ATTACHMENT(S): Fiscal Note: YES _____ NO __X__
Resolution Serial No. 16-033 (4 pp)

SUMMARY STATEMENT: This legislation is sponsored by Mayor Halter.

Sponsored by: Mayor Halter
Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-033

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY REQUESTING THE ALASKA STATE LEGISLATURE AND GOVERNOR WALKER TO ENACT, DURING THE 2016 LEGISLATIVE SESSION, LEGISLATION TO PROVIDE FOR A BALANCED, SUSTAINABLE, AND PREDICTABLE STATE BUDGET.

WHEREAS, Alaska has relied predominately on the development of its vast oil reserves to fund the majority of state government expenditures over the past 35 years; and

WHEREAS, production of Alaskan North Slope crude oil has steadily decreased over the past 25 years; and

WHEREAS, global oil prices have dropped significantly over the past two years and are projected to remain relatively low of the foreseeable future; and

WHEREAS, the combination of falling oil production, reduced oil prices, and reliance on oil as the primary source of funding for state government has resulted in a massive state fiscal deficit; and

WHEREAS, cash reserves currently being used to cover the existing deficit will be depleted in just a few years, threatening the state's annual dividend program and potentially the state's Permanent Fund itself; and

WHEREAS, the State of Alaska has been duly warned by Standard & Poors that due to the current fiscal imbalance, its

credit rating will continue to be downgraded if the Legislature fails to take appropriate action in 2016; and

WHEREAS, major business leaders in the state have warned that they would be unlikely to continue making significant commercial investments in Alaska if the Legislature fails to address the fiscal deficit during the 2016 legislative session; and

WHEREAS, it is clear that a complete fiscal plan to provide a balanced, sustainable, and predictable budget will require using a balanced blend of spending reductions, use of the earnings of the Permanent Fund and additional new revenues in the form of broad-based taxes and other general fund sources; and

WHEREAS, while spending reductions must be a part of any balanced fiscal solution, extreme care must be exercised to not inadvertently cut our way into an economic recession as was done in the 1980's; and

WHEREAS, continuing to spend down cash reserves in the short-term, will reduce the amount of sustainable revenue we can plan to generate from our current financial assets in the future, resulting in the necessity to increase other sources of revenue in the future to compensate; and

WHEREAS, difficult decisions that require significant statesmanship are required this year.

NOW, THEREFORE, BE IT RESOLVED, the Matanuska-Susitna Borough Assembly calls upon the Alaska State Legislature and the Governor of the State of Alaska to take affirmative and immediate action this year to enact a set of initiatives that will provide for a balanced, sustainable, and predictable state budget for the foreseeable future. Further, the Assembly urges gradual budget cuts.

BE IT FURTHER RESOLVED, the Assembly appreciates the difficult work of the Administration and Legislature to put forth possible elements of a complete fiscal plan; and while the Assembly may not support every aspect of the plan to be adopted, it does recognize and appreciate the difficult work in finding a plan that can be enacted this year. The employees and residents of the Matanuska-Susitna Borough Assembly offer to assist in finding such a plan.

BE IT FURTHER RESOLVED, the Borough Clerk is instructed to transmit a copy of this resolution to every member of the Alaska State Legislature, the Governor, and to local and statewide media outlets.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-070

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY SUPPORTING A SECURITY ASSESSMENT OF THE FINANCIAL MANAGEMENT SOFTWARE, LOGOS, IN AN AMOUNT NOT TO EXCEED $50,000.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator	LRM	For Assemblymember Kowalke
	Finance Director		03/24/16
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ___
~~Ordinance~~ Resolution Serial No. 16-034 (2 pp)

SUMMARY STATEMENT:

This legislation is being brought forward at the request of Assemblymember Kowalke to direct the Manager to hire an outside contractor to assess the security of LOGOS, the financial management software used by the Borough.

Resolution No. 16-034

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: 04/05/16
SUBJECT: SUPPORTING A SECURITY ASSESSMENT OF THE FINANCIAL MANAGEMENT SOFTWARE, LOGOS, IN AN AMOUNT NOT TO EXCEED $50,000.

ORIGINATOR: L. McKechnie

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED 50,000.00	FUNDING SOURCE FY2016 Areawide Operating Bdgt
FROM ACCOUNT #	PROJECT #
TO ACCOUNT: 100-130-120-4316-600	PROJECT #
VERIFIED BY:	CERTIFIED BY:
DATE:	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual	50					
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING	50					

CAPITAL						

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund	50					
State/Federal Funds						
Other						
TOTAL	50					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 03/24/16

IM No. 16-070
Resolution Serial No. 16-034

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-034

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY SUPPORTING A SECURITY ASSESSMENT OF THE FINANCIAL MANAGEMENT SOFTWARE, LOGOS, IN AN AMOUNT NOT TO EXCEED $50,000.

WHEREAS, LOGOS is the Borough's financial management software; and

WHEREAS, LOGOS is intended to provide the Borough with financial integrity and accountability; and

WHEREAS, LOGOS holds confidential information, such as employees social security numbers; and

WHEREAS, the Borough and the Assembly take the security of the software that is used very seriously; and

WHEREAS, recently an issue with an employee record within LOGOS was changed; and

WHEREAS, most software solutions have audit tracking capabilities, which would help identify when a record has been changed; however, it has been advised that LOGOS does not have this capability; and

WHEREAS, when accounting data is changed or deleted in an accounting software it can call into question the reliability or accuracy of the data; and

WHEREAS, it is important that the Borough ensures that the information within LOGOS is kept safe and secure at all times;

and

WHEREAS, with the recent issue that has occurred it is important for the Borough to verify the security of LOGOS; and

WHEREAS, an assessment of the security of LOGOS should be reviewed by an outside contractor.

NOW, THEREFORE, BE IT RESOLVED, the Assembly directs the Manager to identify a funding source and hire an outside contractor to assess the security of LOGOS in an amount not to exceed $50,000.

BE IT FURTHER RESOLVED, the Assembly directs the Manager to provide a report on the assessment by May 31, 2016.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM **AM No. 16-022**

SUBJECT: Award of Proposal 16-079P, Elevator Replacement and Elevator Modifications Design/Build, to TBI Construction, Inc. in a contract amount not to exceed $198,000.00.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Capital Projects Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: Yes X No ____
Advertising: (1 p)
Scoring Sheet: (1 p)

SUMMARY STATEMENT: On January 8, 2016, the Matanuska-Susitna Borough issued solicitation 16-079P requesting proposals to make modifications to the passenger elevator which would modernize and bring it into code and to replace the freight elevator at the Dorothy Swanda Jones Building.

As a result of the advertising, two proposals were received. Proposals were scored by a group of four evaluators from Capital Projects and Public Works departments. Evaluators scored TBI Construction, Inc. the highest rated proposal.

The contract for this work will be monitored and administered by the Capital Projects, Project Management division. Work is expected to be completed in October, 2016.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL 16-079P, ELEVATOR REPLACEMENT AND ELEVATOR MODIFICATIONS DESIGN/BUILD** to **TBI CONSTRUCTION, INC.** in a contract amount not to exceed **ONE HUNDRED NINETY EIGHT THOUSAND AND NO/100 DOLLARS ($198,000.00).**

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016
SUBJECT: Award of Proposal 16-079P, Elevator Replacement and Elevator Modifications Design/Build, to TBI Construction, Inc. in a contract amount not to exceed $198,000.00.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $198,000	FUNDING SOURCE AW Budget Approp
FROM ACCOUNT # 435.000.000.4xx.xxx	PROJECT # 10141
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/11/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	198					

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	198					
TOTAL	198					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
DEPARTMENT: Cheyenne Heindl DATE: _____
APPROVED BY: _____ DATE: 3/11/16

AM No. 16-022

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Dispatch News		MATA 0070	JANUARY 8, 2016
Frontiersman		CONTRACT	JANUARY 8, 2016
TYPE OF AD:	( ) Display	(X) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
PROPOSAL #16-079P
ELEVATOR REPLACEMENT & ELEVATOR MODIFICATIONS DESIGN/BUILD

The Matanuska-Susitna Borough is soliciting proposals from qualified firms to design and install a new freight elevator, install a new outdoor door assembly to replace the one currently in use, and modernize and bring up to code a passenger elevator.

Proposal documents: are available **beginning JANUARY 8, 2016** from the Purchasing Division, Matanuska-Susitna Borough, 350 Dahlia Ave., Palmer, AK 99645. Info: (907) 861-8601 Fax: (907) 861-8617, e-mail Purchasing@matsugov.us. A document fee of $10.00 will be charged for materials picked-up and $15.00 for materials mailed. The proposal document may be available on the internet at www.matsugov.us.

Pre-Proposal Meeting: **JANUARY 14, 2016 @ 10:00 AM IN THE P2 CONFERENCE ROOM**

Proposal closing: **JANUARY 29, 2016 @ 2:30 PM in the Purchasing Division**

Proposal must be received in the Purchasing Division prior to the time fixed for closing of the proposal to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Disabled persons needing reasonable accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8687 at least one week in advance of the meeting.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all bids, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Date:	Requested by:	Approved by:
Jan. 7, 2016	Signature on File	Signature on File

DEPARTMENT ACCOUNT NO.: 435.000.000.463.312 10141-1800-1815

16-079P, Elevator Replacement & Elevator Modifications
Design/Build

AVERAGE EVALUATION SCORES

Little Susitna	TBI Construction	0	0	0	0
70.43	82.00	0.00	0.00	0.00	0.00

#REF!	#REF!
#REF!	#REF!

AM116-083

SUBJECT: Authorization to amend contract 15-035P with The Boutet Company to allow for Phase 3 of the Mat River Mitigation Acquisition Project in the amount of $25,000.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Director of Emergency Services	BG	
	Planning Director	EP	
	Finance Director	JLL	03/23/16
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: Yes X No ____

SUMMARY STATEMENT: On October 8, 2014, the Matanuska-Susitna Borough entered into an agreement with The Boutet Company (TBC)to provide services related to the Management of Mitigation Acquisition Project for parcels impacted by Matanuska River erosion.

Under this agreement, TBC was responsible for overall management of the acquisition process to include, grant application, hiring and supervision of sub-contractors such as surveyors, engineers, property appraisers, and contractors capable of property demolition and/or relocation of property and remediation of property once vacant.

With Phase 1 and Phase 2 completed, we are ready to move into Phase 3. Phase 3 work will gather, collect, update, finalize and manage current mitigation project forms. This additional work is needed to update and re-submit applications and manage current and future of Mitigation grants utilizing Fire Management Assistance Grant (FMAG), Hazard Mitigation Grant Program (HMGP) or other grants available for the purchase of at risk homes within the MSB. The resubmitted applications will replace those denied during the previous HMGP grant process.

The cost of this additional phase is estimated to be $25,000.

Approval of this amendment will increase the total contract value to $163,304.40

RECOMMENDATION OF ADMINISTRATION: Authorize Amendment 3 to contract 15-035P MANAGEMENT OF MITIGATION ACQUISITION PROJECT with THE BOUTET COMPANY for Phase 3 work in the amount not to exceed TWENTY FIVE THOUSAND DOLLARS ($25,000)

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016
SUBJECT: Mat River Mitigation Acquisition Phase 3

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $25,000	FUNDING SOURCE State Leg Grant
FROM ACCOUNT # 490.000.000.4XX.XXX	PROJECT # 75004
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/23/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	25					

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
(State/Federal Funds)	25					
Other						
TOTAL	25					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/23/16

AM No. 16-023

MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM **AM No. 16-024**

SUBJECT: Award of Bid 16-096B, MSBSD Flooring Replacement; 8 Schools, to CYS Enterprises in the contract amount of $546,917.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Capital Projects Director		
	Finance Director		3/24/16
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: Yes X No _____
Advertising: 1 page
Bid Analysis: 2 page(s)

SUMMARY STATEMENT: On February 26, 2016 the Matanuska-Susitna Borough (MSB) issued ITB 16-096B seeking bids from contractors for the replacement of floor coverings in portions of eight MSB schools. Schools included in this solicitation are Finger Lake, Cottonwood Creek, Butte, Swanson, Sherrod, Willow, Goose Bay, and Trapper Creek Elementary Schools.

Upon approval of this award, and issuance of the Notice to Proceed, the contractor must begin work immediately and shall be substantially complete by July 29th, 2016.

In response to the solicitation, four bids were received. Award is being recommended to the lowest responsive and responsible bidder.

Funding for this project is available through the voter approved school bonds along with State of Alaska matching funds.

The project will be administered by the MSB Capital Projects Department.

RECOMMENDATION OF ADMINISTRATION: AUTHORIZE AWARD OF MSB ITB 16-096B, MSBSD FLOORING REPLACEMENT-8 SCHOOLS, TO CYS ENTERPRISES IN THE AMOUNT OF FIVE HUNDRED FORTY SIX THOUSAND NINE HUNDRED SEVENTEEN DOLLARS ($546,917).

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016
SUBJECT: Flooring replacement 8 schools

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $546,917	FUNDING SOURCE Bonds
FROM ACCOUNT # 400.000.000.4XX.XXX	PROJECT # 40178/40186
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/23/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	546.9					

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	546.9					
TOTAL	546.9					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/24/16

AM No. 16-024

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Frontiersman		CONTRACT	March 1, 2016
Alaska Dispatch News		MATA 0070	Feb. 26 and March 2, 2016
TYPE OF AD:	( ) Display	(X) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
BID #16-096B
MSBSD Flooring Replacement; 8 Schools

The Matanuska-Susitna Borough is soliciting bids to replace various floor covering in portions of eight MSB schools. Schools included in this solicitation are Finger Lake, Cottonwood Creek, Butte, Swanson, Sherrod, Willow, Goose Bay, and Trapper Creek Elementary Schools. The work includes some removal of regulated materials. Work is to begin immediately after Notice to Proceed has been issued and shall be substantially complete by July 29th, 2016.

Bid documents are available **beginning February 26, 2016** from the Purchasing Division, Matanuska-Susitna Borough, 350 E. Dahlia Ave., Palmer, AK 99645. For information call (907) 861-8601, Fax (907) 861-8617, or e-mail purchasing@matsugov.us. This bid document may be available on the internet at www.matsugov.us. Cost of bid documents picked up $10.00; if mailed, $15.00.

Pre-bid: **March 7, 2016 at 9:00 AM IN P2 CONFERENCE ROOM**
Site Visits: **March 11, 2016 – Schedule to be issued at Pre-Bid Conference**

Bids open: **March 18, 2016 at 2:30 PM in the Purchasing Division**

Bids must be received in the Purchasing Division prior to the time fixed for opening of the bids to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8687.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all bids, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Date:	Requested by:	Approved by:
Feb 25, 2016	**Signature on File**	**Signature on File**

DEPARTMENT ACCOUNT NO.: 400.000.000.463.940 ~ 40178-1000-1004 & 40186-1000-1004 50% each

Am 16-024

PRELIMINARY RESULTS

MATANUSKA-SUSITNA BOROUGH
BID #16-096B
MSBSD Flooring Replacement; 8 Schools

ANALYSIS SHEET

BIDDER		NorthWest Carpet.	Commercial Cont.	Rainbow Builders
Signed Bid Form		✓	✓	✓
Receipt of Addendum (#4)		✓	✓	✓
Bid Guarantee		✓ BB	✓ BB	✓ BB
Other items as required in Instructions to Bidders and Specifications/Scope of work				
LINE ITEM	**DESCRIPTION**	**BID PRICE**	**BID PRICE**	**BID PRICE**
1.	Replace selective flooring at Butte, Cottonwood Creek, Finger Lake, Sherrod, Swanson, & Willow	$420,000.00	$463,120.00	$519,889.00
2.	Replace flooring at Goose Bay and Trapper Creek	$138,000.00	$145,101.00	$185,299.00
Deductive Alt	Deduct Trapper Creek School	$28,000.00	$26,592.00	$28,000.00

RECOMMENDATION: All bids are taken under advisement

PURCHASING OFFICER	ASST PURCHASING OFFICER	BUYER	CONST PROCUREMENT SPECIALIST
DATE	WITNESS	WITNESS	WITNESS

AM16-024

PRELIMINARY RESULTS

MATANUSKA-SUSITNA BOROUGH
BID #16-096B
MSBSD Flooring Replacement; 8 Schools

ANALYSIS SHEET

BIDDER		CYS Enterprises		
Signed Bid Form		✓		
Receipt of Addendum (#4)		✓		
Bid Guarantee		✓BB		
Other items as required in Instructions to Bidders and Specifications/Scope of work				
LINE ITEM	**DESCRIPTION**	**BID PRICE**	**BID PRICE**	**BID PRICE**
1.	Replace selective flooring at Butte, Cottonwood Creek, Finger Lake, Sherrod, Swanson, & Willow	$ 418,129.00		
2.	Replace flooring at Goose Bay and Trapper Creek	$ 128,068.00		
Deductive Alt	Deduct Trapper Creek School	$ 35,131.00		

RECOMMENDATION: All bids are taken under advisement

PURCHASING OFFICER	ASST PURCHASING OFFICER	BUYER	CONST PROCUREMENT SPECIALIST
3/18/16			
DATE	WITNESS	WITNESS	WITNESS

AM 116-024

2

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-033

SUBJECT: APPROVAL OF UNINCORPORATED COMMUNITIES FOR PARTICIPATION IN THE FISCAL YEAR 2017 COMMUNITY REVENUE SHARING PROGRAM.

AGENDA OF: February 16, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
1	Originator		
2	Finance Director		
3	Borough Attorney		
4	Borough Clerk		2/8/16

ATTACHMENT(S): Fiscal Note: Yes X No ____
Resolution Serial No. 16-012 (3pp)

SUMMARY STATEMENT:
During the 2008 legislative session a bill was passed that would allow a portion of the Fiscal Year 2009 Community Revenue Sharing Program funds to be passed through to unincorporated areas. The program was also funded for Fiscal Year 2010, Fiscal Year 2011, Fiscal Year 2012, Fiscal Year 2013, Fiscal Year 2014, Fiscal Year 2015, and Fiscal Year 2016. For the Fiscal Year 2017 program, the Department of Commerce, Community and Economic Development is requiring that a resolution be adopted by the governing body to approve the participating unincorporated communities for the program prior to June 1, 2016.

To qualify for the program, the communities must have at least 25 residents and pay for three of the following services: fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue. The grant to each unincorporated area can only be spent for the public benefit of the unincorporated area. Once

the amount of funding is known, an ordinance will be presented to the Assembly to accept and appropriate the funds.

The following unincorporated communities and their respective Native village council or incorporated nonprofit entities are eligible for funding under the Fiscal Year 2017 Community Revenue Sharing Program:

Unincorporated Community	Nonprofit Entity
Big Lake	Big Lake Community Council
Buffalo/Soapstone	Buffalo/Soapstone Community Council
Butte	Butte Community Council
Chase	Chase Community Council
Chickaloon	Chickaloon Community Council
Fishhook	Fishhook Community Council
Gateway	Gateway Community Council
Glacier View	Glacier View Community Council
Knik-Fairview	Knik-Fairview Community Council
Lake Louise	Louise/Tyone/Susitna Non-Profit Corp
Lazy Mountain	Lazy Mountain Community Council
Meadow Lakes	Meadow Lakes Community Council
North Lakes	North Lakes Community Council
Point MacKenzie	Point MacKenzie Community Council
South Knik River	South Knik River Community Council
South Lakes	South Lakes Community Council
Susitna	Susitna Community Council
Sutton	Sutton Community Council
Talkeetna	Talkeetna Community Council
Trapper Creek	Trapper Creek Community Council

Some examples of the scopes of work that community councils submitted for the program are as follows:

- Comprehensive Plan and compilation of history of the area
- Trail grooming - wintertime
- Purchase of equipment and supplies for road clean-up and road-kill moose and other food harvesting
- Installation of streetlights to improve community safety
- Upgrading and supplying the Community Center for use as an Emergency Shelter/Triage Center in the event of a disaster affecting the community
- Purchase of materials and equipment for the local Public Safety Building
- Computer table, chair, computer, color printer, paper, and printer toner for the local Senior Center
- Projector and Portable PA system to be used at community council meetings and other community functions
- Portable toilet rental at public access to lakes and trailheads within the community
- Monthly safety meetings to improve recreation safety awareness among the community
- Public services such as food baskets and coats for needy families and related programs
- Folding chairs and tables for the local Senior Center for use during community council and education sessions
- Ice Rink Resealing and Equipment
- Roadside Educational Kiosk Renovation
- Neighborhood Watch Signs
- Historical Park Renovations
- Community Hall Renovations
- Community Resource Center Construction
- Providing funds to the local Health Organization to help establish a Farmer's Market
- Purchase materials and equipment for improvements to the community fields at the local elementary School

RECOMMENDATION OF ADMINISTRATION:
Adopt the attached legislation that will approve unincorporated communities for participation in the Fiscal Year 2017 Community Revenue Sharing Program.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: February 16-2016

SUBJECT: ACCEPTANCE AND APPROPRIATION OF FISCAL YEAR 2016 COMMUNITY REVENUE SHARING PROGRAM FUNDS IN THE AMOUNT OF $424,200 TO FUND 475, PROJECT NO. 47033.

ORIGINATOR: Finance

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED *$424,200	FUNDING SOURCE State Revenue Sharing Funds
FROM ACCOUNT #	PROJECT #
TO ACCOUNT : 475.000.000.3XX.XXX	PROJECT # 47033
VERIFIED BY: Barbara Hanson	CERTIFIED BY:
DATE: 2/3/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	424.2					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State Funds	424.2					
Other						
TOTAL	424.2					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * At this time, this is the estimated amount allocated for the Community Revenue Sharing Program for Fiscal Year 2017.

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 2/3/16

Resolution Serial No. 16-012
IM No. 16-033

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-012

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING CERTAIN UNINCORPORATED COMMUNITIES AND THE INCORPORATED NONPROFIT ENTITY FOR PARTICIPATION IN THE FISCAL YEAR 2017 COMMUNITY REVENUE SHARING PROGRAM.

WHEREAS, AS 29.60.865 and 3 Alaska Administrative Code 180.070 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Community Revenue Sharing Program eligibility criteria established under AS 29.60.879 and 3 AAC 180.110; and

WHEREAS, the unincorporated community must have an incorporated nonprofit entity that will agree to receive and spend the Community Revenue Sharing payment for the public benefit of the unincorporated community; and

WHEREAS, the unincorporated community has 25 or more residents residing as a social unit; and

WHEREAS, at least three of the following services: fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue; are generally and available to all residents of the unincorporated community and each of the three services, in any combination, are substantially paid for by the residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the borough or unified municipality.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby certifies that the following unincorporated communities and their respective incorporated nonprofit entities are eligible for funding under the Fiscal Year 2017 Community Revenue Sharing Program:

Unincorporated Community	Nonprofit Entity
Big Lake	Big Lake Community Council
Buffalo/Soapstone	Buffalo/Soapstone Community Council
Butte	Butte Community Council
Chase	Chase Community Council
Chickaloon	Chickaloon Community Council
Fishhook	Fishhook Community Council
Gateway	Gateway Community Council
Glacier View	Glacier View Community Council
Knik-Fairview	Knik-Fairview Community Council
Lake Louise	Louise/Tyone/Susitna Non-Profit Corporation
Lazy Mountain	Lazy Mountain Community Council
Meadow Lakes	Meadow Lakes Community Council
North Lakes	North Lakes Community Council
Point MacKenzie	Point MacKenzie Community Council
South Knik River	South Knik River Community Council
South Lakes	South Lakes Community Council
Susitna	Susitna Community Council
Sutton	Sutton Community Council

Talkeetna	Talkeetna Community Council
Trapper Creek	Trapper Creek Community Council
Willow Area	Willow Area Community Organization

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. MCKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-012

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING CERTAIN UNINCORPORATED COMMUNITIES AND THE INCORPORATED NONPROFIT ENTITY FOR PARTICIPATION IN THE FISCAL YEAR 2017 COMMUNITY REVENUE SHARING PROGRAM.

WHEREAS, A.S.29.60.865 and 3AAC180.070 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Community Revenue Sharing Program eligibility criteria established under A.S.29.60.879 and 3AAC180.110; and

WHEREAS, the unincorporated community must have an incorporated nonprofit entity that will agree to receive and spend the community revenue sharing payment for the public benefit of the unincorporated community; and

WHEREAS, the unincorporated community has 25 or more residents residing as a social unit; and

WHEREAS, at least three of the following services: fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue; are generally and available to all residents of the unincorporated community and each of the three services, in any combination, are substantially paid for by the residents of the unincorporated community through taxes,

charges, or assessments levied or authorized by the borough or unified municipality.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby certifies that the following unincorporated communities and their respective incorporated nonprofit entities are eligible for funding under the Fiscal Year 2017 Community Revenue Sharing Program:

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Knik-Fairview	Knik-Fairview Community Council
Lake Louise	Louise/Tyone/Susitna Non-Profit Corporation
Lazy Mountain	Lazy Mountain Community Council
Meadow Lakes	Meadow Lakes Community Council
North Lakes	North Lakes Community Council

Point MacKenzie	Point MacKenzie Community Council
South Knik River	South Knik River community Council
South Lakes	South Lakes Community Council
Susitna	Susitna Community Council
Sutton	Sutton Community Council
Talkeetna	Talkeetna Community Council
Trapper Creek	Trapper Creek Community Council
Willow Area	Willow Area Community Organization

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of March, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-001

SUBJECT: AN ORDINANCE AMENDING MSB 17.60 TO INCLUDE PERMIT REQUIREMENTS AND STANDARDS FOR MARIJUANA RELATED FACILITIES; AND REPEALING UNAPPLICABLE DEFINITIONS.

AGENDA OF: December 15, 2015

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originators	AS/BJH	For the Marijuana Advisory Committee
	Planning Director		
	Borough Attorney		
	Borough Clerk		

ATTACHMENT(S): Amendment table (1pp)
Fiscal Note: YES ___ NO X
Ordinance Serial No. 16-003 (7 pp)
Current MSB 17.60 (13 pp)
Planning Commission Resolution (4pp)
Staff Memo (6pp)

SUMMARY STATEMENT: This legislation is coming forward on the advice of the Marijuana Advisory Committee (MAC) to provide for a conditional use permit process for marijuana related facilities.

The references to "race tracks" and "motorized" that are being proposed for deletion is merely a cleanup of MSB 17.60, as race tracks are now regulated by MSB 17.63.

The agenda for MAC meetings placed audience participation prior to items of business in order to invite the widest public participation possible. A public hearing was conducted prior to taking any action on the legislation.

At the September 17, 2015, meeting, the MAC made amendments as follows:

- by inserting a definition for marijuana: "Marijuana" means all parts of the plant of the genus cannabis whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, derivative, mixture, or preparation of the plant, its seeds or its resin, including marijuana concentrate. Marijuana does not include fiber produced from the stalks, cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administration, food, drink or other products" in order to be consistent with the State's language.
- by inserting a definition for marijuana facility: "Marijuana facility" means an entity licensed to purchase marijuana or a marijuana product from a marijuana cultivation facility or marijuana product manufacturing facility and to sell marijuana and any approved marijuana product to a consumer" in order to be consistent with the State's language.
- by inserting a title for MSB 17.60.160: "Standards for marijuana retail facilities" in order to be consistent with the State's language.
- by inserting MSB 17.60.030(4): "Marijuana retail facility as licensed under A.S. 17.38" in order to be consistent with the State's language.

At the November 5, 2015 meeting, the MAC made amendments as follows:

In the original draft ordinance, it was proposed to insert MSB 17.60.160(A) that read: "(A) *Marijuana Management plan.* The applicant shall provide a marijuana management plan detailing the training program for employees and staff that shall contain, at a minimum, educational and operational standards on the prevention of sale or distribution of marijuana products to anyone under the age of 21 years old. Such plan should detail any efforts made or proposed to be made by the applicant to educate the community or otherwise participate in community outreach regarding the topic of underage marijuana use."

The MAC unanimously moved to remove that from the draft ordinance as this is covered in the State regulations by requiring a marijuana handlers permit for all licensee, agents, and employees; that training program will cover all of the requirements that were expressed in that section.

In the original draft ordinance, it was proposed to limit cultivation facilities to 5,000 square feet. The public testimony that was provided expressed concerns that cultivation space would also include administration space, bathrooms, and storage areas, which could cause a serious shortage of supply once marijuana licenses are issued. An amendment was crafted and unanimously adopted that read: "the 5,000 square foot limit only applies to areas of plant cultivation and does not include administration space, processing space, bathrooms, or storage space."

The MAC concluded their review of the draft land use regulations on November 5, 2015, and voted 10 to 3 to forward the legislation to the Assembly for consideration.

RECOMMENDATION OF ADMINISTRATION: Present to the Assembly for consideration.

MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department
Development Services Division
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822 • Fax (907) 861-7876
www.matsugov.us

MEMORANDUM

DATE: January 22, 2016

TO: Matanuska-Susitna Borough Assembly

FROM: Alex Strawn, Development Services Manager

SUBJECT: PC Resolution 16-01 – A Resolution of the Matanuska-Susitna Borough Planning Commission Recommending Approval of Ordinance Serial Number 16-003 Amending MSB 17.60 to Include Permit Requirements and Standards for Marijuana Related Facilities; and Repealing Inapplicable Definitions.

Ordinance 16-003 was referred to the Planning Commission by the Assembly on December 15, 2015. On January 18, 2016 the Planning Commission adopted Resolution 16-01, recommending multiple amendments to Ordinance Serial Number 16-003. Staff produced the following amendments to the proposed ordinance based on the planning commission's recommendations.

1. Adopt definitions within MSB 17.125.010 Definitions:

- **"Net floor area" means the total of all floor areas of a building or lease area, excluding stairwells and elevator shafts, equipment rooms, interior vehicular parking or loading**
- **"Recreational facility" means a place designed and equipped for the conduct of sports or recreational uses. Recreational Facility does not include the following:**

water bodies, bike or walking paths constructed within a public or private right-of-way.

- "Marijuana product manufacturing facility" means an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.
- "Marijuana products" means concentrated marijuana products and marijuana products that are comprised of marijuana and other ingredients and are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.
- "recreation or youth center" means a building, structure, athletic playing field, or playground which is:

  (a) run or created by a local government or the state to provide athletic, recreational, or leisure activities for minors; or

  (b) operated by a public or private organization licensed to provide shelter, training, or guidance for persons under 21 years of age

2. Adopt MSB 17.60.030(A)(5)(a):

(a) Cultivation facilities with less than 500 square feet under cultivation are exempt under this chapter.

3. Modify MSB 17.60.150(A)(1):

(1) any potential negative effect upon other properties in the area due to such factors as noise~~,~~ **and** odor**.**~~, or obtrusive advertising~~;

4. Strike MSB 17.60.150(A)(2):

~~(2) any potential negative effect on the safe, efficient flow of traffic on any highway, arterial, collector, or street from which access to and from the establishment is obtained;~~

5. Strike MSB 17.60.150(A)(3)(c):

~~(c) reduction or elimination of obtrusive or garish signage;~~

6. Staff recommends eliminating MSB 17.60.150(A)(3)(d) and relocating it to MSB 17.60.170 as detailed in recommendation 8 of this memo:

~~(d) clustering with other commercial establishments and use of frontage roads to reduce the number of entries and exits onto highways, arterials and collectors; and~~

7. Staff recommends eliminating MSB 17.60.150(A)(4) and relocating it to MSB 17.60.170 as detailed in recommendation 8 of this memo:

~~(4) whether there are adequate parking facilities to accommodate a reasonably expected increased demand for parking created by issuing the permit;~~

8. Planning Commission 16-01 recommends that the assembly explicitly prohibit marijuana related facilities from residential areas. In the absence of zoning, staff has prepared the following recommendation.

Adopt MSB 17.60.160(F):

(F) Marijuana cultivation facilities shall be set back 100 feet from public rights-of-way, and 100 feet from side or rear lot lines.

Adopt MSB 17.60.170:

17.60.170 STANDARDS FOR MARIJUANA RETAIL FACILITIES

(A) Marijuana retail facilities shall not be located within a residential subdivision unless the lot is accessed by a frontage road or other major thoroughfare that is conducive to commercial use.

(B) The minimum number of parking spaces for retail facilities shall be one space per 350 square feet of net floor area. Each parking space shall be at least: 20 feet in length, ten feet wide, and have a vertical clearance of at least seven feet.

(C) One barrier-free parking stall shall be provided for every 25 required parking spaces. Each barrier-free parking stall shall be at least: 20 feet in length, ten feet wide with a five-foot adjacent access aisle, and have a vertical clearance of at least eight feet.

8. Strike from MSB 17.60.150(A):

~~(5) whether access to the premises will create an unreasonable traffic hazard;~~

~~(6) whether a reasonably expected increase in traffic will overtax existing road systems;~~

8. Modify MSB 17.60.150 (B):

(1) within 500 feet of a school grounds, a recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility; ~~within 50 feet of any residence located on an adjacent property, but excluding residential units that are located within the subject property;~~

~~(2) 500 feet of any drug or alcohol rehabilitation facilities;~~

~~(3) 500 feet of any half way house or correctional facility;~~

~~(4) 1,000 feet of any elementary school, middle school, high school, college, or university, whether public or private;~~

~~(5) 1,000 feet of any licensed child care facility; or~~

~~(6) 500 feet of any public park, playground, boat ramp, or other similar recreational amenity open to the public.~~

9. Modify MSB 17.60.150(A):

(7) whether the use is ~~incompatible~~ **compatible** with the character of the surrounding area.

10. Adoopt MSB 17.60.150:

(D) Prior to final approval of the permit the applicant shall provide written documentation:

1. **all applicable licenses have been obtained as required by 3 AAC 306.005.**
2. **from the Fire Marshal having jurisdiction, that proposed conditional use is in full compliance with all applicable fire code, including but not limited, to AS 18.70 FIRE PROTECTION, and 13 AAC 50.025 FIRE CODE.**

11. Modify MSB 17.60.160(D):

Security. The applicant shall provide a security plan. The plan shall include**, but not be limited to,** education for employees on security measures.

12. Strike MSB 17.60.160 (E):

~~Marijuana cultivation facilities may not exceed 5,000 square feet on any given parcel. The 5,000 square foot limit only applies to areas of plant cultivation and does not include administrative space, processing space, bathrooms, or storage space.~~

Adopt 16-003 with no changes

- Higher setback standards compared to state
  - 500 feet from drug/alcohol rehab facilities, halfway houses, correctional facilities
  - 1,000 feet from schools (state requires 500 feet)
  - 1,000 feet from child care facilities
  - 500 feet from public parks, playgrounds, boat ramps, similar recreational amenities
- Lacks critical definitions
  - Marijuana products
  - Marijuana product manufacturing facility
- Lacks specific standards for retail facilities
  - Parking standards
  - Exclusion from residential neighborhoods
- Does not require demonstration of compliance with Fire Marshall

Remove sign standards

✓ Amend MSB 17.60.150(A)(1):

(1) any potential negative effect upon other properties in the area due to such factors as noise~~,~~ **and** odor~~, or obtrusive advertising~~;

✓ Amend MSB 17.60.150(A)(3)(c)

~~(c) reduction or elimination of obtrusive or garish signage;~~

Exempt "limited" grow operations

✓ Amend MSB 17.60.030(A)(5)(a)

(a) Cultivation facilities with less than 500 square feet under cultivation are exempt under this chapter.

Eliminate 5,000 sq. ft. cap on cultivation facilities

✓ Strike MSB 17.60.160 (E)

~~Marijuana cultivation facilities may not exceed 5,000 square feet on any given parcel. The 5,000 square foot limit only applies to areas of plant cultivation and does not include administrative space, processing space, bathrooms, or storage space.~~

Parking standards

✓ Amend MSB 17.125.010

"Net floor area" means the total of all floor areas of a building or lease area, excluding stairwells and elevator shafts, equipment rooms, interior vehicular parking or loading

✓ Strike MSB 17.60.150(A)(4)

~~(4) whether there are adequate parking facilities to accommodate a reasonably expected increased demand for parking created by issuing the permit;~~

✓ Amend MSB 17.60.170*

(B) The minimum number of parking spaces for retail facilities shall be one space per 350 square feet of net floor area. Each parking space shall be at least: 20 feet in length, ten feet wide, and have a vertical clearance of at least seven feet.

(C) One barrier-free parking stall shall be provided for every 25 required parking spaces. Each barrier-free parking stall shall be at least: 20 feet in length, ten feet wide with a five-foot adjacent access aisle, and have a vertical clearance of at least eight feet.

Remove standards for traffic impacts

✓ Strike MSB 17.60.150(A)(2)

~~(2) any potential negative effect on the safe, efficient flow of traffic on any highway, arterial, collector, or street from which access to and from the establishment is obtained;~~

✓ Strike MSB 17.60.150(A)(3)(d)

~~(d) clustering with other commercial establishments and use of frontage roads to reduce the number of entries and exits onto highways, arterials and collectors; and~~

✓ Amend MSB 17.60.150(A)

~~(5) whether access to the premises will create an unreasonable traffic hazard;~~

~~(6) whether a reasonably expected increase in traffic will overtax existing road systems;~~

Reduce setback standards to match state

✓ Amend MSB 17.60.150(B)

(1) **within 500 feet of a school grounds, a recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility;**~~[within 50 feet of any residence located on an adjacent property, but excluding residential units that are located within the subject property;~~

~~(2) 500 feet of any drug or alcohol rehabilitation facilities;~~

~~(3) 500 feet of any half way house or correctional facility;~~

~~(4) 1,000 feet of any elementary school, middle school, high school, college, or university, whether public or private;~~

~~(5) 1,000 feet of any licensed child care facility; or~~

~~(6) 500 feet of any public park, playground, boat ramp, or other similar recreational amenity open to the public.]~~

✓ Amend MSB 17.60.150(C)

(C) Separation distances referenced in (B) of this section are measured ~~[in a direct line between the closest point of the facility within which the marijuana facility is located, and the closest point on the lot or parcel of land upon which any of the above itemized uses are located]~~ **by the shortest pedestrian route from the public entrance of the building in which the licensed premises would be located to the outer boundaries of the school, recreation or youth center, or the main public entrance of the building in which religious services are regularly conducted, or the correctional facility.**

✓ Amend MSB 17.125.010

"Recreational facility" means a place designed and equipped for the conduct of sports or recreational uses. Recreational Facility does not include the following: water bodies, bike or walking paths constructed within a public or private right-of-way.

"Marijuana product manufacturing facility" means an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

"Marijuana products" means concentrated marijuana products and marijuana products that are comprised of marijuana and other ingredients and are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.

"recreation or youth center" means a building, structure, athletic playing field, or playground which is:

(a) run or created by a local government or the state to provide athletic, recreational, or leisure activities for minors; or

(b) operated by a public or private organization licensed to provide shelter, training, or guidance for persons under 21 years of age.

Prohibit cultivation facilities from residential areas

Option 1

✓ Adopt MSB 17.60.160(F)

(F) Marijuana cultivation facilities shall be set back 100 feet from public rights-of-way, and 100 feet from side or rear lot lines.

Option 2

✓ Adopt MSB 17.60.160(F)

(F) Marijuana cultivation facilities are prohibited from locating within:

(1) the core area as described in the official Core Area Comprehensive Plan and its amendments;

(2) Residential Land Use Districts established by MSB 17.52;

(3) Single-Family Residential Land Use Districts as defined by MSB 17.75;

(4) Large Lot Single-Family Residential Land Use Districts established by MSB 17.76;

(5) Residential Planned Unit Developments established by MSB 17.36.

Option 3

✓ Amend MSB 17.125.010

"Residential Area" means any subdivision of four or more lots where at least 50 percent of the lots are improved with single-family or multifamily structures, or a subdivision of four or more lots where at least 75 percent of the lots are restricted by private covenants or zoning to residential purposes.

✓ Adopt MSB 17.60.160(F)

(F) Marijuana cultivation facilities shall not be located within residential areas.

Prohibit retail facilities from residential areas

✓ Adopt MSB 17.60.170(A)*

(A) Marijuana retail facilities shall not be located within a residential area unless the lot is accessed by a frontage road or other major thoroughfare that is conducive to commercial use.

✓ Adopt definition of "Residential Area" from Option 3 above.

Require demonstration of compliance with state law

✓ Adopt MSB 17.60.150(D)

(D) Prior to final approval of the permit the applicant shall provide written documentation:

1. all applicable licenses have been obtained as required by 3 AAC 306.005.

2. from the Fire Marshal having jurisdiction, that proposed conditional use is in full compliance with all applicable fire code, including but not limited, to AS 18.70.010-.160 FIRE PROTECTION, and 13 AAC 50.025-0.80 FIRE CODE.

Other changes recommended by staff

✓ *Adopt New Subsection MSB 17.60.170 **STANDARDS FOR MARIJUANA RETAIL FACILITIES**

✓ Amend MSB 17.60.150(A)

(7) whether the use is ~~incompatible~~ **compatible** with the character of the surrounding area.

✓ Amend MSB 17.60.160(D)

Security. The applicant shall provide a security plan. The plan shall include**, but not be limited to,** education for employees on security measures.

✓ `Consider increasing buffer from school grounds to 1,000 feet to ensure compliance with federal law.

** MSB 17.60.170 is not currently within Ord. 16-003. The section of code would need to be added in order to implement any of the suggestions marked with an asterisk.*

OR16-003
IM16-001

By: Alex Strawn
Introduced: January 4, 2016
Public Hearing: January 18, 2016
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-01

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING MSB 17.60 TO INCLUDE PERMIT REQUIREMENTS AND STANDARDS FOR MARIJUANA RELATED FACILITIES; AND REPEALING INAPPLICABLE DEFINITIONS.

WHEREAS, on November 4, 2014, Ballot Measure 2 was approved statewide by the voters; and

WHEREAS, Ballot Measure 2 allows for the Borough to prohibit and/or implement regulations governing the number, time, place and manner of marijuana cultivation facilities, manufacturing facilities, retail stores, and testing facilities; and

WHEREAS, Assembly resolution 15-007 established a Marijuana Advisory Committee in part to advise the Assembly and Administration on how the Assembly and/or Administration should implement Alaska Statute 17.38 at the local level; and

WHEREAS, this legislation is coming forward at the request of the Marijuana Advisory Committee; and

WHEREAS, unregulated marijuana related facilities are potentially damaging to the property values and usefulness of adjacent properties, and have the potential to cause harm to the public health, safety, and welfare; and

Im16-003
OR16-001

WHEREAS, in the absence of Borough-wide zoning, such uses are best handled through a conditional use permit process; and

WHEREAS, on December 15, 2015, the Assembly referred proposed Ordinance Serial Number 16-003 to the Planning Commission for 45 days; and

WHEREAS, the Planning Commission held a public hearing for the proposed ordinance and Planning Commission Resolution 16-01 on January 18, 2016; and

WHEREAS, the Planning Commission finds that the draft ordinance and the suggested amendments listed below meet the intent of Ballot Measure 2 by allowing for the production and distribution of marijuana while ensuring it is done in a manner that will preserve and will not detract from the neighboring land uses; and

WHEREAS, after considering all available information in the limited timeframe available, the Planning Commission recommends the Assembly make the following changes to Ordinance Serial Number 16-003:

A. remove language which regulates signage; and

B. explicitly prohibit marijuana related facilities from residential areas; and

C. eliminate the 5,000 square foot cap on marijuana cultivation facilities; and

IM16-001
OR16-003

D. exempt cultivation facilities less than 500 square feet;

E. add objective parking and traffic standards; and

F. adopt definitions for recreation facilities, marijuana product manufacturing facilities, and marijuana products; and

G. eliminate setback requirements from boat ramps; and

H. modify the setbacks within MSB 17.60.150(B) to be consistent with state standards; and

I. consider removing standards for traffic impacts; and

J. require the applicant to provide written documentation of compliance with:

1. all applicable licenses as required by 3 AAC 306.005.

2. fire code, including but not limited, to AS 18.70 FIRE PROTECTION, and 13 AAC 50.025 FIRE CODE; and

3. not limit security to education measures.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Ordinance Serial Number 16-003 amending MSB 17.60 to include permit requirements and standards for marijuana related facilities; and repealing inapplicable definitions.

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IM16-001
OR16-003

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 18th day of January, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

APPROVED UNANIMOUSLY: Klapperich, Healy, Walden, Kendig, Adams, and Rauchenstein

IM16-001
OE16-003

CHAPTER 17.60: CONDITIONAL USES

Section

17.60.010 Definitions
17.60.020 Applicability
17.60.030 Permit required
17.60.040 Application procedures
17.60.100 General standards
17.60.110 Junkyards and refuse area standards
17.60.120 Standards for correctional community residential centers
17.60.130 Standards for race tracks [Repealed]
17.60.135 Standards for race tracks [Repealed]
17.60.140 Tall structures, including but not limited to, towers, tower farms, tower routes, and tower service area grids [Repealed]
17.60.145 Tall structures, including but not limited to towers, tower farms, tower routes, and tower service area grids [Repealed]
17.60.180 Transfer of a conditional use permit
17.60.190 Termination of conditional use permits
17.60.200 Nonconforming uses
17.60.210 Violations and enforcement [Repealed]
17.60.215 Violations, enforcement, and penalties
17.60.220 Appeal procedure

17.60.010 DEFINITIONS.

(A) For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(0.5) *[Repealed by Ord. 11-074, § 4, 2011]*

(0.7) *[Repealed by Ord. 11-074, § 4, 2011]*

• "Automobile wrecking" means the dismantling or wrecking of automobiles or other motor vehicles and the storage or keeping for commercial sale of dismantled or wrecked automobiles or the parts resulting from such activity.

• "Automobile wrecking yard" means the location within which the activity of automobile wrecking for commercial or public use is present.

• "Commercial" means any activity where goods or services are offered or provided for sale

IM16-001
OR16-003

or profit.

- "Commission" means the planning commission of the Matanuska-Susitna Borough.

- "Correctional community residential center (CCRC)" means a community residential center, other than a correctional institution, for the short-term or temporary detention of prisoners in transition from a correctional institution, performing restitution, or undergoing rehabilitation or recovery from a legal infirmity. CCRCs may not be used for detention of prisoners who pose a threat or danger to the public for violent or sexual misconduct without imprisonment or physical confinement under guard or 24-hour physical supervision. The determination of whether a prisoner poses a threat or danger to the public for violent or sexual misconduct without imprisonment or physical confinement under guard or 24-hour physical supervision shall be made by the commissioner of corrections for state prisoners and the United States Attorney General, or the U.S. Director of Bureau of Prisons for federal prisoners.

- "Correctional institution" means a facility other than a correctional community residential center providing for the imprisonment or physical confinement or detention of prisoners under guard or 24-hour physical supervision, such as prisons, prison farms, jails, reformatories, penitentiaries, houses of detention, detention centers, honor camps, and similar facilities.

- "Federal prisoners" means offenders in the custody or control or under the care or supervision of the United States Attorney General or the Bureau of Prisons.

- "Junk" means any secondhand and used machinery, scrap iron, copper, lead, zinc, aluminum, or other metals; it also includes wrecked automobiles, tools, implements, rags, used building materials, rubber, and paper. The above listed materials are not intended to be exclusive; "junk" may include any other materials that cannot, without further alteration and reconditioning, be used for their original purposes.

- "Junkyard/refuse area" means a location which is commercially used for the purpose of the outdoor storage, handling, dismantling, wrecking, keeping or sale of used, discarded, wrecked or abandoned airplanes, appliances, vehicles, boats, building and building materials, machinery, equipment, or parts thereof, including but not limited to, scrap metals, wood, lumber, plastic, fiber, or other tangible materials.

- "Motorized" means powered or propelled by a force other than human or animal muscular power, gravity, or wind.

- "Neighborhood" means an area of a community with characteristics which distinguish it from other community areas and which may include distinct economic characteristics, use

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patterns, schools, or boundaries defined by physical barriers such as major highways, railroads, or natural features such as rivers.

- "Prisoner" means:

  (a) a person held under authority of state law in official detention as defined in AS 11.81.900;

  (b) includes a juvenile committed to the custody of the Alaska Department of Corrections Commissioner when the juvenile has been charged, prosecuted, or convicted as an adult.

- "Race track" means a prepared route traveled by contestants to achieve goals of skill, duration, or speed, including practice for such events, also known as: raceway, or race course.

(Ord. 15-016, § 4, 2015; Ord. 12-157(SUB), § 3, 2013; Ord. 11-074, § 4, 2011; Ord. 99-093(AM), § 1, 1999; Ord. 97-084(AM), § 2, 1997; Ord. 96-003(SUB)(AM), § 2, 1996; Ord. 84-27, § 2 (part), 1984)

17.60.020 APPLICABILITY.

(A) This chapter applies in all areas of the borough outside special land use districts, unless otherwise provided for in this chapter.

(B) The requirements of this chapter apply to CCRCs within special land use districts, residential land use districts, and other areas outside the cities, which allow correctional group homes as a permitted or conditional use.

(C) This chapter does not apply to correctional residential supervision where only one person is required to remain during specified periods of every day for a specified term at his or her regular private residence or the private residence of another person into whose custody the supervised person has been placed by a judge or magistrate as in "house arrest" or as a condition of release while awaiting trial.

(D) This chapter does not apply within the cities of Houston, Palmer, or Wasilla.

(E) This chapter does not apply to state approved noncorrectional facilities such as substance abuse treatment programs, hospitals, or job training centers which are incidentally providing residential treatment, rehabilitative care, or training to persons in the custody of local, state, or federal corrections authorities. For purposes of this chapter "incidental" means 10 percent or less of the facility's authorized population, but allows one corrections custody resident if the facility is designed to provide residence for less than ten persons.

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(Ord. 96-003(SUB)(AM), § 3, 1996; Ord. 84-27, § 2 (part), 1984)

17.60.030 PERMIT REQUIRED.

(A) The following land uses are declared to be potentially damaging to the property values and usefulness of adjacent properties, or potentially harmful to the public health, safety, and welfare:

(1) junkyards and refuse areas;

(2) correctional community residential centers;

(3) race tracks used by motorized vehicles carrying people on land.

(B) Such uses are permitted only upon the issuance of a conditional use permit, as provided in this chapter. Unless such uses are maintained under and in accordance with a lawfully issued permit, such uses are declared to be public nuisances. Maintenance of such a land use without a permit is prohibited.

(Ord. 15-016, § 5, 2015; Ord. 12-157(SUB), § 4, 2013; Ord. 11-074, § 6, 2011; Ord. 06-215, § 2, 2006; Ord. 99-093(AM), § 3, 1999; Ord. 97-084 (AM), § 3, 1997; Ord. 96-003(SUB)(AM), § 4, 1996; Ord. 84-27, § 2 (part), 1984)

17.60.040 APPLICATION PROCEDURES.

(A) *General.* An application to the planning commission for a conditional use or modification of an existing conditional use may be initiated by a property owner or the owners' authorized agent. An application for a conditional use shall be filed with the planning director on a form provided by the planning department.

(1) The application for a conditional use permit shall be accompanied by an appropriate filing fee as established by the assembly, payable to the borough.

(B) *Site plan.* A detailed site plan showing the proposed location of all buildings and structures on the site, access points, buffering, drainage, vehicular and pedestrian circulation patterns, parking areas, and the specific location of the use or uses to be made of the development shall be submitted with the application.

(C) *Action by planning commission.*

(1) The planning commission shall hear any interested parties and shall render a decision on the application for a conditional use permit within 30 calendar days from the

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date of public hearing. In recommending the granting of a conditional use, the planning commission shall state in writing the conditions of approval of the permit which it finds necessary to carry out the intent of this chapter. These conditions may increase the required lot size, control the location and number of vehicular access points to the property, require screening and land filling where necessary to reduce noise and glare, and may require the reclamation of property to a character in keeping with surrounding lands. The commission may impose other conditions and safeguards designed to ensure the compatibility of the conditional use with other lawful uses.

(2) The planning director shall incorporate any conditions or requirements stipulated by the commission in the conditional use permit.

(Ord. 99-093(AM), § 4, 1999; Ord. 93-045, § 2, 1993; Ord. 91-106, 1991)

17.60.100 GENERAL STANDARDS.

(A) A conditional use may be approved only if it meets with the requirements of this section in addition to any other standards required by this chapter.

(B) In granting a conditional use permit, the planning commission must make the following findings:

(1) the conditional use will preserve or not detract from the value, character, and integrity of the surrounding area;

(2) that granting the conditional use permit will not be harmful to the public health, safety, convenience, and welfare;

(3) that sufficient setback, lot area, buffers, or other safeguards are being provided to meet the conditions listed in subsections (B)(1) through (3) of this section; and

(4) the conditional use fulfills all other requirements of this chapter pertaining to the conditional use in this section.

(Ord. 84-27, § 2 (part), 1984)

17.60.110 JUNKYARDS AND REFUSE AREA STANDARDS.

(A) No junkyard or auto wrecking yard shall be established or operated unless the wrecking yard is completely obscured from the view of any traveled or public right-of-way. The permit may require the junkyard or auto wrecking yard not within a building to be contained within a continuous solid fence no less than eight feet in height, if such requirement is necessary to

prevent the unsightly display of the yard or for public safety purposes. Fencing may be of one or a combination of the following:

(1) conventional solid wood or metal fencing;

(2) evergreen or other natural planting sufficient to provide year-round screening; and

(3) earthen berm or topography.

(B) In all cases, fencing provided shall be continuous and of sufficient density to provide visual screening required by this chapter on a year-round basis.

(Ord. 84-27, § 2 (part), 1984)

17.60.120 STANDARDS FOR CORRECTIONAL COMMUNITY RESIDENTIAL CENTERS.

(A) These standards may not be implemented in a way that compromises the required security of a facility. CCRCs established after the effective date of the ordinance codified in this section must be in accordance with the standards of this chapter.

(B) In addition to all other applicable laws, rules, and standards, CCRCs are subject to the following standards:

(1) A CCRC may not be located within one-half mile of a pre-existing public or licensed private school, a pre-existing licensed day care facility, or 750 feet from a pre-existing alcohol beverage dispensary or package store.

(2) CCRCs may not generate traffic, light, glare, noise, odor, smoke, electrical interference, vibration, or dust and may not have an appearance, scale of operation, size, residential density, or use that is not allowed in the district within which it is located, that is out of character with the surrounding neighborhood, or that causes a nuisance off the permitted site.

(3) CCRC dwelling units may be attached or detached in keeping with the character of the surrounding area and requirements of the district within which the facility is located.

(4) CCRCs providing single-family style, dormitory, or hotel-style living arrangements, in keeping with the character of the surrounding neighborhood, may be approved subject to the provision of equivalent facilities and living space per resident.

(5) A CCRC must be the principal use on the parcel of land upon which it is located.

(6) All other types of facilities and categories of land use on the site of a CCRC are

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subject to the approval of the borough in accordance with this chapter for the purpose of regulating land use impacts. Such uses and facilities include, but are not limited to, organizational administration, vocational training, staff training, and activities which generate revenue to the facility or its sponsor organization such as manufacturing, remanufacturing, repair, sales, process, service, agriculture, or animal husbandry.

(7) The minimum lot size for CCRCs shall be:

(a) one to 24 beds, 40,000 square feet;

(b) for each additional 12 beds or fraction thereof 20,000 additional square feet; and

(c) the planning commission may increase the allowed density if community water and sewage is available to the facility.

(8) New construction shall be in character with the neighborhood and reflect sensitivity and respect for the surrounding environment.

(9) The maximum lot coverage by buildings must be in accordance with the district in which the facility is located to a maximum of 25 percent.

(10) The maximum height of structures shall be that which is permitted in the district, and in character with the surrounding neighborhood in which the facility is located to a maximum of three stories not to exceed 40 feet.

(11) The minimum separation between buildings, walled structures, or fences shall be ten feet.

(12) All CCRCs will provide appropriate on-site residential facilities, common areas, recreational areas, educational areas, laundry areas, emergency medical service, and food service areas to provide for the needs of the residents who are restricted to the premises.

(13) The land use standard to establish maximum resident occupancy at a CCRC is a minimum of 150 square feet of building area per resident, calculated by including all bedroom, kitchen, bathroom, living, recreation, and other areas within the facility intended for common use by the residents.

(14) Landscaping must meet the following criteria:

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(a) All areas not occupied by authorized buildings, structures, storage, driveways, parking, walkways, or other approved development must have maintained visual enhancement buffer landscaping. Where approved by the planning commission, maintaining existing natural vegetation shall be acceptable as a buffer.

(b) Buffer landscaping must be maintained along the length of each lot line of the permitted site which abuts a lot within a residential district or a lot containing a residential use.

(c) Buffer landscaping must be maintained along the length of all streets and roads upon which the permitted site has frontage.

(d) Surface water, storm water, and other runoff must be managed to avoid pollution and damage in accordance with an approved plan.

(15) Lighting must be provided at all developed pedestrian and vehicular access points for the permitted site. Additional lighting sufficient to enhance public safety may be provided as required by the planning commission.

(16) All parking and loading areas required for the permitted use must be provided on site and shall be paved with gravel, chip seal, asphalt, or concrete. Adequate parking and on-site vehicular maneuvering room, as determined by the planning commission, must be provided to accommodate staff, residents, visitors, and services associated with the permitted use. Parking spaces meeting national handicapped parking space requirements shall be provided.

(17) Signs, excluding warning and official notification of rules signs, which are intended to be visible from off site, must be limited to that allowed within the district within which the facility is located except as follows:

(a) Unless otherwise regulated the maximum combined area shall be 32 square feet for all regulated signs.

(b) Signs must be below the roof line of the lowest residential structure on site or the structure upon which it is mounted, whichever is lower.

(c) Signs must be unlighted or be lit so as to avoid glare off site.

(18) Loading facilities, refuse containers, and outdoor storage of equipment and material shall be visually screened from adjacent developed public access rights-of-way, residential lots, and residential uses.

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(19) All CCRCs must be maintained in a safe, clean condition. Except as specifically authorized under this section, the storage, keeping, or disposal of junk and trash at a CCRC site is prohibited except for incidental amounts kept for no more than 30 consecutive days to facilitate recycling and proper disposal at an approved disposal site. As approved by the planning commission, the temporary storage of junk that is not visible from off site may be allowed. Storage of junk must be determined to be necessary to the operation of an approved use, such as a repair shop, within a CCRC and must be subject to a removal schedule.

(C) As part of the application, the applicant shall provide the following supporting information:

(1) as-built or proposed site plan of the application site, drawn to scale and certified by a registered land surveyor, depicting all boundaries, topography, structures, landscaping, drainage management, and other development;

(2) design drawings, drawn to scale, for all buildings, and structures, and elevations. Design drawings for new construction must be certified by a registered engineer or architect; and

(3) a plan of operations describing the proposed use in detail sufficient to demonstrate compliance with all applicable borough ordinances, standards, and conditions. This submittal shall also include:

(a) evidence of compliance with all other applicable local, state, and federal laws by the applicant(s) and their authorized agent(s) regarding the proposed use;

(b) a proposed organization chart of the operation identifying the lines of responsibility and general function of the owners and staff of the organizations that will own and operate the facility including job descriptions;

(c) a description of the number and types of residents proposed;

(d) descriptions of all major activity types proposed to occur on site; and

(e) general description of the security measures proposed to protect the public safety.

(D) The property owner and the permittee shall be responsible for maintaining all aspects of the operation, improvements, development, and site in compliance with the terms and conditions of the permit and all applicable local, state, and federal requirements. Failure to

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correct any violation of any permit condition is a violation of borough code.

(1) A pattern of crimes committed by residents of a permitted facility, which are determined by the planning commission to be creating an unreasonable degree of risk to public safety, may be grounds for revocation of the permit.

(2) In addition to other applicable penalties, failure to correct a violation of code after reasonable notice may result in revocation of the permit.

(3) Upon issuance of a permit under this chapter the permittee shall provide all necessary documentation to maintain current information sufficient to demonstrate continued compliance with permit conditions. The permittee shall also provide the borough the following information:

(a) name, title, and 24-hour contact telephone numbers for the person(s) in charge of the operation and security of the institution or facility;

(b) immediate notification of escapes; and

(c) immediate notification of any formal notice of violation issued by a government agency indicating an unacceptable level of security exists or has been allowed to exist at the facility.

(4) Authorized representatives of the borough will be allowed to inspect the permitted site and related records at reasonable times for the purpose of monitoring compliance with all permit conditions. Upon reasonable notice from the borough, the permittee shall provide necessary assistance and security to facilitate authorized inspections by borough representatives.

(5) A permit may be transferred to another individual subcontractor with planning commission notification and approval.

(Ord. 96-003(SUB)(AM), § 5, 1996)

17.60.180 TRANSFER OF A CONDITIONAL USE PERMIT.

(A) Except as otherwise specified by code, the privileges and requirements of a conditional use permit shall run with the land, subject to the following requirements:

(1) Within 90 days of recording the transfer of ownership of the subject land, the new owner must provide written notification and a signed acknowledgment that the new owner assumes responsibility for compliance with the requirements of the permit.

(2) The commission may limit the term of a permit or place conditions upon the transfer of ownership of a permit.

(Ord. 99-093(AM), § 6, 1999; Ord. 97-084(AM), § 5, 1997)

17.60.190 TERMINATION OF CONDITIONAL USE PERMITS.

(A) Except as otherwise specified by code, a conditional use permit issued under this chapter will become null and void under the following conditions:

(1) notification of termination of the permit for failure to comply with an order to correct violations of a conditional use permit;

(2) failure to initiate the use for which the conditional use permit was issued within five years of the date of the permit issuance;

(3) cessation of the use for which the conditional use was issued for a period exceeding five consecutive years.

(B) For good cause the planning commission may grant a one-time one-year extension of a conditional use permit. The planning commission must find that the request is reasonable and the proposed use is still appropriate under the standards for consideration under the subject use. An application for extension shall be subject to the same application fee as a conditional use permit and shall require public notice and public hearing in accordance with the requirements of MSB 17.03.

(Ord. 97-084(AM), § 6, 1997)

17.60.200 NONCONFORMING USES.

(A) Within the borough there may exist non-conforming uses as of the date of adoption of the ordinance codified in this chapter, or amendments thereto which were lawful before the effective date of applicable regulations, but which would otherwise be prohibited, regulated, or restricted under this chapter. Such existing nonconforming uses are permitted to continue subject to the provisions of this section, but shall not be expanded except as specifically provided in this chapter.

(B) Except as specifically provided for by code, this chapter does not require the relocation or removal of a nonconforming use existing or under construction at the time of adoption of the ordinance codified in this chapter if such use was lawful at the time of its construction. No nonconforming use shall be constructed or operated except in accordance with these regulations, except to the extent it was in existence or under actual construction as of the

effective date of the ordinance codified herein or amendment thereto. "Actual construction" is defined as the substantial placement of construction materials and performance of labor for construction of facilities which cannot reasonably be used except in a manner which does not conform with these regulations.

(C) Nonconforming uses under construction or in existence as of the date of the ordinance codified in this chapter shall apply for approval of their use within 90 days of the effective date of such ordinance or of a later amendment which makes the use nonconforming. The planning director shall grant approval of the nonconforming use if it complies with the requirements of this chapter excepting only those facilities and improvements which were under construction or in existence prior to the effective date of the respective regulation. The nonconforming use shall meet all other requirements of this chapter within 12 months which are not in conflict with the pre-existing use or construction.

(D) No existing nonconforming use shall be expanded to include an adjacent parcel or parcels unless the area of expansion meets the requirements of this chapter, except that contiguous, unplatted tracts constituting a block of land in the same ownership held for the same purpose on April 17, 1984, and containing a nonconforming use permitted under subsection (C) of this section shall be considered one parcel. No nonconforming use which is abandoned shall be used until it meets the requirements of this chapter. "Abandonment" is defined as a discontinuation of use of a nonconforming use, or a discrete portion or parcel thereof, or the failure to complete construction and begin use, for a continuous period of more than one year. If abandoned, the land shall not thereafter be used except in conformity with the requirements of this chapter.

(Ord. 97-084(AM), § 7, 1997; Ord. 84-27, § 2 (part), 1984)

17.60.215 VIOLATIONS, ENFORCEMENT, AND PENALTIES.

(A) Except as otherwise specified in this chapter violations of this chapter are infractions.

(B) Remedies, enforcement actions, and penalties shall be consistent with the terms and provisions of MSB 1.45.

(C) Failure to correct a violation of any permit condition is a violation of borough code.

(D) In addition to other applicable penalties, failure to correct the violation of code, after reasonable notice, may result in revocation of the permit.

(Ord. 99-093(AM), § 7, 1999; Ord. 95-088(SUB)(am), § 29 (part), 1995)

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17.60.220 APPEAL PROCEDURE.

Appeals from a decision of the manager or the manager's authorized representative of an enforcement action or a decision of the commission granting or denying a permit under this chapter shall be filed and conducted in accordance with MSB 15.39.

(IM 96-013, page 1 (part), presented 3-19-96; Ord. 84-27, § 2 (part), 1984)

CODE ORDINANCE

Sponsored by: Assemblymember Sykes
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-003

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 17.60 TO INCLUDE PERMIT REQUIREMENTS AND STANDARDS FOR MARIJUANA RELATED FACILITIES; AND REPEALING UNAPPLICABLE DEFINITIONS.

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 17.125.010 is hereby amended as follows:

- **"Marijuana" means all parts of the plant of the genus cannabis whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, derivative, mixture, or preparation of the plant, its seeds or its resin, including marijuana concentrate. "Marijuana" does not include fiber produced from the stalks, cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administration, food, drink or other products."**

- **"Marijuana Cultivation Facility" means an entity licensed to cultivate, prepare, package and sell marijuana to Marijuana dispensaries, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.**
- **"Marijuana retail facility means an entity licensed to purchase marijuana or a marijuana product from a marijuana cultivation facility or marijuana product manufacturing facility and to sell marijuana and any approved marijuana product to a consumer."**
- ["MOTORIZED" MEANS POWERED OR PROPELLED BY A FORCE OTHER THAN HUMAN OR ANIMAL MUSCULAR POWER, GRAVITY, OR WIND.]
- ["RACE TRACK" MEANS A PREPARED ROUTE TRAVELED BY CONTESTANTS TO ACHIEVE GOALS OF SKILL, DURATION, OR SPEED, INCLUDING PRACTICE FOR SUCH EVENTS, ALSO KNOWN AS: RACEWAY, OR RACE COURSE.]

Section 3. Amendment of Paragraph. MSB 17.60.030(A) is hereby amended as follows:

(A) The following land uses are declared to be potentially damaging to the property values and usefulness of adjacent properties, or potentially harmful to the public health, safety, and welfare:

(1) junkyards and refuse areas;

(2) correctional community residential centers;

[(3) RACE TRACKS USED BY MOTORIZED VEHICLES CARRYING PEOPLE ON LAND.]

(4) Marijuana retail facility as licensed under 3 AAC 306.005; and

(5) marijuana cultivation facility licensed under 3 AAC 306.005.

Section 4. Adoption of sections. MSB 17.60.150 and 17.60.160 are hereby adopted as follows:

17.60.150 GENERAL STANDARDS FOR MARIJUANA RELATED FACILITIES

(A) In addition to the standards set forth by 17.60.100, the Planning Commission shall weigh factors which contribute or detract from the development of a safe, convenient and attractive community, including, but not limited to:

(1) any potential negative effect upon other properties in the area due to such factors as noise, odor, or obtrusive advertising;

(2) any potential negative effect on the safe, efficient flow of traffic on any highway, arterial, collector, or street from which access to and from the establishment is obtained;

(3) the effectiveness of measures to reduce negative effects upon adjacent properties by:

(a) increased property line and right-of-way buffers;

(b) planted berms and landscaping;

(c) reduction or elimination of obtrusive or garish signage;

(d) clustering with other commercial establishments and use of frontage roads to reduce the number of entries and exits onto highways, arterials and collectors; and

(e) site and building design features which contribute to the character of the surrounding area.

(4) whether there are adequate parking facilities to accommodate a reasonably expected increased demand for parking created by issuing the permit;

(5) whether access to the premises will create an unreasonable traffic hazard;

(6) whether a reasonably expected increase in traffic will overtax existing road systems;

(7) whether the use is incompatible with the character of the surrounding area.

(B) At the time of their establishment, marijuana related conditional uses shall meet the following requirements and not be located:

(1) within 50-feet of any residence located on an adjacent property, but excluding residential units that are located within the subject property;

(2) 500-feet of any drug or alcohol rehabilitation facilities;

(3) 500-feet of any half way house or correctional facility;

(4) 1,000-feet of any elementary school, middle school, high school, college, or university, whether public or private;

(5) 1,000-feet of any licensed child care facility; or

(6) 500-feet of any public park, playground, boat ramp, or other similar recreational amenity open to the public.

(C) Separation distances referenced in (B) of this section are measured in a direct line between the closest point of the facility within which the marijuana facility is located, and the closest point on the lot or parcel of land upon which any of the above itemized uses are located.

(D) Prior to final approval of the permit the applicant shall provide written documentation that all applicable licenses have been obtained as required by 3 AAC 306.005.

17.60.160 STANDARDS FOR MARIJUANA CULTIVATION FACILITIES

(A) *Wastewater and waste material disposal plan.* A wastewater and waste material disposal plan shall be submitted which demonstrates that wastewater and waste material associated with the cultivation facility is disposed of in compliance with the Alaska State Department of Environmental Conservation.

(B) *Odor Mitigation and Ventilation Plan.* The applicant shall provide an odor mitigation plan detailing the effective mitigation of any odors of the proposed uses. Such plan shall demonstrate that the design for the purification of air prevents odors from materially impacting adjoining properties.

(C) *Hazardous Chemicals.* Storage and disposal of fertilizers, pesticides, herbicides, and any other hazardous chemicals associated with the cultivation of marijuana shall comply with all local, state, and federal laws.

(D) *Security.* The applicant shall provide a security plan. The plan shall include education for employees on security measures.

(E) Marijuana cultivation facilities may not exceed 5,000 square feet on any given parcel. The 5,000 square foot limit only applies to areas of plant cultivation and does not include administrative space, processing space, bathrooms, or storage space.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-044

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 2.45, CAPITAL PROJECTS DEPARTMENT.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	SZ	
	Capital Projects Director		
	Finance Director	N/A	
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES ____ NO _X__
Ordinance Serial No. 16-027 (5 pp)

SUMMARY STATEMENT: The intent of this legislation is to clearly define the functions of the Capital Projects Department, add a few key definitions and enhance formatting in MSB 2.45.

A thorough review of the code has been performed to clearly define the definitions and functions of the Capital Projects Department. However, should there be an error or omission, the Clerk's office has the power to revise any mistakes by revision of ordinance to the extent that the context clearly indicates as per MSB 1.15.155 (B)(11).

RECOMMENDATION OF ADMINISTRATION: Introduce and set for public hearing.

CODE ORDINANCE

Sponsored by:
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-027

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 2.45, CAPITAL PROJECTS DEPARTMENT.

WHEREAS, the reasoning and rationale for the enactment of this ordinance are found in IM No. 16-044 accompanying this ordinance.

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 2.45.010 (A) is hereby amended as follows:

(A) There is established [THE]**a** capital projects department. ["CAPITAL PROJECTS" AS FUTHER USED IN THIS CHAPTER REFERS TO BUILDINGS, FACILITIES, ROADS, APPURTENANCES, AND ALL OTHER TYPES OF SIMILAR PUBLIC IMPROVEMENTS.]

Section 3. Adoption of section. MSB 2.45.015 Definitions, is hereby adopted as follows:

(A) For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

*** "Capital projects" as further used in this chapter refers to design, right-of-way, utility relocation, construction, renovation and major repair of all Borough owned buildings, facilities, roads, schools, appurtenances, and all other types of similar public improvements.**

*** "Construction" means the on-site erection, alteration, extension or repair of improvements to real property, including renovating buildings, roadways or other improvements, under contract for the borough.**

*** "Purchasing Officer" means the director of capital projects or designee.**

Section 4. Amendment of sections. MSB 2.45.020 Functions, is hereby amended as follows:

(1) designing of capital projects, including the preparation of plans, maps and specifications and the review of such engineering work performed by professional consultants to the borough;

(2) providing **project management and** oversight of capital project construction to assure compliance with designs and specifications;

(3) reviewing of surveying performed by consultants in support of capital projects;

(4) **reconnaissance,** [ESTIMATING]cost **estimation, budget analysis and legislation development to support** [OF]

capital projects [AND RELATED OPERATIONS];

(5) reviewing plans and specifications drawn up by architectural and engineering consultants [TO THE BOROUGH], suggesting changes, and advising the manager, the assembly, and school board on building and grounds designs;

[(6) INSPECTING OF ROADS AND OTHER FACILITY CONSTRUCTION REQUIRED IN CONNECTION WITH SUBDIVISIONS;]

[(7) REVIEWING OF PROPOSED SUBDIVISION IMPROVEMENT PLANS TO ASSURE COMPLIANCE WITH BOROUGH ORDINANCES AND REGULATIONS;]

(8) designing and constructing roads, ditches, **bridges,** pathways, and related drainage facilities related to capital projects;

(9) acquiring real property for roads and rights-of-way for any transportation purposes, public or private, and acquiring real property for associated project purposes such as trails, public facilities, utilities, transportation enhancement activities, and environmental mitigation;

(10) providing planning, rights-of-way acquisition, and engineering support to other borough departments to include assisting in the development of capital improvement plans and road and development plans;

(11) administration of inventory control over the personal property of the borough;

(12) purchasing functions of the borough;

[(13) PERFORMING OTHER RELATED FUNCTIONS AND DUTIES AS MAY BE ASSIGNED BY THE MANAGER.]

(14) inspecting borough infrastructure and facilities to ensure compliance with design and construction standards, compliance with contractual agreements and to identify and mitigate risks to public health and safety;

(15) providing environmental engineering review of all projects;

(16) collection and analysis of traffic data: review and approve temporary traffic control plans for the capital projects department; and

(17) performing other related functions and duties as may be assigned by the manager.

Section 5. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-055

SUBJECT: A RESOLUTION AND ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY CLASSIFIYING BOROUGH-OWNED LANDS AND APPROVING SAID LANDS FOR INCLUSION IN THE 2016 COMPETITIVE SEALED BID LAND SALE (MSB007129).

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	MSC	
	Community Development Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Planning Commission Resolution No. 16-10 (4 pp)
Ordinance Serial No. 16-036 (4 pp)
Resolution Serial No. 16-035 (3 pp)
with EXHIBIT A Best Interest Finding (6 pp)
with EXHIBIT B Parcel Maps (13 pp)

SUMMARY STATEMENT:
In response to the Assembly's 2014 and 2015 priorities, an internal five year land disposal and retention plan was developed by Land and Resource Management which identified borough-wide public parcels for potential land sales and public lands to be retained for public purposes. Year 2 parcels identified in the plan are now being presented to the Assembly for approval to include in the 2016 Competitive Bid Land Sale.

There are 35 parcels encompassing a total of 635 +/- acres that were analyzed and ultimately selected to include in the proposed

land sale. A Best Interest Finding, to be approved by assembly Resolution, discusses parcel site factors and information, parcel descriptions and proposed classifications, parcel status, affected adopted plans, surrounding land use, access, public comments, public interest in the land sale program, Planning Commission Resolution, and benefits received by the borough from conveying public land into private hands.

RECOMMENDATION OF ADMINISTRATION:

The administration recommends assembly approval of the parcel land classifications as stated and approval to include the parcels in the 2016 Competitive Sealed Bid Land Sale.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A resolution and ordinance of the Matanuska-Susitna Borough Assembly classifying borough-owned lands and approving said lands for inclusion in the 2016 Competitive Sealed Bid Land Sale (MSB007129).

ORIGINATOR: Community Development

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED *	FUNDING SOURCE Land sales
FROM ACCOUNT #	PROJECT #
TO ACCOUNT: 203.000.000.3XX.XXX	PROJECT #
VERIFIED BY: Barbara Bourgeteau	CERTIFIED BY:
DATE: 3/11/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						

REVENUE	*	→	→	→	→	→

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	*	→	→	→	→	→
TOTAL	*	→	→	→	→	→

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * Sales revenue and property tax revenue cannot be determined until the property is sold and on the tax rolls

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Cheyenne Heindel DATE: _____

APPROVED BY: (MSD) DATE: 3/11/16

IM No. 16-055
Ordinance Serial No. 16-036
Resolution Serial No. 16-035

By: Nancy Cameron
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-10

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL TO CLASSIFY BOROUGH LANDS AND APPROVE SAID LANDS FOR INCLUSION IN THE MATANUSKA-SUSITNA BOROUGH 2016 COMPETITIVE SEALED BID LAND SALE (MSB007129).

WHEREAS, MSB 23.05.030 allows for the sale of land by competitive bid when it is found to be in the best interest of the borough; and

WHEREAS, the borough's build-out analysis identified specific areas throughout the borough which should be considered for retention for future public facilities and uses; and

WHEREAS, the parcels selected for inclusion in the 2016 competitive bid land sale are not within the areas identified by the build-out analysis as those needed for public purpose; and

WHEREAS, the parcels underwent thorough inter-department and inter-agency review to determine agriculture potential and those parcels identified with such potential were set aside for future agriculture land sales; and

WHEREAS, public notice was initiated in accordance with MSB 23.05.025 and public comment is included in the Preliminary Best Interest Finding attached herein; and

IM16-055
OR16-036
RS16-035

WHEREAS, the Preliminary Best Interest Finding also provides analysis and discussion of the land classifications to include the following parcels:

	Bid Parcel Number	MSB Tax ID Number	Area	Land Classification
1	Bid Parcel 15-001	2167B26L003	Kenny Creek	Private Recreation
2	Bid Parcel 15-002	2167B26L005	Kenny Creek	Private Recreation
3	Bid Parcel 15-003	2167B26L006	Kenny Creek	Private Recreation
4	Bid Parcel 15-004	2167B24L003	Kenny Creek	Private Recreation
5	Bid Parcel 15-005	2167B24L004	Kenny Creek	Private Recreation
6	Bid Parcel 15-006	2167B20L004	Kenny Creek	Private Recreation
7	Bid Parcel 15-007	2167B11L005	Kenny Creek	Private Recreation
8	Bid Parcel 15-008	2167B11L006	Kenny Creek	Private Recreation
9	Bid Parcel 15-009	2167B11L007	Kenny Creek	Private Recreation
10	Bid Parcel 15-010	2167B11L008	Kenny Creek	Private Recreation
11	Bid Parcel 15-011	2167B11L009	Kenny Creek	Private Recreation
12	Bid Parcel 15-012	2167B04L004	Kenny Creek	Private Recreation
13	Bid Parcel 15-013	2167B03L018	Kenny Creek	Private Recreation
14	Bid Parcel 15-014	2167B03L017	Kenny Creek	Private Recreation
15	Pulled Bid Parcel 15-015	5881S07T00A	Talkeetna	Private Recreation
16	Bid Parcel 15-017	26N05W27C019	Petersville	General Purpose
17	Bid Parcel 15-018	6521POAL045	Shulin Lake	Private Recreation
18	Bid Parcel 15-019	6521POAL046	Shulin Lake	Private Recreation
19	Bid Parcel 15-020	6521POAL047	Shulin Lake	Private Recreation
20	Bid Parcel 15-021	22N04W10B002	Caswell	General Purpose
21	Bid Parcel 15-022	22N04W10B003	Caswell	General Purpose
22	Bid Parcel 15-024	20880000000	Lockwood Lake	Private Recreation
23	Bid Parcel 15-027	6520B04L002	Trinity Lake	Private Recreation
24	Bid Parcel 15-028	6520B04L007	Trinity Lake	Private Recreation
25	Bid Parcel 15-029	6520B04L008	Trinity Lake	Private Recreation
26	Bid Parcel 15-030	6520B04L009	Trinity Lake	Private Recreation
27	Bid Parcel 15-031	17N04W27B012	Flat Lake	General Purpose
28	Bid Parcel 15-032	1972S16T00A	Iditarod Trail	General Purpose
29	Bid Parcel 15-035	20N07E19A003	Bonnie Lake	General Purpose
30	Bid Parcel 15-036	19N05W26A007	Willow	General Purpose
31	Bid Parcel 15-037	4411000T00C-2	Bulchitna Lake	Private Recreation
32	Bid Parcel 15-038	21N09W04A006	Bulchitna Lake	Private Recreation
33	Bid Parcel 15-039	17N04W35C017	Big Lake	General Purpose
34	Bid Parcel 15-040	17N04W34B010	Burma/Purinton	General Purpose
35	Bid Parcel 15-041	2167B11L004	Kenny Creek	Private Recreation
36	Bid Parcel 15-042	2167B20L001	Kenny Creek	Private Recreation

WHEREAS, Bid Parcel 15-015 was pulled from the classification list at the request of the Matanuska-Susitna

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RS 16-035

Borough assembly representative for District 7 in support of the Talkeetna Community Council; and

WHEREAS, pursuant to MSB 23.05.100, lands classified as private recreation lands are those lands which because of location, physical features or adjacent development are presently or potentially valuable as outdoor recreation areas and may be best utilized by private development; and

WHEREAS, pursuant to MSB 23.05.100, lands classified as general purpose lands are those lands which, because of physical features, adjacent development, location, or size of the area, may be suitable for a variety of uses, or which do not lend themselves to more limited classification under other land descriptions; and

WHEREAS, there is increased interest in acquiring public lands, especially those lands classified for private recreation; and

WHEREAS, transferring public land into private hands provides overall revenue to the borough and increases the borough tax roll for years to come; and

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends the assembly approves the classification of borough lands as stated in the Preliminary Best Interest Finding for purpose of inclusion in

Im16-055
OR16-036
RS16-035

the Matanuska-Susitna Borough 2016 Competitive Sealed Bid Land Sale.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 7th day of March, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

YES: Klapperich, Anderson, Healy, Vague, Adams, and Rauchenstein

NO:

Im16-055
DR16-036
RS16-035

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-036

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING CLASSIFICATION OF BOROUGH-OWNED LANDS FOR INCLUSION IN THE 2016 COMPETITIVE SEALED BID LAND SALE (MSB007129).

WHEREAS, MSB 23.10.190 allows for the sale of land by competitive bid when it is found to be in the best interest of the Borough; and

WHEREAS, there are thirty-five selected borough parcels containing a total of 635 +/- acres to be included in the 2016 Competitive Bid Land Sale; and

WHEREAS, the parcels being considered were identified in the Land & Resource Management's internal five-year land disposal plan that was based on available inventory and the 2012 (updated in 2013 and 2014) build-out analysis; and

WHEREAS, the analysis identified future public facility needs within specific site areas providing opportunity for land outside of those site areas to be included in a disposal plan; and

WHEREAS, the parcels selected for sale are not within the "public purpose areas" identified in the build-out analysis; and

WHEREAS, the parcels have undergone significant inter-department and agency review; and

WHEREAS, public notice was initiated pursuant to MSB 23.05.025 and public comments received from the noticing are included in the Best Interest Finding attached in IM No. 16-055 as Exhibit A; and

WHEREAS, the Matanuska-Susitna Borough Planning Commission adopted Resolution Serial No. 16-10 on March 7, 2016 in support of the land classification and sale; and

WHEREAS, under MSB 23.05.100, Private Recreation Lands are those lands which because of location, physical features, or adjacent development, are presently or potentially valuable as outdoor recreational areas and may be best utilized by private development, and General Purpose Lands are those lands which because of location, physical features, or adjacent development, location, or size of area, may be suitable for a variety of uses; and

WHEREAS, selling borough-owned land provides area wide revenue to the borough by placing sold parcels on the tax roll and also provides opportunity for development and enjoyment by private citizens, which is in the best interest of the borough and the public.

BE IT ENACTED:

Section 1. Classification. This Ordinance is a non-code ordinance.

Section 2. Land Classification. The Assembly does hereby approve the land classification of the following parcels as designated below:

	Bid Parcel Number	MSB Tax ID Number	Area	Land Classification
1	Bid Parcel 15-001	2167B26L003	Kenny Creek	Private Recreation
2	Bid Parcel 15-002	2167B26L005	Kenny Creek	Private Recreation
3	Bid Parcel 15-003	2167B26L006	Kenny Creek	Private Recreation
4	Bid Parcel 15-004	2167B24L003	Kenny Creek	Private Recreation
5	Bid Parcel 15-005	2167B24L004	Kenny Creek	Private Recreation
6	Bid Parcel 15-006	2167B20L004	Kenny Creek	Private Recreation
7	Bid Parcel 15-007	2167B11L005	Kenny Creek	Private Recreation
8	Bid Parcel 15-008	2167B11L006	Kenny Creek	Private Recreation
9	Bid Parcel 15-009	2167B11L007	Kenny Creek	Private Recreation
10	Bid Parcel 15-010	2167B11L008	Kenny Creek	Private Recreation
11	Bid Parcel 15-011	2167B11L009	Kenny Creek	Private Recreation
12	Bid Parcel 15-012	2167B04L004	Kenny Creek	Private Recreation
13	Bid Parcel 15-013	2167B03L018	Kenny Creek	Private Recreation
14	Bid Parcel 15-014	2167B03L017	Kenny Creek	Private Recreation
15	Bid Parcel 15-017	26N05W27C019	Petersville	General Purpose
16	Bid Parcel 15-018	6521POAL045	Shulin Lake	Private Recreation
17	Bid Parcel 15-019	6521POAL046	Shulin Lake	Private Recreation
18	Bid Parcel 15-020	6521POAL047	Shulin Lake	Private Recreation
19	Bid Parcel 15-021	22N04W10B002	Caswell	General Purpose
20	Bid Parcel 15-022	22N04W10B003	Caswell	General Purpose
21	Bid Parcel 15-024	20880000000	Lockwood Lake	Private Recreation
22	Bid Parcel 15-027	6520B04L002	Trinity Lake	Private Recreation
23	Bid Parcel 15-028	6520B04L007	Trinity Lake	Private Recreation
24	Bid Parcel 15-029	6520B04L008	Trinity Lake	Private Recreation
25	Bid Parcel 15-030	6520B04L009	Trinity Lake	Private Recreation
26	Bid Parcel 15-031	17N04W27B012	Flat Lake	General Purpose
27	Bid Parcel 15-032	1972S16T00A	Iditarod Trail	General Purpose
28	Bid Parcel 15-035	20N07E19A003	Bonnie Lake	General Purpose
29	Bid Parcel 15-036	19N05W26A007	Willow	General Purpose
30	Bid Parcel 15-037	4411000T00C-2	Bulchitna Lake	Private Recreation
31	Bid Parcel 15-038	21N09W04A006	Bulchitna Lake	Private Recreation
32	Bid Parcel 15-039	17N04W35C017	Big Lake	General Purpose
33	Bid Parcel 15-040	17N04W34B010	Burma/Purinton	General Purpose
34	Bid Parcel 15-041	2167B11L004	Kenny Creek	Private Recreation
35	Bid Parcel 15-042	2167B20L001	Kenny Creek	Private Recreation

Section 3. Approval for Sale. The Assembly does hereby approve the sale of said parcels in the 2016 Competitive Bid Land Sale program.

Section 4. Effective Date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-035

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING A BEST INTEREST FINDING RECOMMENDING CLASSIFICATION OF BOROUGH-OWNED LANDS IDENTIFIED HEREIN FOR INCLUSION IN THE 2016 COMPETITIVE SEALED BID LAND SALE (MB007129).

WHEREAS, in response to Assembly priorities in 2014 and 2015, Land and Resource Management developed an internal five year land disposal and retention plan; and

WHEREAS, the borough's 2012 build-out analysis (updated in 2013 and 2014) identified areas throughout the borough for future public need; and

WHEREAS, parcels outside of the future public purpose areas were considered for disposal; and

WHEREAS, there are thirty-five parcels proposed to be included in the 2016 Competitive Bid Land Sale, containing a total of 635 +/- acres, which do not lie within the "public purpose" areas defined in the build-out analysis; and

WHEREAS, a Best Interest Finding, attached as EXHIBIT A, finds that the highest and best use of these parcels is to classify them as private recreation and general purpose and offer them in a borough land sale; and

WHEREAS, maps and information for the parcels are attached as EXHIBIT B; and

WHEREAS, classifying and offering these parcels for sale and potentially placing sold parcels on the borough tax rolls is in the best interest of the borough.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the Best Interest Finding that recommends the subject parcels be classified as follows:

	Bid Parcel Number	MSB Tax ID Number	Area	Land Classification
1	Bid Parcel 15-001	2167B26L003	Kenny Creek	Private Recreation
2	Bid Parcel 15-002	2167B26L005	Kenny Creek	Private Recreation
3	Bid Parcel 15-003	2167B26L006	Kenny Creek	Private Recreation
4	Bid Parcel 15-004	2167B24L003	Kenny Creek	Private Recreation
5	Bid Parcel 15-005	2167B24L004	Kenny Creek	Private Recreation
6	Bid Parcel 15-006	2167B20L004	Kenny Creek	Private Recreation
7	Bid Parcel 15-007	2167B11L005	Kenny Creek	Private Recreation
8	Bid Parcel 15-008	2167B11L006	Kenny Creek	Private Recreation
9	Bid Parcel 15-009	2167B11L007	Kenny Creek	Private Recreation
10	Bid Parcel 15-010	2167B11L008	Kenny Creek	Private Recreation
11	Bid Parcel 15-011	2167B11L009	Kenny Creek	Private Recreation
12	Bid Parcel 15-012	2167B04L004	Kenny Creek	Private Recreation
13	Bid Parcel 15-013	2167B03L018	Kenny Creek	Private Recreation
14	Bid Parcel 15-014	2167B03L017	Kenny Creek	Private Recreation
15	Bid Parcel 15-017	26N05W27C019	Petersville	General Purpose
16	Bid Parcel 15-018	6521POAL045	Shulin Lake	Private Recreation
17	Bid Parcel 15-019	6521POAL046	Shulin Lake	Private Recreation
18	Bid Parcel 15-020	6521POAL047	Shulin Lake	Private Recreation
19	Bid Parcel 15-021	22N04W10B002	Caswell	General Purpose
20	Bid Parcel 15-022	22N04W10B003	Caswell	General Purpose
21	Bid Parcel 15-024	20880000000	Lockwood Lake	Private Recreation
22	Bid Parcel 15-027	6520B04L002	Trinity Lake	Private Recreation
23	Bid Parcel 15-028	6520B04L007	Trinity Lake	Private Recreation
24	Bid Parcel 15-029	6520B04L008	Trinity Lake	Private Recreation
25	Bid Parcel 15-030	6520B04L009	Trinity Lake	Private Recreation
26	Bid Parcel 15-031	17N04W27B012	Flat Lake	General Purpose
27	Bid Parcel 15-032	1972S16T00A	Iditarod Trail	General Purpose
28	Bid Parcel 15-035	20N07E19A003	Bonnie Lake	General Purpose
29	Bid Parcel 15-036	19N05W26A007	Willow	General Purpose
30	Bid Parcel 15-037	4411000T00C-2	Bulchitna Lake	Private Recreation
31	Bid Parcel 15-038	21N09W04A006	Bulchitna Lake	Private Recreation
32	Bid Parcel 15-039	17N04W35C017	Big Lake	General Purpose
33	Bid Parcel 15-040	17N04W34B010	Burma/Purinton	General Purpose
34	Bid Parcel 15-041	2167B11L004	Kenny Creek	Private Recreation
35	Bid Parcel 15-042	2167B20L001	Kenny Creek	Private Recreation

BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough Assembly further finds that conveying these parcels through public land sales is in the best interest of the borough.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

BEST INTEREST FINDING
For the
Classification of Borough-owned Land

I. Summary of Proposed Action

In response to Assembly priorities, a five-year land retention and disposal plan was developed by the Land & Resource Management Division identifying borough-wide parcels for future land sales or retention for public purposes. The accordance with the plan, thirty-five (35) borough-owned parcels have been selected for potential land classification and sale in the 2016 Competitive Bid Land Sale. A total of 635+/- combined acres make up the parcels herein discussed.

II. Property Site Factors

A. Location: The subject parcels are located throughout the borough and are part of a development phase plan including five key areas.
Area 1 encompasses areas north of Willow and beyond Petersville.
Area 2 encompasses Willow, Houston, Big Lake, Knik and Wasilla.
Area 3 encompasses areas south of Knik and outside of the Port District.
Area 4 encompasses parcels from Palmer, Butte-south, Sutton, and Chickaloon-east.
Area 5 includes the remainder of the borough.

For purpose of this land classification and sale, the parcels offered in this disposal are mainly located in the western and northern Susitna Valley, areas of Petersville, Caswell Willow, Big Lake, Point McKenzie, and north of Sutton. The parcels range in size from 2 to 152+ acres. Acreage and price are based on the 2015 borough tax assessment.

B. Parcel Information:

Parcels 15-001 thru 014 and 15-041 & 42 range from 2-5 acres and are located within a remote platted subdivision approved by the state and borough, known as Kenny Creek. The borough received title to the properties by state patent. This high recreation area is popular with snow machine enthusiast offers private cabin sites and is typically accessed during the winter when the ground is frozen.

Parcel 15-015 has been withdrawn from the 2016 Competitive Bid parcel list for further review and consideration. Staff received nine public comments in opposition of selling this parcel, along with request from the Talkeetna Community Council and Assembly Member Kowalke to pull it from the sale.

Parcel 15-017 is a small lot suited for residential use. Access is from E. Susitna River Road in the Petersville area.

Parcels15-018, 019 & 020 are remote parcels are located on Shulin Lake within a platted subdivision approved by the state and borough. The borough received title to the properties by state patent.

Parcel 15-021 & 022 are located north of Caswell Lake Subdivision. Both have access from constructed roads and a small portion of unconstructed section line easement as noted on the parcel map. Majority of land contains wet area, but there is 3 to 5 acres of good upland for home sites within each parcel.

Parcel 15-024 is a remote fly-in cabin site located on Lockwood Lake. It is within a platted subdivision approved by the state and borough. The borough received title to the properties by state patent.

Parcels 15-027 through 030 are located on Trinity Lake, a remote platted subdivision approved by the state and borough. The borough received title to the properties by state patent.

Parcel 15-031 is located between two lake front parcels on Flat Lake (Big Lake area). The parcel does not have access via the water or overland and best lends itself to purchase by an adjacent property owner.

Parcel 15-032 is located in the Pt McKenzie area and lies adjacent to the old historic Iditarod Trail. The land over which the trail is physically located is a 300 foot wide tract of land owned by the State of Alaska, and is identified as Tract B, according to Alaska State Land Survey 79-14. Two public comments were received citing concerns over conserving the historic Iditarod Trail and adjacent borough lands. One of the commenters met with borough staff to discuss the parcel in depth. Main concerns evolve around protecting existing wildlife and fish habitat in and around Fish Creek, and preserving the land for future educational opportunities as the borough parcel can be accessed by pedestrian traffic year-round. Public access within the historic trail itself provides connectivity to other trail systems, and can be achieved from the roadway.

Parcel 15-035 is located on Upper Bonnie Lake (just east of Bonnie Lake in the Chickaloon area. Access to this pristine parcel is challenging from the Glenn Highway, but section line easements do exist for access.

Parcels 15-037 & 038 are remote fly-in parcels on Bulchitna Lake. There is significant interest in disposal of these parcels which have been on the borough books for a very long time. If sold, they will be placed on the borough tax rolls. Easements will be reserved around the perimeter of both parcels to ensure access to adjacent lands.

Parcel 15-039 is a level 5 acre lot that would be ideal for residential purposes. It is accessed from W. Susitna parkway on the southwest end of Big Lake.

Parcel 15-040 is located off Burma Road and is accessed from S Purinton Parkway near Sara Lake (Big Lake area). The parcel has up and down topography, but a home site could easily be constructed on one of the beautiful hilltops.

C. Parcel Descriptions: All parcel descriptions are included on the individual parcel maps and Parcel Description List attached as part of the Best Interest Finding.

D. Land Status: All parcels were received from State of Alaska by Patent.

E. Adopted Plans and Title Restrictions:
   1. Adopted Land Use Plans include the Big Lake, Chickaloon, Point McKenzie, Trapper Creek and Willow Comprehensive Plans, Susitna Area Plan, Willow Sub-Basin Area Plan, and Natural Resource Management Units Plan (NRMU).

   2. Title Restrictions – No title restrictions affect any of the proposed parcels.

F. Surrounding Land Uses: Recreational, residential

G. Natural resources within parcels: Timber and watershed

H. Access Defined: Constructed and unconstructed roads, trails (winter and summer), section line easements, water, and by air, defined as follows:

Access Type "A": Parcel may be accessed from platted, dedicated, granted, reserved or permitted right-of-way which is constructed and may be maintained either by State of Alaska, MSB, or city government. The level of continued maintenance is subject to the future availability of funds and budgetary appropriations.

Access Type "B": Parcel may be accessed from platted, dedicated, granted, reserved or permitted right-of-way which may not be constructed or publicly maintained, or only maintained on a seasonal basis, or be privately maintained. It is the responsibility of the bidder to determine the status of the right-of-way with regard to construction and maintenance.

Access Type "C": Parcel is located near an existing road system and the MSB owns all the land between the parcel and the road. Public access easements from the existing road system may be reserved, granted or dedicated across the MSB-owned lands as indicated. It is the responsibility of the bidder to determine the feasibility of utilizing such easements. Constructing access shall include obtaining necessary permits, with repair and maintenance of the access being the sole responsibility of the Purchaser. In the event the access cannot be constructed, the Purchaser may apply to MSB Land & Resource Management for an alternate public access route across MSB-owned land which can meet construction standards.

Access Type "D": Parcel is located near existing road system but the MSB does not own all the land between the parcel and the road. It is the responsibility of the Purchaser to determine, acquire, construct, maintain and/or defend the right to use an access route outside of borough-owned land.

Access Type "E": Parcel is not located near the existing road system; access is by air, trail (potentially seasonal), or water. It is the responsibility of the Purchaser to determine, acquire, construct, maintain and/or defend the right to use any alternate access route.

III. Review and Comments

All parcels have undergone significant departmental review. Such review includes historical data, topography, access, adopted borough plans, desirability of location, land value, and highest and best use of land. Inter-department review revealed no objection to the classification and sale of the final parcels included herein. Cultural Resources has been notified of upcoming land sale potential and will be provided opportunity to perform a cultural survey to document any findings. Both the Planning Commission and Assembly were provided a written overview of the 5-year land plan prior to implementation in 2014.

The Planning Commission unanimously approved Resolution 16-10 at their regularly scheduled public meeting on March 7, 2016 to recommend assembly approval regarding disposition of the parcels included herein.

Public notice was provided in accordance with MSB 23.05.025. Property owners within a quarter mile of the proposed parcels received notification, along with community councils, chambers of commerce, post offices, emergency services, fire and road services, MSB Parks & Recreation Advisory Board, Alaska Department of Fish and Game, Alaska Department of Agriculture, and the Upper Susitna Soil and Water Conservation District. It should be noted that no comments were received from the Alaska Department of Fish and Game. Also of note is the Alaska Department of Agriculture reviewed all of the proposed parcels and provided soils information of those parcels with agriculture potential. Those parcels were pulled from the list and will be further reviewed for potential inclusion in future agriculture land sales.

All public comments received are attached as part of this Best Interest Finding and noted within "Parcel Information, Section B" in regard to specific parcels cited. Numerous phone calls have been received by MSB Land Management staff regarding parcels, proposed sale dates, how the competitive bid process works, and requests to add their names to the Land & Resource Management sale notification list wherein customers are specifically notified when any borough land sale is commencing. This list contains over 700 names to be notified by email and twice as many receive notification by postcards through the US mail. Several callers have indicated strong interest in submitting bids.

IV. Analysis & Discussion

The Borough Assembly identified public land sales as a priority in recent years, though that sentiment may be shifting. For many years borough land sales were stagnant but housing and land markets have been on a slow, steady increase. Interest in acquiring public land has risen sharply since 2014 partly due to more reasonable terms coming from lenders to purchase vacant land, which the borough has mirrored. This year the borough will adopt the state's form of land contracts to include affordable down payments and reasonable monthly terms. Conveying public lands into private hands increases the tax rolls and vacant land when developed gains economic value by virtue of the development – whether for recreation cabin, single family residence or commercial use.

Land & Resource Management began an extensive review of the borough build out analysis and vacant borough-owned parcels. Included in this review was identifying areas for future public facilities wherein borough parcels within those specific areas were carefully vetted for future public need and retention. A five-year plan to dispose of appropriate borough land was created for implementation in phases to ensure the market was not over saturated in any given year. Many of the potential sale parcels are remote and would be well-suited for private recreational purpose. Lands selected for disposal are being reviewed for their agriculture potential, and if found to have the right soils for crops or if located in a high agriculture area, are being set aside for further review and possible inclusion in a separate agriculture land sale if so recommended by the MSB Agriculture Advisory Board.

Lands are classified in accordance with MSB 23.05.100. The selected sale parcels fall under *Private Recreation Lands* which are those lands that, because of location, physical features, or adjacent development, are presently or potentially valuable as outdoor recreational areas and may be best utilized by private development; or *General Purpose Lands* which are those lands that, because of location, physical features, or adjacent development, location, or size of area may be suitable for a variety of uses.

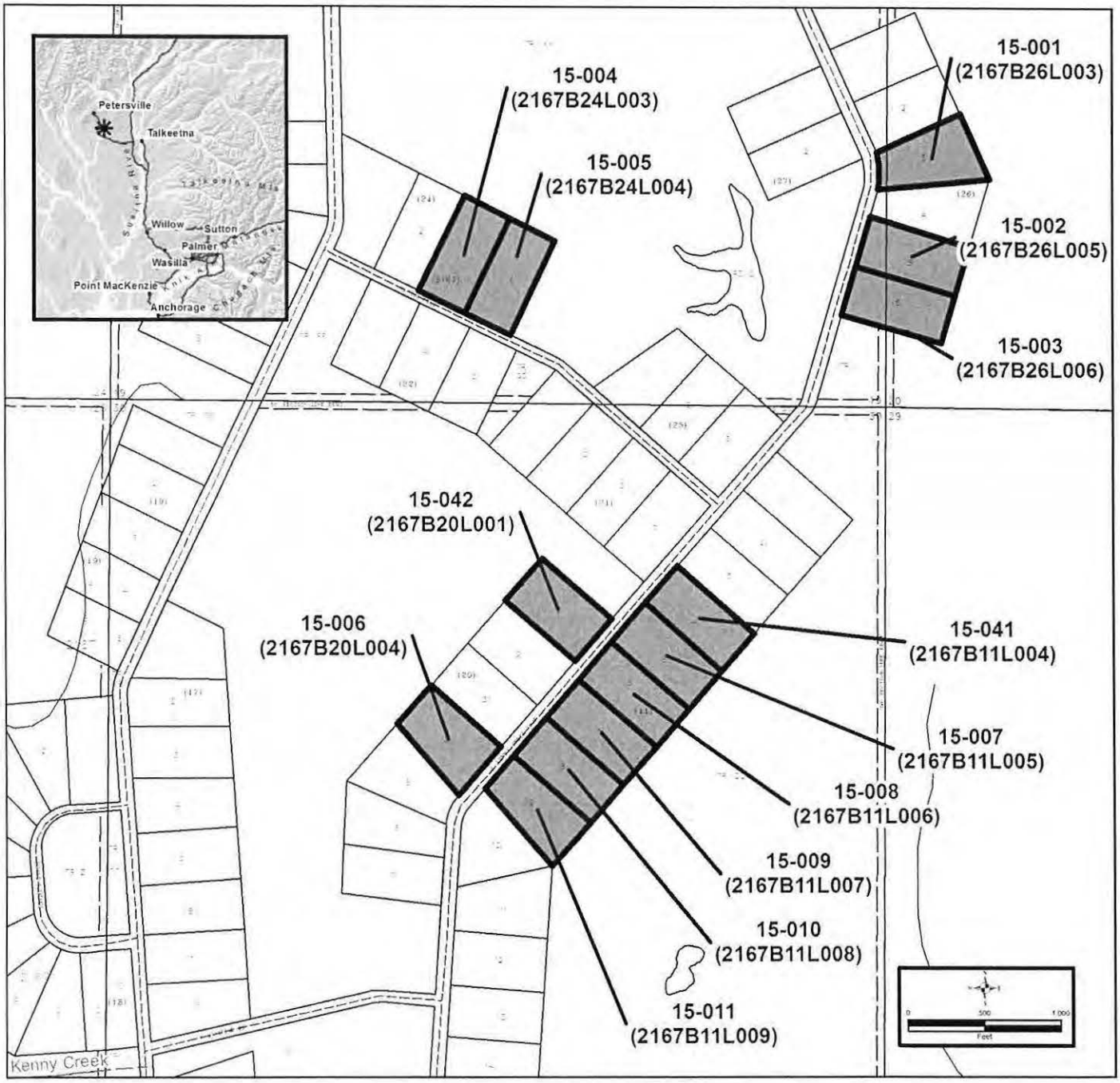
V. Parcel List

	Bid Parcel Number	MSB Tax ID Number	Area	Land Classification
1	Bid Parcel 15-001	2167B26L003	Kenny Creek	Private Recreation
2	Bid Parcel 15-002	2167B26L005	Kenny Creek	Private Recreation
3	Bid Parcel 15-003	2167B26L006	Kenny Creek	Private Recreation
4	Bid Parcel 15-004	2167B24L003	Kenny Creek	Private Recreation
5	Bid Parcel 15-005	2167B24L004	Kenny Creek	Private Recreation
6	Bid Parcel 15-006	2167B20L004	Kenny Creek	Private Recreation
7	Bid Parcel 15-007	2167B11L005	Kenny Creek	Private Recreation
8	Bid Parcel 15-008	2167B11L006	Kenny Creek	Private Recreation
9	Bid Parcel 15-009	2167B11L007	Kenny Creek	Private Recreation
10	Bid Parcel 15-010	2167B11L008	Kenny Creek	Private Recreation
11	Bid Parcel 15-011	2167B11L009	Kenny Creek	Private Recreation
12	Bid Parcel 15-012	2167B04L004	Kenny Creek	Private Recreation

13	Bid Parcel 15-013	2167B03L018	Kenny Creek	Private Recreation
14	Bid Parcel 15-014	2167B03L017	Kenny Creek	Private Recreation
15	Bid Parcel 15-017	26N05W27C019	Petersville	General Purpose
16	Bid Parcel 15-018	6521POAL045	Shulin Lake	Private Recreation
17	Bid Parcel 15-019	6521POAL046	Shulin Lake	Private Recreation
18	Bid Parcel 15-020	6521POAL047	Shulin Lake	Private Recreation
19	Bid Parcel 15-021	22N04W10B002	Caswell	General Purpose
20	Bid Parcel 15-022	22N04W10B003	Caswell	General Purpose
21	Bid Parcel 15-024	20880000000	Lockwood Lake	Private Recreation
22	Bid Parcel 15-027	6520B04L002	Trinity Lake	Private Recreation
23	Bid Parcel 15-028	6520B04L007	Trinity Lake	Private Recreation
24	Bid Parcel 15-029	6520B04L008	Trinity Lake	Private Recreation
25	Bid Parcel 15-030	6520B04L009	Trinity Lake	Private Recreation
26	Bid Parcel 15-031	17N04W27B012	Flat Lake	General Purpose
27	Bid Parcel 15-032	1972S16T00A	Iditarod Trail	General Purpose
28	Bid Parcel 15-035	20N07E19A003	Bonnie Lake	General Purpose
29	Bid Parcel 15-036	19N05W26A007	Willow	General Purpose
30	Bid Parcel 15-037	4411000T00C-2	Bulchitna Lake	Private Recreation
31	Bid Parcel 15-038	21N09W04A006	Bulchitna Lake	Private Recreation
32	Bid Parcel 15-039	17N04W35C017	Big Lake	General Purpose
33	Bid Parcel 15-040	17N04W34B010	Burma/Purinton	General Purpose
34	Bid Parcel 15-041	2167B11L004	Kenny Creek	Private Recreation
35	Bid Parcel 15-042	2167B20L001	Kenny Creek	Private Recreation

VI. Administrative Recommendation

The Community Development Department, Land & Resource Management Division respectfully requests assembly approval to classify those parcels listed herein for purpose of inclusion in the 2016 Competitive Bid Land Sale.



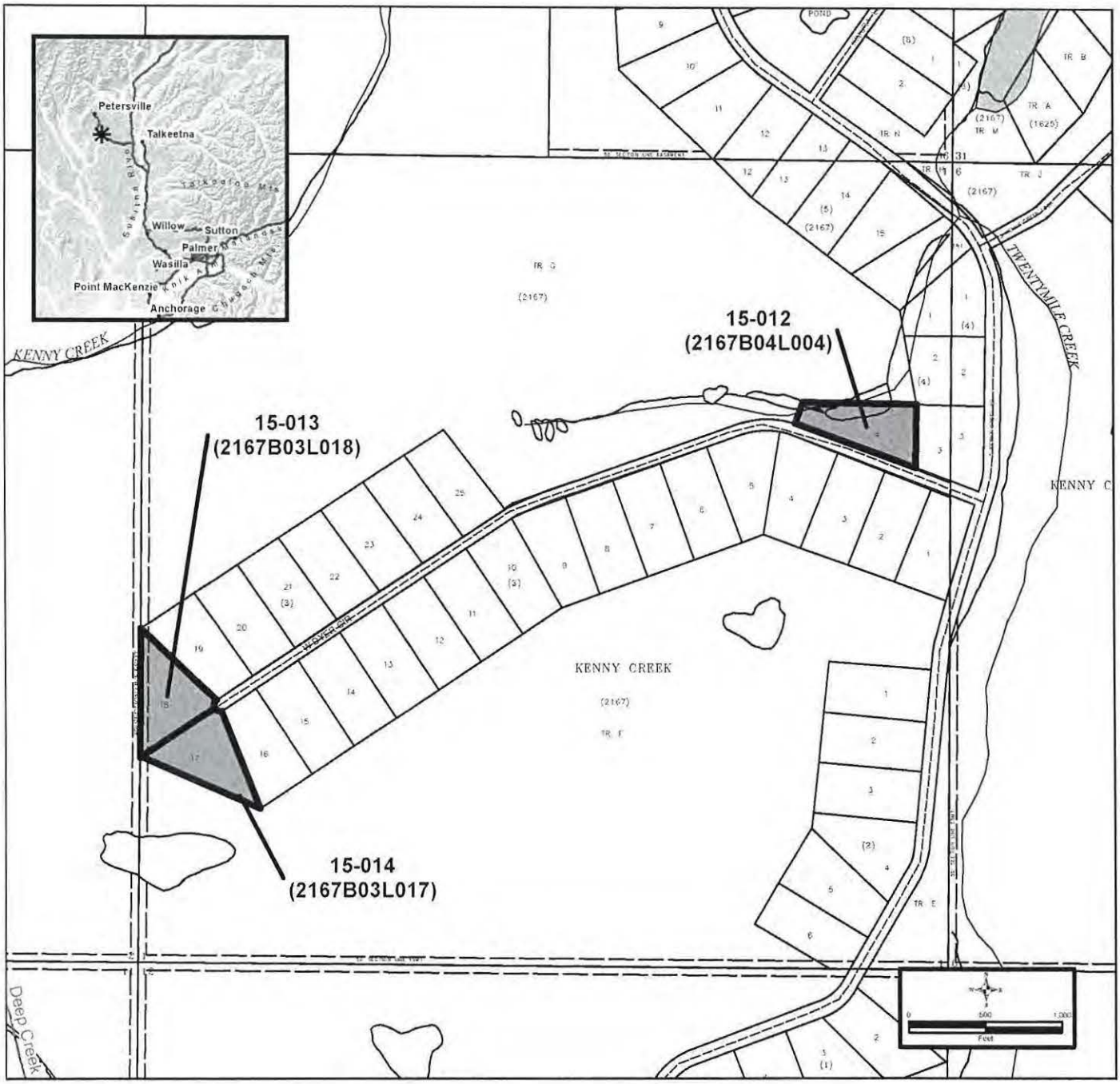
BID PARCEL No. 15-001 thru 15-011, 15-041, and 15-042

ACREAGE (APPROX): 5.00 each
MSB MAP No.: PV29
SUBD / TRS: T27N, R07W, Sec 19, 20, 30, S.M.

ADDITIONAL CONDITIONS OF SALE: None

MINIMUM BID: $9000 each
MSB TAX ID: 2167B26L003, L005, L006
2167B24L003, L004
2167 B20L001, L004
2167B11L004, L005, L006, L007, L008, and L009

COMMENTS: Kenny Creek remote cabin sites are located in Petersville Area. ACCESS (B): There are platted roads w/in the subdivision that are not constructed or maintained; ADL 228839-D "Kenny Creek Access Trail" begins at the old Forks Roadhouse site off Petersville Road; winter access is typical.



BID PARCEL No. 15-012 through 15-014

ACREAGE (APPROX): 5.00 acres (15-012)
4.99 acres (15-013)
4.97 acres (15-014)

MINIMUM BID: $9000 (15-012)
$9000 (15-013)
$8900 (15-014)

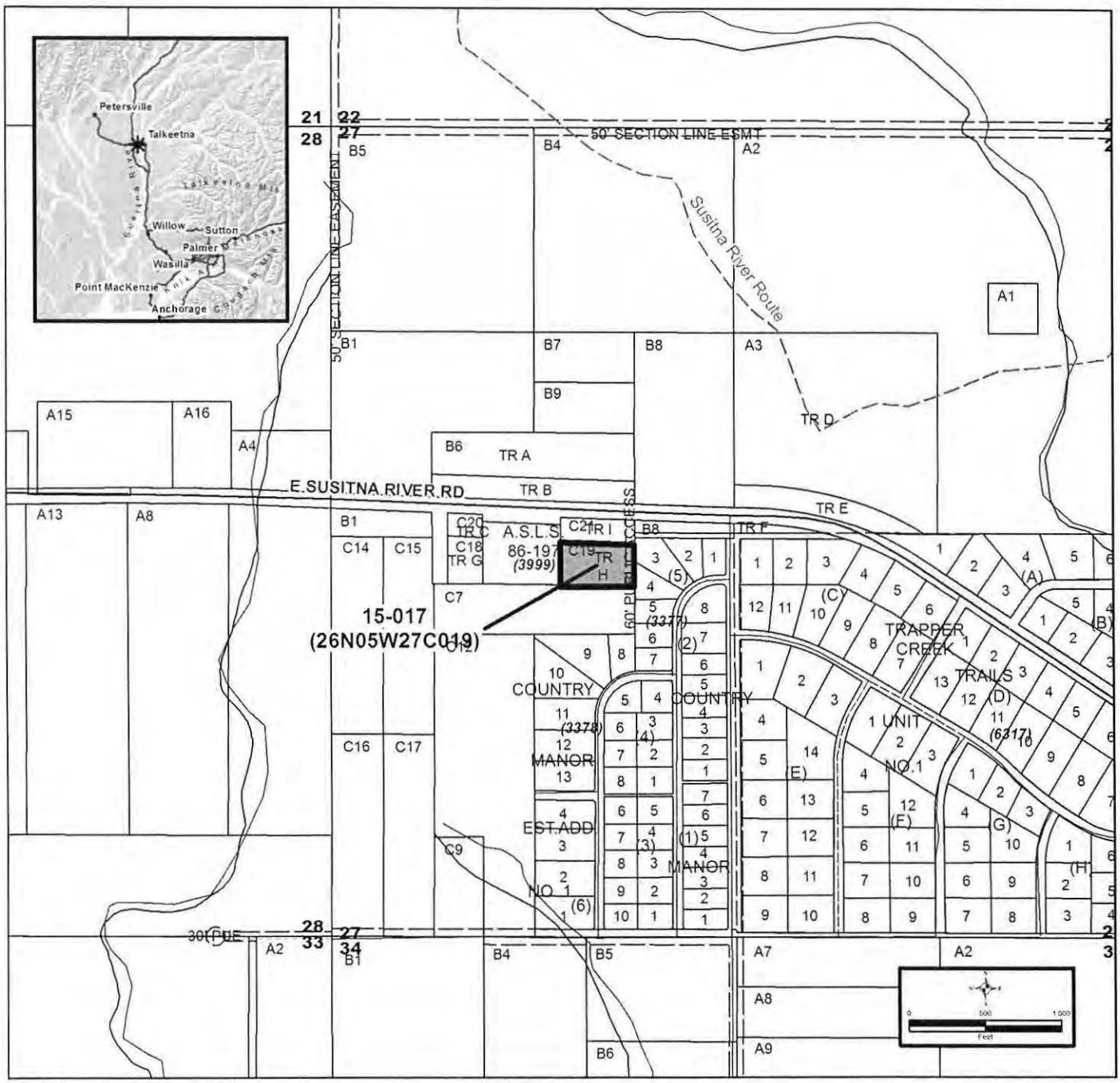
MSB MAP No.: PV37

MSB TAX ID: 2167B04L004
2167B03L018, 2167B03L017

SUBD / TRS: T26N, R08W, Sec 1, S.M.

ADDITIONAL CONDITIONS OF SALE: None

COMMENTS: Kenny Creek remote cabin sites are located in Petersville Area. ACCESS (B): There are platted roads w/in the subdivision that are not constructed or maintained; ADL 228839-D "Kenny Creek Access Trail" begins at the old Forks Roadhouse site off Petersville Road; winter access is typical.



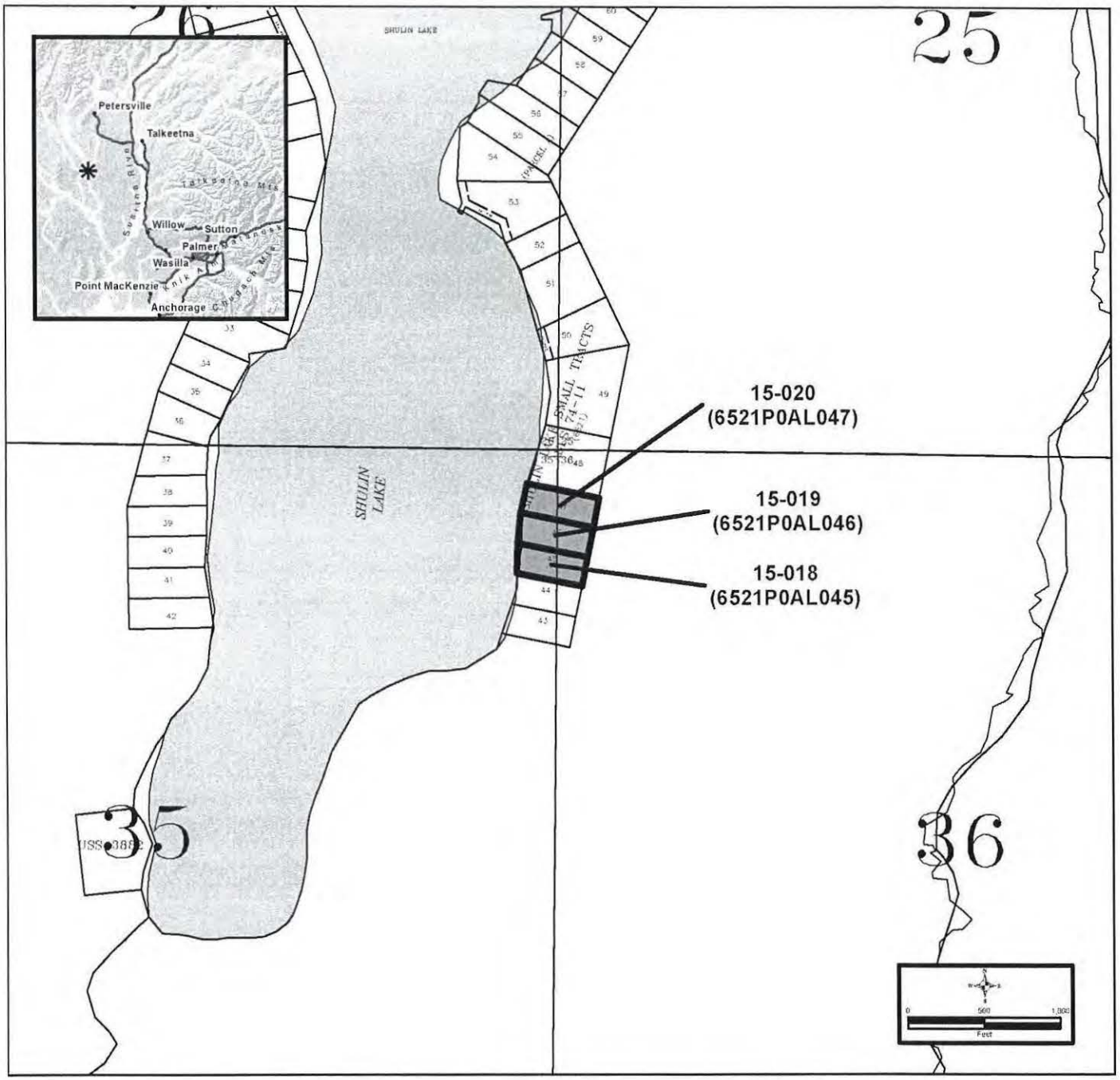
BID PARCEL No. 15-017

ACREAGE (APPROX): 3.12
MSB MAP No.: TA06
SUBD / TRS: T26N, R05W, Sec 27, S.M.

MINIMUM BID: $14,000
MSB TAX ID: 26N05W27C019

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: Located east of Parks Highway, at approximate MP 114.9 where Petersville Rd intersects the highway. ACCESS (B): A 60' public access easement lies within the east boundary and abuts the south right-of-way line of E. Susitna River Road. Easement is unconstructed. Permit is required from MSB permitting office to construct road or driveway within reserved easement area.



BID PARCEL No. 15-018 through 15-020

ACREAGE (APPROX): 2.03 (15-018), 2.21 (15-019), 2.19 (15-020)

MINIMUM BID: $5500 (15-018, 15-019), $5900 (15-020)

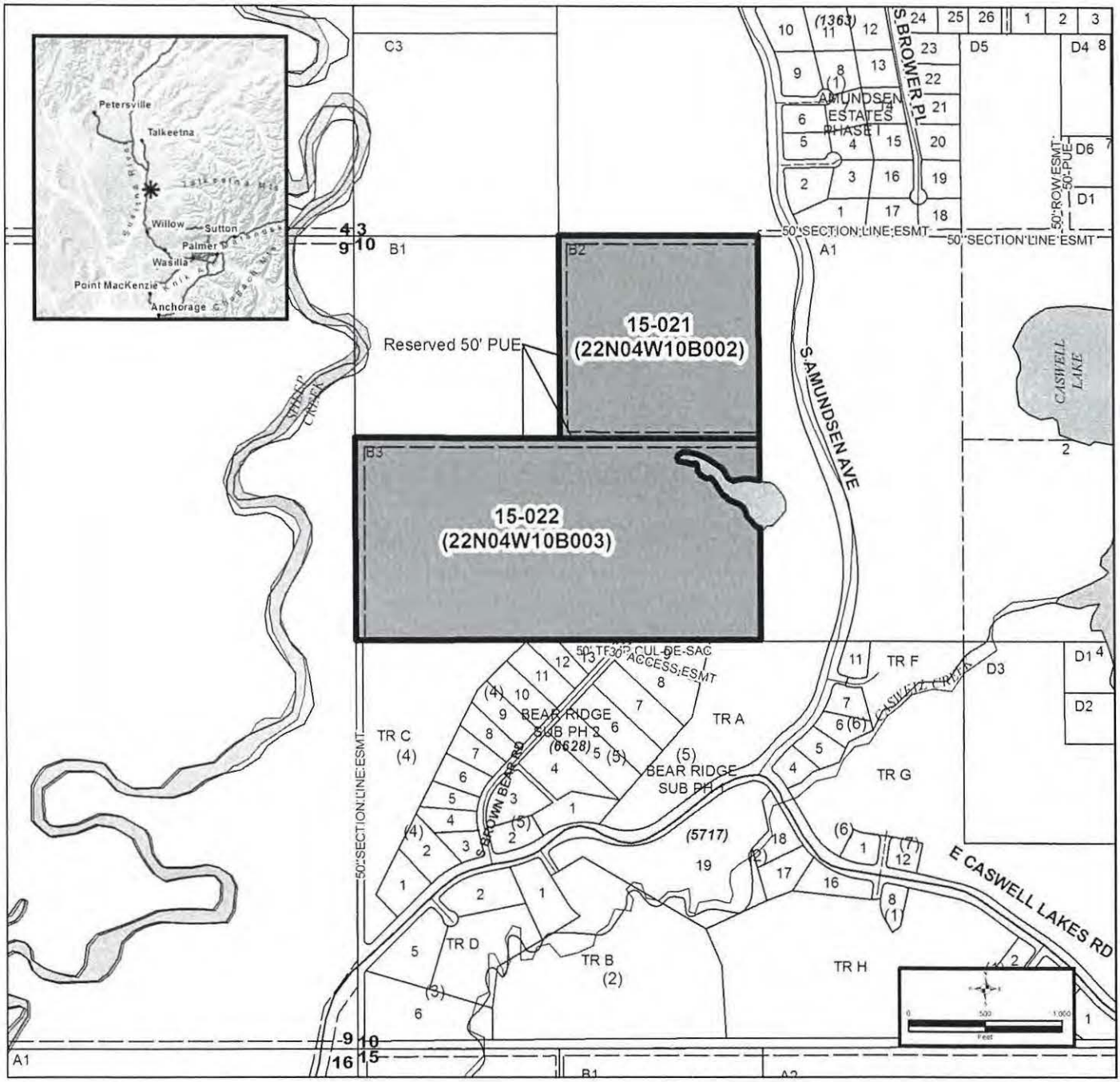
MSB MAP No.: SH06

MSB TAX ID: 6521P0AL045, L046, L047

SUBD / TRS: T24N, R09W, Sec 35 & 36, S.M.

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: Section line bisects all three parcels. ACCESS (E): Remote. It is responsibility of Buyer to determine, acquire, construct, maintain and/or defend the right to use any alternate access.



BID PARCEL No. 15-021 and 15-022

ACREAGE (APPROX): 40.00 (15-021)
80.00 (15-022)

MINIMUM BID: $54,000 (15-021)
$40,000 (15-022)

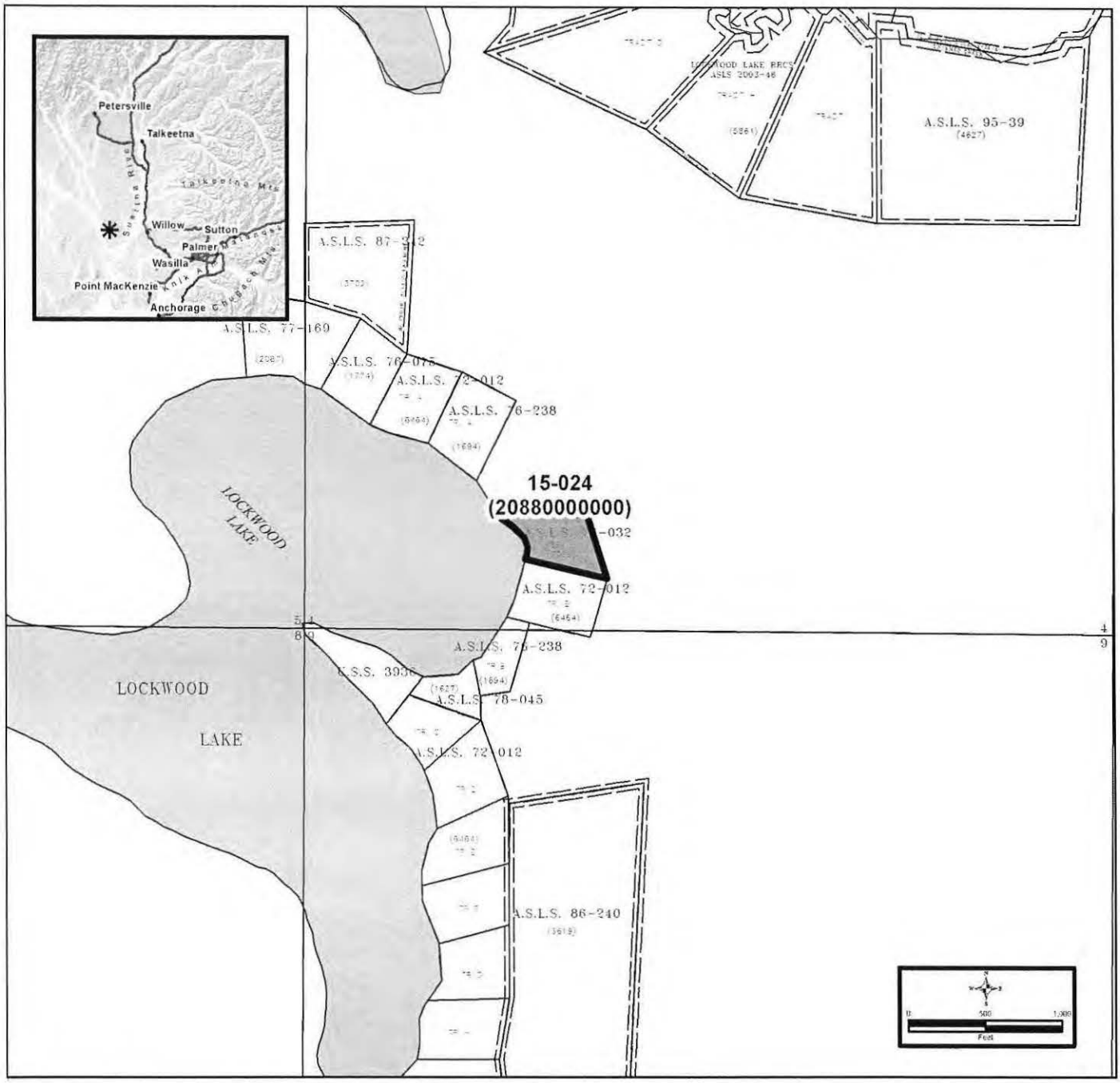
MSB MAP No.: CA0

MSB TAX ID: 22N04W10B002 (15-021)
22N04W10B003 (15-022)

SUBD / TRS: T22N, R04W, Sec 10, S.M.

ADDITIONAL CONDITIONS OF SALE: Reservation of 50' wide public access easement within the west and south boundaries of Parcel 15-021 and within the north boundary of parcel 15-022.

COMMENTS: ACCESS (D) for 15-021 access from Amundsen Ave via section line easement (unconfirmed) and ACCESS (B) for Parcel 15-022 from S. Brown Bear Rd via Caswell Lakes Rd. Both parcels are wet but appear to have 3&5 acres of developable land, respectively. Buyer's responsibility to confirm developable land and access.



BID PARCEL No. 15-024

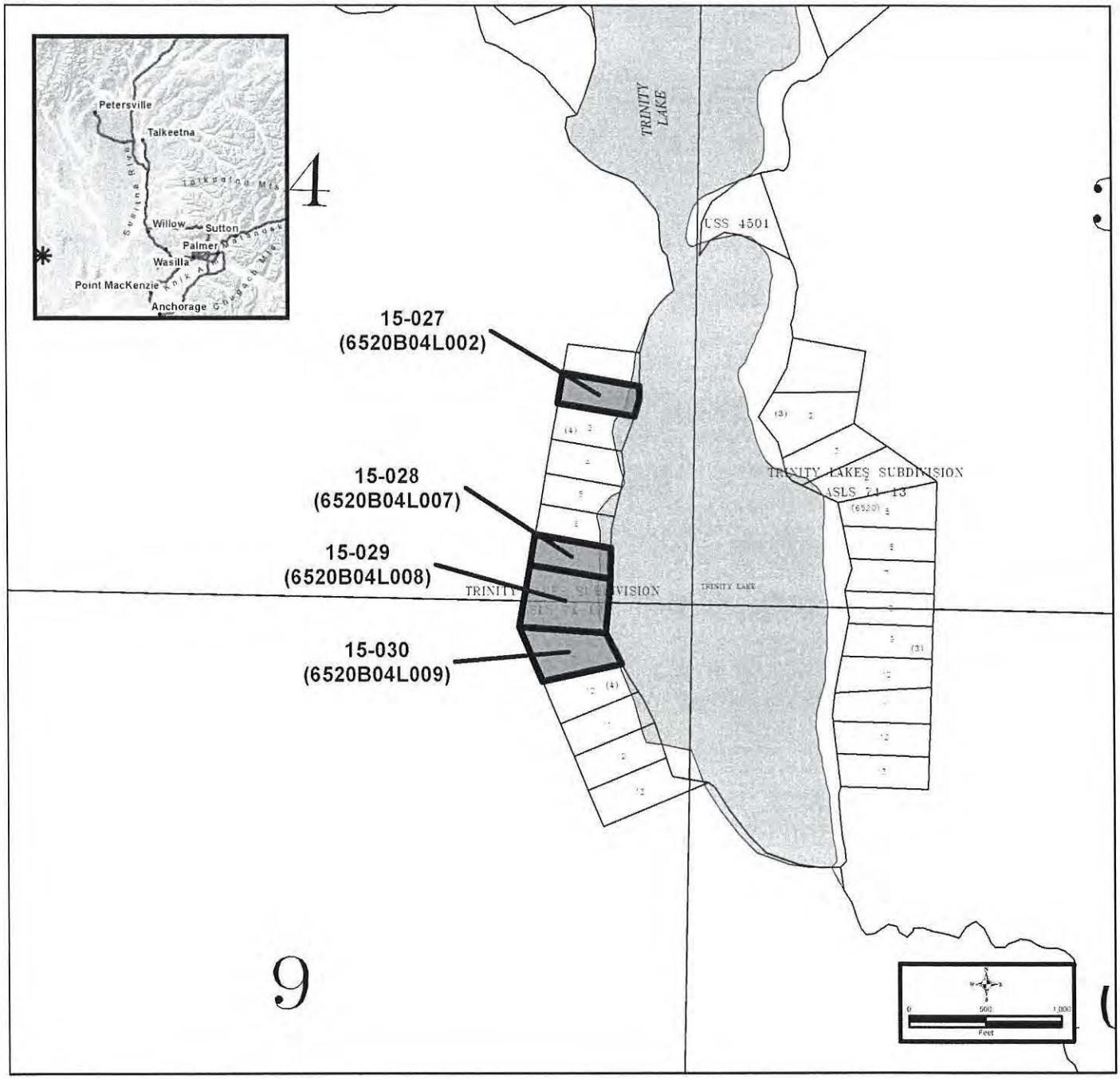
ACREAGE (APPROX): 4.16
MSB MAP No.: DK04

MINIMUM BID: $15,600
MSB TAX ID: 20880000000

SUBD / TRS: T19N, R07W, Sec 04, S.M.

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: ACCESS (E): Parcel is not located near an existing road system; access is by air or snow machine, or water. It is the responsibility of Buyer to determine, acquire, construct, maintain, and/or defend the right to use any alternate access route.



BID PARCEL No. 15-027 through 15-030

ACREAGE (APPROX): 2.39 (15-027, 15-028), 4.81 (15-029), 3.61 (15-030)

MINIMUM BID: $12,500 (15-027, 15-028)
$19,200 (15-029), $15,300 (15-030)

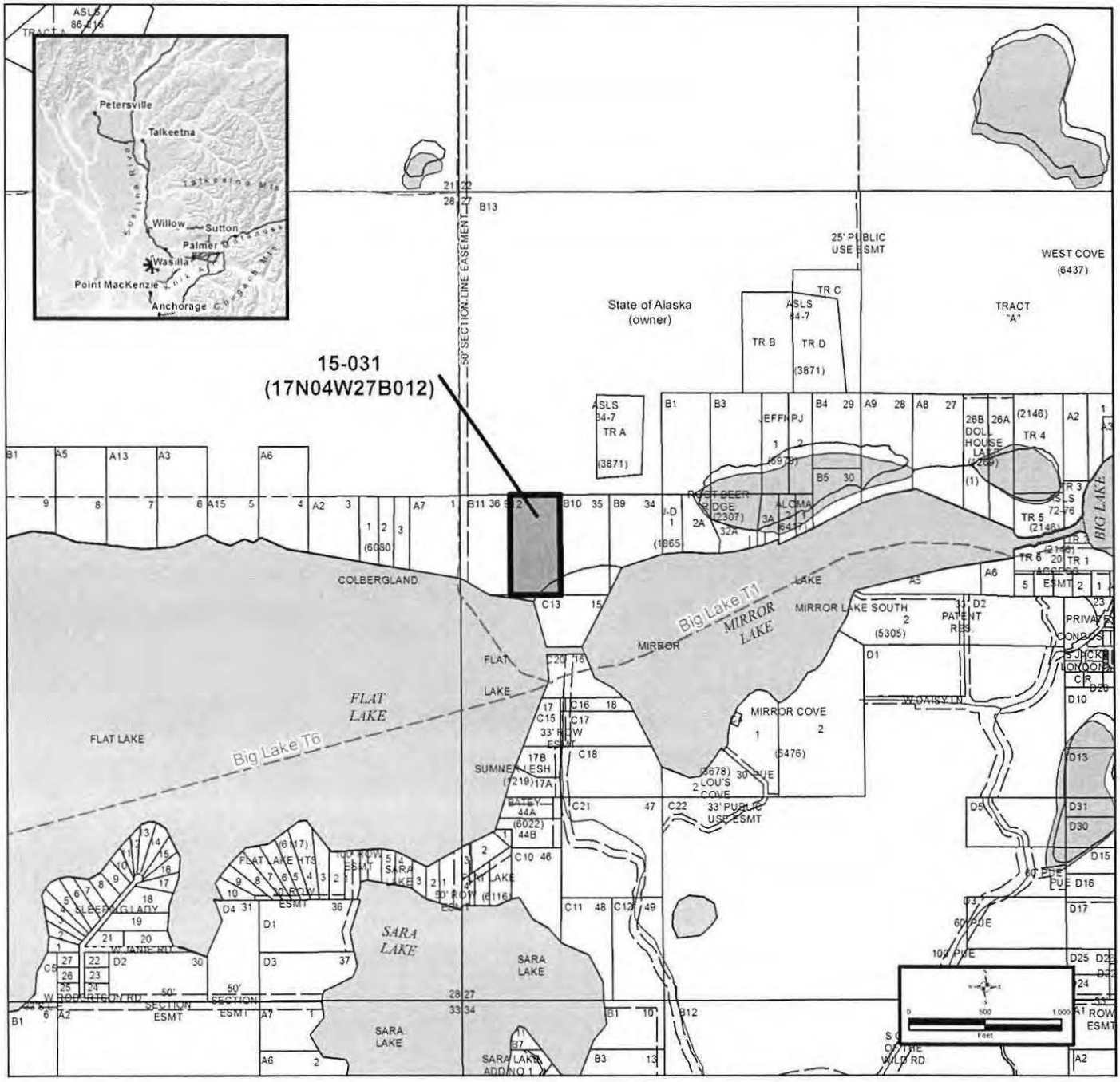
MSB MAP No.: TL20

MSB TAX ID: 6520B04L002, L007,L008,L009

SUBD / TRS: T17N, R12W, Sec 4 and 9, S.M.

ADDITIONAL CONDITIONS OF SALE: None

COMMENTS: Remote. ACCESS (E): Parcels are remote and access is by air or snow machine. It is the responsibility of Buyer to determine best access route and defend the right to use said route(s).



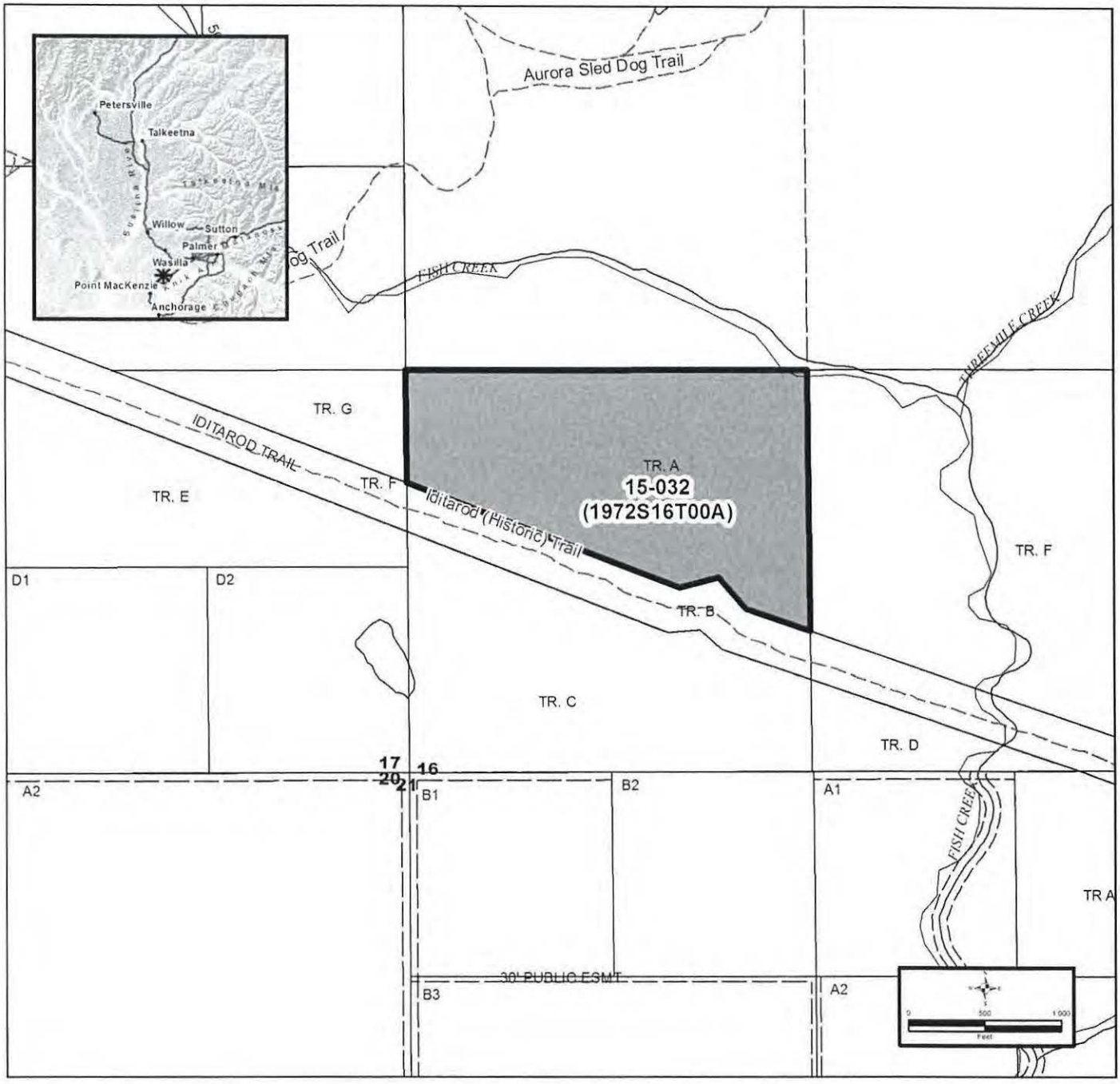
BID PARCEL No. 15-031

ACREAGE (APPROX): 5.00
MSB MAP No.: LS16
SUBD / TRS: T17N, R4W, Sec 27, S.M.

MINIMUM BID: $27,000
MSB TAX ID: 17N04W27B012

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: Located west of Big Lake and Mirror Lake. Parcel is landlocked and has no dedicated legal access. ACCESS (E): Parcel is not located near existing road system. It is Buyer responsibility to determine, acquire, construct, maintain and defend the right to use any alternate access route.



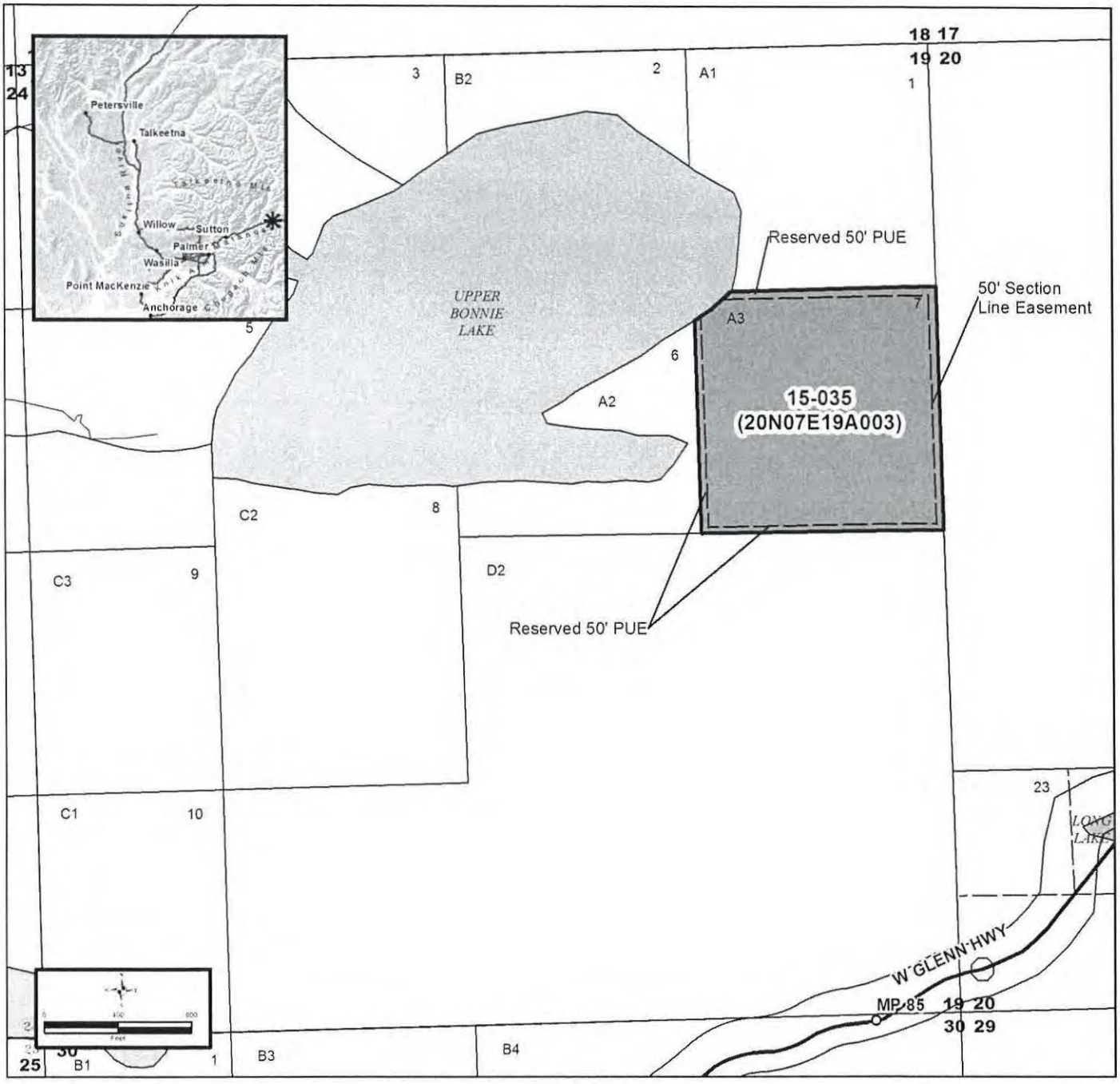
BID PARCEL No. 15-032

ACREAGE (APPROX): 73.81
MSB MAP No.: GB02
SUBD / TRS: T16N, R03W, Sec 16, S.M.

MINIMUM BID: $132,900
MSB TAX ID: 1972S16T00A

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: Located in Point McKenzie area. ACCESS (E): Parcel is accessed via air, snow machine, ATV or dog sled. Old historic Iditarod Trail lies adjacent to south boundary and is connected to the Aurora Sled Dog Trail and Big Lake (16 Mile) Trail systems.



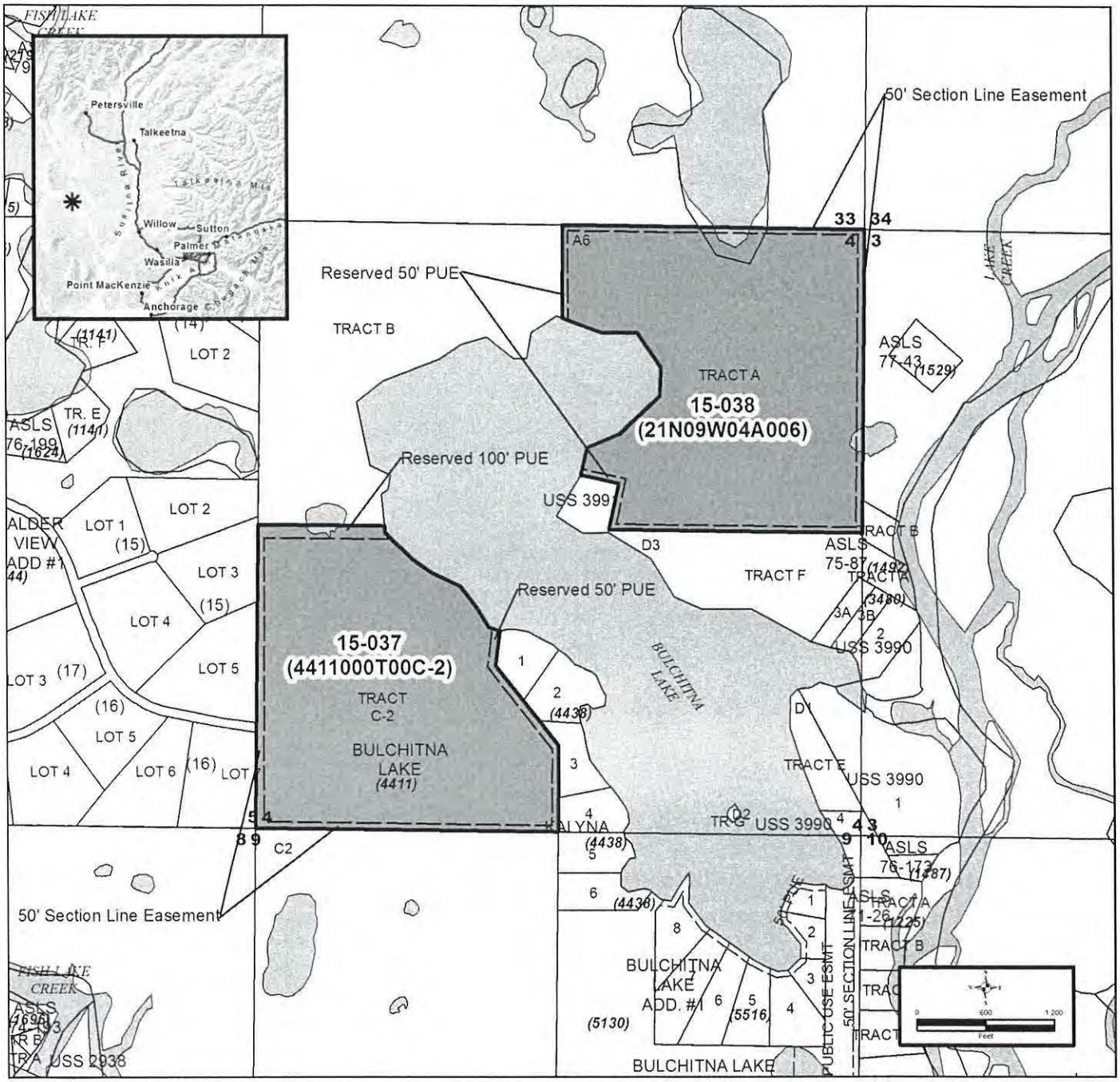
BID PARCEL No. 15-035

ACREAGE (APPROX): 39.85
MSB MAP No.: AR05
SUBD / TRS: T20N, R07E, Sec 19, S.M.

MINIMUM BID: $62,300
MSB TAX ID: 20N07E19A003

ADDITIONAL CONDITIONS OF SALE: Reservation of a 50' wide public access easement within the north, west and south boundaries of parcel.

COMMENTS: 50' wide section line easement from the Glenn Hwy through the east boundary of the subject parcel. ACCESS (E): parcel is not located near a road system. It is Buyer responsibility to determine, acquire, construct, maintain and defend the right to use any alternate access routes. Very steep terrain from Hwy.



BID PARCEL No. 15-037 and 15-038

ACREAGE (APPROX): 132.39 (15-037)
138.66 (15-038)

MINIMUM BID: $120,100 (15-037)
$131,700 (15-038)

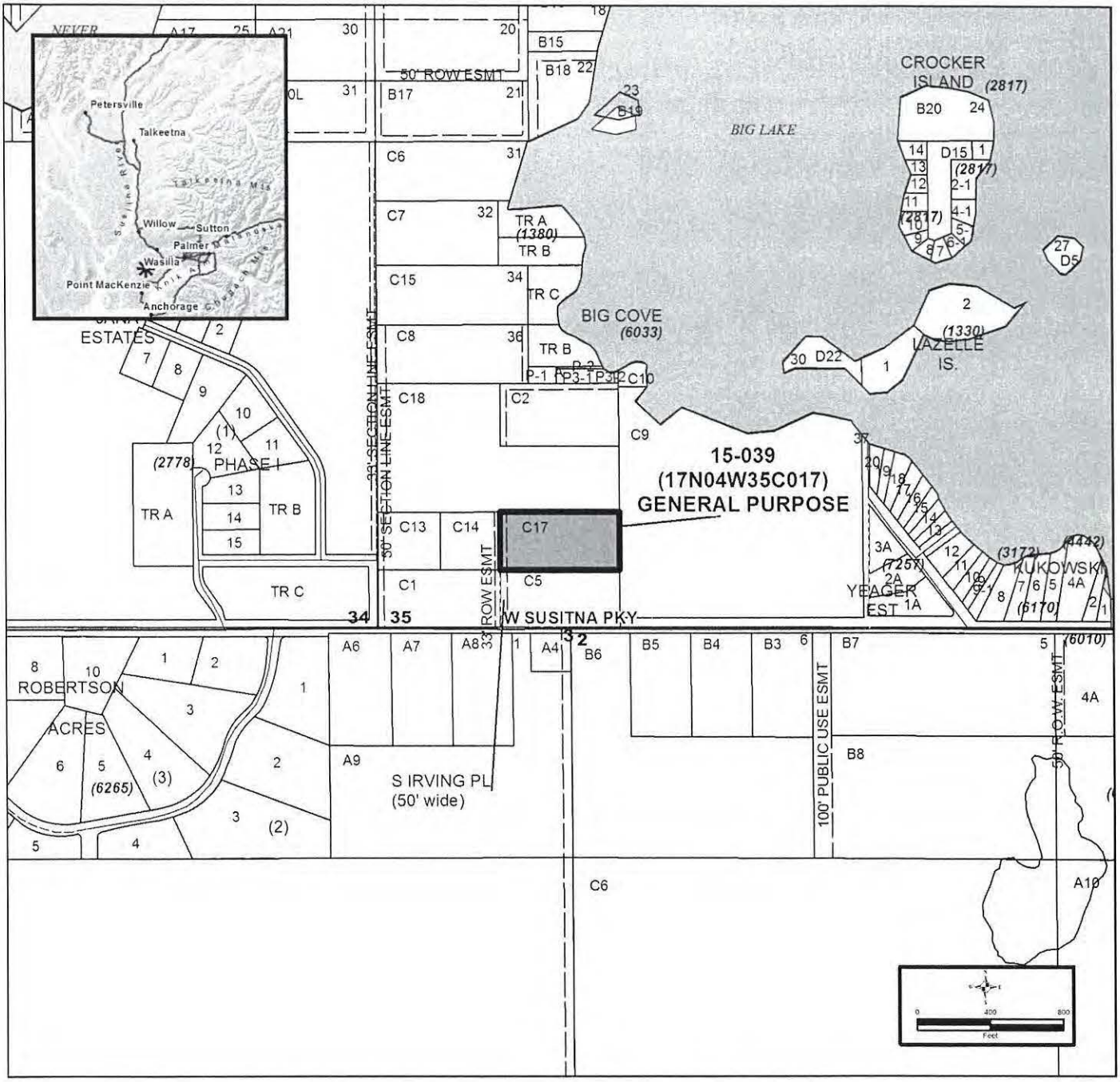
MSB MAP No.: BL12

MSB TAX ID: 4411000T00C-2, 21N09W04A006

SUBD / TRS: T21N, R09W, Sec 04, S.M.

ADDITIONAL CONDITIONS OF SALE: Reservation of public access easements within Parcel 15-037 being the north 100' and the east 50'; and within Parcel 15-038 being the east 50' and south 50'.

COMMENTS: Subject to 50' wide section line easements within both parcels and a 50' public access easement along the ordinary high water mark of Bulchitna Lake. ACCESS (E) Remote fly-in.



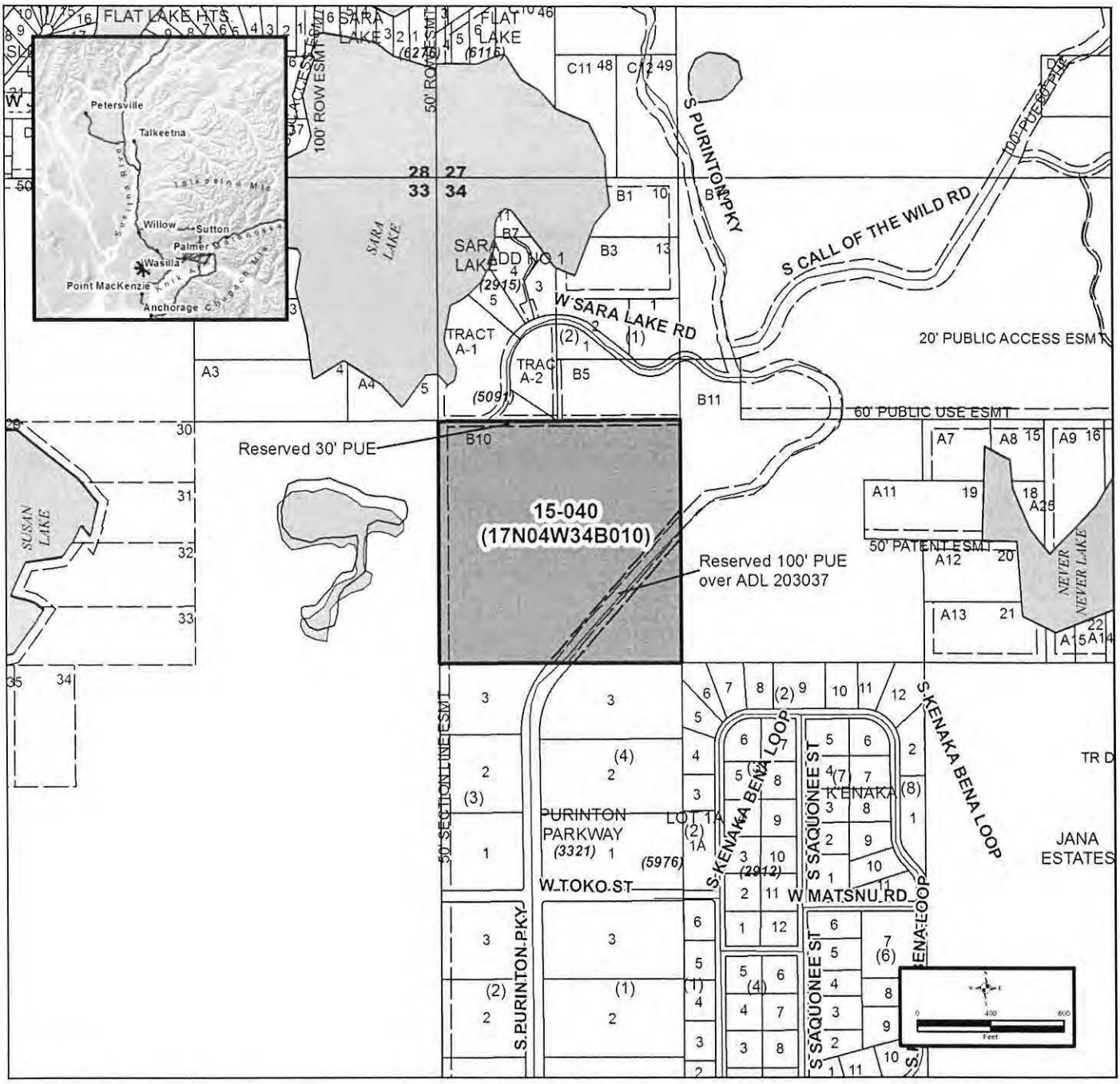
BID PARCEL No. 15-039

ACREAGE (APPROX): 5.00
MSB MAP No.: LS16
SUBD / TRS: T17N, R04W, Sec 35, S.M.

PURCHASE PRICE: $40,000
MSB TAX ID: 17N04W35C017

ADDITIONAL CONDITIONS OF SALE: None.

COMMENTS: ACCESS (B) for further access information. Access is from Susitna Parkway, a borough maintained road, via Irving Place which is an unconstructed 50' wide easement (length approx. 330' from Susitna Pkwy to SW corner of subject parcel). Buyer will be required to obtain a permit from MSB permitting before starting construction of road or driveway.



BID PARCEL No. 15-040

ACREAGE (APPROX): 40.00
MSB MAP No.: LS16
SUBD / TRS: T17N, R04W, Sec 34, S.M.

PURCHASE PRICE: $72,000
MSB TAX ID: 17N04W34B010

ADDITIONAL CONDITIONS OF SALE: Reservation of a public use easement being the North 30 feet and a public use easement centered over and upon S. Puritan Parkway as constructed this date. Puritan Parkway is a floating easement until such time a Record of Survey is recorded and provided to the Mat-Su Borough.

COMMENTS: Subject to section line easement being the West 50 feet. ACCESS (B) for further access information. Located in the Big Lake Community Council area.

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-056

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AN INTERIM MATERIALS DISTRICT KNOWN AS ALSOP EAST PIT, LOCATED ON A PORTION OF TRACT A, POINT MACK PH. I SUBDIVISION, WITHIN TOWNSHIP 15 NORTH, RANGE 4 WEST, SECTION 27, SEWARD MERIDIAN.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator - Susan Lee	SLL	
	Planning and Land Use Director		
	Community Development Director	EP	
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES ____ NO __X___
Ordinance Serial No. 16-037 (7 pp)
Staff Report (97 pp)
Planning Commission Resolution 16-07 (7 pp)

SUMMARY STATEMENT:
An Interim Materials District (IMD) application has been submitted for an IMD designation on Tract A, Point Mack Subdivision Phase I. The request is to extract up to 6,285,000 cubic yards of material until the year 2050 within 110 acres of a 968 parcel of property. The goal of the material extraction is for nearby projects including but not limited to Alsop Road upgrades, development of the Point MacKenzie Townsite, the Port MacKenzie Rail Extension project, and other Point MacKenzie Road improvements. The site's future use is intended to be the Point MacKenzie Townsite.

An Interim Materials District (IMD) may be established on private or public lands for earth materials extraction and processing activities on 20 contiguous acres or greater, where material extraction is intended to last for more than two years. The subject property is located in Assembly District 5 and within the Point MacKenzie Community Council planning boundary.

The property is located within the boundary of the Point MacKenzie Community Comprehensive Plan (2011). The intent of the comprehensive plan is to identify and encourage a general pattern of development that best meets the community goals. The plan does not map or designate land use areas.

The plan conveys under its Economic Development section, that the primary options for local resource development include timber harvests, natural gas extraction, sand and gravel extraction, and agriculture. The one Economic Development goal states: *"Encourage development that will benefit the Point MacKenzie community. To create stable economy and job market, Point MacKenzie residents want a balanced economy; one that avoids over reliance on any one sector, seasonal lulls, and dependence on out-of-town resources."*

On March 7, 2015 the Planning Commission conducted a public hearing concerning this IMD request. Concerns were voiced regarding maintenance of the roads in the area. As a condition of approval the Commission addressed this concern by recommending addition of the following condition: *"A performance bond as well as any other bonds necessary to cover road maintenance shall be included in the contract with the operator."* After consulting with the Land & Resource Management Division and the Borough Attorney, staff concludes that this condition as written is problematic from a legal and practical standpoint and recommends not adding this condition to the ordinance.

RECOMMENDATION OF ADMINISTRATION:
Staff respectfully requests approval of an interim materials district, known as Alsop East Pit.

STAFF REPORT

Im16-056
OR16-037

MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department
Development Services Division
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822 • Fax (907) 861-7876
www.matsugov.us

DEVELOPMENT SERVICES DIVISION STAFF REPORT

File Number:	172820150003
Applicant/Property Owner:	MSB Land & Resource Management Division
Request:	Planning Commission Resolution 16-07 A resolution recommending Assembly approval of an Interim Materials District (IMD), known as Alsop East Pit, in accordance with MSB 17.28 - Interim Materials District, for the extraction of up to 6,285,000 cubic yards of material within 110 acres of a 968 acre parcel of property
Location:	Point Mack Ph. I Subdivision, Tract A; 21601 W. Alsop Road; within Township 15 North, Range 4 West, Section 27, Seward Meridian
Public Hearing:	March 7, 2016
Planning Commission Action:	The planning commission shall conduct a public hearing and render a recommendation to Borough Assembly on a designation for an Interim Materials District
Reviewed By:	Eileen Probasco, Planning & Land Use Director Alex Strawn, Development Services Manager
Staff:	Susan Lee, Planner II
Staff Recommendation:	Approval with conditions

EXECUTIVE SUMMARY

An Interim Materials District (IMD) application has been submitted for an IMD designation on the above referenced parcel where a mining operation is proposed. The request is to extract up to 6,285,000 cubic yards of material until the year 2050 within 110 acres of a 968 parcel of property. The goal of the material extraction is for nearby projects including but not limited to Alsop Road upgrades, development of the Point MacKenzie Townsite, the Port MacKenzie Rail

Extension project, and other port and Point MacKenzie Road improvements. The site's future use is intended to be the Point MacKenzie Townsite.

For sites where extraction activities are greater than 20-acres an IMD designation is required under MSB 17.28 – Interim Materials District. An IMD may be established on private or public parcels and where extraction activities occur on 20 contiguous acres or greater. The subject parcel is located in Assembly District 5.

LAND USE

Existing Land Use:
The subject parcel is currently undeveloped. The property is located approximately one mile east along Alsop Road from the intersection of Point MacKenzie Road. Tract A, Point Mack Ph. I Subdivision is 968 acres in size. The proposed IMD is 110 acres in size and is located south of Alsop Road.

Staff conducted a site visit on February 11, 2016 and observed the following:

- The property is undeveloped.
- There is a small area of the site adjacent to Alsop Road where gravel has been removed illegally.
- The site terrain is varied.
- Site is covered in natural vegetation consisting of birch and spruce trees, willow and alder bushes.

Surrounding Land Uses:
Land uses within one mile the subject parcel include a sawmill to the north, various undeveloped privately owned parcels, several developed residential parcels to the north, west, and east, Goose Creek Correctional Center and associated water treatment plant to the west, and an old gravel pit and a couple of agricultural parcels across Point MacKenzie Road to the west.

COMPREHENSIVE PLAN

This property is located within the boundary of the Point MacKenzie Community Comprehensive Plan (2011). The intent of the comprehensive plan is to identify and encourage a general pattern of development that best meets the community goals. The plan does not map or designate specific land use areas.

The plan conveys under its Economic Development section, that the primary options for local resource development include timber harvests, natural gas extraction, sand and gravel extraction, and agriculture. The lone Economic Development goal states:

Goal 1: *Encourage development that will benefit the Point MacKenzie community.*

To create stable economy and job market, Point MacKenzie residents want a balanced economy; one that avoids over reliance on any one sector, seasonal lulls, and dependence on out-of-area resources.

REVIEW OF APPLICABLE CRITERIA AND FINDINGS

MSB 17.03 – Public Notification

Notices were mailed to all property owners within a one-mile radius of the proposed IMD site. A total of 95 notices were mailed. Notification of this request was published in the January 12, 2016 edition of the Frontiersman. The application material was also posted on the Borough website. Notice was also sent to the Point MacKenzie Community Council. The community council did not submit comments. One written comment opposing the IMD was submitted by a member of the public.

The Knik Road Service Area 17 Board of Supervisors submitted comments with the following concerns:

- Impacts to residents and roads.
- Point MacKenzie Road not built to withstand 100% load limits.
- Weight restrictions should be observed in the spring and fall.
- Concerns that the application material states that the borough and contractor not responsible for repairs or maintenance of the roads from damages that may occur from equipment.
- Should not impose added costs to the road service area from costs associated with developing the IMD.
- Provide a funding mechanism to maintain roads.
- Limit hours of operation to eliminate unnecessary noise at night and weekends.

Section 17.28.040 Required Compliance With State And Federal Laws

(A) All applicants for interim materials district designation are required to demonstrate compliance with state and federal law. Prior to final approval of the interim materials district, the applicant or agent shall provide written documentation of compliance with the following:

> *(1) mining license as required by the Alaska State Department of Revenue, pursuant to A.S. 42.65;*
> *(2) mining permit as required by the Alaska State Department of Natural Resources (ADNR) if extraction activities are to take place on state land;*
> *(3) reclamation plan as required by ADNR, pursuant to A.S. 27.19;*
> *(4) notice of intent (NOI) for construction general permit or multi-sector general permit and storm water pollution prevention plan, and other associated permits or plans required by the Environmental Protection Agency (EPA) pursuant to the Alaska Pollutant Discharge Elimination System (APDES) requirements; and*
> *(5) United States Army Corps of Engineers permit pursuant to Section 404 of the Clean Water Act, 33 U.S.C. 1344, if material extraction activity is to take place within wetlands, lakes and streams.*

Finding: A State of Alaska Department of Revenue license is not required for this application because Alaska law was amended in 2012 and rock, sand and gravel quarries are now exempt from the requirement.

Finding: A State of Alaska Department of Natural Resources (ADNR) mining permit is not required for this application because the extraction activities will not take place on state land.

Finding: In 1999 a Memorandum of Understanding (MOU) was signed between the State of Alaska, Department of Natural Resources and the Matanuska-Susitna Borough (MSB). In the MOU both parties agree the MSB will implement the state mining requirements on sites owned by the MSB (copy of MOU in application material).

Finding: The application material states that a performance bond, as well as any other bonds deemed necessary to protect the best interests of the Borough, may be required to be filed by the contractor prior to development of the site.

Finding: A Storm Water Pollution Prevention Plan (SWPPP) is required and will be submitted to the Environmental Protection Agency (EPA) when a contractor is selected by the Borough to operate the proposed site.

Finding: A United States Army Corps of Engineers permit pursuant to Section 404 of the Clean Water Act is not required for this application as the applicant is not proposing any extraction activity to take place within identified wetlands, lakes, streams, or other waterbodies. A Jurisdictional Determination (DA) issued by the U.S. Army Corps of Engineers has been provided by the applicant.

Finding: Cook Inlet Alaska Wetland Classification and Mapping System and National Wetlands Inventory identified some wetland formations on or within one mile of the site.

Conclusion of Law: All of the requirements to demonstrate compliance with state and federal law have been met (MSB 17.28.040(A)).

Section 17.28.050 Site Development Plan Required

(A) The application for an interim materials district shall include a site development plan. The site development plan shall include, but not be limited to the following, as required by the conditions of the site, and shall be consistent with the standards in MSB 17.28.060:

(1) identification of surrounding property owners, existing land uses, and wetlands and waterbodies within one-quarter mile of the site;

Finding: Maps are included in the record identifying surrounding property ownership, wetlands and waterbodies, and existing surrounding land uses within one mile of the site.

Finding: Cook Inlet Alaska Wetland Classification and Mapping System and National Wetlands Inventory identified some wetland formations on or within one mile of the site.

Conclusion of Law: The surrounding property ownership, existing land uses, and wetlands and waterbodies within the notification area have been identified (MSB 17.28.050(A)(1)).

(2) planned location of permanent and semipermanent structures for verification of setback requirements;

Finding: Structures planned on the site include a rock screener and crusher, office trailer, and portable toilet to be placed in the designated staging and operations area within each phase.

Finding: The applicant's site plan shows the planned location of the structures.

Finding: The application material states that the relocation of structures within the operations area may be necessary depending on the project and will be determined by the contractor. Modifications will be included in the development plan required from the contractor prior to their operations within the pit.

Conclusion of Law: According to the site plan, all proposed permanent and semi-permanent structures are sufficiently set back from property lines and right-of-ways to meet MSB 17.55 setback requirements (MSB 17.28.050(A)(2)).

(3) proposed phases of mining activities;

Finding: The proposed phases of mining have been identified in the site plan and application, which are included in the record showing the location of each phase of mining activity within the subject parcel.

Finding: According to the application material, there are two phases of mining. Phase I, Cell A will be mined first, followed by Cells B through D. When the useful material of Phase I has been exhausted, mining in Phase II will begin as needed.

Conclusion of Law: Phases of proposed mining activities have been identified on the site plan (MSB 17.28.050(A)(3)).

(4) roads and access plan;

Finding: According to the application material, there are two access points.

Finding: The driveways will access directly onto Alsop Road.

Finding: The application material states that all necessary approvals will be obtained prior to development of access drives into the Alsop East Pit.

Finding: Construction-related traffic may be expected to generate a maximum of 40 trips (80 round trips) per hour, during the peak construction season.

Finding: The application material states that the level of services will still stay above a C level of service during hours of construction.

Finding: A traffic control plan is not required by the State of Alaska.

Finding: Point MacKenzie Road and Alsop Road are Borough-maintained roads located within Knik Road Service Area 17.

Finding: The borough contract requires that the contractor repair and maintain roads satisfactorily to the borough.

Conclusion of Law: The proposed traffic route and traffic volumes have been identified. Traffic generated from the proposed use will not exceed 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles a day, as specified in MSB 17.61.090, Traffic Standards (MSB 17.28.050(A)(4)).

(5) visual screening measures;

Finding: A 100-foot wide natural vegetation buffer will be retained around the west, south, and east perimeters of the site.

Finding: An additional 300-foot wide natural vegetation buffer will remain between the project boundaries and Alsop Road.

Finding: In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip will be constructed.

Finding: The only developed property adjacent to the project site, is the sawmill to the north of Alsop Road, which will be buffered by over 300 feet of natural vegetation and Alsop Road.

Conclusion of Law: Natural vegetation and earth berms will be used to meet the visual screening methods (MSB 17.28.050(A)(5)).

(6) noise mitigation measures; and

Finding: Gravel extraction will take place below grade excavated pit cells; which will become deeper as material extraction progresses.

Finding: The below-grade location of mining and processing operations will help attenuate work area noise.

Finding: The site will be buffered with berms and natural vegetation.

Finding: There are no identified significant or sensitive sound receptors within the vicinity of the proposed developed.

Finding: Hours of operation may vary depending on the project schedule, but operations may take place 24 hours per day/seven days per week.

Finding: Extraction operations will take place from March 31 through November 30, annually.

Conclusion of Law: Noise mitigation measures include retaining natural vegetation, erecting earth berms at least ten feet in high, below grade work areas and the general location of the site away from sound receptors should result in reduction of construction related noise to ensure that sounds generated from earth material extraction activities do not exceed sound levels set forth in

MSB 17.28.060(A)(5)(a). Noise levels exceeding the levels in 17.28.060(A)(5)(a) are prohibited (MSB 17.28.050(A)(6)).

(7) proposed lighting.

Finding: Most of the work will be conducted during the summer and operations will primarily occur during daylight hours.

Finding: If lighting is needed it will only be used to illuminate activities in the work area.

Finding: Any lighting will be focused away from Alsop Road and will be directed only onto the work area.

Finding: Any exterior lighting will be located and shielded to direct the light towards the ground to minimize light spillage onto adjacent properties and upward into the night sky.

Finding: Illumination or other fixtures mounted higher than 20 feet or 150 watts or more must have downward directional shielding.

Conclusion of Law: Based on the findings above, the applicant meets lighting standards in accordance with MSB 17.28.050(A)(7).

Section 17.28.060 Site Development Standards

(A) Standards for the interim materials district site development plan are as follows:

(1) identification of surrounding property owners, existing land uses, and wetlands and waterbodies within one-quarter mile of the site;

Finding: Maps are included in the record identifying surrounding property ownership, wetlands and water bodies, and existing surrounding land uses within one mile of the site.

Finding: Cook Inlet Alaska Wetland Classification and Mapping System and National Wetlands Inventory identified some wetland formations on or within one mile of the property.

Finding: The proposed activities will not take place within any wetlands.

Finding: An undisturbed buffer of 100 linear feet will be maintained between all earth material extraction activities and all identified wetlands and waterbodies.

Conclusion of Law: Based on the above findings, the surrounding property ownership, existing land uses, and wetlands and water bodies within one mile have been identified (MSB 17.28.060(A)(1)).

(2) phases of proposed mining activities including a map showing the area to be mined, a description of the topography and vegetation, approximate time sequence for mining at particular locations, and general anticipated location of semi-permanent equipment such as conveyor belts, crushers, dredges, batch plants, etc.

Finding: The proposed phases of mining have been identified in the site plan and application, which are included in the record showing the location of each phase of mining activity within the subject parcel.

Finding: According to the application material, there are two phases of mining. Phase I, Cell A will be mined first, followed by Cells B through D. When the useful material of Phase I has been exhausted, mining in Phase II will begin as needed.

Finding: The application material states that areas within the active cell that are mined of their useful material will be stabilized in accordance with the reclamation plan.

Finding: The applicant's site plan shows the planned location of the structures conform to the setback requirements.

Finding: Maps showing topography, bare earth, and vegetation are included in the record.

Conclusion of Law: Phases of proposed mining activities, description of the topography and vegetation, and approximate time sequence for the duration of the mining activity have been determined. Semi-permanent equipment will not be located within the required setbacks (MSB 17.28.60(A)(2)).

(3) The road and access plan shall include anticipated routes and traffic volumes, and shall be approved by the director. If the level of activity exceeds the minimum levels specified in MSB 17.61.090*, traffic standards, a traffic control plan consistent with state regulations may be required;*

Finding: According to the application material, there are two access points.

Finding: The driveways will access directly onto Alsop Road.

Finding: The application material states that all necessary approvals will be obtained prior to development of access drives into the Alsop East Pit.

Finding: Construction-related traffic may be expected to generate up to a maximum of 40 trips (80 round trips) per hour, during the peak construction season.

Finding: The application material states that the level of service will stay above a C level of service during hours of construction.

Finding: A traffic control plan is not required by the State of Alaska.

Conclusion of Law: The proposed traffic route and traffic volumes have been identified. Traffic generated from the proposed use will not exceed 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles a day, as specified in MSB 17.61.090, Traffic Standards (MSB 17.28.60(A)(3)).

(4) visual screening measures shall include a detailed description of the type of visual screening to be utilized, and shall be maintained as necessary during the course of

extraction activities. Visual screening may include, but is not limited to, berms, natural vegetation, solid fences, walls, evergreen hedges or other means as approved by the commission. If mining is planned to be conducted within 300 feet of the property line, berms or other visual screening methods shall be a minimum of ten feet in height. If mining is planned to be conducted greater than 300 feet from the property line, the applicant shall utilize commission-approved screening methods to minimize visual impacts of the mining operation. The commission shall adopt policies and procedures to assist applicants in developing screening plans. In its discretion, the commission may waive screening requirements where the topography of the property or the placement of natural barriers makes screening not feasible or not necessary. Screening requirements shall be required in consideration of and in accordance with existing uses of adjacent property at the time of designation of the interim materials district. An interim materials district shall not be required to screen the district from uses which arise after the designation of the interim materials district;

Finding: A 100-foot wide strip of natural vegetation will be retained around the west, south, and east perimeters of the site.

Finding: The north perimeter of the site is Alsop Road, which will be buffered by retaining a 300-foot wide strip of natural vegetation, as required by the 2010 Natural Resource Management Unit Plan.

Finding: In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot side buffer strip will be constructed.

Finding: All wetlands and waterbodies will be buffered by a 100 foot wide strip of natural vegetation.

Finding: Fifty-foot wide section line easements exist along the east and south boundaries of Phase I and along the west and south boundaries of Phase II. All section line easements will remain undisturbed and will be buffered by an additional 50 feet of natural vegetation.

Finding: The 100 foot wide Chugach Electric association transmission line traverses between Phase I and Phase II. This public utility easement is outside of the material site boundaries and will be buffered both from Phase II on the west and Phase I on the east by an additional 100 feet of natural vegetation.

Conclusion of Law: Natural vegetation and earth berms at least 10-feet in height will be used to meet the visual screening measure (MSB 17.28.60(A)(4)).

(5) noise mitigation measures shall include a description of measures to be taken by the applicant to mitigate or lessen noise impacts to surrounding properties and shall include, but not be limited to, hours of operation of noise-producing equipment, erecting noise barriers (i.e., berms a minimum of ten feet in height) between noise-producing equipment and adjacent uses, location of noise-producing equipment (i.e.,

below grade in excavated pit areas), and measures to utilize equipment with noise reduction features.

(a) no sound resulting from the earth materials extraction activities shall create a sound level that exceeds the limits set forth for the existing receiving land use category in Table 1 when measured at or within the property boundary of the receiving land us:

Table 1. Sound Levels by Receiving Land Use

Receiving Land Use Category	***Time***	***Sound Level Limit (dB(A))***
Residential Use	*7 a.m. – 10 p.m.*	*60*
	10 p.m. – 7 a.m.	*50*
Commercial Use	*7 a.m. – 10 p.m.*	*70*
	10 p.m. – 7 a.m.	*60*
Industrial Use or Undeveloped Land	*At all times*	*80*

(b) [Repealed by Ord. 08-150, § 2, 2008]

(c) for any sound that is of short duration, between the hours of 7 a.m. and 7 p.m. the levels established in Table 1 may be increased by:

(i) five dB(A) for a total of 15 minutes in any one hour; or

(ii) ten dB(A) for a total of five minutes in any hour; or

(iii) fifteen dB(A) for a total of one and one-half minutes in any one-hour period.

(d) an interim materials district or a conditional use permit for earth materials extraction activities shall not be required to provide noise mitigation measures to mitigate or lessen noise impacts if a land use requiring lesser noise levels than for an industrial area arises on properties adjacent to earth materials extraction sites after the designation of the interim materials district or the effective date of the conditional use permit.

Finding: Gravel extraction will take place within below grade excavated pit cells; which will become deeper as material extraction progresses. The below grade location of mining and processing operations will help attenuate work area noise.

Finding: Hours of operation may vary depending on the project schedule, but work may take place 24 hours per day/7 days a week.

Finding: Extraction operations will take place from March 31 to November 31 annually.

Conclusion of Law: Noise mitigation measures include retaining vegetation, constructing earth berms at least ten feet in high, and below grade extraction activities to ensure that sounds generated from earth material extraction activities do not exceed sound levels set forth in MSB 17.28.060(A)(5)(a). Noise levels exceeding the levels in 17.28.060(A)(5)(a) are prohibited.

(6) lighting standards are:

(a) exterior lighting shall be located and shielded to direct the light towards the ground, in order to minimize light spillage onto adjacent properties and upward into the night sky.

(b) illumination or other fixtures mounted higher than 20 feet or 150 watts or more shall have downward directional shielding.

Finding: According to the application material most of the work will be conducted during the summer season and operations will primarily occur during daylight hours without the need for artificial lighting.

Finding: If lighting is needed it will only be used to illuminate activities in the work area.

Finding: Any lighting will be focused away from Alsop Road and will be directed only onto the work at hand.

Finding: Exterior lighting will be located and shielded to direct light towards the ground in order to minimize light spillage onto adjacent properties and upward into the night sky.

Finding: Illumination or other fixtures mounted higher than 20 feet or 150 watts or more just have downward directional shielding.

Conclusion of Law: Based on the above finding, the applicant meets lighting standards in accordance with MSB 17.28.060(A)(6).

(7) Except as permitted by MSB 17.30.037, the following restrictions shall apply: an undisturbed buffer shall be left and no earth material extraction activities shall take place within 100 linear feet from a lake, river, stream, or other water body, including wetlands (unless permitted by U.S. Army Corps of Engineers 404 Permit, MSB 17.28.040(A)(5)).

Finding: A map is included in the record identifying surrounding property ownership, wetlands, and water bodies, and existing surrounding land uses within one mile of the site.

Finding: Cook Inlet Alaska Wetland Classification and Mapping System and National Wetlands Inventory identified some wetland formations on and within one mile of the property.

Finding: The proposed activities will not take place within any wetlands.

Finding: The application material indicates an undisturbed buffer of 100 linear feet will be maintained between all earth material extraction activities and all identified wetlands and waterbodies.

Finding: There is a lake southeast of Phase I which will be protected by a greater than 400 foot naturally vegetated buffer and a pond west of Phase II which will be protected by a greater than 150 foot naturally vegetated buffer zone.

Finding: The application material states that the contractor will be required to survey the outer limit of the wetland buffers and stake or demarcate the boundary prior to commencement of any work in the borrow area to ensure that no work is conducted, including, but not limited to, clearing, grubbing, staging of equipment or materials, etc., within this boundary.

Conclusion of Law: Based on the above findings, the applicant will not conduct earth material extraction activities within 100 linear feet of any identified wetland, stream, river or other waterbody (MSB 17.28.60(A)(7)).

Section 17.28.080 Procedures For Initiating An Interim Materials District (IMD)

17.28.080(C)(2) The commission shall report to the assembly on whether the applicant has met the standards delineated in MSB 17.28.050 and 17.28.060 and what effect the proposed interim materials district would have on the public health, safety, and general welfare of the Matanuska-Susitna Borough. The commission in its report to the assembly shall recommend to the assembly approval, denial, modifications, or conditions of approval for the proposed action, and shall include findings on the following:

(a) whether the proposed interim materials district is compatible with the goals and objectives of the comprehensive plan;

Finding: The proposed site is located within the Point MacKenzie Comprehensive Plan (2011) planning area.

Finding: The comprehensive plan identifies this area as the proposed Point MacKenzie townsite.

Finding: The proposed site will directly support the construction of transportation projects identified in the comprehensive plan.

Finding: Under its Economic Development section, the comprehensive plan identifies gravel extraction as a primary option for resource development.

Conclusion of Law: Based on the above findings, the proposed IMD is consistent with the Point MacKenzie Comprehensive Plan (2011) (17.28.080(C)(2)(a)).

(b) whether the proposed interim materials district negatively affects public health, safety or general welfare; and

Finding: According to the application material, a water truck and/or sweeper will be used for dust control.

Finding: According to the application material, the contractor will be required to install at least three monitoring wells per phase to monitor ground water levels and depth to ground water. Monitoring wells will be installed to a depth of at least six feet below the lowest level of excavation that takes place.

Finding: According to the application material, the operation will stay at a minimum four feet above the water table.

Finding: Slopes will be no steeper than 2H:1V to provide acceptable public safety, stability and erosion control.

Finding: The reclamation plan states that organic overburden will be stockpiled for use in reclamation and revegetation of the slopes within each respective phase.

Finding: The only developed property adjacent to the project site, is the sawmill to the north of Alsop Road, which will be buffered by over 400 feet of natural vegetation and Alsop Road.

Finding: Land uses within one mile of the site include a sawmill to the north, various undeveloped privately owned parcels, several developed residential parcels to the north, west and east, Goose Creek Correctional Center and associated water treatment plant to the west, an old gravel pit and a couple of agricultural parcels across Point MacKenzie Road to the west.

Finding: A Storm Water Pollution Prevention Plan (SWPPP) is required and will be submitted to the Environmental Protection Agency (EPA) when a contractor is selected by the Borough to operate the proposed site.

Conclusion of Law: Based on the information provided, no evidence shows the proposed use with conditions, will be harmful to the public health, safety, convenience and welfare (MSB 17.28.080(C)(2)(b)).

> *(c) whether the proposed interim materials district has met the site development standards of this chapter including compliance with all required local, state, and federal laws.*

Finding: All of the site plan and site development requirements have been provided.

Conclusion of Law: The applicant has met all of the requirements of MSB 17.28.050 and 17.28.060 and the applicant has demonstrated the ability to comply with State and Federal laws (17.28.080(C)(2)(c)).

STAFF RECOMMENDATIONS

Staff recommends approval of the Interim Materials District with conditions and recommends the Planning Commission forward that recommendation to the Borough Assembly:

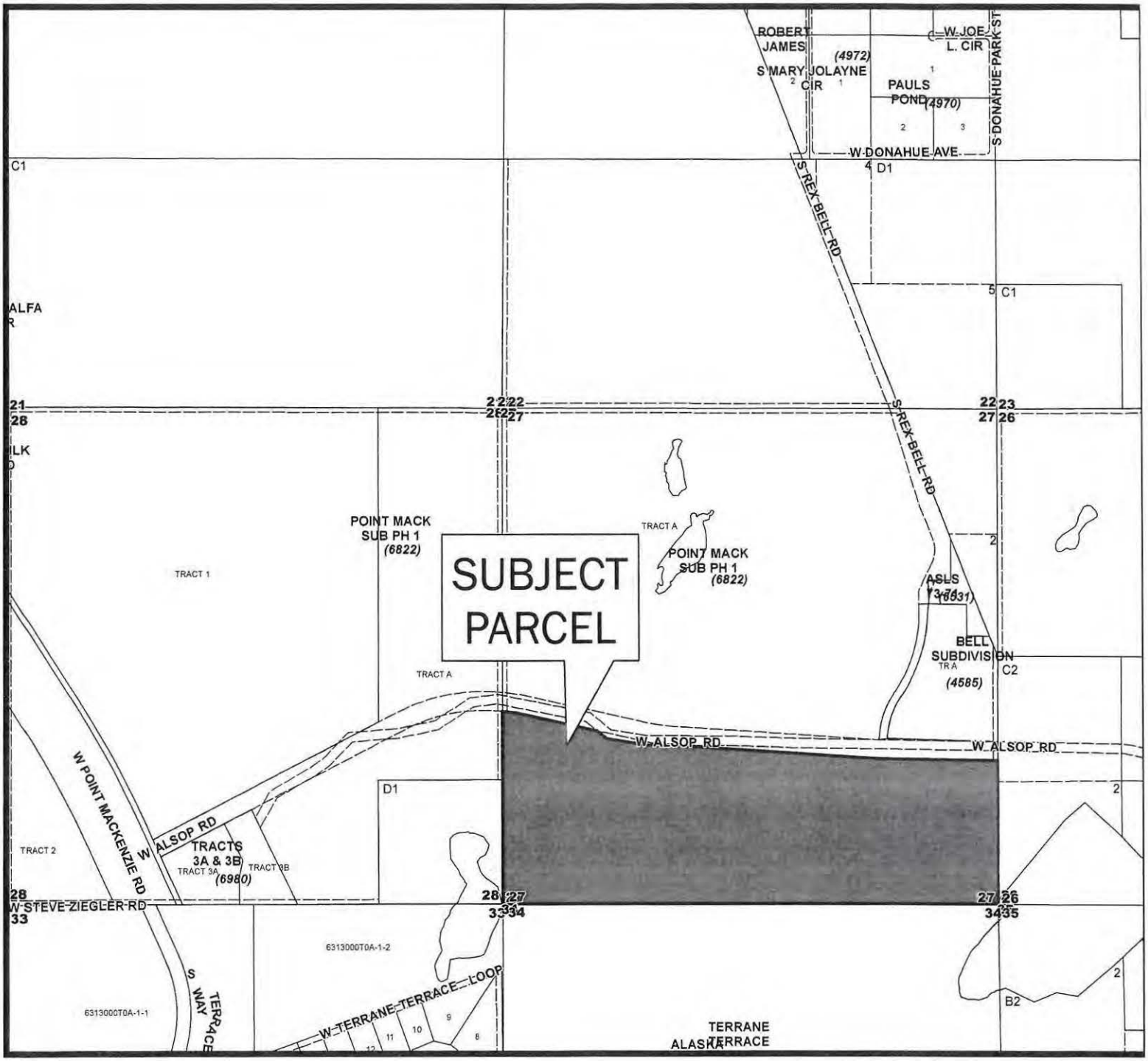
1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and an amendment to the IMD shall be required prior to any alteration or expansions of the material extraction operation.
3. Material extraction shall be limited to the areas identified in the application site plans dated August 11, 2015 and February 22, 2016.
4. Vehicles and equipment shall be staged at a designated location and all equipment shall be inspected by the operator for leaks at the end of each day.
5. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.

6. All hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
7. A Storm Water Pollution Prevention Plan (SWPPP) approved by the Environmental Protection Agency (EPA) for the cumulative impact of the IMD shall be provided to the Planning Department prior to operating.
8. All construction exits shall comply with standard Alaska Pollutant Discharge Elimination System requirements to minimize off-site vehicle tracking of sediments and discharges to storm water.
9. A four-foot vertical separation shall be maintained between all excavation and the seasonal high water table.
10. The operation shall comply with the maximum permissible sound level limits allowed in MSB Code, per the requirements of MSB 17.28.060(A)(5)(a) – Site Development Standards and MSB 8.52 – Noise, Amplified Sound, and Vibration.
11. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) Lighting Standards.
12. If cultural remains are found during material extraction activities, the MSB Cultural Resources Division shall be contacted immediately so the remains can be documented.
13. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at a minimum be allowed on demand when activity is occurring and, with prior verbal or written notice, and at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of the Interim Materials District.
14. The applicant and/or operator shall comply with the reclamation standards of MSB 17.28.067.
15. Reclamation shall be executed in accordance with the Memorandum of Understanding (MOU) dated April 26, 1999, included in the application material.
16. Visual screening shall be achieved and maintained by using a combination of a 100-foot wide natural vegetation buffer around the west, south and east perimeters of the site and an additional 300-foot wide vegetation buffer between the project boundaries and Alsop Road, as described in the application material. In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip shall be constructed.
17. An undisturbed buffer shall be left and no earth material extraction activities shall take place within 100 linear feet from a lake, river, stream, or other water body, including wetlands. The 100-foot buffer shall be clearly demarcated prior to any work conducted, including, but not limited to, clearing, grubbing, and staging of equipment or materials, etc.
18. All permits related to access development shall be obtained prior to operating.
19. All activity shall be conducted in compliance with state or federal regulations governing the items listed in MSB 17.28.040(B)(1), 17.28.040(B)(2), and 17.28.040(B)(3).
20. The IMD must be approved by the Matanuska-Susitna Borough Assembly.

If the Planning Commission chooses to recommend denial of this IMD, findings for denial must be prepared by the Commission.

VICINITY MAP

Im16-056
OR16-037



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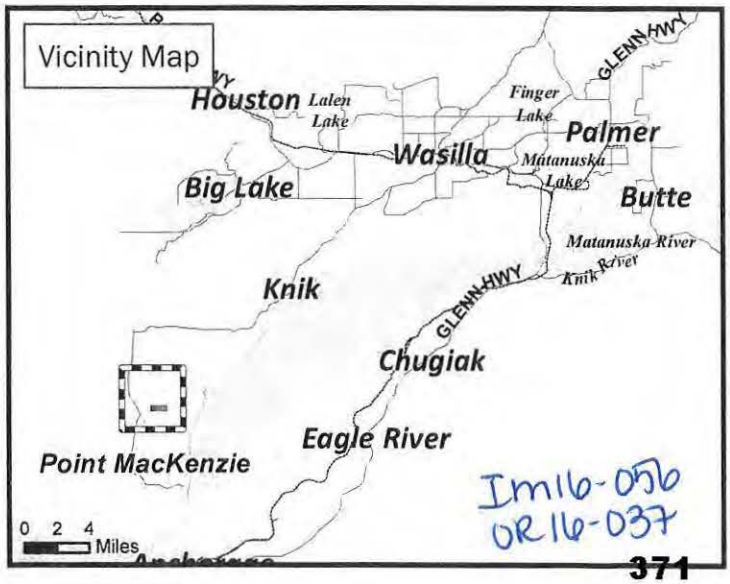

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MSB Information Technology/GIS
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SITE PLAN

IM16-056
OR16-037

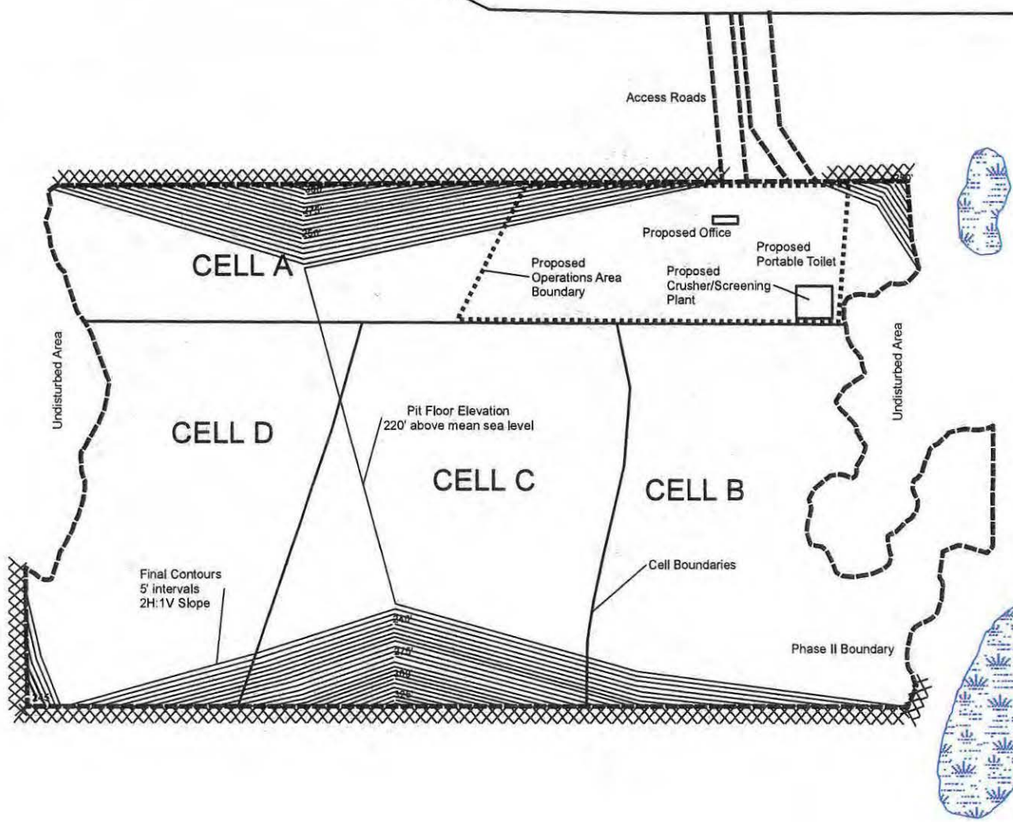
Matanuska - Susitna Borough
Land and Resource Management Division

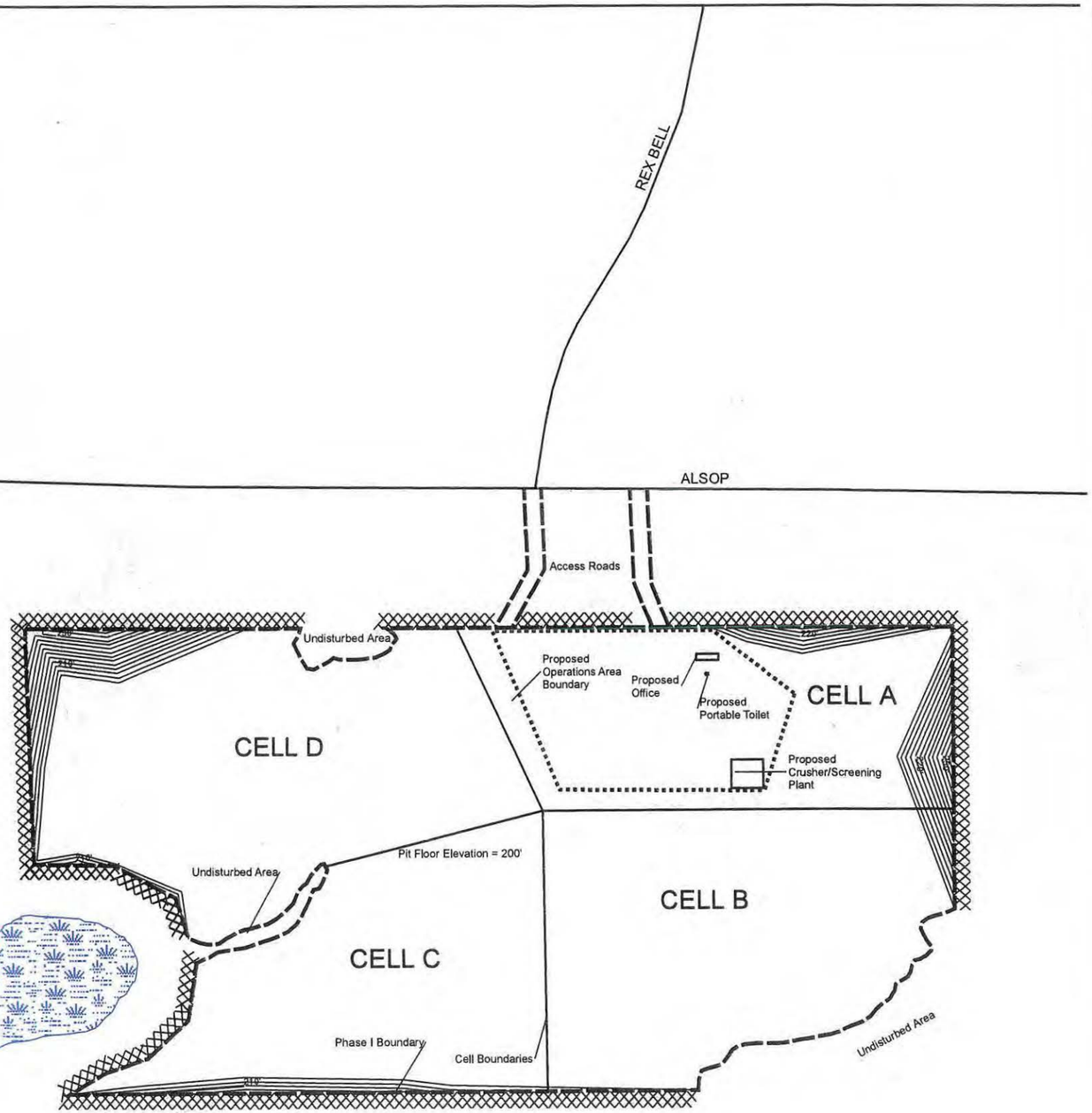
Alsop East IMD Site Plans

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015

N

350 175 0 350 700 1,050
Feet





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OR16-037

ALSOP EAST PIT – APPENDIX A

FIGURES AND SITE PLANS

Appendix A-1: Proposed Gravel Site Vicinity Map

Appendix A-2: Site Map; including parcel identification, adjoining landowners, wetlands, waterbodies, and roads within a 1 mile radius

Appendix A-3: Site Layouts; Phase I and Phase II

Appendix A-4: Site Plans; Phase I and Phase II

Appendix A-5: Cross Sections; Phase I and Phase II

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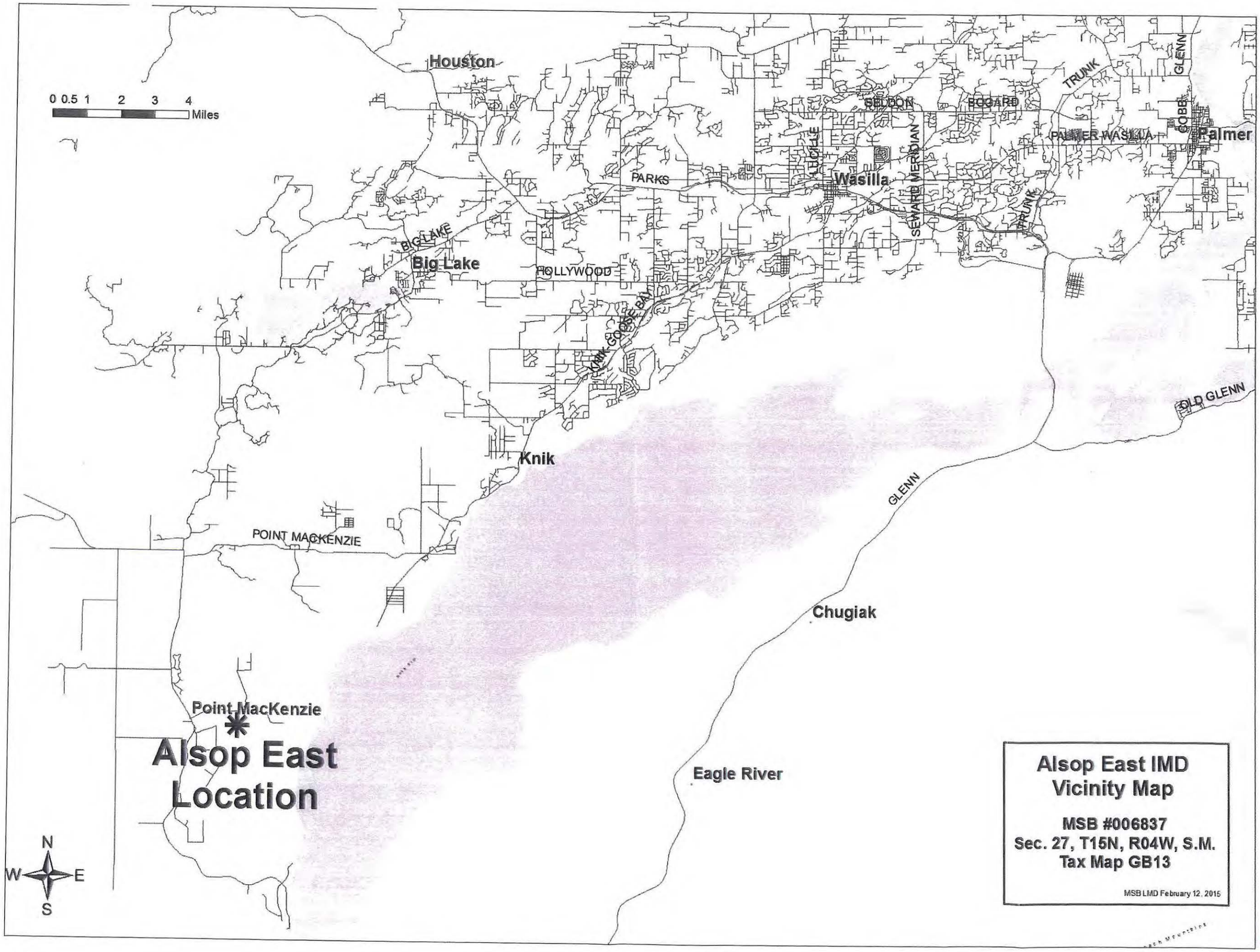
OR16-037



Alsop East IMD Vicinity Map

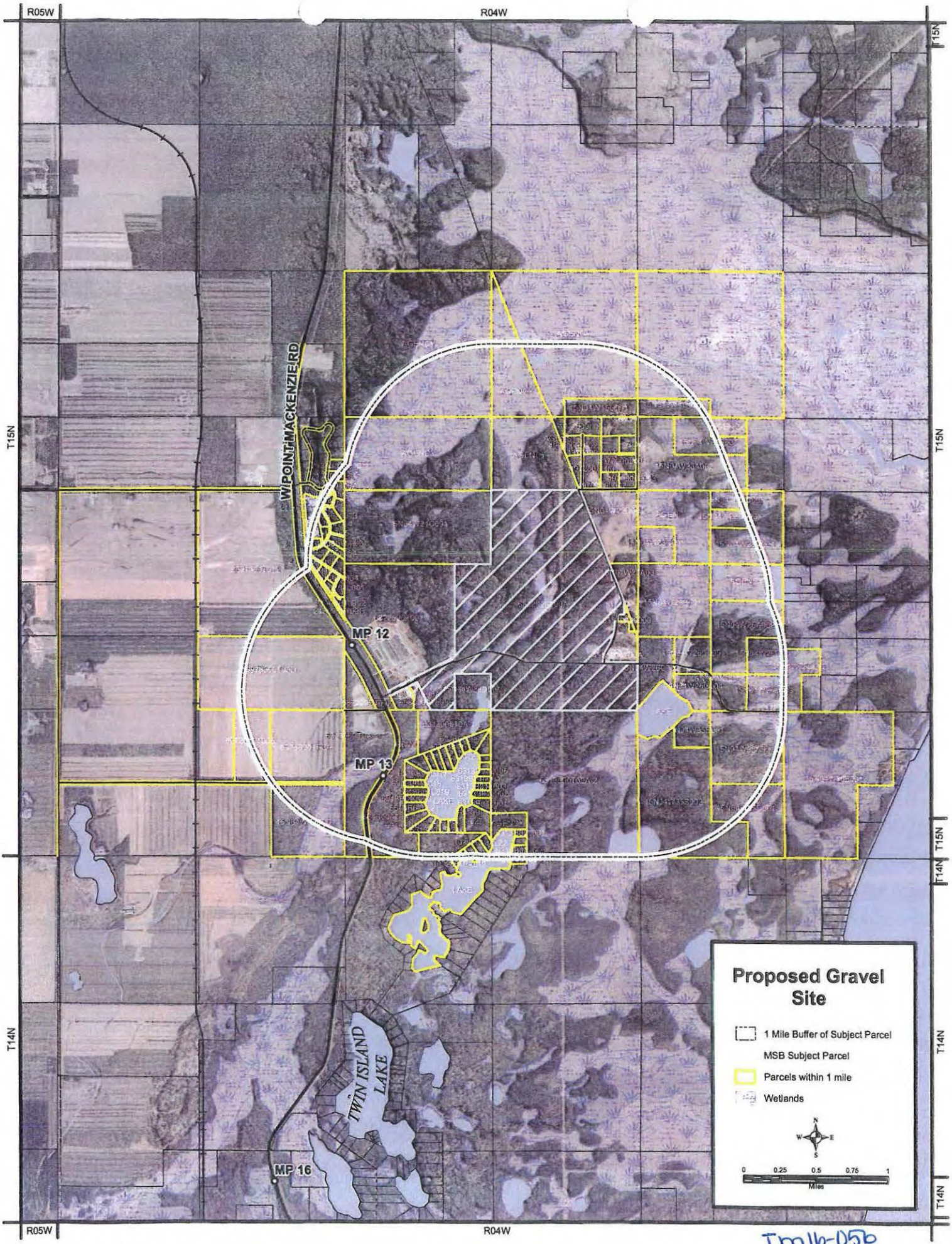
MSB #006837
Sec. 27, T15N, R04W, S.M.
Tax Map GB13

MSB LMD February 12, 2015

IM16-056
OR16-037

APPENDIX A-2
Site Map
showing wetlands and properties
within a 1-mile radius of the
IMD boundaries
with attached list of
associated property owners

IM16-056
OR16-037



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56980000T003A	2	ALASKA INDUSTRIAL DEVELOP	& EXPORT AUTHORITY	813 W NORTHERN LIGHTS BLVD
52130000T00D	3	ALASKA STATE OF	AK MENTAL HEALTH TR AUTH DEPT OF NATURAL	TRUST LAND OFFICE STE 100
52130B04L002	3	ALASKA STATE OF	DEPT OF NATURAL RESOURCES DIV OF LANDS	STE 1050A
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52130000T00A	3	ALASKA STATE OF	DEPT OF NATURAL RESOURCES DIV OF LANDS	STE 1050A
52130B05L001	3	ALASKA STATE OF	DNR DIV OF LANDS	STE 1050A
52130B01L014	3	ALASKA STATE OF	DNR DIV OF LANDS	STE 1050A
52130B05L002	3	ALASKA STATE OF	DNR DIV OF LANDS	STE 1050A
215N04W26D002	4	BELL GREG W & LANA L	2048 ESQUIRE DR	ANCHORAGE AK 99517
565310000000	5	BELL GREGORY W	2048 ESQUIRE DR	ANCHORAGE, AK 99517
215N04W35A001	5	BELL GREGORY W	2048 ESQUIRE DR	ANCHORAGE, AK 99517
54585000T00A	6	BELL GREGORY W & LANA L	2048 ESQUIRE DR	ANCHORAGE, AK 99517
215N04W23C001	7	BELL GREGORY WAYNE	BELL E S TR WILLET W E & D M	2048 ESQUIRE DR
215N04W22D001	7	BELL GREGORY WAYNE	BELL E S TR WILLET W E & D M	2048 ESQUIRE DR
215N04W27A001	7	BELL GREGORY WAYNE	BELL E S TR WILLET W E & D M	2048 ESQUIRE DR
215N04W35B001	8	BICKFORD JAY & COLLEEN	% HARRY BROD # A	3507 WILLOW ST
52130B01L012	9	BUCARIA GARVAN PAT LVG TR	PO BOX 870298	WASILLA, AK 99687-0298
52130B01L010	10	BUCARIA GARVAN PAT TR	PO BOX 870298	WASILLA, AK 99687-0298
52097000T012	11	BYLER DENNIS E & CRYSTAL	PO BOX 877750	WASILLA, AK 99687-7750
52130B05L005	12	CONNOR KEITH J & JUNKO	4381 S DEANIE DR	WASILLA AK 99654
56313B01L019	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L011	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L022	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L015	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L010	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L026	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L027	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L016	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L012	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L021	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L009	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L006	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L020	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L002	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L005	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L023	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L004	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
215N04W26C002	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L013	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313000T0A-1-3	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L001	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330

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56313B01L017	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
215N04W28D001	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L007	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
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56313B01L003	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L025	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L024	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L018	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B01L014	13	COOK INLET REGION INC	PO BOX 93330	ANCHORAGE, AK 99509-3330
56313B02L004	14	CUSACK MICHAEL L TRE	B L C TR	% MICHAEL L CUSACK SR
4U03286T0AL22	15	DAVIS CHAS L & MARY TRTRE	1359 GREAT VIEW LN	FAIRBANKS, AK 99712-2136
4U03286T0AL20	16	DAVIS DONALD L	PO BOX 674	GIRDWOOD, AK 99587-0674
4U03286T0AL21	16	DAVIS DONALD L	PO BOX 674	GIRDWOOD, AK 99587-0674
54971000L002	17	DONAHUE JOSEPH A JR	8238 S A ST	WASILLA AK 99623-4926
54973000L001	18	DONAHUE LAWRENCE J	4500 MONTROSE CIR	ANCHORAGE, AK 99502-1437
54971000L001	18	DONAHUE LAWRENCE J	4500 MONTROSE CIR	ANCHORAGE, AK 99502-1437
54972000L002	19	DONAHUE MARK A	6701 HOLLY LN	ANCHORAGE, AK 99502
54973000L002	20	DRAKE MARK	2140 S HIGH RD	PALMER AK 99645-8994
52130B04L006	21	ELLIS DOUGLAS LEROY II	PO BOX 48	ORONO ME 04473-0048
52130B04L001	22	ERICKSON ANN M TR TRE	188 LIONS HEAD BLVD SOUTH	BRICK, NJ 08723
56313B02L001	23	FORTIER SAMUEL J	MIKKO DAGMAR C	6800 SEQUOIA CIR
52130B05L004	24	GEIGER ROBT GEO	447 BLISS ST	ANCHORAGE, AK 99508
215N04W26D001	25	GEORGE THOMAS P & TAMI M		PO BOX 671589
52130B04L005	26	GRIFFIN DIANNE K	% DIANNE K MURRAY	PO BOX 2320
52130B03L006	27	HINGST ALLEN LEE	4641 CANTERBURY WAY	ANCHORAGE AK 99503-7021
215N04W23B001	28	HORST MARY J	155 TAYLOR CUTOFF RD	SEQUIM, WA 98382
215N04W14C001	28	HORST MARY J	155 TAYLOR CUTOFF RD	SEQUIM, WA 98382
215N04W15D001	28	HORST MARY J	155 TAYLOR CUTOFF RD	SEQUIM, WA 98382
56313B02L002	29	HUGHES FAMILY LLC	1592 COFFEY LN	ANCHORAGE, AK 99501-4977
52130B04L003	30	JENKS BOBBY L JR & P M	3311 S JENKS DR	WASILLA AK 99654-0308
215N04W25C002	31	JOHNSON LARRY E & CHRISTINE A	25847 W CROWN KING RD	BUCKEYE AZ 85326-9138
215N04W23D005	32	KAPPER LVG TR	KAPPER HOWARD C TRE KAPPER BETTY R TRE	10120 N SEMINOLE DR
54970000L002	33	KELLY SHIRLEY J	7161 VIBURNUM DR	ANCHORAGE AK 99507-2473
54970000L003	33	KELLY SHIRLEY J	7161 VIBURNUM DR	ANCHORAGE AK 99507-2473
52130B03L005	34	KING SUSAN K TR/TRE	20528 STATE ROUTE 9	SNOHOMISH WA 98296-8316
52130B01L011	35	KURPIUS GARY L	PO BOX 879795	WASILLA, AK 99687-9795
52130B01L013	36	LOGAN PHILLIP M	6961 WINDSOR PL	ANCHORAGE, AK 99502
215N04W32D001	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56313000T0A-1-1	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
215N04W26B001	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488

INNIU-050 02U-0137

215N04W35B002	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56313000T00A-2	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
215N04W21C001	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56822000T002	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56822000T00A	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56980000T003B	37	MATANUSKA-SUSITNA BOROUGH	350 E DAHLIA AVE	PALMER AK 99645-6488
56822000T001	37	MATANUSKA-SUSITNA BOROUGH	MSB/PRISON SITE	350 E DAHLIA AVE
215N04W36B001	38	MATTHEW FAM CR SHELTER TR	MATTHEW PHILIP J TRE	2045 ROSE COTTAGE WAY
215N04W23D003	39	MATTHEWS VERAY H	8068 DORINDA AVE	LAS VEGAS NV 89147-5041
4U03286T0AL19	40	MATTHEWS W W JR & DONNA	8916 GLORALEE ST	ANCHORAGE, AK 99502-5135
215N04W23A002	41	MESHKIN LAWRENCE D & MARIE H	20175 W DONAHUE AVE	WASILLA, AK 99654-4945
215N04W26C004	42	MONSTER PROPERTIES INC	BELL GREG W & LANA L	PO BOX 92397
54973000L003	43	MULLICAN JEREMIAH R MULLICAN J R	MULLICAN J R TRAXINGER L J JR	311 ROGERS RD
52130B03L004	44	PAULSON DEAN & MINDY	736 WINTER HAVEN ST	ANCHORAGE, AK 99504
52130B03L002	45	RISCH WM F	1341 SHORE DR	ANCHORAGE, AK 99515-3204
52130B04L004	46	ROBAR KURT	SCHIMMEL CASSANDRA	1717 TALKEETNA ST
54970000L001	47	RODGERS JAS BRADLEY	RODGERS DONNA JEAN	3602 CHECKMATE DR
52130B03L003	48	SICHI MARK P	711 W SCHOOL ST	COTATI, CA 94931
215N04W26D003	49	STRATMAN OMAR N LIV TR	STRATMAN OMAR N & JANET G TRES	2441 OAK DR
215N04W26A002	49	STRATMAN OMAR N LIV TR	STRATMAN OMAR N & JANET G TRES	2441 OAK DR
215N04W26C005	49	STRATMAN OMAR N LIV TR	STRATMAN OMAR N & JANET G TRES	2441 OAK DR
52130B05L003	50	SUMMERS JAS R REV TR TRE	% DARRELL YORK	25049 BARTON
56313B02L003	51	TOOHEY CAMDEN & MICHELLE	WHITMORE JAY REED	2214 SUSITNA DR
215N04W23D004	52	TRAXINGER DANIEL J & NICOLE C	22700 JUDD DR	CHUGIAK AK 99567
54972000L001	53	TRAXINGER ROBERT J IRREV LIV TRUST	TRAXINGER ROBERT & JAMES TRES	APT 1903
54971000L003	53	TRAXINGER ROBERT J IRREV LIV TRUST	TRAXINGER ROBERT & JAMES TRES	APT 1903
56980000T003A	54	VALLEY UTILITIES LLC	4237 E MERIDIAN LOOP	WASILLA AK 99654
56973000T00A	54	VALLEY UTILITIES LLC	4237 E MERIDIAN LOOP	WASILLA AK 99654
4U03286T0AL23	55	WEAVER GREG G & PAMELA	2213 S FOOTHILLS BLVD	WASILLA, AK 99654
56973000T00B	56	WILLIAMS THOMAS E	5561 S BODENBURG LOOP	PALMER AK 99645-7630
56973000T00D	56	WILLIAMS THOMAS E	5561 S BODENBURG LOOP	PALMER AK 99645-7630

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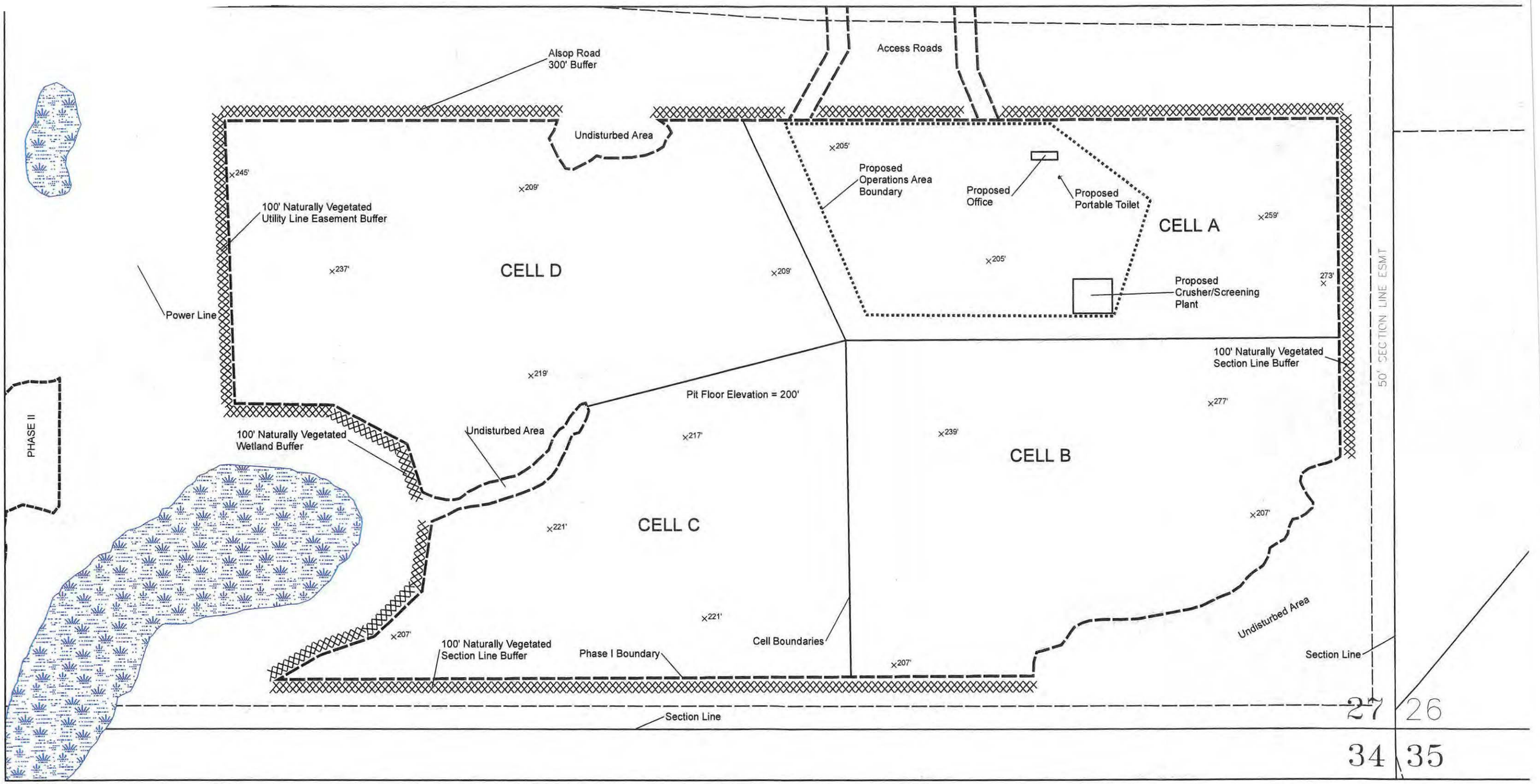
APPENDIX A-3
Site Layout Maps

Im16-056
OR16-037



Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD
Site Layout - Phase I

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015

200 100 0 200 400 600 Feet

N

CELL	ACREAGE	APPROXIMATE VOLUME	TIME SEQUENCE
A	12.8	525,640	2016
B	15.0	867,769	2017, 2018
C	12.4	219,927	2019
D	17.8	402,744	2020

NOTES:

1. Contours are taken from "Lidar Collection Matanuska-Susitna Borough, Alaska" 2011-2012 by Aerometric - Project No. 6110401 with no horizontal or vertical changes made to the data as shown hereon.
2. Subject parcel is located in Section 27, Township 15 North, Range 04 West, Seward Meridian, Alaska. Subject parcel is referenced as tax parcel 6822000T00A with the Matanuska-Susitna Borough.

IM16-056
OR16-037

INTRODUCTIONS

Access Roads

Alsop Road 300' Naturally Vegetated Buffer

×233' ×315' ×225' ×253'

Proposed Office

Proposed Portable Toilet

×269'

×261'

CELL A

Proposed Operations Area Boundary

Proposed Crusher/Screening Plant

×249'

100' Naturally Vegetated Wetland Buffer

×245'

PHASE I

×323'

Power Line

Section Line

×295'

100' Naturally Vegetated Utility Line Easement Buffer

Undisturbed Area

Pit Floor Elevation = 220'

×221'

Undisturbed Area

×331'

CELL D

×269'

×285' ×275'

×347'

×301'

CELL C

CELL B

×243'

Cell Boundaries

×221'

Undisturbed Area

100' Naturally Vegetated Property/Section Line Buffer

100' Naturally Vegetated Wetland Buffer

×245'

×287'

×261'

×267'

×275'

Phase II Boundary

100' Naturally Vegetated Section Line Buffer

×255'

28 27

Section Line

50' SECTION LINE ESMT

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD
Site Layout - Phase II

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015

200 100 0 200 400 600 Feet

N

CELL	ACREAGE	APPROXIMATE VOLUME	TIME SEQUENCE
A	14.2	1,006,132	2021-2023
B	13.2	442,672	2024
C	14.2	1,949,254	2025-2029
D	11.2	831,670	2030

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IM16-056
OR16-037

INTRODUCTIONS

APPENDIX A-4
Site Plans

Im16-056
UR16-037

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD
Site Plans - Phase I

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
February 22, 2016

150 75 0 150 300 450 Feet

N

Access Roads

Undisturbed Area

Proposed Operations Area Boundary

Proposed Office

Proposed Portable Toilet

Stockpiled Organic Material from Cell A

Final Contours
5' intervals
2H:1V Slope

CELL A

CELL D

Stockpiled Organic Material from Cell D

Proposed Crusher/Screening Plant

Undisturbed Area

Stockpiled Organic Material from Cell B

CELL B

CELL C

Cell Boundaries

Stockpiled Organic Material from Cell C

Phase I Boundary

Pit Floor Elevation
200' above mean sea level

Undisturbed Area

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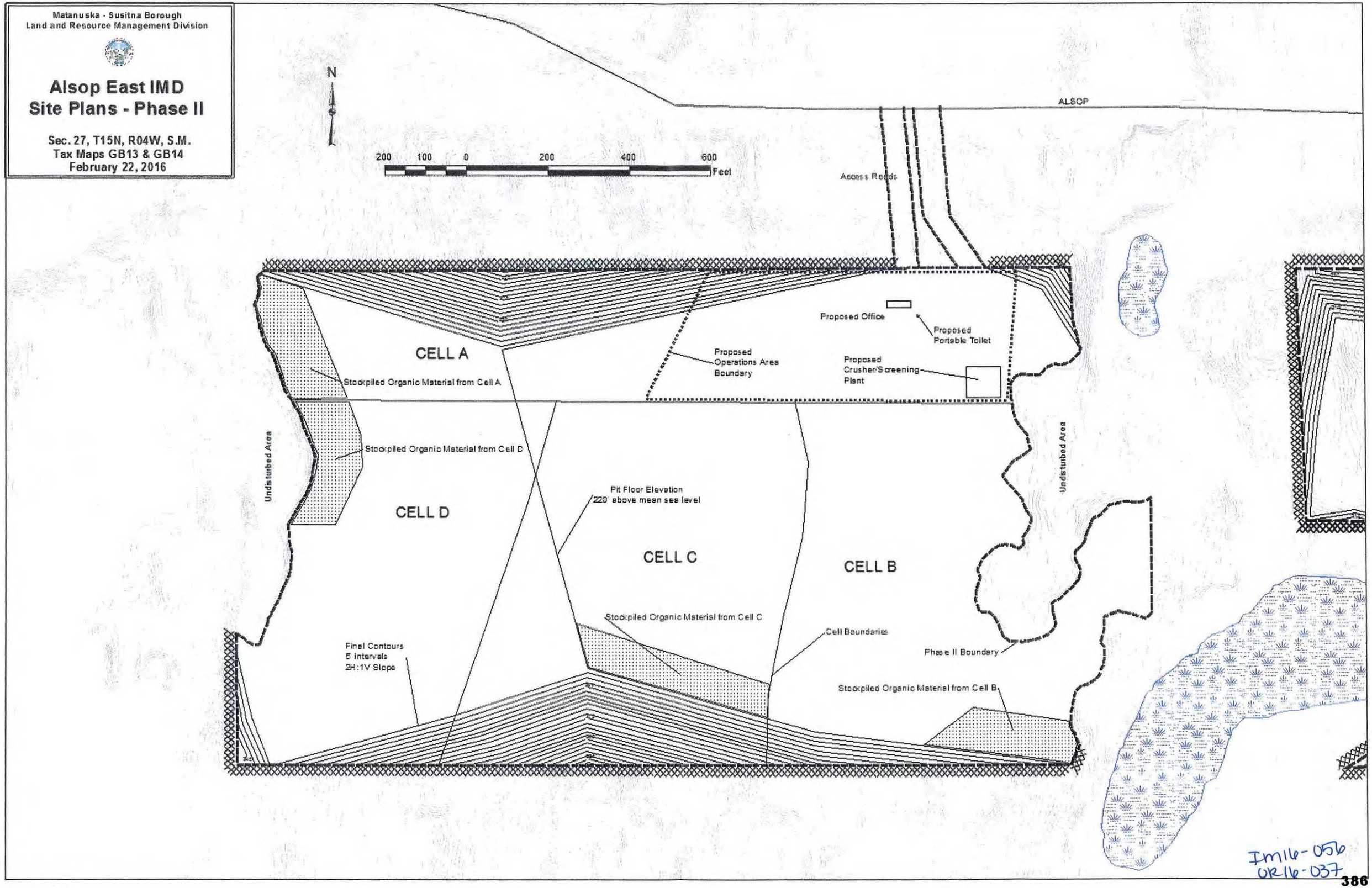
OR16-037

INTRODUCTIONS

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD
Site Plans - Phase II

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
February 22, 2016



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INTRODUCTIONS

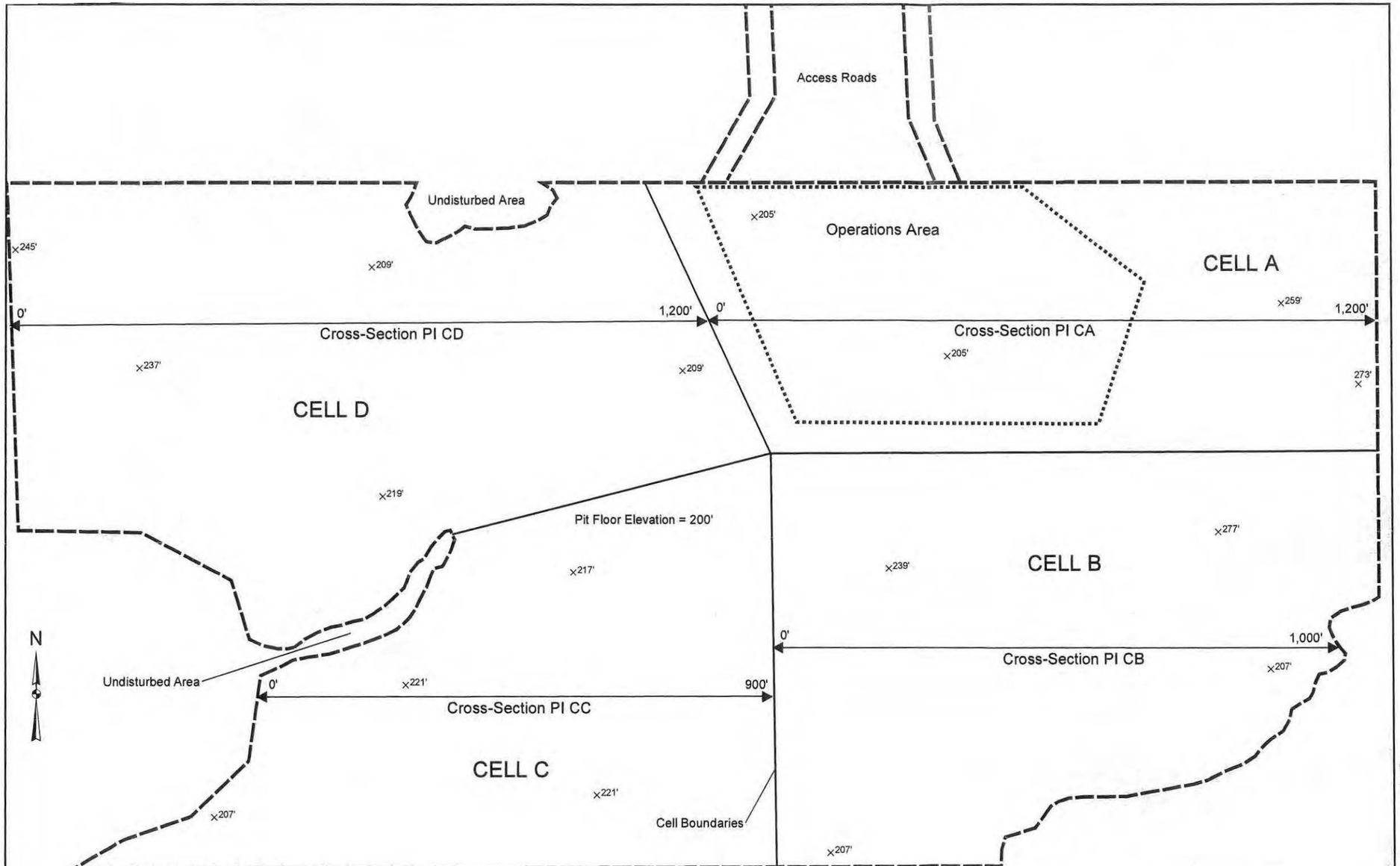
APPENDIX A-5
Cross Sections

IM16-056
OR16-137

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD Cross-Sections Map Phase I

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015



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C	12.4	219,927	2019
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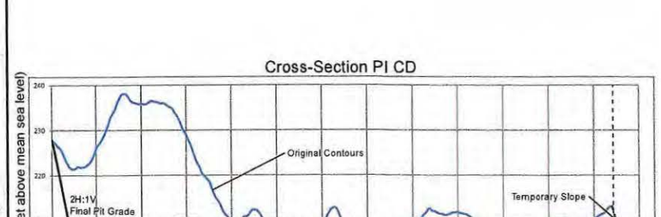

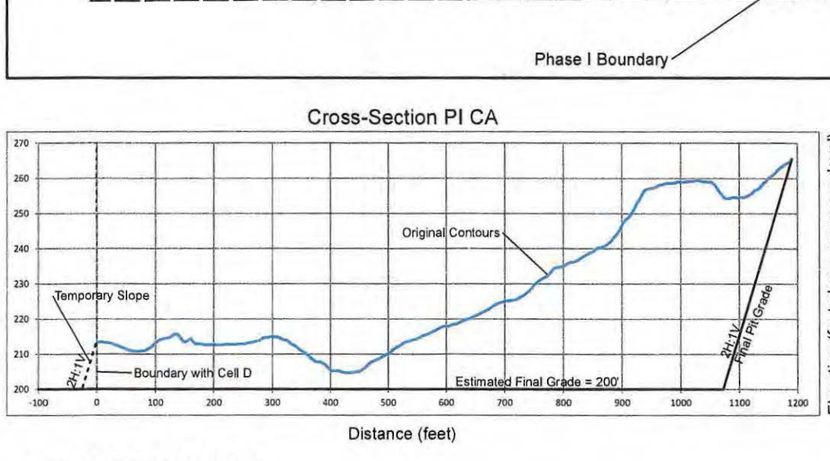

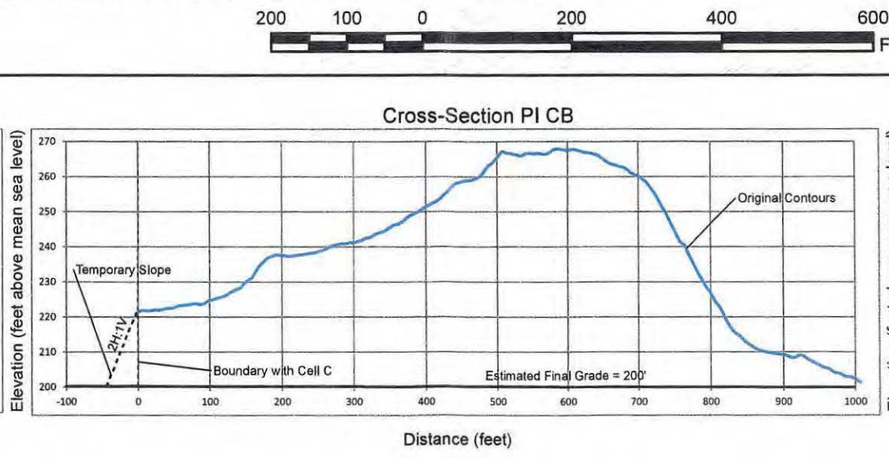

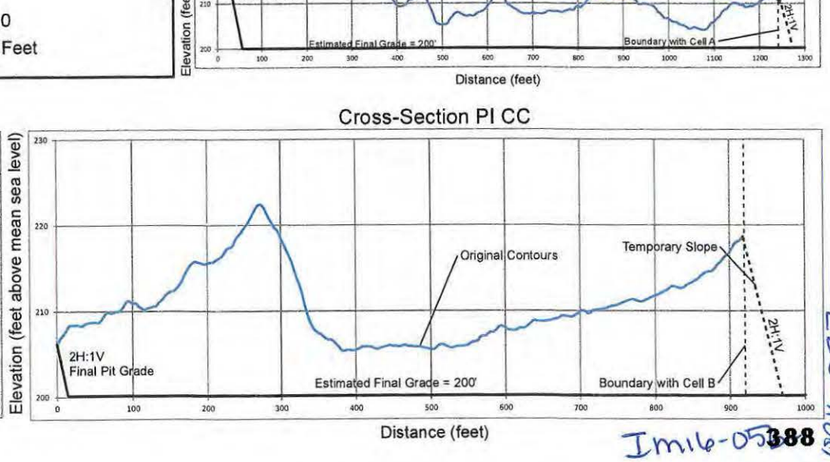

INTRODUCTIONS

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD Cross-Sections Map Phase II

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015

CELL	ACREAGE	APPROXIMATE VOLUME	TIME SEQUENCE
A	14.2	1,006,132	2021-2023
B	13.2	442,672	2024
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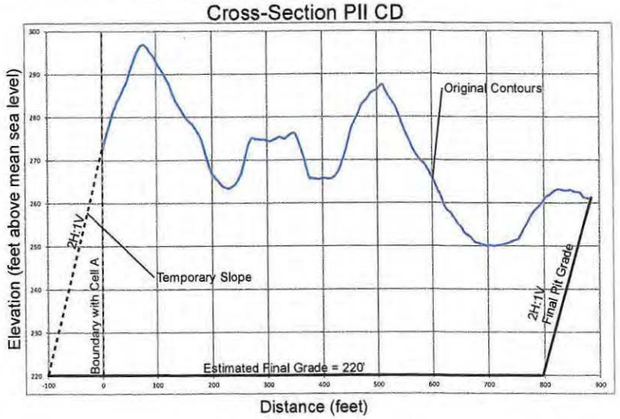

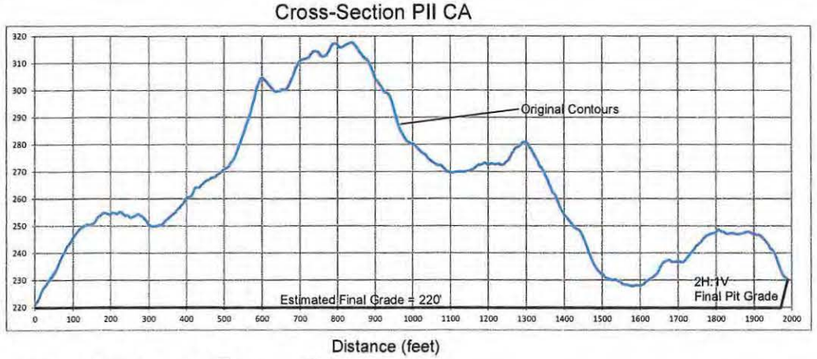

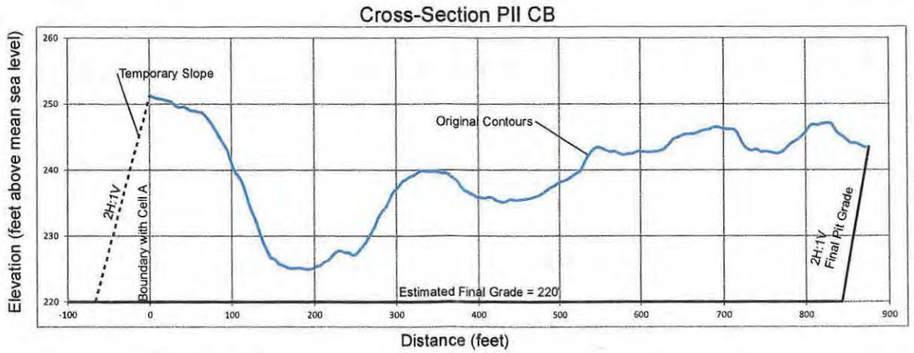

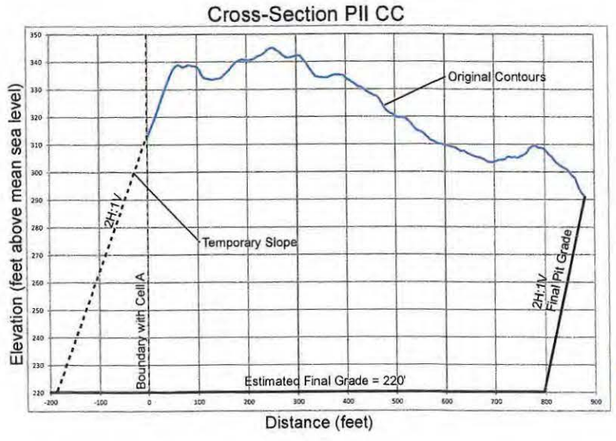

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OR16-037

INTRODUCTIONS

Matanuska - Susitna Borough
Land and Resource Management Division

Alsop East IMD
Driveway Access - Phase I

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13
August 11, 2015

REX BELL ROAD
Gravel Roadbed (Residential Road)

Road Centerline

Ditch Flow Line

Ditch Flow Line

ALSOP ROAD
Gravel Roadbed (Residential Road)

Borough Maintained ROW

Return Curve with 20' Radius

Borough Maintained ROW

32'
Entrance

32'
Exit

172'

235'
Vegetated
Median

202'

N

50 25 0 50 100 150
Feet

172'

9' wide ditch
on both sides
of driveway

9' wide ditch
on both sides
of driveway

121'

369'
Vegetated

Phase I Boundary

Phase I Operations Area

Im16-056
OR16-037

INTRODUCTIONS

Alsop East IMD Access Phase II

Sec. 27, T15N, R04W, S.M.
Tax Maps GB13 & GB14
August 11, 2015

ALSOP

ALSOP

50'
Entrance

50'
Exit

43'
Vegetated
Median

390'

265'

N

50 25 0 50 100 150
Feet

145 degree angle

150'

113'
Vegetated

NTRODUCTIONS

IM16-056
OR16-037

APPLICATION MATERIAL

IM16-056
OR16-037

EARTH MATERIAL EXTRACTION APPLICATION

INTERIM MATERIALS DISTRICT

ALSOP EAST PIT

MATANUSKA-SUSITNA BOROUGH

Im16-056
OR16-037

MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department
350 East Dahlia, Palmer, Alaska 99645
(907)861-7822 * fax (907)861-7876
PermitCenter@matsugov.us

Matanuska - Susitna Borough Development Services
JUN 04 2015
RECEIVED

APPLICATION
Earth Materials Extraction

Carefully read instructions and applicable borough code. Fill out forms completely. Attach information as needed. Incomplete applications will not be processed.

*THIS APPLICATION IS FOR MATERIALS EXTRACTION THAT **DOES NOT** OCCUR WITHIN FOUR FEET OF THE SEASONAL HIGH WATER TABLE. IF YOUR PLAN INCLUDES EXTRACTION WITHIN FOUR FEET OF THE SEASONAL HIGH WATER TABLE YOU MUST COMPLETE THE APPLICATION SPECIFIC TO THAT PURPOSE.*

Application fee must be attached, check one:

____ **$100** for **Administrative Permit**
____ **$500** for **Conditional Use Permit** > earth materials extraction on sites of 20 acres or less
__X__ **$1,000** for **Interim Materials District** - earth materials extraction on sites greater than 20 acres

Prior to public hearing, the applicant must also pay for costs of advertising and mailing of public notices.

Subject property Township: 15N, Range: 04W, Section: 27, Meridian Seward

MSB Tax Account # 6822000T00A

SUBDIVISION: Point MacK Phase 1 BLOCK(S): ____, LOT(S): ____ Tract A

STREET ADDRESS: ____

(US Survey, Aliquot Part, Lat. /Long. etc) ____

** A legal description must be provided for partial-lot Interim Materials Districts**

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Ownership If the applicant is different from the owner, then a Letter of Authorization must be included. Is authorization attached? o Yes o No X N/A

Name of Property Owner	**Name of Agent/ Contact for application**
Matanuska - Susitna Borough	Ryan Johnston
Address: 350 E. Dahlia Ave.	Address: 350 E. Dahlia Ave.
Palmer, AK 99645	Palmer, AK 99645
Phone: Hm ____ Fax ____	Phone: Hm ____ Fax ____
Wk 907-861-8572 Cell 907-355-9607	Wk 907-861-8572 Cell 907-355-9607
E-mail ryan.johnston@matsugov.us	E-mail ryan.johnston@matsugov.us

Description What type(s) of material is being extracted? Sand & gravel

Total acreage area of all parcels on which the activity will occur: 968

Total acreage area of earth material extraction activity: 110.8

Total cubic yards extraction per year: 1,000,000

Total projected cubic yards to be extracted: 6,285,000

What is the estimated final year extraction will occur? 2050

IM16-0576
OR16-0337

Required information

1. Attach a plan of sufficient detail to demonstrate compliance with the requirements of MSB 17.28.050 and MSB 17.28.060.

Plan of Operation	Attached
Provide seasonal start and end dates	Mining Plans
Provide days of the week operations will take place.	
Provide hours of operation.	
Estimated end date of extraction	
Estimated end date of reclamation	
Describe all other uses occurring on the site	
Describe methods used to prevent problems on adjacent properties, such as lateral support (steep slopes), water quality, drainage, flooding, dust control and maintenance of roads	
Provide quantity estimates and topographical information such as cross section drawings depicting depth of excavation, slopes and estimated final grade	Appendix A

2. Submit a site plan. Drawings must be detailed and **drawn to scale**. Drawings under seal of an engineer or surveyor are recommended but not required.

SITE PLAN REQUIREMENTS	Attached
Identify location of permanent and semi-permanent structures on the site for verification of setback requirements. Include wells and septic systems.	App. A-3
Depict buffer areas, driveways, dedicated public access easements, and noise buffers (such as fences, berms or retained vegetated areas), and drainage control such as ditches, settling ponds etc.	App. A-3
Identify wetlands and waterbodies on site and within one mile	App. A-2
Identify existing surrounding land uses within one mile	Mining Plans
Identify surrounding property ownership (i.e. public vs. private) within one mile of exterior boundaries	App. A-2
Show entire area intended for gravel/material extraction activity and the boundary of the lot(s) containing the operation. Identify areas used for past and future phases of the activity. Identify phases of proposed mining activities including a map showing the area to be mined, a description of the topography and vegetation, approximate time sequence for mining at particular locations, and general anticipated location of semi-permanent equipment such as conveyor belts, crushers, dredges, batch plants, etc.	App. A-3 App. A-4
Road and access plan that includes anticipated routes and traffic volumes. If the level of activity exceeds the minimum levels specified in MSB 17.61.090, traffic standards, a traffic control plan consistent with state regulations may be required	Mining Plan
Visual screening measures that include a detailed description of the type of visual screening to be utilized. Visual screening may include, but is not limited to, berms, natural vegetation, solid fences, walls, evergreen hedges or other means as approved by the commission	mining Plan
Noise mitigation measures that include a description of measures to be taken by the applicant to mitigate or lessen noise impacts to surrounding properties. Measures shall include, but not be limited to, hours of operation of noise-producing equipment,	Mining Plan

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erecting noise barriers (i.e., berms a minimum of 10 feet in height) between noise-producing equipment and adjacent uses, location of noise-producing equipment (i.e., below grade in excavated pit areas), and measures to utilize equipment with noise reduction features	
Proposed lighting plan	Mining Plan
Other (as required by MSB Planning Department)	

3. Submit a reclamation plan including the following:

Reclamation Plan	Attached
Provided timeline for reclamation at particular locations	Mining Plan
Provide copy of reclamation financial assurance filed with the State of Alaska(If exempt, provide qualifying documents for exemption)	App. B

4. Submit documentation of compliance with borough, state and federal laws:

COMPLIANCE WITH BOROUGH, STATE AND FEDERAL LAWS	Applied for (list file #)	Attached (list file #) or N/A
Mining license as required by the Alaska State Department of Revenue, pursuant to A.S.42.65		N/A - App. C-2
Mining permit as required by the Alaska State Department of Natural Resources (ADNR) if extraction activities are to take place on state land		N/A - App. C-2
Reclamation plan as required by ADNR, pursuant to A.S. 27.19		N/A - App. B
Notice of intent (NOI) for construction general permit or multi-sector general permit and storm water pollution prevention plan, and other associated permits or plans required by the Environmental Protection Agency (EPA) pursuant to the National Pollutant Discharge Elimination System (NPDES) requirements		To be acquired by Contractor
United States Army Corps of Engineers permit pursuant to Section 404 of the Clean Water Act, 33 U.S.C. 1344, if material extraction activity is to take place within wetlands, lakes and streams.		N/A - App. C-3
Others (list as appropriate)		

5. **OWNER'S STATEMENT:** I am owner of the following property:

MSB Tax parcel(s) ID #(s) 6822000T00A
and,
I hereby apply for approval of material extraction activity on that property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of MSB 17. 28, MSB 17.30 and with all other applicable borough, state or federal laws, including but not limited to, air quality, water quality, and use and storage of hazardous materials, waste and explosives, per MSB 17.28.040.

I understand that other rules such as local, state and federal regulations, covenants, plat notes, and deed restrictions may be applicable and other permits or authorization may be required. I understand that the borough may also impose conditions and safeguards designed to protect the public's health, safety and welfare and ensure the compatibility of the use with other adjacent uses.

I understand that it is my responsibility to identify and comply with all applicable rules and conditions, covenants, plat notes, and deed restrictions, including changes that may occur in such requirements.

I understand that this permit and zoning status may transfer to subsequent owners of this land and that it is my responsibility to disclose the requirements of this status to operators on this property, and to the buyer when I sell the land.

I understand that changes from the approved operational plan may require further authorization by the borough planning commission or Assembly. I understand that failure to provide applicable documentation of compliance with approved requirements, or violation of such requirements will nullify legal status, and may result in penalties.

I understand it is my responsibility to provide the borough code compliance division with up to date reports, notification of proposed changes, and contact information for approved person(s) to whom I sell this property and to whom I assign responsibility for daily operations on the site.

I grant permission for borough staff members to enter onto the property as needed to process this application and monitor compliance with permit requirements. Such access will at a minimum, be allowed when the activity is occurring and, with prior notice, at other times necessary to monitor compliance.

The information submitted in this application is accurate and complete to the best of my knowledge.

Signature: Property Owner	Eric Phillips	6/4/15
	Printed Name	Date
Signature: Agent	Ryan Johnston	6/4/15
	Printed Name	Date

****

MSB USE ONLY: MSB file #_____

Date complete application received: _____, **Approved**, Yes___ No ___

Additional conditions: Yes___ (see attached) No ____ Comments: _____

Planning Commission Action (date):_____ Resolution No.:_____

Assembly Action (date):_____ Ordinance No.:_____

Date permit (circle one) issued or denied: _____

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OR 16-037

Susan Lee

From: Ryan Johnston
Sent: Tuesday, November 24, 2015 10:42 AM
To: Susan Lee
Subject: Alsop East Pit IMD - Legal Description
Attachments: Legal Description.docx

Ryan Johnston
Land Management Specialist
Matanuska-Susitna Borough
907-861-8572 (office)
907-355-9607 (cell)

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Township 15 North, Range 4 West, Seward Meridian, Alaska

Section 27: S1/2 S1/2

Containing 160 acres, more or less, according to the Point Mack Subdivision, Phase I, Tracts 1 through 3 and Tract A, recorded in the Palmer Recording District on August 28, 2008, as Plat 2008-68.

Subject to:

A setback 300-feet in width from Alsop Road, pursuant to the Natural Resource Management Unit Plan.

A setback 100-feet in width around any wetlands or water bodies, pursuant to the Natural Resource Management Unit Plan.

A setback 100-feet in width along the west, south, and east boundaries of S1/2 S1/2 Section 27, pursuant to the Natural Resource Management Unit Plan.

A utility right-of-way 300-feet in width along the east boundary of the S1/2 SW1/4.

Matanuska - Susitna Borough
Development Services

NOV 24 2015

Received

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MATANUSKA-SUSITNA BOROUGH
LAND AND RESOURCE MANAGEMENT DIVISION
ALSOP EAST PIT
PROPOSED GRAVEL MINING PLAN OF OPERATIONS AND SITE PLAN REQUIREMENTS

Location: Sections 22, 27, & 28,
Township 15 North, Range 4 West, Seward Meridian
Tax ID: 56822000T00A

The following information is an attachment to the Matanuska-Susitna Borough (MSB) application for Earth Materials Extractions activities that do not occur within four feet of the water table under MSB 17.28, Interim Materials District (IMD).

I. Plan of Operations General Description

The Alsop East Pit is located approximately 1 mile east along Alsop Road from the intersection with Point MacKenzie Road, approximately mile post 12.5. This Proposed Gravel Mining Plan of Operations and Site Plan (Plan) details the activities and dates of operation of the Alsop East Pit relative to MSB Parcel Tax ID No. 56822000T00A.

The general location, adjacent landowners, buffers, wetlands and waterbodies, site access, site plans, and cross sections of the proposed gravel pit are included in Appendix A. The location of the parcel is shown in Appendix A-1, Proposed Gravel Site Vicinity Map. The landowners within one-mile, wetlands, waterbodies, and other features are shown in Appendix A-2, Alsop East Pit Site Map. Appendix A-3 depicts the site layouts for each phase of operations and shows proposed access, existing topography, buffers, cell size and boundaries, approximate cell volumes and time sequencing. Appendix A-4 shows the site plans for each phase of operations and depicts the proposed operation areas, depth of excavation, slopes, and estimated final grade. Appendix A-5 depicts the cross sections for each cell within each phase of operations.

The Alsop East Pit is located on a 968-acre parcel occupied by a portion of Alsop Road, a portion of Rex Bell Road, ponds, wetlands, a wildlife corridor, and an electric intertie, none of which are included in the current Plan. The current Plan includes two borrow sources located in the south one-half of the south one-half of Section 27 (160-acres), Township 15 North, Range 4 West, Seward Meridian. The maximum area available for gravel extraction within this 160-acre section of the larger 968-acre parcel is approximately 110.8 acres; the remaining acreage contains wetlands with buffers, a public utilities easement with buffers, section line easements with buffers, undisturbed areas with elevations below proposed pit depth, and all necessary boundary setbacks and screening.

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The goal of the gravel extraction activities are to extract up to approximately 6,285,000 cubic yards of material for nearby projects, with mining extraction coordinated through MSB Land and Resource Management Division (MSB-LRMD), including but not limited to Alsop Road upgrades, development of the Point MacKenzie Town-site, the Port MacKenzie Rail Extension project, and other Port & Point MacKenzie Road improvements. The property is currently owned by the MSB. The development plan included herein is the initial proposal. Modifications to the development plan will be submitted to MSB-LRMD, as needed, by the Contractor authorized to develop the site prior to the commencement of any mining activities. Full development of the borrow source is anticipated to be complete by 2050. Intermediate reclamation will be ongoing throughout development. Final reclamation will be concurrent with closure, in 2050 (Appendix B).

Operations in the pit are expected to begin approximately March 1st and continue through November 30th, annually. Hours of operation may be up to 24 hours per day, seven days per week, based on the undeveloped land setting, absence of nearby residential/commercial receiving lands, and allowances specified in Chapter 17.28.060(5) of the MSB IMD Ordinance.

Phased development will commence with the construction of the access roads to the staging and processing area for Phase I. These areas will then be constructed and Phase I, Cell A will be mined first, followed by Cells B through D. Phase II will be reserved by the Borough for future use, or when the useful material in Phase I has been exhausted. Once Phase I has been depleted of materials in conjunction with the contracted requirements, the access roads for Phase II will be constructed to the staging and processing area for Phase II, Cells A through D. These areas will then be developed and the mining of Phase II will commence. Reorientation of equipment, trailers, and other structures may be required depending on the contractor activities.

A development plan will be prepared by the Contractor, based on project needs and request for access and/or use made to the MSB-LRMD. If a modification of the site plan, development plan, or location of structures is unavoidable, a modified plan will be submitted to MSB-LRMD to determine if an amendment to the IMD will be required. No structures will be moved outside of the IMD designated operations area prior to a written determination. All contract specifications or use agreements for authorized use of this site shall require the following to be submitted to the MSB-LRMD by the Contractor for review and approval prior to site development and/or material extraction.

MSB Borrow Sources [1]

General Requirements:

a. Prior to beginning work in the MSB Borrow Pit the Contractor shall be required to provide a detailed plan to the MSB-LRMD which includes the following at a minimum:
    1) Planned location of permanent and semi permanent structures.
    2) Identification of any marketable timber to be cut or removed.
    3) Proposed phases of mining activities: Each phase will include a detailed

[1] Extracted from Bid Specifications for project segments pertaining to the Port Mackenzie Rail Extension (PMRE). Specifically bid specifications for Segment 3. These requirements were generalized to accommodate multiple users and identify the MSB-LRMD as the owner. Some modifications have been made for this IMD based on solutions to questionable interpretations in prior contracts.

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description of the work to take place at the borrow source site, equipment to be used, staging areas, duration of activities, and the approximate volume and type of material to be excavated.

4) An approved Traffic Control Plan to include anticipated routes and traffic volumes.
5) Proposed lighting.
6) Proposed dust control methods and permitted water source(s).
7) Reclamation plan showing the proposed grades upon completion of the work in the borrow source site.

b. Upon approval from the MSB-LRMD the Contractor may dispose of grubbing and/or unsuitable materials in the MSB Borrow Source. Items that will be taken into consideration prior to approval of the disposal of grubbing and/or unsuitable materials:
   1) The Contractor shall submit a detailed plan showing the location, placement details, volumes and types of materials being proposed for disposal.
   2) Materials shall be accessible by the MSB for possible sale or processing.
   3) The disposed of materials must not interfere with the future development plans of the borrow source site.
   4) Location, height, width, length and finished slopes of any proposed permanent stockpiles of grubbing and/or unsuitable material.
   5) The disposal of the materials must meet the requirements of the Contract Documents and any Local, State and/or Federal requirements.
   6) Living trees may not be buried or partially buried by disposal of grubbing and/or unsuitable materials.
   7) Stumps and root wads shall be stockpiled separately from other grubbing and/or unsuitable materials.

c. The Contractor shall be required to provide original and final cross sections necessary for determination of excavation quantities. Cross sections shall be taken after clearing and grubbing. Cross section surveying shall be conducted. No excavation may begin until a satisfactory cross section survey has been submitted and approved.
   - Quantities of gravel mined will be provided to MSB-LRMD on a monthly basis for resource reports and invoicing.
   - After all work on the borrow source is completed the Contractor shall provide final cross section and compute the yardage of material removed from the borrow source and provide this information to the MSB-LRMD.

d. The Contractor is responsible for the clearing of timber. The disposition of any marketable timber will be at the discretion of the MSB-LRMD. The Contractor is responsible for the appropriate notification of MSB-LRMD personnel prior to any clearing activities.

e. On an as-needed basis, the Contractor may cut brush and alders along access roadways for vehicular passage. Trees and substantial growth vegetation may not be cut without a prior plan with written approval from the MSB-LRMD that shall include appropriate disposal of marketable timber.

f. The MSB shall not provide security of any kind and shall not be liable to anyone for, or for lack of, security.

g. The Contractor shall maintain the occupied borrow sources to ensure compliance with the provisions of all erosion, sediment control and pollution prevention plans, MSB permits and any Federal, State and/or Local agency requirements; and, shall restore all occupied

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borrow sources as stated in applicable permits and/or plans prior to completion of the project. All debris, contaminated soil, fencing, and other objectionable materials shall be removed. No fueling or similar operations with potential for site contamination will be allowed without prior approval of a hazardous material handling plan by the MSB-LRMD.

h. If topsoil, grubbing, or other excavation materials (not including processed ballast or sub-ballast) are to be stockpiled on these sites for periods over one year, the soil piles must be contoured and permanently stabilized which includes revegetation as necessary.

i. Restoration will be completed in accordance with required permits and plans allowing the work. Additional requirements may be identified by the MSB-LRMD and shall include but not be limited to the following revegetation protocol:
   - The contractor will revegetate disturbed areas using native vegetation where necessary following development. Natural vegetation may be given the opportunity to recolonize in areas of small disturbance to maintain native plant communities. Revegetation will be used only in large areas and approved seed mixes will be used based upon seed mixes recommended by the Alaska Plant Material Center or similar to plant species in the vicinity of the disturbed area.

j. Site Use – Contractor may utilize this site for processing, crushing, and/or stockpiling gravel in conjunction with the approved development plan. Stockpiles of processed materials must be graded to drain. Any permits required to perform work at the MSB borrow source not obtained by the MSB shall be the Contractor's responsibility to obtain and follow.

k. Access Roads – Currently proposed access routes to borrow source sites are indicated on the attached site plans (Appendix A-3). Any additional access roads or alterations to the approved site plans shall be subject to review by the MSB-LRMD. Construction of steep hillside roads shall be avoided. Temporary access roads shall be rehabilitated upon termination of the use of the road. The roads shall be graded to conform to original topography to the degree possible. Cut slopes shall be reduced to a grade consistent with adjacent topography, erosion protected, and revegetated. All cost associated with leasing, constructing, using, maintaining and rehabilitating roads and/or trails shall be at the Contractor's expense.
   - No payment will be made to the Contractor by the MSB for any work done in constructing, improving, using, repairing or maintaining any road or structure thereon for use in the performance of the work. The MSB assumes no responsibility for the condition or maintenance of any road or structure thereon that may be used by the Contractor in performing the work or in traveling to and from the site of the work.
   - All haul routes and access roads within the project property shall be reviewed and approved by the MSB-LRMD.

l. Utilities – A water source for gravel operation and dust control shall not be furnished by the MSB.

Areas of proposed development are included in Appendix A; however, further plans for the development within these areas will be as identified and submitted by the Contractor and approved by the MSB-LRMD.

Geotechnical studies were conducted by Shannon and Wilson in January 2007, February 2008, and January 2011. Copies of both reports are on file at MSB-LRMD. The reports include field logs of the

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borings and test pits and laboratory testing results on field samples obtained from the borings and test pit excavations.

The schedule for phase and individual cell excavation and reclamation are proposed on the attached site plans, will be more thoroughly defined by the Contractor developing the site, and will be required in all contractor bid packages. It is anticipated that material extraction will begin in 2016, but is dependent on the need and schedule of the Contractor. Reclamation will begin after material extraction has ceased for each identified phase of development. A reclamation plan will be submitted to the MSB-LRMD by the Contractor. MSB-LRMD may accept or amend the plan. Final reclamation is anticipated to occur in 2050. Planned uses for the property are likely to include gravel extraction, gravel processing, and reclamation. The site will be developed, managed, and reclaimed with the objective to convert the location to commercial and residential parcels, post closure. The site's future use is intended to be the Point MacKenzie Town-site, as specified in the Point MacKenzie Community Comprehensive Plan, adopted July 2011.

II. Site Plan Description of Activities

Sand and Gravel Extraction

An estimated 100,000 to 1,000,000 cubic yards (CY) of material will be extracted annually from one of two phases (Appendix A-2). Phase I, contains four cells (A-D), is 58 acres in size, is located on the southeast side of the parcel, and contains approximately 2,015,000 CYs of material. Phase I, Cells A through D contain approximately 525,000 CYs, 870,000 CYs, 220,000 CYs, and 400,000 CYs, respectively. Phase II, also contains four cells (A-D), is 52.8 acres in size, is located on the southwest side of the parcel and contains approximately 4,270,000 CYs of materials. Phase II, Cells A through D contain approximately 1,000,000 CYs, 440,000 CYs, 2,000,000 CYs, and 830,000 CYs, respectively. The borrow sources include approximately 18 inches to 35 inches of overburden followed by gravel, sand, and other materials.

Hours of operation may vary depending on the project schedule, but because the site is not located in or near a commercial or residential area, work may take place 24 hours per day/seven days per week.

Conventional bulldozers, track-mounted backhoes, rubber-tired loaders, and 10-12 cubic yard (CY) capacity dump trucks, and 18-30 CY capacity side or belly dump trucks will be used in the operation of the mine. Additional equipment, including a screener, crusher, office trailer, and portable toilets are likely to be used on site, but equipment and structures will be considered on a project specific basis. Additionally, relocation of these structures may be considered once development of Phase I is complete and development of Phase II commences.

The Contractor will be responsible for detailing equipment and operations in their development plan, to be submitted for review prior to operating in the site. All activity will be kept within the IMD designated operations area.

No blasting is anticipated to occur on site. The working depth will typically be 20-75 feet below original ground, as long as the depth of excavation remains a minimum of four feet above the ground water

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level. Ground water monitoring wells will be installed prior to mining activities to ensure that excavation does not encroach within four feet of the ground water level. During active mining, working faces will be as natural angle of repose (approx. 1.5 horizontal (H): 1 vertical (V)), to maximize amount of material extracted from a given cell. Upon cessation of mining all slopes will be graded to maximum steepness of 2H:1V to provide for public safety.

Most of the material extracted will be leaving the site via haul truck. Truck haul routes will occur on a project specific basis. A water truck and/or sweeper may be used for dust control as needed.

Site Preparation and Phasing

Proposed phasing of the Alsop East Borrow Pit is expected to proceed as follows:

1) Removal of trees within Phase I access roads and Phase I Cell A, with marketable timber disposed of per the plan approved by MSB-LRMD (This applies to all tree removal associated with all phases of material extraction site development). All organic overburden and topsoil for Phase I will be stockpiled within the cell from which it was removed, as per the attached Site Plans. All inorganic overburden from Phase I will be removed and relocated to the Alsop Pit. These resources will be utilized in the backfilling of the Alsop Pit. No burning of material will be permitted.
2) Construction of access roads to Phase I
3) Material Extraction within Phase I Cell A and development of staging and processing areas
4) Removal of trees and overburden within Phase I Cell B, followed by material extraction
5) Removal of trees and overburden within Phase I Cell C, followed by material extraction
6) Removal of trees and overburden within Phase I Cell D, followed by material extraction
7) Remediation and reclamation of Phase I to final grade.
8) Removal of trees within Phase II access roads and Phase II Cell A. All organic overburden and topsoil for Phase II will be stockpiled within the cell from which it was removed, as per the attached Site Plans. All inorganic overburden from Phase II will be removed and relocated to the Alsop Pit. These resources will be utilized in the backfilling of the Alsop Pit. No burning of material will be permitted.
9) Construction of access roads to Phase II
10) Material Extraction within Phase II Cell A and development of staging and processing areas
11) Removal of trees and overburden within Phase II Cell B, followed by material extraction
12) Removal of trees and overburden within Phase II Cell C, followed by material extraction
13) Removal of trees and overburden within Phase II Cell D, followed by material extraction
14) Remediation and reclamation of Phase II to final grade.

Phased development is expected to begin in Phase I Cell A, where the site has less variable terrain. After the construction of the approved site access roads, material will be extracted from the proposed staging and processing area first. A flat pad at 200-feet above mean sea level will be constructed as an operating area for activities pertaining to the development of Phase I. The primary processing, staging, stockpiling, and operations area for Phase I will be approximately 6 acres, to accommodate for maneuvering of trucks, placement of structures, and stockpiles (if necessary).

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Once the staging and processing area is developed, material extraction will continue within the remaining cells of Phase I. Topsoil and organic material will be stripped conservatively to reduce the open and erodible face to the maximum extent practicable, in order to minimize implementation and maintenance of BMPs around the site. The Contractor will be required to submit a development plan identifying specific locations, quantities, and practices for working in the borrow site. Areas within the active cell that are mined of their useful material will be stabilized in accordance with the reclamation plan.

Phase II will likely be reserved by the Borough for future use, or when the useful material in Phase I has been exhausted. Once the majority of the useful material has been mined from Phase I, Phase II's access roads, staging and processing areas will be constructed. Phase II will then be developed and mined similarly to Phase I. The primary processing, staging, stockpiling, and operations area for Phase II will be approximately 6 acres.

All staging and processing will occur in the area designated as such for each phase of operations; proposed staging and processing areas are indicated on site plans. These processing areas are intended for placement of a site trailer, screening and crushing equipment, portable toilets, and other necessary equipment as described herein.

Organic overburden and topsoil from both Phases, Cells A-D, will be removed and stockpiled, within the cell from which it was removed, for use in final reclamation, remediation and revegetation of all mined areas. Surplus inorganic overburden from both Phases, Cells A-D, will be removed and relocated to the Alsop Pit. Both phases' post mining use is intended to be commercial and residential parcels, however, there is no timeframe for when this conversion may take place. Therefore, the mined areas will be excavated to create a flat surface for the intended conversion, but also reclaimed and revegetated until which time they are converted to residential and commercial parcels. All excavation cut will be flattened and boundaries stabilized and sloped to 2H:1V or flatter using excavated materials from the cell, as specified in Appendix A-4 Site Plans. After the desired gradation is achieved, all mined areas within both phases will be covered by a minimum compaction depth of four (4) inches of organic materials and topsoil, and revegetated with approved seed mix, applied in accordance with state specifications. In cases where there is insufficient organic material and topsoil within a cell to provide this minimum coverage, all available organic material and topsoil will be stockpiled and utilized for reclaiming and revegetating the cell.

There are approximately 185,000 cubic yards of overburden for each phase. Overburden is approximately 18 inches to 35 inches thick, but may vary. Overburden and Peat not needed for reclamation may be sold by MSB-LRMD and/or processed.

III. Structures

A 25-foot setback is required from all property lines for structures, permanent or portable facilities, and equipment or material storage per MSB code (17.28.070(A)). Structures planned on the site include a rock screener and crusher, office trailer, and portable toilet to be placed in the designated staging and operations area within each phase (Appendix A). The relocation of structures within the operations area

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may be necessary depending on the project and will be determined by the Contractor. Modifications will be included in the development plan required from the Contractor prior to their operations within the pit. There are no septic systems or water wells planned to be constructed on the site. Three ground water monitoring wells will be constructed prior to developing each phase, and will be capped during reclamation of the site.

IV. Buffer areas, Driveways, Drainage Control

Buffers

Buffers will be achieved by retaining a 100-foot wide strip of natural vegetation around the west, south, and east perimeters of the site on the inside of the property line. Alsop Road, the north perimeter of the site, will be buffered by retaining a 300-foot wide strip of natural vegetation, as per 2010 Natural Resource Management Unit Plan requirements. All wetlands, as well as the electrical transmission line easement, bordering the site boundaries will be buffered by 100-foot wide strips of natural vegetation.

Driveways

All traffic will ingress and egress the site via one or both of two proposed access points for each phase of development. These access roads will be directly onto Alsop Road, which is an unpaved MSB road that is outside road service area coverage. An MSB driveway permit application has been submitted for the access roads to Phase I (Appendix C-1). Phase II access roads will be permitted once the materials have been exhausted from within Phase I.

Easements

An ADL public use easement, serialized as ADL 32386, travels diagonally through the southeast corner of Phase I and north-south through the eastern portion of Phase II. State of Alaska, Department of Natural Resources was contacted on February 13, 2015 in regards to this easement, and stated that, "It appears that subsurface hydrocarbons were conveyed to the Mental Health Trust while surface lands, subject to the easement, were conveyed to Mat Su Borough some time ago. The area of the easement was not charged against Mat-Su's Municipal Entitlement acreage since it was authorized for public access, but so far I do not see that we reserved management of it to the State." Due to the layout of the land, the ADL public use easement across the material sites will be impeded only during the operation activities and will retain viability once the project has been completed.

Fifty foot section line easements exist along the east and south boundaries of Phase I and along the west and south boundaries of Phase II. All section line easements will remain undisturbed and are to be buffered by an additional 50-foot strip of natural vegetation. A 100-foot public utility easement, ADL 63268, for a Chugach Electric Association transmission line traverses north-south between Phase I and Phase II of pit operations. This public utility easement is outside of the material site boundaries and will be buffered both from Phase II on the west and Phase I on the east by an additional 100-foot strip of natural vegetation.

V. Wetlands and Waterbodies

Wetland mapping for this site was conducted using National Wetland Inventory (NWI) and delineation using stereoscopic high resolution aerial photography. No wetlands or other jurisdictional waters of the

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United States were identified on the project parcels and were confirmed in a Jurisdictional Determination issued by the U.S. Army Corps of Engineers dated June 4, 2015 (Appendix C-3). No wetland impacts are authorized in the development of this project. Project areas are all located in upland locations, including steeply sloping ridges up to 100-foot or more high. There are two NWI recognized wetlands between Phase I and II. Neither of these wetlands are within the project boundaries and both will be protected by a 100-foot naturally vegetated buffer zone. There is a lake to the southeast of Phase I which will be protected by a greater than 400-foot naturally vegetated buffer zone, and a pond to the west of Phase II which will be protected by a greater than 150-foot naturally vegetated buffer zone. Any use of water from these water bodies has not been authorized. Temporary Water Use Permits (TWUP) from the Alaska Department of Natural Resources would be required and will be the responsibility of the contractor to secure. Copies of any TWUP will be provided to MSB-LRMD for inclusion in the IMD case file.

The contractor will be required to install at least three monitoring wells per phase to monitor ground water levels and depth to ground water. Monitoring wells shall be installed to a depth of at least 6 feet below the lowest level of excavation that takes place.

The contractor will be required to survey the outer limit of the wetland buffers and clearly stake or otherwise demarcate this boundary prior to commencement of any work in the borrow area to ensure that no work is conducted, including, but not limited to, clearing, grubbing, staging of equipment or materials, etc., within this boundary.

VI. Existing and Surrounding Land Uses

The Alsop East Pit is currently undeveloped land owned by the MSB. Surrounding lands within a mile radius of the IMD parcel include a neighboring sawmill to the north, various undeveloped parcels under private ownership, several developed residential parcels to the north, west and east, a correctional facility and associated water treatment plant to the west, and an old gravel pit and a couple of agricultural parcels across Point MacKenzie Road to the west. It is expected that MSB lands are used by the public for recreational purposes. Surrounding properties are identified in Appendix A-2.

VII. Road and Access Plan

All traffic will ingress and egress the site via one or both of two proposed access points for each phase of development. These access roads will be directly onto Alsop Road, an unpaved MSB road. All necessary approvals will be obtained prior to development of access drives into the Alsop East Pit.

Construction-related traffic may be expected to generate up to 40 trips maximum per hour, during the peak construction season. This will change the current level of service on the roadway, but level of service will still stay well above a C level of service (see MSB 17.61.090) during hours of construction. No additional stop signs are anticipated to be required on Alsop Road. Neither is it anticipated that the truck loadings will have any detrimental effect on the roadway.

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Currently, there are no access restrictions to the parcel. When the site is finished being mined and reclamation has been achieved by the Contractor, MSB will gate and lock the access or ditch and berm the access to prevent access by highway vehicles, if necessary.

VIII. Visual Screen Measures

Visual screening will be achieved by retaining a 100-foot wide buffer strip of natural vegetation around the entire perimeter of the site on the inside of the property line. An additional 200-foot strip of natural vegetation will remain between the project boundaries and Alsop Road. In areas of the site where the natural vegetation has been previously logged up to the property line, the contractor will be required to construct a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip. There are no developed properties adjacent to the project sites aside from the sawmill to the north of Alsop Road, which will be buffered by over 400-feet of natural vegetation and Alsop Road.

IX. Noise Mitigation

There are no identified significant or sensitive sound receptors within the vicinity of the proposed area of development. This area is currently undeveloped and therefore it is not anticipated that noise will exceed levels set forth for the undeveloped land use category. It is anticipated gravel extraction will take place within below grade excavated pit cells; which will become deeper as material extraction progresses. These below-grade excavated cells will also provide potential set up sites for crushing and screening operations. The below-grade location of mining and processing operations will help attenuate work area noise. The combination of berms, buffer areas, below-grade work areas, and the general location of the site away from sound receptors should result in reduction of construction-related noise to acceptable levels consistent with the stipulations of MSB 17.28.060(A)(5).

X. Lighting Plan

Most of the work will be conducted during the summer season and operations will primarily occur during daylight hours without the need for artificial lighting. The contractor will be required to obtain approval from MSB for any artificial lighting. Lighting may be used to illuminate activities in the work area, if needed. All lighting will be focused away from Alsop Road and will be directed only onto the work at hand. Exterior lighting must be located and shielded to direct light towards the ground, in order to minimize light spillage onto adjacent properties and upward in to the night sky. Illumination or other fixtures mounted higher than 20 feet or 150 watts or more must have downward directional shielding, in accordance with MSB 17.28.060(A)(6).

XI. Dust Plan

Road dust control is a concern of high priority. The Contractor involved in development of this mine site shall contain a specific bid item to provide watering for dust control. The Contractor will be required to obtain a temporary water use permit from the Alaska Department of Natural Resources (ADNR). Borough staff or their agent will monitor conditions throughout construction and direct the construction contractor to water the roadway and haul routes as needed to prevent dust from becoming a problem.

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Is it also anticipated that measures to reduce any by-product dirt transport from the borrow site by vehicle tires will be implemented within the borrow pit as described in the SWPPP.

XII. Stormwater Pollution Prevention Plan (SWPPP)

This project is subject to the Alaska Pollution Discharge Elimination System (APDES) for construction projects disturbing greater than one acre of soil, therefore the project shall be subject to the Alaska Department of Environmental Conservation Construction General Permit (AK-CGP). The Contractor authorized to operate in the Alsop East Pit will be required to acquire an AK-CGP and produce a SWPPP meeting all requirements of the AK-CGP and submit it to the Borough for review and approval. The contractor will be responsible for submitting all notifications, maintaining all records, and documenting compliance with the AK-GCP. The Contractor will be responsible for installing, maintaining, updating, and removing all Best Management Practices (BMPs) in accordance with detailed bid specifications (Department of Transportation Standard Bid Specifications Section 641; Appendix C-4) to be incorporated into every contract.

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ALSOP EAST PIT – APPENDIX B

RECLAMATION PLAN

APPENDIX B-1: Reclamation MOU, Matanuska-Susitna Borough letter dated April 26, 1999

APPENDIX B-2: Cooperative Management Agreement between Alaska Department of Natural Resources and Matanuska Susitna Borough for Mining Reclamation on Borough-Owned Land.

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MATANUSKA-SUSITNA BOROUGH

ALSOP EAST PIT RECLAMATION PLAN

Reclamation on lands owned by the Matanuska-Susitna Borough is subject to a Memorandum of Understanding between the Matanuska-Susitna Borough and the Alaska Department of Natural Resources allowing for reclamation requirements on borough-owned lands to be set by the Matanuska-Susitna Borough. The MOU is included with this reclamation plan (Appendix B-1).

Schedule

The schedule for interim reclamation is dependent on the Contractor's schedule. Interim reclamation plans will be required of the Contractor authorized to use the Alsop East Pit and will be submitted to the MSB-LRMD for review and acceptance. Final reclamation should occur no later than December 2050. Reclamation of the proposed mine will generally occur according to the following schedule:

1. Reclamation will take place as developed areas of the mine are closed, with no further plan for material extraction.
2. Reclamation of Phase I will take place prior to the development of Phase II.
3. Organic overburden and topsoil from all cells of both phases of mining will be stockpiled for use in reclamation and revegetation of the mined areas within that respective cell.
4. Phase I will be converted to a flat tract at 200-feet above mean sea level with boundaries consisting of stabilized 2H:1V or less slopes. Any erosion or destabilization of boundary slopes will be remediated by the contractor.
5. Phase II will be converted to a flat tract at 220-feet above mean sea level with boundaries consisting of stabilized 2H:1V or less slopes. Any erosion or destabilization of boundary slopes will be remediated by the contractor.
6. All mined areas, including slopes, within the Alsop East Pit will be covered by a minimum of four (4) inches of organic materials and topsoils, and stabilized with approved seed mix applied in accordance with state specifications. Appropriate BMPs will be required to assess site drainage, and will be the responsibility of the contractor.
7. Surplus inorganic overburden from both Phases will be used to backfill the Alsop Pit and will not be left within the boundaries of the Alsop East Pit.

Temporary Stabilization

In accordance with the Alaska Pollution Discharge Elimination System Construction General Permit, temporary stabilization will be initiated as soon as practicable in areas of the site where construction activities have temporarily or permanently ceased, but no later than 14 days after the construction activities have temporarily or permanently ceased. Temporary stabilization is not needed if construction activities are scheduled to resume within 14 days. In the event that temporary stabilization is precluded

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by snow cover or frozen ground, the temporary stabilization measures will be implemented as soon as practicable.

Final Grading

Cut slopes may be no steeper than 2H:1V to provide acceptable public safety, stability, and erosion protection, but variability in the grade averaging to approximately 3H:1V is preferred. Bottom grades must be 2% or less across or to one corner of each cell. Phase I shall be graded flat with natural draining corridors to the north, southwest, and southeast of the cell. Phase II shall be graded to drain to the east side of the cell. Slight gradations will be made within each phase to ensure that no intermediate collection points or ponds occur within the phase boundaries post mining activities. Stabilization must be conducted in accordance with Best Management Practices called out in the SWPPP, and to a standard equal to or greater than that stipulated in Alaska Statute 27.19.

Stabilization

Organic overburden and topsoils from each cell will be stockpiled within the respective cell, as indicated by the attached Site Plans. Immediately following mining activities for each phase, the organic material and topsoil stockpiled within each cell will be utilized in the reclamation of both the pit floor and the bordering slopes within that respective cell. All mined areas within both phases will be covered by a minimum of four (4) inches of organic materials and topsoil, and revegetated with approved seed mix, applied in accordance with state specifications. Slopes will be cut no steeper than 2H:1V, and will require proper stabilization techniques to include at a minimum tracking and blading the soil to a stable compaction, after which the slopes will be revegetated as per state specifications. All surplus inorganic overburden removed within both Phases will be relocated and used to backfill the Alsop Pit.

Revegetation

The objective of the revegetation procedures for mined areas will be to grow native grasses, without introducing non-native species. This will be accomplished by first using mineral waste material (silt and sand) to cover cut slopes. Next, stockpiled organic material and topsoils will be spread over the cut slopes to provide growing medium for approved seed and native plants to establish themselves. The organic material will be spread in a layer not less than four (4) inches thick or more than 2 feet in thickness, except such material may be placed in greater thickness as required to flatten cut slopes out to no steeper than 2H:1V. The spread organic material shall be tracked, bladed, or otherwise manipulated so that no tree trunks, branches, roots, or stumps protrude more than four (4) inches above the finished ground surface.

To assist in the re-establishment of native species, and to help to control erosion during the revegetation period, the spread of organic overburden material will receive an application of temporary grass seed mixture and fertilizer. The fertilizer application will consist of standard nitrogen, phosphorus, and potassium (N-P-K) 20-20-10 mix applied at a rate of 500 pounds per acre. The temporary seed mixture will be applied at a rate of 43 pounds per acre and will meet the applicable requirements of the

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State of Alaska Seed Regulations, 11 AAC 34, Article 1 and Article 4, using a seed mixture for the area as outlined in *A Revegetation Manual for Alaska*, by Stony J. Wright, Alaska Plant Materials Center and will use a seed product certified not to include prohibited and restricted noxious weeds.

Annual Reclamation Statement

An Annual Reclamation Plan shall be submitted to MSB-LRMD. The LRMD will administer reclamation to standards no less than that required by the State of Alaska.

Financial Assurance

Reclamation financial assurance filed with the State of Alaska is not required for governmental units. Since the site is owned by the MSB, no financial assurances are required through the State. However, a performance bond, as well as any other bonds deemed necessary to protect the best interests of the MSB, may be required to be filed by the Contractor prior to development of the site. A final site investigation prior to reclamation of both phases will made by MSB-LRMD staff to determine the disposition of said bonds.

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APPENDIX B-1
Reclamation MOU

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MATANUSKA-SUSITNA BOROUGH

Borough Manager

350 E. Dahlia Avenue, Palmer, Alaska 99645-6488
Phone (907) 745-9689 FAX (907) 745-9669

RECEIVED
MAY 3 1999
LAND MANAGEMENT

April 26, 1999

Jane Angvik, Director
Division of Land
3601 C Street, Suite 1122
Anchorage, AK 99503-5947

RE: Reclamation MOU

Alaska Statute (27.19) requires DNR to administer mining reclamation on all state, federal, municipal and private land subject to mining operations which includes sand, gravel and other material.

The Borough has similar provisions to AS 27.19 in our ordinances. We feel it would much easier and efficient to administer these reclamation requirements on our own land. This would relieve some potential work load requirements from DNR and ensure that the Borough is in compliance with both state and Borough reclamation requirements.

Working with your staff, we have drafted the enclosed MOU dealing with the reclamation issue for material sites on Borough owned land.

There are two originals. After your review and signature please return one original to Ron Swanson, Community Development Director at the above address.

Thank you for your help and consideration on this issue.

Sincerely,

Michael J. Scott
Borough Manager

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APPENDIX B-2
DNR MSB Reclamation
Cooperative Management Agreement

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COOPERATIVE MANAGEMENT AGREEMENT BETWEEN
ALASKA DEPARTMENT OF NATURAL RESOURCES AND
MATANUSKA-SUSITNA BOROUGH FOR
MINING RECLAMATION ON BOROUGH-OWNED LAND

Under the authority of Alaska State Constitution Article X Section 13, AS 27.19.060, AS 29.35 and 11 AAC 97.700, the Department of Natural Resources and the Matanuska-Susitna Borough hereby enter into a cooperative management agreement by which the Matanuska-Susitna Borough will implement state mining reclamation requirements (AS 27.19 and 11 AAC 97) for material sites owned by the Matanuska-Susitna Borough. The Department of Natural Resources and the Matanuska-Susitna Borough find that this agreement will promote uniform compliance with state reclamation requirements and those set by municipal ordinances, providing for more consistent and effective reclamation of borough-owned land and reducing government paperwork costs. The Department of Natural Resources further finds that this agreement is in the state's best interests.

Jane Angvik, Director
Division of Land
Alaska Department of Natural Resources

4/30/99
Date

Michael J. Scott, Manager
Matanuska-Susitna Borough

4/23/99
Date

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ALSOP EAST PIT- APPENDIX C
COMPLIANCE WITH BOROUGH, STATE, AND FEDERAL LAWS

Appendix C-1: Matanuska-Susitna Borough Driveway Permit Application (Permit # P015194)

Appendix C-2: Statement addressing: Mining License as required by the Alaska State Department of Revenue & Mining Permit as required by the Alaska State Department of Natural Resources (ADNR) if extraction activities are to take place on state land.

Appendix C-3: United States Army Corps of Engineers (USACE) Jurisdictional Determination (JD) pursuant to Section 404 of the Clean Water Ace 33. USC 1344. No material extraction is to take place within wetlands, lakes, and streams in the development of this project. Also attached is a letter of "No objection" from the MSB Cultural Resource Division made in conjunction with the USACE JD.

Appendix C-4: Alaska Department of Transportation Erosion, Sediment, and Pollution Control Specification Section No. 641

Others: At this time, no other permits are required. If at any time, additional authorizations are required, they shall be submitted to the MSB as an addendum to this application. If the Phase II Access is to be constructed a Driveway and Construction Permit will be required from the MSB.

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APPENDIX C-1
MSB Driveway Permit

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Matanuska-Susitna Borough
Planning and Land Use Department
Permitting Center
350 East Dahlia Ave, Palmer AK 99645

AUTHORIZATION TO CONSTRUCT DRIVEWAY
PERMIT # I015194
TAX PARCEL ID # 56822000T00A

May 15, 2015

The Matanuska-Susitna Borough has authorized the construction of your driveway. Please construct your driveway in accordance with the conditions below, and provisions and standards listed on the 'Acknowledgement of Application'. Please reference these provisions to determine required culvert size and type.

This authorization to construct your driveway will expire **one year** from the date of this letter. If you are unable to construct the driveway within that time frame, please call the office to request an extention of the permit.

Please be aware that if this property is in a Special Flood Hazard Area a Flood Plain Development Permit is Required. Please contact the Permit Center to help determine if you are in a Designated Flood Plain Area.

PLEASE POST THIS PERMIT IN A CONSPICUOUS PLACE AT THE ACCESS POINT.

When driveway construction is complete, please call the Inspection Request Call-In Line at **861-7822** or by e-mail at PermitCenter@masugov.us, to request a Final Inspection. Be sure to reference the permit number above.

____ NO CULVERT REQUIRED X CULVERT REQUIRED (SEE NOTES BELOW)

NOTES:

Culvert is needed
gr05058 - 5/13/2015 3:37:50 PM

Sincerely,

Michelle Olsen

Michelle Olsen, CFM
Permit Technician

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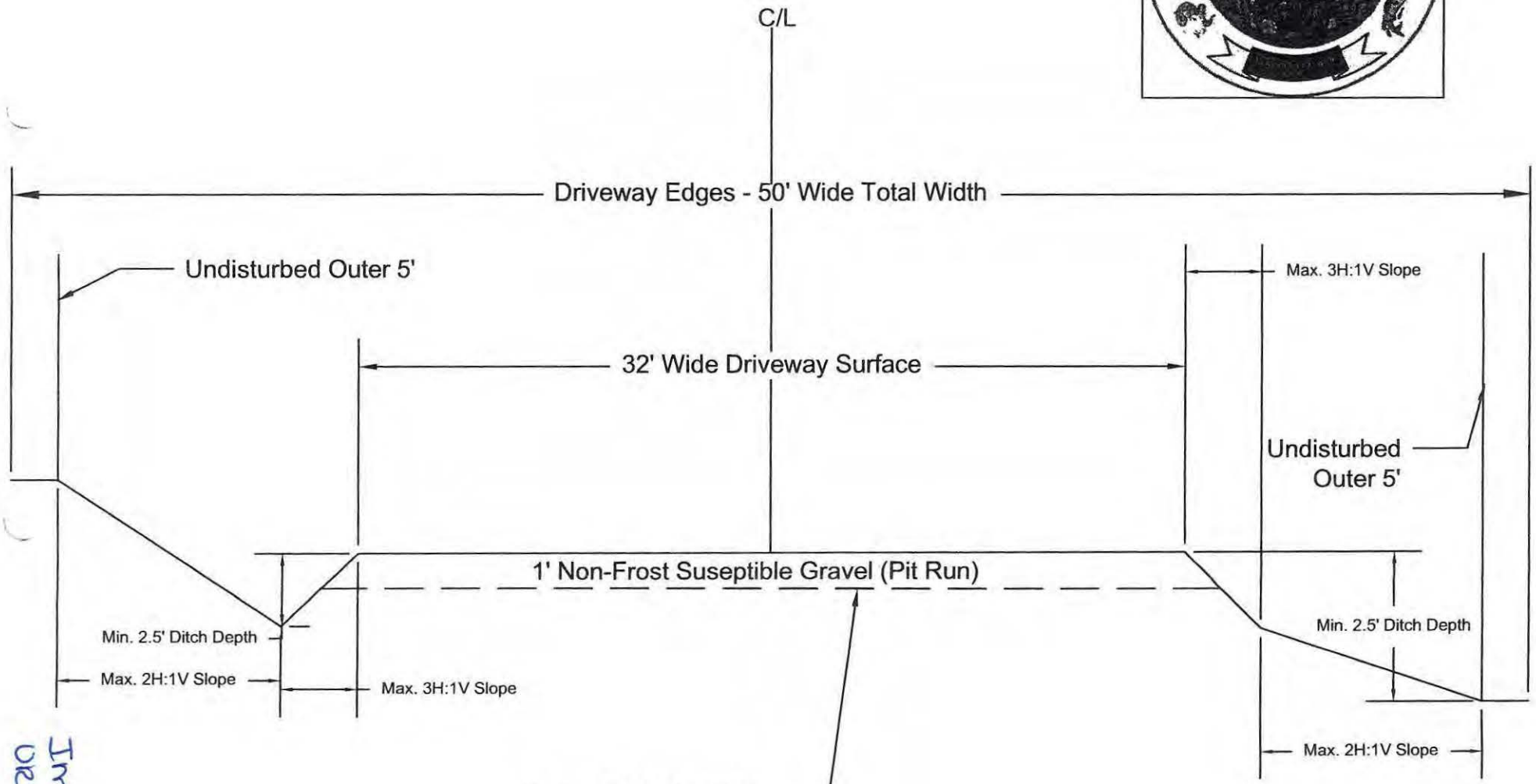
Alsop East IMD - Phase I Driveway Cross-Section

Not to Scale



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APPENDIX C-2
Mining License

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MINING LICENSE – A mining license is not required for the Alsop East Pit.

On May 24, 2012, Governor Parnell signed legislation (HB 298) into Law. This legislation, with a retroactive effective date of January 1, 2012, exempts quarry rock, sand and gravel, and marketable earth mining operations from the mining license tax. Anyone who mines quarry rock, sand and gravel, and/or marketable earth exclusively is no longer required to obtain a mining license or file a mining license tax return for activities conducted on or after the effective date.

MINING PERMIT – A mining permit is not required for the Alsop East Pit. A mining permit is required if extraction activities are to take place on State-owned lands. The Alsop East Pit is located on Matanuska-Susitna Borough-owned lands.

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APPENDIX C-3
US ACE Jurisdictional Determination
&
MSB Cultural Resource Division
Letter of "No Objection"

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DEPARTMENT OF THE ARMY
ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS
REGULATORY DIVISION
P.O. BOX 6898
JBER, AK 99506-0898

JUN 04 2015

Regulatory Division
POA-2015-225

Matanuska-Susitna Borough LMD
Attention: Mr. Ryan Johnston
350 East Dahlia Ave
Palmer, AK 99645

Dear Mr. Johnston:

This letter responds to your April 28, 2015, request for a Department of the Army (DA) jurisdictional determination for your proposed gravel extraction. It has been assigned number POA-2015-225, Lost Lake, which should be referred to in all correspondence with us. The property is located within Section 27, T. 15 N., R. 4 W., Seward Meridian, USGS map AK-Anchorage B-8; at Latitude 61.3575° N., Longitude 149.9740° W.; Matanuska-Susitna Borough, in Wasilla, Alaska.

Based on our review of the information you provided, we have determined that although the subject property may contain waters of the United States (U.S.), including wetlands, your proposed project would not involve an activity we regulate. Therefore, a DA permit is not required. However, a permit may be required if you alter the method, scope, or location of your proposed work. You should contact us if you make changes to your project.

Section 404 of the Clean Water Act requires that a DA permit be obtained for the placement or discharge of dredged and/or fill material into waters of the U.S., including jurisdictional wetlands (33 U.S.C. 1344). The Corps defines wetlands as those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Section 10 of the Rivers and Harbors Act of 1899 requires that a DA permit be obtained for structures or work in or affecting navigable waters of the U.S. (33 U.S.C. 403). Section 10 waters are those waters subject to the ebb and flow of the tide shoreward to the mean high water mark, and/or other waters identified by the Alaska District.

Nothing in this letter excuses you from compliance with other Federal, State, or local statutes, ordinances, or regulations.

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Please contact me via email at michael.r.gala@usace.army.mil, by mail at the address above, by phone at (907) 753-2821, or toll free from within Alaska at (800) 478-2712, if you have questions. For more information about the Regulatory Program, please visit our website at http://www.poa.usace.army.mil/Missions/Regulatory.aspx.

Sincerely,

Michael R. Gala
Regulatory Specialist

Enclosures

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MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
Cultural Resources Division
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 745-9859 • Fax (907) 745-9876

MEMORANDUM

DATE: 28 April 2015
TO: Michael Gala, Regulatory Specialist, USACE
FROM: Heather Ralston, Archaeological Site Supervisor
SUBJECT: POA-2015-225, Lost Lake
LEGAL: Sec. 27, T15N, R04W, SM
TAX MAP: GB 14

SPECIAL NOTE: NO OBJECTION – GENERAL CAUTION

The Cultural Resources Division has determined that is one known Cultural Resources site on above said property. This conclusion was derived through research of the documented sites on file in the Cultural Resources Division of the Matanuska-Susitna Borough and sites documented in Alaska Heritage Resource files at the State Office of History and Archaeology.

We recommend caution during site prep or related ground disturbance activities in the event cultural remains may come to light or be recovered. If cultural resources are found as a result of the above mentioned activity we request the chance to document them and to determine their augment our knowledge of local history. Cultural remains may be found on the surface and subsurface and include features such as cache pits, house pits, garbage pits, depressions and/or other non removable indications of human activity, as well as, artifacts, buildings, machinery, etc.

Note: recording of cultural resources or other remains does **not** change ownership status of materials found, they belong to the property owner, **nor** does it prohibit your activity request. If cultural remains are located please contact this office at (907) 861-8655 as soon as possible. This would enable us to photograph and record any cultural materials that may be observed. Thank you for your cooperation. We appreciate you helping us learn more about our past.

Sincerely,

Heather Ralston

Heather Ralston
Archaeological Site Supervisor
Heather.ralston@matsugov.us

NOTE§A.S.11.46.482 (a) of the Alaska Statutes states that

(a) A person commits the crime of criminal mischief in the third degree if, having not right to do so or any reasonable grounds to believe the person have such a right…

(3) If a person knowingly

(A) defaces, damages or desecrates a cemetery or the contents of a cemetery or a tomb, grave, or memorial regardless of whether the tomb, grave, or memorial is in a cemetery or whether the cemetery, tomb, grave, or memorial appears to be abandoned, lost, or neglected; (B) removes human remains or associated burial artifacts from a cemetery, tomb grave, or memorial regardless of whether the cemetery, tomb, grave, or memorial appears to be abandoned, lost or neglected.

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APPENDIX C-4
Alaska Department of Transportation Erosion, Sediment, and Pollution Control Specification Section No. 641

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Standard Modification

Replace Section 641 with the following:

SECTION 641

EROSION SEDIMENT AND POLLUTION CONTROL

641-1.01 DESCRIPTION. As approved by the Engineer, provide project administration and construction activities to control erosion, sedimentation, and pollution from the Project, according to this section and applicable local, state and federal requirements, including the Construction General Permit.

Utilities will be relocated by others concurrently with construction of this project. The Contractor will be responsible for controlling sediment and erosion and stabilizing areas disturbed during underground and aboveground utility relocation.

The Borough will develop a Storm Water Pollution Prevention Plan (SWPPP) necessary to cover certain utility relocation work that may precede issuance of a Notice to Proceed. The Contractor will incorporate the provisions of that SWPPP document into any documents prepared by the Contractor under this Section.

641-1.02 DEFINITIONS.

Alaska Certified Erosion and Sediment Control Lead (AK-CESCL). Certification documenting the person has completed training, testing and other requirements recognized by the Borough to satisfy the APDES Construction General Permit for "qualified personnel". AK-CESCL certificates issued in conformance with, and under authority of the AK-CESCL Memorandum of Understanding are recognized by the Borough as meeting this standard. An AK-CESCL certification must be recertified every three years. CPESC, Certified Professional in Erosion and Sediment Control: CISEC, Certified Inspector in Sediment and Erosion Control; and CESCL, Washington Department of Ecology Certified Erosion and Sediment Control Lead are the only other recognized substitution for the AK-CESCL certification.

Alaska Department of Conservation (ADEC). The State Department that has been authorized to administer the Clean Water Act's National Pollutant Discharge Elimination System in a phased process.

Alaska Pollutant Discharge Elimination System (APDES). The Alaska Pollutant Discharge Elimination System, administered by ADEC.

Area of Land Disturbance. The area of land (soil) that will be disturbed by Construction Activity. Area of Land Disturbance does not include pavement removal or pavement milling if the activity does not remove aggregate underlying the pavement.

Best Management Practices (BMPs). Temporary or permanent structure and non structural devices, schedules of activities, prohibition of practices, maintenance procedures and other management practices to prevent or reduce the discharge of pollutants to waters of the United States. BMPs also include but are not limited to, treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal.

Clean Water Act (CWA). United States Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.)

Construction Activity. Physical activity by the Contractor or any Subcontractor or Utility Company that may result in land disturbance, erosion, sedimentation, or a discharge of pollutants in storm water. Construction activity includes, but is not limited to, grubbing, excavation, constructing embankment, grading, stockpiling erodible material, processing material and installation or maintenance of BMP's.

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Construction General Permit (CGP). The Alaska Pollutant Discharge Elimination System General Permit for Discharges from Large and Small Construction Activities.

Electronic Notice of Intent (eNOI). The Electronic Notice of Intent submitted to ADEC, to begin Construction Activities under the CGP.

Electronic Notice of Termination (eNOT). The Electronic Notice of Termination submitted to ADEC, to end coverage under the CGP.

Erosion and Sediment Control Plan (ESCP). A project-specific document that illustrates measures to control erosion and sediment problems on a project. The ESCP normally consists of a general narrative and a map or site plan. It is developed by the Borough and may be included in the project plans and specifications. It serves as a resource for bid estimation and a frame work from which the Contractor develops the project SWPPP.

Final Stabilization. Soil disturbing activities at the site have been completed and one of the following methods, as identified in the contract, has been completed:

- Establish a uniform and evenly distributed perennial vegetative cover with a density of 70 percent of the native background vegetative cover, or
- Construct non-erodible permanent stabilization measures (such as riprap, gabions, geotextiles, pavement, or crushed aggregate base course) where vegetative cover is not required or practical.

Hazardous Material Control Plan (HMCP). The Contractor's detailed project-specific plan for the prevention of pollution from storage, use, transfer, containment, cleanup, and disposal of hazardous material, including but not limited to, petroleum products related to construction activities and equipment. The HMCP is included as an appendix to the SWPPP.

Operator(s). The party or co-parties associated with a regulated activity that has responsibility to obtain storm water permit coverage. "Operator" for the purpose of CGP and in context of stormwater associated with construction activity, means any party associated with a construction project that meets either of the following two criteria:

1. The party has operational control over construction plans and specifications, including the ability to make modifications to those plans and specifications; or
2. The party has day to day operational control of those activities at a project which are necessary to ensure compliance with a SWPPP for the site or other permit conditions (e.g. they are authorized to direct workers at a site to carry out activities required by the SWPPP or comply with permit conditions).

Pollutant. Any substance or item meeting the definition of pollutant contained in 40 CFR 122.2
Project Area. The physical limits of the construction site, Borough furnished project staging and equipment areas, Borough furnished haul routes where deposition of sediments or erodible materials may result from material hauling activities and Borough furnished material and disposal sites directly related to the Contract. The project area also includes all areas of utility relocation and installation, including adjacent utility easements and tie-ins that may extend beyond the defined project limits. Contractor or Commercial Operator furnished material sites material processing sites, disposal sites, haul routes, staging areas and equipment storage are not included in the Project Area.

Spill Prevention, Control, and Countermeasure Plan (SPCC). The Contractor's detailed plan for petroleum spill prevention and control measures that meet the requirements of 40 CFR 112.

Storm Water Pollution Prevention Plan (SWPPP). The Contractor's detailed project -specific plan to minimize erosion and contain sediment within the Project site and to prevent discharge of pollutants that exceed applicable water quality standards. The SWPPP includes, but may not be limited to, amendments, records of activities, inspection schedules and reports, qualifications of key personnel and all other documentation required by the CGP and this specification.

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Temporary Stabilization. The protection of exposed soils (disturbed land) from wind, and water erosion during construction process, until final stabilization is established.

Utility Company. A Utility Company or their contractor performing work concurrently with the construction of this project.

641-1.03 SUBMITTALS. Submit three signed copies of the SWPPP and HMCP to the Engineer. Submit two signed copies of the SPCC Plan (if required under subsection 641-2.03) to the Engineer at or before the pre-construction meeting.

The Borough will review the SWPPP and HMCP submittals within fourteen (14) calendar days. Submittals will be returned to the Contractor as either requiring modification, or as approved by the Borough. The 14 day review period will restart when the Contractor submits to the Borough the revised SWPPP and or HMCP. The approved SWPPP must contain certification, and be signed according to the Standard Permit Conditions of the APDES Construction General Permit.

Upon acceptance of the SWPPP by the Borough submit an eNOI for the Project to ADEC with the required fee. Submit a copy of the eNOI to the Project Manager when the eNOI is submitted to ADEC. The Borough will submit the Borough's eNOI to the ADEC and provide a copy to the Contractor for inclusion in the SWPPP.

No construction activities will take place on the Project until the eNOI has been posted on the ADEC website for seven (7) calendar days.

The active status NOI's, SWPPP, HMCP and SPCC Plan (when required) become the basis of the work required for the project's erosion, sediment, and pollution control.

Within fifteen (15) calendar days after the Engineer has determined you may end SWPPP activities for the Project, submit your eNOT for the Project to ADEC and send a copy of the eNOT to the Engineer. Within fifteen (15) calendar days of the Project Manager's determination the Borough will submit the Borough's eNOT to the ADEC and send a copy to the Contractor.

When CGP, Part 10, F requires ADEC SWPPP review: transmit a copy of the SWPPP with the required fee to ADEC using delivery receipt confirmation. Transmit a copy of the delivery receipt confirmation to the Engineer within seven (7) calendar days of receiving the confirmation. Transmit a copy of the ADEC SWPPP review letter to the Project Engineer within seven (7) calendar days of receipt from ADEC. Amend the SWPPP as necessary to address ADEC comments and transmit a copy of the SWPPP amendments to the Engineer within seven (7) calendar days of receipt of ADEC review comments. Include a copy of the ADEC SWPPP review letter in the SWPPP.

641-1.04 PERSONNEL QUALIFICATIONS. The Superintendent and any designated Relief Superintendent must meet the following qualifications:

- Current certification as AK-CESCL
- Duly authorized representative, as defined in Appendix F of the CGP.

641-1.05 SIGNATURE/CERTIFICATION REQUIREMENTS AND DELEGATIONS.

eNOI and eNOT. The eNOI and eNOT must be signed and certified by a responsible corporate officer, in accordance with the CGP Appendix F. Signature and certification authority, for eNOI and eNOT, cannot be delegated.

Delegation of Signature Authority for Other SWPPP Documents and Reports. Delegate signature and certification authority to the Superintendent, in accordance with CGP Appendix F, for the SWPPP inspections, and other reports required by the CGP. Include a copy of the written delegation in the

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SWPPP. Delegation is not required if the Superintendent is a responsible corporate officer for the Contractor, as defined in CGP Appendix F.

Subcontractor Certification. Subcontractors must certify that they have read and will abide by the CGP and the conditions of the project SWPPP.

641-2.01 STORM WATER POLLUTION PREVENTION PLAN. Prepare a Storm Water Pollution Prevention Plan. When provided in the plan set use the Borough's ESCP to develop a SWPPP based on scheduling, equipment, and use of alternative BMPs. The SWPPP preparer must visit the project site before preparing the SWPPP. The plan must include both erosion control and sediment control measures. The plan must first address preventing erosion, then minimizing erosion and finally trapping sediment before it leaves the project site.

The SWPPP must follow the format presented in Appendix A, of Developing Your Storm Water Pollution Prevention Plan (EPA 833-R-060-04 May 2007). An electronic copy of the SWPPP template is available on EPA's web site at http://www.epa.gov/npdes/swpppguide

The plan must address the site specific controls and management plan for the construction site as well as for material sites, waste disposal sites, haul roads and other affected areas, public or private. The plan must also include copies of and incorporate the requirements of the project permits.

The contractor is responsible for identifying, in their SWPPP, other work that is on-going or will be undertaken within or adjacent to the project during the contract period and to coordinate erosion and sediment control measures with the other operators.

641-2.02 HAZARDOUS MATERIAL CONTROL PLAN (HMCP) REQUIREMENTS.
Prepare a HMCP for handling, storage, cleanup and disposal of petroleum products and other hazardous substances. (See 40 CFR 117 and 302 for listing of hazardous materials).

Compile Material Safety Data Sheets in one location and reference in the HMCP. List and give location of hazardous materials, including office materials, to be used and/or stored on site, and estimated quantities. Detail a plan for storing these materials as well as disposing of waste petroleum products and other hazardous materials generated by the project.

Identify the locations where storage, fueling and maintenance activities will take place, describe the maintenance activities and list controls to prevent the accidental spillage of oil, petroleum products, and other hazardous materials.

Detail procedures for containment and cleanup of hazardous substances, including a list of types and quantities of equipment and materials available on site to be used.

Detail a plan for the prevention, containment, cleanup and disposal of soil and water contaminated by accidental spills. Detail a plan for dealing with unexpected contaminated soil and water encountered during construction.

Detail methods of disposing of waste petroleum products and other hazardous materials generated by the project. Identify haul methods and final disposal areas. Assure final disposal areas are permitted for hazardous material disposal.

Specify the line of authority and designate a field representative for spill response and one representative for each subcontractor. Include their names and contact information in the SWPPP.

641-2.03 SPILL PREVENTION, CONTROL AND COUNTERMEASURE (SPCC) PLAN REQUIREMENTS.

Control

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Prepare and implement a SPCC Plan when required by 40 CFR 112, including:

1. When oil spills may reach navigable waters; and
2. Total above ground oil storage capacity is greater than 1,320 gallons.

Prevention and Countermeasures

Comply with 40 CFR 112 and address the following issues in the SPCC Plan:

1. Operating procedures that prevent oil spills;
2. Control measures installed to prevent a spill from reaching navigable waters; and
3. Countermeasures to contain, cleanup and mitigate the effects of an oil spill.

Self-certify the SPCC Plan if the total above ground oil storage capacity is 10,000 gallons or less, and the requirements for self certification in 40 CFR 112 are met. Otherwise the SPCC Plan must be certified, stamped with the seal of, date by, and signed by a Professional Engineer registered in the State of Alaska.

641-2.04 RESPONSIBILITIES AND AUTHORITY OF THE SUPERINTENDENT.
The Superintendent is responsible for the overall operations of the Project and all Contractor-furnished sites and facilities directly related to the Project. The Superintendent shall sign and certify the SWPPP, SWPPP inspections, and other reports required by the CGP, except the NOI and NOT. The Superintendent may not delegate the task or responsibility of signing and certifying the SWPPP, SWPPP inspections, and other reports required by the CGP. If the Superintendent is unavailable, a relief Superintendent may sign and certify reports required by the CGP. If the relief Superintendent is used, document the personnel change, including a photo copy of their AK-CESCL certification, and include their beginning and ending dates in the SWPPP.

641–2.05 MATERIALS. Comply with the material requirements described in the Plans and Specifications.

Use materials suitable to withstand hydraulic, wind, and soil forces, and to control erosion and trap sediments in accordance with the requirements of the CGP.

Straw that is certified as free of noxious weed by the United States Department of Agriculture, Natural Resources Conservation Service, Local Soil and Water Conservation District, Alaska Weed Free Forage Certification Program must be used when available. Hay may not be substituted for straw.

Silt fences	Subsection 729-2.04,
Sediment Control	
Temporary Seed	Section 724
Erosion, Sediment, and Pollution Control-Material	Section 744

641-3.01 CONSTRUCTION REQUIREMENTS. Comply with the SWPPP and the requirements of the CGP.

Ensure all subcontractors and utility companies understand and comply with the SWPPP and the CGP. Provide SWPPP information to the utility companies. Notify the Project Manager immediately if actions of any utility company or subcontractor do not comply with the SWPPP and the CGP. Provide training to subcontractors & utility companies on control measures at the site and applicable storm water pollution prevention procedures and document the dates and attendees to these trainings in Appendix J of the SWPPP.

Post notices on the outside wall of the Contractor's project office, and at publicly accessible locations near the beginning and end of the Project. Protect postings from the weather and locate so the public can read them without obstructing construction activities (for example, at an existing pullout). Include the following information in each of the posted notices:

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- Copy of all eNOIs related to this project
- Name and phone number of Project Superintendent
- Location of the SWPPP available for public viewing.

Comply with requirements of the HMCP, the submitted SPCC Plan, and the State and Federal regulations that pertain to handling, storage, cleanup and disposal of petroleum products or other hazardous substances. Contain, cleanup and dispose of discharges of petroleum products and other materials hazardous to the land, air, water and organic life forms. Perform fueling operations in a safe and environmentally responsible manner. Comply with requirements of 18 AAC 75 and AS 46, Oil and Hazardous Substance Pollution Control. Report oil spills as required by Federal, State and local Law and, as described in the SPCC Plan.

Comply with requirements of the APDES Construction General Permit, implement temporary and permanent erosion and sediment control measures identified in the SWPPP, and ensure that the SWPPP remains current. Maintain temporary and permanent erosion and sediment control measures in effective operating condition.

Coordinate BMPs with Utility Companies doing work in the project area.

641-3.02 INSPECTIONS

Perform inspections and prepare inspection reports to comply with the project SWPPP and the APDES Construction General Permit.

1. Joint Inspections. Before start of construction, conduct a joint on-site inspection with the Engineer, the SWPPP Preparer, and the Contractor's Superintendent for the project to discuss the implementation of the SWPPP.

a. Before each winter shutdown, to ensure that the site has been adequately stabilized and devices are functional.

b. At project completion, to ensure final stabilization of the project.

2. During Construction. In addition, the Contractor will perform inspections meeting the requirements of the ADPES Construction General Permit. The project Superintendent shall review the Project Site, Materials Sites, Waste Sites and the SWPPP for conformance with the APDES Construction General permit at least once per month and after every major change in earth disturbing activities for compliance with the Construction General Permit.

3. Inspection Reports. Prepare and submit, within three (3) working days of each inspection, a Inspection Report. At a minimum the report will contain the following:

a. A summary of the scope of the inspection
b. Name(s) and titles of personnel making the inspection
c. The date of the inspection
d. Observations relating to the implementation of the SWPPP
e. Any actions taken as the result of the inspection
f. Incidents of non-compliance

Where a report does not identify and incidents of noncompliance, certify that the facility is in compliance with the SWPPP and the APDES Construction General Permit.

The Contractor's Superintendent will sign the report according to the Standard Permit Conditions of the APDES Construction General Permit. Include reports as an appendix to the SWPPP.

Record Retention

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Keep the SWPPP up to date at all times. The SWPPP shall denote location, date of installation, date maintenance was performed and the date of removal of BMPs. It shall also contain copies of inspection reports and amendments.

Maintain the following records as part of the SWPPP:

1. Dates when major grading activities occur;
2. Dates when construction activities temporary or permanently cease on a portion of the site: and
3. Dates when stabilization measures are initiated.

Provide the Engineer with copies of SWPPP revisions, updates, records and inspection reports at least weekly.

Retain copies of the SWPPP and other records required by the APDES Construction General Permit for at least three years from the date of final stabilization.

If unanticipated or emergency conditions threaten water quality, take immediate suitable action to preclude erosion and pollution.

Amendments

Submit amendments to the SWPPP to correct problems identified as a result of:

1. Storm or other circumstance that threatens water quality, and
2. Inspection that identifies existing or potential problems.

Submit SWPPP amendments to the Engineer within seven (7) calendar days following the storm or inspection. Detail additional emergency measures required and taken, to include additional or modified measures. If modifications to existing measures are necessary, complete the implementation before the next storm event whenever practicable.

Stabilize area disturbed before the seeding deadline or within seven (7) calendar days of the temporary or permanent cessation of ground-disturbing activities.

Notice of Termination

For projects that require an eNOI, submit the signed eNOT to the ADEC with a copy to the Project Manager when the Project Manager notifies that:

1. The project site (including material sources, and disposal sites) has been finally stabilized and that storm water discharges from construction activities authorized by the permit have ceased, or
2. The construction activity operator (as defined in the APDES Construction General Permit) has changed.

641-4.01 METHOD OF MEASUREMENT.

Items 641(2) and (4) will be measured as specified in the Contract or Owner's Action authorizing the work.

641-5.01 BASIS OF PAYMENT.

1. Item 641(1) Erosion and Pollution Control Administration. At the Contract lump sum price for administration of work under this Section. Includes, but is not limited to, plan preparation, plan amendments and updates, inspections, monitoring, reporting and record-keeping.

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2. Item 641(2) Temporary Erosion and Pollution Control. At the prices specified in the Contract or as provided in the Owner's action authorizing the work to install and maintain temporary erosion, sedimentation and pollution control measures.

3. Item 641(3) Temporary Erosion and Pollution Control. At the Contract lump sum price to install and, maintain temporary erosion, sedimentation and pollution control measures required to complete the project according to the Plan and with the current approved SWPPP and HMCP.

4. Item 641 (4) Temporary Erosion and Pollution Control Amendments. At the price specified in the Owner's action for extra, additional or unanticipated work to install and maintain temporary erosion, sedimentation and pollution control measures. Work paid under this item will be shown as amendments to the original SWPPP or HMCP.

   Temporary erosion and pollution control measures that are required at Contractor -furnished sites are subsidiary to Pay Item 641(3).

   Work that is paid for directly or indirectly under other pay items will not be measured and paid under this Section, including but not limited to dewatering, shoring, bailing, installation and removal of temporary work pads, temporary accesses, temporary drainage pipes and structures and diversion channels.

   Perform temporary erosion and pollution control measures that are required due to negligence, carelessness, or failure to install permanent controls as a part of the work scheduled or ordered by the Project Manager, or for the Contractor's convenience, at the Contractor's expense.

   Permanent erosion and pollution control measures will be measured and paid for under other Contract items, when shown on the bid schedule.

   Failure

   If the Contractor fails to coordinate temporary or permanent stabilization measures with the earthwork operations in a manner to effectively control erosion and prevent water pollution, the Project Manager may suspend the earthwork operations and withhold monies due on current estimates for such earthwork items until aspects of the work are coordinated in a satisfactory manner.
   If there is failure to:

1. Pursue the work required by the SWPPP,
2. Respond to inspection recommendations and/or deficiencies in the SWPPP, or
3. Implement erosion and sedimentation controls identified by the Project Manager.

   The Project Manager may suspend construction activities and withhold monies due on current estimates until the SWPPP is in compliance with the APDES Construction General Permit.

   The Contractor shall be due no additional monies or Contract time extension as result of delays resulting from suspension of earthwork for failure to perform required erosion, sedimentation, or pollution duties as outlined in this Section 641.

   If listed in the bid schedule payment will be made under:

Pay Item No.	Pay Item	Pay Unit
641(1)	Erosion and Pollution Control Administration	Lump Sum
641(2)	Temporary Erosion and Pollution Control	Contingent Sum
641(3)	Temporary Erosion and Pollution Control	Lump Sum
641(4)	Temporary Erosion Pollution Control Amendments	Contingent Sum

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COMMENTS

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OR16-037

Susan Lee

From: Toby Riddell <mackenziekayaker@gmail.com>
Sent: Tuesday, January 19, 2016 9:39 AM
To: Susan Lee
Cc: John Moosey; Terry Dolan; Scott Sanderson; Dan Huttunen; debsu20@hotmail.com; Tammy Hoerauf; Jennifer Ballinger; Dan Mayfield; Debra Wetherhorn
Subject: Alsop Rd. IMD
Attachments: RSA 17-MSB Planning-IMD Signed.tiff

Hi Susan,

Attached is a letter from our Knik RSA #17 board regarding the planned IMD for Alsop Road. Please call me at 373-7768 if you have any questions or new information. Thank you.

Toby Riddell, Chair

Knik RSA #17

mackenziekayaker@gmail.com

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Knik Road Service Area 17
Board of Supervisors
Art and Boot Scates Public Safety Building
Station 6-4

January 19, 2016

Susan Lee, Planner II
Matanuska-Susitna Borough
350 E. Dahlia
Palmer, AK 99645

Matanuska - Susitna Borough
Development Services

JAN 19 2016

Received

RE: Interim Materials District; Alsop Road

Dear Ms. Lee:

The Board of Supervisors of Knik RSA #17 reviewed the documents concerning establishing an Interim Materials District (IMD) adjacent to Alsop Road at our regular board meeting on October 13, 2016. Though the board recognizes the need to set aside and develop resources for projects we have concerns on the impacts to our residents and roads.

The documents state the contractors are permitted to work 24 hours per day, 7 days a week from March through November. Contractors would be utilizing 10-30 cubic yard trucks to transport the gravel products. Point Mackenzie road was not built to withstand 100% load limits and contractors should be required to observe weight restrictions during spring and fall. The documents further state that the borough and contractors are not responsible for repairs or maintenance of our roads from damages that may occur from heavy equipment.

The first 7 miles of Point Mackenzie Rd. is in poor condition and the pavement is basically being held together by crack sealing materials. Estimates to repave or rebuild this portion of the road range from $1.3M to $13M depending upon the scope of work. This far exceeds our area's taxpayers' ability to address repaving without alternative funding sources. We do not believe it is fair to impose added costs to our road service area due to the borough's development of the IMD without some method to cover the costs associated with developing this resource. Possibly a cost/cubic yard could be required to address the maintenance of our area roads utilized by the contractors. The approximately 6.2M cubic yards at $3.00/cy would generate about $18.6M for the expected life of the IMD (35 years). Rebuilding 17-22 miles of Pt. Mackenzie Rd. could easily surpass this amount.

We realize our area is not the only area with mineral resource development but without providing a funding mechanism to maintain our roads other than relying on the local taxpayers contributions we may be sacrificing our infrastructure without gain.

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Another concern is noise associated with the IMD development and operation. There is a nearby subdivision to the Southwest that may be impacted by prolonged hours of operation. Limiting the hours the contractor may work would eliminate unnecessary noise levels at night and weekends.

Please call me at 982-8535 or 373-7768 if you have any questions regarding our concerns. Thank you.

Sincerely,

Toby Riddell, Chair
Knik RSA #17

cc: MSB Assembly
John Moosey, MSB Manager
Terry Dolan, MSB O&M
Point Mackenzie Community Council
MSB Local Road Service Advisory Board

Im16-056
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February 19, 2016

Attention: Susan Lee

Subject: Application for an Interim Materials District (IMD), MSB17.28 – Interim Materials District MSB Land & Resource Management Division Tract A, Point Mack Phase 1 Subdivision; 21601 W. Alsop Road, T15N, R4W, Sec. 27, Seward Meridian

Position: I must oppose this application!

History has a way of repeating itself. In a Frontiersman Opinion Spectrum article dated Friday, May 7, 1999, I described a proposal by Valley Sawmill to manage some 9,500 acres of the Point MacKenzie mixed coniferous/deciduous forest and wetlands of the Point MacKenzie area. That proposal was roundly defeated, yet much has transpired subsequently to degrade the area:

- The Port has been developed and the Port Commission has taken over on reclassified MSB lands.
- A failed State Agricultural Project has transitioned to secondary ownerships including a State Prison farm
- A LNG processing facility – now State owned
- A costly Goose Creek Correctional center
- An Alaska Railroad takeover of much of the formerly designated agricultural lands including a two mile long AK RR siding, and an incomplete unfunded route to be deforested for the railroad link to Houston
- A private utility buyout of an agricultural parcel for an "arsenic free" water source for the prison
- The distribution of human waste from the Goose Creek Correctional Center (illegally at first) and the City of Seward (under private contract) applied to agricultural lands
- An essentially failed Knik Arm Crossing that was used to justify a MSB town site

This demonstrates a plethora of broken promises by the MSB Assembly and Planning Commission relating to Point MacKenzie Community Council (PMCC)/public concerns. I refer to Planning Commission Resolution 06-056, 12/18/2006 and MSB Assembly Resolution 07-002, 1/16/2007. Both resolutions "Designates a site for the prison and states concerns raised by the community need to be addressed during the design, construction and operation of the prison, including protection of watershed and wildlife corridors between Goose Bay and Susitna Flats State Game Refuge."

These aforementioned developments have deforested considerable areas and have shifted formerly Borough public use lands to the MSB Port Commission, and to the Alaska Railroad. This will result in continued reduction of forest canopy and loss to the essential watershed, water quality, and free access by the public.

The Alsop East Pit proposal needs revision: "... the sites future use is intended to be the Point MacKenzie town site as specified in the Point MacKenzie comprehensive plan adopted July 2011." This

reference needs updating since the PMCC subsequently retracted a position of support for the Point MacKenzie Town Site. Please correct this oversight. Projecting a town site located at the proposed Alsop east pit after 2050 is somewhat speculative.

A town site is poor justification to establish the proposed Alsop East Pit.

The MSB may be seduced to approve the proposed contractor development of Alsop East Pit, yet caution is the byword. Too much reliance seems to be placed upon the good faith performance by contractors. A criteria of low bid competition for selection may result in poor performance. I refer to the Saturday February 6, Alaska Dispatch News (ADN) article specifically describing MSB rejection of permits for the Meadow Lakes and Trapper Creek private gravel pits. B & E Construction and Trapper Creek Gravel have violated Borough and DEC regulations by illegally dumping construction & other waste. ADN has identified owners of these pits as "bad actors."

This Alsop East Pit proposal and potential future development as a town site needs special scrutiny in light of the failed Knik Arm Crossing and potential future development. Specifically:

1. Alteration of the Elmendorf Moraine uplands would potentially negatively affect the watershed of nearby lakes, natural seeps and temporary ponds and springs and alter subterranean water flow serving the wetlands of the Goose Bay State Game Refuge, Dollar Lake, and Mule Creek – an anadromous fish stream.
2. Deforestation with delayed remediation would adversely affect native wildlife in particular owls and other raptors dependent on climax forest. These avian species are now establishing and occupying nest sites from late February through July.
3. Increased fire hazard is a given with current prolonged early spring breakup, tinder dry vegetation and potential use of heavy equipment. The area is far outside the Art and Boots Scates Public Safety Building fire service. A fire in the Alsop Road area would threaten the safety of nearby Prison inmates and local residents. Immense volumes of smoke generated would virtually block sunlight and preclude safe escape travel. More importantly Alsop Road offers only one entrance and exit – a potential Millers Reach/ Sockeye Fire catastrophe.
4. Heavy truck use of gravel and paved roads will surely impact these road beds and greatly increase the hazard to road travelers

Retention of natural topography and forested watershed for public uses is the highest and best use of the PMCC area now and in the future.

The Borough Planning Commission should forgo development at Alsop Road as a gravel removal site and shift emphasis to already committed gravel sites (Section 9 Pit) near the intersection of Point Mack with Ayrshire Road. I understand this site has already been committed to for Alaska Railroad purposes.

A real opportunity and benefit exists within the Matanuska River floodplain as a gravel resource. I propose joining with the Alaska Department of Transportation and Public Facilities and the Borough to access and extract floodplain gravel sources for:

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1. Protection of the Glenn Highway from stream erosion by rerouting the streambed away from the road.
2. Use as an easily accessible, continuously replaceable source of gravel for rail transportation to complete the railroad bed from Port MacKenzie to Houston and for gravel shipments statewide.

Please carefully consider these recommendations before committing to any future Alsop East Pit and future town site development.

Sincerely,

Garvan P. Bucaria

Cc: PMCC

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MAPS

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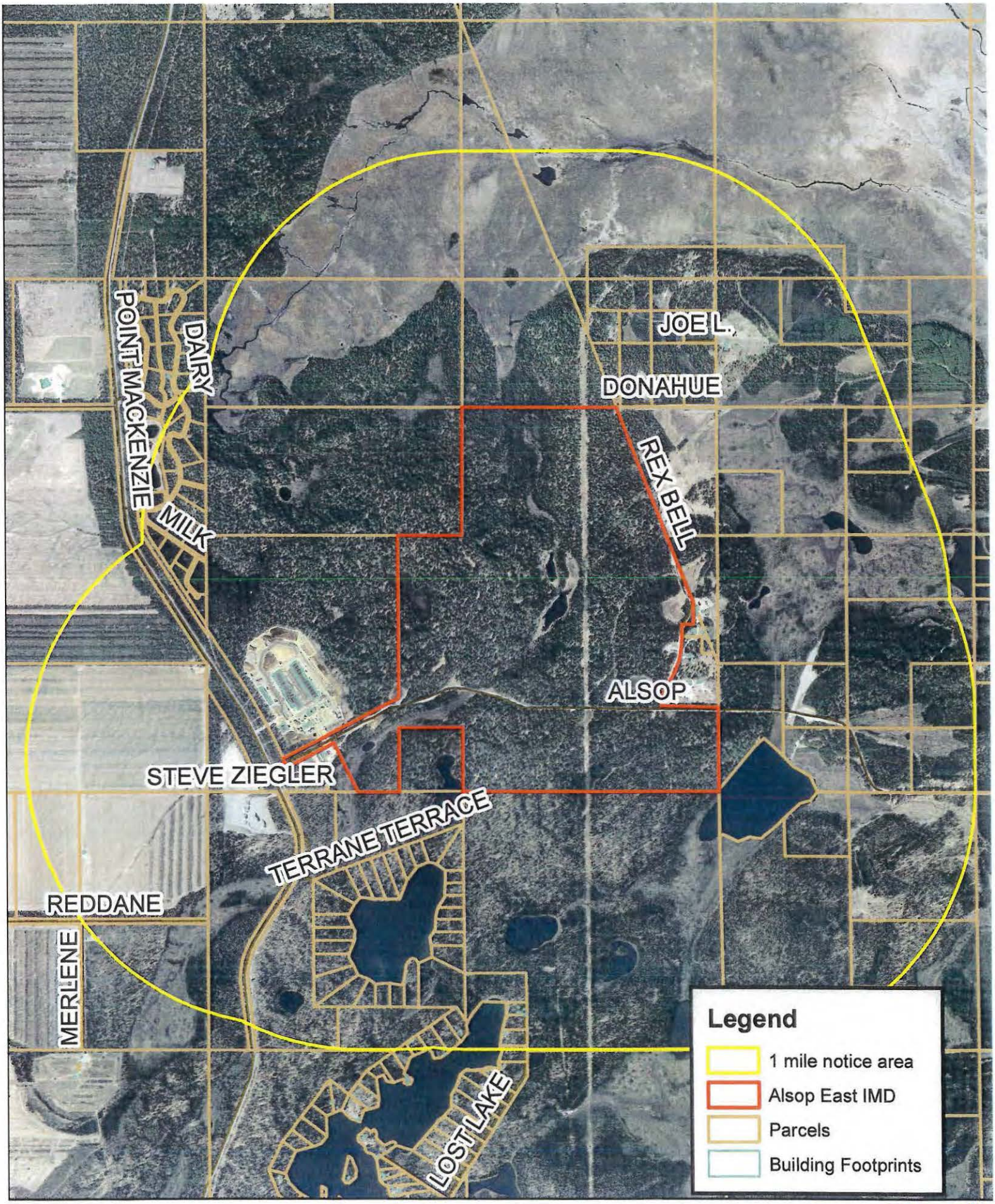

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1 inch = 2,500 feet

0 2,500 5,000 Feet

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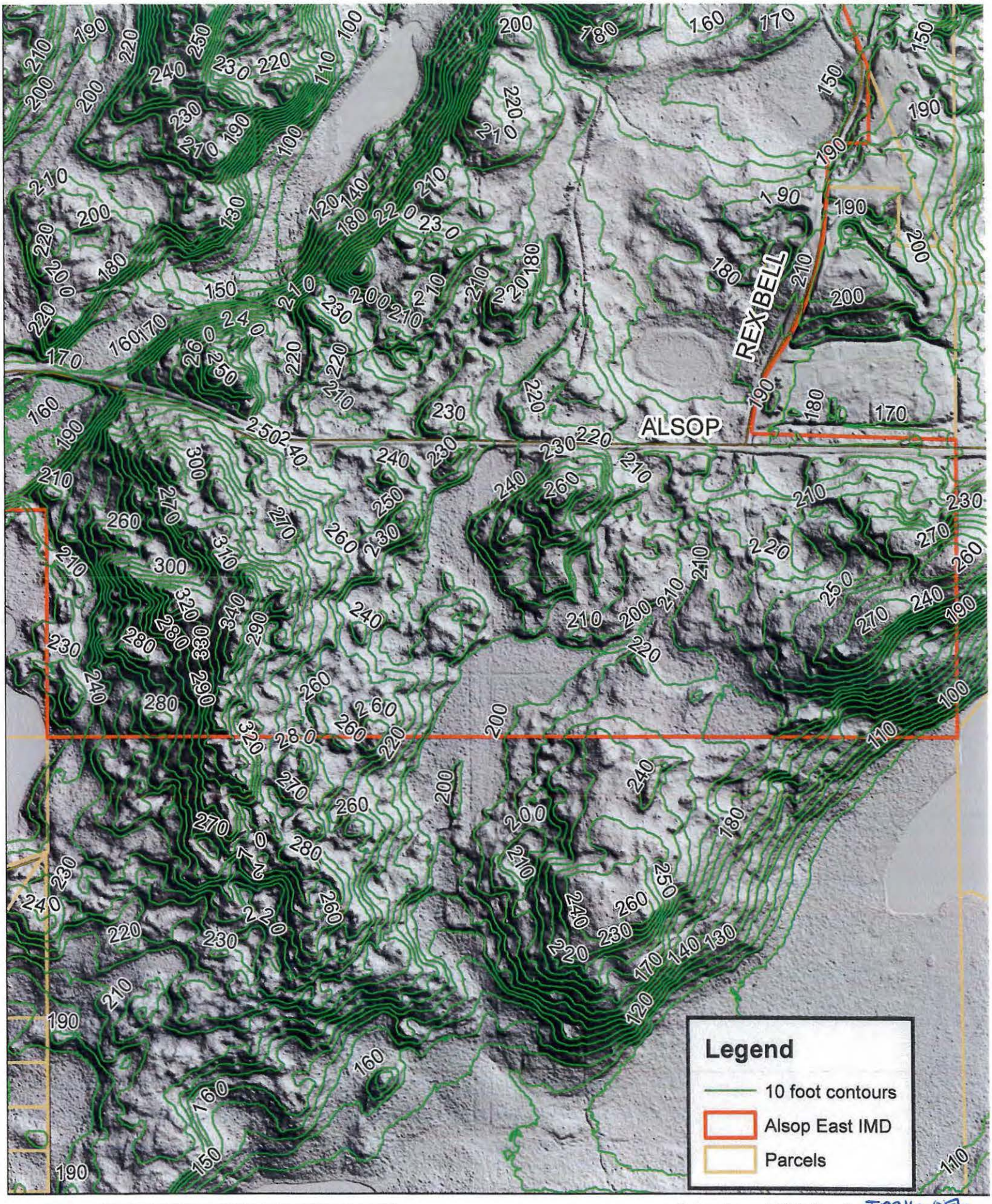

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1 inch = 700 feet

0 700 1,400 Feet

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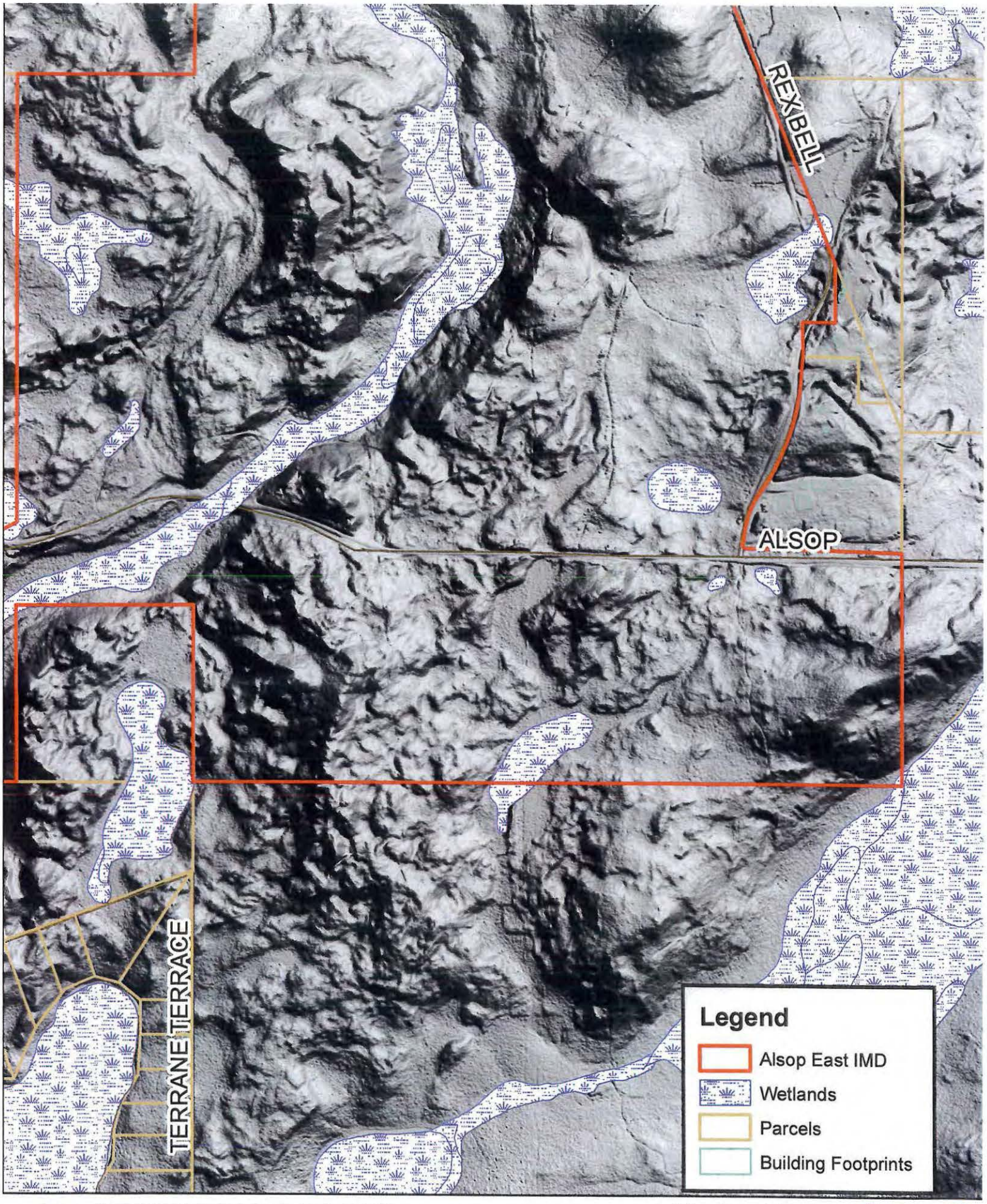

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1 inch = 900 feet

0 900 1,800 Feet

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COMMENTS RECEIVED MARCH 8, 2016

(After Planning Commission Public Hearing)

IM16-056
OR16-037

Susan Lee

From: Mary Brodigan
Sent: Tuesday, March 08, 2016 10:38 AM
To: Susan Lee
Subject: FW: convey to PC?
Attachments: pc alsop gravel 7mar16.pdf

FYI. Please call me about this

From: Patty Rosnel [mailto:pattyrosnel@gmail.com]
Sent: Tuesday, March 08, 2016 9:40 AM
To: Mary Brodigan
Subject: convey to PC?

Mary:

Would you please forward the attached to the MSB Planning Commission - my comments for last night too late finished to be delivered in person. Please do so with my apologies to the new members saddled with an even more stressful task considering the state's fiscal implosion the valley surely cannot escape.

I submit these comments, assuming last night's positive vote on PC RS 16-07, with the hope that particularly in light of the latest ISER predictions, someone might wish to reconsider finally putting residents and land before development.

Thanks,
P.

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INTRODUCTIONS

To the Planning Commission
Re PC Resolution 16-07

Patricia Rosnel. Palmer, Alaska. 7 March 2016

Recommendation 1:
Continue the public hearing on PC Resolution 16-07 to a date no earlier than completion of a program update and overhaul, and in line with reconfirmed borough and local community vision, purpose, and goals.

Justification:
The planning staff report (p. 12/package, p. 252) states that the Point MacKenzie comprehensive plan identifies gravel as an option for resource development, but gravel is only one of a list including timber, natural gas, and agriculture. The community vision is to provide for conscientious environmentally sound development, but the staff report does not address how the proposed project will accomplish this, either in the short term or in the long term through 2030. And the community's single economic development goal is identified as to benefit the Point MacKenzie community (not community economy, borough economy, or private sector), yet the staff report neglects to address how this IMD contributes to that goal without imposing human or environmental costs.

Recommendation 2:
Immediate moratorium on accepting, reviewing, or approving administrative, CUP, and IMD applications in any form, to allow time to overhaul the program to correct substantive lapses in policy, procedure, implementation, compliance, and enforcement, and to begin to realign borough development with unfolding state and local economic long term reality.

Justification:
A local government like ours that cannot label its residential areas and refuses to enforce ordinances has system problems more critical than approving more gravel pits to make those unidentified residential areas even more unfit to reside in.

1. At last Tuesday's regular assembly meeting, the development services manager stated the borough does not identify the residential areas variously addressed in borough code and comprehensive plan. As a result, the borough cannot effectively restrict commercial or industrial activities, such as gravel pits, from residential areas where property value is negatively affected by these incompatible activities. This can be corrected.
2. The development services manager states in an email addressing another IMD that he will not attempt to enforce conditions referred to in that IMD's governing ordinance. How is this not a veneer of propriety over a reality of anarchy? This also can be corrected.
3. No borough entity appears to consider cumulative effects of commercial and/or industrial activities in residential areas it also refuses to or cannot identify, witness the seven pits, asphalt plant, and racetracks in Butte, close to the EPA stamp and resulting consequences of poor air quality. Considering the number and potential negative impact of cell towers, gravel pits, and other unregulated commercial and industrial activities, this must be corrected.
4. Serious consideration of this IMD application highlights the apparent bedazzlement of elected representatives and staff with economic development over critical local government services, highly questionable considering the failures and mounting unplanned costs of ferry, port, and solid waste enterprise endeavors not to mention state and local economic conditions and unaddressed social problems. Public funds can and must be turned to solve resident issues.

Action: The Planning Commission's response to the public on these matters within 15 calendar days.

Im16-056
OR16-037

INTRODUCTIONS

PLANNING COMMISSION RESOLUTION

IM16-056
OR16-037

By: Susan Lee
Introduced: February 1, 2016
Public Hearing: March 7, 2016
Action: Approved

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 16-07

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF AN INTERIM MATERIALS DISTRICT, KNOWN AS ALSOP EAST PIT, LOCATED ON POINT MACK PH. I IN SUBDIVISION, TRACT A, WITHIN TOWNSHIP 15 NORTH, RANGE 4 WEST, SECTION 27, SEWARD MERIDIAN.

WHEREAS, an application for an Interim Materials District (IMD) was submitted by the MSB Land & Resource Management Division to remove earth materials from Tract A, Point Mack Ph. I Subdivision, located within Township 15 North, Range 4 West, Section 27, Seward Meridian; and

WHEREAS, it is the intent of the Matanuska-Susitna Borough to recognize the value and importance of promoting the utilization of natural resources within its boundaries; and

WHEREAS, the purpose of MSB 17.28 is to establish an Interim Materials District within the Borough to allow resource extraction activities as an interim use of land while promoting the public health, safety, order, prosperity, and general welfare of the borough through regulation of land use to reduce the adverse impacts of land uses and development between and among properties; and

WHEREAS, it is the further purpose of MSB 17.28 to promote compatible and orderly development; and

IM16-056
OR16-037

WHEREAS, the Planning Commission has reviewed this application, associated materials, and the staff report, with respect to standards set forth in MSB 17.28; and

WHEREAS, findings of fact and conclusions of law have been listed in the staff report; and

WHEREAS, the Planning Commission conducted a public hearing on March 7, 2016 regarding this IMD request; and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District is compatible with the goals and policies of the Point MacKenzie Community Comprehensive Plan (2011); and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District does not negatively affect public health, safety or general welfare; and

WHEREAS, the Planning Commission finds that the proposed Interim Materials District has met the site development standards of this chapter including compliance with all required local, state, and federal laws; and

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby finds this application does meet the standards of MSB 17.28 and adopts the findings of fact and conclusions of law within the staff report and hereby recommends approval of the designation of Interim Materials District known as Alsop East Pit, with the following conditions:

1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and an amendment to the IMD shall be required prior to any alteration or expansion of the material extraction operation.
3. Material extraction shall be limited to the areas identified in the application site plans dated August 11, 2015 and February 22, 2016.
4. Vehicles and equipment shall be staged at a designated location and all equipment shall be inspected by the operator for leaks at the end of each day.
5. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
6. All hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
7. A Storm Water Pollution Prevention Plan (SWPPP) approved by the Environmental Protection Agency (EPA) for the cumulative impact of the IMD shall be provided to the Planning Department prior to operating.
8. All construction exits shall comply with standard Alaska Pollutant Discharge Elimination System

requirements to minimize off-site vehicle tracking of sediments and discharges to storm water.

9. A four-foot vertical separation shall be maintained between all excavation and the seasonal high water table.

10. The operation shall comply with the maximum permissible sound level limits allowed in MSB Code, per the requirements of MSB 17.28.060(A)(5)(a) - Site Development Standards and MSB 8.52 - Noise, Amplified Sound, and Vibration.

11. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) Lighting Standards.

12. If cultural remains are found during material extraction activities, the MSB Cultural Resources Division shall be contacted immediately so the remains can be documented.

13. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at a minimum be allowed on demand when activity is occurring and, with prior verbal or written notice, and at other times as

necessary to monitor compliance. Denial of access to Borough staff shall be a violation of the Interim Materials District.

14. The applicant and/or operator shall comply with the reclamation standards of MSB 17.28.067.

15. Reclamation shall be executed in accordance with the Memorandum of Understanding (MOU) dated April 26, 1999, included in the application material.

16. Visual screening shall be achieved and maintained by using a combination of a 100-foot wide natural vegetation buffer around the west, south and east perimeters of the site and an additional 300-foot wide vegetation buffer between the project boundaries and Alsop Road, as described in the application material. In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip shall be constructed.

17. An undisturbed buffer shall be left and no earth material extraction activities shall take place within 100 linear feet from a lake, river, stream, or other water body, including wetlands. The 100-foot buffer shall be clearly demarcated prior to any work

conducted, including, but not limited to, clearing, grubbing, and staging of equipment or materials.

18. All permits related to access development shall be obtained prior to operating.
19. All activity shall be conducted in compliance with state or federal regulations governing the items listed in MSB 17.28.040(B)(1), 17.28.040(B)(2), and 17.28.040(B)(3).
20. A performance bond as well as any other bonds necessary to cover road maintenance shall be included in the contract with the operator.
21. The hours of operation shall be limited to 7 a.m. to 10 p.m., Monday through Saturday.
22. Dust control shall be achieved at the gravel pit, rock screener, crusher, and roads as necessary.
23. The IMD must be approved by the Matanuska-Susitna Borough Assembly.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Matanuska-Susitna Borough Planning Commission recommends approval of the designation of Interim Materials District for the Alsop East Pit.

/

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/

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 7th day of March, 2016.

JOHN KLAPPERICH, Chair

ATTEST

MARY BRODIGAN, Planning Clerk

(SEAL)

YES: Klapperich, Anderson, Healy, Vague, and Rauchenstein

NO: Adams

IM16-056
UR16-037

CODE ORDINANCE

Sponsored by:
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-037

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 17.28.090(A), ADDING AN INTERIM MATERIALS DISTRICT KNOWN AS ALSOP EAST PIT, LOCATED ON A PORTION OF TRACT A, POINT MACK PH. I SUBDIVISION, WITHIN TOWNSHIP 15 NORTH, RANGE 4 WEST, SECTION 27, SEWARD MERIDIAN.

WHEREAS, the rationale and intent of this ordinance are found in IM 16 - 056 which accompanies this ordinance; and

WHEREAS, an application for an Interim Materials District was submitted by the MSB Land & Resource Management Division to remove earth materials from a portion of Tract A, Point Mack Phase I Subdivision, located within Township 15 North, Range 4 West, Section 27, Seward Meridian; and

WHEREAS, it is the intent of the Matanuska-Susitna Borough to recognize the value and importance of promoting the utilization of natural resources within its boundaries; and

WHEREAS, the purpose of MSB 17.28 is to establish an Interim Materials District within the Borough to allow resource extraction activities as an interim use of land while promoting the public health, safety, order, prosperity, and general welfare of the borough through regulation of land use to reduce the adverse impacts of land uses and development between and

among properties; and

WHEREAS, it is the further purpose of MSB 17.28 to promote compatible and orderly development; and

WHEREAS, the Planning Commission has reviewed this application, associated materials, and the staff report, with respect to standards set forth in MSB 17.28; and

WHEREAS, the Planning Commission conducted a public hearing on March 7, 2016 regarding this IMD request; and

WHEREAS, the Planning Commission found that the proposed Interim Materials District is compatible with the goals and policies of the Point MacKenzie Community Comprehensive Plan (2011); and

WHEREAS, the Planning Commission found that the proposed Interim Materials District has met the site development standards of MSB 17.28 including compliance with all required local, state, and federal laws; and

WHEREAS, on March 7, 2016 the Planning Commission adopted Resolution 16-07 recommending approval of the interim materials district.

BE IT ENACTED:

Section 1. Classification. Sections 1, 3, and 4 are non-code, Section 2 of this ordinance is of a general and permanent nature and shall become part of the Borough Code.

Section 2. Amendment of section. MSB 17.28.090(A) is

hereby amended as follows:

(12) Alsop East Pit, within Township 15 North, Range 4 West, Seward Meridian, Section 27: South one-half South one-half containing 160 acres, more or less, according to the Point Mack Subdivision, Phase I, Tracts 1 through 3 and Tract A, recorded in the Palmer Recording District on August 28, 2008, as Plat 2008-68. Excluding: A setback 300-feet in width from Alsop Road, pursuant to the Natural Resource Management Unit Plan. A setback 100-feet in width around any wetlands or water bodies, pursuant to the Natural Resource Management Unit Plan. A setback 100-feet in width along the west, south, and east boundaries of the South one-half South one-half Section 27, pursuant to the Natural Resource Management Plan. A utility right-of-way 300-feet in width along the east boundary of the South one-half Southwest one-quarter, located in the Palmer Recording District, Third Judicial District, State of Alaska.

Section 3. Special Conditions. The approved Interim Materials District shall be subject to the following conditions:

1. The owner and/or operator shall comply with all other applicable federal, state, and local regulations.
2. All aspects of the operation shall comply with the

description detailed in the application material and an amendment to the IMD shall be required prior to any alteration or expansion of the material extraction operation.

3. Material extraction shall be limited to the areas identified in the application site plans dated August 11, 2015 and February 22, 2016.
4. Vehicles and equipment shall be staged at a designated location and all equipment shall be inspected by the operator for leaks at the end of each day.
5. On-site maintenance of vehicles shall be done in an area where all leaks can be contained with drip pans or other discharge prevention devices.
6. All hazardous materials, drips, leaks, or spills shall be promptly attended to and properly treated.
7. A Storm Water Pollution Prevention Plan (SWPPP) approved by the Environmental Protection Agency (EPA) for the cumulative impact of the IMD shall be provided to the Planning Department prior to operating.
8. All construction exits shall comply with standard Alaska Pollutant Discharge Elimination System requirements to minimize off-site vehicle tracking of sediments and discharges to storm water.
9. A four-foot vertical separation shall be maintained between

all excavation and the seasonal high water table.

10. The operation shall comply with the maximum permissible sound level limits allowed in MSB Code, per the requirements of MSB 17.28.060(A)(5)(a) - Site Development Standards and MSB 8.52 - Noise, Amplified Sound, and Vibration.

11. If illumination devices are required, they shall not be greater than 20 feet in height, shall utilize downward directional shielding devices, and shall meet the requirements of MSB 17.28.060(A)(6) Lighting Standards.

12. If cultural remains are found during material extraction activities, the MSB Cultural Resources Division, shall be contacted immediately so the remains can be documented.

13. Borough staff shall be permitted to enter onto any portion of the property to monitor compliance with permit requirements. Such access will at a minimum be allowed on demand when activity is occurring and with prior verbal or written notice, and at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of the Interim Materials District.

14. The applicant and/or operator shall comply with the reclamation standards of MSB 17.28.067.

15. Reclamation shall be executed in accordance with the

Memorandum of Understanding (MOU) dated April 26, 1999, included in the application material.

16. Visual screening shall be achieved and maintained by using a combination of a 100-foot wide natural vegetation buffer around the west, south and east perimeters of the site and an additional 300-foot wide vegetation buffer between the project boundaries and Alsop Road, as described in the application material. In areas of the site where the natural vegetation has been previously logged up to the property line, a berm at least 10 feet in height between the work area and the 100-foot wide buffer strip shall be constructed.

17. An undisturbed buffer shall be left and no earth material extraction activities shall take place within 100 linear feet from a lake, river, stream, or other water body, including wetlands. The 100-foot buffer shall be clearly demarcated prior to any work conducted, including but not limited to, clearing, grubbing, and staging of equipment or materials.

18. All permits related to access development shall be obtained prior to operating.

19. All activity shall be conducted in compliance with state or federal regulations governing the items listed in MSB 17.28.040(B)(1), 17.28.040(B)(2), and 17.28.040(B)(3).

20. The hours of operation shall be limited to 7 a.m. to 10 p.m., Monday through Saturday.

21. Dust control shall be achieved at the gravel pit, rock screener, crusher, and roads as necessary.

22. The IMD must be approved by the Matanuska-Susitna Borough.

Section 4. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-060

SUBJECT: ACCEPTING, APPROPRIATING, AND APPROVING THE SCOPE OF WORK AND BUDGET FOR A GRANT IN THE AMOUNT OF $30,000 FROM THE STATE OF ALASKA, DEPARTMENT OF HEALTH AND SOCIAL SERVICES GRANT PROGRAM, TO FUND 425, PROJECT NUMBER 45284, FOR EMERGENCY RESPONSE MATERIALS, PLANNING, TRAINING, AND EXERCISE, AS WELL AS PERSONNEL COSTS FOR COORDINATING THE SUPPORT OF THE EMERGENCY OPERATIONS PLAN.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator/Gamble	BG	
	Finance Director		
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO
Ordinance Serial No. 16-038 (2 pp)
Resolution Serial No. 16-036 (2 pp)

SUMMARY STATEMENT:

The borough has been awarded a State of Alaska, Department of Health and Social Services grant in the amount of $30,000 and the funds will be used for emergency response materials, planning, training, and exercise, as well as personnel costs for coordinating the support of the Emergency Operations Plan.

The scope of work and budget are contained in Resolution Serial Number 16-036 and the borough assembly must accept and appropriate the $30,000 from the State of Alaska, Department of Health and Social Services grant prior to the expenditure of said funds.

RECOMMENDATION OF ADMINISTRATION:

The administration supports the grant and recommends approval of the attached legislation, which will accept and appropriate a State of Alaska, Department of Health and Social Services grant in the amount of $30,000 and set the scope of work and budget for emergency response materials, planning, training, and exercise, as well as personnel costs for coordinating the support of the Emergency Operations Plan.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: Accepting, appropriating, and approving the scope of work and budget for a grant in the amount of $30,000 from the State of Alaska, Department of Health of Social Services grant program, to fund 425, project number 45284, for emergency response materials, planning, training, and exercise, as well as personnel costs for coordinating the support of the Emergency Operations Plan.

ORIGINATOR: Bill Gamble

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $30,000	FUNDING SOURCE State DHSS Grant
FROM ACCOUNT #	PROJECT #
TO ACCOUNT: 425.000.000.BXX.XXX	PROJECT # 45284
VERIFIED BY: Barbara Gruenpeter	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						

REVENUE	30					

FUNDING: (Thousands of Dollars)

General Fund						
(State/Federal Funds)	30					
Other						
TOTAL	30					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ per JM DATE: 3/22/16

IM No. 16-060
Ordinance Serial No. 16-036
Resolution Serial No. 16-038

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-038

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ACCEPTING AND APPROPRIATING $30,000 FROM THE STATE OF ALASKA, DEPARTMENT OF HEALTH AND SOCIAL SERVICES GRANT PROGRAM, TO FUND 425, PROJECT NUMBER 45284, FOR EMERGENCY RESPONSE MATERIALS, PLANNING, TRAINING AND EXERCISE, AS WELL AS PERSONNEL COSTS FOR COORDINATING THE SUPPORT OF THE EMERGENCY OPERATIONS PLAN.

WHEREAS, the borough has been awarded a State of Alaska, Department of Health and Social Services grant in the amount of $30,000; and

WHEREAS, the funds will be used for for emergency response materials, planning, training, and exercise, as well as personnel costs for coordinating the support of the Emergency Operations Plan; and

WHEREAS, the scope of work and budget are contained in Resolution Serial Number 16-036; and

WHEREAS, the borough assembly must accept and appropriate the $30,000 from the State of Alaska, Department of Health and Social Services grant prior to the expenditure of said funds.

WHEREAS, no expenditures can be made until the scope of work and budget have been approved by the Assembly.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Acceptance and Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves an appropriation in the amount of $30,000 from the State of Alaska, Department of Health and Social Services grant program, to Fund 425, Project No. 45284, for emergency response materials, planning, training, and exercise, as well as personnel costs for coordinating the support of the Emergency Operations Plan.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-036

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE SCOPE OF WORK AND BUDGET FOR THE STATE OF ALASKA, DEPARTMENT OF HEALTH AND SOCIAL SERVICES GRANT, PROJECT NUMBER 45284, FUND 425, FOR EMERGENCY RESPONSE MATERIALS, PLANNING, TRAINING AND EXERCISE, AS WELL AS PERSONNEL COSTS FOR COORDINATING THE SUPPORT OF THE EMERGENCY OPERATIONS PLAN.

WHEREAS, the borough has received a grant from the State of Alaska, Department of Health and Social Services; and

WHEREAS, the assembly has accepted and appropriated funds in the amount of $30,000 with the approval of Ordinance Serial Number 16-038; and

WHEREAS, the assembly is required to approve and adopt a scope of work and budget for each capital project prior to the expenditure of said funds.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the scope of work and budget for the State of Alaska, Department of Health and Social Services Grant, Project Number 45284, Fund 425.

SCOPE OF WORK

Personnel and material costs, planning, training, and exercise for Points of Dispensing (POD); integration to support all aspects of the Mat-Su Borough's Emergency Operations Plan to include Points of

Dispensing or Medical Counter Measures; personnel costs for coordinating the support of all EOP sections including but not limited to, memorandums of understanding and emergency preparedness and response.

BUDGET

State of Alaska

Department of Health and Social Services $30,000

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

SUBJECT: **Ordinance authorizing issuance and sale of bonds and confirming the assessment roll for West Mollies Circle road paving Local Improvement District No. 550.**

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing on April 19, 2016.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	MVE	3-22-16
	Finance Director	JM	
	Borough Attorney		Pending review of Bond Counsel
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES ____ NO X
Ordinance Serial No. 16-032 (5 pp)
Exhibit "A" (2 pp)
Ordinance Serial No. 16-033 (27 pp)
Map (1 p)

SUMMARY STATEMENT:
On December 2, 2014 the Assembly adopted Ordinance Serial No.14-141 creating West Mollies Circle Road Paving Local Improvement District. The construction has been completed and this ordinance is now before the Assembly to finance the improvements.

Ordinance Serial No. 16-032 confirms the assessment roll and Ordinance Serial No. 16-033 authorizes the issuance and sale of bonds for West Mollies Circle Local Improvement District No. 550 as required by MSB 3.28.080 and MSB 3.28.120. Both ordinances are necessary to complete the process for this local improvement district.

The total cost is to be equally assessed against the properties within the improvement district, including those properties not meeting MSB 3.28.080(B) criteria.

The West Mollies Circle Road Paving Local Improvement District is located in Assembly District #5.

RECOMMENDATION OF ADMINISTRATION:

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-032

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY CONFIRMING THE ASSESSMENT ROLL FOR THE WEST MOLLIES CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 550 AND ESTABLISHING THE METHOD OF TERMINATING ASSESSMENTS AND MAKING REFUNDS TO PROPERTY OWNERS.

WHEREAS, the assembly, by Ordinance Serial No. 14-141 established the West Mollies Circle Road Paving Local Improvement District No. 550 (the "LID"); and

WHEREAS, the actual costs of the improvement, including construction cost and the amounts required for administrative costs, bond counsel fees, reserves and related costs are $3,080.96 per lot; and

WHEREAS, the LID special assessment roll has been prepared, and the total costs of the improvement are spread equally among all the properties within the LID as shown on the attached assessment roll marked Exhibit A; and

WHEREAS, the assembly held a hearing on the assessment roll at which time all the written objections to the assessment roll were considered and all persons present who objected in writing were given the opportunity to be heard; and

WHEREAS, notice of the assessment and hearing was mailed to each owner of record more than 15 days before the hearing; and

WHEREAS, the assembly found no errors or inequalities in the assessment roll; and

WHEREAS, the assembly finds that the assessment roll should be confirmed.

BE IT ENACTED:

Section 1. Classification. This Ordinance is a non-code ordinance.

Section 2. Confirmation of roll. Each property within the West Mollies Circle Road Paving Local Improvement District No. 550 as shown on the attached assessment roll marked Exhibit A, is hereby assessed $3,080.96 and such assessment roll is hereby confirmed. Notwithstanding MSB 3.28.080(B), an assessment levied under this ordinance may exceed 25 percent of the assessed value for real property taxation of the property assessed.

Section 3. Notice of assessment. Within 30 days after the date of the adoption of this ordinance, the finance director shall mail to the record owner of each property assessed a statement with the property description, the assessment amount, the method of payment, the rate of interest on the unpaid balance of the assessment, the time of delinquency, and penalties on delinquent payments. Within five days after the statements are mailed, the

finance director shall publish a notice in a newspaper of general circulation of the mailing of the statements.

Section 4. Payment of assessment. The entire assessment may be prepaid without interest or penalty within 30 days of the date of mailing of the assessment statement. Thereafter the assessment may be prepaid in whole or in part with interest to the payment date. Interest on the unpaid amount of the assessment shall accrue at a rate per annum equal to the rate of interest on the bonds issued to finance the improvement. Assessments that are not prepaid shall be paid in 20 semiannual installments on March 1 and September 1 of each year, commencing September 1, 2016. Installments shall consist of equal amounts of principal, plus accrued interest. Payments of principal and interest on the assessments confirmed by this ordinance shall be deposited in the sinking fund established pursuant to section 19 of Ordinance Serial No. 16-033 of the borough.

Section 5. Delinquencies. Upon the delinquency of an installment there shall be due and payable in addition to the delinquent installment a penalty on the delinquent installment equal to the penalty for second half real property taxes in effect on the date of delinquency. Notice of the delinquency shall be mailed to the owner of record. The notice shall describe the delinquency and state that the balance of the assessment, plus

penalty and accrued interest, will be due and payable if the delinquent installment, plus penalty and accrued interest, is not paid. If any payment has been delinquent for more than 60 days as of January 1 the assessed property will be placed on the borough's foreclosure list. At that time, the entire principal balance of the assessment plus accrued interest and penalty on the principal balance, and applicable foreclosure costs, shall be due and payable.

Section 6. Termination of assessments and refund of prorata share of assessment prepayments.

A. Upon the discharge of the bonds, all unpaid, nondelinquent assessment installments are cancelled. The finance director shall refund to the owner of record at the time of discharge of each property whose assessment was prepaid, an amount equal to the difference in the total assessment paid on account of the property and the amount paid on account of properties for which no prepayments were made.

B. For any properties upon which foreclosure proceedings to recover delinquent assessment installments have been commenced prior to the cancellation of remaining assessment installments, the amount due shall be recomputed as provided in subsection (A), except there will be no refund.

Section 7. Effective Date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Non-Code Ordinance

By: Borough Manager
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-033

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $44,000 PRINCIPAL AMOUNT OF SPECIAL ASSESSMENT BONDS FOR THE WEST MOLLIES CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 550, AND FIXING DETAILS OF SAID BONDS.

WHEREAS, the Assembly of the Matanuska-Susitna Borough (the "borough") has determined and does hereby determine that it is necessary to proceed to plan, design, develop, construct, equip, acquire property for, or otherwise provide for road paving in the West Mollies Circle Road Paving Local Improvement District (the "project"); and

WHEREAS, a local improvement district known as the West Mollies Circle Road Paving Local Improvement District No. 550 (the "LID") has been formed for the project, special assessments will be levied on properties in the LID that are specially benefited by the project, and said special assessments, with interest thereon, will be sufficient (together with other amounts) and available to pay the principal of and interest on the hereinafter defined bonds; and

WHEREAS, it is deemed necessary and advisable and in the best interests of the borough and its inhabitants that not to exceed $44,000 principal amount of special assessment bonds be issued at this time in a single series, as hereinafter fixed and determined, for the purpose of paying the cost (as hereinafter defined) of the project; and

WHEREAS, the proper officials of the borough have negotiated an agreement (the "agreement") with Wells Fargo Bank, National Association (the "purchaser"), which provides, inter alia, for the issuance and sale by the borough and the purchase by the purchaser of the hereinafter defined bonds; and

WHEREAS, it is hereby found to be in the best interest of the borough that the agreement be approved and executed and that certain matters relating to such bonds and the use of the proceeds of such sale be established.

NOW, THEREFORE, BE IT ENACTED BY THE ASSEMBLY OF THE MATANUSKA-SUSITNA BOROUGH:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Purpose. The purpose of this ordinance is to authorize the issuance and sale of not to exceed $44,000 of special assessment bonds to be sold in one series to provide funds

to pay the capital costs of the project, to pay the costs of issuance of the bonds authorized herein and to fix certain details of said bonds to be issued.

Section 3. Definitions. The following terms shall have the following meanings in this ordinance:

A. "Agreement" means the Agreement 12-185 dated June 8, 2012, from Wells Fargo Bank, National Association, and accepted by the borough for the sale of the bonds by the borough to the purchaser.

B. "Assembly" means the borough assembly, as the general legislative authority of the borough, as the same shall be duly and regularly constituted from time to time.

C. "Authorized Denomination" means the lower of (i) two hundred fifty thousand dollars ($250,000) and integral multiples of one dollar ($1) in excess thereof or (ii) the aggregate principal amount of the bonds outstanding.

D. "Bond" or "Bonds" means any of the Matanuska-Susitna Borough Special Assessment Bonds, West Mollies Circle Road Paving Local Improvement District No. 550, 2016, the issuance and sale of which are authorized herein.

E. "Bond register" means the registration books maintained by the borough, which include the names and addresses of the

owners or nominees of the owners of the Bonds.

F. "Cost" or "Costs" means all costs of the project allowable in special assessments under AS 29.46.110.

G. "1986 Code" means the Internal Revenue Code of 1986, as amended from time to time, together with all regulations applicable thereto.

H. "Ordinance" shall mean this Ordinance Serial No. 16-033 of the borough.

I. "Purchaser" means Wells Fargo Bank, National Association, the purchaser of the bonds.

J. "LID" means Local Improvement District No. 550.

Section 4. Authority for ordinance. The borough has ascertained and hereby determines that each and every matter and thing as to which provision is made in this ordinance is necessary in order to carry out and effectuate the purposes of the borough in accordance with the Constitution and statutes of the state of Alaska, and the code of ordinances of the borough, and to issue the bonds.

Section 5. Obligation of bonds. The bonds are a special obligation of West Mollies Circle Road Paving Local Improvement District No. 550 of the borough and are payable solely from assessments levied against the properties which are specially

benefited by the project within the West Mollies Circle Road Paving Local Improvement District No. 550 and funds pledged for the payment of the bonds under this ordinance. Said assessments shall constitute a sinking fund for the payment of principal of and interest on the bonds. Neither the faith and credit nor the taxing power of the borough are pledged to the payment of the principal of and interest on the bonds.

Section 6. Authorization of bonds and purpose of issuance. For the purpose of providing part of the funds required to pay the cost of the project, and to provide for original issue discount, if any, and to pay all costs incidental thereto and to the issuance of the bonds, the borough hereby authorizes and determines to issue and sell the bonds in one series in the aggregate principal amount of not to exceed $44,000.

Section 7. Maturities, payment dates, designation and form of bonds. The bonds shall be designated Matanuska-Susitna Borough Special Assessment Bonds, West Mollies Circle Road Paving Local Improvement District No. 550, 2016, shall be dated the date of their delivery to the purchaser, and shall mature on April 1, 2026.

The bonds shall bear interest from their date at a rate determined in accordance with the Agreement, which shall not

exceed 4.29 percent per annum. Installments of principal and interest on the bonds (the "installment payments") shall be payable semiannually on April 1 and October 1 of each year, commencing October 1, 2016. Each installment payment shall consist of an equal amount of principal, plus accrued interest.

The bonds shall be issued as fully registered bonds, without coupons, in physical form, and may not be issued as book-entry bonds. The bonds shall be registered as to principal and interest as herein provided. The bonds shall each be in an authorized denomination and of the same interest rate and maturity, approved by the borough, such approval to be evidenced by the execution of such bonds. The bonds shall be numbered separately in the manner and with such additional designation as the borough deems necessary for purposes of identification. The bonds shall be substantially in the form of such bond hereinafter set forth, with such appropriate variations, omissions or insertions as are permitted or required by this ordinance, and may have endorsed thereon such legends or text as may be necessary or appropriate to conform to the rules and regulations of any governmental authority, or any usage or requirement of law with respect thereto. Each bond shall bear a number or letter, or a number and letter, distinguishing it from every other bond.

Section 8. Details of bonds. Each of the bonds shall be signed by the manual signature of the mayor and the official seal of the borough (or a facsimile thereof) shall be affixed, imprinted or otherwise reproduced on the bonds, and attested by the manual signature of the borough clerk. In case any officer whose signature shall appear on any bonds shall cease to be such officer before the delivery of such bonds, such signature shall nevertheless be valid and sufficient for all purposes the same as if he or she had remained in office until such delivery.

The principal, redemption price of, and the interest on the bonds shall be payable in any coin or currency of the United States of America, which at the respective dates of payment thereof, is legal tender for the payment of public and private debts.

Payment of the principal and interest on the bonds shall be made by check or draft mailed to the registered owner of record as of the 15th day of the month preceding each installment payment date at the address appearing on the bond register of the borough.

Section 9. Transfer and exchange of bonds and delivery of new bonds. Any bond may be transferred only upon the books kept for the registration and transfer of bonds by the borough, upon surrender thereof at the office of the borough, together with an

assignment duly executed by the registered owner or the owner's attorney in such form as shall be satisfactory to the borough. Upon the transfer of any such bond, there shall be executed in the name of the transferee, and the borough shall authenticate and deliver, a new registered bond or bonds of the same maturity in any of the authorized denominations.

In all cases in which bonds may be transferred or exchanged under this ordinance, there shall be executed, and the borough shall authenticate and deliver, bonds in accordance with the provisions of this ordinance. Any such transfer or exchange shall be without cost to the registered owner, except that the borough may make a charge for every such registration, transfer or exchange of bonds sufficient to reimburse it for any tax, fee, or other governmental charge required to be paid with respect to such registration, exchange or transfer, and such charge or charges shall be paid before any such new bond shall be delivered. The borough shall not be required to make any such registration, transfer or exchange of a bond during the fifteen (15) days next preceding an interest payment date on such bond.

Notwithstanding the foregoing, bonds may be transferred only in authorized denominations and only to (i) an affiliate of an owner of the bonds, (ii) a trust or custodial arrangement

established by an owner of the bonds or one of its affiliates, the owners of the beneficial interests in which are limited to qualified institutional buyers, as defined in Rule 144A promulgated under the Securities Act of 1933, as amended, or (iii) to a person that is a qualified institutional buyer that is a commercial bank having a combined capital and surplus, determined as of the date of any transfer pursuant to this section, of five billion dollars ($5,000,000,000) or more that has executed and delivered to the borough an investor letter in the form of Exhibit A hereto.

Section 10. Ownership of bonds. As to any bond, the person in whose name the same shall be registered on the bond register shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal of such bond and the interest on such bond shall be made only to or upon the order of the registered owner thereof or the owner's legal representative, but such registration may be changed as hereinabove provided. All such payments shall be valid and effectual to satisfy and discharge the liability upon such bond, including the interest thereon, to the extent of the sum or sums so paid.

Section 11. Mutilated, destroyed, stolen or lost bonds. In

case any bond shall become mutilated or be destroyed, stolen or lost, the borough may cause to be executed, and shall deliver, a new bond of like interest rate, principal amount and maturity in exchange and substitution for and upon cancellation of such mutilated bond, or in lieu of and in substitution for such bond destroyed, stolen or lost, upon the owner thereof paying the reasonable expenses and charges of the borough in connection therewith and in the case of a bond destroyed, stolen or lost, filing by the owner with the borough evidence satisfactory to the borough that such bond was destroyed, stolen or lost, and of the owner's ownership thereof, and furnishing the borough with indemnity satisfactory to it. Any new bond so delivered may bear a number differing from the number of the bond it replaces.

Section 12. Redemption of bonds. The bonds are subject to redemption at the option of the borough, in whole or in part, at any time. Any redemption of bonds shall be at a redemption price of the principal amount of the bonds to be redeemed, plus accrued interest.

Section 13. Notice of redemption. When the borough determines to redeem any bonds, it shall give notice of such redemption in the manner then provided by law, which notice shall state the redemption date and identify the bonds to be redeemed by

reference to their numbers and further state that on such redemption date there shall become due and payable upon each such bond the principal amount thereof plus the applicable premium, if any (the "redemption price"), together with interest accrued to the redemption date, and that from and after such date interest thereon shall cease to accrue. Such notice shall be given at least 30 days but not more than 45 days prior to the redemption date by first class mail, postage prepaid, to the registered owner of any Bond to be redeemed at the address of the registered owner appearing on the bond register.

Section 14. Payment of redeemed bonds. Notice of redemption having been given in the manner provided in this ordinance, the bonds so called for redemption shall become due and payable on the redemption date stated in said notice at the applicable redemption price on said date plus interest accrued and unpaid to the redemption date upon presentation and surrender thereof at the office of the borough. If, on the redemption date, moneys for the redemption of all the bonds to be redeemed, together with interest accrued and unpaid to the redemption date, shall be held on behalf of the borough at the office of the borough so as to be available therefor on said date and if notice of redemption shall have been given as aforesaid, then from and after the redemption date the

bonds so called for redemption shall cease to bear interest.

Section 15. Form of bond. Each bond shall be in substantially the following form, with such variations, omissions and insertions as may be required or permitted by this ordinance:

THIS BOND MAY NOT BE TRANSFERRED EXCEPT IN ACCORDANCE WITH SECTION 9 OF THE ORDINANCE AND AS PROVIDED HEREIN

UNITED STATES OF AMERICA
STATE OF ALASKA
MATANUSKA-SUSITNA BOROUGH
Special Assessment Bond
West Mollies Circle Road Paving
Local Improvement District No. 550
2016

NO. $

INTEREST RATE

Registered Owner

Principal Amount DOLLARS

The Matanuska-Susitna Borough (the "borough"), a municipal corporation of the state of Alaska, for value received, acknowledges itself indebted and hereby promises to pay (but only out of the sources hereinafter mentioned) to the registered owner identified above, or registered assigns, the principal amount shown above, and to pay (but only out of the sources hereinafter

mentioned) interest on the unpaid principal sum from the date hereof at the interest rate per annum shown above. Installments of principal and interest (the "installment payments") shall be payable semiannually on April 1 and October 1 of each year commencing October 1, 2016 until April 1, 2026, when the entire remaining principal balance hereof plus accrued interest shall be paid in full. Each installment payment shall consist of an equal amount of principal, plus accrued interest. The principal, interest and redemption price of this bond shall be payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

Payment of principal and interest shall be made by check or draft mailed to the registered owner of record as of the 15th day of the month preceding each installment payment date at the address appearing on the bond register of the borough.

This bond is one of the 2016 special assessment bonds, West Mollies Circle Road Paving Local Improvement District No. 550, of the Matanuska-Susitna Borough, Alaska, of like tenor and effect except as to serial numbers, aggregating not to exceed $44,000 in principal amount, and constituting bonds authorized for the purpose of raising funds to pay the cost of road paving in the West Mollies Circle Road Paving Local Improvement District No. 550 of the borough, and is issued under Ordinance Serial No. 16-033 of the borough entitled:

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY

PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $44,000 PRINCIPAL AMOUNT OF SPECIAL ASSESSMENT BONDS FOR THE WEST MOLLIES CIRCLE ROAD PAVING LOCAL IMPROVEMENT DISTRICT NO. 550, AND FIXING DETAILS OF SAID BONDS.

(herein called the "ordinance") adopted on - , 2016.

This bond is issuable as a fully registered bond in the principal amount of the lower of (i) two hundred fifty thousand dollars ($250,000) and integral multiples of one dollar ($1) in excess thereof or (ii) the aggregate principal amount of the bonds outstanding (an "Authorized Denomination"). This bond, upon surrender hereof at the designated office of the borough with a written instrument of transfer satisfactory to the borough executed by the registered owner hereof or such owner's attorney duly authorized in writing, may, at the option of the registered owner hereof, be exchanged for an equal aggregate principal amount of bonds of the same aggregate principal amount and tenor as the bond being exchanged and of any authorized denomination. This bond may be registered as transferred as provided in the Ordinance, subject to certain limitations therein contained, only upon the bond register, and only upon surrender of this bond for registration of transfer to the borough accompanied by a written instrument of transfer (in substantially the form of the assignment attached hereto) duly executed by the registered owner hereof or such owner's duly authorized attorney. Thereupon, one or more new bonds of any authorized denomination and in the same aggregate principal amount

and tenor as the bond surrendered (or for which registration of transfer has been effected) will be issued to the designated transferee or transferees.

The bonds are subject to redemption by or on behalf of the borough prior to maturity and upon notice as set forth in the ordinance in whole or in part on any date at a redemption price of the principal amounts thereof, together with interest thereon to the redemption date.

This bond is transferable as provided in the ordinance (i) only upon the bond register of the borough kept for that purpose at the office of the borough, and (ii) upon surrender of this bond together with a written instrument of transfer duly executed by the registered owner or the attorney of the registered owner duly authorized in writing, and thereupon a new fully registered bond or bonds in the same aggregate principal amount and maturity shall be issued to the transferee in exchange therefor as provided in the ordinance and upon the payment of charges, if any, as therein prescribed. The borough may treat and consider the person in whose name this bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price, if any, hereof and interest due hereon and for all other purposes whatsoever.

This bond is payable solely from assessments levied against properties specially benefited within the borough local improvement district known as West Mollies Circle Road Paving Local Improvement District No. 550

and is a special obligation of said local improvement district. Said assessments constitute a sinking fund for the payment of principal of and interest on the bond and the properties specially benefited are pledged to secure the bond.

The registered owner of this bond shall not have any claim thereunder against the borough except for payment from special assessments made for the improvements for which the bond was issued and except for payment from the funds pledged for that purpose under the ordinance. The remedy of the registered owner of this bond shall be confined to the enforcement of such assessments and to such funds. The borough shall not be liable to the registered owner of this bond for any loss to such funds occurring in the lawful operation thereof.

THIS BOND IS NOT A GENERAL OBLIGATION OF THE BOROUGH AND NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE BOROUGH IS PLEDGED TO ITS PAYMENT.

IT IS HEREBY CERTIFIED AND RECITED that all conditions, acts, or things required by the constitution or statutes of the state of Alaska and the code of ordinances of the borough to exist, to have happened or have been performed precedent to or in the issuance of this bond, exist, have happened and have been performed, and that the series of bonds of which this is one, together with all other indebtedness of the borough, is within every debt and other limit prescribed by said constitution, statutes or code of ordinances.

IN WITNESS WHEREOF, THE MATANUSKA-SUSITNA BOROUGH, ALASKA, has caused this bond to be signed in its name and on its behalf by the signature of its mayor and its corporate seal to be hereunto affixed, imprinted or otherwise reproduced, and attested by the signature of its clerk, all as of the - day of - , 2016.

_____

VERN HALTER, Borough Mayor

ATTEST:

_____

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Section 16. Establishment of guaranty fund. There is established the West Mollies Circle Road Paving Local Improvement District No. 550 special assessment bond guaranty fund (The "guaranty fund") to which the assembly shall annually appropriate a sum the assembly determines to be adequate, with other available funds, to cover a deficiency in meeting payments of principal and interest on the bonds if the reason for the deficiency is nonpayment of assessments when due. Money received from actions taken against property for nonpayment of assessments confirmed by Ordinance Serial No. 16-032 of the borough shall be credited to the guaranty fund. Amounts in the guaranty fund shall be used to

pay principal and interest on the bonds when other funds are not available for that purpose.

Section 17. Disbursement of bond proceeds for project costs. That part of the bond proceeds required for costs of the project shall be deposited in the West Mollies Circle Road Paving Local Improvement District No. 550 construction account, which is hereby established within the West Mollies Circle Road Paving fund 830, heretofore established by the borough. There shall be paid from this account all amounts required for costs of the project.

Section 18. Establishment of reserve and refund account.

A. There is established the West Mollies Circle Road Paving Local Improvement District No. 550 reserve and refund account (the "reserve and refund account") within the West Mollies Circle fund 830.

B. There shall be paid into the reserve and refund account:

1. That part of the bond proceeds not expended or required for the initial LID expenses such as construction of the road improvements, bond counsel fees, and similar expenses, and all anticipated administrative costs; and

2. Any sinking fund and guaranty fund balances after discharge of the bond.

C. At the end of each fiscal year, interest on the average

reserve and refund account balance during the fiscal year at the rate determined by the finance director to be the average interest earned on borough investments during the fiscal year shall be transferred from the general fund to the reserve and refund account.

D. Until the bonds have been discharged, the funds within the reserve and refund account may be used only to pay the difference between the amount of principal and interest due on the bonds and the amount of special assessment payments including interest, received and available to pay that amount; provided, if the finance director determines that the amount of funds available in the reserve and refund account substantially exceeds that which is reasonably expected to be needed to meet assessment delinquencies, the finance director may, to the extent of such excess, make a prepayment on the bonds.

E. At such time as the finance director determines that the sum of the amounts in the reserve and refund account, the guaranty fund and the sinking fund equals or exceeds the amount required to (i) discharge the bonds, (ii) pay all refunds of assessments required upon discharge of the bonds, and (iii) pay any other amounts that may be owing on the bonds, the finance director shall cause such payment to be made and the bonds to be discharged.

Section 19. Establishment of sinking fund. There is established the West Mollies Circle Road Paving Local Improvement District No. 550 sinking fund (the "sinking fund"). Payments of principal and interest on assessments confirmed by Ordinance Serial No. 16-032 of the borough shall be deposited in the sinking fund. Amounts in the sinking fund shall be used to pay principal and interest on the bonds, and are hereby pledged for that purpose. At the end of each fiscal year, interest on the average sinking fund balance during the fiscal year at the rate determined by the finance director to be the average interest earned on borough investments during the fiscal year shall be transferred from the general fund to the sinking fund.

Section 20. Distribution of reserve and refund account funds.

A. Upon the discharge of the bonds, and the payment of all refunds of assessments required upon the discharge of the bonds, the funds remaining in the reserve and refund account shall be distributed as provided under this section.

B. The finance director shall distribute the balance of the reserve and refund account by sending to each owner of record as shown on the most recent records of the borough assessor an amount equal to the fund balance divided by the number of lots within the LID. If any lot or tract within the LID is divided into two or

more lots, the refund for such resubdivided lots shall be computed by counting the resubdivided lots as a single lot for purposes of determining the initial refund entitlement. The initial refund entitlement shall then be divided equally among the resubdivided lots.

Section 21. Arbitrage covenant. The borough covenants with the registered owners of all bonds at any time outstanding that it will make no use of the proceeds of the bonds which will cause the bonds to be "arbitrage bonds" subject to federal income taxation by reason of section 148 of the 1986 code. To that end, so long as any of the bonds are outstanding, the borough, with respect to the proceeds of the bonds, shall comply with all requirements of said section 148 and of all regulations of the United States Department of Treasury issued thereunder, to the extent that such requirements are, at the time, applicable and in effect.

Section 22. Compliance with 1986 code. The borough hereby covenants to comply with any and all applicable requirements set forth in the 1986 code in effect from time to time to the extent that such compliance shall be necessary for the exemption from federal income taxes of the interest on the bonds. The borough hereby further covenants to observe any and all applicable requirements in any future federal tax legislation to the extent

that such compliance is determined by the borough to be legal and practicable and required for such exemption.

Section 23. Bond sale and agreement. The sale to the purchaser of not to exceed $44,000 principal amount of the bonds as provided in the Agreement, is hereby authorized and approved.

Section 24. Delivery of the bonds. The proper officials of the borough are authorized and directed to execute all documents and to do everything necessary for the preparation and delivery of a transcript of proceedings pertaining to the bonds and the printing, authentication and delivery of the bonds in definitive form to the purchaser.

Section 25. Ratification. All actions taken by the mayor, manager and the finance director relative to the sale of the bonds are hereby in all respects ratified and confirmed. The appropriate officers of the borough are hereby authorized and directed to do all things necessary for the prompt execution, issuance and delivery of the bonds and for the proper application and use of the bond proceeds.

Section 26. Authority of officers. The mayor, the acting mayor from time to time, the borough manager, the acting borough manager from time to time, the finance director, the acting finance director from time to time, the borough clerk and the

acting borough clerk from time to time, are, and each of them hereby is, authorized and directed to do and perform all things and determine all matters not determined by this ordinance, to the end that the borough may carry out its obligations under the bonds and this ordinance.

Section 27. Pledge of funds. All assessments levied in the LID, interest thereon and foreclosure proceeds thereof, are hereby irrevocably pledged to the payment of the principal of and interest on the bonds. The pledge under this section remains in effect until all of the bonds have been discharged.

Section 28. Miscellaneous. No recourse shall be had for the payment of the principal of or the interest on the bonds or for any claim based thereon or on this ordinance against any member of the assembly or officer of the borough or any person executing the bonds. The bonds are not and shall not be in any way a debt or liability of the state of Alaska or of any political subdivision thereof and shall not create or constitute an indebtedness or obligation, either legal, moral or otherwise, of said state or of any political subdivision thereof.

Section 29. Severability. If any one or more of the covenants and agreements provided in this ordinance to be performed on the part of the borough shall be declared by any

court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements shall be null and void and shall be deemed separable from the remaining covenants and agreements in this ordinance and shall in no way affect the validity of the other provisions of this ordinance or of the bonds.

Section 30. Appropriation. There is appropriated for the purposes set out in this ordinance, all assessments and interest thereon from the assessments levied in the LID and assessment foreclosure proceeds. The appropriation under this section does not lapse until the final refund required under Section 20.B. of this ordinance has been made.

Section 31. Effective date. Ordinance Serial No. 16-033 shall take effect upon adoption by the borough assembly.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of - , 2016.

_____

VERN HALTER, Borough Mayor

ATTEST:

_____

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

EXHIBIT A

FORM OF INVESTOR LETTER

[Date of Purchase]

Matanuska-Susitna Borough

[Name of Bond]

Ladies and Gentlemen:

[Name of Purchaser] (the "Purchaser") has agreed to purchase the above-referenced bonds (the "Bonds") in the amount of [Amount] which were issued in the original aggregate principal amount of [Amount] by the Matanuska-Susitna Borough (the "Borough") bearing the interest rate as set forth in Ordinance Serial No. [No.] of the Borough Assembly (the "Ordinance"). All capitalized terms used herein, but not defined herein, shall have the respective meanings set forth in the Ordinance. The undersigned, an authorized representative of the Purchaser, hereby represents to you that:

1. The Purchaser has sufficient knowledge and experience in financial and business matters, including purchase and ownership of municipal and other tax-exempt obligations, to be able to evaluate the risks and merits of the investment represented by the purchase of the Bonds.

2. The Purchaser has authority to purchase the Bonds and to execute this letter and any other instruments and documents required to be executed by the Purchaser in connection with the purchase of the Bonds.

3. The undersigned is a duly appointed, qualified and acting representative of the Purchaser and is authorized to cause the Purchaser to make the certifications, representations and warranties contained herein by execution of this letter on behalf of the Purchaser.

4. The Purchaser is [(a) an affiliate of an owner of the Bonds,] [(b) a trust or other custodial arrangement established by an owner of the Bonds or one of its affiliates, the owners of the beneficial interests in which are limited to "qualified" institutional buyers" as defined in Rule 144A promulgated under the Securities Act of 1933, as amended (the "1933 Act")] or [(c) a qualified institutional buyer that is a commercial bank having a combined capital and surplus of $5,000,000,000 or more].

5. The Purchaser understands that no official statement, prospectus, offering circular, or other comprehensive offering statement is being provided with respect to the Bonds. The Purchaser has made its own inquiry and analysis with respect to the Borough, the Project, the Bonds and the security therefor, and other material factors affecting the security for and payment of the Bonds.

6. The Purchaser acknowledges that it has either been supplied with or been given access to information, including financial statements and other financial information, regarding the Borough, to which a reasonable investor would attach significance in making investment decisions, and has had the opportunity to ask questions and receive answers from knowledgeable individuals concerning the Borough, the Project, the Bonds and the security therefor, so that as a reasonable investor, it has been able to make its decision to purchase the

Bonds.

7. The Purchaser understands that the Bonds (i) are not registered under the 1933 Act and are not registered or otherwise qualified for sale under the "Blue Sky" laws and regulations of any state, (ii) are not listed on any stock or other securities exchange, and (iii) carry no rating from any credit rating agency.

8. The Bonds are being acquired by the Purchaser for investment for its own account and not with a present view toward resale or distribution; provided, however, that the Purchaser reserves the right to sell, transfer or redistribute the Bonds in Authorized Denominations, but agrees that any such sale, transfer or distribution by the Purchaser shall be to a person:

(a) that is an affiliate of an owner of the Bonds;

(b) that is a trust or other custodial arrangement established by an owner of the Bonds or one of its affiliates, the owners of any beneficial interest in which are limited to qualified institutional buyers; or

(c) that is a qualified institutional buyer that is a commercial bank having a combined capital and surplus of $5,000,000,000 or more who executes an investor letter substantially in the form of this letter.

EXHIBIT A **$3,080.96 PER LOT**

Matanuska-Susitna Borough

Real Property Selection List by Account Number

March 21, 2016

LID550 W MOLLIES CIR

Tax Account/Owner Name and Addr	Zone	Map#: / Subdivision	Land Appraisa	Building Appraisal	Total Appraisal	Acre
57152B01L001 KIEHN BRADLEY MICHAEL AASTROM JESSICA A 4780 W NORTHERN ROSE LN WASILLA AK 99623-0729	0030 HO	16 HALLEAH EST	$30,000.00	$181,000.00	$211,000.00	1.04
57152B01L002 RYKS TROY A 4820 W NORTHERN ROSE LN WASILLA AK 99623-9558	0030 HO	16 HALLEAH EST	$30,000.00	$188,400.00	$218,400.00	1.10
57152B02L002 WAINWRIGHT CALEB J PO BOX 872710 WASILLA AK 99687-2710	0030 HO	16 HALLEAH EST	$30,000.00	$211,100.00	$241,100.00	0.95
57152B02L003 PARKER MARGARET 4915 W MOLLIES CIR WASILLA AK 99623-0725	0030 HO	16 HALLEAH EST	$30,000.00	$174,300.00	$204,300.00	0.93
57152B02L004 BARANOV DMITRY 3203 TAMAR RD WASILLA AK 99654-1204	0030 HO	16 HALLEAH EST	$30,000.00	$0.00	$30,000.00	0.92
57152B02L005 GOLDMAN SAMUEL J 3150 N SEAGULL DR PALMER AK 99645-9630	0030 HO	16 HALLEAH EST	$30,000.00	$280,500.00	$310,500.00	0.92
57152B02L006 JONES SUMMER CRIDDLE 4955 W MOLLIES CIR WASILLA AK 99654	0030 HO	16 HALLEAH EST	$30,000.00	$222,500.00	$252,500.00	0.93
57152B02L007 HARDING JAMES ROBERT HARDING CHRISTA	0030 HO	16 HALLEAH EST	$30,000.00	$198,800.00	$228,800.00	0.93

IM 16-062
OR 16-032
OR 16-033

EXHIBIT A **$3,080.96 PER LOT**

Matanuska-Susitna Borough

Real Property Selection List by Account Number

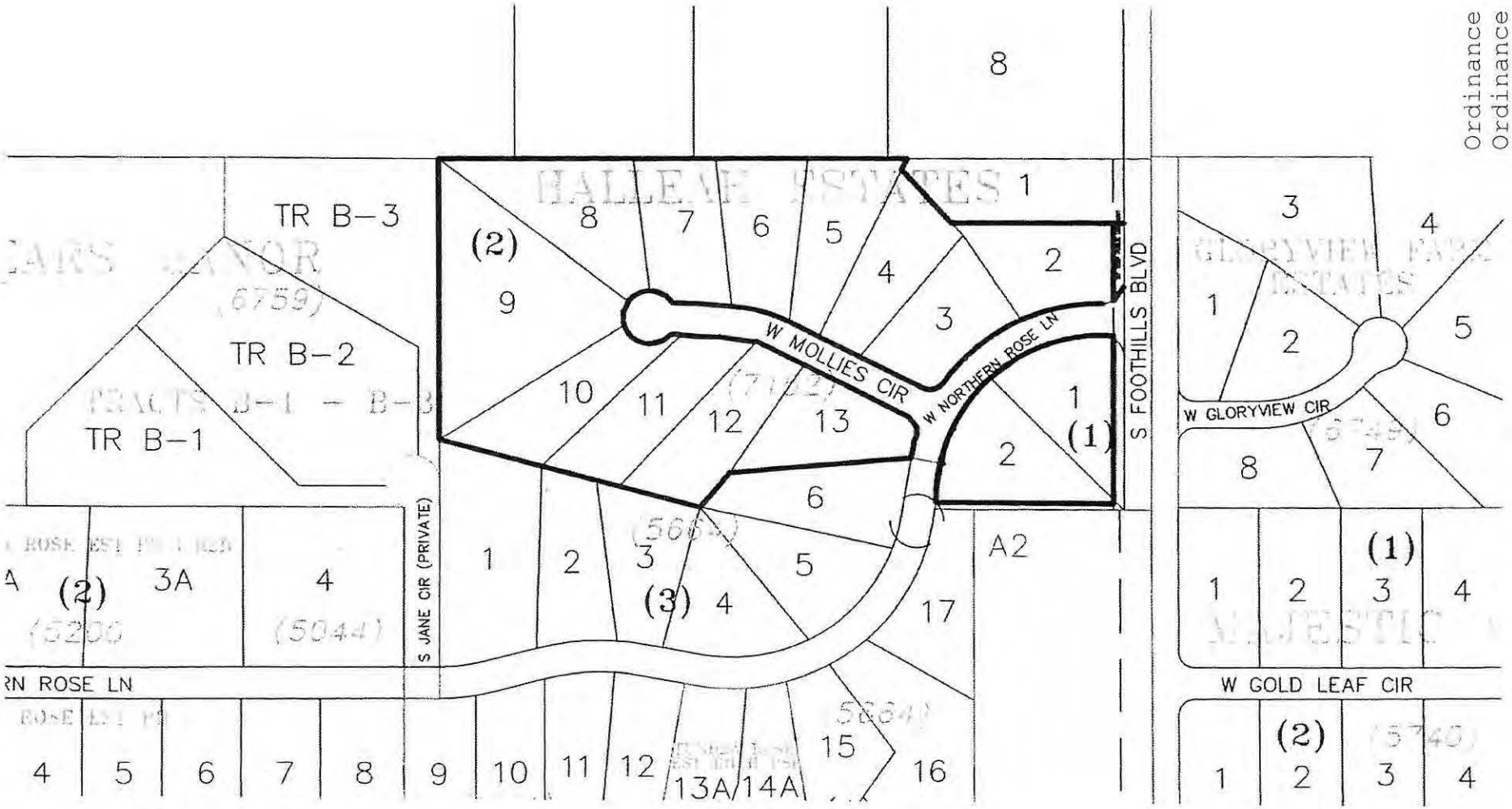
LID550 W MOLLIES CIR

March 21, 2016

Tax Account/Owner Name and Addr	Zone	Map#: / Subdivision	Land Appraisa	Building Appraisal	Total Appraisal	Acre
PO BOX 872861 WASILLA AK 99687-2861						
57152B02L008 ANDERSON DANIEL	0030 HO	16 HALLEAH EST	$32,000.00	$207,200.00	$239,200.00	1.24
PO BOX 870281 WASILLA AK 99687-0281						
57152B02L009 MCDANIELS LLOYD & AMY	0030 HO	16 HALLEAH EST	$39,000.00	$246,000.00	$285,000.00	2.30
5035 W MOLLIES CIR WASILLA AK 99623						
57152B02L010 DURBIN NATHAN L	0030 HO	16 HALLEAH EST	$30,000.00	$189,200.00	$219,200.00	0.98
6310 N TALGACH VIEW DR WASILLA AK 99654-9089						
57152B02L011 DROPIK GEORGE M	0030 HO	16 HALLEAH EST	$30,000.00	$215,600.00	$245,600.00	1.00
4976 W MOLLIES CIR WASILLA AK 99623						
57152B02L012 PACIFIC RIDGE HOMES LLC	0030 HO	16 HALLEAH EST	$30,000.00	$249,300.00	$279,300.00	0.98
PO BOX 875787 WASILLA AK 99687-5787						
57152B02L013 JAMES PHILIP II & TAMMY C	0030 HO	16 HALLEAH EST	$30,000.00	$220,100.00	$250,100.00	0.93
4902 W MOLLIES CIR WASILLA AK 99623						
Total Parcels in LID550: 14			**$431,000.00**	**$2,784,000.00**	**$3,215,000.00**	15.15

IM 16-062
OR 16-032
OR 16-033

IM No. 16-062
Ordinance Serial No. 16-032
Ordinance Serial No. 16-033



MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-063

SUBJECT: Ordinance authorizing issuance and sale of bonds and confirming the assessment roll for West Coghlan Circle natural gas Local Improvement District No. 557.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing on April 19, 2016.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	MLE	3-22-16
	Finance Director		
	Borough Attorney		Pending review of Bond Counsel
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES ____ NO X
Ordinance Serial No. 16-034 (5 pp)
Exhibit "A" (3 pp)
Ordinance Serial No. 16-035 (27 pp)
Map (1 p)

SUMMARY STATEMENT:

On March 3, 2015 the Assembly adopted Ordinance Serial No.15-009 creating West Coghlan Circle Natural Gas Local Improvement District. The construction has been completed and this ordinance is now before the Assembly to finance the improvements.

Ordinance Serial No. 16-034 confirms the assessment roll and Ordinance Serial No. 16-035 authorizes the issuance and sale of bonds for West Coghlan Circle Local Improvement District No. 557 as required by MSB 3.28.080 and MSB 3.28.120. Both ordinances are necessary to complete the process for this local improvement district.

The total cost is to be equally assessed against the properties within the improvement district, including those properties not meeting MSB 3.28.080(B) criteria.

The West Coghlan Circle Natural Gas Local Improvement District is located in Assembly District #4.

RECOMMENDATION OF ADMINISTRATION:

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-034

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY CONFIRMING THE ASSESSMENT ROLL FOR THE WEST COGHLAN CIRCLE NATURAL GAS LOCAL IMPROVEMENT DISTRICT NO. 557 AND ESTABLISHING THE METHOD OF TERMINATING ASSESSMENTS AND MAKING REFUNDS TO PROPERTY OWNERS.

WHEREAS, the assembly, by Ordinance Serial No.15-009 established the West Coghlan Circle Natural Gas Local Improvement District No. 557 (the "LID"); and

WHEREAS, the actual costs of the improvement, including construction cost and the amounts required for administrative costs, bond counsel fees, reserves and related costs are $4,038.71 per lot; and

WHEREAS, the LID special assessment roll has been prepared and the total costs of the improvement are spread equally among all the properties within the LID as shown on the attached assessment roll marked Exhibit A; and

WHEREAS, the assembly held a hearing on the assessment roll at which time all the written objections to the assessment roll were considered and all persons present who objected in writing were given the opportunity to be heard; and

WHEREAS, notice of the assessment and hearing was mailed to each owner of record more than 15 days before the hearing; and

WHEREAS, the assembly found no errors or inequalities in the assessment roll; and

WHEREAS, the assembly finds that the assessment roll should be confirmed.

BE IT ENACTED:

Section 1. Classification. This Ordinance is a non-code ordinance.

Section 2. Confirmation of roll. Each property within the West Coghlan Circle Natural Gas Local Improvement District No. 557 as shown on the attached assessment roll marked Exhibit A, is hereby assessed $4,038.71 and such assessment roll is hereby confirmed. Notwithstanding MSB 3.28.080(B), an assessment levied under this ordinance may exceed 25 percent of the assessed value for real property taxation of the property assessed.

Section 3. Notice of assessment. Within 30 days after the date of the adoption of this ordinance, the finance director shall mail to the record owner of each property assessed a statement with the property description, the assessment amount, the method of payment, the rate of interest on the unpaid balance of the assessment, the time of delinquency, and penalties on delinquent payments. Within five days after the statements are mailed, the finance director shall publish a notice in a newspaper of general circulation of the mailing of the statements.

Section 4. Payment of assessment. The entire assessment may be prepaid without interest or penalty within 30 days of the date of mailing of the assessment statement. Thereafter the assessment may be prepaid in whole or in part with interest to the payment date. Interest on the unpaid amount of the assessment shall accrue at a rate per annum equal to the rate of interest on the bonds issued to finance the improvement. Assessments that are not prepaid shall be paid in 20 semiannual installments on March 1, and September 1 of each year, commencing September 1, 2016. Installments shall consist of equal amounts of principal, plus accrued interest. Payments of principal and interest on the assessments confirmed by this ordinance shall be deposited in the sinking fund established pursuant to section (19) of Ordinance Serial No. 16-035 of the borough.

Section 5. Delinquencies. Upon the delinquency of an installment there shall be due and payable in addition to the delinquent installment a penalty on the delinquent installment equal to the penalty for second half real property taxes in effect on the date of delinquency. Notice of the delinquency shall be mailed to the owner of record. The notice shall describe the delinquency and state that the balance of the assessment, plus penalty and accrued interest, will be due and payable if the delinquent installment, plus penalty and accrued interest, is not

paid. If any payment has been delinquent for more than 60 days as of January 1, the assessed property will be placed on the borough's foreclosure list. At that time, the entire principal balance of the assessment plus accrued interest and penalty on the principal balance, and applicable foreclosure costs, shall be due and payable.

Section 6. Termination of assessments and refund of prorata share of assessment prepayments.

A. Upon the discharge of the bonds, all unpaid, non-delinquent assessment installments are cancelled. The finance director shall refund to the owner of record at the time of discharge of each property whose assessment was prepaid, an amount equal to the difference in the total assessment paid on account of the property and the amount paid on account of properties for which no prepayments were made.

B. For any properties upon which foreclosure proceedings to recover delinquent assessment installments have been commenced prior to the cancellation of remaining assessment installments, the amount due shall be recomputed as provided in subsection (A), except there will be no refund.

Section 7. Effective Date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Non-Code Ordinance

By: Borough Manager
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-035

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $85,000 PRINCIPAL AMOUNT OF SPECIAL ASSESSMENT BONDS FOR THE WEST COGHLAN CIRCLE NATURAL GAS LOCAL IMPROVEMENT DISTRICT NO. 557, AND FIXING DETAILS OF SAID BONDS.

WHEREAS, the Assembly of the Matanuska-Susitna Borough (the "borough") has determined and does hereby determine that it is necessary to proceed to plan, design, develop, construct, equip, acquire property for, or otherwise provide for Natural Gas in the West Coghlan Circle Natural Gas Local Improvement District (the "project"); and

WHEREAS, a local improvement district known as the West Coghlan Circle Natural Gas Local Improvement District No. 557 (the "LID") has been formed for the project, special assessments will be levied on properties in the LID that are specially benefited by the project, and said special assessments, with interest thereon, will be sufficient (together with other amounts) and available to pay the principal of and interest on the hereinafter defined bonds; and

WHEREAS, it is deemed necessary and advisable and in the best interests of the borough and its inhabitants that not to exceed $85,000 principal amount of special assessment bonds be issued at this time in a single series, as hereinafter fixed and determined, for the purpose of paying the cost (as hereinafter defined) of the project; and

WHEREAS, the proper officials of the borough have negotiated an agreement (the "agreement") with Wells Fargo Bank, National Association (the "purchaser"), which provides, inter alia, for the issuance and sale by the borough and the purchase by the purchaser of the hereinafter defined bonds; and

WHEREAS, it is hereby found to be in the best interest of the borough that the agreement be approved and executed and that certain matters relating to such bonds and the use of the proceeds of such sale be established.

NOW, THEREFORE, BE IT ENACTED BY THE ASSEMBLY OF THE MATANUSKA-SUSITNA BOROUGH:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Purpose. The purpose of this ordinance is to authorize the issuance and sale of not to exceed $85,000 of special assessment bonds to be sold in one series to provide funds

to pay the capital costs of the project, to pay the costs of issuance of the bonds authorized herein and to fix certain details of said bonds to be issued.

Section 3. Definitions. The following terms shall have the following meanings in this ordinance:

A. "Agreement" means the Agreement 12-185 dated June 8, 2012, from Wells Fargo Bank, National Association, and accepted by the borough for the sale of the bonds by the borough to the purchaser.

B. "Assembly" means the borough assembly, as the general legislative authority of the borough, as the same shall be duly and regularly constituted from time to time.

C. "Authorized Denomination" means the lower of (i) two hundred fifty thousand dollars ($250,000) and integral multiples of one dollar ($1) in excess thereof or (ii) the aggregate principal amount of the bonds outstanding.

D. "Bond" or "Bonds" means any of the Matanuska-Susitna Borough Special Assessment Bonds, West Coghlan Circle Natural Gas Local Improvement District No. 557, 2016, the issuance and sale of which are authorized herein.

E. "Bond register" means the registration books maintained by the borough, which include the names and addresses of the

owners or nominees of the owners of the Bonds.

F. "Cost" or "Costs" means all costs of the project allowable in special assessments under AS 29.46.110.

G. "1986 Code" means the Internal Revenue Code of 1986, as amended from time to time, together with all regulations applicable thereto.

H. "Ordinance" shall mean this Ordinance Serial No. 16-035 of the borough.

I. "Purchaser" means Wells Fargo Bank, National Association, the purchaser of the bonds.

J. "LID" means Local Improvement District No. 557.

Section 4. Authority for ordinance. The borough has ascertained and hereby determines that each and every matter and thing as to which provision is made in this ordinance is necessary in order to carry out and effectuate the purposes of the borough in accordance with the Constitution and statutes of the state of Alaska, and the code of ordinances of the borough, and to issue the bonds.

Section 5. Obligation of bonds. The bonds are a special obligation of West Coghlan Circle Natural Gas Local Improvement District No. 557 of the borough and are payable solely from assessments levied against the properties which are specially

benefited by the project within the West Coghlan Circle Natural Gas Local Improvement District No. 557 and funds pledged for the payment of the bonds under this ordinance. Said assessments shall constitute a sinking fund for the payment of principal of and interest on the bonds. Neither the faith and credit nor the taxing power of the borough are pledged to the payment of the principal of and interest on the bonds.

Section 6. Authorization of bonds and purpose of issuance. For the purpose of providing part of the funds required to pay the cost of the project, and to provide for original issue discount, if any, and to pay all costs incidental thereto and to the issuance of the bonds, the borough hereby authorizes and determines to issue and sell the bonds in one series in the aggregate principal amount of not to exceed $85,000.

Section 7. Maturities, payment dates, designation and form of bonds. The bonds shall be designated Matanuska-Susitna Borough Special Assessment Bonds, West Coghlan Circle Natural Gas Local Improvement District No. 557, 2016, shall be dated the date of their delivery to the purchaser, and shall mature on April 1, 2026.

The bonds shall bear interest from their date at a rate determined in accordance with the Agreement, which shall not

exceed 5.09 percent per annum. Installments of principal and interest on the bonds (the "installment payments") shall be payable semiannually on April 1 and October 1 of each year, commencing October 1, 2016. Each installment payment shall consist of an equal amount of principal, plus accrued interest.

The bonds shall be issued as fully registered bonds, without coupons, in physical form, and may not be issued as book-entry bonds. The bonds shall be registered as to principal and interest as herein provided. The bonds shall each be in an authorized denomination and of the same interest rate and maturity, approved by the borough, such approval to be evidenced by the execution of such bonds. The bonds shall be numbered separately in the manner and with such additional designation as the borough deems necessary for purposes of identification. The bonds shall be substantially in the form of such bond hereinafter set forth, with such appropriate variations, omissions or insertions as are permitted or required by this ordinance, and may have endorsed thereon such legends or text as may be necessary or appropriate to conform to the rules and regulations of any governmental authority, or any usage or requirement of law with respect thereto. Each bond shall bear a number or letter, or a number and letter, distinguishing it from every other bond.

Section 8. Details of bonds. Each of the bonds shall be signed by the manual signature of the mayor and the official seal of the borough (or a facsimile thereof) shall be affixed, imprinted or otherwise reproduced on the bonds, and attested by the manual signature of the borough clerk. In case any officer whose signature shall appear on any bonds shall cease to be such officer before the delivery of such bonds, such signature shall nevertheless be valid and sufficient for all purposes the same as if he or she had remained in office until such delivery.

The principal, redemption price of, and the interest on the bonds shall be payable in any coin or currency of the United States of America, which at the respective dates of payment thereof, is legal tender for the payment of public and private debts.

Payment of the principal and interest on the bonds shall be made by check or draft mailed to the registered owner of record as of the 15th day of the month preceding each installment payment date at the address appearing on the bond register of the borough.

Section 9. Transfer and exchange of bonds and delivery of new bonds. Any bond may be transferred only upon the books kept for the registration and transfer of bonds by the borough, upon surrender thereof at the office of the borough, together with an

assignment duly executed by the registered owner or the owner's attorney in such form as shall be satisfactory to the borough. Upon the transfer of any such bond, there shall be executed in the name of the transferee, and the borough shall authenticate and deliver, a new registered bond or bonds of the same maturity in any of the authorized denominations.

In all cases in which bonds may be transferred or exchanged under this ordinance, there shall be executed, and the borough shall authenticate and deliver, bonds in accordance with the provisions of this ordinance. Any such transfer or exchange shall be without cost to the registered owner, except that the borough may make a charge for every such registration, transfer or exchange of bonds sufficient to reimburse it for any tax, fee, or other governmental charge required to be paid with respect to such registration, exchange or transfer, and such charge or charges shall be paid before any such new bond shall be delivered. The borough shall not be required to make any such registration, transfer or exchange of a bond during the fifteen (15) days next preceding an interest payment date on such bond.

Notwithstanding the foregoing, bonds may be transferred only in authorized denominations and only to (i) an affiliate of an owner of the bonds, (ii) a trust or custodial arrangement

established by an owner of the bonds or one of its affiliates, the owners of the beneficial interests in which are limited to qualified institutional buyers, as defined in Rule 144A promulgated under the Securities Act of 1933, as amended, or (iii) to a person that is a qualified institutional buyer that is a commercial bank having a combined capital and surplus, determined as of the date of any transfer pursuant to this section, of five billion dollars ($5,000,000,000) or more that has executed and delivered to the borough an investor letter in the form of Exhibit A hereto.

Section 10. Ownership of bonds. As to any bond, the person in whose name the same shall be registered on the bond register shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal of such bond and the interest on such bond shall be made only to or upon the order of the registered owner thereof or the owner's legal representative, but such registration may be changed as hereinabove provided. All such payments shall be valid and effectual to satisfy and discharge the liability upon such bond, including the interest thereon, to the extent of the sum or sums so paid.

Section 11. Mutilated, destroyed, stolen or lost bonds. In

case any bond shall become mutilated or be destroyed, stolen or lost, the borough may cause to be executed, and shall deliver, a new bond of like interest rate, principal amount and maturity in exchange and substitution for and upon cancellation of such mutilated bond, or in lieu of and in substitution for such bond destroyed, stolen or lost, upon the owner thereof paying the reasonable expenses and charges of the borough in connection therewith and in the case of a bond destroyed, stolen or lost, filing by the owner with the borough evidence satisfactory to the borough that such bond was destroyed, stolen or lost, and of the owner's ownership thereof, and furnishing the borough with indemnity satisfactory to it. Any new bond so delivered may bear a number differing from the number of the bond it replaces.

Section 12. Redemption of bonds. The bonds are subject to redemption at the option of the borough, in whole or in part, at any time. Any redemption of bonds shall be at a redemption price of the principal amount of the bonds to be redeemed, plus accrued interest.

Section 13. Notice of redemption. When the borough determines to redeem any bonds, it shall give notice of such redemption in the manner then provided by law, which notice shall state the redemption date and identify the bonds to be redeemed by

reference to their numbers and further state that on such redemption date there shall become due and payable upon each such bond the principal amount thereof plus the applicable premium, if any (the "redemption price"), together with interest accrued to the redemption date, and that from and after such date interest thereon shall cease to accrue. Such notice shall be given at least 30 days but not more than 45 days prior to the redemption date by first class mail, postage prepaid, to the registered owner of any Bond to be redeemed at the address of the registered owner appearing on the bond register.

Section 14. Payment of redeemed bonds. Notice of redemption having been given in the manner provided in this ordinance, the bonds so called for redemption shall become due and payable on the redemption date stated in said notice at the applicable redemption price on said date plus interest accrued and unpaid to the redemption date upon presentation and surrender thereof at the office of the borough. If, on the redemption date, moneys for the redemption of all the bonds to be redeemed, together with interest accrued and unpaid to the redemption date, shall be held on behalf of the borough at the office of the borough so as to be available therefor on said date and if notice of redemption shall have been given as aforesaid, then from and after the redemption date the

bonds so called for redemption shall cease to bear interest.

Section 15. Form of bond. Each bond shall be in substantially the following form, with such variations, omissions and insertions as may be required or permitted by this ordinance:

THIS BOND MAY NOT BE TRANSFERRED EXCEPT IN ACCORDANCE WITH SECTION 9 OF THE ORDINANCE AND AS PROVIDED HEREIN

UNITED STATES OF AMERICA
STATE OF ALASKA
MATANUSKA-SUSITNA BOROUGH
Special Assessment Bond
West Coghlan Circle Natural Gas
Local Improvement District No. 557
2016

NO. $

INTEREST RATE

Registered Owner

Principal Amount DOLLARS

The Matanuska-Susitna Borough (the "borough"), a municipal corporation of the state of Alaska, for value received, acknowledges itself indebted and hereby promises to pay (but only out of the sources hereinafter mentioned) to the registered owner identified above, or registered assigns, the principal amount shown above, and to pay (but only out of the sources hereinafter

mentioned) interest on the unpaid principal sum from the date hereof at the interest rate per annum shown above. Installments of principal and interest (the "installment payments") shall be payable semiannually on April 1 and October 1 of each year commencing October 1, 2016 until April 1, 2026, when the entire remaining principal balance hereof plus accrued interest shall be paid in full. Each installment payment shall consist of an equal amount of principal, plus accrued interest. The principal, interest and redemption price of this bond shall be payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

Payment of principal and interest shall be made by check or draft mailed to the registered owner of record as of the 15th day of the month preceding each installment payment date at the address appearing on the bond register of the borough.

This bond is one of the 2016 special assessment bonds, West Coghlan Circle Natural Gas Local Improvement District No. 557, of the Matanuska-Susitna Borough, Alaska, of like tenor and effect except as to serial numbers, aggregating not to exceed $85,000 in principal amount, and constituting bonds authorized for the purpose of raising funds to pay the cost of Natural Gas in the West Coghlan Circle Natural Gas Local Improvement District No. 557 of the borough, and is issued under Ordinance Serial No. 16-035 of the borough entitled:

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY

PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $85,000 PRINCIPAL AMOUNT OF SPECIAL ASSESSMENT BONDS FOR THE WEST COGHLAN CIRCLE NATURAL GAS LOCAL IMPROVEMENT DISTRICT NO. 557, AND FIXING DETAILS OF SAID BONDS.

(herein called the "ordinance") adopted on - , 2016.

This bond is issuable as a fully registered bond in the principal amount of the lower of (i) two hundred fifty thousand dollars ($250,000) and integral multiples of one dollar ($1) in excess thereof or (ii) the aggregate principal amount of the bonds outstanding (an "Authorized Denomination"). This bond, upon surrender hereof at the designated office of the borough with a written instrument of transfer satisfactory to the borough executed by the registered owner hereof or such owner's attorney duly authorized in writing, may, at the option of the registered owner hereof, be exchanged for an equal aggregate principal amount of bonds of the same aggregate principal amount and tenor as the bond being exchanged and of any authorized denomination. This bond may be registered as transferred as provided in the Ordinance, subject to certain limitations therein contained, only upon the bond register, and only upon surrender of this bond for registration of transfer to the borough accompanied by a written instrument of transfer (in substantially the form of the assignment attached hereto) duly executed by the registered owner hereof or such owner's duly authorized attorney. Thereupon, one or more new bonds of any authorized denomination and in the same aggregate principal amount

and tenor as the bond surrendered (or for which registration of transfer has been effected) will be issued to the designated transferee or transferees.

The bonds are subject to redemption by or on behalf of the borough prior to maturity and upon notice as set forth in the ordinance in whole or in part on any date at a redemption price of the principal amounts thereof, together with interest thereon to the redemption date.

This bond is transferable as provided in the ordinance (i) only upon the bond register of the borough kept for that purpose at the office of the borough, and (ii) upon surrender of this bond together with a written instrument of transfer duly executed by the registered owner or the attorney of the registered owner duly authorized in writing, and thereupon a new fully registered bond or bonds in the same aggregate principal amount and maturity shall be issued to the transferee in exchange therefor as provided in the ordinance and upon the payment of charges, if any, as therein prescribed. The borough may treat and consider the person in whose name this bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price, if any, hereof and interest due hereon and for all other purposes whatsoever.

This bond is payable solely from assessments levied against properties specially benefited within the borough local improvement district known as West Coghlan Circle Natural Gas Local Improvement District No. 557

and is a special obligation of said local improvement district. Said assessments constitute a sinking fund for the payment of principal of and interest on the bond and the properties specially benefited are pledged to secure the bond.

The registered owner of this bond shall not have any claim thereunder against the borough except for payment from special assessments made for the improvements for which the bond was issued and except for payment from the funds pledged for that purpose under the ordinance. The remedy of the registered owner of this bond shall be confined to the enforcement of such assessments and to such funds. The borough shall not be liable to the registered owner of this bond for any loss to such funds occurring in the lawful operation thereof.

THIS BOND IS NOT A GENERAL OBLIGATION OF THE BOROUGH AND NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE BOROUGH IS PLEDGED TO ITS PAYMENT.

IT IS HEREBY CERTIFIED AND RECITED that all conditions, acts, or things required by the constitution or statutes of the state of Alaska and the code of ordinances of the borough to exist, to have happened or have been performed precedent to or in the issuance of this bond, exist, have happened and have been performed, and that the series of bonds of which this is one, together with all other indebtedness of the borough, is within every debt and other limit prescribed by said constitution, statutes or code of ordinances.

IN WITNESS WHEREOF, THE MATANUSKA-SUSITNA BOROUGH, ALASKA, has caused this bond to be signed in its name and on its behalf by the signature of its mayor and its corporate seal to be hereunto affixed, imprinted or otherwise reproduced, and attested by the signature of its clerk, all as of the - day of - , 2016.

_____

VERN HALTER, Borough Mayor

ATTEST:

_____

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Section 16. Establishment of guaranty fund. There is established the West Coghlan Circle Natural Gas Local Improvement District No. 557 special assessment bond guaranty fund (The "guaranty fund") to which the assembly shall annually appropriate a sum the assembly determines to be adequate, with other available funds, to cover a deficiency in meeting payments of principal and interest on the bonds if the reason for the deficiency is nonpayment of assessments when due. Money received from actions taken against property for nonpayment of assessments confirmed by Ordinance Serial No. 16-034 of the borough shall be credited to the guaranty fund. Amounts in the guaranty fund shall be used to

pay principal and interest on the bonds when other funds are not available for that purpose.

Section 17. Disbursement of bond proceeds for project costs. That part of the bond proceeds required for costs of the project shall be deposited in the West Coghlan Circle Natural Gas Local Improvement District No. 557 construction account, which is hereby established within the West Coghlan Circle Natural Gas fund 825, heretofore established by the borough. There shall be paid from this account all amounts required for costs of the project.

Section 18. Establishment of reserve and refund account.

A. There is established the West Coghlan Circle Natural Gas Local Improvement District No. 557 reserve and refund account (the "reserve and refund account") within the West Coghlan Circle fund 825.

B. There shall be paid into the reserve and refund account:

1. That part of the bond proceeds not expended or required for the initial LID expenses such as construction of the road improvements, bond counsel fees, and similar expenses, and all anticipated administrative costs; and

2. Any sinking fund and guaranty fund balances after discharge of the bond.

C. At the end of each fiscal year, interest on the average

reserve and refund account balance during the fiscal year at the rate determined by the finance director to be the average interest earned on borough investments during the fiscal year shall be transferred from the general fund to the reserve and refund account.

D. Until the bonds have been discharged, the funds within the reserve and refund account may be used only to pay the difference between the amount of principal and interest due on the bonds and the amount of special assessment payments including interest, received and available to pay that amount; provided, if the finance director determines that the amount of funds available in the reserve and refund account substantially exceeds that which is reasonably expected to be needed to meet assessment delinquencies, the finance director may, to the extent of such excess, make a prepayment on the bonds.

E. At such time as the finance director determines that the sum of the amounts in the reserve and refund account, the guaranty fund and the sinking fund equals or exceeds the amount required to (i) discharge the bonds, (ii) pay all refunds of assessments required upon discharge of the bonds, and (iii) pay any other amounts that may be owing on the bonds, the finance director shall cause such payment to be made and the bonds to be discharged.

Section 19. Establishment of sinking fund. There is established the West Coghlan Circle Natural Gas Local Improvement District No. 557 sinking fund (the "sinking fund"). Payments of principal and interest on assessments confirmed by Ordinance Serial No. 16-034 of the borough shall be deposited in the sinking fund. Amounts in the sinking fund shall be used to pay principal and interest on the bonds, and are hereby pledged for that purpose. At the end of each fiscal year, interest on the average sinking fund balance during the fiscal year at the rate determined by the finance director to be the average interest earned on borough investments during the fiscal year shall be transferred from the general fund to the sinking fund.

Section 20. Distribution of reserve and refund account funds.

A. Upon the discharge of the bonds, and the payment of all refunds of assessments required upon the discharge of the bonds, the funds remaining in the reserve and refund account shall be distributed as provided under this section.

B. The finance director shall distribute the balance of the reserve and refund account by sending to each owner of record as shown on the most recent records of the borough assessor an amount equal to the fund balance divided by the number of lots within the LID. If any lot or tract within the LID is divided into two or

more lots, the refund for such resubdivided lots shall be computed by counting the resubdivided lots as a single lot for purposes of determining the initial refund entitlement. The initial refund entitlement shall then be divided equally among the resubdivided lots.

Section 21. Arbitrage covenant. The borough covenants with the registered owners of all bonds at any time outstanding that it will make no use of the proceeds of the bonds which will cause the bonds to be "arbitrage bonds" subject to federal income taxation by reason of section 148 of the 1986 code. To that end, so long as any of the bonds are outstanding, the borough, with respect to the proceeds of the bonds, shall comply with all requirements of said section 148 and of all regulations of the United States Department of Treasury issued thereunder, to the extent that such requirements are, at the time, applicable and in effect.

Section 22. Compliance with 1986 code. The borough hereby covenants to comply with any and all applicable requirements set forth in the 1986 code in effect from time to time to the extent that such compliance shall be necessary for the exemption from federal income taxes of the interest on the bonds. The borough hereby further covenants to observe any and all applicable requirements in any future federal tax legislation to the extent

that such compliance is determined by the borough to be legal and practicable and required for such exemption.

Section 23. Bond sale and agreement. The sale to the purchaser of not to exceed $85,000 principal amount of the bonds as provided in the Agreement, is hereby authorized and approved.

Section 24. Delivery of the bonds. The proper officials of the borough are authorized and directed to execute all documents and to do everything necessary for the preparation and delivery of a transcript of proceedings pertaining to the bonds and the printing, authentication and delivery of the bonds in definitive form to the purchaser.

Section 25. Ratification. All actions taken by the mayor, manager and the finance director relative to the sale of the bonds are hereby in all respects ratified and confirmed. The appropriate officers of the borough are hereby authorized and directed to do all things necessary for the prompt execution, issuance and delivery of the bonds and for the proper application and use of the bond proceeds.

Section 26. Authority of officers. The mayor, the acting mayor from time to time, the borough manager, the acting borough manager from time to time, the finance director, the acting finance director from time to time, the borough clerk and the

acting borough clerk from time to time, are, and each of them hereby is, authorized and directed to do and perform all things and determine all matters not determined by this ordinance, to the end that the borough may carry out its obligations under the bonds and this ordinance.

Section 27. Pledge of funds. All assessments levied in the LID, interest thereon and foreclosure proceeds thereof, are hereby irrevocably pledged to the payment of the principal of and interest on the bonds. The pledge under this section remains in effect until all of the bonds have been discharged.

Section 28. Miscellaneous. No recourse shall be had for the payment of the principal of or the interest on the bonds or for any claim based thereon or on this ordinance against any member of the assembly or officer of the borough or any person executing the bonds. The bonds are not and shall not be in any way a debt or liability of the state of Alaska or of any political subdivision thereof and shall not create or constitute an indebtedness or obligation, either legal, moral or otherwise, of said state or of any political subdivision thereof.

Section 29. Severability. If any one or more of the covenants and agreements provided in this ordinance to be performed on the part of the borough shall be declared by any

court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements shall be null and void and shall be deemed separable from the remaining covenants and agreements in this ordinance and shall in no way affect the validity of the other provisions of this ordinance or of the bonds.

Section 30. Appropriation. There is appropriated for the purposes set out in this ordinance, all assessments and interest thereon from the assessments levied in the LID and assessment foreclosure proceeds. The appropriation under this section does not lapse until the final refund required under Section 20.B. of this ordinance has been made.

Section 31. Effective date. Ordinance Serial No. 16-035 shall take effect upon adoption by the borough assembly.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of - , 2016.

_____

VERN HALTER, Borough Mayor

ATTEST:

_____

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

EXHIBIT A

FORM OF INVESTOR LETTER

[Date of Purchase]

Matanuska-Susitna Borough

[Name of Bond]

Ladies and Gentlemen:

[Name of Purchaser] (the "Purchaser") has agreed to purchase the above-referenced bonds (the "Bonds") in the amount of [Amount] which were issued in the original aggregate principal amount of [Amount] by the Matanuska-Susitna Borough (the "Borough") bearing the interest rate as set forth in Ordinance Serial No. [No.] of the Borough Assembly (the "Ordinance"). All capitalized terms used herein, but not defined herein, shall have the respective meanings set forth in the Ordinance. The undersigned, an authorized representative of the Purchaser, hereby represents to you that:

1. The Purchaser has sufficient knowledge and experience in financial and business matters, including purchase and ownership of municipal and other tax-exempt obligations, to be able to evaluate the risks and merits of the investment represented by the purchase of the Bonds.

2. The Purchaser has authority to purchase the Bonds and to execute this letter and any other instruments and documents required to be executed by the Purchaser in connection with the purchase of the Bonds.

3. The undersigned is a duly appointed, qualified and acting representative of the Purchaser and is authorized to cause the Purchaser to make the certifications, representations and warranties contained herein by execution of this letter on behalf of the Purchaser.

4. The Purchaser is [(a) an affiliate of an owner of the Bonds,] [(b) a trust or other custodial arrangement established by an owner of the Bonds or one of its affiliates, the owners of the beneficial interests in which are limited to "qualified" institutional buyers" as defined in Rule 144A promulgated under the Securities Act of 1933, as amended (the "1933 Act")] or [(c) a qualified institutional buyer that is a commercial bank having a combined capital and surplus of $5,000,000,000 or more].

5. The Purchaser understands that no official statement, prospectus, offering circular, or other comprehensive offering statement is being provided with respect to the Bonds. The Purchaser has made its own inquiry and analysis with respect to the Borough, the Project, the Bonds and the security therefor, and other material factors affecting the security for and payment of the Bonds.

6. The Purchaser acknowledges that it has either been supplied with or been given access to information, including financial statements and other financial information, regarding the Borough, to which a reasonable investor would attach significance in making investment decisions, and has had the opportunity to ask questions and receive answers from knowledgeable individuals concerning the Borough, the Project, the Bonds and the security therefor, so that as a reasonable investor, it has been able to make its decision to purchase the

Bonds.

7. The Purchaser understands that the Bonds (i) are not registered under the 1933 Act and are not registered or otherwise qualified for sale under the "Blue Sky" laws and regulations of any state, (ii) are not listed on any stock or other securities exchange, and (iii) carry no rating from any credit rating agency.

8. The Bonds are being acquired by the Purchaser for investment for its own account and not with a present view toward resale or distribution; provided, however, that the Purchaser reserves the right to sell, transfer or redistribute the Bonds in Authorized Denominations, but agrees that any such sale, transfer or distribution by the Purchaser shall be to a person:

(a) that is an affiliate of an owner of the Bonds;

(b) that is a trust or other custodial arrangement established by an owner of the Bonds or one of its affiliates, the owners of any beneficial interest in which are limited to qualified institutional buyers; or

(c) that is a qualified institutional buyer that is a commercial bank having a combined capital and surplus of $5,000,000,000 or more who executes an investor letter substantially in the form of this letter.

EXHIBIT A **$4,038.71**

Matanuska-Susitna Borough

Real Property Selection List by Account Number

March 21, 2016

LID557 W COGHLAN CIR

Tax Account/Owner Name and Addr	Zone	Map#: / Subdivision	Land Appraisa	Building Appraisal	Total Appraisal	Acre
217N02W12A008 SCHACHLE L JR&TJ&TA&TW&RG JR&CR&DM GRIFFIN & SEIME & SPICER & LACHE 1811 S RIDGECREST RD WASILLA AK 99623-1957	0037	HO 9	$265,500.00	$0.00	$265,500.00	5.08
217N02W12A009 LONG STANLEY A & F K 3436 UPLAND DR ANCHORAGE, AK 99504-4072	0037	HO 9	$278,100.00	$0.00	$278,100.00	6.08
54705000L001 KUBAT WAYNE & MARILYN PO BOX 874867 WASILLA, AK 99687-4867	0037	WA 12 JACOBSEN LK	$112,000.00	$132,500.00	$244,500.00	1.72
56774B01L001 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037	WA 12 COGHLAN EST	$115,200.00	$0.00	$115,200.00	1.76
56774B01L002 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037	WA 12 COGHLAN EST	$123,900.00	$0.00	$123,900.00	1.90
56774B01L003 MURRI ADAM D PO BOX 873626 WASILLA AK 99687-3626	0037	WA 12 COGHLAN EST	$76,800.00	$328,600.00	$405,400.00	1.18
56774B01L004 FORBESS FLOOR COVERING LLC PO BOX 877777 WASILLA, AK 99687-7777	0037	WA 12 COGHLAN EST	$73,400.00	$0.00	$73,400.00	1.12
56774B01L005 FORBESS FLOOR COVERING LLC PO BOX 877777	0037	WA 12 COGHLAN EST	$60,400.00	$170,300.00	$230,700.00	0.93

IM 16-063
OR 16-034
OR 16-035

Matanuska-Susitna Borough

Real Property Selection List by Account Number

March 21, 2016

LID557 W COGHLAN CIR

Tax Account/Owner Name and Addr	Zone	Map#: / Subdivision	Land Appraisa	Building Appraisal	Total Appraisal	Acre
WASILLA, AK 99687-7777						
56774B01L006 FORBESS FLOOR COVERING LLC PO BOX 877777 WASILLA, AK 99687-7777	0037 WA	12 COGHLAN EST	$60,000.00	$0.00	$60,000.00	0.92
56774B01L007 BRESHEARS DAVID & JANE E 2890 S JANE CIR WASILLA AK 99623-0327	0037 WA	12 COGHLAN EST	$63,000.00	$0.00	$63,000.00	0.96
56774B01L008 BRESHEARS DAVID & JANE E 2890 S JANE CIR WASILLA AK 99623-0327	0037 WA	12 COGHLAN EST	$66,800.00	$0.00	$66,800.00	1.02
56774B01L009 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037 WA	12 COGHLAN EST	$34,000.00	$0.00	$34,000.00	0.92
56774B01L010 KREUN STEVEN PO BOX 489 WILLOW AK 99688-0489	0037 WA	12 COGHLAN EST	$34,000.00	$481,800.00	$515,800.00	0.92
56774B02L001 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037 WA	12 COGHLAN EST	$34,000.00	$0.00	$34,000.00	1.09
56774B02L002 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037 WA	12 COGHLAN EST	$34,000.00	$0.00	$34,000.00	0.92
56774B03L001 COGHLAN FAMILY TR PO BOX 71404	0037 WA	12 COGHLAN EST	$34,000.00	$0.00	$34,000.00	0.92

IM 16-063
OR 16-034
OR 16-035

Matanuska-Susitna Borough

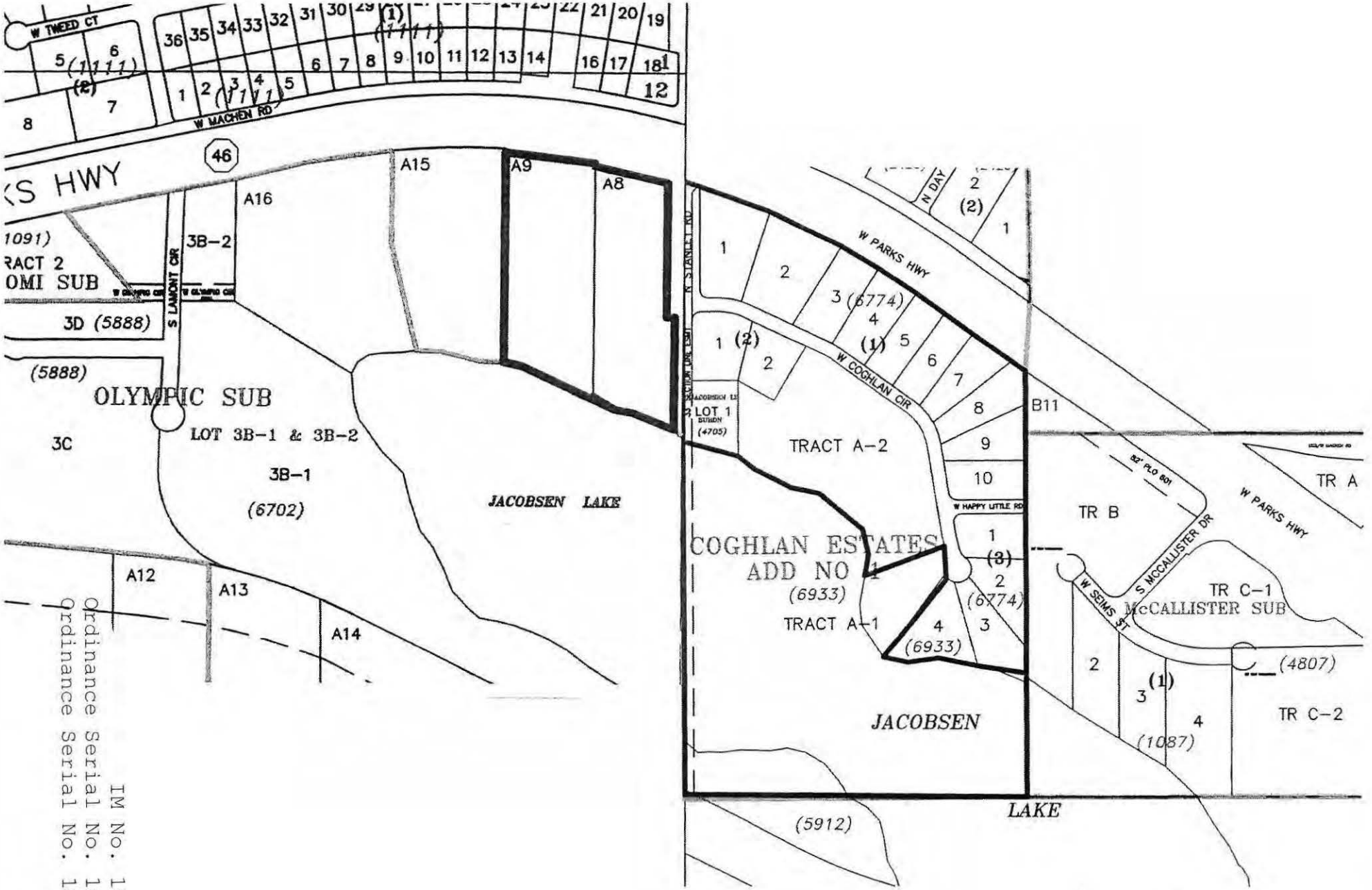
Real Property Selection List by Account Number

March 21, 2016

LID557 W COGHLAN CIR

Tax Account/Owner Name and Addr	Zone	Map#: / Subdivision	Land Appraisa	Building Appraisal	Total Appraisal	Acre
FAIRBANKS AK 99707-1404						
56774B03L002 WEBB RICHARD L APT 1C 111 KENT AVE BROOKLYN NY 11249-2915	0037 WA	12 COGHLAN EST	$34,000.00	$0.00	$34,000.00	0.92
56774B03L003 WEBB RICHARD L APT 1C 111 KENT AVE BROOKLYN NY 11249-2915	0037 WA	12 COGHLAN EST	$104,000.00	$0.00	$104,000.00	1.11
56933000L004 WEBB RICHARD L & KATHERINE M PO BOX 872325 WASILLA AK 99687-2325	0037 WA	12 COGHLAN EST ADD NO 1	$121,000.00	$92,400.00	$213,400.00	1.33
56933000T00A-1 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037 WA	12 COGHLAN EST ADD NO 1	$121,000.00	$0.00	$121,000.00	25.60
56933000T00A-2 COGHLAN FAMILY TR PO BOX 71404 FAIRBANKS AK 99707-1404	0037 WA	12 COGHLAN EST ADD NO 1	$233,200.00	$0.00	$233,200.00	7.70
Total Parcels in LID557: 21			**$2,078,300.00**	**$1,205,600.00**	**$3,283,900.00**	**64.10**

IM 16-063
OR 16-034
OR 16-035



IM No. 16-063
Ordinance Serial No. 16-034
Ordinance Serial No. 16-035

SUBJECT: A SUPPLEMENTAL APPROPRIATION OF $16,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO THE FISCAL YEAR 2016 WILLOW FIRE SERVICE AREA OPERATING BUDGET TO COVER WAGES AND BENEFITS FOR THE REMAINDER OF FISCAL YEAR 2016.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator/Bill Gamble	BG	
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Ordinance Serial No. 16-039 (2 pp)

SUMMARY STATEMENT:

The Willow Fire Service Area was hard hit with expenses related to fighting the Sockeye Fire in the summer of 2015. The Willow Fire Service Area personnel costs for fighting the Sockeye Fire were reimbursed by FEMA, however, reimbursement was deposited into the Willow Fire Service Areas fund balance rather than their operating budget. The Willow Fire Service Area's Fiscal Year 2016 Operating Budget is currently in a deficit due to the unbudgeted expenses paid related to the Sockeye Fire and the Willow Fire Service Area Board of Supervisors has approved a $16,000 fund balance appropriation to reimburse the Fiscal Year 2016 operating budget for payroll expenses.

RECOMMENDATION OF ADMINISTRATION:

Approval of the attached legislation, which will appropriate $16,000 from the Willow Fire Service Area Fund Balance, Fund 258, to the Willow Fire Service Area Fiscal Year 2016 Operating

Budget to reimburse for payroll expenses related to the Sockeye Fire.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A supplemental appropriation of $16,000 from the Willow Fire Service Area Fund Balance, Fund 258, to the fiscal year 2016 Willow Fire Service Area Operating Budget to cover wages and benefits for the remainder of Fiscal Year 2016.

ORIGINATOR: Bill Gamble – Emergency Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $16,000	FUNDING SOURCE Fund 258 Fund Balance
FROM ACCOUNT # 258.272.000	PROJECT #
TO ACCOUNT: 258.000.000.3xx.xxx	PROJECT #
VERIFIED BY: Barbara Baumgartner	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	16					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	16					
TOTAL	16					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Cheryanne Hunt (for) pwsm DATE: _____

APPROVED BY: _____ DATE: 3/22/16

IM No. 16-065
Ordinance Serial No. 16-039

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-039

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING A SUPPLEMENTAL APPROPRIATION OF $16,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO THE FISCAL YEAR 2016 WILLOW FIRE SERVICE AREA OPERATING BUDGET TO COVER WAGES AND BENEFITS FOR THE REMAINDER OF FISCAL YEAR 2016.

WHEREAS, the Willow Fire Service Area was hard hit with expenses related to fighting the Sockeye Fire in the summer of 2015; and

WHEREAS, the Willow Fire Service Area personnel costs for fighting the Sockeye Fire were reimbursed by FEMA; and

WHEREAS, the FEMA reimbursement was deposited into the Willow Fire Service Areas fund balance rather than their operating budget; and

WHEREAS, the Willow Fire Service Area's Fiscal Year 2016 Operating Budget is currently in a deficit due to the unbudgeted expenses paid related to the Sockeye Fire; and

WHEREAS, the Willow Fire Service Area Board of Supervisors has approved a $16,000 fund balance appropriation to reimburse the Fiscal Year 2016 operating budget for payroll expenses.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Supplemental Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves a supplemental appropriation in the amount of $16,000 from the Willow Fire Service Area Fund Balance, Fund 258 to the Willow Fire Service Area Fiscal Year 2016 Operating Budget to cover wages and benefits for the remainder of fiscal year 2016.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-066

SUBJECT: A SUPPLEMENTAL APPROPRIATION OF $24,000 FROM THE CASWELL FIRE SERVICE AREA FUND BALANCE, FUND 248, TO THE FISCAL YEAR 2016 CASWELL FIRE SERVICE AREA OPERATING BUDGET TO COVER WAGES AND BENEFITS FOR THE REMAINDER OF FISCAL YEAR 2016.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator/Bill Gamble	BG	
	Finance Director		
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO _____
Ordinance Serial No. 16-040 (2 pp)

SUMMARY STATEMENT:

The Caswell Fire Service Area was fortunate to add seven new responders to their roster in Fiscal Year 2016. The addition of the new responders was unanticipated and therefore adequate wages and benefits were not included during the budgeting process. The Caswell Fire Service Area's Fiscal Year 2016 Operating Budget is currently in a deficit due to the unbudgeted expenses related to the addition of the new employees and the Caswell Fire Service Area Board of Supervisors has approved a $24,000 fund balance appropriation to supplement the Fiscal Year 2016 operating budget for payroll expenses.

RECOMMENDATION OF ADMINISTRATION:

Approval of the attached legislation, which will appropriate $24,000 from the Caswell Fire Service Area Fund Balance, Fund 248, to the Caswell Fire Service Area Fiscal Year 2016 Operating Budget to supplement the Fiscal Year 2016 Operating Budget for payroll expenses.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A supplemental appropriation of $24,000 from the Caswell Fire Service Area Fund Balance, Fund 248, to the fiscal year 2016 Caswell Fire Service Area Operating Budget to cover wages and benefits for the remainder of Fiscal Year 2016.

ORIGINATOR: Bill Gamble – Emergency Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $24,000	FUNDING SOURCE Fund 248 Fund Bal
FROM ACCOUNT # 248.272.000	PROJECT #
TO ACCOUNT: 248.000.000.3XX.XXX	PROJECT #
VERIFIED BY: Barbara Bauernfeind	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	24					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	24					
TOTAL	24					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/22/16

IM No. 16-066
Ordinance Serial No. 16-040

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-040

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING A SUPPLEMENTAL APPROPRIATION OF $24,000 FROM THE CASWELL FIRE SERVICE AREA FUND BALANCE, FUND 248, TO THE FISCAL YEAR 2016 CASWELL FIRE SERVICE AREA OPERATING BUDGET TO COVER WAGES AND BENEFITS FOR THE REMAINDER OF FISCAL YEAR 2016.

WHEREAS, the Caswell Fire Service Area was fortunate to add seven new responders to their roster in Fiscal Year 2016; and

WHEREAS, the addition of the new responders was unanticipated and therefore adequate wages and benefits were not included during the budgeting process; and

WHEREAS, the Caswell Fire Service Area's Fiscal Year 2016 Operating Budget is currently in a deficit due to the unbudgeted expenses related to the addition of the new employees; and

WHEREAS, the Caswell Fire Service Area Board of Supervisors has approved a $24,000 fund balance appropriation to supplement the Fiscal Year 2016 operating budget for payroll expenses.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Supplemental Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves a supplemental appropriation in the amount of $24,000 from the

Caswell Fire Service Area Fund Balance, Fund 248 to the Caswell Fire Service Area Fiscal Year 2016 Operating Budget to cover wages and benefits for the remainder of fiscal year 2016.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-067

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 5.25.012 SERVICE AREA NO. 7: TALKEETNA FLOOD CONTROL SERVICE AREA, TO ESTABLISH THE BOARD OF SUPERVISORS, AND MSB 5.15.010(A), ORGANIZATION OF BOARDS OF SUPERVISORS.

AGENDA OF:

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator	LM/JK	For Assemblymember Kowalke
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Ordinance Serial No. 16-041 (3 pp)

SUMMARY STATEMENT:

This legislation is being brought forward at the request of Assemblymember Kowalke.

MSB 5.25.012 - Service Area No. 7: Talkeetna Flood Control Service Area, is being amended to add a subsection (C) to provide provisions for a board of supervisors to include two members who are qualified voters residing in the service area, and one member who either resides or owns real property within the service area. Currently this Board is not active and by opening it up to real property owners there will be greater number of people to select from to fill the seats.

MSB 5.15.010(A) - Organization of Boards of Supervisors, is being amended to clarify that if a board of supervisors has not

been created by the ordinance that established the service area or by resolution that the provision within this section automatically creates the board of supervisors.

CODE ORDINANCE

Sponsored by: Assemblymember Kowalke
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-041

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 5.25.012 SERVICE AREA NO. 7: TALKEETNA FLOOD CONTROL SERVICE AREA, TO ESTABLISH THE BOARD OF SUPERVISORS, AND MSB 5.15.010(A), ORGANIZATION OF BOARDS OF SUPERVISORS.

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 5.25.012 (C) is hereby adopted as follows:

(C) *Board of Supervisors*. The Talkeetna Flood Control Service Area shall have a board of supervisors consisting of three qualified voters, two (2) of whom who reside within the service area, and one (1) of whom must reside in or own real property in the service area. The board of supervisors shall operate pursuant to MSB 5.15.010. The three-year term shall be calculated on a calendar year basis.

Section 3. Amendment of section. MSB 5.15.010(A) is hereby amended as follows:

(A) Unless otherwise provided [IN THE] **by**

ordinance **there shall be a board of supervisors established for each service area and** [ESTABLISHING A SERVICE AREA, OR AS PROVIDED BY SUBSEQUENT RESOLUTION OF THE ASSEMBLY,] the board of supervisors for each service area shall be composed of three persons who are qualified voters residing within the service area, appointed by the mayor and approved by the assembly. Each supervisor shall serve a term of three years and may serve additional terms. The three-year term shall be calculated on a calendar year basis. The terms of members initially appointed shall be staggered so that as nearly as possible an equal number of vacancies occur each year on a board. Vacancies occurring on a board of supervisors shall be filled for terms remaining by the mayor, subject to assembly confirmation.

Section 4. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

SUBJECT: Appropriation of $182,500 from Meadow Lakes Road Service Area No. 27 fund balance, Fund 281, to Fund 410, Project No. 30047, for Meadow Lakes Road Service Area No. 27 Capital Projects.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator		3/22/16
	Public Works Director		22 MAR 16
	Finance Director		3/23/16
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: Yes x No
Ordinance Serial No. 16-042 (2pp)
Resolution nos. 15-02 and 16-01 from the Road Service Area No. 27, Board of Supervisors (2pp.)
Road Maintenance & Repair Capital Projects List for RSA 27, approved with AM 15-157, (3pp)

SUMMARY STATEMENT: The Meadow Lakes Road Service Area No. 27 Board of Supervisors and the Public Works Department would like to support as many road capital projects as possible and ensure that the capital projects previously approved by the assembly with AM 15-010 are fully funded. Funds from the RSA No. 27 Meadow Lakes Fund Balance can be used to fund Road Capital Improvement Projects. The Meadow Lakes Board of Supervisors and the Public Works Department would like to transfer $182,500 from the Meadow Lakes Road Service Area No. 27 fund balance, Fund 281, to Project No. 30047, Fund 410 for Meadow Lakes Road Service Area No. 27 Capital Projects.

RECOMMENDATION OF ADMINISTRATION: Approve an appropriation of $182,500 from Meadow Lakes Road Service Area No. 27 fund balance, Fund 281, to Fund 410, Project No. 30047, for Meadow Lakes Road Service Area No. 27 Capital Projects.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: Appropriation of $182,500 from Meadow Lakes Road Service Area No. 27 fund balance, Fund 281, to Fund 410, Project No. 30047, for Meadow Lakes Road Service Area No. 27 Capital Projects.

ORIGINATOR: Public Works, Operations & Maintenance

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED *182,500	FUNDING SOURCE RSA FUND BALANCE -Fund 281
FROM ACCOUNT # 281.272.000	PROJECT #
TO ACCOUNT : 410.000.000.4xx.xxx	PROJECT # 30047
VERIFIED BY: Barbara Gamgort	CERTIFIED BY:
DATE: 3/23/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY14	FY15	FY16	FY2017	FY2018	FY2019
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL			182.5			
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other			182.5			
TOTAL			182.5			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: *The estimated remaining amount in fund balance, Fund 281is 50,548 with this appropriation, if adopted.

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: _____ DATE: 3/23/16

IM No. 16-068
OR16-042

A RESOLUTION OF THE ROAD SERVICE AREA #27, MEADOW LAKES BOARD OF SUPERVISORS REQUESTING THE TRANSFER OF $82,500 FROM THE FUND BALANCE TO THE CAPITAL IMPROVEMENTS PROGRAM.

WHEREAS, the Road Service Area #27, Meadow Lakes Fund Balance has a balance of approximately $132,465; and

WHEREAS, it is the desire of the Road Service Area #27, Meadow Lakes Board of Supervisors to add funding to the capital projects list; and

WHEREAS, the excess funds from the RSA #27, Meadow Lakes Fund Balance can be used to fund Capital Improvement Projects; and

WHEREAS, the RSA #27, Meadow Lakes Board of Supervisors request $82,500 be transferred to the Capital Improvement Projects Program;

NOW, THEREFORE, BE IT RESOLVED, that the Road Service Area #27, Meadow Lakes Board of Supervisors requests the Matanuska-Susitna Borough Assembly approve the transfer of $82,500 from Fund Balance 281.272.000 to Capital Improvements Project 30047.6600

APPROVED by the Road Service Area #27, Meadow Lakes Board of Supervisors:

RSA #27 Supervisor	Dec 1 2015 Date
RSA #27 Supervisor	12-1-15 Date
RSA #27 Supervisor	Dec 1-15 Date

Im16-068
OR16-042

A RESOLUTION OF THE ROAD SERVICE AREA #27, MEADOW LAKES BOARD OF SUPERVISORS REQUESTING THE TRANSFER OF $100,000 FROM THE FUND BALANCE TO THE CAPITAL IMPROVEMENTS PROGRAM.

WHEREAS, the Road Service Area #27, Meadow Lakes Fund Balance has a balance of approximately $150,557; and

WHEREAS, it is the desire of the Road Service Area #27, Meadow Lakes Board of Supervisors to add funding to the capital projects list; and

WHEREAS, the excess funds from the RSA #27, Meadow Lakes Fund Balance can be used to fund Capital Improvement Projects; and

WHEREAS, the RSA #27, Meadow Lakes Board of Supervisors request $100,000 be transferred to the Capital Improvement Projects Program;

NOW, THEREFORE, BE IT RESOLVED, that the Road Service Area #27, Meadow Lakes Board of Supervisors requests the Matanuska-Susitna Borough Assembly approve the transfer of $100,000 from Fund Balance 281.272.000 to Capital Improvements Project 30047.6600

APPROVED by the Road Service Area #27, Meadow Lakes Board of Supervisors:

RSA #27 Supervisor — Date: 3-15-16

RSA #27 Supervisor — Date: 3/15/16

RSA #27 Supervisor — Date: 3-15-16

Resolution #16-01 IM16-068 OR16-042

IM16-068
09-9120
09-9142

MATANUSKA-SUSITNA BOROUGH
PUBLIC WORKS DEPARTMENT
ROAD MAINTENANCE & REPAIR CAPITAL PROJECTS
SUMMER 2016

ASSEMBLY PERSON: Dist 7 Randall Kowalke
RSA SUPER: Scott Sanderson
PRIMARY: Stephen Edwards
ALT: Michael Fulton
ALT: Robert Cassell

RSA: 27 Meadow Lakes

PROJECT # 30047

APPROX AVAILABLE FUNDING $ 1,298,881
APPROX AVAILABLE GRANT FUNDING $74,150.75

PRIORITY	PROJECT LOCATION	DESCRIPTION OF WORK	TOTAL EST COST	RSA	MSB	GRANTS	GRANT DETAILS	FUND: YES/NO
1	RSA ROADS	CALCIUM PURCHASE	$11,250	$8,438	$2,813			YES
2	RSA ROADS	CALCIUM APPLICATION	$15,000	$11,250	$3,750			YES
3	RSA ROADS	RECONDITION ROADS	$75,000	$75,000				YES
4	RSA ROADS	PAVEMENT MAINTENANCE	$80,000	$80,000				YES
5	Forest Lake Dr (.58)	Design / Upgrade (.58)	$250,000	$250,000				YES
6	Gunflint Trail (1.32)	Design / Upgrade (1.32)	$74,150.75			$74,150.75	FY14 SOA Legis Grant	YES
7	Carousel Way (.58)	Design / Upgrade (.58)	$120,000	$120,000				YES
8	Kalmbach Lake Dr (.14)	Pave w/2" A.C. 50% MSB Match	$45,000	$22,500	$22,500			YES
9	Ridgecrest (.42) W Jay J St (.18)	Design / Upgrade (.60)	$250,000	$250,000				YES
10	Alma (.80)	Design / Upgrade (.80)	$320,000	$320,000				Yes
	TOTAL FUNDED PROJECTS		**$1,240,401**	**$1,137,188**	**$29,063**			
11	Larry Trail (.89)	Design / Upgrade (.89)	$400,000	$400,000				NO
					FUNDING NOT YET IDENTIFIED			

12	W. Captian Hook Dr. (.36) W. Captain Hook Ave. (.17) Golden Ln (.08) Ruby Cir. (.02) Topaz Ln. (.05) Opal Ct. (.03) Silver Cir. (.05)	Design/ Upgrade (.76)	$340,000	$340,000				NO
					FUNDING NOT YET IDENTIFIED			
13	Charlene Street (.40)	Pave w/2" A.C. 50% MSB Match	$120,000	$60,000	$60,000			NO
					FUNDING NOT YET IDENTIFIED			
14	Tweed Court (.47)	Pave w/2"A.C. 50% MSB Match	$141,000	$70,500	$70,500			NO
					FUNDING NOT YET IDENTIFIED			
15	N Day Road (.49)	Pave w/2"A.C. 50% MSB Match	$147,000	$73,500	$73,500			NO
					FUNDING NOT YET IDENTIFIED			
16	Sasbo Bluff (.62)	Design/Upgrade (.62)	$250,000	$250,000				NO
					FUNDING NOT YET IDENTIFIED			
17	Silver Dr. (.26)	Design/Upgrade (.26)	$104,000	$104,000				NO
					FUNDING NOT YET IDENTIFIED			
18	W. Swan Dr. (.63) S. Rainbow St. (.08)	Design/Upgrade (.71)	$285,000	$285,000				NO
					FUNDING NOT YET IDENTIFIED			
19	N. Doubloon Dr. (.30) W. Cove Dr. (.17)	Design/Upgrade (.47)	$190,000	$190,000				NO
					FUNDING NOT YET IDENTIFIED			
20	N. Phillips Dr. (.25) Dean Dr. (.48)	Design/Upgrade (.73)	$300,000	$300,000				NO
					FUNDING NOT YET IDENTIFIED			
21	N. Coronado St. (.10)	Pave w/2"A.C. 50% MSB Match (.10)	$30,000	$15,000	$15,000			NO
					FUNDING NOT YET IDENTIFIED			
	TOTAL UNFUNDED PROJECTS		**$2,307,000**	**$2,088,000**	**$219,000**			

IM16-068
08-16-072

	Source	Grant # / Account Code	Grant Amount					
Line	FY14 SOA Legis Grant	14-DC-082 30047.9200.9202	$74,150.75	Mdw Lakes-N. Gunflint Trail				

INFORMATION ONLY, GRANTS PREVIOUSLY ACCEPTED & APPROPRIATED

IM16-068
OR16-042

NON-CODE ORDINANCE

By: Borough Manager
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-042

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AN APPROPRIATION OF $182,500 FROM MEADOW LAKES ROAD SERVICE AREA NO.28 FUND BALANCE, FUND 281, TO FUND 410, PROJECT NO. 30047, FOR MEADOW LAKES ROAD SERVICE AREA NO. 27 CAPITAL PROJECTS.

WHEREAS, the Meadow Lakes Road Service Area No. 27 Board of Supervisors and the Public Works Department would like to ensure all approved projects on the Capital List are fully funded; and

WHEREAS, the Meadow Lakes Road Service Area No. 27 Board of Supervisors and the Public Works Department would like to support as many future capital projects as possible; and

WHEREAS, transferring funds to the capital projects will ensure all projects on the capital projects list have adequate funding and support additional future capital projects; and

WHEREAS, excess funds from the RSA no. 27 Meadow Lakes fund balance can be used to fund Capital Improvement Projects; and

WHEREAS, the Meadow Lakes Road Service Area No. 27 Board of Supervisors and the Public Works Department would like to transfer $182,500 from Greater Meadow Lakes Road Service Area No. 27 fund balance, Fund 281, to Fund 410, Project No. 30047, for the Meadow Lakes Road Service Area No. 27 Capital Projects.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves the appropriation of $182,500 from Meadow Lakes Road Service Area No. 27, fund balance, Fund 281, to Fund 410, Project No. 30047, Meadow Lakes Road Service Area No. 27 Capital Projects.

Section 3. Effective date. This ordinance shall take effect upon adoption by the Matanuska-Susitna Borough Assembly.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. MCKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-069

SUBJECT: AN APPROPRIATION OF $220,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO PROJECT 45274 FOR THE CONSTRUCTION OF A WILLOW FIRE SERVICE AREA WARM STORAGE BUILDING AT FOUR MILE ROAD.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator/Bill Gamble	BG	
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO ____
Ordinance Serial No. 16-043 (2 pp)
Resolution Serial No. 16-037 (3 pp)

SUMMARY STATEMENT:

On August 26, 2014, with Ordinance Serial No. 2014-103 the Matanuska-Susitna Borough Assembly accepted and appropriated a grant in the amount of $388,000 from the Department of Commerce, Community, and Economic Development for the construction of a Willow warm storage building at Four Mile Road. The grant funds remaining after the deduction of borough administrative fees is $368,600, and it has been determined that this amount of funding will be inadequate to complete the new warm storage building.

The Willow Fire Service Area board of Supervisors has approved a $220,000 fund balance appropriation to the project for the construction of the Willow warm storage building at Four Mile Road.

RECOMMENDATION OF ADMINISTRATION:

Approval of the attached legislation, which will appropriate $220,000 from the Willow Fire Service Area Fund Balance, Fund 258, to project 45274 for the construction of a Willow Fire Service Area warm storage building at Four Mile Road.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: A supplemental appropriation of $220,000 from the Willow Fire Service Area Fund Balance, Fund 258, to Project No. 45274 for the construction of a Willow Fire Service Area warm storage building at Four Mile Road.

ORIGINATOR: Bill Gamble – Emergency Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $220,000	FUNDING SOURCE Fund 258 Fund Bal.
FROM ACCOUNT # 258.272.000	PROJECT #
TO ACCOUNT: 405.000.000.3XX.XXX	PROJECT # 45274
VERIFIED BY: Barbara Gruenfelder	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						
CAPITAL	220					
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	220					
TOTAL	220					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: Cheyenne Heindel per TM DATE: 3/22/16

IM No. 16-069
Ordinance Serial No. 16-043
Resolution Serial No. 16-037

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-043

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING AN APPROPRIATION OF $220,000 FROM THE WILLOW FIRE SERVICE AREA FUND BALANCE, FUND 258, TO PROJECT 45274 FOR THE CONSTRUCTION OF A WILLOW FIRE SERVICE AREA WARM STORAGE BUILDING AT FOUR MILE ROAD.

WHEREAS, on August 26, 2014, with Ordinance Serial No. 2014-103 the Matanuska-Susitna Borough Assembly accepted and appropriated a grant in the amount of $388,000 from the Department of Commerce, Community, and Economic Development for the construction of a Willow warm storage building at Four Mile Road; and

WHEREAS, the grant funds remaining after the deduction of borough administrative fees is $368,600, and it has been determined that this amount of funding will be inadequate to complete the new warm storage building; and

WHEREAS, the Willow Fire Service Area Board of Supervisors has approved a $220,000 fund balance appropriation to Project 45274 to construct the warm storage building at Four Mile Road.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves an appropriation in the amount of $220,000 from the Willow Fire Service Area Fund Balance, Fund 258 to Project No. 45274 for the costruction of the Willow warm storage building at Four Mile Road.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-037

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE AMENDED BUDGET FOR PROJECT NO. 45274, TO ALLOW FOR THE CONSTRUCTION OF A WILLOW FIRE SERVICE AREA WARM STORAGE BUILDING AT FOUR MILE ROAD.

WHEREAS, on August 26, 2014, with Ordinance Serial No. 2014-103 the Matanuska-Susitna Borough Assembly accepted and appropriated a grant in the amount of $388,000 from the Department of Commerce, Community, and Economic Development for the construction of a Willow warm storage building at Four Mile Road; and

WHEREAS, the grant funds remaining after the deduction of borough administrative fees is $368,600, and it has been determined that this amount of funding will be inadequate to complete the new warm storage building; and

WHEREAS, the Willow Fire Service Area board of Supervisors has approved a $220,000 fund balance appropriation to the project for the construction of the Willow warm storage building at Four Mile Road; and

WHEREAS, the borough assembly is required to approve and adopt a scope of work and budget prior to the expenditure of said funds.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby approves the scope of work and budget for Project No. 45274 as follows.

SCOPE OF WORK

Four Mile Road Warm Storage Building - Project includes, but is not limited to, necessary aspects of land survey, testing, and development; building design services and construction, equipment and furnishings for a new warm storage building in the Willow Fire Service Area.

BUDGET

Alaska State Department of Commerce, Community and Economic Development	$ 388,000
Willow Fire Service Area Fund Balance Appropriation	$ 220,000
TOTAL	$ 608,000

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

VERN HALTER, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-071

SUBJECT: ACCEPTING, APPROPRIATING, AND APPROVING THE SCOPE OF WORK AND BUDGET FOR A GRANT IN THE AMOUNT OF $4,290 FROM THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT GRANT, PROJECT NUMBER 45158-4415, FUND 425, FOR EXERCISE SUPPLIES AND CONTRACT SUPPORT.

AGENDA OF: April 5, 2016

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator/Gamble	BG	
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES X NO
Ordinance Serial No. 16-044 (2 pp)
Resolution Serial No. 16-038 (2 pp)

SUMMARY STATEMENT:
On November 19, 2014, with Ordinance Serial No. 2014-153, the borough accepted and appropriated an Alaska State Division of Homeland Security and Emergency Management grant in the amount of $68,420 for EOC Software and ICS Training. The Alaska State Division of Homeland Security and Emergency Management has awarded the Matanuska-Susitna Borough additional funding in the amount of $4,290 under the 2014 Alaska State Division of Homeland Security and Emergency Management grant for exercise supplies and contract support.

RECOMMENDATION OF ADMINISTRATION:
The administration recommends approval of the attached legislation, which will accept and appropriate an Alaska State Division of Homeland Security and Emergency Management grant in the amount of $4,290 and amend the scope of work and budget.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: April 5, 2016

SUBJECT: Accepting, appropriating, and approving the scope of work and budget for a grant in the amount of $4,290 from the Alaska State Division of Homeland Security and Emergency Management Grant, Project No. 45158-4415, Fund 425, for exercise supplies and contract support.

ORIGINATOR: Bill Gamble

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED $4290	FUNDING SOURCE State grant
FROM ACCOUNT #	PROJECT #
TO ACCOUNT: 425.000.000.3xx.xxx	PROJECT # 45158
VERIFIED BY: Barbara Bacon	CERTIFIED BY:
DATE: 3/22/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						

REVENUE	4.3					

FUNDING: (Thousands of Dollars)

General Fund						
(State/Federal Funds)	4.3					
Other						
TOTAL	4.3					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: Cheyenne Heindel (MM) per TM DATE: 3/22/16

IM No. 16-071
Ordinance Serial No. 16-044
Resolution Serial No. 16-038

NON-CODE ORDINANCE

Sponsored By:
Introduced:
Public Hearing:
Adopted:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-044

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ACCEPTING AND APPROPRIATING $4,290 FROM THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT GRANT, PROJECT NUMBER 45158-4415, FUND 425, FOR EXERCISE SUPPLIES AND CONTRACT SUPPORT.

WHEREAS, on November 19, 2014, with Ordinance Serial No. 2014-153, the borough accepted and appropriated an Alaska State Division of Homeland Security and Emergency Management grant in the amount of $68,420 for EOC Software and ICS Training; and

WHEREAS, the Alaska State Division of Homeland Security and Emergency Management has awarded the Matanuska-Susitna Borough additional funding in the amount of $4,290 under the 2014 Alaska State Division of Homeland Security and Emergency Management grant for exercise supplies and contract support; and

WHEREAS, the scope of work and budget are contained in Resolution Serial Number 16-038; and

WHEREAS, the borough assembly must accept and appropriate the $4,290 from the State of Alaska, Division of Homeland Security and Emergency Management grant prior to the expenditure of said funds.

WHEREAS, no expenditures can be made until the scope of work and budget have been approved by the Assembly.

BE IT ENACTED:

Section 1. Classification. This is a non-code ordinance.

Section 2. Acceptance and Appropriation source. The Matanuska-Susitna Borough Assembly hereby approves an appropriation in the amount of $4,290 from the State of Alaska, Division of Homeland Security and Emergency Management grant program, to Fund 425, Project No. 45284-4415, for exercise supplies and contract support.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this __ day of _____, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

Action:

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-038

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE AMENDED SCOPE OF WORK AND BUDGET FOR THE ALASKA STATE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT GRANT, PROJECT NUMBER 45158-4415, FUND 425, FOR EOC (EMERGENCY OPERATION CENTER) SOFTWARE, ICS (INCIDENT COMMAND SYSTEM) TRAINING, AND EXERCISE SUPPLIES AND CONTRACT SUPPORT.

WHEREAS, on November 19, 2014, with Ordinance Serial No. 2014-153, the borough accepted and appropriated an Alaska State Division of Homeland Security and Emergency Management grant in the amount of $68,420 for EOC Software and ICS Training; and

WHEREAS, the Alaska State Division of Homeland Security and Emergency Management has awarded the Matanuska-Susitna Borough additional funding in the amount of $4,290 under the 2014 Alaska State Division of Homeland Security and Emergency Management grant for exercise supplies and contract support; and

WHEREAS, the assembly is required to approve and adopt a scope of work and budget for each capital project prior to the expenditure of said funds.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly approves the amended scope of work and budget for the State of Alaska, Division of Homeland Security and Emergency Management Grant, Project Number 45158-4415, Fund 425.

AMENDED SCOPE OF WORK

EOC Software, ICS Training, and Exercise

Supplies and Contract Support.

AMENDED BUDGET

State of Alaska Division of Homeland Security and Emergency Management	$72,710

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-072

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 2.27, ATTORNEY; TO UPDATE, ORGANIZE AND MORE FULLY DESCRIBE THE FUNCTIONS AND DUTIES OF THE BOROUGH ATTORNEY.

AGENDA OF: April 5, 2015

ASSEMBLY ACTION:

MANAGER RECOMMENDATION: Introduce and set for public hearing.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator	NS	
	Borough Attorney	NS	
	Borough Clerk		3/25/16

ATTACHMENT(S): Fiscal Note: YES ____ NO X
Ordinance Serial No. 16-045 (5 pp)

SUMMARY STATEMENT: This ordinance is being sponsored by Mayor Halter at the request of the Borough Attorney's Office.

The intent of this legislation is to clearly define the functions of the Borough Attorney's Office and clearly state in code the current practice, add concepts, and clearly format MSB 2.27. The Attorney's Office was reminded to seek this clarification after reviewing IM 16-044 and the accompanying ordinance which clarified and specified the duties of the Capital Projects Department.

As part of this process, a review of other Alaska borough codes was performed and good ideas were gleaned from them (i.e. we stole their ideas). In addition, a review of code has been performed to review the functions of the Attorney's Office and it does not appear that any other provisions of code need to be changed. However, should an error or omission be found, the Borough Clerk's Office has the power to revise mistakes to the extent that the context clearly indicates as per MSB 1.15.155.

Currently, concepts such as the Attorney appointing and supervising employees in the Attorney Office are found in several areas of code such as MSB 2.52.620, MSB 2.52.640 and MSB 2.52.653. This is being consolidated into MSB 2.27. In addition, legal services are allowed to be engaged and paid for within the limits of appropriations as per MSB 3.08.300(F). Currently, reports are given to the Assembly on an on-going basis as needed. This will also be more fully spelled out in MSB 2.27.

The code here will also codify several current practices such as the Borough Attorney:
-is appointed by the Assembly;
-appoints a Deputy Borough Attorney;
-hires and manages outside counsel;
-supervises the attorney office employees;
-brings actions on behalf of the borough;
-defends actions against the borough;
-issues opinions on interpretation of law;
-reviews ordinances, resolutions, action memorandums and informational memorandums for form;
-directly procures legal services.

Changes to current code are that:
-written opinions as to the interpretation of law are binding on borough employees except elected officials;
-the attorney signs the contracts with outside counsel, not the manager because the attorney interacts with outside counsel and manages those contracts;
-mandates that the attorney report to the assembly on specific matters as necessary or requested;
-in the event the Manager or Clerk need outside counsel, or independent legal advice, they can do so and simply inform the attorney in writing.

Upon adoption, MSB 2.27 will update, organize and more fully describe the powers, functions and responsibilities of the borough attorney without the need to reference several different areas of code.

RECOMMENDATION OF ADMINISTRATION: Adoption of legislation.

CODE ORDINANCE

Sponsored by: Mayor Halter
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 16-045

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 2.27, ATTORNEY, TO UPDATE, ORGANIZE, AND MORE FULLY DESCRIBE THE FUNCTIONS AND DUTIES OF THE BOROUGH ATTORNEY.

WHEREAS, the intent and rationale of this ordinance are contained in IM 16-072 accompanying this ordinance.

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of section. MSB 2.27 is hereby amended as follows:

MSB 2.27 **BOROUGH** ATTORNEY

2.27.005 ESTABLISHED, APPOINTMENT.

There is established the office of the borough attorney. The borough attorney is appointed by the borough assembly and, subject to a contract of employment, shall serve at its pleasure.

2.27.010 DUTIES.

The borough attorney:

(A) [THE ATTORNEY] **performs all legal services on behalf of the borough and** is the legal advisor of the assembly, [THE SCHOOL BOARD] **mayor, manager, clerk** and other officers of the borough;

(B) [THE ATTORNEY] represents the borough as attorney in **all** [CIVIL AND CRIMINAL] proceedings [EXCEPT THAT THE ASSEMBLY MAY APPOINT OTHER ATTORNEYS TO REPRESENT IT IN SPECIFIC CASES];

(C) administers the attorney's office and has supervision and control over all employees in the borough attorney's office;

(D) appoints a deputy who, in the absence of the borough attorney, shall perform the functions of the borough attorney;

(E) performs and exercises all powers incident to the duties of the office of borough attorney in accordance with the Alaska Rules of Professional Conduct;

(F) hires and manages outside counsel as deemed necessary to represent or advise the interests of the borough on specific matters except under MSB 2.27.060(B);

(G) performs other duties as directed by the borough assembly.

2.27.020 BOROUGH ATTORNEY'S OFFICE EMPLOYEES.

(A) The employees in the borough attorney's office are under the supervision and control of the borough attorney. Borough attorney's office employees are subject to the provisions of MSB 2.52 to the same extent as other borough employees except that the borough attorney provides the functions of the manager under

MSB 2.52 as it applies to employees in the borough attorney's office.

(B) The borough attorney and all employees in the borough attorney's office are exempt and excluded from an employee labor organization.

2.27.030 PROSECUTIONS, CIVIL ACTIONS, DEFENSE.

(A) The borough attorney may do all things necessary to prosecute violations of borough code.

(B) The borough attorney may bring civil actions against any person or entity as deemed necessary to further the interests of the borough, recover damages, and/or seek any legal or equitable relief on behalf of the borough.

(C) The borough attorney shall defend the borough against claims brought against it or its officers or employees in their official capacity.

2.27.040 OPINIONS.

The borough attorney may issue legal opinions upon any question of law. Legal opinions may be in writing, and if so, shall be filed and preserved among the records of the borough and shall be retained by the department to whom the opinion is directed. Written legal opinions are binding upon, and shall be followed by, all borough employees excluding elected officials.

2.27.050 APPROVAL AS TO FORM.

The borough attorney shall review every ordinance, resolution, action memorandum and informational memorandum before it is brought before the assembly. The borough attorney shall either approve as to form any and all such documents or submit the reasons for not doing so.

2.27.060 OUTSIDE COUNSEL.

(A) Regardless of MSB 3.08, legal services may be procured by direct negotiation by the borough attorney with an attorney or law firm qualified to handle the type of legal problem presented. No contract for the services of legal counsel may be entered into without the approval of the borough attorney. The borough attorney may procure legal services within the limits of annual appropriations and shall report on specific matters to the assembly as requested or deemed necessary by the borough attorney.

(B) In the event of a professional conflict or when the borough manager or borough clerk deem it necessary to obtain outside counsel without the borough attorney's involvement, the manager or clerk may do so and notify the attorney in writing of such action.

(C) The borough assembly may hire outside counsel to represent it in specific cases as it deems necessary and nothing in this chapter is intended to limit the borough assembly's ability to do so.

Section 3. MSB 3.08.300(F) is repealed.

Section 4. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

BOARD AND COMMISSION VACANCY REPORT April 5, 2016

N = New Application R = Reappointment ***Vacant since 12/31/2013 **Vacant since 12/31/2014 *Vacant since 12/31/2015

Board - Applicant	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
Agriculture Advisory Board *12 members – 1 vacancy* 06 Knowledge/Experience Productions of Wool, Qiviut, Fiber, Hair, Feathers, etc. (At-Large) .....Ken Peltier - N		
Aviation Advisory Board *9 members – 2 vacancies* Member 4 ..... Member 8	.....	Chris Kepler - R
Board of Adjustment and Appeals *5 members/3 alt. – 1 vacancy –* ***(3) 3 year terms*** ***Alternate 2		
Board of Equalization *15 members - 6 vacancies -* ***(3) 3 year terms*** ***Member 4 **Member 6 ***Member 7 Member 12 ***Member 13 ***Member 14		
Board of Ethics *15 members - 11 vacancies* Member 1 Member 3 ***Member 5 ***Member 7 ***Member 9 ***Member 10 ***Member 11 **Member 12 ***Member 13 **Member 14 **Member 15		
Borough Area Schools Site Selection Committee *7 or 8 members/3 alt. – 3 vacancies* *Assembly Alternate *Assembly Representative 2 Planning Commission Rep 2 .....William Kendig – N		

Board - Applicant	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
Commission on Salaries and Emoluments *5 members – 5 vacancies* ***Member 1 (Business Executive) ***Member 2 (General Public) ***Member 3 (Experience in Public Admin) ***Member 4 (Labor Organization) ***Member 5 (Any 1-4 Qualifications)		
Emergency Medical Services Board *13 members/13 alt. – 1 vacancy* *West Lakes Ambulance Alternate		
Enhanced 911 Advisory Board *5 members/5 alt. – 2 vacancies* City of Houston **City of Houston Alternate		
Health and Social Services Board *13 members – 5 vacancies* Member 06 – District 3 Member 07 - District 7 Member 08 – At-Large Districts 2, 3, 4, or 6 Member 10 – District 4 Member 13 – District 1		
Historical Preservation Commission *9 members – 2 vacancies* Member 3 ..... Member 5	.....	Lisa Schwarzburg - R
Jt. Assembly/School Board Committee on School Issues *6 members – 1 vacancy* *Assembly Member 2		
Labor Relations Board *5 members - 3 vacancies* Member 1 Member 2 Member 4		
Local Emergency Planning Committee *33 members – 14 vacancies* ***Alaska Railroad ***Borough Government *City of Houston (non law enforcement) *City of Palmer (non law enforcement) ***City of Wasilla (non law enforcement)		

Board - Applicant	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
Local Emergency Planning Committee (continued) *Civil Defense ***Elected Official Env/Bus/Tech 5 Law Enforcement AK State Troopers ***Law Enforcement Houston Police **Law Enforcement Palmer Police Emergency Medical Services Public Health Agency Tribal Government Trucking or Transportation		
Marijuana Advisory Committee *17 members/17 alternates – 4 vacancies* Member 05A - Local Business Organization Alternate Member 06A - Law Enforcement Alternate Member 09A - Planning/Zoning Type Experience Alternate Member 10A - Sales/Marketing Advertising Alternate		
MSB Fish and Wildlife Commission *9 members* Member 9 – Previous Member	.....	Bruce Knowles - N
Office of Administrative Hearings *5 members – 4 vacancies* ***(2 year terms)*** ***Seat A Seat B ***Seat C ***Seat E		
Parks, Recreation, and Trails Advisory Board *11 members – 2 vacancies* *District 4 District 7		
Platting Board *7 members/2 alt. – 1 vacancy* District 7	.....	Amy Hansen – N
Butte FSA # 2 *3 members – 3 vacancies* ***Member 1 .....Mitzi Van Asdlan - N ***Member 2 .....Catherine Hummel - N ***Member 3 .....Gregory Nilsson – N		
Sutton FSA # 4 *3 members – 3 vacancies* ***Member 1 ***Member 2 ***Member 3		

Board - Applicant	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
Alpine RSA # 31 *3 members – 1 vacancy* Member 1		
Bogard RSA # 25 *3 members – 1 vacancy* Member 3	.....	Craig Kinnowr - N
Gold Trail RSA # 28 *3 members – 1 vacancy* Member 3		
Lazy Mountain RSA # 19 *3 members – 1 vacancy* Member 2		
Midway RSA # 9 *3 members – 1 vacancy* Member 3		
North Colony RSA # 23 *3 members – 2 vacancies* ***Member 1 ***Member 2		
South Colony RSA # 16 *3 members – 1 vacancy* Member 3	John (Marty) Van Diest - N	
Circle View & Stampede Estates Flood & Water Erosion # 131 *5 members – 2 vacancies* Member 1 ..... Member 5	.....	Joseph Martorell - N
Talkeetna Flood Control Service Area # 7 *3 members – 2 vacancies* ***Member 1 ***Member 3		
Talkeetna Sewer & Water Service Area # 36 *5 members – 3 vacancies* *Member 1 SSA ..... *Member 2 CC ..... ***Member 4 CC	..... Paul Button – N	Joseph McAneney – N Whitney Wolff - N

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

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MAR 21 2016
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DATE RECEI

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: AG Board - Any seat is fine with me.
(For example, Board of Equalization, Member 3)

Applicant Name: Ken Peltier

Residence Address: Mi 55 Glen Hwy Sutton 99674

Mailing Address: Po Box 2433 Palmer, AK 99645

Home phone: _____ Work phone: 244-0238 Email: alaskenp@kw.com

Name and Address of Employer: Self Employed

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? Since 1986

Briefly explain, why you are you interested in serving on the board in which you are applying? I have a passion for agriculture. I feel I can make a positive contribution.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: Grew up on farms. Currently own a farm. Have extensive leadership background. Worked for a Board. Still serve on Exec Committee of the Alaska Workforce Investment Board - Appt by the governor

List three **professional or personal** references:

Name: Louisa Dean	Phone: 269-7487
Name: Adam Boyd	Phone: 355-2966
Name: Ray Depriest	Phone: 631-9922

Applicant Signature: _____ **Date:** 5/21/15

(N)

Office Use Only: Precinct: 09-645 Assembly District: 1 Service Area: N/A

Position on Board: AGAB 6 Term Ends: 12/31/2017

Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Per Glenda

Applicant Name: Ken Peltier

Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

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Board and position for which I am applying: Aviation Advisory Board
(For example, Board of Equalization, Member 3)

Applicant Name: Chris Kepler

Residence Address: 1251 S Jewel St. Palmer, AK 99645

Mailing Address: Same

Home phone: 746-1452 Cell ~~Work~~ phone: 355-1795 Email: Ikepler@mtaonline.net

Name and Address of Employer: Wasilla Lake Christian School

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*
But I am always late because of getting out of school @ 2:30pm.

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest:
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 1953 - 63 yrs

Briefly explain, why you are you interested in serving on the board in which you are applying?
To help the Talkeetna ~~A~~ residents get a float plane base.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I am a professional civil engineer and was the Mat Su super & Central Region M&O Chief before retiring in Oct 2004

List three **professional or personal** references:

Name: Brad Sworts Phone: Mat Su Boro
Name: Dave Duncan Phone: 373-6439
Name: Dave Kenny Phone: 232-1817

Applicant Signature: Chris Kepler (R) **Date:** 1/11/16

Office Use Only: Precinct: 11-095 Assembly District: 2 Service Area: NA
Position on Board: AAB member 4 Term Ends: 12/31/2018
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☒ NA

Applicant Name: Chris Kepler

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

From: Mary Brodigan
Sent: Tuesday, December 08, 2015 3:09 PM
To: Debra Wetherhorn
Subject: RE: Borough Area Schools Site Selection

Please see that highlighted section.

XIV. COMMISSION BUSINESS

A. Planning Commission Elections

1. Planning Commission Chair and Vice Chair

MOTION: Commissioner Kendig moved to nominate Commissioner Klapperich to be the Planning Commission Chair for 2015. The motion was seconded.

VOTE: The motion passed without objection.

MOTION: Commissioner Adams moved to nominate Commissioner Walden to be the Planning Commission Vice-Chair for 2015. The motion was seconded.

VOTE: The motion passed without objection.

2. School Site Selection Committee Representative 2

MOTION: Commissioner Adams moved to nominate Commissioner Kendig to be the Planning Commission Representative 2 on the School Site Selection Committee. The motion was seconded.

VOTE: The motion passed without objection.

SBA Planning Com Rep 2
12.31.2017

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

RE-APPOINTMENT

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: Historical Preservation Commission, Anthropologist (Member 3)

Applicant Name: Dr. Lisa Schwarzburg

Residence Address: Dr. Lisa Schwarzburg

Mailing Address: PO Box 870573 Wasilla AK 99687

Home phone: (907) 373-5503 Work (cell) phone (907) 354-5503
Email: lisa@schwarzburg.org

Name and Address of Employer: UAA and UAA/MatSu College Truck Rd. Palmer AK & Anchorage Alaska

Can you regularly attend meetings? Yes X☐ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ NoX ☐

If yes, list positions and or interest:
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 12 years in Dec 2015

Briefly explain, why you are you interested in serving on the board in which you are applying? to assist in serving the community in which I live as the commission helps inform decision-makers in borough concerning matters of historic preservation, helping to maintain the rich history of the area

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: Professor of Cultural Anthropology; Interdisciplinary PhD in Cross Cultural Studies-specializing in Rural and Indigenous Policy; Resume on file

List three **professional or personal** references:

Name: Dr. Erik Hirschmann	Phone: 907-745-9733
Name: Mr. Mike Swanson	Phone: 907-745-9762
Name: Dr. Diane Hanson	Phone: 907-786-6842

Applicant Signature: Lisa Schwarzburg (R) **Date:** 10 Nov 2015

Office Use Only: Precinct: 08-150 Assembly District: 5 Service Area: NA
Position on Board: HIS Member 3 Term Ends: 12-31-2018

Residence Checked: ☑ Yes	Map Checked: ☑ Yes	R	Code Checked: 1st ☑ 2nd NA

Applicant Name: Dr. Lisa Schwarzburg

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? __X__NO _____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty? __X__NO _____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

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Board and position for which I am applying: ___ MSB Fish and Wildlife Commission

(For example, Board of Equalization, Member 3)

Applicant Name: ___T. Bruce Knowles

Residence Address: 28988 Townsite Court Willow Alaska 99688

Mailing Address: POI Box 457 Willow Alaska 99688

Home phone: _____907-357-4965_____ Work phone: __907-232-5873_____ Email: _bigfishing@mtaonline.net_____

Name and Address of Employer: _retired+

Can you regularly attend meetings? Yes X ☐ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes x☐ No ☐

If yes, list positions and or interest: Rose Marie Knowles Retired Employee

(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? __33 years

Briefly explain, why you are you interested in serving on the board in which you are applying? __Concerned with Salmon Problems

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: _Retired Licensed Fishing Guide, Severed on Fish and Advisory Committee for over 15 years, Served on Transition teams for Wildlife for four different Governors and serve on Mat-Su Fish and Wild Life Commission Since it conception with Major Menard in mid 1990s.

N

List three **professional or personal** references: Name: _Steve Colligan_____ Phone: _907-230-3422_____

Name: _Larry Engle_____ Phone: _907-745-4132_____

Name: _Representative Mark Neuman___ Phone: _907-354-0800_____

Applicant Signature: T Bruce Knowles **Date:** 02-26-16

Office Use Only: Precinct: 10-045 Assembly District: 7 Service Area: NA

Position on Board: SPT Member 9 - Previous member Term Ends: 12-31-2017

Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: __T. Bruce Knowles_____

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? ___x NO _____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty? __x NO _____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: Platting Board, Dist. 6
(For example, Board of Equalization, Member 3)

Applicant Name: Amy Hansen

Residence Address: 9116 E Alpine Meadow Dr, Palmer, AK, 99645

Mailing Address: same as above

Home phone: — Work phone: 521-3043 Email: amyhansenhomes@gmail.com

Name and Address of Employer: RE/MAX, 892 E USA Cir #100, Wasilla, AK, 99654

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest:
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 1 year

Briefly explain, why you are you interested in serving on the board in which you are applying? As a new member to the area, I would like to know more about where I live & serve my community.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I'm a Realtor in the borough & have a need to learn the rules & regulations, I was secretary for CERT in Sammanish WA.

List three **professional or personal** references:

Name: Helga Larson	Phone: 355-1361
Name: Lynda Locke	Phone: 232-1012
Name: ~~Jan Bromberg~~ Lana Fergeson	Phone: 775-4309

Applicant Signature: Amy Hansen **Date:** 1/28/16

(N)

Office Use Only: Precinct: 09-622 Assembly District: 1 Service Area: NA

Position on Board: PB DISTRICT 7 Term Ends: 12.31.2017

Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: Amy L Hansen

Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: FSA 2 Butte Advisory Board
(For example, Board of Equalization, Member 3)

Applicant Name: Mitzi Van Asdlan

Residence Address: 5307 S. Mitzi Circle, Palmer AK. 99645

Mailing Address: PO Box 4555, Palmer AK. 99645

Home phone: 746-6078 Work phone: 229-7584 Email: mitzi.99645@hotmail.com

Name and Address of Employer: Remote Electric LLC

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 15 years

Briefly explain, why you are you interested in serving on the board in which you are applying? This board has been vacant for several years and the lack of oversight has been very damaging to this fire district. We need to made sure our fire fighters have support from the community.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I have a back ground in contracting which includes cost analysis, labor law, negotation, and health and safety.

List three **professional or personal** references:

Name: Ronald Aklestad Sr. Phone: 745-3808
Name: Sandra J. Davidson Phone: 333-5048
Name: Karen Hart Phone: 696-4110

Applicant Signature: Mitzi Van Asdlan (N) **Date:** 10 Sept 15

Office Use Only: Precinct: 12-220 Assembly District: 1 Service Area: FSA-Butte
Position on Board: FSA 2 member 1 Term Ends: 12/31/2016
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☐ 2nd ☑

Revised 12/16/2014

PLEASE CONTINUE TO OTHER SIDE

9-10-15 emailed 2 page

Applicant Name: Mitzi Van Asdlan

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: Butte FSA
(For example, Board of Equalization, Member 3)

Applicant Name: Catherine Hummel

Residence Address: 4705 S Old Glenn Hwy Palmer Ak

Mailing Address: 620 E Primrose Cir # B Palmer AK 99645

Home phone: 746 6186 Work phone: _____ Email: ~~cathyhummel@~~ cathyhummel@matanuskatelephone.net

Name and Address of Employer: Self

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? ~20 years

Briefly explain, why you are you interested in serving on the board in which you are applying? No one onboard & Dept is ~~ovs~~ extended. Look out for their well being, safety & general public's most important asset.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: Attached

List three **professional or personal** references:

Name: Kirsten Ballard Phone: 632-1006
Name: David Baldwin Phone: 688-0123
Name: Jean Chapman Phone: 745-2858

Applicant Signature: _____ **Date:** Aug 31, 2015

Office Use Only: Precinct: 12-220 Assembly District: 1 Service Area: FSA-Butte
Position on Board: FSA2 member 2 Term Ends: 12/31/2017
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: Catherine Ann Hummel

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? ✓ NO _____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
✓ NO _____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Resume **Catherine Hummel**

mvuppars@mtaonline.net
620 E. Primrose Cir., Apt. B
Palmer, AK 99645
(907) 746-6186

Title
Professional Experience

EMI, Anchorage, AK 07/97-04-05
Industrial Hygienist/Trainer

Developed and delivered safety training programs (HAZWOPER, Asbestos Abatement, OSH General Industry) Hazard Communication), provided instruction on use of sampling and monitoring equipment, conducted work site audits, wrote OSH safety and ehalth programs, developed safety curricula and performed on-site safety/industrial hygienist duties.

Self Employed 07/94-
present *Industrial Hygienist*

Provide Industrial Hygiene services to environmental firms, non-profits agencies and construction companies by writing OSH programs, perform air monitoring/air quality surveys, develop and deliver safety curricula, research compliance regulations.

ESHA, Anchorage, AK 06/93-~~present~~ 08/11
Industrial Hygienist

Provide Industrial Hygiene services for ESHA clients under the direction of a Certified Marine Chemist/Certified Industrial Hygienist.

Haztek Inc, Anchorage, AK 09/94-08/96
OSHA Program s Trainer

Supervise, develop and implement instructional methodologies and training quality assurance programs. Provide industrial hygiene services for projects in mining and industry. Write proposals, reports and contracts for services. Manage and maintain computer marketing systems. Oversee technical equipment maintenance, procurement and logistics.

Alaska Health Project, Anchorage, AK 06/92-09/94
Industrial Hygienist

Provide health and hygiene consultation, training and evaluations to union groups, public & private organizations and government employees. Oversee implementation and management of OSHA training grants. Write proposals, progress reports and evaluation summaries. Arrange and coordinate all activities and logistics necessary to fulfilling training obligations. Perform air monitoring and respirator fit testing as requested.

CA Hummel cont.

Professional Experience

University Alaska Anchorage, Anchorage, AK 11/89-05/92
Environmental Safety and Health Technician

Investigate, evaluate and report concerns of health, safety and the environment. Operate and maintain equipment used to perform industrial hygiene surveys for noise, illumination and air contaminants. Provide consultation for activities regulated by OSHA, DEC, EPA and local building and fire officials. Develop, manage and integrate an emergency response database for the statewide University system. Participate with contractors, and engineers to address safety and health issues. Respond to requests for information.

Norton Sound Health Corporation, Nome, AK 04/88-11/89
AK DEC Environmental Health Specialist

Inspect public facilities in Nome/Kotzebue regions to determine compliance with environmental health and safety regulations. Provide consultation and education on public health, sanitation and environmental concerns. Collect samples and specimens for analysis and abatement efforts. Investigate and research conditions adversely affecting public health and the environment. Evaluate applications for operating permits and licenses as mandated by state legislated regulations.

Flathead County Sanitation, Kalispell, MT 09/84-03/88
Environmental Health Specialist

Audit facilities in urban and rural settings to document compliance with public health and and sanitation regulations. Provide consultation and education on public health, sanitation and environmental concerns. Collect samples and specimens for analysis and abatement efforts. Investigate and resolve complaints of public health and environmental degradation. Issue and approve operating permits and licenses required by state and county statute.

Education

Bachelor of Science Biology - Eastern Montana College, June 1984
Bachelor of Science Secondary Ed - Eastern Montana College, June 1984

Equipment & Skills

Ambient air quality evaluation, personnel exposure monitoring, direct read instruments, fit testing, PC word processors, data bases, internet research.

Licenses & Certificates

AK DOL approval as Hazardous Painting Instructor
EPA/AHERA Asbestos Abatement Certification Instructor: 1999 AK DOL
OSHA General Industry Outreach Trainer
Hazardous Materials Instructor I , NFPA/NIEHS/IAFF
Adult Literacy Instructor, Anchorage Literacy Project
Registered Environmental Health Specialist, NEHA 1985-1998

COURSES ATTENDED & COMPLETED

Current	HAZWOPER -Supervisor First Aid & CPR,
October 1999 &	EPA/AHERA (40 CFR 763) Asbestos Abatement Certification for Contrs Sprvsrs
March 1999 2.5CEU's	OSHA 501 "Trainer Course in OSHA Standards for General Industry" OSHA Training Institute Education Center, Region X
October 1991-98	Hazardous Materials Responder Refreshers 8 Hrs
September 1995	DOT/IOTA Hazardous Material Training For Shippers 24 Hrs Anchorage, AK. by Haztek, Inc.
March 1994	Laubach Literacy Volunteer Tutor 18 Hrs. Anchorage, AK. by Anchorage Literacy Project .
January 1994	Dept. Of Energy Radiological Worker II 40 Hr Palo Alto, CA. by Fernald Restoration Mgmnt. Corp.
December 1993	Permit-Required Confined Space Awareness 8 Hrs Anchorage, AK. by Alaska Dept. of Labor.
July 1993	Workshop of An Integrated Emergency Response 32 Hrs Anchorage, AK by ATSDR, USPHS, USDHHS
July 1993	Hazardous Materials "Operations" Level Trainer 24 Hrs Anchorage, AK by International Assoc. of Fire Fighters
June 1993	Emergency Handling of Chemically Contaminated Patient 24 Hrs. Anchorage, AK. by George Washington EMS Degree Program.
June 1993	EPA-NESHAP Asbestos Abatement Manager Planner 40 Hrs Anchorage, AK. by Alice Hamilton Occ. Health Center
December 1992	NFPA 1041 (1987 Ed.) Fire Service Instructor I 40 Hrs Landover, MD by I.T.C. Instructor Tom Cusick
November 1992	Clues To Unraveling The Association Between Illness and Environmental Exposure 16 Hrs WA. DC by ATSDR and American Public Health Association

July 1992	Principles of Ergonomics 24 Hrs Anchorage, AK by US DOL-OSHA	
June 1992	Hazardous Materials Emergency Responder III 40 Hrs Anchorage, AK by University Alaska Fairbanks	
UA Anchorage (Fall 1989 to Spring 1992)	Intro to Uniform Fire Code FS100 (3 Credits) EQS 500 TECH 400 TECH 400	 Air Quality Measurement & Control (3 Credits) Accident Investigation (4 Credits) Process Safety Management (3 Credit)
June 1991	Personnel Protection and Safety 165.2 40 Hour Anchorage, AK by US EPA & NUS Corp	
August 1990	NIOSH Respirator Decision Logic 32 Hrs-NIOSH & U of WA	
February 1990	FDA Hazard Analysis Critical Control Point Inspection Process	

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

DATE RECEIVED: RECEIVED
SEP 12 2015
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: BUTTE FSA BOARD OF SUPERVISORS
(For example, Board of Equalization, Member 3)

Applicant Name: GREGORY S. NILSSON

Residence Address: 5505 SOUTH OLD GLENN HIGHWAY

Mailing Address: 259 SOUTH ALASKA STREET PALMER, AK 99645

Home phone: 745-7526 Work phone: 745-3398 Email: gnilsson@matsunet

Name and Address of Employer: SELF

Can you regularly attend meetings? Yes ☑ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☑

If yes, list positions and or interest:
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 20 YEARS

Briefly explain, why you are you interested in serving on the board in which you are applying? WE HAVE NO BUTTE SAFETY PLANS OF ANY TYPE - WISH TO DEVELOP SAME.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: ALASKA CONTRACTOR (RATED BY D.O.L. IN TOP 1/3) FOR FORTY YEARS - OWN 60+ ACRES PROPERTIES IN BUTTE, 2 BUSINESSES

List three **professional or personal** references:

Name: DAN JEFFERY	Phone: 354-8883
Name: THERESA BECK	Phone: 746-6387
Name: JOHN SHUE	Phone: 745-4911

Applicant Signature: Gregory S. Nilsson **Date:** 14SEP15

(N)

Office Use Only: Precinct: 12-220 Assembly District: 1 Service Area: FSA - BUTTE
Position on Board: FSA: 2 member 3 Term Ends: 12/31/2018
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: GREGORY NILSSON

Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? ✓ NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
✓ NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

DATE RECEIVED:
MAR 03 2017
CLERKS OFFICE

RECEIVED

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

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Board and position for which I am applying: Bogard RSA 25
(For example, Board of Equalization, Member 3)

Applicant Name: Craig Kinnowr

Residence Address: 2475 N. Koslosky Court

Mailing Address: Palmer, AK 99645

Home phone: _____ Work phone: 982.2036 Email: KinnowR@gmail.com

Name and Address of Employer: Retired

Can you regularly attend meetings? Yes ☑ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☑

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 14 years

Briefly explain, why you are you interested in serving on the board in which you are applying? It is a way to serve my Community - A Freind Asked me to get involved

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I was on the Board of Love Inc. - I Am Very Well educated

List three **professional or personal** references:

Name: Ron Farnsworth Phone: 354.7250
Name: Karen Hoffman Phone: 232.2622
Name: Jim Ness Phone: 863.1017

Applicant Signature: Craig Kinnowr (N) **Date**: 3.3.16

Office Use Only: Precinct: 07-105 Assembly District: 3 Service Area: RSA-Board
Position on Board: RSA 25 member 3 Term Ends: 12.31.2017
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: Craig Knowles

Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? ✓ NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
✓ NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

DATE RECEIVED RECEIVED
FEB 26 2016
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

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Board and position for which I am applying: Circle View and Stampede Estates flood and water erosion service Area 131 - Position 1
(For example, Board of Equalization, Member 3)

Applicant Name: Joseph Martorell

Residence Address: 14515 E. Melanie Ln. Palmer, AK 99645

Mailing Address: Same as above

Home phone: 907-232-2548 Work phone: 907 232-2548 Email: joe@imagedrywall.com

Name and Address of Employer: Image Drywall and Paint 160 E. Flag Cir. Wasilla, AK 99654

Can you regularly attend meetings? Yes ☑ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☑

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 1998 - Present

Briefly explain, why you are you interested in serving on the board in which you are applying? I am concerned for the well-being of our community. I would like to contribute by serving on the board.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I am a business owner. I understand the importance of personal accountability and hard work.

List three **professional or personal** references:

Name: Steven Wirtanen	Phone: 745-3865
Name: Heath Bigelow	Phone: 982-8131
Name: Israel Hale	Phone: 232-0316

Applicant Signature: [signature] (N) **Date:** 2/26/16

Office Use Only: Precinct: 12-220 Assembly District: 1 Service Area: SSA-CIRCLE VIEW
Position on Board: SSA 131 member 1 Term Ends: 12-31-2018
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

VACANCY REPORT

620

Applicant Name: Joseph Martorell

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

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DATE RECEIVED:
MAR 09 2016
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

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Board and position for which I am applying: Road Service Advisory Board South Colony #16
(For example, Board of Equalization, Member 3)

Applicant Name: John Martin Van Diest

Residence Address: 680 Wildrose Circle, Palmer

Mailing Address: 680 Wildrose Circle, Palmer Alaska 99645

Home phone: 907-232-7900 Work phone: same Email: marty@valleymarket.com

Name and Address of Employer: Valley Market Real Estate

Can you regularly attend meetings? Yes ■ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ■

If yes, list positions and or interest:
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 37 years

Briefly explain, why you are you interested in serving on the board in which you are applying? I am interested in maintaining our infrastructure while using public money in the most efficient manner.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: Local realtor for 26 years, served on platting board. Currently an alternate on that board

List three **professional or personal** references:

Name:	Kevin Crozier	Phone:	232-7649
Name:	Larry Ficek	Phone:	232-6711
Name:	Uli Johnson	Phone:	357-1770

Applicant Signature: John Martin Van Diest (N) **Date:** 3/9/16

Office Use Only: Precinct: 11-060 Assembly District: 2 Service Area: RSA-South Colony
Position on Board: RSA 1b member 3 Term Ends: 12/31/2018
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: John Martin Van Diest

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? x NO _____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty? x NO _____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

DATE RECEIVED: RECEIVED
FEB 03 2016
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

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Board and position for which I am applying: Talkeetna Sewer & Water Board, Member (Talkeetna Service Area #36)
(For example, Board of Equalization, Member 3)

Applicant Name: Joseph McAneney

Residence Address: 13465 E. Main Street Talkeetna, AK 99676

Mailing Address: P.O. Box 1127 Talkeetna, AK 99676

Home phone: 907-360-9593 Work phone: _____ Email: joe@thehighexpedition.com

Name and Address of Employer: Self-employed

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 6 months

Briefly explain, why you are you interested in serving on the board in which you are applying?

I have recently moved to Talkeetna as a business owner/permanent resident and am excited to get involved and serve on boards especially this board as I have experience in this field.

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: I have operated a multitude of water and waste water systems for a career from 2010-2013.

I was a certified level 1 water operator through the DEC in Alaska and had a provisional certification for waste water. I operated RO units and MBR packaged waste water plants on the North Slope for almost 2 years

List three **professional or personal** references:

Name: Bill Berglin Phone: 907-388-8141
Name: Mike Green Phone: 970-210-5196
Name: Dan Nelson Phone: 907-232-5858

Applicant Signature: _____ (N) **Date:** 2/3/16

Office Use Only: Precinct: 10-035 Assembly District: 7 Service Area: SSA Talkeetna Sewer
Position on Board: SSA member 1-SSA Term Ends: 12-31-2017
Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Revised 12/16/2014 PLEASE CONTINUE TO OTHER SIDE

2.4.16 emailed form
3.2.16 updated in VREMS

Applicant Name: Joseph McAneney

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? x NO ____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
x NO ____YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE
350 E. Dahlia Avenue Palmer, AK 99645
Phone: 861-8683 Fax: 861-7845

RECEIVED
DATE RECEIVED:
MAR 09 2016
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: TALKEETNA SEWER/WATER SERVICE AREA #36
(For example, Board of Equalization, Member 3) BOARD OF SUPERVISORS

Applicant Name: PAUL J. BUTTON

Residence Address: 14101 E. ASPEN CIRCLE, TALKEETNA AK 99676

Mailing Address: PO BOX 991, TALKEETNA AK 99676

Home phone: 733-5264 Work phone: ——— Email: paulbutton907@gmail.com

Name and Address of Employer: NONE - RETIRED

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: N/A
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 15 YEARS

Briefly explain, why you are you interested in serving on the board in which you are applying? AS A RETIRED ENGINEER I WELCOME THE CHALLENGES THIS SYSTEM PRESENTS

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications: AK REGISTERED PROF. MECHANICAL ENGINEER (RETIRED); FORMER FACILITY MANAGER/CHIEF OF MAINTENANCE

List three **professional or personal** references:

Name: WHITNEY WOLFF Phone: 733-2713
Name: JOHN STRASENBURGH Phone: 733-6874
Name: JAMES TRUMP Phone: 733-1045

Applicant Signature: Paul J Button (N) **Date:** MAR 5, 2016

Office Use Only: Precinct: 10-035 Assembly District: 7 Service Area: Talkeetna Comm Council

Position on Board: SSA 36 member 2 - CC Term Ends: 12-31-2017

Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Applicant Name: PAUL J. BUTTON

1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ___ YES
PJB

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

N/A

2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ___ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

N/A

RECEIVED
FEB 09 2016
CLERKS OFFICE

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

Complete and sign the application. Do not leave any blank fields. Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to **debra.wetherhorn@matsugov.us** or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: TALKEETNA SEWER + WATER A.B.
(For example, Board of Equalization, Member 3)

Applicant Name: Whitney Wolff

Residence Address: 22216 S. Freedom Dr., TKa, AK

Mailing Address: POB 96, TKa, AK

Home phone: 733-2711 Work phone: 232-0714 Email: traleika@alaska.net

Name and Address of Employer: Self / Traleika Cabins / Talkeetna AirTaxi

Can you regularly attend meetings? Yes ☒ No ☐ *(Pursuant to (MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause."*

Do you or any family member have a personal or financial interest with the Borough? Yes ☐ No ☒

If yes, list positions and or interest: _____
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 26 years

Briefly explain, why you are you interested in serving on the board in which you are applying? I have worked through TCCI on assessing and bringing the system to function efficiently for the past five years. I am committed to find resolution and sustainably maintain the utility for the community

List professional or personal experiences that qualify you for membership on the board? You may **attach a brief resume** to highlight your qualifications:*

List three **professional or personal references:**

Name: Paul Roderick Phone: (907) 232-0918
Name: Billy Fitzgerald Phone: (907) 350-4455
Name: Ruth Wood Phone: 733-6875

Applicant Signature: Whitney L. Wolff Date: 1/25/16

(N)

Office Use Only: Precinct: 10-035 Assembly District: 7 Service Area: CC-Talkeetna

Position on Board: SSA 36 member 4 - CC Term Ends: 12-31-2018

Residence Checked: ☑ Yes Map Checked: ☑ Yes Code Checked: 1st ☑ 2nd ☑

Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty?
X NO ____ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

(*) Qualifications -
Self Employed accommodation business owner. Maintain a Class C public water system. Experience working with various local entities and government agencies.

MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM **AM No. 16-016**

SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Project Manager portion), to the firms of Resource Data Inc., Alaska IT Group, and GeoNorth LLC in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years, Subject to annual budget limitations.

AGENDA OF: March 1, 2016

ASSEMBLY ACTION:
Amended, approved @ 3/1/16 Reg. Mtg. Without Objection & with Assembly Member Colligan Recused.

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Information Technology Director		2-18-16
	Finance Director		
	Borough Attorney		
	Borough Clerk		2/22/16

ATTACHMENT(S): Fiscal Note: Yes X No ____
Advertising: (1 p)
Scoring: (1 P)

SUMMARY STATEMENT: On December 30, 2015, the Matanuska-Susitna Borough issued solicitation 16-069P requesting proposals from qualified information technology firms to provide specialized on-call services. These services include project management, business analysis, document specialists, and web/application development. These on-call consultants will be used on special projects including but not limited to upgrades and maintenance system audits.

Per the solicitation documents, each category could have up to three consultants under contract. Once under contract, the selected consultants will compete for individual projects based on not only their qualifications, but also pricing and schedules.

As a result of the solicitation, seven firms submitted proposals for project management. Award recommendation is being made to the three highest ranked firms.

Initial contracts will not exceed 1 year with up to 2 additional years at the Borough's discretion.

These contracts will be will be administered by the Information Technology Department.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL 16-069P, INFORMATION TECHNOLOGY TERM CONTRACTS** (Project Manager portion), to **RESOURCE DATA, INC., ALASKA IT GROUP, and GEONORTH LLC** each in the contract amount **NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS ($150,000.00) PER FIRM PER YEAR FOR UP TO THREE (3) YEARS,** Subject to Annual budget limitations.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 1, 2016
SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Project Manager portion), to the firms of Resource Data Inc., Alaska IT Group, and GeoNorth LLC in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED * NTE 450,000	FUNDING SOURCE IT Operating
FROM ACCOUNT # 100. 115. xxx .xxx.xxx	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Baemgart	CERTIFIED BY:
DATE: 7/17/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous	NTE450	—	—			
TOTAL OPERATING	NTE450	—	—			

CAPITAL						

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	NTE450	—	—			
TOTAL	NTE450	—	—			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * Availability of funds will be determined on purchase orders

PREPARED BY: _____ PHONE: _____
DEPARTMENT: Cheyenne Heindl DATE: _____
APPROVED BY: _____ DATE: 7/18/16

AM No. 16-016

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR	ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Dispatch News	MATA 0070	DECEMBER 30, 2015
Frontiersman	CONTRACT	JANUARY 5, 2016

TYPE OF AD:	( ) Display	(X) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
PROPOSAL #16-069P
INFORMATION TECHNOLOGY CONSULTING TERM CONTRACTS

The Matanuska-Susitna Borough is soliciting proposals from qualified firms to assist the Borough's Information Technology Department with special projects including software and hardware installation, upgrades and maintenance, system audits and other consulting services.

Proposal documents are available beginning **December 30, 2015** in the Purchasing Division, Matanuska-Susitna Borough, 350 E. Dahlia Ave., Palmer, AK 99645. Info: (907) 861-8601, Fax (907) 861-8617, e-mail purchasing@matsugov.us. A document fee of $10.00 will be charged for materials picked-up and $15.00 for materials mailed. The proposal document may be available on the internet at www.matsugov.us.

Proposals due: **January 26, 2016 @ 2:30 PM in the Purchasing Division**

Proposal must be received in the Purchasing Division prior to the time fixed for closing of the proposal to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Date: 12/29/15	Requested by: Signature on File	Approved by: Signature on File

DEPARTMENT ACCOUNT NO.: **100.115.117.422.000**

AM16-016

Solicitation 16-069P, Information Technology Consultant Term Contracts (Project Manager portion)

EVALUATION SCORES

5 Star Team	Alaska IT Group	Dubay Business Services	Government Computer Sales	GeoNorth	Resource Data Inc.
335.00	424.00	307.00	396.00	411.00	435.00

#REF!	#REF!
#REF!	#REF!

AM16-016

MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM **AM No. 16-017**

SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Business Analyst), to the firms of Resource Data Inc., Alaska IT Group Inc., and Sockeye Business Solutions, Inc., in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years, Subject to annual budget limitations.

AGENDA OF: March 1, 2016

ASSEMBLY ACTION:

Amended, approved @ 3/1/16 Reg. Mtg. without objection & with Assemblymember Colligan recused.

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Information Technology Director		2-18-16
	Finance Director		
	Borough Attorney		
	Borough Clerk		2/22/16

ATTACHMENT(S): Fiscal Note: Yes X No ____
Advertising: (1 p)
Scoring: (1 P)

SUMMARY STATEMENT: On December 30, 2015, the Matanuska-Susitna Borough issued solicitation 16-069P requesting proposals from qualified information technology firms to provide specialized on-call services. These services include project management, business analysis, document specialists, and web/application development. These on-call consultants will be used on special projects including but not limited to upgrades and maintenance system audits.

Per the solicitation documents, each category could have up to three consultants under contract. Once under contract, the selected consultants will compete for individual projects based on not only their qualifications, but also pricing and schedules.

As a result of the solicitation, six firms submitted proposals for project management. Award recommendation is being made to the three highest ranked firms.

Initial contracts will not exceed 1 year with up to 2 additional years at the Borough's discretion.

These contracts will be will be administered by the Information Technology Department.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL 16-069P, INFORMATION TECHNOLOGY TERM CONTRACTS** (Business Analyst), to **RESOURCE DATA, INC., ALASKA IT GROUP, and SOCKEYE BUSINESS SOLUTIONS, INC.** in the contract amount **NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS ($150,000.00) PER FIRM PER YEAR FOR UP TO THREE (3) YEARS,** Subject to annual budget limitations.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March1, 2016
SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Business Analyst), to the firms of Resource Data Inc., Alaska IT Group Inc., and Sockeye Business Solutions, Inc., in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED * NTE 450,000	FUNDING SOURCE IT Operating
FROM ACCOUNT # 100.115.xxx.xxx.xxx	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Saunders	CERTIFIED BY:
DATE: 2/17/16	DATE:

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous	NTE 450	—	—			
TOTAL OPERATING	NTE 450	—	—			

CAPITAL						

REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	NTE 450	—	—			
TOTAL	NTE 450	—	—			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) *Availability of funds will be determined on purchase orders

PREPARED BY: _____ PHONE: _____

DEPARTMENT: Chapenne Hendrickson DATE: _____

APPROVED BY: _____ DATE: 2/18/16

AM No. 16-017

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR	ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Dispatch News	MATA 0070	DECEMBER 30, 2015
Frontiersman	CONTRACT	JANUARY 5, 2016

TYPE OF AD:	( ) Display	(X) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
PROPOSAL #16-069P
INFORMATION TECHNOLOGY CONSULTING TERM CONTRACTS

The Matanuska-Susitna Borough is soliciting proposals from qualified firms to assist the Borough's Information Technology Department with special projects including software and hardware installation, upgrades and maintenance, system audits and other consulting services.

Proposal documents are available beginning **December 30, 2015** in the Purchasing Division, Matanuska-Susitna Borough, 350 E. Dahlia Ave., Palmer, AK 99645. Info: (907) 861-8601, Fax (907) 861-8617, e-mail purchasing@matsugov.us. A document fee of $10.00 will be charged for materials picked-up and $15.00 for materials mailed. The proposal document may be available on the internet at www.matsugov.us.

Proposals due: **January 26, 2016 @ 2:30 PM in the Purchasing Division**

Proposal must be received in the Purchasing Division prior to the time fixed for closing of the proposal to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Date: 12/29/15	Requested by: Signature on File	Approved by: Signature on File

DEPARTMENT ACCOUNT NO.: **100.115.117.422.000**

Proposal 16-069P, Information Technology Consultant Term Contracts (Business Analyst)

EVALUATION SCORES

5 Star Team	Alaska IT Group	Dubay Business Services	Dubay Business Services	Government Computer Sales	Resource Data Inc.
324.00	409.00	219.00	352.00	352.00	433.00

#REF!	#REF!
#REF!	#REF!

AM16-017

MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM **AM No. 16-019**

SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Web/Application Specialist portion), to the firms of Resource Data Inc. and Alaska IT Group in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years, Subject to annual budget limitations.

AGENDA OF: March 1, 2016

ASSEMBLY ACTION:

Amended, Approved @ 3/1/16 Reg. Mtg. without objection & with Assembly Member Colligan recused.

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: _____

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Information Technology Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		2/22/16

ATTACHMENT(S): Fiscal Note: Yes X No _____
Advertising: (1 p)
Scoring: (1 P)

SUMMARY STATEMENT: On December 30, 2015, the Matanuska-Susitna Borough issued solicitation 16-069P requesting proposals from qualified information technology firms to provide specialized on-call services. These services include project management, business analysis, document specialists, and web/application development. These on-call consultants will be used on special projects including but not limited to upgrades and maintenance system audits.

Per the solicitation documents, each category could have up to three consultants under contract. Once under contract, the selected consultants will compete for individual projects based on not only their qualifications, but also pricing and schedules.

As a result of the solicitation, five firms submitted proposals for Web/Application Specialist portion. Award recommendation is being made to the two highest ranked firms.

Initial contracts will not exceed 1 year with up to 2 additional years at the Borough's discretion.

These contracts will be will be administered by the Information Technology Department.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL 16-069P, INFORMATION TECHNOLOGY TERM CONTRACTS** (Web/Application Specialist Portion), to **RESOURCE DATA, INC., ALASKA IT GROUP, ~~and GEONORTH LLC,~~** in the contract amount **NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS ($150,000.00) PER FIRM PER YEAR FOR UP TO THREE (3) YEARS,** Subject to annual budget limitations

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: March 1, 2016
SUBJECT: Award of Proposal 16-069P, Information Technology Term Contracts (Web/Application Specialist portion), to the firms of Resource Data Inc. and Alaska IT Group in the contract amount not to exceed $150,000.00 per year per firm for up to three (3) years.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT (YES) NO
AMOUNT REQUESTED * NTE 300,000	FUNDING SOURCE IT Operating
FROM ACCOUNT # 160.115.XXX.XXX.XXX	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: Barbara Dalmgart	CERTIFIED BY:
DATE: 2/17/16	DATE:

EXPENDITURES REVENUES: (Thousands of Dollars)

OPERATING	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land Structures						
Grants, Claims						
Miscellaneous	NTE 300	—	—			
TOTAL OPERATING	NTE 300	—	—			
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

General Fund						
State Federal Funds						
Other	NTE 300	—	—			
TOTAL	NTE 300	—	—			

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * Availability of funds will be determined on purchase orders

PREPARED BY: _____ PHONE: _____
DEPARTMENT: _____ DATE: _____
APPROVED BY: Christine Heindel (AP) DATE: 2/19/16

AM No. 16-019

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR	ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Dispatch News	MATA 0070	DECEMBER 30, 2015
Frontiersman	CONTRACT	JANUARY 5, 2016

TYPE OF AD:	( ) Display	(X) Classified	( ) Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
PROPOSAL #16-069P
INFORMATION TECHNOLOGY CONSULTING TERM CONTRACTS

The Matanuska-Susitna Borough is soliciting proposals from qualified firms to assist the Borough's Information Technology Department with special projects including software and hardware installation, upgrades and maintenance, system audits and other consulting services.

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Proposals due: **January 26, 2016 @ 2:30 PM in the Purchasing Division**

Proposal must be received in the Purchasing Division prior to the time fixed for closing of the proposal to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

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The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Date: 12/29/15	Requested by: Signature on File	Approved by: Signature on File

DEPARTMENT ACCOUNT NO.: **100.115.117.422.000**

AM16-019

Proposal 16-069P, Information Technology Consultant Term Contracts (Web/Application Specialist portion)

Alaska IT Group	Dubay Business Services	GeoNorth	Resource Data Inc.	Sockeye
401.00	324.00	397.00	436.00	367.00

AM 16-069

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 16-046

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY TO ADOPT THE FY17 SCHEDULE OF RATES AND FEES EFFECTIVE JULY 1, 2016 IN ORDER TO HAVE A SINGLE DOCUMENT FOR ALL FEES IN THE MATANUSKA-SUSITNA BOROUGH.

AGENDA OF: MARCH 15, 2016

Assembly Action:
RS 16-023 was amended & adopted without objection 3/15/16

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator		
	Capital Projects Director		
	Public Works Director		26 Feb 16
	Planning and Land Use Director	for EP	
	Community Development Director	EP	
	Emergency Services Director		26 Feb 16
	Finance Director		
	Borough Attorney		
	Borough Clerk		3/7/16

ATTACHMENT(S): Fiscal Note: YES ____ NO x
Resolution Serial No. 16-023 (pp)
FY17 Schedule of Rates and Fees 30 (pp)

SUMMARY STATEMENT: The Matanuska-Susitna Borough is in need of an all-encompassing, easy to read rates and fees schedule for the public. This schedule covers all rates and fees in the Matanuska-Susitna Borough and will be reviewed for changes and/or increases on an annual basis.

Matanuska-Susitna Borough

FY17 Schedule of Rates and Fees

(As adopted by Resolution No. 16-023)

Cover Page

Im 16-046
RS 16-023

Table of Contents

FY17 Schedule of Rates and Fees

1. Administration
   a) Public Record Requests
2. Animal Care & Regulation
3. Community Development
   a) Big Lake Boat Launch
   b) Borough Gymnasium
   c) Brett Memorial Ice Arena
   d) Commercial Concessionaire Permit
   e) Community Enrichment Classes
   f) Field Use Permits
   g) Fish Creek Park
   h) Land Management
   i) Libraries
   j) Parks
   k) Pavilions
   l) Pools
   m) Trail Use Permits
   n) Talkeetna Band Shell
4. Department of Emergency Services
   a) Fire Service Fees
   b) Forestry Equip. Rental Rates
   c) Rescue Service Fees
   d) Station Rental
5. Elections
6. Finance
   a) Business Licensing
7. Information Technology (IT)
   a) Global Information Systems (GIS)
8. Planning Department
   a) Administrative Fees
   b) Code Compliance Fines for Infractions
   c) Health & Welfare Permits
   d) Platting Fees
   e) Use Permit Fees
9. Port MacKenzie
10. Public Works
    a) Solid Waste
    b) Talkeetna Sewer & Water
11. Quasi-Judicial Fees
    a) Board of Adjustments and Appeals (BOAA)

FY17 Schedule of Fines

Fines are a punishment for breaking the Law. See MSB Code/Title 1 for Code Compliance fines and Title 24 for Animal Care Fines

Im16-046
RS16-023

FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
2	Administration	Public Record Requests			
3	Administration		Labor(first 5 hours per requestor per calendar month is free	At Employees Burden Rate	At Employees Burden Rate
4	Administration		CD/DVD/DVD-R	$7.50	$7.50
5	Administration		Thumb Drive - 8GB	$0.00	$10.00
6	Administration		Thumb Drive - 16GB	$0.00	$15.00
7	Administration		Thumb Drive - 32GB	$0.00	$20.00
8	Administration		Thumb Drive - over 32 GB	$0.00	$25.00
9	Administration		B/W Copies (reg)	$0.20	$0.20
10	Administration		B/W Copies (large)	$0.25	$0.25
11	Administration		Color Copies (reg)	$1.00	$1.00
12	Administration		Color Copies (large)	$1.75	$1.75
13	Administration		B/W, Plats	$5.00	$5.00
14	Administration		B/W Oversized maps (11 x 17)	$8.00	$8.00
15	Administration		Color Oversized Maps (11 x 17)	$15.00	$15.00
16	Administration		Printing	Misc	$10.00
17	Administration		Mailing	Misc	$0.00
18	Administration		GIS LIDAR Imagery	$150.00	$150.00
19	Administration		Certified Tax Roll	$75.00	$75.00
20	Administration		Fire Report	$5.00	$5.00
21	Animal Care & Regulation				
22	AC&R		Animal Care Services for Wasilla	$20,298.00	$20,298.00
23	AC&R		Animal Care Services for Palmer	$20,298.00	$20,298.00
24	AC&R		Compliance Inspection Fee	$100.00	$100.00
25	AC&R		Mushing Facility License	$150.00	$150.00
26	AC&R		3-year Animal License for a surgically altered cat or dog	$15.00	$15.00
27	AC&R		3-year Animal License for an un-altered cat or dog	$30.00	$30.00
28	AC&R		Lifetime license for a surgically altered, microchipped cat or dog	$30.00	$30.00
29	AC&R		Lifetime license for an un-altered, microchipped cat or dog	$60.00	$60.00
30	AC&R		3-year kennel or cattery license	$75.00	$75.00
31	AC&R		Annual inspection fee for animals classified Level 3 or 4	$100.00	$100.00

Im16-046
RS16-023

FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
32	AC&R		Application fee for Removal, Reduction, or Modification of Classification	$35.00	$35.00
33	AC&R		Filing fee to appeal a classification determination with the Animal Care Board	$100.00	$100.00
34	AC&R		Adoptions (range $27-$145)	$50.00	$50.00
35	Office of the Clerk	Elections			
36	Office of the Clerk		Election Recount/per precinct and absentee/question	$100.00	$150.00
37	Office of the Clerk		Candidate Filing	$25.00	$25.00
38	Community Development	Big Lake Boat Launch			
39	Comm Dev		Annual Pass - Includes Parking - Per Vehicle	$100.00	$100.00
40	Comm Dev		Day Use Pass - Includes Parking - Per Vehicle	$15.00	$15.00
41	Comm Dev	Borough Gymnasium			
42	Comm Dev		Hourly Rental	$27.50	$27.50
43	Comm Dev	Brett Memorial Ice Arena			
44	Comm Dev		Public Skating-General	$5.00	$5.00
45	Comm Dev		Public Skating - Kids and Seniors	$4.00	$4.00
46	Comm Dev		Family Skate - Up to 4	$15.00	$15.00
47	Comm Dev		Addt'l family member	$3.00	$3.00
48	Comm Dev		Group Rate 11-29	$3.00	$3.00
49	Comm Dev		Group Rate 30-49	$2.75	$2.75
50	Comm Dev		Group Rate 50+	$2.50	$2.50
51	Comm Dev		Skate Rental	$3.00	$3.00
52	Comm Dev		Locker Rental - Annual	$25.00	$25.00
53	Comm Dev		Single Skate Sharpening/Next Day Pickup	$6.00	$6.00
54	Comm Dev		Single Skate Sharpening/Same Day Pickup	$9.00	$9.00
55	Comm Dev		Skate Sharpening Punch Card- 60 value	$54.00	$54.00
56	Comm Dev		Skate Repair/Blade Change/Rivet Replacement	$5.00	$5.00
57	Comm Dev		Skate Pass - 10 - 5 and under	$32.00	$32.00
58	Comm Dev		Skate Pass - 10 - 6 to Adult	$40.00	$40.00

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FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
59	Comm Dev		Skate Pass - 10 - Senior	$32.00	$32.00
60	Comm Dev		Skate Rental Card (10)	$27.00	$27.00
61	Comm Dev		Figure Skating per Hour	$10.00	$10.00
62	Comm Dev		Figure Skating 5 Visit Punch Card	$45.00	$45.00
63	Comm Dev		Figure Skating 10 Visit Punch Card	$90.00	$90.00
64	Comm Dev		Skatefest - Single	$55.00	$55.00
65	Comm Dev		Skatefest - Addt'l Entries	$15.00	$15.00
66	Comm Dev		Skatefest - Family Entry -2 members	$70.00	$70.00
67	Comm Dev		Addt'l Members	$15.00	$15.00
68	Comm Dev		Production Team Event - Per Skater	$10.00	$10.00
69	Comm Dev		Team Event - Per Skater	$5.00	$5.00
70	Comm Dev		Late Fee - First Event	$10.00	$10.00
71	Comm Dev		Late Fee - Addt'l Events	$5.00	$5.00
72	Comm Dev		Field Trip - Includes Skate Rental 1-35	$4.00	$4.00
73	Comm Dev		Field Trip - Includes Skate Rental 36-45	$3.00	$3.00
74	Comm Dev		Field Trip - Includes Skate Rental 46+	$2.00	$2.00
75	Comm Dev		Arena Sponsored Skating Shows - Per Skater	$25.00	$25.00
76	Comm Dev		Arena Sponsored Skating Shows - Per Family	$5.00	$5.00
77	Comm Dev		Hourly Private Ice Rental/Prime-time (Sept 1-March 31)	$225.00	$275.00 ~~$225.00~~
78	Comm Dev		Hourly Private Ice Rental/Nonprime-time (April 1-Aug 31)	$180.00	$200.00 ~~$180.00~~
79	Comm Dev		Hourly Private Ice Rental/Paid Gate/Prime-time (Sept 1-March 31)	$250.00	$300.00 ~~$250.00~~
80	Comm Dev		Hourly Private Ice Rental/Paid Gate/Nonprime-time (April 1-Aug 31)	$200.00	$225.00 ~~$200.00~~
81	Comm Dev		Hourly Outdoor Ice Rental	$50.00	~~$50.00~~ $60.00

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FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
82	Comm Dev		Individual Learn to Skate	$120.00	$120.00
83	Comm Dev		Individual Learn to Skate - 15 min. learn to skate/15 min instruction	$85.00	$85.00
84	Comm Dev		Group Learn to Skate/7 lesson package/1st Family member and comes with a 4 punch Public Skate Card	$75.00	$75.00
85	Comm Dev		2nd Family Member	$70.00	$70.00
86	Comm Dev		Each Addt'l Member	$65.00	$65.00
87	Comm Dev		Group Learn to Skate/14 lesson package/1st Family member and comes with a 4 punch Public Skate Card	$140.00	$140.00
88	Comm Dev		Group Learn to Skate/21 lesson package/1st Family member and comes with a 4 punch Public Skate Card	$205.00	$205.00
89	Comm Dev		Single Learn to Skate Lesson	$13.00	$13.00
90	Comm Dev		ISI Membership	$13.00	$13.00
91	Comm Dev		Learn-to-Skate Combo (Ice Stance, Power, and Freestyle) 1 day 3 Lessons	$30.00	$30.00
92	Comm Dev		7 Lesson Pack	$75.00	$75.00
93	Comm Dev		14 Lesson Pack	$140.00	$140.00
94	Comm Dev		21 Lesson Pack	$205.00	$205.00
95	Comm Dev		Skate and Swim 1 Session (Includes Skate Rental)	$9.00	$9.00
96	Comm Dev		Package (Instruction, Skate Rental and Free time)	$50.00	$50.00
97	Comm Dev		Public Hockey 1 Session	$10.00	$10.00
98	Comm Dev		Public Hockey 5 Sessions	$45.00	$45.00
99	Comm Dev		Public Hockey 10 Sessions	$90.00	$90.00
100	Comm Dev		Adult Learn to Play Hockey Class 1 hour	$10.00	$10.00
101	Comm Dev		Adult Learn to Play Hockey Class 5 Session Punch Card	$45.00	$45.00
102	Comm Dev		Adult Learn to Play Hockey Class 10 Session Punch Card	$90.00	$90.00
103	Comm Dev		Youth Learn-to-Play Hockey Program	$110.00	$110.00
104	Comm Dev		Goalie Program/Per Hour	$12.00	$12.00
105	Comm Dev		Goalie Program/10 Lessons	$108.00	$108.00
106	Comm Dev		Ice Camp 3 Hours/1 Day	$30.00	$30.00
107	Comm Dev		Ice Camp 6 Lessons	$160.00	$160.00
108	Comm Dev		Ice Camp 12 Lessons	$325.00	$325.00
109	Comm Dev		Ice Camp 18 Lessons	$485.00	$485.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
110	Comm Dev		Summer Fun Hockey Mites-Bantams Package	$120.00	$120.00
111	Comm Dev		Summer Fun Hockey U16-U18 Package	$120.00	$120.00
112	Comm Dev		Party Package-Includes 1 hour Private Locker Room and 10 Skaters	$100.00	$100.00
113	Comm Dev		Each Addt'l Hour	$25.00	$25.00
114	Comm Dev		Each Addt'l Skater	$5.00	$5.00
115	Comm Dev		Advertising - 30"x96" Dasher Board- 1st Year	$1,200.00	$1,200.00
116	Comm Dev		Advertising - 30"x96" Dasher Board- Addt'l Year	$900.00	$900.00
117	Comm Dev		Advertising-4'x8' Banner-1st Year	$1,300.00	$1,300.00
118	Comm Dev		Advertising-4'x8' Banner-Addt'l Year	$1,000.00	$1,000.00
119	Comm Dev		Advertising-4'x4' Banner-1st Year	$650.00	$650.00
120	Comm Dev		Advertising-4'x8' Banner-Addt'l Year	$450.00	$450.00
121	Comm Dev		Advertising - 36"x96" In-Ice Logo Annual Fee	$900.00	$900.00
122	Comm Dev		Advertising - Center Ice Circle Logo	$1,500.00	$1,500.00
123	Comm Dev		Advertising - (2) 6'x2' Zamboni Ad - 1st Year	$2,000.00	$2,000.00
124	Comm Dev		Advertising - (2) 6'x2' Zamboni Ad - Addt'l Year	$1,700.00	$1,700.00
125	Comm Dev		NOTE: All Banner Ads, Dasher Board Ads, and In-Ice Logos User Supplied (Upon Approval)	$0.00	$0.00
126	Comm Dev	**Commercial Concessionaire Permit**			
127	Comm Dev		1-5 Vendors/Day	$100.00	$100.00
128	Comm Dev		6 or more Vendors/Day	$200.00	$200.00
129	Comm Dev	**Community Enrichment Classes**			
130	Comm Dev		Administrative Registration Fee per Participant per Class - Classes up to $50	$5.00	$5.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
131	Comm Dev		Administrative Registration Fee per Participant per Class - Classes over $50	$10.00	$10.00
132	Comm Dev	Field Use Permits			
133	Comm Dev		Alcantra Soccer and Ball Field - Half Day - Per Field	$25.00	$25.00
134	Comm Dev		Alcantra Soccer and Ball Field - Full Day - Per Field	$35.00	$35.00
135	Comm Dev	Fish Creek Park			
136	Comm Dev		Float Plane Access	$25.00	$25.00
137	Comm Dev	Land Management			
138	Comm Dev		Application & Processing Fee	$500.00	$500.00
139	Comm Dev	Designated Special Use Management Area Permit	Deshka Seasonal Camp	$75.00	$75.00
140	Comm Dev		Christiansen Lake Float Plane Dockage/Sealed Bid	$500.00	$500.00
141	Comm Dev	Commercial Land Use Permits	Commercial 7-12 month permit	$1,000.00	$1,000.00
142	Comm Dev		Seasonal (6 months or less)	$500.00	$500.00
143	Comm Dev		One Round-Trip Crossing	$250.00	$250.00
144	Comm Dev		One Round-Trip Crossing-Per person Per Day (in addition to R/T crossing fee of $250)	$2.00	$2.00
145	Comm Dev	Non-Commercial	1-12 month permit	$500.00	$500.00
146	Comm Dev	Personal Use Permits	Individual Permit	$25.00	$25.00
147	Comm Dev		Firewood Per Cord (10 cord max) in addition to the Individual Permit Fee	$25.00	$25.00
148	Comm Dev		Earth Materials/Gravel & Peat Per Cubic Yard in addition to the Individual Permit Fee	$3.00	$3.00
149	Comm Dev	Commercial Contracts Timber/Vegetation/ Earth Material Extraction	Timber Contract	FMV	FMV

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
150	Comm Dev		Timber Contract Extension	$500.00	$500.00
151	Comm Dev		Earth Materials Contract	FMV	FMV
152	Comm Dev		Earth Materials Contract Extension	$300.00	$500.00
153	Comm Dev		Harvest of Natural Vegetation & Non Wood Forest Products Contract	$0.00	FMV
154	Comm Dev		Harvest of Natural Vegetation & Non Wood Forest Products Contract Extension	$300.00	$500.00
155	Comm Dev	Easement Fees	Public Use Easement (ROW)	$0.00	$0.00
156	Comm Dev		Private Easement	FMV	FMV
157	Comm Dev	Utility Facilities	Utility to service borough facility/land	$0.00	$0.00
158	Comm Dev		Transmission Distribution-For Easement across Borough land to service private non-Borough property	$0.00	FMV or 125% of assessed value of easement area
159	Comm Dev		Private Utility Easement Across Borough Land	FMV	FMV
160	Comm Dev	A.D.L. Lease Document Fees	Alaska Division of Lands	$250.00	$250.00
161	Comm Dev	Libraries (Sutton, Willow and Talkeetna)			
162	Comm Dev		Resident Library Card	Free	Free
163	Comm Dev		Non-Resident Library Card - Annual	$35.00	$35.00
164	Comm Dev		Temp. Non-Resident Library Card - 4 months	$10.00	$10.00
165	Comm Dev		B/W Photo Copies - 1 Side	$0.25	$0.25
166	Comm Dev		B/W Photo Copies - 2 Sided	$0.50	$0.50
167	Comm Dev		Color Photo Copies	$1.00	$1.00
168	Comm Dev		Copy from Printers Per Page	$0.25	$0.25
169	Comm Dev		Scan Documents - Every 5 Pages	$1.00	$1.00
170	Comm Dev		Fax - Per Page	$1.00	$1.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
171	Comm Dev		Overdue Fees - Per Day, Per Item	$0.25	$0.25
172	Comm Dev		Laminate - Wallet Size	$0.75	$0.75
173	Comm Dev		Laminate - 8.5x11	$1.25	$1.25
174	Comm Dev		Laminate - Legal Size	$1.25	$1.25
175	Comm Dev		Rolled Per Foot	$1.25	$1.25
176	Comm Dev		Damaged Items	$5.00	$5.00
177	Comm Dev		Destroyed Items	Cost of Replacement plus 5.00 fee	Cost of Replacement plus 5.00 fee
178	Comm Dev		Facility Use / hour (during business hours)	$0.00	$0.00
179	Comm Dev		Facility Use / hour (after business hours)	$40.00	$40.00
180	Comm Dev	**Parks**			
181	Comm Dev	Matanuska River Park Campground	Camp Site-2 tents/2 vehicles - Per Night	$15.00	$15.00
182	Comm Dev		Camp Site with Electric Hookup	$25.00	$25.00
183	Comm Dev		Group Encampment (MRP-F)-Includes First 20 People	$55.00	$55.00
184	Comm Dev		Group Encampment (MRP-F)-Each Additional Person	$0.50	$0.50
185	Comm Dev		RV Dump - Per Use	$5.00	$5.00
186	Comm Dev		Bundle of Firewood	$5.00	$5.00
187	Comm Dev		Showers (10 min)	$2.00	$2.00
188	Comm Dev	Jim Creek / Sunshine Creek	Camp Sites (6 person limit)	$15.00	$15.00
189	Comm Dev		Camp Sites (weekly)	$90.00	$90.00
190	Comm Dev	Deshka Campground	Camp Sites (6 person limit)	$15.00	$15.00
191	Comm Dev		Camp Sites (weekly)	$90.00	$90.00
192	Comm Dev		Primitive Camp Sites	$15.00	$15.00
193	Comm Dev		Boat Storage (annually)	$50.00	$50.00
194	Comm Dev	Talkeetna River Park Campground	Camp Site-2 tents/2 vehicles - Per Night	$15.00	$15.00
195	Comm Dev	**Pavilions**			
196	Comm Dev		Matanuska River Park - Half Day	$30.00	$30.00
197	Comm Dev		Matanuska River Park - Full Day	$50.00	$50.00
198	Comm Dev		Volunteer Park - Half Day	$30.00	$30.00
199	Comm Dev		Volunteer Park - Full Day	$50.00	$50.00
200	Comm Dev		Jordan Lake - Half Day	$30.00	$30.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
201	Comm Dev		Jordan Lake - Full Day	$50.00	$50.00
202	Comm Dev		Christensen Lake - Half Day	$30.00	$30.00
203	Comm Dev		Christensen Lake - Full Day	$50.00	$50.00
204	Comm Dev		Crevasse Moraine - Half Day	$30.00	$30.00
205	Comm Dev		Crevasse Moraine - Full Day	$50.00	$50.00
206	Comm Dev		Alcantra- Half Day	$30.00	$30.00
207	Comm Dev		Alcantra- Full Day	$50.00	$50.00
208	Comm Dev	Pools			
209	Comm Dev		Open Swim - PreSchool	Free	Free
210	Comm Dev		Open Swim - Youth 4-17	$5.00	$5.00
211	Comm Dev		Open Swim - Adult 18-54	$6.00	$6.00
212	Comm Dev		Open Swim - Senior 55+	$5.00	$5.00
213	Comm Dev		Open Swim - Disabled	$5.00	$5.00
214	Comm Dev		Open Swim - Up to 4	$15.00	$15.00
215	Comm Dev		Addt'l Members	$3.00	$3.00
216	Comm Dev		10 Visit Punch Card - Youth	$50.00	$50.00
217	Comm Dev		10 Visit Punch Card - Adult	$60.00	$60.00
218	Comm Dev		10 Visit Punch Card - Senior	$50.00	$50.00
219	Comm Dev		10 Visit Punch Card - Disabled	$50.00	$50.00
220	Comm Dev		30 Day Pass - Youth	$50.00	$50.00
221	Comm Dev		30 Day Pass - Adult	$70.00	$70.00
222	Comm Dev		30 Day Pass - Senior	$50.00	$50.00
223	Comm Dev		30 Day Pass - Disabled	$50.00	$50.00
224	Comm Dev		30 Day Pass - Family	$95.00	$95.00
225	Comm Dev		One Year Pass - Youth	$379.00	$379.00
226	Comm Dev		One Year Pass - Adult	$483.00	$483.00
227	Comm Dev		One Year Pass - Senior	$379.00	$379.00
228	Comm Dev		One Year Pass - Disabled	$379.00	$379.00
229	Comm Dev		One Year Pass - Family	$990.00	$990.00
230	Comm Dev		Party Package and Hourly Rental/1-35 ppl	$125.00	$125.00
231	Comm Dev		Party Package and Hourly Rental/36-70 ppl	$150.00	$150.00
232	Comm Dev		Party Package and Hourly Rental/71-105 ppl	$175.00	$175.00
233	Comm Dev		Party Package and Hourly Rental/1-20 ppl SHARED	$60.00	$60.00
234	Comm Dev		Party Package and Hourly Rental/21-35 ppl SHARED	$70.00	$70.00
235	Comm Dev		Swim Club Daily Admission/One Time	$2.50	$2.50
236	Comm Dev		Swim Club Daily Admission/Annual	$379.00	$379.00
237	Comm Dev		Swim Club Daily Admission/Annual Family	$990.00	$990.00
238	Comm Dev		Classes/Aerobics	$7.00	$7.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
239	Comm Dev		Classes/Aerobics 10 Visit Punch Card	$55.00	$55.00
240	Comm Dev		Parent/Child Swim Punch Card 5 each	$40.00	$40.00
241	Comm Dev		PreSchool Lessons 8 @ 30 min	$55.00	$55.00
242	Comm Dev		Red Cross Lessons 8 @ 45 min	$60.00	$60.00
243	Comm Dev		After School Swim Lessons	$70.00	$70.00
244	Comm Dev		CPR Class Recertification	$75.00	$75.00
245	Comm Dev		Lifeguard Recertification	$100.00	$100.00
246	Comm Dev		Lifeguard Training	$225.00	$225.00
247	Comm Dev		Water Safety Instructor Training	$225.00	$225.00
248	Comm Dev		Padlock Rental	$3.00	$3.00
249	Comm Dev		Swim Diaper	$3.00	$3.00
250	Comm Dev		Administrative Refund Fee - All Facilities	$5.50	$5.50
251	Comm Dev	Trail Use Permits			
252	Comm Dev		Events under 20 people, no entry fee to participate	$10.00	$10.00
253	Comm Dev		Events under 20 people, entry fee to participate	$25.00	$25.00
254	Comm Dev		Events with 21-50 people fee or no fee (must name the borough as an additional insured)	$50.00	$50.00
255	Comm Dev		Events with 51-100 people fee or no fee (must name the borough as an additional insured, and provide 1 porta-can)	$100.00	$100.00
256	Comm Dev		Events with over 100 people fee or no fee (must name the borough as an additional insured, and provide and initial 2 porta-cans and 1 additional porta-can per every additional 100 attendees)	$250.00	$250.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
257	Comm Dev		Any commercial event regardless of size or pay to enter (must name the borough as an additional insured, and provide a minimum of one porta-can per every 100 attendees)	$250.00	$250.00
258	Comm Dev		Filming production permits (need a two week minimum lead time. The borough must also be named as an additional insured.)	$500.00	$500.00
259	Comm Dev	Trail Fees			
260	Comm Dev		Day Use Pass - Per Vehicle	$5.00	$5.00
261	Comm Dev		Annual Day Use Pass - Per Vehicle	$40.00	$40.00
262	Comm Dev		Addt'l Passes Issued to Same Family/Same Address	$30.00	$30.00
263	Comm Dev	Lazy Mountain, Crevasse Moraine, Ayshire Road, Talkeetna Lake, Downtown Talkeetna, Gov't Peak Nordic Ski Area, Point MacKenzie, Matanuska Peak, Jim Creek, Alcantra Winter Use, Christiansen Lake, Coyote Lake Park, Sunshine Creek, Gov't Peak mile 10.6		$0.00	$0.00
264	Comm Dev		Remote Property Owner Annual Parking Pass - Up to 2 Vehicles/per vehicle	$20.00	$20.00
265	Comm Dev		Trailhead Parking violation (price includes annual day use parking pass for CY2015&2016 only	$0.00	$40.00

FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
266	Comm Dev	Talkeetna Band Shell			
267	Comm Dev		Half Day - Includes Electric	$30.00	$30.00
268	Comm Dev		Full Day - Includes Electric	$50.00	$50.00
269	Department of Emergency Services	Ambulance Rates			
270	DES		Basic Life Support (BLS)	$820.00	$820.00
271	DES		(BLS) Non-Emergency	$690.00	$690.00
272	DES		Advanced Life Support (ALS)	$920.00	$920.00
273	DES		ALS Level 2	$975.00	$975.00
274	DES		Per Loaded Patient Mileage	$20.00	$20.00
275	DES		Ambulance Rates/Standby	$150.00	$150.00
276	DES	Fire Service Fees			
277	DES		First False Alarm	$0.00	$0.00
278	DES		Second False Alarm	$150.00	$300.00
279	DES		Third False Alarm	$175.00	$350.00
280	DES		Each Addt'l	$25.00	$100.00
281	DES		Each False Alarm in Excess of 10	$400.00	$400.00
282	DES		Fire Response Level 1 (Purposely)	$275.00	$300.00
283	DES		Fire Response Level 2 (Plus Engine)	$470.00	$470.00
284	DES		Engine-Cost for First Hour	$220.00	$300.00
285	DES		Engine-Cost for Each Addt'l Half Hour	$110.00	$150.00
286	DES		Tanker-Cost for First Hour	$110.00	$160.00
287	DES		Tanker-Cost for Each Addt'l Half Hour	$55.00	$80.00
288	DES		Hazmat/Rescue-Cost for First Hour	$300.00	$400.00
289	DES		Hazmat/Rescue-Cost for Each Addt'l Half Hour	$150.00	$200.00
290	DES		Command Vehicle-Cost for First Hour	$70.00	$70.00
291	DES		Command Vehicle-Cost for Each Addt'l Half Hour	$35.00	$35.00
292	DES		Ladder-Cost for First Hour	$300.00	$300.00
293	DES		Ladder-Cost for Each Addt'l Half Hour	$150.00	$150.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
294	DES	Forestry Equip. Rental Rates/Area Wide			
295	DES		Director Vehicles/Single Shift	$695.00	$695.00
296	DES		Director Vehicle/Vehicle Only	$175.00	$175.00
297	DES		Maintenance Trucks/Single Shift	$1,360.00	$1,360.00
298	DES		Maintenance Trucks/Double Shift	$2,420.00	$2,420.00
299	DES		Impact Vehicles/Single Shift	$730.00	$730.00
300	DES		Impact Vehicles/Vehicle Only	$210.00	$210.00
301	DES		Field Comm 1/Single Shift	$1,775.00	$1,775.00
302	DES		Field Comm 1/Double Shift	$2,565.00	$2,565.00
303	DES	FSA Vehicle Rates	Command Vehicles/Single Shift	705-770	705-770
304	DES		Command Vehicle Only	190-250	190-250
305	DES		Support Vehicles - Single Shift	680-1020	680-1020
306	DES		Support Vehicles - Double Shift	1065-1600	1065-1600
307	DES		Support Vehicle Only	200-250	200-250
308	DES		Engines/Single Shift	2550-2840	2550-2840
309	DES		Engines/Double Shift	4005-4455	4005-4455
310	DES		Tankers/Single Shift	1235-1550	1235-1550
311	DES		Tankers/Double Shift	1940-2430	1940-2430

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
312	DES		Brush/Single Shift	820-2675	820-2675
313	DES		Brush/Double Shift	1290-3800	1290-3800
314	DES		Boats/Single Shift	$740.00	$740.00
315	DES		ATV/Argo Only	100-300	100-300
316	DES	Misc. FSA Equipment Rates	Trailer Only	35-55	35-55
317	DES		Mobile Repeater-Per Day	$200.00	$200.00
318	DES		Trash Pump/Single Shift	$100.00	$100.00
319	DES	Rescue Service Fees			
320	DES	Command Vehicle and Incident Commander	Initial Response & First Hour	$100.00	$100.00
321	DES		Each Addt'l Hour	$50.00	$50.00
322	DES	Motor Vehicle accident w/extensive extraction	Initial Response & First Hour-Apparatus Charge	$300.00	$300.00
323	DES		Each Addt'l Hour	$150.00	$150.00
324	DES		Initial Response & First Hour - Heavy Hydraulics	$200.00	$200.00
325	DES		Each Addt'l Hour	$0.00	$0.00
326	DES		Initial Response & First Hour-Use of Lifting Airbags	$200.00	$200.00
327	DES		Each Addt'l Hour	$0.00	$0.00
328	DES	Low Angle Rescue/less than 60 degrees	Initial Response & First Hour-Apparatus Charge	$300.00	$300.00
329	DES		Each Addt'l Hour	$150.00	$150.00
330	DES		Initial Response & First Hour-Use of Ropes and Pulleys	$200.00	$200.00
331	DES		Each Addt'l Hour	$0.00	$0.00
332	DES	Off Road Vehicle (ATV & Snowmachine)	Initial Response & First Hour-Apparatus Charge	$300.00	$300.00
333	DES		Each Addt'l Hour	$150.00	$150.00

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
334	DES		Initial Response & First Hour-Apparatus Charge-Tow Vehicle/Trailer	$300.00	$300.00
335	DES		Each Addt'l Hour	$150.00	$150.00
336	DES	Search & Rescue/Ability to Waive in Certain	Personnel Only	$150.00	$150.00
337	DES		Each Addt'l Hour	$0.00	$0.00
338	DES	Hazardous Materials Incident	Initial Response & First Hour-Support for Explosives Team	$300.00	$300.00
339	DES		Command Vehicle	$100.00	$100.00
340	DES		Decontamination Trailer	$200.00	$200.00
341	DES		Initial Response & First Hour-Support for Chemical Spill Team	$300.00	$300.00
342	DES		Each Addt'l Hour	$150.00	$150.00
343	DES		Initial Response & First Hour-Support for Biohazard Team	$300.00	$300.00
344	DES		Each Addt'l Hour	$150.00	$150.00
345	DES	Water/Ice/Mud Rescue	Initial Response & First Hour-Apparatus Charge	$300.00	$300.00
346	DES		Each Addt'l Hour	$150.00	$150.00
347	DES		Initial Response & First Hour-Tow Vehicle/Boat	$200.00	$200.00
348	DES		Each Addt'l Hour	$150.00	$150.00
349	DES		Initial Response & First Hour-Tow Vehicle/Air Boat	$300.00	$300.00
350	DES		Each Addt'l Hour	$150.00	$150.00
351	DES		Fire Code Fee Schedule-Valuation Rates from 2006 International Building Chart	various	various
352	DES	Station 6-1 Rental			
353	DES		Training Room 1- Half Day	$150.00	$200.00
354	DES		Training Room 1- Full Day	$250.00	$400.00
355	DES		Training Room 1 - Evening	$125.00	$400.00
356	DES		Training Room 2 - Half day	$450.00	$200.00
357	DES		Training Room 2- Full Day	$250.00	$400.00
358	DES		Training Room 1 & 2- Half Day	$200.00	$400.00
359	DES		Training Room 1 & 2- Full Day	$300.00	$800.00
360	DES		Refundable Key Deposit if Key is Returned	$20.00	$20.00
361	DES		Excessive Cleaning Fee	$35.00	$100.00

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
362	DES		Training Room 1- Half Day - Non profit	$75.00	$150.00
363	DES		Training Room 1- Full Day - Non profit	$125.00	$300.00
364	DES		Training Room 2 - Half day - Non profit	$75.00	$150.00
365	DES		Training Room 2- Full Day - Non profit	$125.00	$300.00
366	DES		Training Room 1 & 2- Half Day - Non profit	$100.00	$300.00
367	DES		Training Room 1 & 2- Full Day - Non profit	$150.00	$300.00
368	DES		Audio/Visual Equipment - DVD Player- Full Day - Non profit	$7.50	$7.50
369	DES	Station 6-5 Rental			
370	DES		Training Room 1- Half Day	$100.00	$150.00
371	DES		Training Room 1- Full Day	$150.00	$300.00
372	DES		Training Room 2 - Half day	$100.00	$100.00
373	DES		Training Room 2- Full Day	$150.00	$150.00
374	DES		Training Room 1 & 2- Half Day	$150.00	$300.00
375	DES		Training Room 1 & 2- Full Day	$200.00	$600.00
376	DES		Training Room 1 & 2- Evening - Non profit	$200.00	$600.00
377	DES		Training Room 1- Half Day - Non profit	$50.00	$112.50
378	DES		Training Room 1- Full Day - Non profit	$75.00	$225.00
379	DES		Training Room 2 - Half day - Non profit	$50.00	$112.50
380	DES		Training Room 2- Full Day - Non profit	$75.00	$225.00
381	DES		Training Room 1 & 2- Half Day - Non profit	$75.00	$225.00
382	DES		Training Room 1 & 2- Full Day - Non profit	$100.00	$450.00
383	DES		Excessive Cleaning Fee	$35.00	$100.00
384	DES		Refundable Key Deposit-If Key is Returned	$20.00	$20.00
385	Finance	Business Licensing			
386	Finance		Biennial Borough Business License (est 6500)	$100.00	$100.00
387	Information Technology (IT)	Geographic Information Systems (GIS)			

FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
388	IT		Plotted Color Parcel Map - Small	$5.00	$10.00
389	IT		Plotted Color Parcel Map - Large	$10.00	$15.00
390	IT		1986 Topo Map, Blackline	$5.00	$10.00
391	IT		Voting Precinct Maps	$12.00	$15.00
392	IT		Misc. Plotted Maps - per Linear Foot (3'x4' typical)	$3.00	$5.00
393	IT		Tax Parcel Map Viewer CD-ROM	$75.00	$75.00
394	IT		GIS Shapefile Data CD-ROM	$75.00	$75.00
395	IT		CAD Drawing Files CD-ROM - Tax Maps	$75.00	$75.00
396	IT		CAD Drawing Files CD-ROM - Topo Maps	$75.00	$75.00
397	IT		LIDAR Imagery	$150.00	$150.00
398	Planning Department	Administrative Fees			
399	Planning		Color Maps	$5.00	$12.00
400	Planning		Black & White Copies (per page)	$0.25	$0.25
401	Planning		Color Copies (per page)	$1.00	$1.00
402	Planning		11x17 Color Copies (per page)	$1.75	$1.75
403	Planning		Thumb Drive - 8GB	$10.00	$10.00
404	Planning		Thumb Drive - 16GB	$15.00	$15.00
405	Planning		Thumb Drive - 32GB	$20.00	$20.00
406	Planning	Health & Welfare Permits	Title 8		
407	Planning		Temporary Noise Permit	$0.00	$500.00
408	Planning		Public Display of Fireworks	$25.00	$25.00
409	Planning		Liquor License Alaska Alcoholic Beverage Control Board Referrals for Matanuska-Susitna Borough Review of Issuance, renewal, or transfer (location, owner)	$100.00	$100.00
410	Planning		Special Events Permit (500 - 1000 Attendees)	$500.00	$500.00
411	Planning		Special Events Permit (1000+ Attendees)	$1,000.00	$1,000.00
412	Planning		Special Events Permit Site Monitor Fee/Per Day	$300.00	$300.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
413	Planning	Health & Welfare Permits	Title 11		
414	Planning		Driveway Permit	$50.00	$50.00
415	Planning		Construction Permit	$200.00	$200.00
416	Planning		Utility Permit	$100.00	$100.00
417	Planning		Encroachment Permit	$150.00	$150.00
418	Planning	Platting Fees	Title 43		
419	Planning		Pre-Application Conference Fee	$50.00	$50.00
420	Planning		Regular Plat (1 - 12 lots)	$1,000.00	$1,000.00
421	Planning		Regular Plat (per lot over 12)	$100.00	$100.00
422	Planning		Forty-Acre Exemption	$300.00	$300.00
423	Planning		Abbreviated Plat	$500.00	$500.00
424	Planning		Final Plat - 1-12 Lots (for Regular Plats only)	$500.00	$500.00
425	Planning		Final Plat - per lot over 12 (for Regular Plats only)	$50.00	$50.00
426	Planning		Third Final Plat Review	$0.00	$100.00
427	Planning		Waiver Subdivision	$300.00	$300.00
428	Planning		Elimination of a Common Lot Line on a Recorded Plat	$300.00	$300.00
429	Planning		Elimination /Modification of Utility, Drainage, Sanitation, and Screening Easement (No fee if submitted with a Regular Plat)	$500.00	$500.00
430	Planning		Vacation of Dedicated Right-of-Way (and Regular Plat fee).	$250.00	$250.00
431	Planning		Vacation of Public Use Easement (PUE) - Stand Alone. There is no additional fee for more than one vacation.	$500.00	$500.00
432	Planning		Vacation of Public Use Easement (PUE) with Regular Plat fee	$250.00	$250.00
433	Planning		Vacation of Section Line Easement (SLE) or RS 2477 - Stand Alone. There is no additional fee for more than one vacation.	$500.00	$500.00
434	Planning		Vacation of Section Line Easement (SLE) or RS 2477 with Regular Plat fee	$250.00	$250.00
435	Planning		Right-of-Way Acquisition Plats	$500.00	$500.00

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1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
436	Planning		Variance - Stand alone (Platting)	$500.00	$500.00
437	Planning		Variance with Regular Plat fee	$250.00	$250.00
438	Planning		Public Hearing or Public Use Easement (PUE) - Stand Alone	$500.00	$500.00
439	Planning		Public Hearing Continuance	$200.00	$200.00
440	Planning		Street Name Changes	$0.00	$250.00
441	Planning		Road Inspection fee (1% of construction cost estimate with, a minimum fee of $500)	$500.00	$500.00
442	Planning		Appeals of Platting Officer Decision	$200.00	$200.00
443	Planning	Planning Dept. - Use Permit Fees			
444	Planning		Mandatory Land Use Permit (Residential Non-habitable)	$25.00	$25.00
445	Planning		Mandatory Land Use Permit (Commercial/Industrial)	$150.00	$150.00
446	Planning		Nancy Lake Special Land Use District Conditional Use Permit (CUP)	$1,000.00	$1,000.00
447	Planning		Electrical Generating & Delivery Facility Application	$500.00	$500.00
448	Planning		Hay Flats Special Land Use District Exception Application	$1,000.00	$1,000.00
449	Planning		Denali State Park Conditional Use Permit (CUP)	$1,000.00	$1,000.00
450	Planning		Chickaloon Special Land Use District Conditional Use Permit (CUP)	$1,000.00	$1,000.00
451	Planning		Glacier View Special Land Use District CUP	$1,000.00	$1,000.00
452	Planning		Port MacKenzie Development Permit	$1,000.00	$1,000.00
453	Planning		Talkeetna Conditional Use Permit (CUP)	$1,000.00	$1,000.00
454	Planning		Talkeetna Conditional Use Permit - Variance	$1,000.00	$1,000.00
455	Planning		Sutton Special Land Use District Conditional Use Permit (CUP)	$1,000.00	$1,000.00
456	Planning		Interim Materials District (IMD)	$2,000.00	$2,000.00
457	Planning		Flood Damage Prevention Development Permit	$100.00	$100.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
458	Planning		Flood Damage Prevention Development Permit - Variance	$500.00	$500.00
459	Planning		Earth Materials Extraction Administrative Permit	$500.00	$500.00
460	Planning		Earth Materials Extraction Conditional Use Permit (CUP)	$1,000.00	$1,000.00
461	Planning		Residential Planned Unit Development Application - Concept Plan - Up to 50 Lots	$500.00	$500.00
462	Planning		Residential Planned Unit Development Application - Additional Lots or Tracts being created - Per Lot	$100.00	$100.00
463	Planning		Mobile Home Park Permit Application	$500.00	$500.00
464	Planning		Residential Land Use District Application (Rezone)	$1,000.00	$1,000.00
465	Planning		Conditional Use Permit (CUP) Application	$1,000.00	$1,000.00
466	Planning		Shoreline Setback Exemption Application	$300.00	$300.00
467	Planning		Conditional Use Permit (CUP) Application	$1,000.00	$1,000.00
468	Planning		Commercial/Industrial Core Area Conditional Use Permit	$1,000.00	$1,000.00
469	Planning		Coal Bed Methane	$1,000.00	$1,000.00
470	Planning		Conditional Use Permit for Racetracks	$1,000.00	$1,000.00
471	Planning		Variance (Planning)	$1,000.00	$1,000.00
472	Planning		Tall Structures Network Improvement Permit	$100.00	$100.00
473	Planning		Tall Structures Administrative Permit	$500.00	$500.00
474	Planning		Tall Structures Conditional Use Permit (CUP)	$1,000.00	$1,000.00
475	Planning		Regulation of Alcoholic Beverage use Permit Application	$1,000.00	$1,000.00
476	Planning		Multi-Family Land Use Permit	$500.00	$500.00
477	Planning		Multi-Family Land Use Permit - add $25 for each additional unit beyond 5 units	$25.00	$25.00
478	Planning		Single-Family Residential Land Use District Conditional Use Permit (CUP)	$1,000.00	$1,000.00

RECONSIDERATION

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
479	Planning		Large Lot Single-Family Residential Land Use District Conditional Use Permit (CUP) Application	$1,000.00	$1,000.00
480	Planning		Nonconforming Structures (Amnesty)	$500.00	$500.00
481	Planning		Nonconforming Structures - Pre-Existing Legal Nonconforming (Grandfather)	$200.00	$200.00
482	Planning		Regulation of Adult Businesses Conditional Use Permit (CUP)	$500.00	$1,000.00
483	Port MacKenzie	Dockage Rates			
484	Port MacKenzie		Berthing of ships at Dock. Rates are charged daily, per foot, based on overall length of vessel.	$0.60 - $1.20	$0.60 - $1.20
485	Port MacKenzie		Up to 200 ft	$0.60	$0.60
486	Port MacKenzie		201 to 300ft	$0.80	$0.80
487	Port MacKenzie		301 to 400 ft	$1.00	$1.00
488	Port MacKenzie		over 400 ft	$1.20	$1.20
489	Port MacKenzie	Wharfage Rates			
490	Port MacKenzie		Accommodations provided at wharf for the loading, unloading, or storage of goods.	Rates are charged dollar per ton or 40 cubic feet.	
491	Port MacKenzie	Commodity	Freight N.O.S.	$2.50/ton	2.50/ton
492	Port MacKenzie		Bulk Commodities (grain, peat, rock, gravel, salt, sand, dry)		
493	Port MacKenzie		*conveyor or pipeline	$1.25/ton	$1.25/ton
494	Port MacKenzie		*trucks	$2.00/ton	$2.00/ton
495	Port MacKenzie		Cement		
496	Port MacKenzie		* Bulk through pipelines to/from shoreside storage tanks	$1.00/ton	$1.00/ton
497	Port MacKenzie		* Conveyor to/from bluff	$1.25/ton	$1.25/ton
498	Port MacKenzie		*Trucks	$2.00/ton	$2.00/ton
499	Port MacKenzie		Coal	Negotiated	Negotiated
500	Port MacKenzie		Explosives and Ammunition	$12.00/ton	$12.00/ton
501	Port MacKenzie		Fowl (crated)	$5.00/ton	$5.00/ton
502	Port MacKenzie		Livestock (horses, cattle, hogs, sheep, goats, N.O.S.	$5.00/head	$5.00/per head

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1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
503	Port MacKenzie		Iron or Steel Articles (angles, bars, beams, channels, joists, piling, pipe, structural, thanks, trusses)	$3.00/ton	$3.00/ton
504	Port MacKenzie		Petroleum/Petroleum Products	Negotiated	Negotiated
505	Port MacKenzie		Timber/Timber Products (conveyor from approved shoreside storage sites)		
506	Port MacKenzie		*First 200,000 green tons/yr	$1.25/ton	$1.25/ton
507	Port MacKenzie		*Next 100,000 green tons/yr	$1.00/ton	$1.00/ton
508	Port MacKenzie		*Excess over 300,000 green tons/yr	$0.60/ton	$0.60/ton
509	Port MacKenzie		*Trucks	$2.00/ton	$2.00/ton
510	Port MacKenzie		Vans or Containers		
511	Port MacKenzie		*Trucks	$2.00/ton	$2.00/ton
512	Port MacKenzie		*Empty	$6.00/each	$6.00/each
513	Port MacKenzie		Vehicles (and other articles, empty self-propelled or nonself-propelled)		
514	Port MacKenzie		*Automobiles, including pickups with or w/o camper bodies attached, chassis, freight trailers and semi-trailers, camper bodies, agricultural, earth moving or materials handling equipment	$5.00/ton	$5.00/ton
515	Port MacKenzie		*Trailers, houses or vacation homes, or buildings, (mobile or modular)	$5.50/ton	$5.50/ton
516	Port MacKenzie	Wharf Demurrage Rates			
517	Port MacKenzie		Assessed against cargo remaining in or on terminal facilities after the expiration of free time, unless arrangements have been made for storage.	Rates are charged daily by ton	
518	Port MacKenzie	Commodity	All Freight		
519	Port MacKenzie		*First three days	$0.75/ton	$0.75/ton
520	Port MacKenzie		*After three days	$1.50/ton	$1.50/ton
521	Port MacKenzie	Search and Rescue			

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
522	Port MacKenzie		Assessed for search, towing or rescue services.		
523	Port MacKenzie		*First hour	$125.00	$125.00
524	Port MacKenzie		*After first hour	150% of the MSB's actual costs	150% of the MSB's actual costs
525	Port MacKenzie	Storage			
526	Port MacKenzie		Assessed for storage of vehicles, commodities or heavy equipment on port property.	Rates are charged monthly at $0.08/sq ft	Rates are charged monthly at $0.08/sq ft
527	Port MacKenzie	Office Space			
528	Port MacKenzie		Rent for office space.	$618.75/mo	$618.75/mo
529	Public Works	Solid Waste			
530	Public Works		Municipal Solid Waste Disposal at Central Landfill per Ton (Household Waste) In borough	$120.00	$125.00
531	Public Works		Municipal Solid Waste Disposal at Central Landfill per Ton (Household Waste) Outside borough	$220.00	$250.00
532	Public Works		C & D (Construction & Demolition Debris) per ton Inside the Borough	$95.00	$125.00 ~~$100.00~~
533	Public Works		C & D (Construction & Demolition Debris) per ton Outside the Borough	$160.00	$250.00 ~~$200.00~~

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
534	Public Works		Scrap Metal	$20.00	$50.00
535	Public Works		Fine for Placing Non-C&D in C&D Cell per Occurrence (over Special Handling fee for clean up costs)	$100.00	$100.00
536	Public Works		Vehicle/Trailer Weight Ticket	$5.00	$10.00
537	Public Works		Salvager/Vehicle Weight Ticket	$5.00	$10.00
538	Public Works		Unsecured Load Fee (residential)	$12.00	$12.00
539	Public Works		Unsecured Load Fee (commercial)	$36.00	$50.00
540	Public Works		**Hazardous and Special Waste (CLF - Only)**		
541	Public Works		Conditionally Exempt Small Quantity Generator (CESQG) Hazardous Waste per lb.(first 40	$1.00	$1.00
542	Public Works		**Household HazWaste (All Sites)**		
543	Public Works		Used Motor Oil / gal (Household (HH) 5 Gal Free)	$1.00	$1.00
544	Public Works		Latex Paint /gal (HH 5 Gal Free)	$1.00	$1.00
545	Public Works		Oil Based Paint /gal - LB (HH 5 Gal Free)	$1.00	$1.00
546	Public Works		Battery (Car or larger) 12 v (HH 5 Free)	$5.00	$5.00
547	Public Works		Battery (Car or larger) 24v	$5.00	$10.00
548	Public Works		Propane bottles (HH 1 35 lb Free)	$5.00	$5.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
549	Public Works		Antifreeze (1st gal free)	$5.00	$5.00
550	Public Works		Cooking Oil (5 gal free)	$1.00	$1.00
551	Public Works		Special Waste - CLF Only		
552	Public Works		Commercial Refrigerators - Freon Removal	$54.00	$54.00
553	Public Works		Refrigerators - Freon Removal (All Sites)	$24.00	$24.00
554	Public Works		Fluorescent Lamps	$1.00	$1.00
555	Public Works		Electronics As measured corner to corner diagonally Under 30"	$5.00	$5.00
556	Public Works		TV/Monitor over 30"	$0.00	$30.00
557	Public Works		Cathode Ray Tubes (Excess of 1)	$30.00	$30.00
558	Public Works		Asbestos from Inside the Borough per ton	$100.00	$125.00 ~~$120.00~~
559	Public Works		Asbestos from Outside the Borough per ton	$200.00	$250.00 ~~$220.00~~
560	Public Works		Contaminated Soil from Inside the Borough per ton	$100.00	$125.00 ~~$120.00~~
561	Public Works		Contaminated Soil from Outside the Borough per ton	$200.00	$250.00 ~~$220.00~~
562	Public Works		Special handling fee per 1/2 hr	$65.00	$65.00
563	Public Works		Disposal by Volume (cubic Yards):	Limited loads to 5 cu yds	Limited loads to 5 cu yds
564	Public Works		33-gal.or less garbage bag/can=1-2 bags/cans (2 bag per day limit)	$2.00	$2.00

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1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
565	Public Works		Up to 1 Cu yd any vehicle (or any portion thereof and up to 1.5)	$13.00	$13.00
566	Public Works		2 Cubic Yards (1.6-2.5)	$26.00	$26.00
567	Public Works		3 Cubic Yards (2.6-3.5)	$32.00	$39.00
568	Public Works		4 Cubic Yards (3.6-4.5)	$45.00	$52.00
569	Public Works		5 Cubic Yards (4.6-5)	$60.00	$65.00
570	Public Works		Recycling/bag	Free	Free
571	Public Works		**Community CleanUp**		
572	Public Works		Towing including special handling fee	$100.00	$100.00
573	Public Works		Storage (Hauled directly to towing company)	$10.00	$10.00
574	Public Works		Tarps	actual costs	actual costs
575	Public Works		**Billing**		
576	Public Works		Late Fees (after 90 days past due)	1%	5%
577	Public Works	**Talkeetna Sewer & Water**			
578	Public Works		Residential Sewer service	$47.00	$53.50
579	Public Works		Commercial Sewer Service	$89.00	$101.00
580	Public Works		Failure to Connect Penalty - Residential	$35.94	$35.94
581	Public Works		Failure to Connect Penalty - Commercial	$69.00	$69.00

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
582	Public Works		Contractor w/Deposit for As-Built Drawings: Stub-Out Connection	$500.00	$500.00
583	Public Works		Contractor w/Deposit for As-Built Drawings: Mainline Tap connection	$750.00	$750.00
584	Public Works		Mainline Sewer Tap Connection Permit Fee	$248.73	$248.73
585	Public Works		Residential Water Service	$50.00	$62.50
586	Public Works		Commercial Water Service	$56.00	$70.00
587	Public Works		Commercial per 1,000 gallons over minimum-Metered	$7.00	$8.75
588	Public Works		Late charge	$10.00	$12.50
589	Public Works		Temporary Off Site Construction Service - Bulk Sales: Hydrant Meter Deposit	$161.81	$161.81
590	Public Works		Temporary Off Site Construction Service - Bulk Sales: Service from Fire Hydrant- Per 1,000 Gallons	$6.09	$6.09
591	Public Works		Temporary Construction Service: 3/4"	$59.86	$59.86
592	Public Works		Temporary Construction Service: 1"	$105.78	$105.78
593	Public Works		Temporary Construction Service: 1 1/2"	$235.29	$235.29
594	Public Works		Temporary Construction Service: 2"	$419.26	$419.26
595	Public Works		Temporary Construction Service: Larger than 2"- By Special Agreement		

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	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
596	Public Works		Bulk Sales - Per 1,000 gallons	$5.80	$5.80
597	Public Works		Interrupted Service/Stand by Fee	$33.00	$41.25
598	Public Works		Water turn on/off fee - During Business Hours	$55.00	$68.75
599	Public Works		Water turn on/off fee - During Non-Business Hours	$82.90	$137.50
600	Public Works		Hydrant Use: Wrench Deposit	$24.88	$24.88
601	Public Works		Hydrant Use: Meter Deposit	$207.26	$207.26
602	Public Works		Water Stub Out Connection Fee	$94.00	$94.00
603	Public Works		Sewer Stub Out Connection Fee	$94.00	$94.00
604	Public Works		Water Main Line Connection Fee	$282.00	$282.00
605	Public Works		Sewer Main Line Connection Fee	$282.00	$282.00
606	Public Works		Application for Utility Account	$385.00	$385.00
607	Public Works		Refundable Deposit - 2 Months at current rate		
608	Public Works		Call-Out During Business Hours	$41.45	$68.75
609	Public Works		Call-Out During Non-Business Hours	$82.90	$137.50

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FY17 Schedule of Rates and Fees

	B	C	D	E	F
1	DEPARTMENT	LOCATION, TYPE, or PURPOSE	FEE DESCRIPTION	FY16 AMOUNT	FY17 AMOUNT
610	Public Works		Returned Check Fee	$30.00	$30.00
611	Public Works		Sewer - Commercial Account Unauthorized Connection - Monthly Charge from date of connection plus 25%	$111.00	$127.00
612	Public Works		Sewer - Residential Account Unauthorized Connection - Monthly Charge from date of connection plus 25%	$59.00	$67.00
613	Public Works		Water - Commercial Account Unauthorized Connection - Monthly Charge from date of connection plus 25%	$70.00	$87.50
614	Public Works		Water - Residential Account Unauthorized Connection - Monthly Charge from date of connection plus 25%	$63.00	$78.00
615	Public Works		Unauthorized Turn-On and Turn-Off	$99.50	$99.50
616	Public Works		Meter Test 3/4" through 2" Meter	$41.45	$41.45
617	Public Works		Key Box Locate: During Business Hours	$41.45	$68.75
618	Public Works		Shut-Off Delinquency Notice & Delivery Fee	$30.00	$30.00
619	Public Works		Key Box Locate: During Non-Business Hours	$82.90	$137.50
620	Quasi-Judicial Fees	Board of Adjustments and Appeals			
621	Quasi-Judicial Fees		Filing Fee	$500.00	$1,000.00
622	Quasi-Judicial Fees		Transcript Fee	$500.00	$500.00
623	Quasi-Judicial Fees	Animal Care & Regulation Classification Appeals			
624	Quasi-Judicial Fees		Filing Fee	$100.00	$500.00
625	Quasi-Judicial Fees	Office of Administrative Hearings			
626	Quasi-Judicial Fees		Animal Forfeiture Appeals	$75.00	$500.00
627	Quasi-Judicial Fees		Contract Bid Appeals	$75.00	$1,500.00

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RECONSIDERATION

Amended: 03/15/16
Adopted: 03/15/16

MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 16-023

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY TO ADOPT THE FISCAL YEAR 2017 SCHEDULE OF RATES AND FEES EFFECTIVE JULY 1, 2016, IN ORDER TO HAVE A SINGLE DOCUMENT FOR ALL RATES AND FEES IN THE MATANUSKA-SUSITNA BOROUGH.

WHEREAS, the Matanuska-Susitna Borough is committed to an open and transparent government; and

WHEREAS, the Borough does not have all of its rates and fees disclosed in one document for the public; and

WHEREAS, the fiscal year 2017 schedule of rates and fees has every rate and fee charged in the Borough listed; and

WHEREAS, this document will make rate and fee updates and changes more consistent during the annual budget preparation; and

WHEREAS, the Assembly and Borough staff need to be able to see projected revenues from rates and fees prior to approval of the annual budget.

NOW, THEREFORE, BE IT RESOLVED, that the Assembly: 1) adopts the fiscal year 2017 schedule of rates and fees to take effect on July 1, 2016,; and 2) makes all rates and fees available on one document.

ADOPTED by the Matanuska-Susitna Borough Assembly this 15 day of March, 2016.

_____
VERN HALTER, Borough Mayor

ATTEST:

_____
LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

PASSED UNANIMOUSLY: Sykes, Beck, Colligan, Mayfield, Doty, and Kowalke