



MATANUSKA-SUSITNA BOROUGH

Borough Manager

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Date: September 28, 2018
To: Mayor and Assembly members
From: John Moosey, Borough Manager
Subject: Borough Manager's Report

Monthly Activity Report June, July, August 2018

Animal Care & Regulation Department

Due to the cyber incident on July 24th we are not able to access information necessary to post our statistics for this manager's report. However, we are able to summarize activity at AC&R over the last few months. AC&R lost the ability to provide some of our basic services when the cyber incident occurred, however, we were still able to intake and adopt out animals. Most services that were shut down due to the cyber incident are now up and available to the public again.

The crematorium repair is progressing, but not completed yet. Currently we are waiting on a final shipment of supplies that have been ordered to finish the project.

AC&R hosted a "sale" on adoptable cats and dogs in order to eliminate overcrowding – this helped and we were able to adopt pets to willing families and cut down on the overcrowding. We also had our big "garage sale" and raised \$2,495.95 for the shelter, while providing good deals to the public.

There is always something exciting happening at AC&R and this last couple of months was no exception. We hired a new Animal Care Officer and now have a total of five Animal Care Officers. Our Spay and Neuter days have been successful with a good turn out from the public.

Pet Safety Reminder: Keep Halloween plants such as pumpkins and corn out of reach. While small amounts of corn and pumpkin can be fed safely to many pets, ingesting uncooked, potentially moldy Halloween pumpkins or corn displays can cause big problems. Gastrointestinal upset is a possibility whenever pets eat something they aren't used to, and intestinal blockage can occur if large pieces are swallowed. Some types of mold produce mycotoxins that can cause neurologic problems in dogs and cats. So, keep the pumpkins and corn stalks away from your pets.

HALLOWEEN Pet Safety Tips



NO SWEETS FOR YOUR SWEETIE
Keep your pets away from candy (especially chocolate); avoid placing bowls on the ground.



KEEP PUMPKIN AWAY FROM THE PUMPKIN
Decorative plants can be toxic; candle-lit jack-o-lanterns are fire hazards if tipped over.



COSTUMES ARE OPTIONAL
Don't force on an unwanted costume. Most pets prefer birthday suits.



NO TRICK OR TREATER GREETERS
The front door is a high traffic area. Doorbells and knocks can upset even the friendliest pets.



MUST SHOW I.D.
Spooked pets can get lost. Microchip and tag them in case they get out.



PARTY POOPERS ARE OK
Some pets are happier in a quiet room away from the party.

Department of Emergency Services



EMS

July 2018

- Three new FT EMT 2s: C. Starbuck, N. Kelley and S. Maffe.
- Tracey Loscar promoted to Operations Chief.
- Training: EMT2 Expanded Scope of Practice implemented.
- 825 EMS responses
 - 13% increase from July 2017.
 - 61 Northern responses (Willow, Talkeetna, Trapper Creek).

August 2018

- On Call interviews, EMS will be onboarding 12 new responders in the September academy.
- 2 new ambulances were put into service, allowing us to rotate out high mileage assets.
- Training: EMT3 compliance and Expanded Scope of Practice in process.
- CIT: progress made on advancing Mental Health First Aid training and collaboration with MSR on high utilization patients.
- 890 EMS responses
 - 62 Northern responses (Willow, Talkeetna, Trapper Creek).
 - 28% overall increase from August 2017, the highest monthly total to date.
 - EMS averaged 25-30 calls per 24 hours for the month of August.
 - The Alaska State Fair ran from 8/23 through 9/3.
 - Approximately 55 responses either to the Fair, or on calls directly related to the event.
 - Fair responses resulted in a 25% increase in an already peaked weekly call volume.

Fire

- Experiencing an increase in carbon monoxide related calls and ruptured gas line calls.
- The Department received a donation of a house, approximately 2800 square feet to use for training purposes, including live fire training activities. All Borough Fire Departments have been invited to participate in the training.
- The recent NFPA 1403 Live Fire Training Class was a great opportunity to get eight of our responders certified to sponsor/manage live fire training activities.
- Two capital projects were completed: Station 5-1 added 18 additional paved parking spots. Station 6-4 completed fencing adding 6' high chain link fencing around the West, North, and East property lines and cedar post and rails to the front (South side) of the property.
- Two members certified under NFPA 1035 as Youth Fire-Setter Intervention Specialists.
- Participated in Senior Day at the Alaska State Fair by delivering information on "slips, trips, and falls" and other safety tips for Senior Citizens.
- WLFH/Horseshoe Lake FireWise will be participating in the upcoming Emergency Preparedness Expo where we will continue to educate residents on the issue of adequate house number signage. Last year FireWise distributed approximately 40 signs.

Water Rescue

- Total of 7 page outs, with 3 coded green, and a 4th code green for a raft flip over at mp 185 of the parks.
- Search for the missing person on the Susitna River near Talkeetna with nothing found.
- Search of a vehicle in the water near Long Lake with no one found.

Emergency Management

- Assisted and supported handling of the Cyber Incident, to include a local and State disaster declaration.
- CERT class to the Palmer-Wasilla CERT Team, 10 individuals trained and the program revitalized.
- 2 Staff attended the Campus Emergencies, Prevention, Response and Recovery course hosted by LSU here in the Valley.
- 4 staff attended the Emergency Management Basic Academy in Anchorage hosted by the State and FEMA.
- Planning continues for Alaska Shield 2019.

Fleet Services

- All Regular Full Time Technicians in Fleet Maintenance are Emergency Vehicle Trained Certified.
- Aerial Training 9/10/2018 – Brent Page and Patrick Medbery will be attending.
- Preparing and taking inventory for winter tire season.
- Lost all data for vehicle history and mileage.
- August was a busy month with several Work Orders completed.

Community Development Department

Resource Management

Personal Use Firewood Areas (PUFA's): Land Management Division (LMD) continues to provide PUFA's for firewood. Land Management is currently using a manual process for issuing permits until the functionality of E-Commerce is restored. Please visit the Borough website or call the LMD at 861-7863 for information regarding personal use firewood on Borough lands.

Commercial Timber Harvest: LMD continues to work the Chijuk timber sale process. LMD staff created, developed and publicly noticed the Periodic Timber Harvest Implementation Schedule for two large timber sales in the Fish Creek and Point MacKenzie NRMU. A competitive sealed bid offering is expected in September.

Salvage Sales: Six timber salvage sales along the Parks Highway North of Talkeetna Spur Road will be available for competitive bid in September.

Wetland Mitigation Banking: LRM continues to work through potential mega projects slated to transverse the Borough. Several presentations were made by the Su-Knik Mitigation Bank representative to Borough Boards, Commissions and the Assembly. In October, LMD anticipates presenting the Assembly with mitigating banking information pursuant to their request.

Other Resources: Central Landfill Material Sale - The Central Landfill expansion of the C&D Cells has been underway this summer. Over 90,000 tons of pitrun material has been removed to date. A trail re-route and tree clearing were completed in advance of the material extraction activities.

Tax Foreclosure Activity

Over-the-Counter Tax and LID Foreclosure Sale TS37: An over-the counter Tax and LID Foreclosure Sale closed June 8, 2018. Of thirteen properties offered, six were repurchased or sold, totaling \$126,100 tax assessed value (TAV) returned to the tax rolls.

Brochure sale parcels	13	Tax Assessed Value
*Repurchased	1	\$29,500
*Sold	5	\$96,600
Withdrawn by Manager	1	\$60,900
Unsold	6	n/a
*Total tax assessed value repurchased and sold		\$126,100

The Borough GIS department created a Land Sale Viewer on the Borough website that was linked to the Land Sale brochure. The Viewer offered buyers the ability to view parcels with hill shade and aerial overlay, link to assessment details and get up-to-date map information with regard to location, access, and whether parcels have been withdrawn. Between April 13, 2018 and June 8, 2018 there were 947 people that used the Land Viewer.

Abandoned/Hazardous/Junk & Trash Clerk's Deed Parcels: Land Management and Code Compliance worked together to board up and secure structures at two abandoned 2013 Tax / 2014 LID clerk's deed parcels.

10 Year Plus Over-the-Counter Tax & LID Foreclosure Sale: Land Management will be conducting a 10 Year Plus Over-the-Counter Tax & LID Foreclosure Sale this fall.

Land Management

Land Conveyances: Five Windsong Subdivision property owners have completed steps to purchase Borough-owned easement lots and conveyance of the Borough lots recorded in August. Lots now return to the tax roll. Five more owners are in active stages of completion and an additional seven owners have received purchase packets.

- City of Houston accepted by ordinance the Borough's delegation of Parks Powers in order to move forward with accepting the two remaining parcels within the Little Su Campground.
- City of Palmer has tentatively agreed to terminate their leasehold interest of the France Road property. Negotiations between the Borough and city include termination of the city leasehold interest in exchange for conveyance of the Kopperud property purchased by the Borough that lies adjacent to Mat River Park. Additionally, the city manages A-Moosement Park (located next to the Palmer Moose Club facility) and has requested conveyance of the park to the city which will be included in this three-way exchange.
- City of Wasilla Management Agreement between the Borough will be executed in September for the expanded parking at the Wasilla Library.
- Trapper Creek Community Well Project is moving slowly forward. DEC grant has been awarded to cover construction costs and they are to go out to bid in the next few months for design of the facility. Several requirements still remain to include, determining a qualified third party affiliate to manage and maintain the project, and platting to separate the well site.

Permits, Access, Agreements and Easements: LMD staff adjudicated a commercial land use permit for hiking tours in Talkeetna Lakes Park for Alaska Wildland Adventures and negotiated a material sale contract for a 15,000-yard sale from the S. Beaver Road Material Site. LMD staff removed 2,000 pounds of junk and trash from various Borough properties and disposed of it in the C&D cell at the central landfill.

Trails/GIS

Settlers Bay Coastal Park: LMD coordinated with Greatland Trust on the implementation of the Recreation Development Plan.

The Haessler Norris Trail Easements Bond Project: The Tuxedo Road winter trailhead parking lot construction was completed this summer. A contract was signed in June for trail brushing work that is anticipated to begin in the fall, after freeze-up. The USACE issued the wetland permit in July and the Borough is still awaiting authorization from DNR for this project.

Willow Creek Parkway: Legislation was approved in June for re-appropriating funds for a trail development project along Willow Creek Parkway. The Willow Trails Committee has requested assistance for engineered stream crossings, to alleviate problems with ATVs on the roadway. Trail construction was completed this summer, and the water crossings are being designed.

MSTPF Web Map Mobile Trail Application: Legislation was approved in June for re-appropriating funds for a project to assist the Mat-Su Trails and Parks Foundation to publish an interactive web map and mobile mapping application for trails in the Borough. Staff have provided data and assistance in the effort to make trail information available to the Foundation and the public.

Finger Lake Elementary School Segelhorst Trail: A Trail Care Agreement was signed for the Segelhorst Trail at Finger Lake Elementary School, authorizing the MSB School District and Mat-Su Trails Council to maintain the trail.

Government Peak Connector Trails: An application was submitted to DNR for a system of connector trails in the Hatcher Pass Area. The trails would link the MSB Government Peak Recreation Area's North and South Sub-Units, and the 16-Mile Trail on State land.

Information GIS: Lands Information System Integration Project (Land Document Browser), a draft version of the Land Records Information System (LRIS) was delivered to the Land Management Division for review and comments.

Asset Management

ADL Leases: An Information Memorandum was presented to the assembly at the September 4, 2018 meeting to extend the lease for an additional 5 year term, with an option to purchase the fee simple interest in the property.

Agricultural Land Application: Several inquiries continue for agricultural rights of property owners, real estate agents, and the general public.

Agricultural Advisory Board: The board meeting was cancelled for the month of September due to the cyber-attack. The board will meet on October 17th and continue working on the agriculture policy and procedure program. There are two openings on the board: 1) Upper Susitna Soils and Water Conservation (USSWC) Seat 3. An application was received from Mark Stahl to fill the USSWC, Seat 3. 2) Seat 6 seeks someone with knowledge and/or experience in production of wool, qiviut, fiber, hair, feathers, etc. Staff is working to seek an applicant to fill the seat.

Alutiiq Lease Termination: The Lease Termination documents are signed and in the process of being prepared for recording.

Former Goose Creek Community Center: In August, DEC received report that outlined the soil contamination levels meet DEC's cleanup levels and the ground water contamination levels are steadily decreasing. After DEC's review of the report, DEC staff proposed closing the site with Institutional Controls (ICs) that would require a deed restriction for the residual contamination. After further discussions between MSB staff, DEC staff, and the consultant, L&RM concurred with DEC's proposal to close the site with ICs.

Parks/Recreation

Manager's Report: July 11 saw the big pour of concrete at the Brett Ice Arena. This was the critical component to have a flat, seamless surface. Progress has continued and we expect to be open for business on September 10, 2018. The electronic gate on the road to the Chalet at the Government Peak Recreation Area is up and operational. Four new CXT (primitive restrooms) are on order for the West Butte Trail, Pioneer Peak, Jim Creek Campground, and the Chalet at the Government Peak Recreation Area. They will be installed this fall. Long time Sutton Librarian Nancy Bertels retired from the Borough. She was a fixture in the community for 35 years and the going away party brought people from all around the area. She was replaced with Juli Buzby, a previous part-time employee, who will be a great addition to the staff. Preliminary plans to improve Jay Nolfi Park are in place in part to a donation from the Nolfi family.

Sutton Public Library: Our community concert series, sponsored by the Friends of the Sutton Library, was well attended. The Summer Reading Program had a busy month with music, science experiments, and a bike rodeo. These events were well attended by children across the age spectrum and made us thankful for volunteers. The community of Sutton made sure to send Nancy off with a party and many words of congratulations and adoration for 35 years of service as our librarian. Community Concert in August was Nick Jaina, an author and musician from Sacramento, CA. Preschool Story Hour continues with high attendance while we have a break between Summer Reading Program and After School Program.

Big Lake Library: The Big Lake library had a magician perform for the summer reading program. He involved the kids in his act, which they loved and he had a great sense of humor. VCA Big Lake Animal Hospital once again sponsored our Pet Show. We had a large assortment of dogs, cats, birds, fish, insects, and a whole crowd of stuffed animals. We celebrated our 30 year anniversary in grand fashion. We had a photo booth that anyone could get their picture taken with fun affects, if they wished. Music was played while everyone enjoyed their dinner. After the children's groups went on hiatus we have set up a big book sale. Patrons have been inundating us with donations. The funds we earn will help support the children's programs throughout the year.

Trapper Creek Library: Music, Science, Art and kid's creativity led to some fun learning on Wednesday's as the Summer Reading program "Libraries Rock" was a success. Summer Reading ended with a "Back to School" day during which kids received a sampling of school supplies to get them started for a good school year. We averaged 18 participants each week. The summer lunch program in conjunction with the Upper Susitna Food Pantry and the Mat-Su Health

Foundation provided 53 meals at the Library during July and August and sent home an additional 655 during that same time period. An average of 25 children participated each week.

Willow Library: The Library Association passed out over 200 new children's books at the 4th of July Parade. The Summer Reading Program and Lunch fed over 70 people per week. Over 100 people attended our final picnic and awards were given out.

Brett Memorial Ice Arena: Anticipation is beginning to swell in the community as we near our re-opening date of Monday, September 10th. The ice arena schedule for the 2018-19 season is filling up with activities from "Learn to Skate" classes, public skate sessions, youth hockey, high school hockey, adult hockey and much more.

Mat-Su Trails: The West Butte retaining walls were installed. This project was funded by a grant from the Mat-Su Trails and Parks Foundation. It was a great project and should help to stabilize the five worst spots on the trail. The Student Conservation Association completed a much-needed reroute on The Mat-Peak Trail. This project was also funded by the Mat-Su Trails and Parks Foundation. The Trail Crew began brushing all of the trails with weed eaters and cleaned out the drains and repaired tread damage. Another big project in July was the beginning of construction on the Matanuska River Trail. This Trail is six feet wide, with crushed gravel, and will be American with Disabilities Act compliant. This multi-year project should be completed during the 2019 trail season. There have been many incidents of theft at the trailheads and in July the Trails Specialist discovered that thieves had stolen two trail counters. The stolen counters were at the Crevasse Moraine and Mat-Peak trailheads.

Mat-Su Pools: The Wasilla pool is still under construction. The Palmer pool is in the Fall season with high school swimming and diving. The scheduling for the needs of all the different pool user groups was challenging. The results are going well providing pool space and time for all. The one program reduced the most is the "open swim" now held just on Friday, Saturday, and Sunday. The Parent/ Child family swim is still going on Mondays at 1pm.

Capital Projects Department

Project Management Division

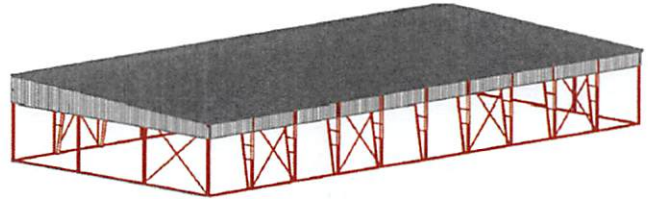
Central FSA Fire Station/Training Complex 6-2: (\$13M) This project includes a combined fire station, training center, and warehouse totaling approximately 40,000 square feet and will be constructed at the existing 6-2 location on Knik Goose Bay Road. F-E Contracting started construction this spring and is expected to be complete by summer 2019.



Above: Station 6-2 Training Complex Conceptual Image

Willow and Talkeetna ES Ice Rink Improvements: (\$1.5M) This project constructs open air roofs at both Willow and Talkeetna Elementary Schools. Construction is expected to be complete this month.

Right: Ice Rink Conceptual Image



Palmer High School Locker Replacement:

(\$500K) All 1,400 lockers were replaced in the school over the summer and are now in use.

Susitna Valley High School Siding Replacement: This project will replace the siding on the exterior of the school. Construction will occur summer 2019.

MSB SD Warehouse Roof Replacement: (\$866K) Project includes removal of the existing steep slope metal roofing and batt insulation. New rigid insulation and a single ply membrane will be installed to increase the thermal efficiency of the roof and reduce ice damming. Construction was completed August 2018.

West Lakes Asphalt Pavement Repairs at Stations 8-1, 7-1 and 7-2: Project scope includes regrading, crack sealing, seal coat and striping. Work was completed July 2018.

New Asphalt Parking Lot at Station 5-1: Project scope includes constructing a new asphalt parking lot to create additional parking spaces. Construction was completed July 2018.

Willow PSB 12-1 Addition Phase I: A solicitation for design services to design a 3,900 square foot addition that includes vehicle bays, a training room, office space and sleeping quarters was advertised with several proposals received. Design contract has been awarded with design starting June 2018. We have received a 35% submittal.

Central Mat-Su Security Fencing: Project scope includes perimeter security fencing at fire stations 6-4 and 6-3. Construction was completed July 2018.

Athletic Field Improvements: This project upgraded athletic fields and courts at eight schools over the past five years. The final phase of this project includes installing sod and fencing at Machetanz Elementary School, scheduled for construction summer 2018. Sod and grass was completed August 2018.

Palmer High School Renovations Phase II: This project will replace the deteriorated domestic water system and restroom fixtures in Palmer High School. Construction bids were received in February with the Assembly approving a construction contract March 20th. Work was completed August 2018.

New EMS Station 11-9: (\$1.4M) In response to the growing population and tourism in the northern region of the Mat-Su Borough, the demand for paramedic emergency medical services support has increased significantly. In an effort to meet the needs of EMS staff, facilitate quicker response times and better serve the growing population in the northern region, a new building is needed. This project will design and build a new, single story, two bay, EMS Station adjacent to

Station 11-2 on Borough owned property. The Construction Documents are complete and have been submitted to the State of Alaska for review and permitting.

Districtwide HVAC Upgrades Design and Construction: HVAC upgrades have been completed at a dozen schools. Five heat exchangers were installed at Colony Middle School over this summer and are now operational.

Palmer & Wasilla Pool Improvements: (\$12.9M) This project will significantly upgrade Palmer and Wasilla Pools. Both pools are approximately thirty years old and are in need of major improvements. The lead designer is Architects Alaska. During the design process two public meetings were held to solicit public input. Orion Construction is the General Contractor for the Wasilla Pool. All demolition work is complete. New mechanical systems serving the pool are under construction. The addition to the building has been erected and the curtain wall and new roof system is underway.



Right: Wasilla Building Addition

Brett Memorial Ice Arena Improvements: (\$3.7M) This project will provide major improvements to the Brett Memorial Ice Arena which is approximately thirty years old. The lead designer is Burkhart Croft and the general contractor is F-E Contracting. All new refrigeration piping is in place and the new ice rink concrete slab has been poured. The project is on schedule to be opened to the public in early September.



Right: New Ice Rink Slab

Districtwide Energy Upgrades Design and Construction: This project upgraded lighting systems and new windows at multiple schools. Nearly all windows at Snowshoe, Pioneer Peak and Cottonwood Elementary Schools were replaced this summer.

Pre-Design and Engineering Division

Port MacKenzie Rail Extension (PMRE) Segments 2: Construction of the rail embankment, ballast, ties and rail will move forward when funding is available. ROW activity on the rest of the 32 mile project continues with platting and monumentation work. Security measures have been implemented and are being monitored to address trespass on the rail embankment.

Reddane Avenue Extension (PMRE): This road extension will provide direct construction access to the southern portion of Segment 2 of the PMRE project as well as improved access to the southern portion of the Agricultural District. Contract awarded to Psenak Construction. Initial embankment work is nearly complete from the south end of the existing Reddane Road to Point MacKenzie Road.

W. Susitna Parkway Spot Improvements: The purpose of this project is to repair slopes that have drainage and other safety issues. The construction project was awarded to Jolt Construction for \$437,492. Work completed.

W. Susitna Parkway Turn Lanes Jade Lane & S. Burma Road: The purpose of this project is to add left turn lanes and improve safety sight distance. The construction project has been awarded to Tutka, LLC. Work has begun with contract completion in September 2018. All work complete except MTA relocations, strips and seeding.

Bogard PH III Resurfacing and Pedestrian Pathway: The purpose of this project is to resurface the existing road and add a pedestrian pathway connection from Trunk Road to Colony Middle school. The construction project will be constructed in 2019 pending ROW acquisition.

Willow Park Improvements Phase II: Steppers Construction, Inc. was awarded the contract to build a picnic pavilion overlooking the lake. Pavilion was complete at the end of August. Electrical service will be extended to the pavilion and near the parking lot for future use. MEA power to the pavilion will be energized mid to late September.

Larry Trails System: Larry, Darlene, Alice and Mabel Trails low bid awarded to Valley General Construction for \$339,888.60. MEA utilities relocation cost is \$70,000.00. Enstar is \$105,565.96 and MTA is \$157,678.00. Construction began mid-June with clearing for utility relocation. Enstar and MEA are complete with MTA's new fiber cut over to be complete on 9/14/2018. Contractor to start the project 9/10/2018 and hope to finish before freeze up.

Beaver Lake Road at Meadow Creek Bridge Rail: The installation of bridge rail was recently completed by Northwest Barriers. The rail system consisted of concrete 'jersey' barriers and metal guard rail. This project addressed a safety issue at a previously upgraded fish passage culvert.

2018 Road Bond Package: A list of projects was prepared by Capital Projects Department's Pre-Design and Engineering Division, Planning & Land Use Department's Planning Division and Public Works Department, it was then provided to the Assembly at their 7/31/2018 meeting to review and approve. Ten projects were approved with language that requires a 50% match from a non-Borough source and the bond package will be put on the October 2018 ballot for a vote of the MSB residents. Resolutions of support from City of Houston, City of Wasilla and Meadow Lakes Community Council were received.

The ten projects include:

- Aspen Ridge Road Extension to Palmer Fishhook Road
- Cheri Lake Drive/Karen Avenue/King Arthur Drive Corridor Improvements
- Hemmer Road Upgrade Extension North to Bogard Road
- Hermon Road Upgrade and Extension (Parks Hwy. to Palmer-Wasilla Hwy.)
- MSB School District 2018 Pedestrian Projects
- Seldon Road Extension Phase II to Pittman Road
- Smith Road Extension and Paved Pathway
- Tex-Al Drive Upgrade and Extension
- Trunk Road Connector/Katherine Drive
- Trunk Road Extension South, Phase II/III

Passive Traffic Count Sites: Construction for two passive traffic count sites have been completed east and west of Church Road.

Wastewater & Septage: Contracts for the initial phase of the project are in place and the design process began in July. The Preliminary Engineering Report is now complete and recommends a filtration system for leachate. Septage treatment by anaerobic digestion is being considered in conjunction with organic solid waste from the landfill.

Bodenburg Creek Bridges: Work is substantially complete for all three bridges: Back Acres Avenue, Elk Road, and Northbridge Road. Construction was awarded to Dirtworks, Inc., and final completion was in June of 2018.

Moose Meadows Bridge Armoring: A design contract has been awarded to HDL Engineers for the hydraulic studies and armoring design. Design work is complete, ROW is in hand and a construction contract has been awarded to Western Construction. Work was completed in summer of 2018.

Nelson Road Bridge: The design for a new bridge across Wasilla Creek is near completion. Funding for construction has not been identified.

Bradley Road Bridge: A preliminary investigation and cost estimate is complete. Construction funding of approximately \$700K is needed to replace the bridge.

Port MacKenzie Dock Repair: Work to stabilize the damaged cells was completed in 2017. The construction contract was awarded to Orion Marine and work is underway. Work on the south cell repair is complete and now moving onto the north cell.

Seldon Road Extension: Phase II of this project is in ROW acquisition (currently at 80%). Construction funding is needed.

Plumley-Maud Trail: The Boutet Company completed design of trail improvements. The construction contract was awarded to Dirtworks, and work is underway. Construction completion is scheduled for September of 2018.

Big Lake Trail Bridges: A design-build contract for two bridges has been awarded to Diversified Contractors. Site investigations and bridge design is in progress.

Wasilla Creek Headwaters Trail: Several meetings have occurred with state agencies including DNR and ADF&G, who co-manage the Moose Range and its trail system. Additional funding may be available through these agencies. A field trip was conducted in June 2017 to further scope and discuss potential improvements.

Lake Louise Boat Launch and Parking Improvements: A site visit was conducted in fall 2016, and a concept developed for a community meeting in July. Consultants have completed the design, survey, and the project construction low bid was from Western Construction. Permitting through DNR is complete. DOT&PF permitting was not received for the parking lot expansion, so that part of the project will not be constructed. Reconstruction of the boat launch was expected to occur in summer 2018, but has been postponed due to high lake levels.

Cottonwood Creek Assessment: This project is complete and presented to the Planning Commission on June 19th. The final report has been posted to the Borough website. Borough staff also plan to work with the State and other organizations to investigate potential septic system sources along the creek.

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

Wasilla Creek Drainage Analysis: This is a new grant opportunity from the state of Alaska Department of Environmental Conservation, who has offered a \$50k grant to complete a storm water assessment of the Wasilla Creek drainage, similar to previous storm water studies. DOWL Engineers was awarded the consulting contract in July and field work is underway.

Shaman Drive Fish Passage: USFWS has completed the design of this replacement culvert in the Caswell Lakes area. Utility coordination and ROW acquisition is also complete. The construction contract was awarded to Western Construction and replacement is 75% complete.

Cell 4 Construction: The ADEC Clean Water Program provided a \$7 million loan to the Borough to fund the project. HDR was awarded the design contract and the design is complete. The contract has been awarded to Southcentral Construction and construction has begun. Leachate lagoon and bottom liner installation is in progress, along with a new high voltage power line.

Planning and Land Use Department

Development Services (Code Compliance, Current Planning & Permitting)

Permit Center: Since June 1st we have taken in 358 new Driveway Permits, performed 269 inspections and converted 178 to Final Approval status. We have taken in 4 Encroachment Permits, 12 ROW Complaints, and 51 Utility Permits. We have been inspecting everything we

can, but with the cyber incident impact on our computer system, we don't have a good way to tally what that is.

Current Planning: Applications being processed to include the following: three (3) Marijuana Retail Conditional Use Permits; five (5) Marijuana Cultivation Conditional Use Permits; one (1) Junkyard Conditional Use Permit; nine (9) Legal Nonconforming Determinations for a Structure; one (1) Timber Transport permit; one (1) Alcoholic Beverage Dispensary (bar) Conditional Use Permit; one (1) Alcoholic Beverage Package Store Conditional Use Permit; three (3) Earth Material Extraction Administrative Permits; one (1) Modification of an existing Earth Material Extraction Conditional Use Permit; one (1) Tall Structure Conditional Use Permit; one (1) Denali Special Land Use District Conditional Use Permit; one (1) Special Event Permit and two (2) Temporary Noise Permits.

Flood Management: The Matanuska Susitna Borough receives the final draft flood map from FEMA on August 28, 2018. The final comment period will be initiated by FEMA. Then the MSB will receive our letter of final determination, approximately December 2018, and be able to adopt the highly refined flood maps by June 2019. If you have any questions, please contact Taunnie Boothby at 907-861-8526 or taunnie.boothby@matsugov.us.

Hazard Mitigation Grant Program (HMGP): The grant to acquire and demolish up to 15 homes along the Matanuska River at risk from flooding and erosion was received and accepted by the Matanuska-Susitna Assembly on May 1, 2018. Contracting for the project management company is complete and a recommendation to award the contract is on the September 4th Assembly agenda. If you have any question, please contact Taunnie Boothby at 907-861-8526 or taunnie.boothby@matsugov.us.

Planning Division (Environmental, Comprehensive & Transportation Planning):

Census 2020 Local Update of Census Addresses (LUCA): The Matanuska-Susitna Borough wrapped up their participation in the Local Update of Census Addresses (LUCA) in early July. Beginning in late 2017 Planning Staff worked with GIS staff to pull a list of every residential structure within the Borough. At that same time, we pulled addressing records for every parcel in the Borough. Those two data sources were merged to show the address for every residential structure. During this same time period we reached out to the State of Alaska Division of Elections for their residential address lists for registered voters; the State of Alaska Department of Motor Vehicles for the physical address of every licensed vehicle and driver; and to every utility company for their service addresses. Each of these requests were for just the address and no other identifying information. Each of these data sources were merged and all duplicate information was removed; and additional records were added with unit numbers for all properties containing more than one residential structure. This data also included all addresses within the Cities. The Cities of Palmer and Wasilla also participated in the LUCA process, and the Borough reviewed the addresses within the City of Houston during our process.

In early 2018 the US Census Bureau sent out the confidential address lists and the Geographic User Partnership Software (GUPS) to all participating state and local governments. The comprehensive Borough residential address list was then loaded into this program.

Between March and July, 2018, and utilizing three computers, Planning and GIS staff reviewed just under 200,000 records and in early July we successfully submitted 86,464 changes to the US Census Bureau for physical addresses within the Matanuska-Susitna Borough Boundaries.

Our next step in Census 2020 preparations will be the participation in the Participant Statistical Areas Program (PSAP) where we will submit our requested changes to the boundaries of census tracts, blocks and census designated places (CDP's). The CDP's closely follow the boundaries of our recognized Community Councils.

Fish and Wildlife Commission: The FWC extended three projects and oversaw the completion of four more projects under the State Legislature funded Salmon Research, Monitoring & Evaluation Plan. These projects were prioritized and selected to manage, protect and improve Mat-Su Borough salmon stocks for optimum benefits while maintaining biological productivity and diversity. The remaining projects will close before June 2019.

The FWC is preparing materials to bring to the North Pacific Fisheries Management Council's Cook Inlet Salmon Committee which is planning to begin meetings this fall 2018 to assist in the development of measures to amend the salmon fisheries management plan to include Cook Inlet.

Capital Improvement Program (CIP): Staff has submitted the project lists and draft resolutions to the appropriate Advisory Boards (Parks, Recs, and Trails, Aviation, and Transportation), the boards will establish their priority list and adopt the resolutions before the full report is completed and sent to the Planning Commission for their review and prioritization by October 15, 2018. The project is on schedule.

EPA Brownfield Grant Update: The Quarterly Progress Report has been submitted and approved to the EPA and finance. The Market Analysis is complete and under review for Area Wide Planning (AWP) for the Wasilla Train Depot properties. We are working with Chickaloon and Eklutna tribes to assist with site assessments. The project is on schedule.

Airport Overlay Districts: The Assembly has approved the creation of the Overlay Districts. Staff will meet with planning director to determine next steps for proper Noticing.

Coordinated Human Services Transportation Plan: The draft plan is complete and submitted to the planning commission. Planning is working with the Mat-Su Health Foundation, transit providers, and human service organizations to centralize dispatch and implement other key strategies outlined in the plan.

Platting Division:

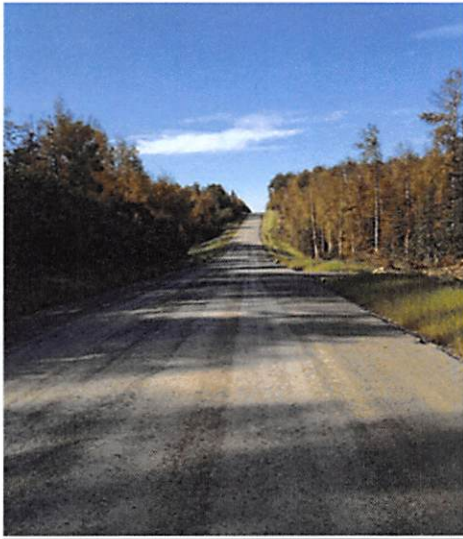
Platting Stats and Updates: During our cyber incident time when services were reduced, the Platting staff came up with some very creative ways to get the job done. In addition to the recording of 24 cases, your Platting staff took in 60 more pre-apps, 5 condos, changed 7 roads names, and refiled 5 plats. Then because we could, the fire safe room was emptied, cleaned, organized and inventoried. This massive effort is almost done and should be good for another 50 years, or at least that is the story.

Public Works Department

Operations and Maintenance

Carmel Rd., RSA 17:

- Improvements on Carmel Rd. were completed early in the summer. During spring break up the road would become rutted and difficult to pass through. The project improved the ditching and drainage, road base and topping material, and also improved some of the steep grades along the road.



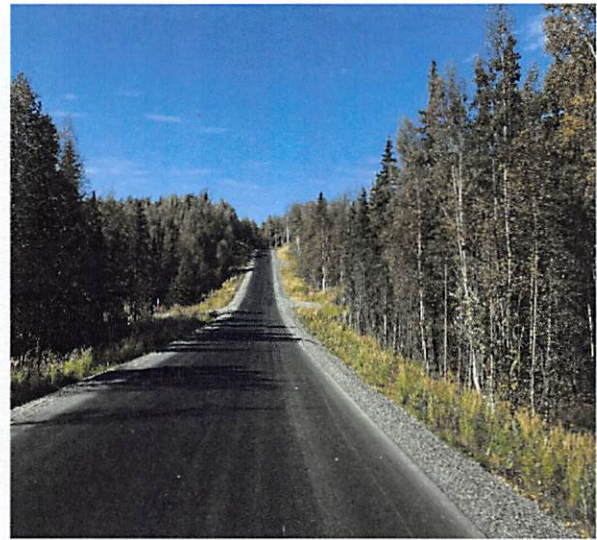
Tattler Dr., RSA 27:

- Improvements on Tattler Dr. have been completed. This road runs through a low-lying wet area and has frequent problems with lack of drainage and silty material issues. The project improved the ditching and drainage, road base and topping material, and was also paved as part of the project.



Tex-Al Dr., RSA 16:

- Tex-Al Dr. was reconditioned and paved approximately 0.75 miles in from Palmer Fishhook. The project improved this stretch that ties into a recently developed area that brought on a higher magnitude of traffic volumes. The project will provide residents with a more enjoyable, efficient, longer lasting, and dust free road.



Ryan's Creek Dr. & Lazy Lake Rd., RSA 21:

- This project has been in the planning and design stages for almost five years. The project will mitigate a safety hazard that sees frequent accidents in the winter time on an acute curve at a section of the road with a steep grade. The project purchased a parcel that was for sale, which allowed the realignment of the abrupt curve as well as provided a cost-effective way to construct the remaining road. The project has begun and will be completed this fall.

Stringfield Road @ Wasilla Creek Emergency Repairs:

- During high waters this July, Wasilla Creek was threatening to washout the edge of Stringfield Rd. near Bogard Rd. The problem was presented to permitting agencies and the local road service contractor, and the emergency repair was completed before end of shift that day.



Other Road Improvement Projects:

- June, July, and August are busy months for construction in the Borough. During this period, the O&M Division achieved substantial completion on seven projects that included reconstruction or paving on fifteen Borough roads.

Solid Waste Division

Customers and Tonnages: During the last three months (June-August) the Solid Waste system processed 59,660 customers with 14,909 tons of waste.

Central Landfill Operations:

Cell 4: The Cell Four construction project was awarded to South Central Construction. HDR is the design and project management engineering firm. The project is on track for completion mid-October. The project includes bringing in new power service from MEA, installation of the lined landfill cell capable of holding 1.1 million cubic yards of waste and two 250,000 gallon leachate holding ponds.

New C&D Cell Excavation/Gravel Sales: The new C&D cell gravel extraction will be provided through sales to AS&G and began late May. Sales are expected to generate approximately \$792,000 in revenues split evenly between Land Management and Solid Waste.



Tree Clearing Project

Operating Hours Change:



Studies show early and late hours in the day receive fewer customers. Landfill operating hours will change from 7am-6pm M-F and 9:30am to 4:30pm Sat and Sunday to 8am-5pm 7 days a week on 1 August with no access to commercial haulers on Sundays. These changes along with some adjustments to our open and closed days at the Transfer Stations will result in over \$200,000 in savings annually.

Environmental Operations:

Central Landfill: The new 250,000 gallon leachate storage lagoons are under construction and should be operational by the end of October 2018. The lagoons have been lined and the force main that delivers leachate to the lagoons has been constructed. Anchorage Waste Water and Utility (AWWU) issued a permit variance to MSB to allow for increased hauling of leachate to the AWWU treatment facility during the construction operation.

Smith Ballfields: The second of eight quarterly samples will be collected from Smith Ballfields groundwater monitoring wells in September 2018. The first round of samples was submitted to ADEC in August. A complete trend analysis will be completed when additional data is gathered. Estimated additional non-budgeted cost over FY19 and FY20 will be approximately \$40,000. The analysis will provide the data to make a determination of a course of corrective action for constituent level mitigation that exceeds the groundwater standards in the area adjacent to the old landfill.

Recycling: Valley Community for Recycling Solutions (VCRS) has sold and shipped 452.3 tons of recovered resources (recyclables) this fiscal year. VCRS currently has 220.6 tons of recovered resources in inventory for August. 5,570 customers (resident/business) used the VCRS drive thru drop off this fiscal year.

Recycling Partnership Containers: The containers are a result of a partnership between the Borough which hauls the containers, the Community Councils, which in most cases manage the program locally and the recycling entities (mostly non-profits) which assisted in building the containers through grants and also personally manage the containers on a daily basis at local Borough Transfer Stations.

Community Clean Up: Due to the cyber incident, we have no access to historical data (Problem Reporter) or document files at this time, although we cannot provide the number of vehicles tagged, we have had 97 abandoned vehicles towed.

Information Technology Department



Operations Division

July 2108 Cyber Attack: On July 24, 2018 the Matanuska Susitna Borough was a victim of a Malware attack that affected most of its systems. The external website was not affected. The recovery effort has been divided into the following six focus areas as described below.

Computers/Printers/Phones: All computers, printers, phones and one-off devices were gathered for reformatting re-loading. Data on each desktop computer was captured for further use, evidence and scanning. Over 700 machines were involved. All user computers have been cleaned and returned. EOC, ambulance and other computers continue to be scanned. All printers are being scanned and flashed to ensure no viruses are on them before they are returned to the network. All phones were cleared and reattached to a clean phone network. This was completed in August.

Infrastructure: The nature of the cyber-attack required that all devices be removed from the network, scanned and rebuilt using enhanced security standards, software and practices. This includes servers, drives, backup devices, etc. As of the end of August, the main server infrastructure had been rebuilt allowing applications and drives to be reinstalled and deployed. Configuration of this secure environment will continue through September 2018. This is a *major* reconstruction of our network infrastructure foundation. This is all behind the scenes work that will give us a much better security and recovery posture going forward. These type of projects usually happen over two or three years.

Networking: The nature of the cyber-attack required that the network be cleared of all activity, scanned and reconfigured. An initial workgroup was developed to allow single user operation.

Since that time, the network and devices (switches, routers, etc.) have been scanned and the new “clean” network has been deployed. Access is extremely controlled and is granted only on an as-needed basis. This is also part of the new foundation.

Data Recovery: After the attack all data is considered suspect and had to be scanned for viruses. The data from the major drives (S: H: and L:) have been scanned and are being re-provisioned for use. Current and clean data to support Govern and LOGOS application systems was located and moved to a temporary location in the Cloud until the applications can be restored. GIS data is being scanned and made ready to support these applications. All removable media (thumb drives, etc.) are also being scanned. Corrupted data is being removed.

Applications: The Borough has over 60 computer applications which are being brought back online. The priority applications are TRIM, LOGOS, and Govern. Information First came to Palmer and restored TRIM by the end of August. Govern and LOGOS data were loaded to the Cloud while the local versions are being restored. Both Govern and Logos are projected to be restored onsite by the end of September. WasteWorks was made available before the end of August. Other applications are being restored as data and resources become available. Please see official bulletins on the website for a more complete list and statuses.

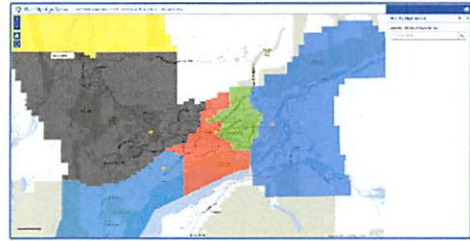
Communications: Communications are being managed by the PIO within the Incident Command System (ICS) structure. Daily meetings were conducted through August for representatives from all departments. Weekly reports are provided to the PIO and are reviewed with the Directors. Ad hoc briefings to the Assembly and other stakeholders are provided by the CIO on an as-needed basis.

Smart Community Meeting:

- Forum meeting held August 14 at the BP Energy Center in Anchorage
- Next meeting, Nov 12, 2018 in the Borough Assembly Chambers. 8AM to 1 PM There is discussion of adding an afternoon session specifically for Cyber Security.
- Agenda included:
 - Mobile Data Synced to GIS – AK Railroad
 - The Science of Where - ESRI
 - Partnerships that help the Public – MSB & MSBSD

Other Smart Community activities this month related to the cyber-attack have included an IT leaders briefing with the FBI, a discussion at the Alaska chapter of the local Project Management Institute, PMI/AK, on managing major incident response and adding security to IT projects, and a Dell Corporation sponsored IT security and recovery event for local IT leaders.

Find My School: This is a project that incorporates all 4 of the IT department 4 Strategic Goals. Find My High school, Middle School & Elementary School: <https://msb.maps.arcgis.com>



This and other GIS related services were temporarily relocated to a cloud based service during the recovery. The GIS systems are rebuilt by the end of September and onsite delivery of these services will be brought back in October.

Systems Improvements Projects:

Project Plastic [Financial Systems Enhancements, eCommerce, and Point of Sales (POS)]

Borough Strategic Plan: High Performing Public Organization

IT Strategic Plan: Smart Community

- This system has been down due to the Cyber Attack. We anticipate the service to be restored early in October.
- The Contract to add Camp Ground, Pavilions, and Ballfields rentals and scheduling was awarded in this period.
- Data since July 24, 2018 is being recovered as part of the Cyber Attack Recovery effort.

SharePoint

Borough Strategic Plan: High Performing Public Organization

IT Strategic Plan: Enterprise Approach to Systems and Data/Portfolios, Program, Project Management, Process Improvement

This is the Borough's new Enterprise tool for the Borough Intranet, collaboration and system integration. This system supports the Intranet with collaboration, Portfolio & Project Management, Process Improvement, Strategic Planning, Training, Records Management, Project Plastic (eCommerce), financial transparency, etc.

- Data since July 24, 2018 is being recovered as part of the Cyber Attack Recovery effort.
- This system fully survived the attack and will be online again at the end of September or early October.

Windows 10 Upgrade

Borough Strategic Plan: High Performing Public Organization

IT Strategic Plan: Enterprise Approach to Systems and Data

Portfolio: Desktop Services

The Windows 10 Upgrade project was completed as part of the Cyber Attack Recovery.

Govern Tax Billing and Upgrade

Borough Strategic Plan: High Performing Public Organization

IT Strategic Plan: Enterprise Approach to Systems and Data

This is the Borough's main source of revenue. We have hired a PM/BA to understand and document our current process and assist in writing a SOW to have the processes improved. The initial Project Team meeting occurred on August 21, 2017.

- Tax Billing was completed with over 78,000 parcels billed.
- The project will continue to improve all processes that use Govern as their system of record, this includes Certification, LIDs, Bed Tax, Foreclosures, Permitting, Platting, Tax Sale and more. As part of the documenting and improving each of these processes, we will be updating the system, Govern 10.8, to the latest version, Open Forms 6.1.
- Processes documented and improved so far include Foreclosures, Bed Taxes and Marijuana Sales Taxes, Talkeetna Water & Sewer Billing and Self-Reported Taxes. Work continued documenting Tax Sales and Collections.
- The project will provide efficiency to the following departments: Finance, Planning, Community Development, Public Works, and Information Technology. It will potentially add value to Emergency Service and Capital Projects, as well.
- The Project Team meets weekly.
- Procurement of consulting services from Harris to guide the project has been completed with the issuance of a PO on February 21, 2018.
- An Analyst/Programmer to augment existing staff during the project has been contracted and began work on the project.
- A Business Analyst has been engaged to document and improve the Collections process.
- Govern data since the Cyber Attack has been recovered and the system is being restored.
- This project will start up again the first week of October 2018.

GIS Division

Day to Day GIS activities:

Parcels new subdivision creation update.

- 20 new subdivisions from June, July and August have been drafted.
- Many of the 45 subdivisions from earlier in 2018 were lost to the virus and have had to be re-worked.
- 65 total are completed.
- Tax map updates for these will follow as more services are restored.

Addressing / E911 data support update.

- Addressing and E911 data support is a critical service and has continued with only minor disruption.

Election mapping support - on schedule

- Another critical GIS service, election support is in place, and on schedule, for the upcoming election.

Parcel shift field work - on schedule.

- Data collection continues. 262 mapping control points gathered from the field using GPS since May.
- In-office processing of these points is under way.

2019-2021 Imagery program development- on-schedule.

- Planning/development continues on schedule.

Restoration of services lost due to malware attack:

Web mapping

- Parcel viewer - An interim replacement was developed using alternate technology. Service provided at reduced effectiveness. The temporary solution has had a large amount of usage by Borough employees and the public, over 660 hits a day over a month's time. Please see the chart below.
- Find My School App- restored in early August to support opening of MSB schools.
- MSB Tax Maps - availability for download of both .pdf and .dxf formats has been restored. Currency reflects the parcel data contained in the certified tax roll.
- Other GIS Web apps are currently off line. They will return as data services are restored and applications repaired.
- AutoCAD applications have been restored to approx. 20 internal MSB users.

Parcel Viewer Usage





Matanuska-Susitna Borough Administration Building
(Photo by: Stefan Hinman)