

Seward/ Bear Creek Flood Service Area
Regular Board Meeting
13 February 2017



Lost Creek, February 1, 2016

Sea View Plaza Building
302 Railway Ave, Suite 122
Seward, Alaska
7:00 PM

The mission of the Seward/Bear Creek Flood Service Area is to provide flood planning, protection, and mitigation services in coordination with the appropriate agencies, to reduce the risk of flood damage to private and public property, through addressing issues that best reflect a fair use of the tax-levy for watershed-wide benefit.

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Agenda

7:00 pm

February 13, 2017

KPB Seward Annex

A Karl VanBuskirk
Board Member
Term Expires 10/2017

B Robert Reisner
Board Member
Term Expires 10/2018

C Jessica Gal
Board Member
Term Expires 10/2019

D Bill Williamson
Chairman
Term Expires 10/2017

E Randy Stauffer
Vice Chairman
Term Expires 10/2018

F VACANT
Board Member
Term Expires 10/2019

G Mark Ganser
Board Member
Term Expires 10/2019

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. January 23, 2017

pg. 1

E. REPORTS & PRESENTATIONS

1. City of Seward

2. Kenai Peninsula Borough

F. PUBLIC COMMENTS – LIMIT 3 MINUTES

G. BOARD'S RESPONSE TO PUBLIC COMMENTS

H. CORRESPONDENCE & REVIEW OF PAYMENT REQUESTS

I. PERMITS FOR REVIEW

J. UNFINISHED BUSINESS

K. NEW BUSINESS

1. SBCFSA FY18 Budget

pg. 6

2. USACE Salmon Creek Section 205 Project In-Kind Match

pg. 20

3. Seward Airport Improvement Plan

pg. 24

L. INFORMATIONAL ITEMS AND REPORTS (No action required)

1. FEMA Risk Map Update

pg. 43

M. PUBLIC COMMENT – LIMIT 3 MINUTES

N. BOARD COMMENTS

O. ADJOURNMENT

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Minutes

January 23, 2017

A. CALL TO ORDER

A regular meeting of the Seward/Bear Creek Flood Service Area board was held on January 23, 2017, at Suite 122, Sea View Plaza, Seward. Chairman Bill Williamson called the meeting to order at 7:00 p.m.

B. ROLL CALL

There were present:

BOARD MEMBERS

Bill Williamson, Chairman

Robert Reisner

Randy Stauffer, Vice Chairman

Jessica Gal

Karl VanBuskirk

Mark Ganser

Comprising a quorum of the flood service area board.

Also in attendance were:

Bryr Harris, Kenai Peninsula Borough Floodplain Administrator

Stephanie Presley, Service Area Coordinator

C. APPROVAL OF AGENDA (00:30)

MOTION TO APPROVE AGENDA: VanBuskirk moved for approval of the agenda. Reisner seconded.

Chairman Williamson called for amendments to the agenda with none offered.

VOTE TO APPROVE AGENDA: Unanimous.

D. APPROVAL OF MINUTES (00:55)

I. December 5, 2016

MOTION TO APPROVE MINUTES: VanBuskirk moved for approval of the December 5 meeting minutes. Reisner seconded.

Chairman Williamson called for additions, corrections or deletions to the minutes with none offered.

VOTE TO APPROVE MINUTES: Unanimous.

E. REPORTS & PRESENTATIONS (01:10)

I. City of Seward

Donna Glenz, City of Seward Planner reported (via email)

- a. Please accept Ms. Glenz apologies for not being available for the meeting tonight, she is out of the office until Tuesday, January 24th.
- b. No new floodplain permits have been issued since the last meeting.
- c. The Council approved Resolution 2017-003, authorizing the issuance of a general obligation bond in an amount not to exceed \$3 million, to finance a portion of the cost of the capital improvements to City roads, as authorized by the City voters on October 4, 2016.

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Minutes

January 23, 2017

- d. The work is scheduled to start up again on the Seward Marine Industrial Center (SMIC) breakwater and harbor project.
- e. The public works director, Doug Schoessler, met with the contractors on the Lowell Canyon Tunnel project this last week. The contractors are working on the tunnel project, and the water has been diverted. They did a walk through the tunnel last Wednesday and he will have report on his observations available soon.
- f. The City staff continues to prepare for the Polar Bear Jump festival scheduled for next weekend; the jump is Saturday, January 28th.
- g. I will add, since Donna's report to me, the City has declared a State of Emergency due to record heavy snow and the additional storms forecast today and this week. The City will be assessing the extent and severity of damages following the storms.

2. Kenai Peninsula Borough

Bryr Harris, Floodplain Administrator reported

- a. On Ordinance 2016-44, recent changes to KPB 20.10 and KPB 21.50, the Floodplain Code Regarding Violations and Enforcements. It was mostly the code compliance officer and the attorney who worked on it. Some of the highlights are a change in civil penalties increased from \$500 to \$1000. They added the authority for the borough to issue stop and desist orders. The violation of stop work and enforcement notice was also increased from \$500 to \$1000. They added fines of \$300 for the following: unapproved subdivisions, plats, violation of subdivision code. There is a \$300 floodplain violation now, as there were not before, and a \$300 Seward Mapped Flood Data Area (SMFDA) violation. There is a slight change in how the enforcement procedure works. There is now a pre-enforcement agreement. If there is a problem and they can't work it out in a stipulated agreement, there is an additional chance to come to an agreement with violating property owners before it goes to a hearing. It's one more chance for things to get worked out before the more serious stuff. That is most of what was approved at the last assembly meeting. Most of it was a clarification of language.
- b. From the permitting world, she has had a lot of recent calls about the Lost Creek project. There has been some confusion about who needs permits and when. She has had contractors come and try to get permits and have explained to them it is the borough practice to issue permits to property owners and not who is doing the digging. One of the things she is hopeful about, having changed the code so floodplain permits can last more than a year, she is hoping to encourage folks who are ready to receive fill to get permits set up for whatever volume they want so they are set and ready to go. Any communication the service area can do to let folks know they are easy permits to get if they are not in the floodway, then you have people ready to receive fill when it is available.

Stephanie Presley, Service Area Coordinator reported

- a. We have drafted a list of people in the floodplain who have contacted our office or the River Center wanting to receive fill from projects. If you hear of people who want to receive fill, we have started a master list that can be given to contractors to say, here

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Minutes

January 23, 2017

- are the people we know who have a permit for fill or are outside of the floodplain and want to receive fill.
- b. Brandii Holmdahl, our current KPB Assembly Member has resigned her position. The borough is advertising for applications for candidacy. Interested residents can apply for the position and be appointed until the next election. Then they would run in the election in October for another year, which would be the remainder of the term.
 - c. As a reminder the Flood Service Area board still has one vacant seat. Applications for candidacy can be obtained in this office Monday through Thursday from 10am to 3pm. The seat would be filled until October and then the candidate could run in the next election until the full term expires in 2019.
 - d. On Lost Creek, the pre-bid meeting was held January 5th. Bids were reviewed last week and Metco will be awarded the contract. The flood service area portion of that debris removal will be \$18,515. The Roads Service Area will cover the additional 60 feet in their right of way under the bridge.
 - e. We are still awaiting a CIRI permit on the restoration projects at Box Canyon Creek and Sawmill Creek.
 - f. On Sawmill Creek, we will wait until March to re-submit our permit application to the US Army Corps of Engineers for in hopes that we can receive a five year Nation-wide permit. We are also awaiting a land use permit from State Department of Natural Resources. We are still hoping to coordinate with State Department of Transportation. They will be removing materials 100 feet below and 150 feet above the bridge on Nash Road. We'll see if our timelines coincide.
 - g. We will submit a multi-agency permit application for the restoration work on Salmon Creek north of Clear Creek in the next few weeks. This work will need to be completed during the fish window this spring.
 - h. On your agenda under new business, item 2, KPB Land Management has contacted Mr. Richard Wagner on behalf of the service area to discuss purchase of the Salmon Creek parcel south of the Nash Road bridge. If you recall, this was the board's number one priority mitigation project for this fiscal year. Land Management has provided a memo regarding the discussion with Mr. Wagner. If the board could provide direction on next steps for this project, it would be appreciated. Basically he is asking much more than assessed value, and we have yet to determine a funding plan, or if this project should be put on hold. I will have more information for you during your discussion.
 - i. You have already had discussion during the work session on the US Army Corps of Engineers Section 205 project on Salmon Creek.
 - j. Staff had a teleconference last week with the US Army Corps of Engineers working on the Lowell Creek diversion system feasibility study. They are collecting available data and planning tasks for the risk assessment. They are planning an alternatives milestone

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Minutes

January 23, 2017

- meeting for June this year. This is the first decisional milestone of the study, in which the team presents their list of design alternatives to be evaluated in greater depth, and presents their intended direction and path forward for completing the study.
- k. Last month, another group from the US Army Corps of Engineers, from the regulatory office in Kenai, met with staff and the City regarding sediment removal and embankment maintenance projects. It was a productive meeting, and the Corps has a better understanding of the unique challenges in Seward. Their team is willing to work with us to make permitting our projects as easy as possible. The congressional authority for the nation-wide permits that are often issued for our projects will expire in March. Congress is expected to re-issue the authority to the Corps, with few changes, in the same month. Nation-wide permits will be valid for five years.
- F. **PUBLIC COMMENTS – LIMIT 3 MINUTES (16:00)**
Chairman Williamson called for public comment with none offered.
- G. **BOARD’S RESPONSE TO PUBLIC COMMENTS (16:25)**
Chairman Williamson called for board member comment with none offered.
- H. **CORRESPONDENCE & REVIEW OF PAYMENT REQUESTS (16:30)** None.
- I. **PERMITS FOR REVIEW (16:40)** None.
- J. **UNFINISHED BUSINESS (16:50)** None.
- K. **NEW BUSINESS (16:50)**
1. **Board Recommendation on KPB Resolution 2017- XX Approving The Acquisition of Access Easements from the State of Alaska in the Seward Area to Support the Salmon Creek Flood Risk Management (Section 205) Project**
- MOTION TO RECOMMEND: Ganser moved to recommend approval of Resolution 2017-XX Approving the Acquisition of Access Easements from the State of Alaska. Reisner seconded.
- MOTION TO AMEND: Ganser moved to amend the recommendation to accept this resolution with the plan that KPB work with the land owners to lessen the impact of the access road and parking area. VanBuskirk seconded.
- VOTE ON MOTION: Unanimous.
2. **KPB Parcel 145-022-18 Acquisition & Reclamation Project**
- MOTION TO APPROVE PROJECT: VanBuskirk moved to approve acquisition and reclamation of this parcel. Reisner seconded.
- MOTION TO POSTPONE: Stauffer moved to postpone to a future meeting and direct staff to do research on possible funding. VanBuskirk seconded.

SEWARD/ BEAR CREEK FLOOD SERVICE AREA

Regular Board Meeting Minutes

January 23, 2017

VOTE ON MOTION: Unanimous.

3. Establish February Work Session Topic: SBCFSA FY18 Budget

MOTION TO ESTABLISH WORK SESSION TOPIC: VanBuskirk moved to establish the February work session topic: SBCFSA FY18 Budget and, if time allows, SBCFSA By-laws. Stauffer seconded.

VOTE ON MOTION: Unanimous.

L. INFORMATIONAL ITEMS AND REPORTS (38:30) (No action required)

1. ASFPM Member Alert Regarding FEMA Letters to Policyholders
2. STARR Newsletter from Region 10

M. PUBLIC COMMENT – LIMIT 3 MINUTES (52:30)

Chairman Williamson called for public comment with none offered.

N. BOARD COMMENTS (52:35)

Chairman Williamson called for board member comments.

Vice Chairman Stauffer had no comment.

Board Member Ganser had no comment.

Board Member Gal thanked staff.

Board Member VanBuskirk had no comment.

Board Member Reisner thanked staff and added he hopes everyone survives the snow.

Chairman Williamson thanked Ms. Harris for coming over and thanked the KPB personnel who attended the work session. He wants everybody to look over and think about how we may need to change the budget. He thinks we should budget every year for losing a computer. Think about any projects that you think we are going to need to do ahead of time, so we can get the budget together. He thanked board members and staff.

O. ADJOURNMENT (53:50)

MOTION TO ADJOURN: VanBuskirk moved to adjourn the meeting. Gal seconded.

VOTE ON MOTION: Unanimous.

With no further business to come before the board, Chairman Williamson adjourned the meeting at 7:55 pm.

The next regular board meeting is scheduled for Monday, February 13, 2017 at the Sea View Plaza Building, Suite 122 at 7:00 pm.

The next board work session is scheduled for Monday, February 13, 2017 at the Sea View Plaza Building, Suite 122 at 6:00 p.m.

Secretary

Date of Approval

January 23, 2017 Abridged Board Meeting Minutes

Full audio file on www.kpb.us/service-areas/sbcfsa/sbcfsa-meetings

SEWARD/ BEAR CREEK FLOOD SERVICE AREA REGULAR BOARD MEETING
February 13, 2017

Page 5 of 5



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR

TO: Department and Services Area Directors

FROM: Mike Navarre, Mayor *MN*

DATE: January 5, 2017

SUBJECT: Budget Guidelines for FY2018

This memorandum contains guidelines for preparing your FY2018 budget. The guidelines include a discussion about the general financial condition of the Borough, budget year forecast, broad budgetary goals, and more specific budget preparation guidance for departments and service areas.

The primary goal of the Borough's budget process is to provide a reasonable level of service for borough residents while maintaining the Borough's financial strength. The administration believes that the Borough is currently providing a reasonable level of service.

Budgets should be crafted to deliver services to KPB residents as efficiently as possible, not simply continuing with the status quo of prior year budgets or budgeting to a real or perceived level of available funding. Changes to processes and procedures that will, or may, result in savings to departments or service areas are encouraged. Increases in the level of service and/or the number of personnel will be carefully scrutinized.

Budget Assumptions

Economic

- **Assessed value changes:** Preliminary estimates indicate a 1% change in assessed values for real and personal property. Oil and gas values that are assessed by the State of Alaska under AS 43.56 are not due out until early March. Low oil prices will continue to impact oil and gas values.
- **State Funding:** The State of Alaska is facing a significant fiscal crisis and the Borough does not expect to receive much in the way of grants. State grants have allowed for the purchase of goods and services that would otherwise have required tax dollars for their purchase. Those departments that receive grants should keep in mind that grants funds come with compliance requirements.
- **Sales tax revenue** for the past two fiscal years have been flat and for the first quarter of FY2017 were down 3% from the prior year.
- **Interest:** The average rate of return for Borough investments is estimated to be 1.5%
- **CPI Index:** The cost of living index for calendar year 2016 is expected to increase no more than 1.0%.

Specific Budgetary Guidance

Revenues

- For budgetary purposes, Service Areas should plan on a 1% increase in assessed values for real property; Service Areas with oil and gas properties will use prior year values pending the release of this information from the State in early March.
- With the exception of the State funding for debt reimbursement, fish tax, DMV, and revenue sharing, departments should not plan on receiving any State revenue.
- Mills rates are expected to stay at their current levels. Budget reductions may be necessary to reconcile revenues with expenditures, particularly where there is little or no fund balance available.

Expenditures

- Personnel cost will be calculated by the Finance and Human Resources departments and provided to all departments. Some departments have requested staffing changes and reclassification of certain positions. Requested changes have only been approved for inclusion in the requesting department budgets and will be discussed in more detail at the budget review meetings scheduled with the Mayor.
- Budgets for supplies and services that are not tied to a contract should be kept at FY17 levels, not including onetime items that were budgeted in FY17.
- Utilities
 - Enstar – budget based upon current invoices.
 - HEA- to pay for the cost of their

new plants, incremental increases are expected over the current rates. Please budget based upon actual calendar year 2016 expenditures.

- Property, Liability and Worker's Compensations cost. The allocation of charges should be completed by January 27th. Some departments will see changes, with much of the changes being based upon a departments claim history.
- Budgets that included one-time expenditures in FY2017 should not include the cost of those items when preparing their FY2018 budget.
- Contributions to capital project funds must be supported by equipment replacement schedules and long-range capital plans. Service area transfers to capital funds must be supported by the existing mill rate level. The finance department will be seeking additional information regarding the capital plans to provide readers of the budget document more information regarding the need and fiscal impact of acquiring capital equipment.
- Equipment purchases in operating funds should be supported by a replacement plan schedule. Line item detail should be provided.
- Budgets should be reviewed to determine if there are efficiencies that can be achieved. Changing the way services are delivered, making technology improvements, reducing service levels where reasonable and appropriate (i.e., shorter hours of operation) or modifying the level of services that are being provided (i.e., are there things that we have assumed as responsibilities that are duplicated by other entities or are the responsibilities of others) are all ways that budgets can potentially be reduced.

The administration will take an active role in the review of all budgets. All requests for travel will be carefully scrutinized. Departments and service areas will be encouraged to hold training locally when feasible, rather than traveling to receive training. As was the case with the previous budget processes, particular attention will be given to growth in operating fund balances and capital replacement reserve funds. Mill rates will be reviewed to determine whether the current rate is adequate, in excess of the amount needed to fund operations, insufficient to meet the current and projected needs or fund balances are within ranges recommended per policy.

Alaska is in the midst of a serious fiscal and economic situation. Over the next several years, the state's fiscal situation will increasingly affect local budgets as state funding is reduced and additional costs are shifted to local governments. Responsible fiscal management means that we have to start planning now for expected impacts over the next several years.

Seward Bear Creek Flood Service Area

Purpose of the Service Area

Powers 16.50.090

Pursuant to the provisions of AS 29.35.460 the board of directors of the service area, subject to KPB 16.04.001, assembly approval and appropriation of funds, shall have the power to provide flood protection, planning and mitigation services. Additionally, subject to assembly approval, the board shall be responsible for developing, implementing, and updating a development plan for furnishing flood protection services, and for determining the level of such services to be provided by the service area. Services shall only be provided that primarily address service area flood issues and that reflect fair use of the tax levy for watershed-wide benefit.

Fund of the Service Area

Fund 259 – Seward Bear Creek Flood Operating Fund

Budgeted Revenues of the Service Area (FY2017)

- Property tax including DMV, approximately \$340,396 (.75 mills in FY2017)
- Interest Earnings of approximately \$5,036

Budgeted Expenditures of the Service Area (FY2017)

- Personnel \$ 81,902
- Supplies \$ 3,700
- Services \$ 132,906
- Capital Outlay \$ 800
- Other department charges \$ 110,516
 - Total \$ 329,824 effective mill rate .79 mills

Fund Balance

Operating fund balance at 6/30/16	\$545,520
Projected fund balance at 6/30/17	\$359,941

Suggested fund balance range for FY2018

Minimum	\$156,504
Maximum	\$231,127

Kenai Peninsula Borough
Seward Bear Creek Flood Service Area Special Revenue Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual
For the Year Ended June 30, 2016

	Budgeted Amounts			
	Original	Final	Actual	Variance
Revenues:				
General property taxes	\$ 316,740	\$ 316,740	\$ 320,409	\$ 3,669
Motor vehicle tax	6,734	6,734	9,671	2,937
Intergovernmental:				
State	-	2,341	2,341	-
Investment earnings	5,699	5,699	12,257	6,558
Other revenues	-	-	5,000	5,000
Total revenues	<u>329,173</u>	<u>331,514</u>	<u>349,678</u>	<u>18,164</u>
Expenditures:				
Personnel	186,546	188,887	178,339	10,548
Supplies	3,900	3,676	960	2,716
Services	125,777	244,921	53,694	191,227
Capital outlay	800	949	866	83
Total expenditures	<u>317,023</u>	<u>438,433</u>	<u>233,859</u>	<u>204,574</u>
Net change in fund balance	12,150	(106,919)	115,819	222,738
Fund balance at beginning of year	<u>429,701</u>	<u>429,701</u>	<u>429,701</u>	<u>-</u>
Fund balance at end of year	<u>\$ 441,851</u>	<u>\$ 322,782</u>	<u>\$ 545,520</u>	<u>\$ 222,738</u>

Fund: 259

Department Function

Dept: 21212

Seward/Bear Creek Flood Service Area

Mission

The mission of the Seward/Bear Creek Flood Service Area is to provide flood planning, protection, and mitigation services in coordination with the appropriate agencies, to reduce the risk of flood damage to private and public property.

Program Description

The Flood Service Area is responsible for providing flood planning and mitigation services to the Seward/ Bear Creek community. The Board is tasked to determine flood planning needs and to advise and facilitate flood hazard reduction measures.

Major Long Term Issues and Concerns:

- Lack of areas outside the floodplain for gravel deposition or plans for utilization of removed debris.
- The need for developable property outside the floodplain for residential housing and commercial expansion.
- KPB does not have site control at critical flood mitigation sites within the service area, especially at Box Canyon Creek water diversion structure, Sawmill Creek upstream of Nash Road Bridge, and Salmon Creek downstream of Nash Road Bridge.
- Replacement or relocation of the Forest Road Bridge over Lost Creek in the Old Mill subdivision.

FY2017 Accomplishments

- In partnership with the US Army Corps of Engineers, under Section 205 authority, completed design to construct a flood control revetment and recreational area for Salmon Creek (\$4.5 million total project cost).
- Obtained State easements for construction/ maintenance access road and recreational parking area for Salmon Creek flood control revetment.
- Partnered with University of Alaska Fairbanks to complete a mass wasting/ sedimentation study for the purpose of streambed change detection and hazard identification.
- Partnered with KPB Roads Service Area to complete bridge conveyance and channel maintenance in Lost Creek up and downstream from the bridge.
- Partnered with City of Seward to complete a coastal erosion rip rap project.
- Completed channel and embankment restoration at four project sites (Box Canyon, Sawmill and Salmon Creeks).

FY2018 New Initiatives:

- Complete implementation with the US Army Corps of Engineers, under Section 205 authority, to construct a flood control revetment and recreational area for Salmon Creek (\$4.5 million total project cost).
- Obtain funding for a sediment management plan to include streambed debris removal, deposition areas outside the floodplain, and plans for utilization of material.
- Establish benchmarks in high risk subdivisions for property owners to obtain lower cost Evaluation Certificates for the National Flood Insurance Program.
- Develop a public outreach project and send out mailing regarding flood insurance and/or flood proofing.

Performance Measures

Priority/Goal: Public Outreach and Education

Goal: Raise public awareness of floodplain risks, mitigation efforts, and national flood insurance program

Objective:

1. Send out educational mailing to all service area property owners
2. Conduct Community Work Sessions/ Public meetings

Measures:

	FY15 Actual	FY16 Actual	FY17 Estimated	FY18 Projected
Number of bulk educational mailings	1	1	1	1
Number of community work sessions/ public meetings	2	2	2	2

Measures:

Staffing	FY15 Actual	FY16 Actual	FY17 Actual	FY18 Approved
Staffing history – Service Area Coordinator	.75	.75	.75	.75 *

	FY15 Actual	FY16 Actual	FY17 Estimated	FY18 Projected
Staffing history – Service Area Manager	.48	.48	.18	1.0 *

Fund: 259

Department Function

Dept: 21212

Seward/Bear Creek Flood Service Area - Continued

Priority/Goal: Flood Mitigation

Goal: Prioritize, plan, and facilitate flood mitigation projects

Objective:

1. Obtain grant funding for risk assessment or mitigation projects
2. Complete in-stream and multi-agency mitigation projects

Measures:

	FY15 Actual	FY16 Actual	FY17 Estimated	FY18 Projected
Mitigation funding grant initiatives <ul style="list-style-type: none">• USACE Section 205 Non-federal 35% Match for Salmon Creek Revetment• The Conservation Fund Floodplain Parcel Acquisition	2	2	2	2
In-stream mitigation projects <ul style="list-style-type: none">• Kwechak Creek (KC4) Embankment/ Channel Restoration• Box Canyon Creek Water Diversion Structure Restoration• Sawmill Creek Embankment/ Channel Restoration• Salmon Creek (SC 15) Embankment/ Channel Restoration	2	2	4	3
Multi-agency mitigation projects <ul style="list-style-type: none">• Lost Creek Bridge Conveyance & Channel Maintenance• City of Seward Coastal Erosion Project	1	1	2	2

Commentary:

In 2008, the SBCFSA board determined a Water Resource Manager position located in Seward was essential for the service area to function effectively. At that time, the service area was in a planning phase and in need of the expertise of a trained hydrologist. It was expected by board members that the position would last 3 to 5 years. The Manager resigned in September 2016, providing an opportunity for the flood board to review the expected work load and personnel needs for the next 3 to 5 years.

On November 21, 2016, the board held a work session, followed by a special meeting, and voted unanimously to request these changes to SBCFSA staffing:

1. Eliminate the Water Resource Manager position funded 70% by SBCFSA,
2. Reclassify the Service Area Coordinator position to a Service Area Manager, providing the current Coordinator a promotion, funded 100% by SBCFSA,
3. Rewrite the current Service Area Coordinator job description and hire that position,
4. Change both positions to full-time if financially feasible, and
5. Request these changes be acted on as soon as possible.

Additional information and revised job descriptions were provided in the November 28, 2016 memo from the flood board chair.

At the work session, it was decided that both positions could be filled by less technically proficient employees, as the service area has been fortunate to have been staffed by two highly skilled professionals these last eight years. These changes will save taxpayer dollars and free up funding for needed mitigation and sediment management projects, while maintaining the same level of services expected by the community.

The proposed budget includes estimates for a full-time Service Area Coordinator at step 1 of range J, two classifications lower than the current position. In lieu of a Water Resource Manager, the budget includes a full-time Service Area Manager at step 4 of range O, two classifications higher than the current Coordinator position. These estimates were based on similar positions within the borough, and are expected to change following job classification review by the Human Resources department. Any changes can be adjust with the contract services account to balance the budget.

Fund: 259 Seward-Bear Creek Flood Service Area - Budget Projection

Fund Budget:	FY2015 Actual	FY2016 Actual	FY2017 Original Budget	FY2017 Forecast Budget	FY2018 Department Proposed	FY2019 Projection	FY2020 Projection	FY2021 Projection
Taxable Value (000's)								
Real	360,138	374,082	387,109	387,109	390,980	390,980	394,890	402,788
Personal	18,587	20,124	23,741	23,821	23,821	24,059	24,300	24,543
Oil & Gas (AS 43.56)	5,901	5,548	9,158	9,158	9,158	8,975	8,796	8,796
	384,626	399,754	420,008	420,088	423,959	424,014	427,986	436,127
Mill Rate	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Revenues:								
Property Taxes								
Real	\$ 268,181	\$ 280,604	\$ 290,332	\$ 290,332	\$ 293,235	\$ 293,235	\$ 296,168	\$ 302,091
Personal	18,385	15,752	17,450	17,508	17,508	17,683	17,861	18,039
Oil & Gas (AS 43.56)	4,426	4,161	6,869	6,869	6,869	6,731	6,597	6,597
Interest	675	726	5,036	5,036	5,399	6,915	8,487	10,085
Flat Tax	15,093	19,166	12,712	12,712	12,712	12,966	13,225	13,490
Motor Vehicle Tax	9,344	9,671	7,997	7,997	9,508	9,698	9,892	10,090
Total Property Taxes	316,104	330,080	340,396	340,454	345,231	347,228	352,230	360,392
Federal Revenue	422	-	-	-	-	-	-	-
State Revenue	16,206	2,341	-	-	-	-	-	-
Interest Earnings	4,627	12,257	5,036	5,036	5,399	6,915	8,487	10,085
Other Revenue	-	5,000	-	-	-	-	-	-
Total Revenues	337,359	349,678	345,432	345,490	350,630	354,143	360,717	370,477
Total Revenues and Operating Transfers	337,359	349,678	345,432	345,490	350,630	354,143	360,717	370,477
Expenditures:								
Personnel	84,533	80,101	81,902	81,902	195,130	199,032	204,008	210,128
Supplies	769	960	3,700	3,111	4,300	4,386	4,474	4,563
Services	38,107	53,695	132,906	351,975	147,639	147,639	150,592	153,604
Capital Outlay	1,119	867	800	1,389	2,400	2,448	2,497	2,547
Interdepartmental Charges	69,479	98,236	110,516	110,516	-	-	-	-
Total Expenditures	194,007	233,859	329,824	548,893	349,469	353,505	361,571	370,842
Total Expenditures and Operating Transfers	194,007	233,859	329,824	548,893	349,469	353,505	361,571	370,842
Net Results From Operations	143,352	115,819	15,608	(203,403)	1,161	638	(854)	(365)
Projected Lapse	-	-	6,870	17,824	7,717	7,724	7,878	8,036
Change in Fund Balance	143,352	115,819	22,478	(185,579)	8,878	8,362	7,024	7,671
*Restricted Fund Balance	-	-	-	-	-	-	-	-
Beginning Fund Balance (less Restricted)	286,349	429,701	545,520	545,520	359,941	368,819	377,181	384,205
Ending Fund Balance (less Restricted)	\$ 429,701	\$ 545,520	\$ 567,998	\$ 359,941	\$ 368,819	\$ 377,181	\$ 384,205	\$ 391,876

* Restricted Fund Balance per Resolution 2015-35 Salmon Creek 205 Project

**Kenai Peninsula Borough
Budget Detail**

Fund 259

Department 21212 - Seward-Bear Creek Flood Service Area

		FY2015 Actual	FY2016 Actual	FY2017 Original Budget	FY2017 Forecast Budget	FY2018 Department Proposed	Difference Between Department Proposed & Original Budget %	
Personnel								
40110	Regular Wages - Coordinator	\$ 33,773	\$ 38,794	\$ 39,754	\$ 39,754	\$ 43,909	\$ 4,155	10.45%
40210	FICA	2,559	3,028	3,553	3,553	3,634	81	2.28%
40221	PERS	23,978	11,407	9,096	9,096	9,302	206	2.26%
40321	Health Insurance	20,563	22,307	24,160	24,160	23,448	(712)	-2.95%
40322	Life Insurance	65	64	102	102	104	2	1.96%
40410	Leave	3,387	4,334	5,093	5,093	5,220	127	2.49%
40511	Other Benefits	208	167	144	144	144	-	0.00%
40110	Regular Wages - Manager	\$ -	\$ -	\$ -	\$ -	\$ 67,517	\$ 67,517	-
40210	FICA	-	-	-	-	3,634	3,634	-
40221	PERS	-	-	-	-	9,302	9,302	-
40321	Health Insurance	-	-	-	-	23,448	23,448	-
40322	Life Insurance	-	-	-	-	104	104	-
40410	Leave	-	-	-	-	5,220	5,220	-
40511	Other Benefits	-	-	-	-	144	144	-
Total: Personnel		84,533	80,101	81,902	81,902	195,130	113,228	138.25%
Supplies								
42020	Signage Supplies	-	61	200	200	700	500	250.00%
42120	Computer Software	100	130	-	-	600	600	-
42210	Operating Supplies	669	654	3,500	2,911	3,000	(500)	-14.29%
42250	Uniforms	-	115	-	-	-	-	-
42410	Small Tools	-	-	-	-	-	-	-
Total: Supplies		769	960	3,700	3,111	4,300	100	2.70%
Services								
43011	Contractual Services	17,319	38,974	110,000	329,069	125,000	15,000	13.64%
43019	Software Licensing	-	-	200	200	200	-	0.00%
43110	Communications	1,022	1,045	2,232	2,232	2,232	-	0.00%
43140	Postage and Freight	583	695	1,000	1,000	1,000	-	0.00%
43210	Transportation/Subsistence	6,372	1,377	6,800	6,800	6,800	-	0.00%
43260	Training	1,950	180	700	700	800	100	14.29%
43310	Advertising	442	442	500	500	500	-	0.00%
43510	Insurance Premium	144	183	202	202	180	(22)	-10.73%
43720	Equipment Maintenance	426	515	500	500	500	-	0.00%
43810	Rents and Operating Leases	9,694	9,994	10,472	10,472	10,027	(445)	-4.25%
43920	Dues and Subscriptions	155	290	300	300	400	100	33.33%
Total: Services		38,107	53,695	132,906	351,975	147,639	14,733	11.09%
Capital Outlay								
48610	Land Purchase	500	-	-	-	-	-	-
48710	Minor Office/Communications Equipment	-	140	800	800	1,800	1,000	125.00%
48720	Minor Office Furniture	619	727	-	589	600	600	-
48740	Minor Machinery & Equipment	-	-	-	-	-	-	-
Total: Capital Outlay		1,119	867	800	1,389	2,400	1,600	200.00%
Interdepartmental Charges								
60000	Charges (To) From Other Depts.	69,479	98,236	110,516	110,516	-	(110,516)	-100.00%
61990	Administrative Service Fee	-	-	-	-	-	-	-
Total: Interdepartmental Charges		69,479	98,236	110,516	110,516	-	(110,516)	-100.00%
Department Total								
		\$ 194,007	\$ 233,859	\$ 329,824	\$ 548,893	\$ 349,469	\$ 19,145	5.80%

Includes \$114,069 for the USACE Section 205 project, \$30,000 from fund balance for Lost Creek, \$75,000 from fund balance for restoration projects on 4 sites.

Line-Item Explanations

40110 Regular Wages. Staff includes estimates for a Full-time Service Area Coordinator (increased from 3/4 time) and a Full-time Service Area Manager (in lieu of 0.7 charge to other department).

42020 Signage Supplies. Posting signage at the Salmon Creek Flood Risk Management parking area and access road.

42120 Computer Software. Microsoft Projects software.

43011 Contractual Services. Channel and embankment maintenance (\$15,000), Flood restoration/ repair (\$15,000), Bank stabilization/ revetment projects (\$15,000), Cooperative project with City of Seward (\$50,000), Establishing benchmarks (\$10,000), Sediment Management Plan (\$20,000).

43110 Communications. SBCFSA will be required to pay for the shared TLS (data line).

43310 Advertising. Newspaper ads for annual permitting day.

43210 Transportation/Subsistence. Board meeting allowance. Conferences, meetings, training opportunities for Service Area Coordinator and Manager. Floodplain Management Certification requires 16 continuing education credits every 2 years.

43260 Training. Registration fees for conferences or training for Service Area Coordinator CFM requirements. Increase for ASFPM conference fee.

43720 Equipment Maintenance. Copier agreement.

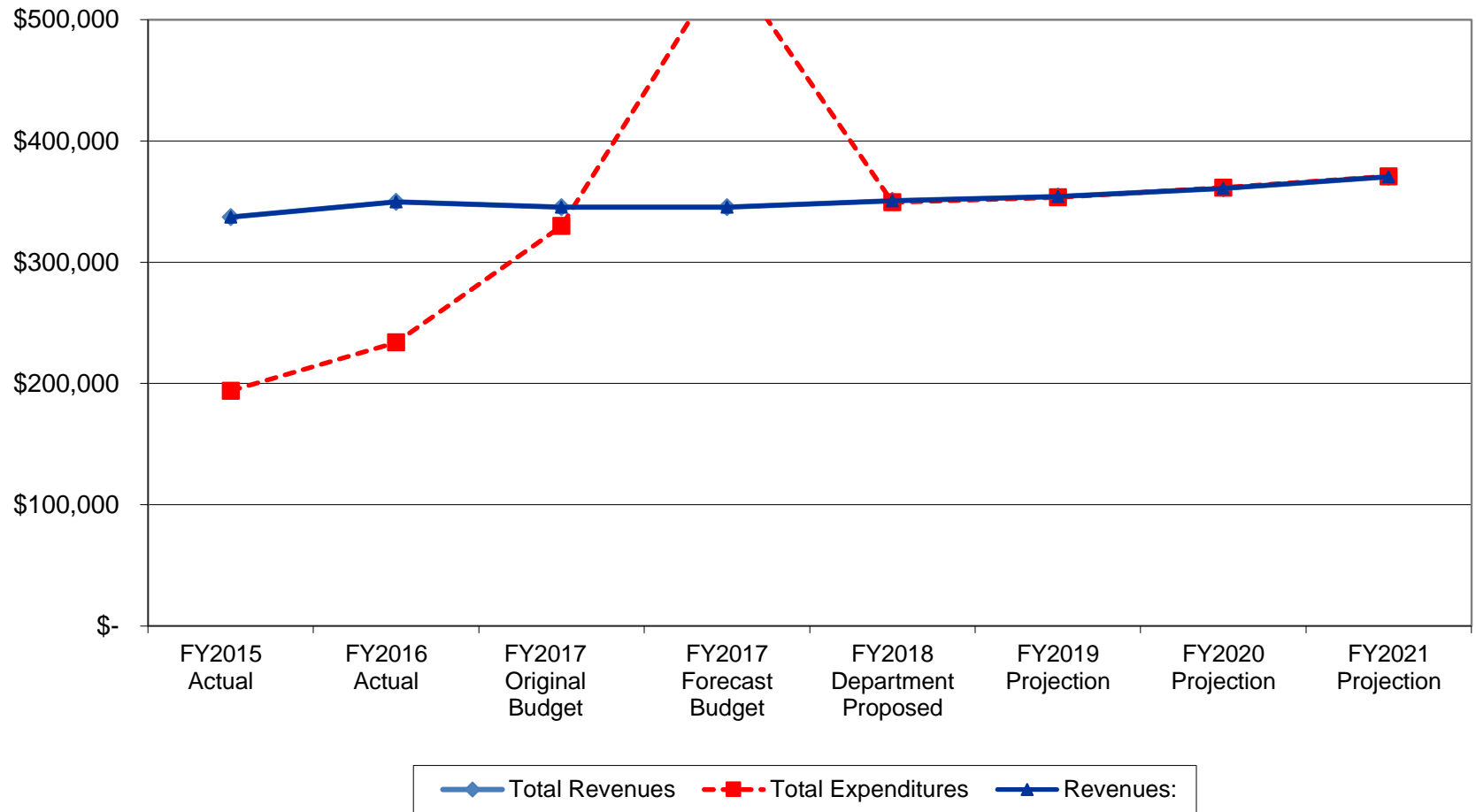
43810 Rents & Operating Leases. Office space lease agreement and post box fee.

43920 Dues & Subscriptions. Increase for Amazon Prime membership.

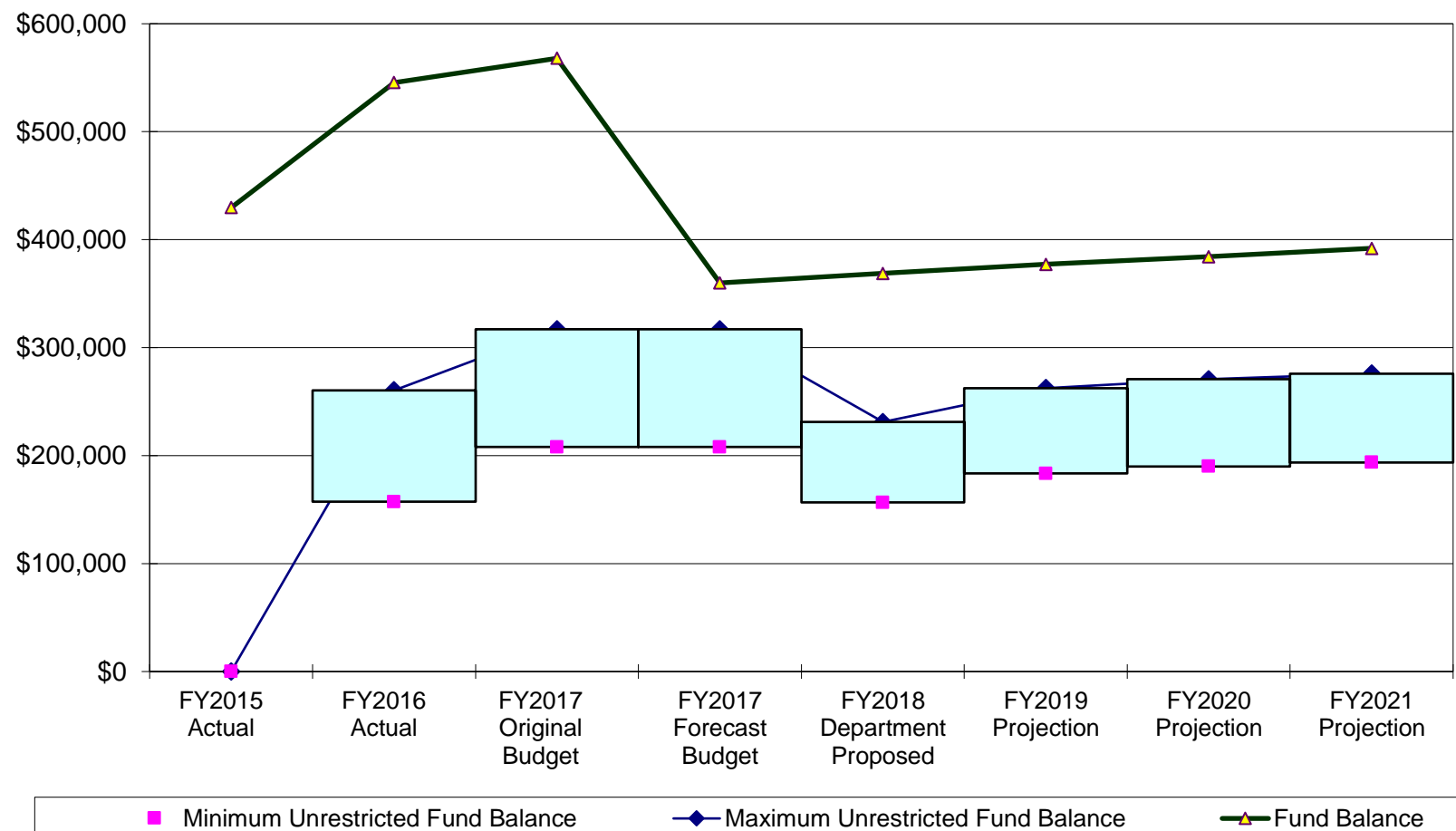
48710 Minor Office Equipment. Laptop.

48720 Minor Office Furniture. Chairs.

Seward Bear Creek Flood Service Area Revenues and Expenditures



Seward Bear Creek Flood Service Area Unreserved Fund Balance



**KENAI PENINSULA BOROUGH
BUDGET PREPARATION**

FY2018

DETAILED WORKSEET FOR TRAVEL AND SUBSISTENCE¹ & TRAINING

DEPARTMENT:

DIVISION:

CODE:

Destination & Purpose	Traveler's Title	No. of Days	Mode of Travel	Estimate of Expenses					Wages - Benefits ³
				Travel Cost	Fees ²	Per Diem	Lodging	Total	
Association of State Floodplain Managers Annual Conference (Pheonix, AZ, June 2018) OR Northwest Regional Floodplain Management Association Annual Conference (Portland, OR, September 2017)	Service Area Coordinator	7	Air, Car	1,500	800	350	1,050	3,700	
Board meeting allowance	Board members	20	n/a	600				600	
Anchorage trainings/ meetings	Service Area Coordinator; Manager	8	Personal Vehicle	1,000		300	500	1,800	
Soldotna trainings/ meetings	Service Area Coordinator; Manager	10	Personal Vehicle	1,100		400		1,500	
Subtotal Travel Costs				4200	800	1050	1550	7600	0
LESS TOTAL FEES (43260)								-800	
TOTAL TRAVEL COSTS (43210)								6800	

¹Travel outside the Kenai Peninsula Borough and the Anchorage area requires Out of Area Travel Authorization approved by the Mayor prior to the start of travel.

²Total travel and subsistence amount should be reduced by the amount in the fees column. Total of the fees column should be added to training costs (43260).

KENAI PENINSULA BOROUGH
BUDGET PREPARATION

FY 2018
DETAILED DUES AND SUBSCRIPTION EXPENSE

DEPARTMENT:	DIVISION:	CODE
Organization or Publication	Justification	Estimated Cost
Organizations:		
Association of State Floodplain Managers	Membership for the Service Area Coordinator necessary to maintain Floodplain Management Certification; Provides professional development opportunities including conferences, webinars, trainings and educational materials	150.00
Northwest Regional Floodplain Management Association	Provides professional development opportunities including conferences, trainings and educational materials for Floodplain Managers working in the Northwest	25.00
Subscriptions:		
NOAA Climate Data Subscription	Precipitation and other data used in analyses	100.00
Miscellaneous Publications		26.00
Amazon Prime membership		99.00
Total:		400.00

Authorized Personnel	Fiscal Year 2016				Fiscal Year 2017				Fiscal Year 2018			
	Salary Range	Permanent Positions	Temporary Hours	Overtime Hours	Salary Range	Permanent Positions	Temporary Hours	Overtime Hours	Salary Range	Permanent Positions	Temporary Hours	Overtime Hours
Seward-Bear Creek Flood Service Area												
Service Area Coordinator	L	0.75			L	0.75			L	0.75		
TOTAL SEWARD-BEAR CREEK FLOOD SERVICE AREA		0.75	0.00	0.00		0.75	0.00	0.00		0.75	0.00	0.00

Regular Wages	40,652
Temporary Wages	0
Overtime Wages	0
FICA	3,634
PERS	9,302
Health Insurance	24,160
Life Insurance	104
Leave	5,220
Other Benefits	144
	83,216



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441

PHONE: (907) 262-4441 • **FAX:** (907) 262-1892

www.kpb.us

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Kelly Cooper, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor
Craig Chapman, Finance Director
Valentina Susitna, Purchasing and Contracting Director
Brenda Ahlberg, Community & Fiscal Projects Manager

FROM: Kevin Lyon, Project Manager

DATE: February 2, 2017

SUBJECT: Ordinance 2016-19-____, Appropriating \$50,100 from the Seward Bear Creek Flood Service Area Fund Balance to Fund the In-kind Match for Design and Implementation of the Salmon Creek 205 Project Partnership Agreement
Approved by Resolution 2015-035 (Mayor)

Upon approval, this ordinance would appropriate the local funds of \$50,100 for the in-kind work required to be completed by other borough departments on behalf of the Seward Bear Creek Flood Service Area ("SBCFSA"). The work to be completed is necessary for the design and implementation of the Salmon Creek 205 Project Partnership Agreement ("Project") with the United States Army Corps of Engineers ("USACE").

The recommended plan resulting from the feasibility study is construction of an armored revetment, approximately 1,500 feet in length, which will provide sustainable flood risk management to the area. Construction will require the upgrade of 3,225 feet of mud trail to accommodate equipment. Minor recreation features will be included to facilitate public enjoyment after construction has been completed. The Project was deemed a benefit to the nation by the USACE with a benefit cost ratio of 3.14. The certified design and construction cost is \$3,281,000.00.

The SBCFSA's next scheduled meeting is February 13, 2017. Its recommendations for the allocation of \$50,100 to fund the in-kind work as listed below will be provided before the February 14, 2017, meeting:

Item	Budget	Description of Work
Land Management Labor	\$7,680.00	Acquire easements
Capital Projects labor	\$18,945.00	Project management, Design Review, Public coordination

Surveying - ASBUILT contract	\$10,000.00	DNR required post construction
Recording Fees	\$150.00	Estimated 3 sheets @ \$50/ea.
Survey Instructions	\$225.00	DNR required
Application Fees	\$100.00	DNR required - Fee Waived
Roads Labor	\$1,500.00	Evaluate access roads for truck traffic damage
Recreational	\$1,500.00	Contingency
Records Management	\$2,500.00	As Needed
Audits	\$7,500.00	As needed

Your consideration of this ordinance is appreciated.

FINANCE DEPARTMENT
ACCOUNT / FUNDS VERIFIED

Acct. No. 259.00000.00000.27910 (FB)

Amount \$50,100.00

By: _____ Date: _____

Introduced by:	Mayor
Date:	02/14/17
Hearing:	03/07/17
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2016-19-**

**AN ORDINANCE APPROPRIATING \$50,100 FROM THE SEWARD BEAR CREEK
FLOOD SERVICE AREA FUND BALANCE TO FUND THE IN-KIND MATCH FOR
DESIGN AND IMPLEMENTATION OF THE SALMON CREEK 205 PROJECT
PARTNERSHIP AGREEMENT APPROVED BY RESOLUTION 2015-035**

WHEREAS, the mission of the Seward Bear Creek Flood Service Area (“SBCFSA”) is to provide flood planning, protection, and mitigation services in coordination with appropriate agencies to reduce the risk of flood damage to private and public property through addressing issues that best reflect a fair use of the tax levy for watershed wide benefit; and

WHEREAS, resolution 2015-035 authorized the mayor to enter into a Project Partnership Agreement with the United States Army Corps of Engineers on the Salmon Creek 205 Flood Risk Management Design and Implementation Phase Project and approved the required 35 percent match of \$1,160,000; and

WHEREAS, the Project Partnership Agreement was fully executed May 11th, 2016; and

WHEREAS, Ordinance 2015-19-34 appropriated \$114,069.36 of the remaining balance of the 35 percent match less the in-kind work; and

WHEREAS, the in-kind work is estimated to be \$50,100 and is provided by other borough departments on behalf of SBCFSA; and

WHEREAS, at its regular meeting on February 13, 2017, the SBCFSA board recommended _____, funding the required in-kind match with the funds to come from its fund balance in the amount of \$50,100;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$50,100 is appropriated from the Seward Bear Creek Flood Service Area fund balance 259.000000.000000.27910 to account 259.21212.16COE.49999 for costs associated with the in-kind work associated with the Project Partnership Agreement.

SECTION 2. That this ordinance takes effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ____
DAY OF FEBRUARY, 2017.**

Kelly Cooper, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Transportation
and Public Facilities

DESIGN & ENGINEERING SERVICES
PRELIMINARY DESIGN & ENVIRONMENTAL

PO Box 196900
Anchorage, Alaska 99519-6900
Main: 907.269.0542
Toll Free: 800.770.5263
TDD: 907.269.0473

January 24, 2017

Project: Seward Airport Improvements
Project No.: TBD / Z548570000

Re: Request for scoping comments

The Alaska Department of Transportation and Public Facilities (DOT&PF), in cooperation with the Federal Aviation Administration (FAA), is soliciting comments and information on a proposed project which seeks to upgrade airport facilities as well as protect the airport from further damage caused by recurrent flooding. The proposed project is located within Section(s) 34-35, T1N, R1W and Sections 2-3, T1S., R1W, on USGS Quad Map Seward A-7, Seward Meridian; Latitude 60.1307°N, Longitude -149.4188°W, in Seward, Alaska (Figure 1).

Purpose and Need

The Seward Airport is located within the floodplain of the Resurrection River; portions of the airport are within the defined Floodway. The main runway (R/W 13/31) is located adjacent to the river and as a result, has been overtopped 18 times in the last 5 years (2011-2016), resulting in damage to all the airport facilities. Erosion from the river and regular flood damage require a continued maintenance effort to keep the airport usable, especially R/W 13/31. The purpose of the Seward Airport Improvements Project is to provide a reliable working airport that satisfies current FAA design standards for an Aircraft Design Group (ADG) II facility and that also conforms to the state's requirements for a Community Class Airport. These improvements should meet the near term aviation demands as well as plan for future demand. Specifically the airport needs to:

- Maintain a minimum R/W length of 3,300 feet, to accommodate current and near term aircraft including medevac operations.
- Meet the R/W width and taxiway (T/W) dimensional standards of ADG II.
- Construct flood protection to prevent erosion damage from the 100-year flood.
- Provide a minimum of 95% wind coverage for the ADG II aircraft; cross-winds.
- Construct a R/W with sufficient bearing capacity to allow for occasional operations by larger aircraft such as Beech 1900, Dash 8, and small charter type Business jets.
- Provide reliable airport lighting for night operations.
- Mitigate approach obstructions and incompatible RPZ uses to the extent practicable. Accommodate the need for aircraft owners to change out from floats to wheels
- Ensure the airport has sufficient service roads.

Alternatives under Evaluation

Airport Construction

Two build alternatives are under consideration. Both Alternative 1.1 and Alternative 2.2 satisfy the purpose and need outlined above.

Alternative 1.1 would include the following (see Figure 2):

- Reconstruct and raise R/W 13/31 above the 100-year flood level (up to 4 feet).
- Install riprap to protect the embankment. Adjust elevations of R/W 16/34 and T/Ws B and C to match the new R/W 13/31 elevation.
- Eliminate or reconfigure T/Ws A, D, and E to comply with new FAA guidance.

Alternative 2.2 would include the following (see Figure 3):

- Close R/W 13/31 and discontinue maintenance.
- Reconstruct and raise R/W 16/34 above the 100-year flood level (less than 1 foot). This includes shifting the R/W east to provide the required R/W and T/W separation.
- Install riprap to protect the embankment from flooding.
- Relocate T/W B and adjust T/W F to match new R/W elevation.
- Eliminate or reconfigure T/Ws A, C, D and E to comply with the new FAA guidance.

Both Alternatives would include the following:

- Repave other airport surfaces as needed.
- Install new airfield lighting and an electrical enclosure building.
- Relocate, repair or replace navigational aids, and markings.
- Construct service roads.
- Install security fencing.
- Property Acquisitions.
- Construct an access road and ramp to accommodate float plane floats to wheel change-outs

Material Site

No material sites are included for evaluation as part of this project. There are commercial material sources available near the project area.

Existing Site Conditions or Facilities

The State of Alaska owns and operates the Seward Airport, which includes a paved main R/W (R/W 13/31), a paved secondary R/W (R/W 16/34), multiple T/Ws, and two aprons. R/W 13/31 is 4,533ft x 75ft and R/W 16/34 is 2,289ft x 75ft. The Seward Airport primarily serves the City of Seward and residents in the area between Seward and Moose Pass. Local residents use the airport for travel to Anchorage and Prince William Sound. Tour operators also use the airport as a base for sightseeing tours of Kenai Fjords National Park via airplane and helicopter. There is no scheduled commercial service. The number of operations at the airport is much higher in the summer than in the winter. Although Seward is connected to other communities by rail, road and the marine highway, the airport provides essential access during medical emergency or disaster situations when other access (single rail line and single highway) may be vulnerable.

Most of the Seward Airport is located within the floodplain of the Resurrection River Delta. A significant portion of R/W 13/31 lies within the floodway. The frequency with which R/W 13/31 has been overtopped by the Resurrection River has increased significantly in recent years. These instances were limited initially to the fall, but they are now occurring in the summer as well (June to November). Recent changes in channel morphology have rendered the existing riprap along the eastern side of the R/W inadequate. Without raising this R/W and installing additional erosion protection, overtopping of the R/W will continue and DOT&PF will keep pouring maintenance funds into the airport.

Recent testing of the main R/W embankment shows an insufficient bearing capacity to support large aircraft. Frequent flooding is thought to have contributed to a weakened embankment under the pavement. As a result, use of the R/W has been restricted to small aircraft with a weight of 12,500 lbs or less.

Preliminary Environmental Research

The environmental impacts of the two alternatives are not clearly established at this time so an Environmental Assessment (EA) will be prepared. An EA was completed in 2008 for improvements outlined in the Seward Airport Master Plan. A Finding of No Significant Impacts was issued on July 1, 2008. Since then various factors have delayed long term improvements to the Seward Airport. Due to the lapse of time, increases in the flooding frequency, as well as revisions to environmental regulations and proposed actions, DOT&PF in coordination with the FAA, plan to prepare a new focused EA that will cover changes to the proposed Airport improvements and current environmental conditions in Seward. DOT&PF conducted preliminary research using the most current available data to identify environmental resources within the proposed project vicinity (attached). To ensure that all factors are considered in developing the proposed project, please provide your written comments, recommendations, and the additional requested information to our office no later than February 24, 2017.

If you have any questions on the environmental effects, please contact Mark Boydston, Environmental Impact Analyst, at (907) 269-0524, or via email at mark.boydston@alaska.gov. Questions concerning the engineering aspects of the proposed project can be directed to Barbara Beaton, P.E., Project Manager, at (907) 269-0617 or via email at barbara.beaton@alaska.gov.

Sincerely,



Brian Elliott
Regional Environmental Manager

Attachments:

- Figure 1 Location and Vicinity Map
- Figure 2 Alternative 1.1 Plan View
- Figure 3 Alternative 2.2 Plan View
- Figure 4 Existing Conditions -100 year Flood Map
- Figure 5 Alternative 1.1 - 100 year Flood Map
- Figure 6 Alternative 2.2 - 100 year Flood Map
- Figure 7 Alternative 1.1 - 2016 updated wetlands and imagery
- Figure 8 Alternative 2.2 - 2016 updated wetlands and imagery
- Preliminary Environmental Research

cc: Barbara Beaton, Project Manager, DOT&PF Aviation Design
Leslie Grey, Environmental Program Manager, FAA Alaskan Region, Airports Division

Preliminary Environmental Research

Air Quality

A review of the U.S. Environmental Protection Agency's List of Nonattainment Areas for All Criteria Pollutants and of the Alaska Department of Environmental Conservation (ADEC) Division of Air Quality's Non-Point Mobile Source Program website on December 15, 2016 indicated that the project area does not fall within an air quality nonattainment or maintenance area. The proposed project is not likely to result in any permanent air quality impacts, as all disturbed areas will be permanently stabilized after project completion and DOT&PF does not anticipate airport operations would increase significantly after the proposed project is constructed.

Anadromous Fish Streams and Essential Fish Habitat

A review of the Alaska Department of Fish and Game (ADF&G) *Atlas to the Catalog of Waters Important to the Spawning, Rearing or Migration of Anadromous Fishes* and the National Marine Fisheries Service (NMFS) Essential Fish Habitat (EFH) Mapper on December 15, 2016 found that the following waterbodies near the Seward Airport project contain anadromous fish and EFH (Table 1).

Table 1 – Anadromous Fish Streams in Project Area

Stream Name	AWC Code	Location	Anadromous Species and Use
Airport Creek	231-30-10080-2003	East side of the airport and adjacent to Runway 13/31	Spawning habitat for pink salmon
Unnamed anadromous fish stream	231-30-10075	Southern end of the airport between Runway 16/34 and Runway 13/31	Spawning habitat for pink salmon
Unnamed anadromous fish stream	231-30-10080-2017	East of the airport and Runway 13/31	Rearing habitat for coho salmon Spawning and rearing habitat for sockeye salmon
Resurrection River	231-30-10080	East of the airport	Spawning habitat for chum salmon Spawning and rearing habitat for Coho salmon Spawning habitat for pink salmon Spawning habitat for eulachon Chinook and sockeye salmon present
Resurrection Bay	N/A	South of the airport	Flathead sole present Pacific cod present Walleye pollock present All 5 species of Pacific salmon present

Alternative 1.1 is anticipated to affect the Resurrection River but not any of the other streams listed in Table 1. This Alternative may place fill below ordinary high water (OHW) of Resurrection River. Temporary adverse impacts from construction would occur, such as

increased turbidity and sedimentation. DOT&PF will coordinate with and obtain appropriate authorization from the U.S. Army Corps of Engineers (USACE), NMFS, and ADF&G prior to work that may involve anadromous or resident fish streams. Alternative 2.2 is not anticipated to impact any of the fish streams listed in Table 1.

Construction

Air quality degradation during construction may result from equipment exhaust and disturbed soil particles that become airborne. These impacts would be mitigated through the use of Best Management Practices (BMP) such as watering to minimize dust and routine equipment maintenance.

Water quality degradation during construction may result from sedimentation of storm water runoff. Alternative 1.1 would require work in the Resurrection River to provide increased armoring of the riverbank and to provide appropriate embankment for the increased runway height. This may result in temporarily increased turbidity. These impacts would be mitigated by using appropriate BMPs and implementing a Storm Water Pollution Prevention Plan in accordance with the Alaska Pollutant Discharge Elimination System (APDES) Construction General Permit (CGP). There is no other pollutant input anticipated during construction.

Temporary work areas or vegetated buffers may be located in wetlands if other upland areas are not available. Any such impacts would be included as part of the USACE's Section 404 wetland permitting process.

Estimated Ground Disturbance and Clearing Activities

Alternative 1.1 would disturb approximately 7.5 acres of ground and Alternative 2.2 would disturb approximately 15 acres. Ground disturbing activities would include grading, ditching, pavement removal, utility relocation, embankment construction, installation of armor protection and vegetative clearing within the airport property.

Flood Plain and Regulatory Floodway

A review of the Federal Emergency Management Agency (FEMA) online Flood Insurance Rate Maps (FIRM) on December 16, 2016, indicated that the proposed project area falls within the Regulatory Floodway, 1% Annual Change of Flood Hazard, and 0.2% Annual Chance of Flood Hazard Flood Hazard Zones (FEMA 2016, defined within FEMA flood maps 02122C4543D and 02122C5006D, effective September 27, 2013 (FEMA 2013).

DOT&PF completed a flood study for the proposed project and is available for agency review. Alternative 1.1 would require placement of fill within the regulatory floodway as well as the floodplain (see Figure 2) from raising the runway. Increases to the base flood elevation (BFE) by as much as 4 feet would occur in some areas. This encroachment and subsequent rise in the base flood elevation would result in flood waters backing up onto private properties along the Resurrection River.

Thus the selection of Alternative 1.1 would require a Letter of Map Revision (LOMR) to modify the effective FIRM and Floodway map.

Fill for Alternative 2.2 would fall within the floodplain but outside the regulatory floodway (See figure 3). Alternative 2.2 would produce a BFE increase of less than 1 foot. As a result, the FIRM and Floodway will not need to be modified for this alternative.

Hazardous Waste

A review of the ADEC Contaminated Sites Mapper on December 16, 2015 showed 1 active contaminated site and 4 cleaned up sites located near the project area (Table 2).

Table 2 –Contaminated Sites In and Adjacent to Project Area

Site Name	File Number	Contamination Type	Approximate Location	Activity Status
Seward Military Resort	2102.26.069	Contaminated soil and groundwater at the site from a broken underground storage tank supply line	1,700 feet west of Airport Road	Active
ARRC Seward Rail Yard	2332.38.002	diesel range organic contamination from leaky heating oil underground storage tank	880 feet west from the airport and 1,166 feet west of Runway 16/34	Cleanup Complete - Institutional Controls
ARRC Henderlong Building Seward	2332.38.033	benzene and toluene were found in soil	600 feet southwest of the airport and 1,265 feet from Runway 16/34	Cleanup Complete
Harbor Air Service	2332.38.005	Soil contamination from abandoned 55-gallon drums	270 feet west of Runway 16/34	Cleanup Complete
Seward, City of-Sewer Lift Station #4	2332.26.014	diesel range organic contamination from leaky underground storage tank	2,000 feet northwest of Airport Road	Cleanup Complete

Since the only active site is located off airport land and away from the proposed improvements, DOT&PF anticipates no impacts to contaminated sites are or that contaminated soils would be encountered during construction. Additional assessment of individual private properties may be needed prior to property acquisitions.

Historic Properties, Archeological, and Cultural Resources

Based on a Cultural Resources Survey conducted in 2004 by Northern Land Use Research for the Seward Airport Master Plan effort, and presented in the 2008 Finding of No Significant Impact, the following sites are in the vicinity of the Airport property.

- Site No. SEW-148, associated with the Seward Moose Pass Trail (previously Iditarod National Historic Trail), runs discontinuously adjacent to the railroad; portions of this trail fell into disuse after the completion of the Alaska Railroad in 1923.

- Site No. SEW-007 is associated with the Russian Trail dating back from the Russian Period; the exact location of this site has not been identified. Remnants of an old road at the southern end of the project area could relate to Site No. SEW 007.
- Site No. SEW-835, the Naval Radio Station, is located on the eastern bank of Resurrection River, east of the project area.

DOT&PF and FAA will proceed in accordance with Section 106 of the National Historic Preservation Act.

Invasive Species

A search of the University of Alaska Anchorage Exotic Plants Information Clearinghouse (EPIC) Invasive Plants Mapper, conducted on December 15, 2016 indicated that several invasive plant species are located in the vicinity of the proposed project. DOT&PF will comply with Executive Order 13112 (Invasive Species) by ensuring that ground disturbing activities are minimized and disturbed areas are revegetated with seed recommended for the region by Alaska Department of Natural Resources' (ADNR') *A Revegetation Manual for Alaska*.

Material and Disposal Sites

The Contractor would supply material for the runway, subgrade structure, surfacing, and armor protection. Similarly, the Contractor would obtain rights to disposal sites. If the Contractor elects to use an undeveloped material site, contract language will require the Contractor to acquire all necessary permits and clearances for the site(s) and provide copies to the DOT&PF Project Engineer prior to development. Per DOT&PF specifications, the Contractor will also be responsible for implementing a Storm Water Pollution Prevention Plan. Material from a borrow site that has not received the appropriate permits and clearances will not be accepted for project construction.

Migratory Birds and Eagles' Nests

The U.S. Fish and Wildlife Service (USFWS) Information for Planning and Conservation (IPaC) website, reviewed on December 14, 2016, indicated that the following species of migratory birds could potentially be affected by activities in this location:

- Bald Eagle *Haliaeetus leucocephalus* (season: year-round);
- Black Oystercatcher *Haematopus bachmani* (season: year-round);
- Fox Sparrow *Passerella iliaca* (season: breeding);
- Kittlitz's Murrelet *Brachyramphus brevirostris* (season: breeding);
- Lesser Yellowlegs *Tringa flavipes* (season: breeding);
- Marbled Godwit *Limosa fedoa* (season: breeding);
- Marbled Murrelet *Brachyramphus marmoratus* (season: year-round);
- Olive-sided Flycatcher *Contopus cooperi* (season: breeding);
- Pelagic Cormorant *Phalacrocorax pelagicus pelagicus* (season: year-round);
- Rock Sandpiper *Calidris ptilocnemis ptilocnemis* (season: migrating);
- Rufous Hummingbird *selasphorus rufus* (season: breeding);
- Short-billed Dowitcher *Limnodromus griseus* (season: breeding); and
- Short-eared Owl *Asio flammeus* (season: breeding)

According to the USFWS, in Southcentral Alaska, the recommended time period for avoiding vegetation clearing on shrub or open (shrub cover or marsh, pond, tundra, gravel, or other treeless/shrubless ground) habitat is May 1 through July 15. Clearing and grubbing would not occur within the migratory bird window, except as permitted by federal, state, and local laws.

Although migratory birds may temporarily avoid the project area during construction activity, the proposed project is not likely to result in permanent adverse effects to wildlife due to pre-existing levels of development and disturbance at the airport.

A search of the University of Alaska Southeast and USFWS *Wetland Ecosystems Protocol* website on July 21, 2016, indicated that there are four bald eagle nests within 1,000 feet of the proposed project area:

- Nest No. 5/Object ID 1865 is located within the project area and about 365 feet northeast of Runway 13/31 at 60.1333, -149.4167.
- Nest No. 14/Object ID 1873 is located approximately 290 feet east of the airport and about 789 feet northeast of Runway 13/31 at 60.1349, -149.416.
- Nest No. 6/Object ID 1657 is located approximately 733 feet northeast of the airport and about 1,125 feet northeast of Runway 13/31 at 60.1321, -149.41.
- Nest No. 11/Object ID 1661 is located approximately 911 feet north of the airport and about 1,677 feet north of Runway 13/31 at 60.1396, -149.4235.

DOT&PF would coordinate with the USFWS to determine an appropriate course of action since some bald eagle nests are active and fall within the primary (330 feet) or secondary (660 feet) protection zones.

Navigable Waters

Reviews of the Alaska Department of ADNR's Navigable Waters online mapper on December 15, 2016, indicated that the one navigable river that intersects with the project is the Resurrection River, USGS GNIS ID: 01413859. The USACE's List of Navigable Waters reviewed on December 20, 2016 does not list the Resurrection River as navigable or under the jurisdiction of Section 10 of the Rivers and Harbors Act. Alternative 1.1 would require work within the Resurrection River. DOT&PF would obtain permissions prior to completing any work within the Resurrection River. Further, Resurrection Bay is navigable; however, DOT&PF does not anticipate the bay would be directly impacted by the proposed project.

Noise

Per the *FAA Environmental Desk Reference for Airport Actions* (2015), a noise analysis is required for actions involving a new airport location, a new runway, a major runway extension, or runway strengthening; or, when annual operations exceed 90,000 propeller operations or 700 jet operations. The projected operations for the Seward Airport do not approach the above-stated operational thresholds; accordingly, no noise analysis will be prepared.

Right-of-Way

The proposed project would not involve the placement of fill outside of the airport property. However, both alternatives will require property acquisition to contain Runway Protection Zones. Alternative 1.1 will require raising Runway 13/31 up to 4 feet at some locations to ensure it is above the 100 year flood elevation. Due to its proximity to the Resurrection River, the

raised runway is expected to produce a rise in the base flood elevation which will cause inundation of numerous private properties outside of airport property (See Figures 4 & 5). Acquisition of the affected properties will be required.

Raising Runway 16/34 (Alternative 2.2) above the 100 year flood level (less than 1 foot) is not anticipated to raise the base flood elevation sufficiently to flood adjacent private properties more than the existing conditions (See Figure 6).

Further mitigation of airspace obstructions may necessitate acquisition of property rights to cut trees and limit build heights for each alternative.

State Parks, National Parks, National Forests, Wild and Scenic River

A search of the ADNR Division of Parks and Outdoor Recreation website on December 14, 2016 indicated the Caines Head State Recreation Area is about 7 miles from the proposed project area. The National Park Service (NPS) website queried December 14, 2016 indicated the Kenai Fjords National Park is about 4 miles from the proposed project. The National Forest Service website review conducted December 14, 2016 indicated that the Chugach National Forest is about 1 mile from the proposed project area. DOT&PF does not anticipate the proposed project would result in any adverse impacts to parks, forests, or wild and scenic rivers.

State Refuges, National Wildlife Refuges, Critical Habitat Areas, and Sanctuaries

A review of ADF&G online listing of State of Alaska Refuges, Critical Habitat Areas, and Sanctuaries and the USFWS' IPaC website on December 15, 2016 indicated that there are no refuges, critical habitat areas or sanctuaries within or adjacent to the proposed project area.

Threatened and Endangered Species

A query on the USFWS' IPaC and ADF&G threatened and endangered species websites on December 14, 2016 indicated that there are no threatened species and one endangered species, the Short-tailed Albatross (*Phoebastria albatrus*), near the proposed project area. A query of the NMFS Endangered Species Act (ESA)/Marine Mammal Protection Act (MMPA) Mapper website on December 15, 2016 indicated that there are 3 endangered species (humpback whale, North Pacific right whale, and sperm whale) in Resurrection Bay just south of the proposed project area. There are no critical habitats within or adjacent to the proposed project area.

DOT&PF does not anticipate the proposed project would impact or adversely affect a threatened or endangered species, since all ESA-listed species are located in Resurrection Bay.

U.S. DOT Act Section 4(f)

Section 4(f) of the Department of Transportation Act of 1966 (recodified at 49 U.S.C. 303(c)) was adopted to protect public parks, recreation lands, wildlife and waterfowl refuges, and historic properties from encroachment by public transportation facilities. The act states that federally-funded transportation projects may not "use" these properties unless there is no other prudent and feasible alternative and the project includes all possible planning to minimize harm, or the project results in a "de minimis" use. Under Section 4(f), a "use" can occur under three circumstances - when land from a 4(f) property is incorporated into a transportation facility; when a 4(f) property is temporarily occupied (adversely); and when the proximity impacts of a

transportation project are so severe that they substantially impair the activities, features, and attributes that qualify the resource for Section 4(f) protection.

Based on a review of state and federal agency protected areas in Alaska and the City of Seward park locations on December 14 and 18, 2016, the proposed project area does not include any public park, recreation area, wildlife and waterfowl refuge of national, State, or local significance or land from a historic site of national, State, or local significance.

Water Quality

Five potential receiving water bodies for the proposed project are listed in Table 1. A review of the ADEC Impaired Waters mapper on December 15, 2016 indicated that none of the receiving waters are impaired.

A review of the ADEC Drinking Water Protection Mapper on December 15, 2016 revealed many groundwater sources and associated drinking water protection areas established along the project corridor. The proposed project is not anticipated to impact local aquifers or established drinking water sources.

Wetlands and Other Waters of the U.S.

DOT&PF conducted a Wetland Delineation and Aquatic Site Assessment in 2004 to determine the presence and extent of wetlands for the 2008 Seward Airport Master Plan Environmental Assessment and Finding of No Significant Impacts. DOT&PF field checked the 2004 delineation in September 2016 and updated wetlands boundaries. Identified wetland types include: Estuarine and Marine Deepwater (E1UBL); Estuarine and Marine Wetland (E2USN, E2USM, E2EM1P); Freshwater Pond (PUBH); Riverine (R3USC, R3UBH); and Freshwater Forested/Shrub Wetland (PFO1/SS1A, PSS1A, PSS1/EM1R, PSS1/EM1C).

DOT&PF anticipates fill would be placed in wetlands for the proposed improvements at the airport. DOT&PF will design the project such that wetland impacts are avoided or minimized to the maximum extent practicable. DOT&PF will comply with mitigation guidelines for any impacts that cannot otherwise be avoided. For purposes of comparison, preliminary estimates of wetland impacts are 5 acres for Alternative 1.1 and 13.5 acres for Alternative 2.2 (see attached Figures 7 and 8). .

Social and Economic

A review of the Environmental Protection Agency (EPA) Environmental Justice Mapper on December 15, 2016 indicated the percent of minority populations living within the project area (32%) is less than the rest of the Alaska (37%). The low-income population percent within the proposed project area (29%) is somewhat higher than the rest of the state (26%). The proposed project is not anticipated to adversely affect neighborhoods, community cohesion, or disadvantaged social groups. Alternative 1.1 would result in an increase to the BFE and would likely require property acquisitions to mitigate for the increased flood impact potential. Should this alternative be carried forward for further consideration, DOT&PF will evaluate whether any disadvantaged social groups are disproportionately affected by the increased flood elevations.

Land Use and Transportation Plans

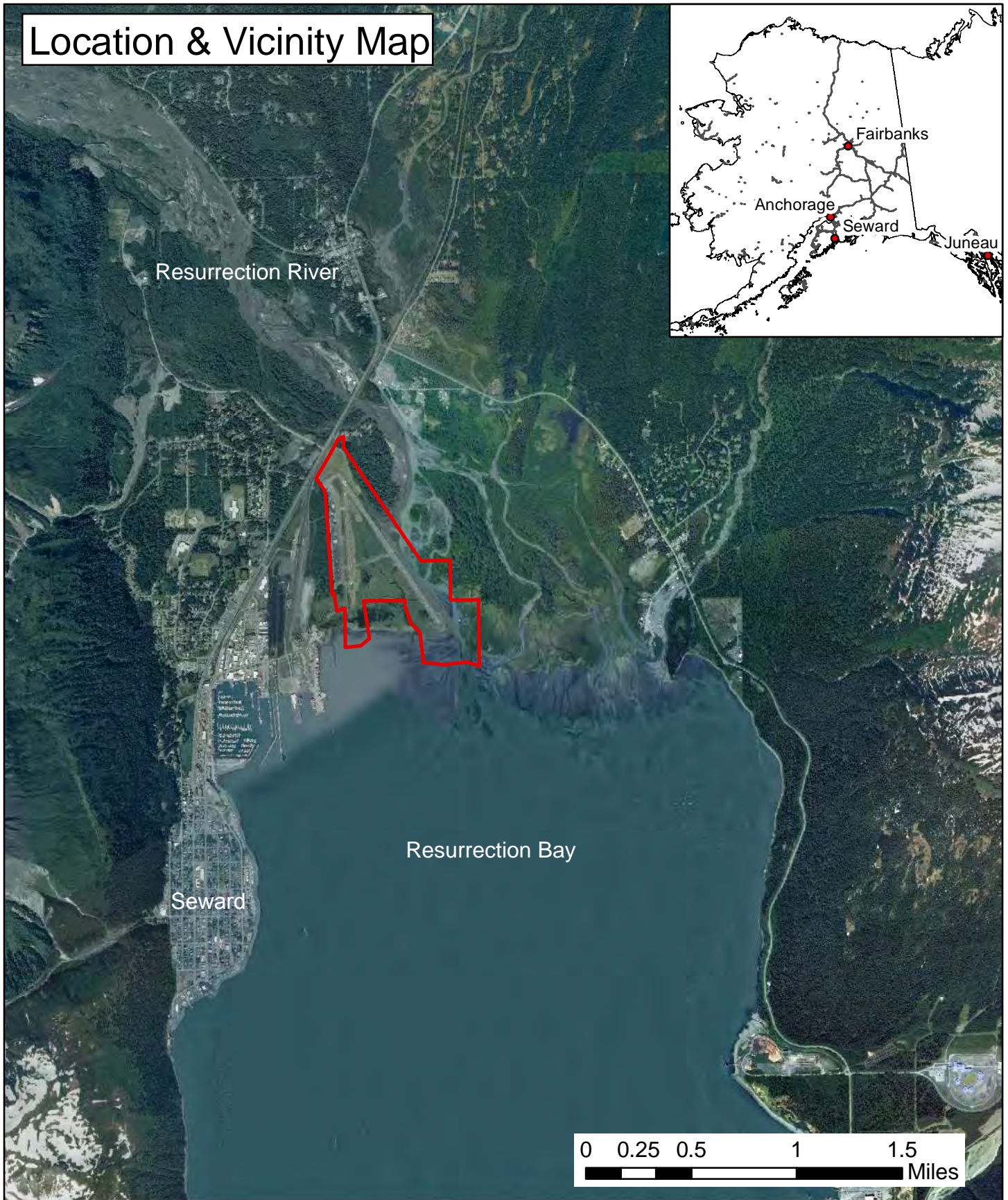
On August 2015, the following land use and transportation plans were identified and will be considered in the development of this project: DOT&PF *Seward Airport Master Plan* June 2008); DOT&PF *2012-2015 Statewide Transportation Improvement Program (STIP)* (amended June 5, 2015); *Kenai Peninsula Borough (KPB) Transportation Plan* (December 2003); *KPB All Hazard Mitigation Plan* (June 2005); *City of Seward 2020 Comprehensive Plan* (June 2005).

Permits and Authorizations

This project may require the following permits:

- APDES CGP for storm water discharge
- ADF&G Fish Habitat Permit
- ADNR Land Use Permit
- USACE Section 404 permit
- KPB Multi-agency Permit
- KPB Floodplain Development Permit

Location & Vicinity Map



Location
 Section: 34, 35 - 2, 3
 Township: 1N - 1S
 Range: 1W
 Meridian: Seward
 USGS Quad: Seward A-7



Legend

Seward Airport

State of Alaska
 Department of Transportation and Public Facilities
 Central Region

Seward Airport Improvements

Date: 12/12/16 Figure: 1

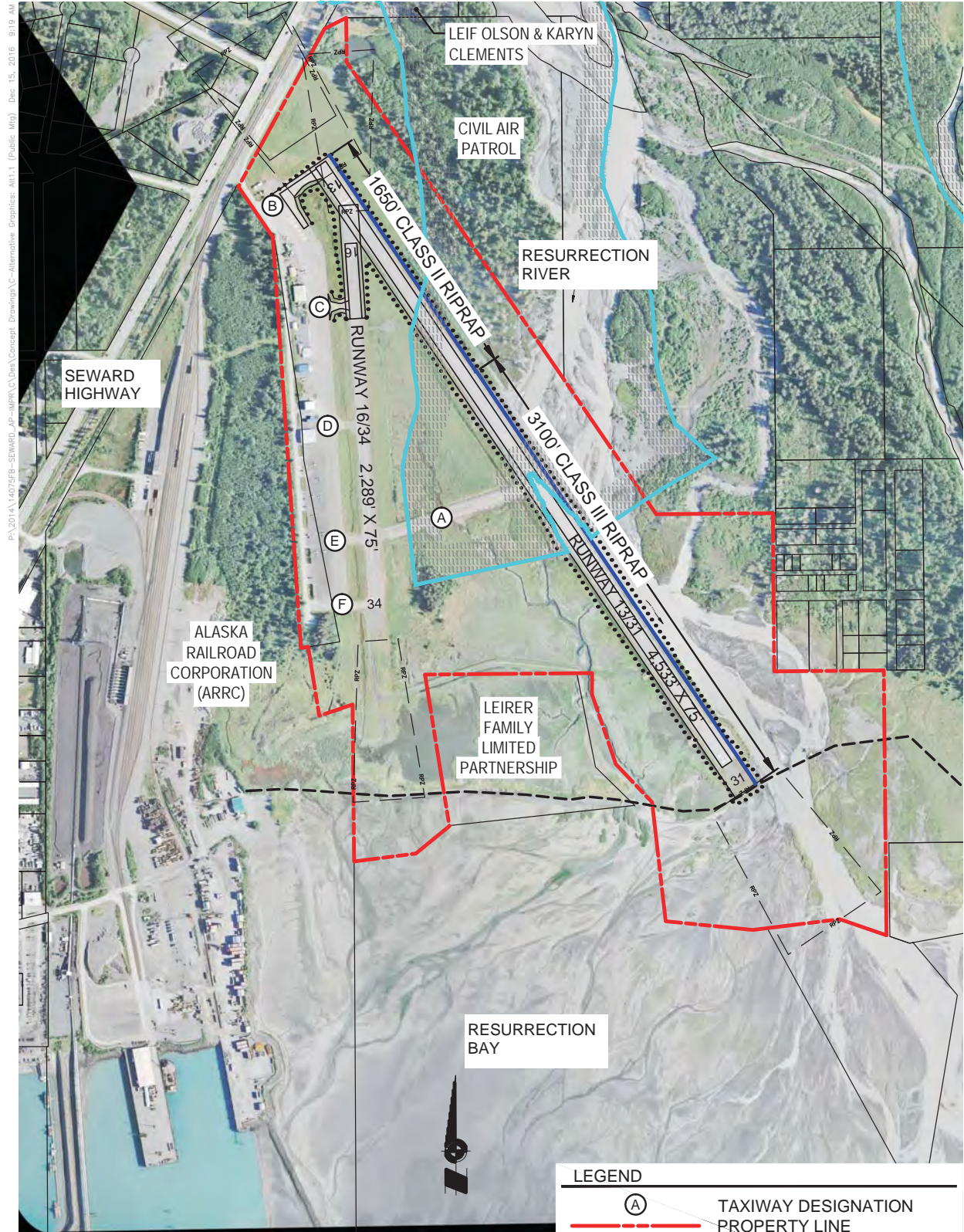


Figure 2. Alternative 1.1

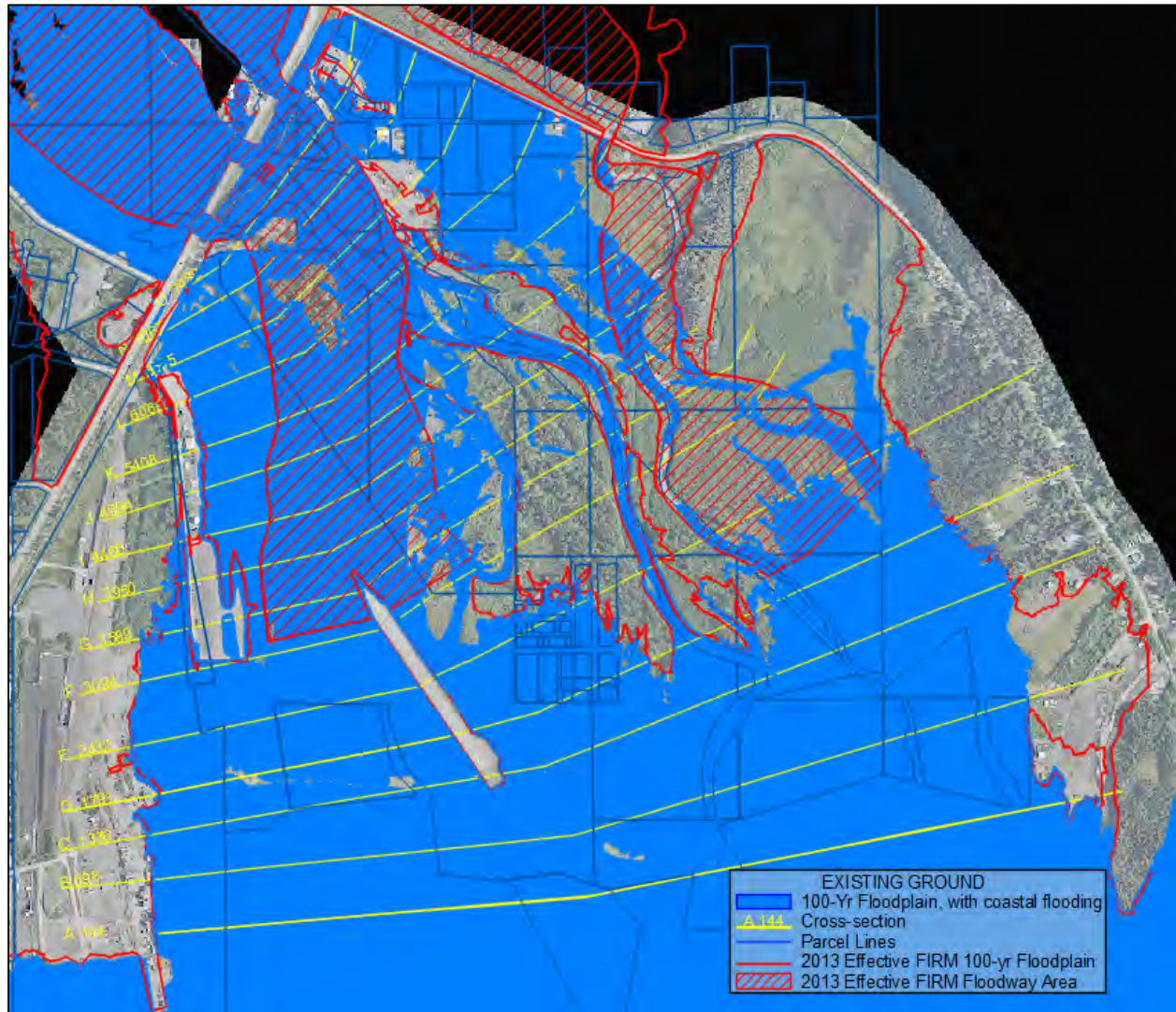


Figure 4. 100-year flood map for Existing Conditions

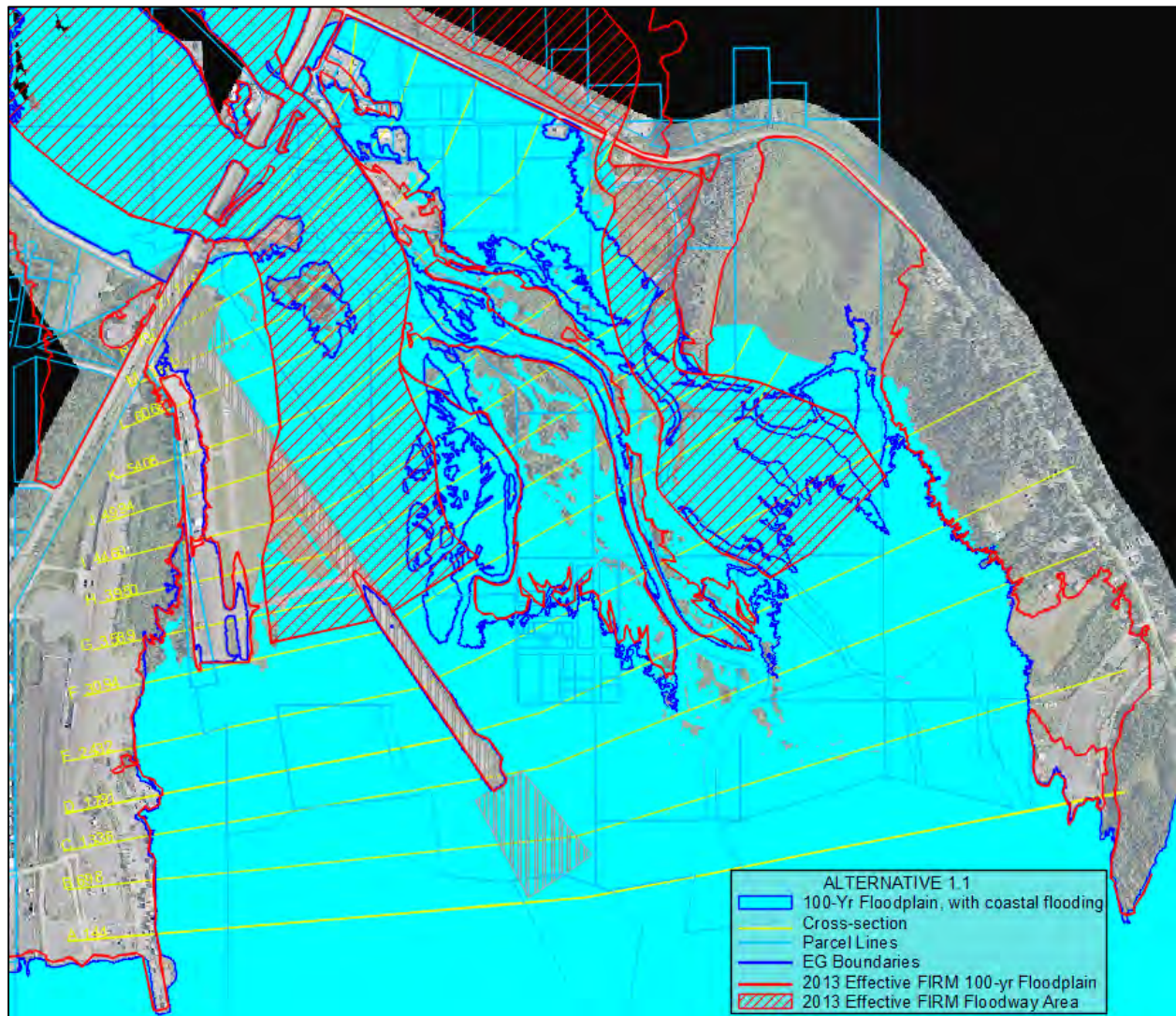


Figure 5. 100-year flood map for Alternative 1.1

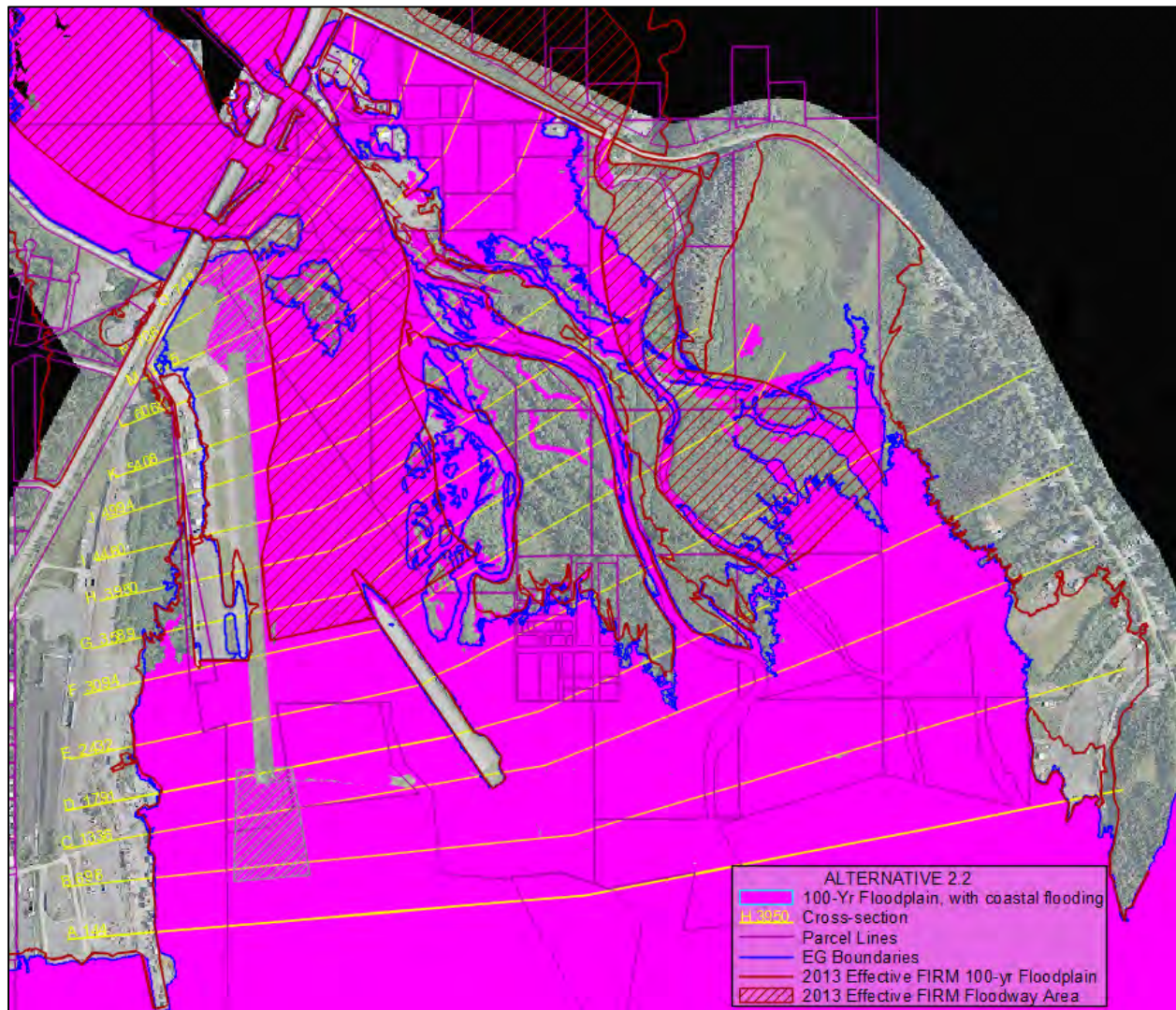


Figure 6. 100-year flood map for Alternative 2.2

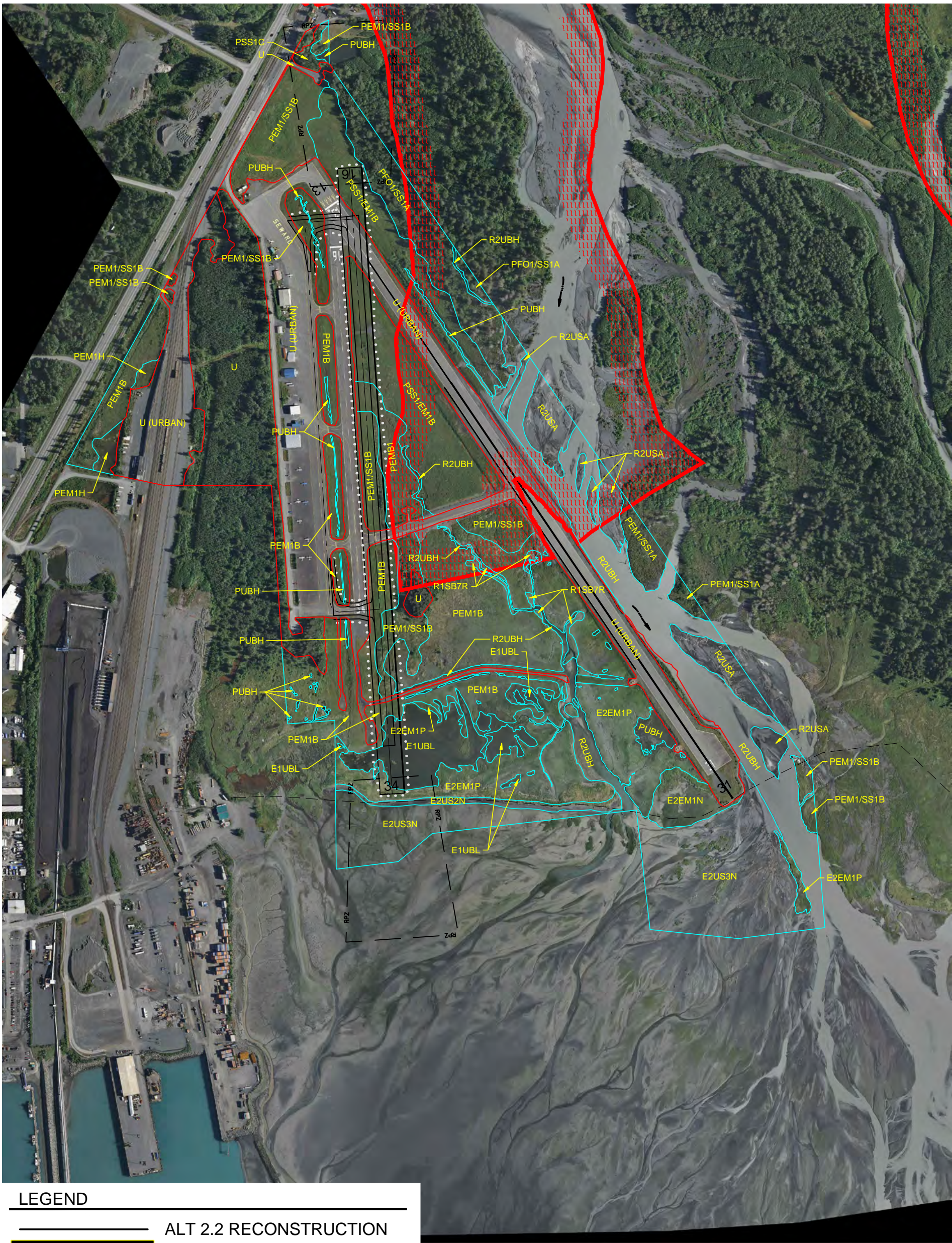


Figure 8

Alt 2.2 RECONSTRUCT EXISTING RUNWAY 16/34 (3,300ft x 75ft)

- Abandon Runway 13/31 and allow flood water over topping of the existing runway
- Raise Runway 16/34 above 100 year flood level
- Relocate Taxiway B to match into runway modifications
- Reconstruct Taxiway F to match into runway modifications
- Eliminate Taxiways A, C, D & E

Risk MAP Project Quarterly Report for Kenai Peninsula

Greetings,

My name is Matt Witosky and I am part of the Kenai Peninsula Borough Risk Mapping, Assessment, and Planning (Risk MAP) Project Team, working with the Strategic Alliance for Risk Reduction (STARR), a contractor for the Federal Emergency Management Agency (FEMA). This email is being sent to you as a status update for work completed on this project as of January 24, 2017. Detailed status updates like this are sent quarterly and include the overall project status, changes to the scope or schedule of the project, and a detailed overview of the individual technical tasks associated with the project.

Project History

FEMA is responsible for preparing Flood Insurance Rate Maps (FIRMs) that delineate flood hazard zones and Base Flood Elevations (BFEs) in the United States. Because of the importance of understanding the nation's coastal flood risk, FEMA has initiated coastal flood risk studies for the populated coastline as part of its [Risk MAP](#) effort. Through the Risk MAP effort, FEMA is updating the nation's coastal [Flood Insurance Studies \(FISs\)](#) and [FIRMs](#), where appropriate, and publishing new FIRMs in densely populated areas that were not previously mapped. For more information, please visit <https://www.fema.gov/coastal-flood-risks-achieving-resilience-together>.

The State of Alaska identified the Kenai Peninsula Borough as a priority for FEMA's Risk MAP program. The State determines its priorities based on population at risk to hazards, recent events, and community interest. FEMA, State, and Local stakeholders participated in a Risk MAP Discovery Meeting held March 2, 2011 where community concerns were identified. These concerns were captured in the Risk MAP Discovery Report and delivered to the communities in the borough. After the Discovery Meeting, community concerns were researched and analyzed, in order to develop a scope of work that includes multi-hazard risk assessment products and updates to the communities' regulatory flood maps based on community-identified resilience needs.

Project Milestones and Deliverables

Meeting/Deliverable	Point of Contact	Actual/Projected Date
Risk MAP Discovery Meeting	Tom Tufts	March 2, 2011
Flood Study Kick-Off Meeting	Tom Tufts	July 23-26, 2012
Flood Risk Review Meeting (FRR)/Draft Maps	Tom Tufts	August 27-28, 2013
Preliminary DFIRM/FIS Release	Tom Tufts	June 13, 2014
Consultation Coordination Officers (CCO) Meeting	Ted Perkins	September 9-11, 2014
Public Meeting/Workshop	Ted Perkins	September 9-11, 2014
Appeal Period Starts	Matt Witosky	1 st Start: January 28, 2015 2 nd Start: August 12, 2015
Appeal Period Ends	Matt Witosky	1 st End: April 28, 2015 2 nd End: November 10, 2015
Letter of Final Determination	Matt Witosky	April 20, 2016
Draft Multi-Hazard Risk Report	Amanda Siok	October 6, 2016
Maps and FIS become Effective	Ted Perkins	October 20, 2016
Risk MAP Resilience Workshop	Amanda Siok	Spring/Summer 2017*
Delivery of Final Risk Report and Risk Assessment Database	Amanda Siok	Fall 2017*

**All projected dates are subject to revision as the project progresses.*

Recent Activity

The flood study has concluded and went effective on October 20, 2016.

FEMA funded its contractor, STARR, to develop a multi-hazard Risk Report for the Kenai area as part of the ongoing Risk MAP study. Risk assessments have been completed for tsunami, dam failure, erosion, and flood hazards and have been compiled into a draft Risk Report. The State Risk MAP Coordinator, Sally Cox, sent the Risk Report out for review on October 6 and requested comments back by October 28. If there are any additional comments, please be sure to submit them as soon as possible before we finalize the Risk Report.

Next Steps

Once comments are compiled, FEMA and the State will hold a webinar to review the Risk Report, its data and results, and begin steps to schedule a Resilience Workshop. Scheduling discussions regarding the Risk Assessment Results Webinar and the Resilience Meeting will begin soon.

Additional information on this project including the project area and Risk MAP contacts can be found online at:

http://www.starr-team.com/starr/RegionalWorkspaces/RegionX/Kenai_Coastal/SitePages/Home.aspx

NOTE: If you have trouble downloading or are prompted for credentials when clicking the file name on the website, cancel the prompt and instead right-click the file name and choose "Save As" or "Save Target As".

General Information

If you have questions about this Risk MAP project, please contact the State Risk MAP Coordinator, Sally Russell Cox, sally.cox@alaska.gov, (907) 269-4588.

The STARR Region X Help Desk is another resource available to answer project-related questions. STARR staff will route and research your question, and respond within three business days. Submit your questions via email, the address is RegionXHelpDesk@starr-team.com.

If you want to keep up with what's happening around Region X, get project status updates, or learn about upcoming events and training opportunities, subscribe to the Region X monthly newsletter. For more information or to subscribe, email rxnewsletter@starr-team.com.

Current and past issues of the newsletter, project status updates, announcements, upcoming events, and training opportunities are also available online at the STARR website, www.starr-team.com (shortcut link: <http://j.mp/starrrxnews>).

I hope you found this status update email helpful. If you would like to be removed from the distribution list, or if you feel there is someone that should be added to the list, please reply to this email. If you have any questions, or if there is information that you would like to see in future updates, please feel free to contact me by phone or email. My contact information is below.

Sincerely,

Matt Witosky

Project Manager

STARR - Strategic Alliance for Risk Reduction