

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ESTABLISHING RATES AND FEES FOR EXCLUSIVE USE LAND PERMITS UNDER 23.10.100 PERMITS IN THE FISCAL YEAR 2026 SCHEDULE OF RATES AND FEES.

AGENDA OF: November 18, 2025

Assembly Action:

Approved under the consent agenda 11/18/25 - EMW

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To	Signatures
Originator	<p>X Joe Metzger Signed by: Joe Metzger 11/5/2025</p>
Department Director	<p>X Jillian Morrissey Signed by: Jillian Morrissey 11/5/2025</p>
Finance Director	<p>X Cheyenne Heindel Signed by: Cheyenne Heindel 11/6/2025</p>
Borough Attorney	<p>X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos 11/7/2025</p>
Borough Manager	<p>X Michael Brown Signed by: Michael Brown 11/7/2025</p>
Borough Clerk	<p>X Brenda J. Henry for Signed by: Brenda Henry 11/7/2025</p>

ATTACHMENT(S): Resolution Serial No. 25-116 (2 pp)

SUMMARY STATEMENT: The MSB Assembly establishes a Borough wide schedule of rates and fees on an annual basis. Historically, the schedule of rates and fees for the Land and Resource Management Division (LRMD) have been contained within the LRMD Policy and Procedure Manual (PPM) and within the Assembly adopted schedule. The exclusive permit rates and fees was omitted from the annual schedule of rates and fees for 2026 adopted by the Assembly December 17, 2024 for fiscal year 2026.

The Land and Resource Management Division is proposing an update to the PPM that includes removing the rates and fees from the PPM.

The PPM update is scheduled to be introduced on November 18, 2025, with the Public Hearing scheduled for December 2, 2025. Removing the schedule of rates and fees from the PPM would result in a gap in schedule for rates and fees for an exclusive use permit.

In addition to a \$500 application fee, and a base rate of \$1000 for 7-12 months, or \$500 for 6-months or less, the rates and fees for an exclusive use permit are defined by LRM PPM Part 30 as follows: "Per acre charge for exclusive use of borough land: If a commercial permittee requests exclusive use of borough land, an additional fee shall be charged per acre or square foot of exclusive (whatever is appropriate), said fee shall be no less than twelve percent (12%) of the assessed parcel value per acre, or ten percent (10%) of fair market value as determined by third party appraisal.

Additionally, the attached resolution provides authority for the Borough Manager to set an appropriate fee for exclusive use land use permit issued on Borough land.

RECOMMENDATION OF ADMINISTRATION: Respectfully request approval.

**MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE**

Agenda Date: November 18, 2025

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ESTABLISHING RATES AND FEES FOR EXCLUSIVE USE LAND PERMITS UNDER 23.10.100 PERMIT IN THE FISCAL YEAR 2026 SCHEDULE OF RATES AND FEES.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED *	FUNDING SOURCE Land Permit fee revenue
FROM ACCOUNT #	PROJECT
TO ACCOUNT: 203.000.000 3xx.xxx	PROJECT #
VERIFIED BY: X Liesel Zantto Signed by: Liesel Zantto	1 1 / 5 / 2 0 2 5

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	
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REVENUE	*
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FUNDING: (Thousands of Dollars)

General Fund	
State/Federal Funds	
Other	*
TOTAL	*

POSITIONS:

Full-Time	
Part-Time	
Temporary	

ANALYSIS: (Attach a separate page if necessary) *Revenue depends on fees received.

APPROVED BY:	X Cheyenne Heindel
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Signed by: Cheyenne Heindel

 Recoverable Signature