Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Work Session and Road Board Meeting
April 22, 2019

WORK SESSION
Financial Officer Tony Vita called the Work Session to order at 6:32 p.m.

1. Foreman’s Reports:
   Maintenance Financial and Work Program Reports

   Mr. Mark Littlefield read the Foreman’s Report –
   - Winter Operations
     One partial plow out in the higher elevations
     Sweeping begun on April 15, 2019 and will continue until May 17, 2019.
   - Capital Improvement Program (CIP):
     The CIP program may be scaled back due to the November 30, 2019 Earthquake road repairs, as
     of today we have tabled or delayed overlays in the Eagle River and Chugiak Areas 2019 Capital
     Improvement projects and Eagle River – Chugiak Overlays may still be completed if FEMA funding
     become available.
   - Other project and issues of concern:
     None at this time.

Below documents submitted into the minutes:

![MEMORANDUM Image]

**MEMORANDUM**
**Public Works Department / Administration Division**
**Eagle River Street Maintenance**

**Date:** April 22, 2019

**To:** Chrystal Kennedy, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area,
Board of Supervisors

**From:** Mark Littlefield, General Foreman

**Subject:** Maintenance Financial Information Update

**2019 Budget - Contractual Services, 540640**

<table>
<thead>
<tr>
<th>Encumbrances as of 04/17/2019</th>
<th>CURRENT:</th>
<th>Mar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smithsons</td>
<td>$73,449.00</td>
<td>$3,249.00</td>
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<tr>
<td>Less Expenditures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Balance</td>
<td>-73,449.00</td>
<td>$3,249.00</td>
</tr>
<tr>
<td>McKenna</td>
<td>$97,926.11</td>
<td></td>
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<tr>
<td>Less Expenditures</td>
<td></td>
<td></td>
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<tr>
<td>Balance</td>
<td>-97,926.11</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>2019 Budget - Contractual Services, 540640</th>
<th>CURRENT:</th>
<th>Mar</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,761,184.00</td>
<td>$2,761,184.00</td>
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<tr>
<td>Less Expenditures</td>
<td>$(447,064.05)</td>
<td>$(325,933.52)</td>
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<td>Balance</td>
<td>$2,314,119.95</td>
<td>$2,505,250.48</td>
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<tr>
<td>Less Encumbrances as of 04/17/2019</td>
<td>$(171,375.11)</td>
<td>$(3,249.00)</td>
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</tbody>
</table>

**TOTAL AVAILABLE BALANCE:**

| $2,142,744.84 | $2,502,001.48 |

**Fund Balance:**

| UNAUDITED Fund Balance as of 12/31/2018 | $1,501,480.00 | $1,501,480.00 |
| Estimated Net Change from 2018 Operating Activities | $219,006.00 | $219,006.00 |
| Less 8.25% Bond Rating Designation | $(287,410.00) | $(287,410.00) |
| Less Board of Supervisors Emergency Operating Designation | $(100,000.00) | $(100,000.00) |
| UNAUDITED Fund Balance After Set Asides | $1,333,076.00 | $1,333,076.00 |
| Appropriations | $- | $- |
| Available Unaudited Fund Balance after set aside designation | $1,333,076.00 | $1,333,076.00 |
MEMORANDUM

Date: April 22, 2019
Cystal Kennedy, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
To: River Rural Road Service Area,
    Board of Supervisors
From: Mark Littlefield, General Foreman
Subject: Capital Financial Information Update as of 04/18/2019

CBERRRSA Mill Levy
419800 - Non-Grant Funding - CIP Projects $ 4,365,705.05
TOTAL AVAILABLE MILL LEVY BALANCE: $ 4,365,705.05

CBERRRSA State Grants/Other Contributions 411 Grant Amt Balance
PW10021 Old ER Road Upg $ 172,652.00 $ 1,136.70
PW11016 Eagle River Traffic Mitigation $ 6,000,000.00 $ 5,210,150.82
PW12040 Edulna Bridge $ 14,000,000.00 $ 5,084,572.18
PW13036 Yosemite Drive $ 9,900,000.00 $ 2,579,013.74
PW13044 Chugiak Ped Bill Stephens $ 220,000.00 $ 37,593.00
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE: $ 30,120,000.00 $ 12,912,466.44
TOTAL $ 17,278,171.49

ROAD BOARD MEETING
Financial Officer Tony Vita called the Road Board meeting to order at 6:47 p.m.

A. ROLL CALL
Board Members Present:
Jason Hemphill, Blake Merrifield, Tony Vita, Arlene Rasic

Board Member(s) Absent: Ted Carlson

MOA Staff Present:
Maury Robinson, Manager, Public Works, Administration
Mark Littlefield, Deputy Officer, Public Works, Administration, Eagle River Street Maintenance
Heather Reed, Office Manager, Public Works, Administration, Eagle River Street Maintenance

B. MINUTES FROM PREVIOUS MEETING –
A MOTION was made by Mr. Tony Vita to approve the March 18 2019 minutes.
Mr. Blake Merrifield – SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items): Mr. Craig Goodrich spoke to the Board regarding the parents of school children that park at the bottom of Skyline to pick up and drop their children. It is a hazard due to the amount of vehicles that are parked alongside the road. Mr. Goodrich would like a pullout or something similar for the parents to park. Mr. Littlefield informed Mr. Goodrich to start with his community council and they will present it to the CBERRRSA Board to come up with a plan.
E. OLD BUSINESS:
   1. Brooks Drive & Centerfield Drive:
      Nothing new to report.
   2. Starner Bridge Update:
      Nothing new to report.
   3. Eagle River Street Maintenance Heated Wash Bay:
      Nothing new to report. Awaiting for signatures from effected 12 residence for waiver for Municipal use. Ms. Rasic asked the question on what the cost for operating this building would be. Mr. Littlefield will call the Municipality of Anchorage, Facilities Department to get the utility costs.
   4. CBERRRSA Polices:
   5. Earthquake Damage Funding:
      Mr. Littlefield reported to the Board the initial earthquake damage report immediately after the November 30, 2018 earthquake was two point three million dollars (2,300,000.00). After the first thaw an additional inspection of the CBERRRSA area was done and the earthquake damage went from 58 individual sites to 139 individual sites. The estimated costs for repairs are now at three point eight million dollars (3,800,000.00). The majority of earthquake damage is small cracks. Sullins Road, Mountain Road, and Chugach Park Drive are the really bad earthquake damaged roads that are estimated at one point two million dollars ($1,200,000.00) for repairs. Eagle River Street Maintenance is working with the Municipality of Anchorage, Purchasing Department to get approval to use the current CBERRRSA Road Maintenance contract. Mr. Littlefield’s goal is to get 90% repaired this year to be proactive and prevent the earthquake cracks from becoming a bigger issue.

F. NEW BUSINESS
   1. Work Session – Immediate Action (If Any):
      Mr. Merrifield asked if the Board needed to nominate a new Chair as Ms. Crystal Kennedy has resigned. It was decided that Vice Chair Ted Carlson will act as Chair until the October CBERRRSA Board of Elections.

G. FUTURE AGENDA ITEMS:
   CBERRRSA Fund Balance.

H. ADJOURNMENT
   With no further business before the Board, Vice Chair Carlson adjourned the meeting 7:40 p.m.

[Signatures]

Ted Carlson, Chair
Mark H. Littlefield, Superintendent

Minutes approved May 20, 2019