WORK SESSION
Chair Ted Carlson called the Work Session to order at 6:35 p.m.

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

   Mr. Mark Littlefield read the Foreman's Report –
   - Winter Operations
     All graders are up and operational
     Sanders are fully functional with a spare
     All 14 pickup are ready and waiting

   We did experience one major 10" to 12" snow fall and one partial November 24, 2019 with two sanding events this winter season.

   - Capital Improvement Program (CIP):
     2020 CIP Program is open for discussion and review with comments from the community councils.

Below documents submitted into the minutes:

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**MEMORANDUM**

**MUNICIPALITY OF ANCHORAGE**
Public Works Department / Administration Division
Eagle River Street Maintenance

**Date:** November 25, 2019
**To:** Ted Carlson, 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 11/20/2019</th>
<th>CURRENT:</th>
<th>October:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smithsons</td>
<td>$3,000.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Less Expenditures</td>
<td>-3,000.00</td>
<td>-3,000.00</td>
</tr>
<tr>
<td>Balance</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>CRW (Survey Skookum &amp; Rebishke)</td>
<td>$3,880.00</td>
<td>$3,880.00</td>
</tr>
<tr>
<td>Less Expenditures</td>
<td>-3,880.00</td>
<td>-3,880.00</td>
</tr>
<tr>
<td>Balance</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Eklutna (Material)</td>
<td>$360.35</td>
<td>$262.35</td>
</tr>
<tr>
<td>Less Expenditures</td>
<td>-260.35</td>
<td>-252.35</td>
</tr>
<tr>
<td>Balance</td>
<td>0.00</td>
<td>64,595.60</td>
</tr>
<tr>
<td>McKenna Billing 09/16/19-09/30/19 (Not due yet)</td>
<td>$0.00</td>
<td>$64,595.60</td>
</tr>
<tr>
<td>Less Expenditures</td>
<td>0.00</td>
<td>-64,595.60</td>
</tr>
<tr>
<td>Balance</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>2019 Budget - Contractual Services, 540640</td>
<td>$2,773,474.00</td>
<td>$2,773,474.00</td>
</tr>
<tr>
<td>Less Expenditures</td>
<td>$2,387,959.92</td>
<td>$1,932,239.48</td>
</tr>
<tr>
<td>Balance</td>
<td>385,514.08</td>
<td>841,234.52</td>
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<tr>
<td>Less Encumbrances as of 11/20/2019</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>TOTAL AVAILABLE BALANCE:</strong></td>
<td><strong>$378,205.73</strong></td>
<td><strong>$769,390.37</strong></td>
</tr>
</tbody>
</table>

**Fund Balance:**

<table>
<thead>
<tr>
<th>Fund Balance as of 10/18/2019</th>
<th>CURRENT:</th>
<th>October:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,501,480.00</td>
<td>$1,501,480.00</td>
<td></td>
</tr>
<tr>
<td>Less 9.25% Bond Rating Designation</td>
<td>$ (378,398.00)</td>
<td>$ (378,398.00)</td>
</tr>
<tr>
<td>Less Board of Supervisors Emergency Operating Designation</td>
<td>$ (100,000.00)</td>
<td>$ (100,000.00)</td>
</tr>
<tr>
<td><strong>UNAUDITED Fund Balance After Set Asides</strong></td>
<td>$1,023,082.00</td>
<td>$1,023,082.00</td>
</tr>
<tr>
<td>Appropriations</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Available Unaudited Fund Balance after set aside designation</td>
<td>$1,023,082.00</td>
<td>$1,023,082.00</td>
</tr>
</tbody>
</table>

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MEMORANDUM

Date: November 25, 2019
To: Ted Carlson, Chair, Chugai-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
From: Mark Littlefield, General Foreman
Subject: Capital Financial Information Update as of 11/20/2019

CBERRRSA Mill Levy
419800 - Non-Grant Funding - CIP Projects
TOTAL AVAILABLE MILL LEVY BALANCE: $1,331,255.22

CBERRRSA State Grants/Other Contributions 4199
Grant Amt  Balance
PW10021 Old ER Road Upl $172,652.00 $ -
PW11016 Eagle River Traffic Mitigation $6,000,000.00 $5,187,584.31
PW12040 Eklutna Bridge $14,000,000.00 $5,084,572.18
PW13036 Yosemite Drive $9,900,000.00 $2,695,221.86
PW13044 Chugai Ped Bill Stephens $220,000.00 $4,503.94
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE: $30,120,000.00 $12,971,882.29
TOTAL $14,303,137.51

ROAD BOARD MEETING
Chair Carlson called the Road Board meeting to order at 6:42 p.m.

A. ROLL CALL
Board Members Present:
Joe Wright, Matt Cruickshank, Ted Carson, Arlene Rasic

Board Member(s) Absent: James McCurtain, Jason Hemphill

MOA Staff Present:
Maury Robinson, Manager, Public Works, Administration
Mark Littlefield, Road Supervisor, 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. Matt Cruickshank to approve October 28, 2019 minutes.
Mr. Joe Wright – SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items): None

E. OLD BUSINESS:
1. Brooks Drive & Centerfield Drive:
   Nothing new to report. More discussion in January. Mr. Tim Ebbon asked if road would be moved off property, Mr. Littlefield stated the road would be moved next year.
2. **Starner Bridge Update:**
   Nothing new to report. RESOLUTION Requesting Reallocation of Funds for Starner Bridge Replacement was signed and will be emailed to Senate and House Representatives.

3. **CBERRRSA Polices:**
   Mr. Littlefield explained to the Board the need to review the CBERRRSA Policies before the new CBERRRSA Road Maintenance contract goes out to bid. If there is policy changes there may be a need for additional equipment in the contract. Mr. Littlefield will do a cost estimate for the maintenance of the Voyles walkway. The Board passed a RESOLUTION for a cost estimate of the Voyles walkway. There was discussion about policy changes and costs to do business. To be discussed at the January 2020 meeting.

   A MOTION was made by Mr. Wright to add Voyles walkway to Hazardous Walkways List. Motion was not voted on at this meeting. Mr. Littlefield will provide a cost analysis on Voyles Walkway to be voted on at the January 2020 CBERRRSA Board of Supervisors meeting.

   Mr. Cruickshank requested a resolution for discussion regarding sanding walkways. There was discussion regarding sidewalks not sanded in the CBERRRSA area due to recreation activities.

   Mr. Cruickshank AMENDED to the RESOLUTION to move forward with a cost analysis for the maintenance of Voyles Walkway to be discussed at the January 2020 CBERRRSA Board of Supervisors meeting.

   There was discussion on the cost of gating driveways. It would double in cost, tax increase and increase in the time to plow out. Mr. Littlefield will provide a berm removal cost analysis to the CBERRRSA Board Members.

4. **Earthquake Damage Funding/Federal Emergency Management Agency (FEMA) /Fund Balance:**
   Mr. Littlefield updated the Board of the status of the FEMA projects. A few of the projects have a cost overage due to the time to complete the project. Further update January 2020 CBERRRSA Board of Supervisors meeting.

5. **2020 CIP Program:**
   Mr. Littlefield is requesting the Board to talk with their community councils regarding CIP Projects. Ms. Arlene Rasic requested each community council submitting requests to the CBERRRSA Board of Supervisors.

6. **2020 Mill Rate:**
   Mr. Maury Robinson discussed with the Board mill rate recommendations. Preliminary reports regarding the mill rate will be provided by Mr. Robinson at the January 2020 meeting.

F. **NEW BUSINESS**

1. **Work Session – Immediate Action (If Any):**
   Mr. Cruickshank updated the Board on Anchorage Metropolitan Area Transportation Solutions (AMATS).

   Ms. Kelli Toth with Senator Lora Reinbold’s office voiced a few concerns from constituents. The Board addressed the concerns.

   Mr. Cruickshank inquired if there were any future discussions regarding drainage on Kantishna Drive. Mr. Littlefield responded there was discussion that there is a pipe there, but it was not installed by Municipality of Anchorage or accepted or installed to Municipality of Anchorage specifications. There is a drainage easement in this area. Department of Natural Resources is looking the see if the water issue is Meadow Creek. At this time, it is believed that the pipe was installed in the 70’s by the developer.
G. FUTURE AGENDA ITEMS:

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

A MOTION was made by Mr. Wright to adjourn to January 2020.
Mr. Cruickshank - SECONDED - The MOTION – PASSED unanimously

Ted Carlson, Chair

Mark H. Littlefield, Superintendent

Minutes approved January 2020