

KNIK ARM BRIDGE AND TOLL AUTHORITY
BOARD of DIRECTORS
MEETING MINUTES #2-04

Board of Directors' meeting, April 27, 2004, Goldbelt Hotel, Admiralty Room, Juneau, AK.

The meeting progressed in accordance with the previously established and published agenda, which is attached and part of these minutes.

The meeting was duly noticed in the "Anchorage Daily News" and "Juneau Empire" legal sections as a public meeting in both publications on April 19, 2004.

Numbers in these minutes correspond with the numbers in the agenda.

The meeting was called to order at 1:05 PM by Chairman George Wuerch.

1. Roll Call by Chair George Wuerch

A quorum was established with five voting directors in attendance:
Dave Haugen, and Darcie Salmon, Deputy Commissioner of Revenue Tom Boutin;
and ADOT Central Region Director Bill Robertson.

Also present: Board Member Representative Bill Stoltze, Executive Director Henry Springer, Sr. Assistant AG/Project Counsel Bill Greene, and Professional Services Contractor Darryl Jordan.

Recorder: Betty Fauber, KABATA

There were no members of the public in attendance.

2. Approval of Agenda

Agenda was approved as presented with one change. Wuerch announced that before adjournment there would be a KABATA PowerPoint presentation made for those who would be available to stay; critiques were requested.

Action #36-2-04.

Approved by unanimous vote.

3. Approval of Minutes

With no additions or corrections noted, there was a MOTION by Salmon, second by Haugen, to approve.

Action #37-2-04.

Approved by unanimous vote.

4. Chairman's Report

Chairman Wuerch thanked staff for progress made during his unforeseen absence while Springer was on leave.

He reported efforts are underway to step-up information available to the public; presentations to groups will continue and an informational brochure is being created.

Regarding project funding Wuerch advised that the current transportation bill expires on April 30 and must be extended. Work will continue on the House bill and results should be known by July. Timing should coincide with KABATA's next quarterly board meeting.

5. Executive Director's Report

Springer gave a progress report: Bill Greene is working on MOA between ADOT/PF and KABATA and until completed there is no disadvantage to working under current Policy & Procedures or Procurement Codes that are in compliance with DOT. In response to FHWA, ADOT Commissioner Barton delegated Springer as Project Manager. Springer thanked regional office for their cooperation. Since the last board meeting there has been no additional information available regarding FHWA Mega Projects.

Springer advised that due to the nature of the work the KABATA office would continue to be staff by two people, the chairman, and a contracted Program Manager until the next fiscal year. Notice of Audit Requirements was received from Alaska Department of Administration in compliance with GASB 34 requirements. To begin Pre-NOI planning and scoping, two professional solicitations were negotiated for Conceptual Engineering Services and Regulatory Specialist Services and a third contract for Environmental and Regulatory Services was being negotiated.

Springer stated that KABATA office space, now located in the Atwood Building, 550 West 7th Avenue, Suite 1850, was acquired at best rate.

The UAA Engineering students have completed their project and at the pleasure of the Board, Springer would like to send a letter of appreciation and congratulations. There was a MOTION by Haugen, second by Boutin, to proceed.

Action #38-2-04.

Approved by unanimous vote.

Springer advised that the ADOT 2004 financial update to the Engineering Feasibility and Cost Estimate update was currently being critiqued and nears completion.

KABATA will continue to keep informed and up-to-date on activities with Anchorage Chamber, AMATS, RTPPO and will continue to provide information to public through outreach program.

6. Old Business

- a. Status of Professional Management Services Contracts
Springer advised that with previous approval of the Board a new Small Procurement contract for Professional Services contract was awarded on February 26, 2004.

Four offers were evaluated and Darryl Jordan was awarded the \$50,000 contract for program management services for work to be completed by end of the year.

- b. Approval of ADOT/PF Civil Rights Office MOU
Jordan requested formal approval by Resolution of the MOU with the ADOT/PF Civil Rights Office and KABATA that was adopted in December 2003. After discussion the Board took

RESOLUTION #1-04 under consideration.

MOTION by Robertson, second by Haugen, to approve as presented.

Approved by unanimous vote.

- c. Status of Title VI Compliance
Springer stated that Betty Fauber has received ADOT/PF DBE and EEO training that meets FHWA standards. She was designated by Springer to serve as the DBE Liaison and EEO Officer for KABATA. Jordan thanked ADOT/PF for their excellent support.
- d. Public Presentations Update
Jordan advised that 35 PowerPoint presentations have been made to date to the groups named on list provided. Text for an informational brochure is being developed, as is a plan to coordinate press releases. With three new contractors hired, it is mandatory to have a single-voice approach speaking for the Authority: this effort will be coordinated with contractors.
- e. Amended Notice of Scoping and Planning
Greene explained the purpose of the notice and explained the importance of public involvement in the process. The Council on Environmental Quality who oversees all NEPA rules and regulations recognizes this first step as a useful tool in the permitting process for large and complex projects such as the crossing. Kenai Spur Road is using same process.

7. New Business

a. Adoption of Amendment to Policy & Procedures

Springer reported that current funding situation allows for continued use of delegation of authority for procurement working closely w/ ADOT Central Region using ADOT and FHWA approved Policy and Procedures now in place.

Robertson reported that earmark appropriations in the 6-Year Transportation Plan have to be funded from the STIP resulting in a necessity for adjustments. Considering these adjustments, the Board authorized Springer to meet with ADOT and then report back to board how this might affect KABATA.

b. RFPs/Contracts for Regulatory, Environmental & Regulatory, and Conceptual Engineering Services

Jordan advised that contract negotiations were completed with PND for Conceptual Engineering Services and with URS for Regulatory Specialist Services and are in review period. Contract Awards and Notices to Proceed are being prepared. A Kick-Off meeting is scheduled for May 4. Contract negotiations with HDR Alaska for Environmental and Regulatory Services should be complete before the end of May. A press release announcing these awards will be written.

c. Work Plan and Schedule

Springer outlined plans of coordination and liaison with three new professional services contractors. Top priority projects include: management of finances including budget review and 2004 operating budget close out; identifying and securing future funding; preparation for internal audit; and development of a plan with contractors to provide project information to the public.

d. KABATA Staffing and Operating Budget

Wuerch stated that staffing levels would be reviewed for FY 2005 to assure project control is adequate; decisions will be made on basis of workload and expertise needed.

8. Board Members' Remarks

Salmon stated that a presentation to the Mat-Su Assembly at a work session would be useful; with concurrence of the board he will contact them to schedule.

Haugen urged a pro-active approach to find opportunities through the new professional services contractors to get information out to the public.

Robertson reported on the Alaska Corps of Engineers presentation regarding Knik Arm hydrology. They have proposed a \$3 million/3 year modeling project. He requested to be given updates on KABATA's progress to assure that he has correct information to give in response to inquiries.

Boutin reminded board that Legislature would be adjourning soon and emphasized the importance of a state fiscal plan.

9. Public Comments
None

10. Announcements
Wuerch thanked the Board for a good exchange of information. He stated that the next board meeting would be held in late July-early August 2004 at which time the consultant teams will be on-board. The date, time and place will be announced.

11. PowerPoint Presentation
Darryl Jordan presented: board critiqued and discussed options to improve.

12. Adjournment: 4:40 PM
Action #39-2-04
MOTION by Salmon, second by Haugen; vote unanimous.

Minutes Approved: Unanimous Board approval at August 5, 2004 Board Meeting.

Attest: _____

Date: _____