


**SUBJECT:** APPROVING THE ADDITION OF A NEW REGULAR, FULL-TIME RIGHT-OF-WAY ACQUISITION OFFICER (PROJECT EMPLOYEE) FOR THE PRE-DESIGN & ENGINEERING DIVISION OF THE PUBLIC WORKS DEPARTMENT.

**AGENDA OF:** February 18, 2025

**ASSEMBLY ACTION:** Adopted without objection 03/04/25 - BJH

**AGENDA ACTION REQUESTED:** Introduce and set for public hearing.

Route To	Signatures
Originator	 Recoverable Signature X Pamela Graham Signed by: Pamela Graham 2 / 6 / 2 0 2 5
Department/Finance Director	X Cheyenne Heindel Signed by: Cheyenne Heindel 2 / 6 / 2 0 2 5
Borough Attorney	X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos 2 / 6 / 2 0 2 5
Borough Manager	X Michael Brown Signed by: Mike Brown 2 / 6 / 2 0 2 5
Borough Clerk	 Recoverable Signature X Lonnie McKechnie Signed by: Lonnie McKechnie

**ATTACHMENT (S) :** Fiscal Note  
Ordinance Serial No. 25-022 (2 pp)

**SUMMARY STATEMENT:** The Pre-Design & Engineering Division of the Public Works Department requests the authorization to add one full-time Right-of-Way Acquisition Officer position, as a project employee.

This position will cover right-of-way acquisition duties associated with transportation projects listed in the 2021 Transportation System Projects, Ballot Proposition 1, and the 2024 Transportation System Projects, Ballot Proposition B-4, approved by the Borough residents followed by Borough Assembly approval.

This project employee position will be funded 100% by project funding, through the completion of the projects. Wages and benefits for this position is approximately \$132,000 for one year, with

costs through June 20, 2025, anticipated to be \$44,000.


**RECOMMENDATION OF ADMINISTRATION:** Approve Legislation as presented.

## MATANUSKA-SUSITNA BOROUGH

## FISCAL NOTE

Agenda Date: February 18, 2025

SUBJECT: APPROVING THE ADDITION OF A NEW REGULAR, FULL-TIME RIGHT-OF-WAY ACQUISITION OFFICER (PROJECT EMPLOYEE) FOR THE PRE-DESIGN & ENGINEERING DIVISION OF THE PUBLIC WORKS DEPARTMENT. THE ANTICIPATED COST THROUGH JUNE 30, 2025 IS \$44,000.00 AND THE ANNUAL COST IS \$132,000.00

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$44,000 FY25 then \$132,000 annually*	FUNDING SOURCE Roads and Bridges Capital Projects
FROM ACCOUNT # 430.000.000 4xx.xxx	PROJECT# TBD
TO ACCOUNT:	PROJECT #
VERIFIED BY:  Recoverable Signature X Liesel Weiland Signed by: Liesel Weiland	

## 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	44.0	132.0* →				
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REVENUE						
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## FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other						
TOTAL						

## POSITIONS:

Full-Time	1 (project)	1 (project) * →				
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) \*Annual need to be determined based on need and funding.

2 / 6 / 2 0 2 5

APPROVED BY:

X

Cheyenne Heindel

Signed by: Cheyenne Heindel