

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 July 29, 2024

WORK SESSION

Chair Matt Cruickshank called the Work Session to order at 6:34 p.m.

The recording system and microphones failed to record. The following minutes were transcribed based on staff memory and the handouts provided.

1. Foreman's Reports:
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –


Maintenance and Operations Update:


- Summer sweep completed the week of July 2nd.
- The storm drain cleaning contractor is fifty percent (50%) complete.
- The french drain rehabilitation crew will begin ditching next week.

Capital Improvement Program (CIP):

- Breckenridge Lift Station in progressing with ground water and utilities being a challenge.
- Starner Bridge decking has been removed, trees removed, and the digging of pony walls is starting.
- French drain reclaim is close to being done.
- A teams meeting has been scheduled for this Monday, August 5, 2024 with HDR for grant review.

Below documents submitted into the minutes:

|  MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance | | |
|--|---|------------------------|
| MEMORANDUM | | |
| Date: | July 29, 2024 | |
| To: | Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors | |
| From: | Anthony Winsor, Superintendent | |
| Subject: | Maintenance Financial Information Update | |
| 2024 Budget - Contractual Services, 540640 as of 07/18/2024 | Current: | May |
| H&M Sweeping | \$ (34,641.93) | \$ (298,078.63) |
| Alaksa Pipeliner Storm Drain Cleaning | \$ (107,364.00) | |
| TOTAL ENCUMBERANCES | \$ (142,005.93) | \$ (298,078.63) |
| 2024 Budget - Contractual Services, 540640 | 3,192,685.00 | 3,192,685.00 |
| 2024 Expenses thru 007/18/2024 | -1,852,106.07 | -1,306,350.03 |
| Balance | 1,340,578.93 | 1,886,334.97 |
| Less Encumbrances as of 07/18/2024 | -142,005.93 | -298,078.63 |
| Balance | 1,198,573.00 | 1,588,256.34 |
| TOTAL AVAILABLE BALANCE: | 1,198,573.00 | 1,588,256.34 |
| Fund Balance: | | |
| Projected Fund Balance as of 04/18/2024 | \$ 918,165.00 | \$ 918,165.00 |
| Less 8.25% Bond Rating Designation | \$ (384,102.00) | \$ (384,102.00) |
| Less Board of Supervisors Emergency Operating Designation | \$ (100,000.00) | \$ (100,000.00) |
| UNAUDITED Fund Balance After Set Asides | \$ 434,063.00 | \$ 434,063.00 |
| Less Board of Supervisors Fund Transfer to OPS | \$ - | \$ - |
| | \$ 434,063.00 | \$ 434,063.00 |

|  MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance | | |
|---|--|------------------------|
| MEMORANDUM | | |
| Date: | July 29, 2024 | |
| To: | Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors | |
| From: | Anthony Winsor, Superintendent | |
| Subject: | Capital Financial Information Update as of 07/19/2024 | |
| CBERRRSA Mill Levy | | |
| | 419800 - Non-Grant Funding - CIP Projects | \$ 3,211,005.07 |
| | TOTAL AVAILABLE MILL LEVY BALANCE: | \$ 3,211,005.07 |
| CBERRRSA State Grants/Other Contributions 416 Grant Amt | | |
| | PW11016 Eagle River Traffic Mitigation | \$ 6,000,000.00 |
| | TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE: | \$ 6,000,000.00 |
| | | \$ 4,812,686.06 |
| | TOTAL | \$ 8,023,691.13 |

- General Discussion and Calendaring: The board discussed what specifies membership to CBERRRSA: lane miles, population, or some other criteria. Ms. Crystal Kenndey and Mr. Chuck Homan agreed to form a task group to decide.

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:55 p.m.

A. ROLL CALL

Board Members Present: Crystal Kennedy, Blake Merrifield, Chuck Homan, Matt Cruickshank, Lee Hammermiester

Board Member(s) Absent:

MOA Staff Present:

Anthony Winsor, Superintendent, Public Works, Maintenance and Operations, Eagle River Street Maintenance
 Tara Brown, Admin, Public Works, Maintenance and Operations, Eagle River Street Maintenance
 Courtney Petersen, Manager, Public Works, Maintenance and Operations

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Ms. Crystal Kennedy to approve minutes from the June 24, 2024, regularly scheduled meeting with two small edits noting unanimous decisions.

Mr. Chuck Homan - SECONDED. The MOTION – PASSED unanimously.

C. OLD BUSINESS:

- Starner Bridge & Aurora Borealis Update: Mr. Winsor asked the board to use capital improvement program (CIP) funds for plans for Aurora Borealis Road that are not being used due to State of Alaska funding/grants. The board requested a scope and fee proposal. Mr. Winsor will present scope and fee proposal at the next board meeting.
- Aurora Borealis: See item 1.
- Criteria for CBERRRSA Board: Ms. Kennedy and Mr. Homan have formed a task group to work and draft criteria for seats on the CBERRRSA Board of Supervisors. Ms. Courtney Petersen offered to meet with Ms. Heather Reed regarding a legal opinion on Assembly Ordinance (AO) for the CBERRRSA Board.

4. October Meeting Reschedule: Ms. Reed is looking for another location to hold the meeting.
5. Mill Rate Increase for Voting: The board discussed raising the mill rate cap from 2.10 (1.10 operations/1.0 capital) to 2.4 (1.4 operations/1.0 capital).

Mr. Blake Merrifield asked if an AO submitted to the Assembly for approval could be pulled after approval by assembly, Ms. Peterson answered no. Mr. Winsor asked when the deadline would be to submit an AO to the assembly for approval to make it onto a ballot for 2025. Ms. Petersen indicated by end of January.

A MOTION was made by Ms. Kennedy to approve mill rate scenario D for an increase in the mill rate cap to 2.4 (1.40 operations/1.0 capital) for a ballot vote.

Mr. Lee Hammermeister - SECONDED. The MOTION – PASSED unanimously.

D. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):
None
2. Drafting AO for ballot:
Mr. Merrifield suggested a list of talking points to discuss the issue at Community Council meetings.
3. Alaska Department of Transportation – Glenn Highway & Hiland Road Interchange Improvements:
Ms. Kennedy has attended the project update meetings. Ms. Kennedy indicated a small survey was conducted that did not seem to reach much of the Chugiak Eagle River community. Ms. Kennedy intends to keep the board informed on this project's development. Ms. Kennedy asked if Mr. Winsor could approach DOWL to see if they would come in and give the board a presentation on the project.
4. The board requested an update for Brooks Crossing.

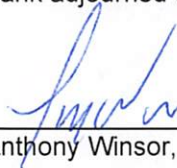
E. FUTURE AGENDA ITEMS:

F. ADJOURNMENT

With no further business before the board, Chair Cruickshank adjourned the meeting at 8:46 p.m.



Matt Cruickshank, Chair



Anthony Winsor, Superintendent

Minutes approved August 26, 2024.