

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 August 26, 2024

WORK SESSION

Chair Matt Cruickshank called the Work Session to order at 6:35 p.m.

1. Foreman's Reports:
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –


Maintenance and Operations Update:


- Fall sweep will start approximately second week in September.
- Storm drain cleaning to be completed the week of August 26th.
- French drain reclaim crew will start the week of August 26th.
- Fall brushing will start mid-September.

Capital Improvement Program (CIP):

- Breckenridge Lift Station is scheduled to be paved August 27th.
- Starner Bridge decking has been removed and in water work is complete. Sand blasting will begin this week.
- French Drain Reclaim is done for the season.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	August 26, 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	
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2024 Budget - Contractual Services, 540640 as of 08/21/2024	Current:	July
H&M Sweeping	\$ (34,641.93)	\$ (34,641.93)
Alaksa Pipeliner Storm Drain Cleaning	\$ (73,416.00)	\$ (107,364.00)
TOTAL ENCUMBERANCES	\$ (108,057.93)	\$ (142,005.93)
2024 Budget - Contractual Services, 540640	3,192,685.00	3,192,685.00
2024 Expenses thru 08/21/2024	-1,967,192.83	-1,852,106.07
Balance	1,225,492.17	1,340,578.93
Less Encumbrances as of 08/21/2024	-108,057.93	-142,005.93
Balance	1,117,434.24	1,198,573.00
TOTAL AVAILABLE BALANCE:	1,117,434.24	1,198,573.00
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2024 Budget - Other Professional Services, 530380 as of 08/21/2024 (OMB placed Mill Rate Increase in GL 530380)	Current:	
TOTAL ENCUMBERANCES	\$ -	
2024 Budget - Professional Services, 530380	748,537.00	
2024 Expenses thru 08/21/2024	-155,882.04	
Balance	592,654.96	
Less Encumbrances as of 08/21/2024	0.00	
Balance	592,654.96	
TOTAL AVAILABLE BALANCE:	592,654.96	
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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

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MEMORANDUM		
Date:	August 26, 2024	
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From:	Anthony Winsor, Superintendent	
Subject:	Capital Financial Information Update as of 08/21/2024	
CBERRRSA Mill Levy		
	419800 - Non-Grant Funding - CIP Projects	\$ 2,894,545.02
	TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 2,894,545.02
CBERRRSA State Grants/Other Contributions 415		
	Grant Amt	Balance
PW11016	Eagle River Traffic Mitigation	\$ 6,000,000.00 \$ 4,812,029.52
	TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00 \$ 4,812,029.52
	TOTAL	\$ 7,706,574.54

- General Discussion and Calendaring: Chair Matt Cruickshank asked if there had been any response to the board’s letter regarding Carol Creek Subdivision and Harry McDonald Road. Mr. Winsor responded no response.

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:41 p.m.

A. ROLL CALL

Board Members Present: Crystal Kennedy, Blake Merrifield, John Rathert (Eagle River Alternate), Matt Cruickshank, Lee Hammermiester

Board Member(s) Absent: Chuck Homan

MOA Staff Present:

Anthony Winsor, Superintendent, Public Works, Maintenance and Operations, Eagle River Street Maintenance
 Heather Reed, Office Manager, Public Works, Maintenance and Operations, Eagle River Street Maintenance

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Ms. Crystal Kennedy to approve minutes from the July 29, 2024, regularly scheduled meeting.

Mr. Blake Merrifield - SECONDED. The MOTION – PASSED unanimously.

The board was informed the July 29, 2024 meeting did not get recorded due to an equipment malfunction. Minutes were drafted from memory and meeting handouts.

C. SPECIAL PRESENTATIONS: None

- PUBLIC HEARINGS (Non-Agenda Items):** Two residents attended the meeting to ask the question if a part of Songbird could be maintained. Mr. Winsor explained the policy for a road to be added to the CBERRRSA road inventory it would have to be built to municipal standards. When the subdivision was built, the road was not built to municipal standard.

E. OLD BUSINESS:

1. Starner Bridge & Aurora Borealis Update: Mr. Winsor updated the board on the progress of the bridge demolition. A state inspector appeared on site and a few issues were noted for a change order with the contract due to rust on the beams. In water work and sand blasting on Starner Bridge has started. It was mentioned that some sort of dedication of the Starner Bridge should be done for the community. Mr. Merrifield asked how much paving on the approaches is being done. Mr. Winsor stated 30' on the north and maybe 50' on the south side.
2. Aurora Borealis: Mr. Winsor received a scope and fee proposal for design and plans for Aurora Borealis Road in the amount \$170,000.00. There is a lot of easement work to be done and community comments and considerations. Approved unanimously to move forward with motion.

A MOTION was made by Mr. Merrifield to approve \$170,000 in the capital improvement budget for a design study on the agreed upon resolutions on Aurora Borealis Road.

Ms. Kennedy - SECONDED. The MOTION – PASSED unanimously.

3. Criteria for CBERRRSA Board: A task force was created at the July 29, 2024, CBERRRSA Board of Supervisors meeting to develop recommendations for criteria for membership of the CBERRRSA Board of Supervisors. Ms. Kennedy and Mr. Homan made up the subcommittee and have been working together to draft criteria for the board's review. Ms. Kennedy wanted to stress the draft criteria is a rough draft and working document. The draft was done in alignment with Municipal Code. The items important to the board are probable going to be based on the idea of how many properties are within a community council or what is the property paying tax base and road mileage. Discussion on how much history needs to be noted in the Municipal Code. Ms. Kennedy requested the draft criteria for community council membership on CBERRRSA be sent to Ms. Courtney Petersen, Manager, Administration, Public Works for review and to forward to legal to draft an Assembly Ordinance (AO). Eklutna Community Council has 1.41 road miles within CBERRRSA which road miles are included in the Chugiak Community Council. Chair Cruickshank would like to forward this draft to Ms. Petersen and legal.

A MOTION was made by Ms. Kennedy to forward the draft criteria for community council membership on CBERRRSA to manager of Public Works, Administration.

Mr. Blake Merrifield - SECONDED. The MOTION – PASSED unanimously.

4. October Meeting Reschedule: Ms. Reed will follow up on a location for CBERRRSA Board of Supervisors meeting in October.
5. Mill Rate Increase for Voting: The board discussed how the updated assessed value of CBERRRSA area homes was added to the operation account and how remaining funds would go into the fund balance.

The board requested the below amended motion be sent to Ms. Petersen, Manager, Administration, Public Works and legal to draft an AO for a ballot measure to increase the mill rate cap 2.4.

A MOTION was made by Ms. Kennedy to amend the motion drafted from July 29, 2024 to put an initiative on the ballot for the approval by the voters to increase the maximum attainable mill rate for services from 2.1 to 2.4.

Mr. Merrifield - SECONDED. The MOTION – PASSED unanimously.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):
Mr. Merrifield asked for a list of services that may be cut if the increase in the mill rate to 2.4 fails public vote. Mr. Winsor will put together a list of services that may be cut if ballot fails for 2.4 mill rate. Chair Cruickshank asked if a public mailer should be sent out. It was discussed that due the cost of mailers social media would be better to notify the public. The board is going to work on content for a letter to the public regarding the increase in mill rate cap.

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Mr. Winsor met with the State of Alaska regarding the Old Glenn being added to the Transfer of Responsibility Agreement (TORA) – the state will not transfer the Old Glenn to the TORA.

G. FUTURE AGENDA ITEMS:

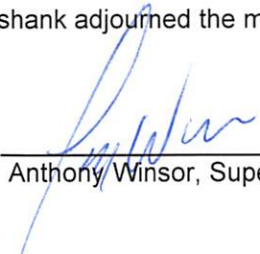
F. ADJOURNMENT

With no further business before the board, Chair Cruickshank adjourned the meeting at 8:06 p.m.



Matt Cruickshank, Chair

Minutes approved August 26, 2024.



Anthony Winsor, Superintendent