

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors  
 Work Session and Road Board Meeting  
 October 28, 2024

**WORK SESSION**

Chair Matt Cruickshank called the Work Session to order at 6:32 p.m.

1. Foreman's Reports:  
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –


Maintenance and Operations Update:

- All winter equipment is operational and ready for snow.
- 4 Graders
- 4 Sanders
- 14 Pickups (2 with sanders)

Capital Improvement Program (CIP):

- Breckenridge Lift Station is online and operational, there will be a few landscaping things to do in the spring to close it out.
- The footers for the abutment walls have been poured for Starner Bridge. The bridge is expected to be open approximately the second week of November. Paving of the bridge will take place spring of 2025. No cost overages have been submitted at this time.
- All other CIP projects are closed for the season.

Below documents submitted into the minutes:

 <b>MUNICIPALITY OF ANCHORAGE</b> Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
<b>MEMORANDUM</b>		
<b>Date:</b>	October 28, 2024	
<b>To:</b>	Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors	
<b>From:</b>	Anthony Winsor, Superintendent	
<b>Subject:</b>	Maintenance Financial Information Update	
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<b>2024 Budget - Contractual Services, 540640</b> <b>as of 10/23/2024</b>	<b>Current:</b>	<b>September</b>
H&M Sweeping	\$ (7,278.89)	\$ (34,641.93)
Alaska Pipeliner Storm Drain Cleaning	\$ (52,992.00)	\$ (58,972.00)
<b>TOTAL ENCUMBERANCES</b>	<b>\$ (60,270.89)</b>	<b>\$ (93,613.93)</b>
2024 Budget - Contractual Services, 540640	3,192,685.00	3,192,685.00
2024 Expenses thru 10/23/2024	-2,611,238.94	-2,172,084.33
Balance	581,446.06	1,020,600.67
Less Encumbrances as of 10/23/2024	-60,270.89	-93,613.93
Balance	<b>521,175.17</b>	<b>926,986.74</b>
<b>TOTAL AVAILABLE BALANCE:</b>	<b>521,175.17</b>	<b>926,986.74</b>
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<b>2024 Budget - Other Professional Services, 530380</b> <b>as of 10/23/2024 (OMB placed Mill Rate Increase in GL 530380)</b>	<b>Current:</b>	<b>September</b>
<b>TOTAL ENCUMBERANCES</b>	<b>\$ -</b>	<b>\$ -</b>
2024 Budget - Professional Services, 530380	748,537.00	748,537.00
2024 Expenses thru 10/23/2024	-155,882.04	-155,882.04
Balance	592,654.96	592,654.96
Less Encumbrances as of 10/23/2024	0.00	0.00
Balance	<b>592,654.96</b>	<b>592,654.96</b>
<b>TOTAL AVAILABLE BALANCE:</b>	<b>592,654.96</b>	<b>592,654.96</b>
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<b>Fund Balance:</b>		
<b>Projected Fund Balance as of 07/31/2024</b>	\$ 921,096.56	\$ 918,165.00
Less 8.25% Bond Rating Designation	\$ (232,343.11)	\$ (384,102.00)
Less Board of Supervisors Emergency Operating Designation	\$ (100,000.00)	\$ (100,000.00)
<b>UNAUDITED Fund Balance After Set Asides</b>	<b>\$ 588,753.45</b>	<b>\$ 434,063.00</b>
Less Board of Supervisors Fund Transfer to OPS	\$ -	\$ -
	<b>\$ 588,753.45</b>	<b>\$ 434,063.00</b>



MUNICIPALITY OF ANCHORAGE  
 Public Works Department / Maintenance and Operations  
 Eagle River Street Maintenance

MEMORANDUM

**Date:** October 28, 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 10/23/2024

CBERRRSA Mill Levy	
419800 - Non-Grant Funding - CIP Projects	\$ 1,299,089.48
<b>TOTAL AVAILABLE MILL LEVY BALANCE:</b>	<b>\$ 1,299,089.48</b>

CBERRRSA State Grants/Other Contributions	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 4,808,583.69
<b>TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:</b>	<b>\$ 6,000,000.00</b>	<b>\$ 4,808,583.69</b>

**TOTAL** \$ 6,107,673.17

2. General Discussion and Calendaring: None

**ROAD BOARD MEETING**

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:39 p.m.

A. ROLL CALL

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

**Board Member(s) Absent:** Crystal Kennedy

**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 Mr. Chuck Homan to approve minutes from the September 23, 2024, regularly scheduled meeting.

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

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items: Mr. Tom Prunty inquired about the status of Aurora Borealis. Mr. Winsor informed the public Aurora Borealis will be in the design phase though the winter. In the spring when the drainage design draft is complete a meeting will be scheduled of interested parties to make sure all wants and needs of the residents are met. Aurora Borealis will have winter maintenance for this season.

Assemblyman Mark Littlefield would like to know the amount collected for the Eklutna Snow Dump and T.O.R.A. Will present at the November CBERRRSA Board of Supervisor meeting.

Ms. Margan Grover introduced herself as a representative of Eklutna Community Council.

E. OLD BUSINESS:

1. Starnier Bridge & Aurora Borealis Update: See Foreman's Report
2. Aurora Borealis: See Public Hearings.

3. Criteria for CBERRRSA Board: Nothing new to report.
4. Mill Rate Increase for Voting: Chair Cruickshank reiterated the reasoning for an increase in the tax cap due to the cost of doing business.

Assemblyman Mark Littlefield stated there is a movement to add a 3% tax in the Anchorage area and this may not be the time to ask the voters for an increase in the mill rate as both may be voted down.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):  
Chair Cruickshank would like a working group to discuss changes to the road maintenance contract and how it is solicited to give notice to all bidders.
2. Long Range Transportation Plan:  
A survey has been initiated to capture the priorities of Chugiak Eagle River. The last update was a separate long-term plan will be submitted for Girdwood and Eagle River.
3. Park Drive, Meadow Lake Drainage:  
Mr. Winsor gave an explanation on what could potentially be done due to drainage easement located in the back of the properties. Mr. Winsor will apply to the U.S. Army Corps of Engineers to get permission for working in a waterway to add a pipe.
4. Election of Board Members for CBERRRSA – Chair, Vice Chair & Financial Officer:  
A MOTION was made by Mr. Hammermiester to move election of board members for CBERRRSA to the November 25, 2024, regularly scheduled meeting.  
Mr. Blake Merrifield SECONDED. The MOTION – PASSED unanimously.

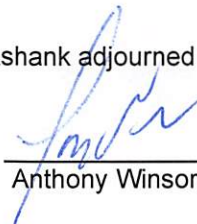
G. FUTURE AGENDA ITEMS:

1. Sub-committee regarding municipal contracts.

G. ADJOURNMENT

With no further business before the board, Chair Cruickshank adjourned the meeting at 7:22 p.m.

  
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Matt Cruickshank, Chair

  
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Anthony Winsor, Superintendent

Minutes approved November 25, 2024.