

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 November 25, 2024

WORK SESSION

Chair Matt Cruickshank called the Work Session to order at 6:36 p.m.

1. Foreman's Reports:
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –


Maintenance and Operations Update:

- Two full plow outs and one partial
- All winter equipment is operational
- 4 Graders
- 4 Sanders
- 14 Pickups (2 with sanders)

Capital Improvement Program (CIP):

- Starner Bridge concrete decking was poured Friday, November 22, 2024. The curb walls will be poured November 26, 2024. North and south abutments will be brought up to finish grade next week along with the installation of the railing.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance			
MEMORANDUM			
Date:	November 25, 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		Current:	October
as of 11/20/2024			
H&M Sweeping	\$	(7,278.89)	\$ (7,278.89)
Alaska Pipeliner Storm Drain Cleaning	\$	(52,992.00)	\$ (52,992.00)
TOTAL ENCUMBERANCES	\$	(60,270.89)	\$ (60,270.89)
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2024 Budget - Contractual Services, 540640	3,192,685.00	3,192,685.00	
2024 Expenses thru 11/20/2024	-2,820,878.53	-2,611,238.94	
Balance	371,806.47	581,446.06	
Less Encumbrances as of 11/20/2024	-60,270.89	-60,270.89	
Balance	311,535.58	521,175.17	
TOTAL AVAILABLE BALANCE:	311,535.58	521,175.17	
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2024 Budget - Other Professional Services, 530380		Current:	Current:
as of 11/20/2024 (OMB placed Mill Rate Increase in GL 530380)			
TOTAL ENCUMBERANCES	\$	-	\$ -
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2024 Budget - Professional Services, 530380	748,537.00	748,537.00	
2024 Expenses thru 11/20/2024	-155,882.04	-155,882.04	
Balance	592,654.96	592,654.96	
Less Encumbrances as of 11/20/2024	0.00	0.00	
Balance	592,654.96	592,654.96	
TOTAL AVAILABLE BALANCE:	592,654.96	592,654.96	
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Fund Balance:			
Projected Fund Balance as of 07/31/2024	\$	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)
UNAUDITED Fund Balance After Set Asides	\$	-588,753.45	\$ 434,063.00
Less Board of Supervisors Fund Transfer to OPS	\$	-	\$ -
	\$	588,753.45	\$ 434,063.00

“FUND BALANCE NUMBERS WERE QUESTIONED AT CBERRRSA BOARD MEETING AND THE NUMBERS ARE INACCURATE FOR FUND BALANCE.”

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MEMORANDUM		
Date:	November 25, 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 11/20/2024	
CBERRRSA Mill Levy		
	419800 - Non-Grant Funding - CIP Projects	\$ 1,236,502.62
	TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 1,236,502.62
CBERRRSA State Grants/Other Contributions 415		
	Grant Amt	Balance
PW11016	Eagle River Traffic Mitigation	\$ 6,000,000.00 \$ 4,797,343.60
	TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00 \$ 4,797,343.60
	TOTAL	\$ 6,033,846.22

- 2. General Discussion and Calendaring: There was discussion regarding the bond rating calculation. Mrs. Heather Reed will follow up at December meeting.

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:45 p.m.

A. ROLL CALL

Board Members Present: Blake Merrifield, Crystal Kennedy, Matt Cruickshank, Lee Hammermeister

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 Mr. Blake Merrifield to approve minutes from the October 28, 2024, regularly scheduled meeting.

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

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items: Lynn Miller, Chugiak Community Council resident received helpful tips from Jeff Urbanus with the Municipality of Anchorage. Thanked the board.

E. OLD BUSINESS:

1. Starner Bridge: See Foreman’s Report. Chair Cruickshank asked Assemblyman Mark Littlefield the status of the grants. The grants have not been approved by the assembly at this time.

2. Aurora Borealis: Nothing new to report.

3. Criteria for CBERRRSA Board: Nothing new to report. Pending draft of Municipal Ordinance change from Municipality of Anchorage Legal Department.
4. Mill Rate Increase for Voting: Pending draft from the Municipal of Anchorage Legal Department. Discussion on moving forward with a ballot proposition to raise the CBERRRSA mill levy cap. The mill levy cap increase is needed for currently doing business and cost of future business.
5. Election of Board Members for CBERRRSA – Chair, Vice Chair & Financial Officer:
A MOTION was made by Mr. Hammermeister to move election of board members for CBERRRSA to the December 16, 2024, regularly scheduled meeting.
Mr. Blake Merrifield SECONDED. The MOTION – PASSED unanimously
6. Review of CBERRRSA Services for winter: Nothing new to report – remove from agenda.
7. Formation of Sub-Committee for Road Maintenance Contract: Chair Cruickshank would like to form a sub-committee to evaluate the contract or to add suggestions when a new road maintenance contract is drafted. The formation of the sub-committee will be to review the age of the equipment and what equipment is required. If there are any changes in how CBERRRSA is maintained CBERRRSA Board of Supervisors Policies would need to be changed.

Blake Merrifield – Chair of sub-committee for Road Maintenance Contract
Crystal Kennedy – Member sub-committee
Lee Hammermeister - Member sub-committee

Mr. Blake Merrifield requested copies of:

- Current Contract
- Prior Contract
- Terms of Extension

The sub-committee will be added to the monthly agenda for updates.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):
2. Long Range Transportation Plan:
Assemblyman Littlefield talked about funding for the comprehensive plan.

Chair Cruickshank informed the board the State of Alaska and Anchorage Metropolitan Area Transportation Solutions (AMATS) have conflicting opinions on how federal dollars are to be spent on the local areas. The latest interpretation is any federal dollar project must be on the Transportation Improvement Program (TIP) and not on the Alaska Statewide Transportation Improvement Program (STIP). This is a big change.

Chair Cruickshank talked about the Glenn Highway: Airport Heights to Parks Highway Rehabilitation Project No: CFHWY00545/0001656 and the proposed timelines. Mr. Winsor will email the information he has to the board regarding the project.

Mr. Winsor discussed with the board naming a new road (the Centerfield connect) based on the history of Eagle River. Mr. Winsor has some thoughts of naming the road after the Joe Janke or Lee Jordan. Mr. Winsor requested the board go to their community councils for suggestions for any other nominations for the new road name.

G. FUTURE AGENDA ITEMS: None

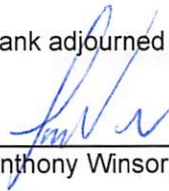
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G. ADJOURNMENT

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



Matt Cruickshank, Chair



Anthony Winsor, Superintendent

Minutes approved December 16, 2024.