

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 October 23, 2023

WORK SESSION

Chair Matt Cruickshank called the Work Session to order at 6:30 p.m.

The below was read into the minutes.

1. Foreman's Reports:

Maintenance Financial and Work Program Reports

Mr. Anthony Winsor read the Foreman's Report –


Maintenance and Operations Update:

- All summer maintenance is complete with some residual brushing and pothole maintenance.
- Snow Removal equipment is close to being complete.
 - All four of the sanders are up and operational and the two additional pickup sanders are also available for use.
 - All four graders are up and operational.
 - All 14 pickups are ready, with two still in use and can be readied in short order.
 - All of winter sand has been delivered and placed in the sand storage buildings.

Capital Improvement Program (CIP):

- Lift station vault and pump was delivered to Hiland yard on October 18, 2023.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	October 23, 2023	
To:	Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors	
From:	Anthony Winsor, Superintendent	
Subject:	Maintenance Financial Information Update	
2023 Budget - Contractual Services, 540640 as of 10/19/2023	Current:	Sep-23
Airport Equipment Rental - Snow Dump Dozer Rental	\$ (46,170.81)	\$ (46,170.81)
H&M Services - Sweeping	\$ (5,371.31)	\$ (5,371.31)
Napoliellos LLC - Beetle Kill Tree Removal	\$ (2,940.00)	\$ (2,940.00)
TOTAL ENCUMBERANCES	\$ (54,482.12)	\$ (54,482.12)
2023 Budget - Contractual Services, 540640	3,276,483.00	3,276,483.00
2023 Expenses	-2,520,063.47	-2,285,800.16
Balance	756,419.53	990,682.84
Less Encumbrances as of 10/19/2023	-54,482.12	-54,482.12
Balance	701,937.41	936,200.72
TOTAL AVAILABLE BALANCE:	701,937.41	936,200.72
Fund Balance:		
Projected Fund Balance as of 09/22/2023	\$ 1,046,395.00	\$ 1,046,395.00
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	\$ 562,293.00	\$ 562,293.00



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

MEMORANDUM

Date: October 23, 2023
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 10/19/2023

CBERRRSA Mill Levy		
419800 - Non-Grant Funding - CIP Projects	\$	1,686,856.15
TOTAL AVAILABLE MILL LEVY BALANCE:	\$	1,686,856.15

CBERRRSA State Grants/Other Contributions 4199(Grant Amt		Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 4,870,006.41
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00	\$ 4,870,006.41

TOTAL \$ **6,556,862.56**

2. General Discussion and Calendaring:

Chair Cruickshank requested funding for a grant writing contract be placed on the 2024 CIP lists. An email was sent to a vendor to prepare a proposal for grant writing for future CBERRRSA Capital Improvement Projects (CIP).

Ms. Crystal Kennedy requested brushing at intersections. Mr. Winsor replied this is done in the summer under maintenance, please call with concerns.

Mr. Chuck Homan's Eagle River Community Council would like a sidewalk on Farm Avenue.

The Board discussed remaining funds and encumbered funds regarding Eagle River Traffic Mitigation. The Board would like to use the remaining funds for CIP projects in the Central Business District. Mr. Winsor will give the board an update when he gets the completed plans from Professional Technical Services.

Mr. Lee Hammermiester asked questions regarding the CBERRRSA Wash Bay Building and the expansion of the snow storage property. The Eagle River Street Maintenance office will email a copy of the CBERRRSA Wash Bay Estimate to board members. Mr. Winsor informed the Board that there is not a possibility for expansion of the current leased snow disposal site with Eklutna Inc. at this time. The office has contracted Heritage Land Bank regarding potential sites to purchase a snow disposal site. Chair Cruickshank suggested a feasibility study.

ROAD BOARD MEETING

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

A. ROLL CALL

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

Board Member(s) Absent: None

MOA Staff Present:

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

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Ms. Kennedy to approve minutes from the August 28, 2023, regular meeting.
Mr. Chuck Homan - SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items): Mr. Mark Littlefield asked if Eagle River Parks and Recreation had approached the Eagle River Street Maintenance Department regarding contributing to the funding for the audio video system in the Eagle River Town Center Conference Room. No one has approached the Eagle River Street Maintenance Department currently. Chair Cruickshank would like a proposal on what the contribution would be used for and information on the audio/visual system that is being purchased.

E. OLD BUSINESS:

1. Starner Bridge Update:
In negotiations.

A MOTION was made by Ms. Crystal Kennedy to enter executive session for continued discussion regarding legal issues on topic.
Mr. Hammermeister- SECONDED. The MOTION – PASSED unanimously.

Executive Session: 7:07 p.m.- 7:22 p.m.

A MOTION was made by Ms. Crystal Kennedy to move out of **EXECUTIVE SESSION** and to seal the minutes and recordings for four (4) years from October 23, 2023.
Mr. Lee Hammermeister - SECONDED. The MOTION – PASSED unanimously.

2. CBERRRSA Wash Bay Building:
Staff will investigate a past study that was complete regarding the snow disposal site.
3. Aurora Borealis:
This issue is in current negotiations.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any)

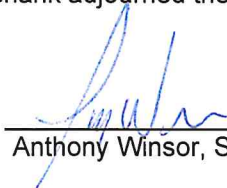
G. FUTURE AGENDA ITEMS: None

H. ADJOURNMENT

With no further business before the Board, Chair Cruickshank adjourned the meeting at 7:53 p.m.



Matt Cruickshank, Chair



Anthony Winsor, Superintendent

Minutes approved November 27, 2023.