

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 November 27, 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:


- The plowing teams responded to seven (7) plow outs, three (3) full plow outs and four (4) partials in the Eagle River and Hiland Valleys.
- Completed first round of peeling, wingback, and blowback.
- Started hauling snow routes November 27, 2023.
- Snow Removal equipment status:
 - All four of the sanders are up and operational with two additional pickup sanders available for use.
 - All four graders are up and operational.
 - All 14 pickups are ready for plowing.

Capital Improvement Program (CIP):

- Waiting on questions from the board and community councils.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	November 27, 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 11/10/2023	Current:	Oct-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	-2,956,218.48	-2,520,063.47
Balance	320,264.52	756,419.53
Less Encumbrances as of 11/10/2023	-54,482.12	-54,482.12
Balance	265,782.40	701,937.41
TOTAL AVAILABLE BALANCE:	265,782.40	701,937.41
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

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MEMORANDUM		
Date:	November 27, 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 11/10/2023	
CBERRRSA Mill Levy		
	419800 - Non-Grant Funding - CIP Projects	\$ 1,490,808.10
	TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 1,490,808.10
CBERRRSA State Grants/Other Contributions 4199		
	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 4,866,812.66
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00	\$ 4,866,812.66
	TOTAL	\$ 6,357,620.76

Ms. Crystal Kennedy inquired on how the sanding was being handled and if there was a route. When the sanding begins the focus is on the mains and Mr. Winsor advised to have residents call if they feel they have not been sanded or need additional sand.

Ms. Kennedy informed the board of a concern from a resident in the Chugiak Area. They expressed concern on the contract being used for Anchorage. Ms. Kennedy requested clarification the CBERRRSA's road maintenance contract was not being used in Anchorage. Mr. Winsor explained to the board that the contractor is a large company with multiple contracts statewide. We have 20 bid items with the contract and those bid items are not used for any other area then CBERRRSA. The contractor has 150 dump truck, CBERRRSA has four (4) dump trucks under contract with the CBERRRSA area.

Ms. Kennedy discussed coming up with a plan or criteria for emergencies on state roads in the CBERRRSA area. There was discussion on adding to agenda to discuss further. Added to December agenda under Work Session.

Chair Cruickshank had an individual inquire about the status of Eklutna Community Council being a delegate on the CBERRRSA Board of Supervisors. The question is going the Municipality of Anchorage, Department of Law for the criteria for a seat on a board. It was believed that Eklutna Valley is part of the Chugiak Community Council. Mr. Winsor did some research on when CBERRRSA was voted on. It was initially Eagle River, Eagle River Valley, Birchwood, Chugiak. There were concerns regarding the number of residents in the district.

Mr. Blake Merrifield inquired regarding the cost of sidewalk clearing and berm removal. The maximum mill rate in the CBERRRSA area would not be able to fund the additional cost of berm removal from driveway. A new contract would need to go out to bid for different snow removal equipment. There is a feeling that sidewalk clearing is unfair, and most neighborhoods do not have sidewalks. In the CBERRRSA area sidewalks are snow storage and would have to be hauled which is extremely expensive.

Chair Cruickshank want to give a thank you to CBERRRSA on all the comments on the Metropolitan Transportation Plan. Chair Cruickshank informed the board that Anchorage Metropolitan Transportation Plan goals are being discussed and encouraged Community Councils to get involved.

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2. General Discussion and Calendaring: None

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 7:16 p.m.

A. ROLL CALL

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

Board Member(s) Absent: None

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

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Mr. Chuck Homan to approve minutes from the October 23, 2023, regular meeting and executive session.

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

C. SPECIAL PRESENTATIONS: None

D. PUBLIC HEARINGS (Non-Agenda Items):

E. OLD BUSINESS:

1. Starner Bridge Update:
In negotiations.

A MOTION was made by Mr. Blake Merrifield to enter executive session for continued discussion regarding legal issues on topic.

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

Executive Session: 7:18 p.m.- 8:10 p.m.

A MOTION was made by Mr. Lee Hammermeister to move out of **EXECUTIVE SESSION**.

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

2. CBERRRSA Wash Bay Building:

Mr. Winsor emailed the board the estimate of the design of \$850,000.00.

3. Aurora Borealis:

This issue is in current negotiations.

4. 2024 CIP Program:

Nothing new to report. Mr. Winsor requested the 2024 CIP be approved at be February meeting to order the materials.

5. CBERRRSA By-Laws Regarding Article VIII – Officers:

There was a discussion on the two-year term for CBERRRSA Officers in Article VIII that were noted in the past by-laws. It was decided to keep the CBERRRSA By-Laws as approved on May, 2023.

6. CBERRRSA Election of Officers:

A MOTION was made by Mr. Homan to nominate:

Matt Cruickshank as Chair

Blake Merrifield as Vice Chair

Lee Hammermeister as Financial Officer.

The MOTION – PASSED unanimously.

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F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any)

Chair Cruickshank asked if there was a limit on the increase on the contract bid amounts. The current contractor can ask for an increase of the bid items at three years. It is a negotiation with no set percentage. Mr. Hammermeister asked if a requested increase by the contractor has ever been denied. Winsor replied - no. Mr. Hammermeister asked if was a back up plan if the contractor did not want to extend the contract. Mr. Winsor replied – no.

Mr. Merrifield asked regarding the status of Mountain Road. Mr. Winsor responded a survey had been done on Mt. Road and Mr. Winsor will follow up at the December meeting.

G. FUTURE AGENDA ITEMS:

1. Grant Writing Contractor Update:

Mr. Winsor received a letter from HDR Inc. regarding capital improvement projects evaluation for grant competitiveness. The quote for this evaluation is \$19,997.06. The board would like a presentation from HDR. Inc. The board discussed knowing what grants are available for potential projects that were sent to HDR, Inc. The board discussed submitting a quote to the Municipality of Anchorage, Purchasing Department for approval.

2. 2024 CBERRRSA Meeting Schedule:

A request was made to have the December CBERRRSA meeting a week earlier due to the holiday.

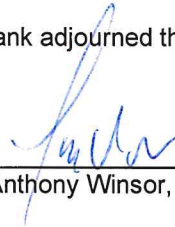
A MOTION was made by Mr. Merrifield to approve the 2024 CBERRRSA Board of Supervisors schedule. Mr. Hammermeister – SECONDED. The MOTION – PASSED unanimously.

H. ADJOURNMENT

With no further business before the Board, Chair Cruickshank adjourned the meeting at 8:27 p.m.



Matt Cruickshank, Chair



Anthony Winsor, Superintendent

Minutes approved December 18, 2023.