Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Work Session and Road Board Meeting January 22, 2024

WORK SESSION

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

- Plowing teams responded to three (3) full plow outs.
- To date we have received 91 inches of snow fall, measured at the Hiland Yard.
 - Since keeping records, the average for yearly snowfall is 71.5.
- · First round of hauling cul-de-sacs was completed on January 13, 2024.
- · Snow Removal equipment status:
 - o One of the four sanders is down with a bad clutch, expected to up by end of the week.
 - Currently, hauling mains for the 2nd time and on track to finish by the close of business Friday, January 25, 2024.

Capital Improvement Program (CIP):

· Preparing to order project materials.

Below documents submitted into the minutes:

I	MUNICIPALITY OF ANCHORA Public Works Department / Maintenance Eagle River Street Maintenan	and Op	erations				
	MEMORANDUM						
Date:	January 22, 2024						
То:	Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle Riv Board of Supervisors	er Rura	al Road Service Ar	ea,			
From:	Anthony Winsor, Superintendent						
Subject:	Maintenance Financial Information Update						
	dget - Contractual Services, 540640		Current:		Dec-23		
as of 01	16/2024						
Airport E	quipment Rental - Snow Dump Dozer Rental	\$	(35,226.81)	\$	(35,226.81		
H&M Ser	vices - Sweeping	\$		\$	(5,371.3		
Napolielle	os LLC - Beetle Kill Tree Removal	\$		\$	(2,940.00		
TOTAL E	NCUMBERANCES	\$	(35,226.81)	\$	(43,538.12		
	dget - Contractual Services, 540640		3,192,685.00		3,276,483.0		
	penses thru 01/16/2024		-376.80		-3,357,290.4		
Balance	T (1110000		3,192,308.20		-80,807.4		
	ance Transfer 11/2023 cumbrances as of 01/16/2024		0.00		250,000.0		
Balance	cumbrances as of 01/16/2024	_	-35,226.81 3,157,081.39	-	-43,538.1 125,654.4		
	AVAILABLE BALANCE:		3,157,081.39		125,654.4		
Fund Ba	lance:			F			
Projecte	d Fund Balance as of 09/22/2023	\$	1,046,395.00	\$	1,046,395.00		
	5% Bond Rating Designation	\$	(384,102.00)	\$	(384, 102.00		
	ard of Supervisors Emergency Operating Designation	\$	(100,000.00)	\$	(100,000.00		
	ΓED Fund Balance After Set Asides	\$	562,293.00	\$	562,293.00		
Less Boa	ard of Supervisors Emergency Operating Designation	\$	(450,000.00)	\$	(250,000.00		
		\$	112,293.00	\$	312,293.0		

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Work Session/Road Board Meeting – January 2024

Public Works Department / Maintenance a	nd (Operations			
Eagle River Street Maintenance					
MEMORANDUM					
January 22, 2024					
Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area,					
government and the state of the					
Anthony Winsor, Superindendent					
Capital Financial Information Update as of 01/16/2024					
CBERRRSA Mill Levy					
419800 - Non-Grant Funding - CIP Projects			\$	1,364,856.99	
TOTAL AVAILABLE MILL LEVY BALANCE:			\$	1,364,856.99	
CBERRRSA State Grants/Other Contributions 41990 Grant Amt				Balance	
PW11016 Eagle River Traffic Mitigation \$ 6,000,000.00				4,855,093.76	
VAILABLE CBERRRSA STATE GRANTS BALANCE:	\$	6,000,000.00	\$	4,855,093.76	
			s	6,219,950.75	
	MEMORANDUM January 22, 2024 Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Anthony Winsor, Superindendent Capital Financial Information Update as of 01/16/2024 CBERRRSA Mill Levy 419800 - Non-Grant Funding - CIP Projects TOTAL AVAILABLE MILL LEVY BALANCE: CBERRSA State Grants/Other Contributions 41990 CBERRSA State Grants/Other Contributions 41990 Eagle River Traffic Mitigation	MEMORANDUM January 22, 2024 Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Anthony Winsor, Superindendent Capital Financial Information Update as of 01/16/2024 CBERRRSA Mill Levy 419800 - Non-Grant Funding - CIP Projects TOTAL AVAILABLE MILL LEVY BALANCE: CBERRSA State Grants/Other Contributions 41990 Gran State River Traffic Mitigation	MEMORANDUM January 22, 2024 Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Anthony Winsor, Superindendent Capital Financial Information Update as of 01/16/2024 CBERRRSA Mill Levy 419800 - Non-Grant Funding - CIP Projects TOTAL AVAILABLE MILL LEVY BALANCE: CBERRRSA State Grants/Other Contributions 41990 Grant Amt D16 Eagle River Traffic Mitigation \$ 6,000,000.00	MEMORANDUM January 22, 2024 Matt Cruickshank, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Anthony Winsor, Superindendent Capital Financial Information Update as of 01/16/2024 CBERRRSA Mill Levy 419800 - Non-Grant Funding - CIP Projects TOTAL AVAILABLE MILL LEVY BALANCE: \$ CBERRSA State Grants/Other Contributions 41990 Grant Amt CBERRSA State Grants/Other Contributions 41990 Service And Capital Financial Information Service	

2. General Discussion and Calendaring:

Chair Cruickshank reminded board members that the State Transportation Improvement Plan (TIP) amendment #2 has been released for 45-day public comment period. 2024 - TIP Amendment 2 Public Comment link is:

https://urldefense.com/v3/ https://publicinput.com/q6273 ;!!N9vJ2dmNYjWGSw!V W6zqHYwcgjiz-nCMClDoafjlZfBf6adbWLgQkak37c7GTO-WhR5TR6bXCbz2fv6etb8ynNarsdDg1mRQ8 WySyAVv\$

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:35 p.m.

A. ROLL CALL

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

Board Member(s) Absent: Crystal Kennedy

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 Mr. Lee Hammermeister to approve minutes from the regular and executive session December 18, 2023.

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

- C. SPECIAL PRESENTATIONS: None.
- D. PUBLIC HEARINGS (Non-Agenda Items): None.
- E. OLD BUSINESS:
 - 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.

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

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Work Session/Road Board Meeting – January 2024

A MOTION was made by Mr. Blake Merrifield to move out of EXECUTIVE SESSION.

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

A MOTION was made by Mr. Chuck Homan to seal the **EXECUTIVE SESSION** minutes and recordings for four (4) years from January 22, 2024.

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

EXECUTIVE SESSION: 6:39 p.m.- 6:46 p.m.

2. Aurora Borealis:

Executive Session

3. Grant Contractor Update:

Mr. Winsor discussed with the board the two proposals for grant writing for CBERRRSA capital improvement projects. HDR Engineering, Inc and Alaska Project Solutions, Inc. sent in proposals. The proposal will be sent into the Purchasing Department for Request for Proposal or Request for Quote.

4 2024 Mill Rate:

Mrs. Courney Petersen, Public Works Administration Manager, presented to the board scenarios for the 2024 CBERRRSA mill rate. Mrs. Petersen used the assessed valuation on what was set for the 2023 mill rates. The 2023 mill rate that is available currently. The assessor's office does not produce the new assessed value until the middle of March to the end of March due to exemptions being processed. The mill rate is down due to exemption filings. Exemptions impact the budget as it effects the assessed value. The below scenarios were discussed, and the Board of Supervisors is going to discuss with their community councils a raise in the mill rate for 2024.

2024 Proposed 1s	(a)					Estimated	1
	Original		1		2024	2024 Tax	Net Budge
	2024 Budget	Other	(b)	2024	Original	Cost If Mill	Incr/Decr
	function	Revenue	Net Cost	Assessed	Budget	Rate was	from Mill
	cost)	Support	(Tax Cost)	Valuation	Mill Rate	1.90	Rate Chane
Operating	\$ 4,278,903				0.90		11,21,5 41,22,7
Capital	\$ 3,920,490		\$ 3,920,490		1.00		
CBERRRŞA Total			5 \$ 7,898,478	\$ 3,920,490,486		\$ 7,448,930	\$ (449.54
Note				59 of tax supported	budget.	,	
	2024 Orginal I	Proposed Mill Ra	10 = 200				
2024 Proposed 1s		Budget/Mill Rat		•			
	(6)		1			Estimated	I
	Original		L.		2024	2024 Tax	Net Budg
	2024 Budget	Other	(b)	2024	Original	Cost If Mill	Incr/Dec
	(function	Revenue	Net Cost	Assessed	Budget	Rate was	from Mill
	cost)	Support	(Tax Cost)	Valuation	Mill Rate	2.00	Rate Chan
Operating	\$ 4,278,903	\$ 300,91	5 \$ 3,977,988		1.00		\$ -
Capital	\$ 3,920,490		\$ 3,920,490	_	1.00	L	<u>s</u> -
CBERRRSA Total			ximately \$392,6	[\$ 3,920,490,486		\$ 7,853,379	\$ (45,09
CBERRRSA Total	Every 0.10 mil 2024 Orginal F	I supports appro Proposed Mill Ra	ximately \$392,6 to = 2.00	39 of tax supported		<u> </u>	1 (45,04
CBERRRSA Total	Every 0.10 mil 2024 Organal F t Otr Revison I (c)	I supports appro Proposed Mill Ra	ximately \$392,6 to = 2.00	39 of tax supported	budget.	Estimated	<u> </u>
CBERRRSA Total	Every 0.10 mil 2024 Organal F 2027 Revision 8 (c) Original	il supports appro Proposed Mill Ra Budget/Mill Rat	e (Recommende	39 of tax supported	budget.	Estimated 2024 Tax	Net Budge
CBERRRSA Total	Every 0.10 mil 2024 Organal F t Otr Revisor I (c) Original 2024 Budget	Il supports appro Proposed Mill Ra Budget/Mill Rat	ximately \$392,60 te = 2.00 (Recommende	39 of tax supported and 2023 Mill Rate) 2024	budget. 2024 Original	Estimated 2024 Tex Cost If Mill	Net Budge Incr/Deci
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Note: Every 0.10 mill supports approximately \$392,669 of tex supported budget. 2024 Orginal Proposed Mill Rate = 2.00 Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors Work Session/Road Board Meeting – January 2024

The Board also discussed the cost of doing business and the escalation clause for the bid items.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any): <u>Eklutna Valley Community Council's inquiry regarding seat on CBERRRSA Board of Supervisors.</u> Ms. Heather Reed reported to the board the Legal Department's answer. According to the interpretation of the Anchorage Municipal Code Eklutna Valley Community could have a seat on the CBERRSA Board of Supervisors without a code change per the Community Council Maps with the redistricting which took place July 22, 2003 (AO 2003-75). Chair Cruickshank asked the question what defines a seat on CBERRRSA Board of Supervisors? Eklutna Valley Community Council has 1.1661 road miles and approximately 53 houses taxed. The board discussed their authority regarding requests for Anchorage Municipal Code change. Will be discussed further at the February meeting regarding the criteria and lane miles required for a seat on the board. The Anchorage Municipal Code is not written clearly to determine what qualifies a community council a seat on a board – lane miles, houses etc. Eklutna Valley Community Council should have representation, it will need to be determined how to proceed.

Chair Cruickshank talked about the Transportation Improvement Program and the need for public comment.

- G. FUTURE AGENDA ITEMS:
 - 1. Criteria for seat on CBERRRSA Board of Supervisors

Η.	ADJOURNMENT With no further business before the Board, Chair	Cruikshank adjourned the meeting at 8:46 p.m.
	M/pm	In V N
	Matt Cruickshank, Chair	Anthony Winsor, Superintendent
	Minutes approved February 26, 2024	