

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 February 26, 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:

- Since the last Board meeting the CBERRRSA area had one partial plow out and three full plow outs area wide.
- Snow Removal equipment status:
 - Three of the four sanders are up and operational and the two additional pickup sanders are available.
 - As of today, all four graders are fully functional.
 - 14 of the 14 pickups are ready for plowing.


Capital Improvement Program (CIP):

- Preparing to order project materials.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	February 26, 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	
2023 Budget - Contractual Services, 540640 as of 02/22/2024	Current:	Dec-23
Airport Equipment Rental - Snow Dump Dozer Rental	\$ (10,311.42)	\$ (35,226.81)
H&M Services - Sweeping	\$ -	\$ -
Napoliellos LLC - Beetle Kill Tree Removal	\$ -	\$ -
TOTAL ENCUMBERANCES	\$ (10,311.42)	\$ (35,226.81)
2024 Budget - Contractual Services, 540640	3,192,685.00	3,192,685.00
2024 Expenses thru 02/22/2024	-647,193.57	-376.80
Balance	2,545,491.43	3,192,308.20
Less Encumbrances as of 02/22/2024	-10,311.42	-35,226.81
Balance	2,535,180.01	3,157,081.39
TOTAL AVAILABLE BALANCE:	2,535,180.01	3,157,081.39
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
Less Board of Supervisors Emergency Operating Designation	\$ (450,000.00)	\$ (450,000.00)
	\$ 112,293.00	\$ 112,293.00

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 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	February 26, 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 02/22/2024	
CBERRRSA Mill Levy		
	419800 - Non-Grant Funding - CIP Projects	\$ 1,323,809.09
	TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 1,323,809.09
CBERRRSA State Grants/Other Contributions 419		
	Grant Amt	Balance
PW11016	Eagle River Traffic Mitigation	\$ 6,000,000.00 \$ 4,844,109.19
	TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00 \$ 4,844,109.19
TOTAL		\$ 6,167,918.28

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: Crystal Kennedy Matt Cruickshank, Blake Merrifield, 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, Admin, 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 January 22, 2024, regularly scheduled meeting, and the Executive Session minutes from January 22, 2024.
 Mr. Lee Hammermeister - SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None.

D. PUBLIC HEARINGS (Non-Agenda Items): None.

E. OLD BUSINESS:

1. Starner Bridge Update:

The draft bid documents are being reviewed by the Municipality of Anchorage, Purchasing Department.

2. Aurora Borealis:

Nothing new to report.

3. Grant Contractor Update:

Mr. Winsor informed the Board a purchase order has been issued to HDR Engineering, Inc. for project evaluation and matching to available funding sources and developing a multi-year grant funding plan for priority projects. Mr. Winsor asked the board members to go to their community councils to ask if they have any large projects to be added to the grant projects list.

4. 2024 Mill Rate:

Chair Cruickshank gave an overview of the 2024 proposed mill rate scenarios. The CBERRRSA mill rate is currently 2.0. The current mill rate cap is 2.1 with 1.0 for capital improvement projects and 1.1 for operating by a vote.

A MOTION was made by Mr. Blake Merrifield to approve the 2024 Mill Rate at 2.1 – 1.10 for Operating and 1.0 for Capital Improvement Projects.

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

Discussion regarding the renewal of the maintenance contract and an increase in the cost of doing business. May need to change the current max mill rate. This will require the vote of the people to increase the tax cap for CBERRRSA. Lee Hammermeister informed the Board Eagle River Valley wanted to lower CIP to .9 and increase operations to 1.1 for a mill rate. Mr. Merrifield's community counsel would like to see the fund balance be increased. Eagle River Valley Community Counsel had concerns on the low fund balance and would also like to see it increased.

Roll call vote – the question is asked for approval to the 2024 mill rate of 2.1.

Merrifield – Aye

Kennedy – Aye

Cruickshank - Aye

Hammermeister - Nay

The Ayes have it and the motion is passed.

5. Criteria for CBERRRSA Board of Supervisors

Chair Cruickshank discussed the question if Eklutna Valley Community Council (EVCC) qualified for a seat on the CBERRRSA Board of Supervisors. The Municipality of Anchorage (MOA), Legal Department's answer was the EVCC may be included in the CBERRRSA Board of Supervisors if the service area is supervised by the board.

Birchwood Community agreed EVCC should have some form of representation but not agreeable with EVCC being a voting member on CIP and mill rates for the milage and homes that are in community council.

Chugiak Community Council same feedback as Birchwood Community Council with criteria set on future seats on the CBERRRSA Board of Supervisors.

South Fork Community Council agrees with the other community councils.

Eagle River Valley Community Council no opposition.

Eagle River Community Council agrees with other community councils.

There was discussion on submitting a request to update Anchorage Municipal Code 27.20.100 for criteria for a seat on CBERRRSA Board of Supervisors. It was suggested the steps be determined to define the criteria for a seat on the CBERRRSA Board of Supervisors.

It was discussed asking MOA Legal Department for guidance on what are the steps it would take to submit a code change.

A MOTION was made by Mr. Blake Merrifield to request legal to provide guidance of what actions it would take to create more stringent criteria for the CBERRRSA Board of Supervisors.

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

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):

Chair Cruickshank passed the Chair seat to Vice Chair Merrifield to move for a motion.

A MOTION was made by Mr. Cruickshank to make a public comment with Transportation Improvement Plan Amendment 2 to reduce the size of Eagle River Road Rehabilitation to fit in fiscal constraints for the next TIP and to fund the 2.5 million for design for the project.

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

Mr. Cruickshank informed the board of the need to reduce the scope of the Eagle River Road Rehabilitation Project to 2.5 million for design to allow for it to be funded and not defunded due to the increased cost estimates.

G. FUTURE AGEND ITEMS:

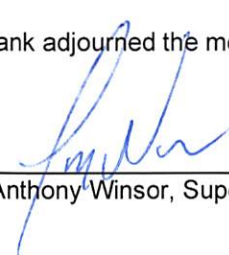
1. Legislative CIP Requests will be discussed in April CBERRRSA Board of Supervisors meeting.

H. ADJOURNMENT

With no further business before the Board, Chair Cruickshank adjourned the meeting at 8:40 p.m.



Matt Cruickshank, Chair



Anthony Winsor, Superintendent

Minutes approved March 18, 2024