

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
 Work Session and Road Board Meeting
 March 18, 2024

WORK SESSION

Chair Matt Cruickshank called the Work Session to order at 6:31 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 has not had any plowable events. Thawing season is upon us and have started popping drains as a pre-emptive measure.
- 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):

- Starner Bridge out for bid and closes March 28, 2024,
- Material for projects has been ordered and is out for bid.

Below documents submitted into the minutes:

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	March 18, 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 03/13/2024	Current:	Dec-23
Airport Equipment Rental - Snow Dump Dozer Rental	\$ (362.42)	\$ (10,311.42)
McKenna Bros Paving -	\$ (6,409.86)	\$ -
TOTAL ENCUMBERANCES	\$ (6,772.28)	\$ (10,311.42)
2024 Budget - Contractual Services, 540640	3,192,685.00	3,192,685.00
2024 Expenses thru 03/13/2024	-1,088,562.01	-647,193.57
Balance	2,104,122.99	2,545,491.43
Less Encumbrances as of 03/13/2024	-6,772.28	-10,311.42
Balance	2,097,350.71	2,535,180.01
TOTAL AVAILABLE BALANCE:	2,097,350.71	2,535,180.01
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

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	March 18, 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 03/13/2024	
CBERRRSA Mill Levy		
	419800 - Non-Grant Funding - CIP Projects	\$ 1,331,745.80
	TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 1,331,745.80
CBERRRSA State Grants/Other Contributions 419		
	Grant Amt	Balance
PW11016	Eagle River Traffic Mitigation	\$ 6,000,000.00 \$ 4,842,004.99
	TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 6,000,000.00 \$ 4,842,004.99
TOTAL		\$ 6,173,750.79

2. General Discussion and Calendaring: Professional Technical Services Inc. (PTS) may be doing a presentation at the April 22, 2024, CBERRRSA Board of Supervisors Meeting. Ms. Crystal Kennedy asked if PTS was planning a public meeting regarding the Artillery Interchange.

ROAD BOARD MEETING

Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:40 p.m.

A. ROLL CALL

Board Members Present: Crystal Kennedy, Matt Cruickshank, Chuck Homan, Paul Schneider (Alternate), Chuck Homan

Board Member(s) Absent: Blake Merrifield, Lee Hammermiester

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. Paul Schneider to approve minutes from the February 26, 2024, regularly scheduled meeting.

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

C. SPECIAL PRESENTATIONS: None.

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

E. OLD BUSINESS:

1. Starner Bridge Update:

The bid for the construction of Starner Bridge closes on March 28, 2024.

- 2. Aurora Borealis:
Nothing new to report. Eagle River Street Maintenance is currently maintaining. There was discussion regarding the right of way prism.
- 3. Grant Contractor Update:
Mrs. Heather Reed updated the board on her and Ms. Tara Brown’s attendance at a two-day grant writing class. The class offered many resources for organization and how to look up available grants. Mr. Winsor is preparing a list for 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 continued to ask 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. Criteria for CBERRRSA Board of Supervisors:
The Board would like to ask the Legal Department how to proceed with an amendment to the current code regarding criteria for a seat of a Board of Supervisors. It was discussed amending an ordinance pertaining to CBERRRSA to add wording to the current code regarding a reasonable number of houses or residents for a seat on a board of supervisors.
- 5. Legislative CIP Requests (Due Requests (Due late spring of 2025 legislative year:
Mr. Winsor ask the Board for a list of CIP projects from each community council for legislative requests for big projects.

F. NEW BUSINESS:

- 1. Work Session – Immediate Actions (If Any):
Discussion regarding Carol Creek Subdivision and the use of Harry McDonald Road as it is a private driveway.

G. FUTURE AGEND ITEMS:

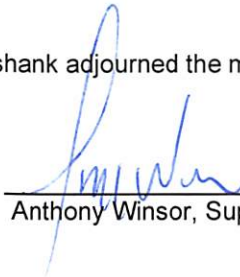
- 1. Professional Technical Services, Inc. presentation regarding Artillery Interchange.
- 2. Remove item 3 from agenda.

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 April 22, 2024