

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors  
Work Session and Road Board Meeting  
February 24, 2025

**WORK SESSION**

Vice Chair Matt Cruickshank called the Work Session to order at 6:35 p.m.

1. Foreman's Reports:  
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –

Maintenance and Operations Update:

- No plow outs for the month of February
- Sand usage 5300 cubic yards to date with 2900 cubic yards being used in January and February.
- All winter equipment is operational
- 4 Graders
- 4 Sanders
- 14 Pickups (2 with sanders)

Capital Improvement Program (CIP):

- Proposed 2025 CIP projects are ready for review. Mr. Winsor is finishing material costs for each CIP project.

Below documents submitted into the minutes:

<div style="display: flex; align-items: center;"> <div> <p><b>MUNICIPALITY OF ANCHORAGE</b> Public Works Department / Maintenance and Operations Eagle River Street Maintenance</p> </div> </div>		
<b>MEMORANDUM</b>		
<b>Date:</b>	February 24, 2025	
<b>To:</b>	Chuck Homan, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors	
<b>From:</b>	Anthony Winsor, Superintendent	
<b>Subject:</b>	Maintenance Financial Information Update	
<u>2025 Budget - Contractual Services, 540640</u> as of <b>02/19/2025</b>	Current:	January
Airport Equipment Rental	\$ (23,998.00)	\$ (23,998.00)
McKenna Bros	\$ (179,419.76)	\$ -
<b>TOTAL ENCUMBERANCES</b>	<b>\$ (203,417.76)</b>	<b>\$ (23,998.00)</b>
2025 Budget - Contractual Services, 540640	3,934,660.00	3,934,660.00
2025 Expenses thru <b>02/19/2025</b>	-12,442.48	-12,019.00
Balance	3,922,217.52	3,922,641.00
Less Encumbrances as of <b>01/22/2025</b>	-203,417.76	-23,998.00
Balance	<b>3,718,799.76</b>	<b>3,898,643.00</b>
<b>TOTAL AVAILABLE BALANCE:</b>	<b>3,718,799.76</b>	<b>3,898,643.00</b>
<b>FUND BALANCE WILL BE PROVIDED TWICE A YEAR</b>		

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

**MEMORANDUM**

**Date:** February 24, 2025  
**To:** Chuck Homan, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors  
**From:** Anthony Winsor, Superintendent  
**Subject:** Capital Financial Information Update as of 02/19/2025

**CBERRRSA Mill Levy**

419800 - Non-Grant Funding - CIP Projects	\$ 2,344,388.70
<b>TOTAL AVAILABLE MILL LEVY BALANCE:</b>	<b>\$ 2,344,388.70</b>
<i>Increase from January due to JE's to Grant Funding</i>	

**CBERRRSA State Grants/Other Contributions 41\$ Grant Amt**

	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 4,753,519.58
PE24007 Starner Bridge/Road Connection (Expires 06/30/2029)	\$ 1,500,000.00	\$ 216,365.82
PE24008 Eagle River Roads & Drainage (Expires 06/30/2029)	\$ 525,000.00	\$ 525,000.00
PE24009 S. Birchwood Lp Sidewalk (Expires 06/30/2029)	\$ 500,000.00	\$ 486,874.03
<b>TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:</b>	<b>\$ 8,525,000.00</b>	<b>\$ 5,981,759.43</b>

**TOTAL** **\$ 8,326,148.13**

2. General Discussion and Calendaring: Vice Chair Cruickshank asked if the Starner Bridge guardrail was included in the CIP list. Mr. Winsor responded yes - it is included in the guardrail project.

**ROAD BOARD MEETING**

Vice Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:45 p.m.

**A. ROLL CALL**

**Board Members Present:** Blake Merrifield, Matt Cruickshank, Lee Hammermiester

**Board Member(s) Absent:** Chuck Homan, Crystal Kennedy

**MOA Staff Present:**

Anthony Winsor, Superintendent, Public Works, Maintenance and Operations, Eagle River Street Maintenance  
Tara Brown, Office Manager, 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 27, 2025, regularly scheduled meeting.

Mr. Lee Hammermiester SECONDED. The MOTION – PASSED unanimously.

**C. SPECIAL PRESENTATIONS: None**

- D. PUBLIC HEARINGS (Non-Agenda Items:** Ms. Lynn Miller requested an update on the drainage issue on her property. Mr. Winsor informed her a request has been made to the US Army Corps of Engineers, Alaska District regarding the request to relocate the drainage behind Ms. Miller's property.

Discussion regarding funding of Mountain Road with Assemblyman Mark Littlefield and the Board.

**E. OLD BUSINESS:**

- Starner Bridge/Aurora Borealis: Aurora Borealis 65% design should be done beginning of fall of 2025. Nothing new to report on Starner Bridge. Paving and guardrail placement on Starner Bridge will be completed the summer of 2025.

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2. Criteria for CBERRRSA Board: Nothing new to report. Pending draft of Municipal Ordinance change from Municipality of Anchorage Legal Department. Ms. Peterson did reach out the Municipal Attorney's Office to determine who is assigned to our department and who would be available to give attend a CBERRRSA Board of Supervisors meeting to answer questions. Vice Chair Cruickshank would like a representative of the Municipal Attorney's Office to come talk about the criteria change to code for seat on the CBERRRSA Board of Supervisors.
3. Mill Rate Increase for Voting: Nothing new to report. The increase will be on the April 1st ballot for vote.
4. Road Maintenance Contract Sub-Committee – Update: Mr. Blake Merrifield informed the board that the committee has come up with some questions, opinions and suggestions and will be presenting a rough draft in April.
5. 2025 CBERRRSA Mill Rate: Ms. Courtney Peterson, Manager, Public Works, Administration discussed the scenarios for the setting of the mill rate. The current mill rate is set the max cap at 1.10 in operations and 1.0 in capital for a total 2.10. Vice Chair Cruickshank asked Ms. Peterson what snow event numbers should be used. Ms. Peterson stated a five (5) year average should cover heavy and normal winter.

Ms. Peterson explained how the bond rating is based on expenditures, the more you spend the higher the capital reserves. Ms. Peterson informed the board how the financials are not complete yet and there is not a current fund balance for 2023. The budget by code must be submitted to the Assembly by the first meeting in April (April 8, 2025). Office of Management and Budget (OMB) needs department budget requests by mid-March to build budget. There is a 10-day window between April 7th and April 22<sup>nd</sup> for potential changes to be made to the budget. Vice Chair Cruickshank asked that a tentative meeting be scheduled between April 7 and April 22<sup>nd</sup>.

6. 2025 CBERRRSA CIP Projects:  
Mr. Winsor presented the 2025 Draft CBERRRSA CIP Projects.

Mr. Winsor talked about adding a pullout on West River for overflow parking.

Mr. Hammermiester informed the Board South Fork area has requested adding a second parking lot into the park. The parking lot is on State of Alaska, Chugiak Park Land. This is a State of Alaska project not CBERRRSA.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):
2. Resolution to Hiland-Glenn-Interchange:  
A resolution was submitted by Chair Homan for the board's review and approval. Vice Chair Cruickshank summarized the different plans for the Hiland-Glenn Interchange.

A MOTION was made by Mr. Blake Merrifield to approve a Resolution in Support of the Divergabout for the Glenn Highway and Hiland Road Interchange Project.

Mr. Lee Hammermiester SECONDED. The MOTION – PASSED unanimously.

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Mr. Lee Hammermiester read into the minutes the Resolution below:

**A RESOLUTION IN SUPPORT OF THE DIVERGABOUT FOR THE GLENN  
HIGHWAY AND HILAND ROAD INTERCHANGE PROJECT**

A Resolution in Support of the Divergabout for the Glenn Highway and Hiland Road Interchange Project

WHEREAS, the Alaska Department of Transportation & Public Facilities (DOT&PF) is planning improvements to the Glenn Highway and Hiland Road Interchange to enhance operational efficiency, capacity, and safety; and

WHEREAS, multiple design options have been evaluated, including both near-term and long-term solutions; and

WHEREAS, the Divergabout has been identified as the preferred alternative due to its ability to: Improve traffic flow and reduce congestion, enhance safety by minimizing conflict points, accommodate future growth while maintaining efficient access to the regional transportation network; and

WHEREAS, the Divergabout design minimizes impacts on surrounding infrastructure, preserves the existing bridge, and offers a cost-effective, adaptable solution for long-term regional mobility.

NOW, THEREFORE, BE IT RESOLVED, that the Chugiak-Eagle River Rural Road Service Area Board supports the selection and implementation of the Divergabout as the preferred design alternative for the Glenn Highway and Hiland Road Interchange Project.

3. Anchorage Metropolitan Area Transportation Solutions (AMATS) 2050 MTP Amendment #S1 & 2030-2026 TIP Amendment #4 is open for public comment until March 20<sup>th</sup>. Artillery Interchange and the Hiland Road Interchange Improvements have been added to the TIP.

Vice Chair Cruickshank informed the board that all projects are fiscal constrained. Vice Chair Cruickshank encouraged people to comment.

Mr. Winsor informed the board Eagle River Traffic Mitigation is ready for construction in 2025. Mr. Winsor will be attending a design review meeting on Thursday, February 27, 2025 and final design should be completed by 30 days. Bid opening is planned for June 19, 2025 with construction starting after award of bid.

G. FUTURE AGENDA ITEMS:

Add Eagle River Traffic Mitigation under Old Business.

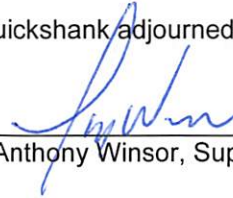
The Board discussed the Fire Department Building on Hiland being owned by the community and when it becomes available for sale it should go back to the community. The funds were given to South Fork Community and CBERRRSA. There is history on how the funds were obtained for the building and the purpose.

G. ADJOURNMENT

With no further business before the board, Vice Chair Cruickshank adjourned the meeting at 7:50 p.m.



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Matt Cruickshank, Vice Chair



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Anthony Winsor, Superintendent

Minutes approved March 24, 2025.