

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

**WORK SESSION**

Chair Chuck Homan called the Work Session to order at 6:32 p.m.

1. Foreman's Reports:

Work Program Reports

Mr. Anthony Winsor read the Forman's Report –


Maintenance and Operations Update:

- One (1) partial and one (1) full plow out.
- All winter equipment is operational.
  - 4 Graders
  - 4 Sanders
  - 14 Pickups (2 with sanders)
- Thaw truck is out thawing drains.
- Asphalt patch truck is repairing potholes.
- Sweeping contractors are gearing up to start sweeping.

Capital Improvement Program (CIP):

- CIP materials are out to bid.
- Bid packet for Falling Water Creek has been submitted to the Purchasing

Department. Below documents submitted into the minutes:

 <div style="text-align: center;"> <b>Public Works Department / Maintenance and Operations</b>  <b>Eagle River Street Maintenance</b> </div>		
<b>MEMORANDUM</b>		
<b>Date:</b>	March 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	
<b><u>2025 Budget - Contractual Services, 540640</u></b> <b>as of 03/19/2025</b>	<b>Current:</b>	<b>February</b>
Airport Equipment Rental	\$ (11,999.00)	\$ (23,998.00)
McKenna Bros	\$ -	\$ (179,419.76)
<b>TOTAL ENCUMBERANCES</b>	<b>\$ (11,999.00)</b>	<b>\$ (203,417.76)</b>
2025 Budget - Contractual Services, 540640	3,934,660.00	3,934,660.00
2025 Expenses thru 03/19/2025	-339,038.98	-12,442.48
Balance	3,595,621.02	3,922,217.52
Less Encumbrances as of 03/19/2025	-11,999.00	-203,417.76
Balance	<b>3,583,622.02</b>	<b>3,718,799.76</b>
<b>TOTAL AVAILABLE BALANCE:</b>	<b>3,583,622.02</b>	<b>3,718,799.76</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:** March 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 03/19/2025

**CBERRRSA Mill Levy**

419800 - Non-Grant Funding - CIP Projects	\$	2,300,712.29
<b>TOTAL AVAILABLE MILL LEVY BALANCE:</b>	\$	<b>2,300,712.29</b>
<i>Increase from January due to JE's to Grant Funding</i>		

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

			Balance
PW11016	Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 4,703,993.17
PE24007	Stanner Bridge/Road Connection ( <i>Expires 06/30/2029</i> )	\$ 1,500,000.00	\$ 203,437.47
PE24008	Eagle River Roads & Drainage ( <i>Expires 06/30/2029</i> )	\$ 525,000.00	\$ 525,000.00
PE24009	S. Birchwood Lp Sidewalk ( <i>Expires 06/30/2029</i> )	\$ 500,000.00	\$ 467,801.53
<b>TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:</b>		<b>\$ 8,525,000.00</b>	<b>\$ 5,900,232.17</b>

<b>TOTAL</b>	<b>\$</b>	<b>8,200,944.46</b>
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2. General Discussion and Calendaring:

Ms. Crystal Kennedy inquired if sweeping could be started earlier due to air quality. Mr. Winsor responded, it is weather dependent and with freezing temperatures at night sweeping cannot be started at this time.

Mr. Matt Cruickshank informed the board regarding three plats being submitted for Mink Creek. One of the tracks on Old Cranberry is not built to Municipal standards. At this time no case number has been assigned for comment.

Chair Homan talked about Harry McDonald Road improvements and who is going to pay to bring the road up to code. Mr. Winsor stated a fix for the road has not been decided yet and there is no decision at this time. Chair Homan would like to be proactive on how the CBERRRSA will not add road to inventory until it is brought to municipal standard. Mr. Littlefield and Mr. Winsor informed the board that a letter was submitted in the past. The board had decided to draft a follow-up letter regarding Harry McDonald Road.

**ROAD BOARD MEETING**

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

A. ROLL CALL

**Board Members Present:** Blake Merrifield, Matt Cruickshank, Donald Handeland, Crystal Kennedy, Chuck Homan

**Board Member(s) Absent:** Lee Hammermiester

**MOA Staff Present:**

Anthony Winsor, Superintendent, Public Works, Maintenance and Operations, Eagle River Street Maintenance  
Heather Reed, Office Manager, Public Works, Maintenance and Operations, Eagle River Street Maintenance

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**B. MINUTES FROM PREVIOUS MEETING –**

A MOTION was made by Mr. Cruickshank to approve minutes from the February 24, 2025, regularly scheduled meeting.

Ms. Kennedy SECONDED. The MOTION – PASSED unanimously.

**C. SPECIAL PRESENTATIONS: None**

**D. PUBLIC HEARINGS (Non-Agenda Items: Ms. Lynn Miller asked for an update regarding the status of her drainage issue on her property. Mr. Winsor reported nothing new.**

Ms. Jo Gottschalk, resident and board member of the Eagle Crossing Homeowner Association, presented the board with the issue of speeding and safety in the subdivision. There has been substantial housing development in the area in the last few years and the traffic has increased, causing safety concerns with speeding. Mr. Archie Gottschalk expressed concern for the children walking to the park from the neighborhoods. Chair Homan suggested she go to her local community counsel and start the process with them first. Assemblyman Mark Littlefield mentioned there is a ballot measure that has traffic calming as part of the bond that the CBERRRSA area could ask for a portion. It was suggested the residents call the Anchorage Police Department and report the speeding.

**E. OLD BUSINESS:**

1. Starner Bridge/Aurora Borealis: Aurora Borealis will be a 2026 project.
2. Criteria for CBERRRSA Board: Chair Homan suggested the number of properties or lane miles may want to be noted on the Draft Assembly Ordinance (AO) change to Section B. Paragraph 4 and 5. Ms. Kennedy noted it worded this way to work with future boundary changes. Mr. Cruickshank MOVED to approve the Draft AO as provided by the Municipality of Anchorage, Department of Law. Ms. Kennedy SECONDED. Ms. Kennedy TABLED the motion to be discussed at the April CBERRRSA Board of Supervisors meeting.
3. Mill Rate Increase for Voting: The board discussed concerns on the wording regarding the mill rate increase could have been presented to the public better. 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 a rough draft will be available in April with a final draft presented in May.
5. 2025 CBERRRSA Mill Rate/Year Costs: Ms. Heather Reed presented the board with a 10-year average of maintenance costs by activity. The report included bid and non-bid items for the cost of performing an activity. Mr. Cruickshank requested a copy of the excel spreadsheet. A copy will be provided. The board discussed having a reserve in the fund balance to cover maintenance overages for unforeseen events. Mr. Littlefield and Mr. Winsor informed the board the road maintenance contract is based on past usage and hours of equipment.
6. 2025 CBERRRSA CIP Projects:  
A MOTION was made by Mr. Merrifield to approve the CBERRRSA 2025 Capital Improvement Projects. Mr. Cruickshank SECONDED. The MOTION – PASSED unanimously.
7. Legislative CIP Requests (Due late spring for 2026 legislative year):  
Community Councils will submit their legislative requests to the Eagle River Street Maintenance office.

**F. NEW BUSINESS:**

1. Work Session – Immediate Actions (If Any):  
Mr. Merrifield asked about the status of Mountain Road. Mr. Winsor does not have an update on the status currently.

Mr. Winsor informed the board the increase in the winter aggregate contract – the cost went from \$19 a ton to \$29 a ton. There were three bids.

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Ms. Kennedy asked how Eagle River Street maintenance plans to handle the potential ashfall event. Mr. Winsor replied that we do not want ash in our storm drains. If there is a minimal amount of ash it will be swept up with a low amount of water and if there is a substantial amount of ash graders and loaders will be used to remove and dispose of ash. The ash will be dumped and covered at the Lorretta Fill Site. An emergency declaration must be made by the mayor. The Municipality of Anchorage Administration and Office of Emergency Management are currently working on a plan.

2. HDR Grant Proposal Update:

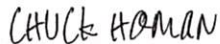
Mr. Winsor presented the board with different scenarios from HDR regarding grants. HDR explained that there was more competition for the smaller grants, and it would be beneficial to group projects together with the same scope to apply for bigger grants. The issue is the required matching amount for grant funding. CBERRRSA would have to plan and reserve funds for large projects and do the projects in phases. Mr. Winsor will call HDR to get the cost for presenting to the board.

G. FUTURE AGENDA ITEMS:

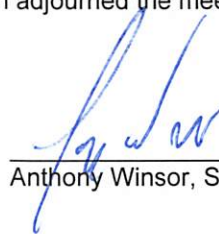
None.

H. ADJOURNMENT

With no further business before the board, Chair Homan adjourned the meeting at 8:13 p.m.



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Chuck Homan, Chair



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Anthony Winsor, Superintendent

Minutes approved April 28, 2025.