

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Work Session and Road Board Meeting
April 28, 2025

WORK SESSION

Vice Chair Matt Cruickshank 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:

- Sweeping season is in full swing with seven (7) of 24 sectors completed
- Crack Seal bid has come down to pre COVID costs of \$2.72 per lb.
- Asphalt patch truck is out patching potholes as they are reported
- Summer equipment is up and operation
- Right of Way and road restrictions are lifted.

Capital Improvement Program (CIP):

- All material bids for CIP projects have let but one, a few costs have doubled and some have dropped slightly.
- Falling Water Creek Culvert has been awarded to Bristol Prime Contractor \$317,000 under the engineer's estimate.
- Plans for Ski Road and South Birchwood pathway project are in final review with the Department of Transportation.

Department. Below documents submitted into the minutes:

 <p style="text-align: center;">MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance</p>		
MEMORANDUM		
Date:	April 28, 2025	
To:	Chuck Homan, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors	
From:	Anthony Winsor, Superintendent	
Subject:	Maintenance Financial Information Update	
2025 Budget - Contractual Services, 540640 as of 04/23/2025	Current:	March
Airport Equipment Rental	\$ (1,285.61)	\$ (11,999.00)
H&M Services (Sweeping)	\$ (288,458.13)	\$ -
The Boutet Co. (Fire Lake Dam Inspection)	\$ (5,350.00)	\$ -
TOTAL ENCUMBERANCES	\$ (295,093.74)	\$ (11,999.00)
2025 Budget - Contractual Services, 540640	3,934,660.00	3,934,660.00
2025 Expenses thru 04/23/2025	-553,195.95	-339,038.98
Balance	3,381,464.05	3,595,621.02
Less Encumbrances as of 04/23/2025	-295,093.74	-11,999.00
Balance	3,086,370.31	3,583,622.02
TOTAL AVAILABLE BALANCE:	3,086,370.31	3,583,622.02
FUND BALANCE WILL BE PROVIDED AT A LATER DATE		



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

MEMORANDUM

Date: April 28, 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 04/23/2025

CBERRRSA Mill Levy

419800 - Non-Grant Funding - CIP Projects	\$	1,391,820.95
TOTAL AVAILABLE MILL LEVY BALANCE:	\$	1,391,820.95

CBERRRSA State Grants/Other Contributions 41990 Grant Amt

			Balance
PW11016 Eagle River Traffic Mitigation	\$	6,000,000.00	\$ 3,139,765.98
PE24007 Starner Bridge/Road Connection (Expires 06/30/2029)	\$	1,500,000.00	\$ 203,056.22
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	\$ 450,926.53
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$	8,525,000.00	\$ 4,318,748.73

TOTAL **\$ 5,710,569.68**

2. General Discussion and Calendaring:

The board discussed the result of the April 1st vote to increase the mill rate cap – SEE Mill Rate Increase Vote Update section below.

Vice Chair Cruickshank asked if staff could provide a ten-year average of actual hours and rates on bid items to include straight time and overtime multiplied by current equipment rates.

Mr. Lee Hammermiester mentioned the need for repair and/or replacement of the two wooded rail fences on Old Glenn.

ROAD BOARD MEETING

Vice Chair Cruickshank called the CBERRRSA Road Board meeting to order at 6:52 p.m.

A. ROLL CALL

Board Members Present: Blake Merrifield, Matt Cruickshank, Lee Hammermiester, Crystal Kennedy

Board Member(s) Absent: Chuck Homan

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

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Ms. Crystal Kennedy to approve minutes from the March 24, 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 asked for an update regarding the status of her drainage issue on her property. Mr. Winsor reported nothing new.

Mr. Don Handeland with the Eagle Pointe Homeowners Association presented the board with a concern from his HOA regarding speeding on Yellowstone Drive. A traffic study was conducted but the road did not qualify for traffic mitigation. Members of the HOA would like to pursue the installation speed radar signs. Eagle Pointe owns and pays for streetlights in the subdivision. Mr. Handeland wanted confirmation that the maintenance would not be done by the street light department, as the lights are privately owned. Mr. Handeland is looking for outside funding sources for the \$60,000 estimate for speed radar signs. The HOA is willing to contribute half through a special assessment. Mr. Winsor stated Mr. Littlefield may have information on an area wide bond for traffic calming and funds may be available. Eagle Pointe owns the infrastructure on the lights in the subdivision and are not in the tax district for streetlights and will fall under the HOA for maintenance. The Municipality of Anchorage, Traffic Department would need to be consulted to install speed signs in the subdivision. Mr. Littlefield informed Mr. Handeland that the HOA could be responsible for maintenance and should confirm with the Traffic Department.

Mr. Paul Schneider asked the board if the 10-year analysis of the maintenance equipment and hours could be made available to the public. When the final analysis is reviewed by the board it will be made available to the public.

E. OLD BUSINESS:

1. Starner Bridge/Aurora Borealis: Aurora Borealis drainage and realignment are still in design and the plans should be available at the end of summer 2025. All residents involved will be notified.
2. Criteria for CBERRRSA Board: Ms. Crystal Kennedy reviewed the draft ordinance and suggested the board look at property count or miles. It was determined that a work session should be scheduled around June specifically to meet and discuss a draft of the Assembly Ordinance. Ms. Kennedy and Ms. Reed will work together to add amendments to the draft to present at a Work Session.

Ms. Margan Grover of Eklutna Valley asked if the CBERRRSA Board was trying to exclude the smaller community counsels from the board membership. Vice Chair Cruickshank responded that the board is trying to create a threshold of what the requirement would be for any new membership. No action has been taken at this time. The board wants to have a criteria for CBERRRSA Board of Supervisor membership. There currently is no criteria for the CBERRRSA membership to include lane miles, taxable values, and houses.

3. Mill Rate Increase for Voting: The vote for the mill rate cap increase did not pass. Vice Chair Cruickshank talked about potential service that may be cut to make budget, if needed. Mr. Winsor will draft a list of potential services that can or may be cut. More discussion at the May CBERRRSA Board of Supervisors meeting after discussion with local community councils. Mr. Winsor informed the board the road maintenance contractor is extending for one year and they are working with the administration to correct contract terms for a seven-year contract versus a five-year contract.
4. Road Maintenance Contract Sub-Committee – Update: Mr. Blake Merrifield informed the board that a rough draft is complete, and a final draft will be sent out one to two weeks before the May meeting.
5. Harry McDonald Road: Mr. Winsor informed the board Eagle River Parks and Recreation is not funding the reconstruction of Harry McDonald Road at this time. No response has been received regarding the letter sent on April 17, 2025 to the Municipality of Anchorage, Development Services.
6. Eagle River Traffic Mitigation - Update: The bid should be submitted to the Municipality of Anchorage, Purchasing Department.

F. NEW BUSINESS:

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

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Work Session/Road Board Meeting – April 2025

Ms. Kennedy asked if the fence along the Old Glenn could be repaired. The businesses along the Old Glenn Highway have questions regarding how to repair or replace the wooden fences and if the businesses could do the repairs. Mr. Winsor is going to contact the State of Alaska, Department of Transportation to get answers about what can be done to the front of the business along the Old Glenn Highway. Vice Chair Cruickshank suggested this issue be brought to the community counsels and get their opinions.

HDR Grant Proposal Update: HDR staff can give a presentation at the May meeting. Mr. Winsor will make those arrangements.

Mr. Winsor handed out packets to the board regarding three intersection volume reports that were conducted on Highland Ridge Drive and Driftwood Bay Drive: 05/06/2025, 06/21/2022 and 06/22/2022. A speed study was also done on August 20, 2013 at Mountain Vista. Mr. Winsor will contact the Municipality of Anchorage, Traffic Department to arrange a traffic study after the sweeping contractor has finished the area.

G. FUTURE AGENDA ITEMS:

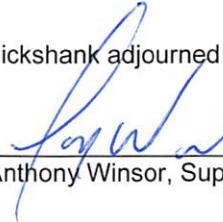
None.

H. ADJOURNMENT

With no further business before the board, Vice Chair Cruickshank adjourned the meeting at 7:56pm.



Matt Cruickshank, Vice Chair



Anthony Winsor, Superintendent

Minutes approved May 19, 2025.