

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Work Session and Road Board Meeting
September 22, 2025

WORK SESSION

Chair Chuck Homan 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:

- Fall Sweep begun September 12, 2025 and is 50% complete.
- Fall brushing for winter preparation has begun.
- Asphalt patch truck is out patching potholes as they are reported.
- Storm Drain cleaning -1200 complete of 1211 with 11 left to be cleaned.

Capital Improvement Program (CIP):

- Falling Water Creek project is scheduled to be completed by Friday, September 26, 2025.
- The South Birchwood pathway project is still waiting for final comments from the State of Alaska, Department of Transportation and utility agreement with Enstar.
- Ski Road Pathway/Drainage Safety Improvements was completed Friday, September 26, 2025.

<div style="display: flex; align-items: center;"> <div> MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance </div> </div>		
MEMORANDUM		
Date:	September 22, 2025	
To:	Chuck Homan, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors	
From:	Anthony Winsor, Deputy Officer	
Subject:	Maintenance Financial Information Update	
<u>2025 Budget - Contractual Services, 540640</u> <u>as of 09/17/2025</u>	Current:	August
Airport Equipment Rental	\$ (1,285.61)	\$ (1,285.61)
H&M Services (Sweeping)	\$ (47,052.20)	\$ (49,643.77)
The Boutet Co. (Fire Lake Dam Inspection)	\$ (5,350.00)	\$ (5,350.00)
AK Pipeliners (Storm Drain Cleaning)	\$ (50,508.00)	\$ (83,628.00)
TOTAL ENCUMBERANCES	\$ (104,195.81)	\$ (139,907.38)
2025 Budget - Contractual Services, 540640	4,083,987.00	4,083,987.00
2025 Expenses thru 09/17/2025	-1,771,501.97	-1,568,749.97
Balance	2,312,485.03	2,515,237.03
Less Encumbrances as of 09/17/2025	-104,195.81	-139,907.38
Balance	2,208,289.22	2,375,329.65
TOTAL AVAILABLE BALANCE:	2,208,289.22	2,375,329.65
<u>FUND BALANCE WILL BE PROVIDED AT A LATER DATE</u>		

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Work Session/Road Board Meeting – September 22, 2025



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

MEMORANDUM

Date: September 22, 2025
To: Chuck Homan, Chair, Chugiak-Birchwood-Eagle River Rural Road Service Area,
Board of Supervisors
From: Anthony Winsor, Deputy Officer
Subject: Capital Financial Information Update as of 09/17/2025

CBERRRSA Mill Levy

419800 - Non-Grant Funding - CIP Projects	\$ 3,975,135.73
TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 3,975,135.73

CBERRRSA State Grants/Other Contributions 419900

	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 3,514,009.41
PE24007 Starner Bridge/Road Connection (Expires 06/30/2029)	\$ 1,500,000.00	\$ 181,384.52
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	\$ 266,917.50
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 8,525,000.00	\$ 4,487,311.43

TOTAL	\$ 8,462,447.16
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2. General Discussion and Calendaring: None.

ROAD BOARD MEETING

Chair Homan called the CBERRRSA Road Board meeting to order at 6:39 p.m.

A. ROLL CALL

Board Members Present: Blake Merrifield, Lee Hammermeister, Chuck Homan

Board Member(s) Absent: Matt Cruickshank, Mark Littlefield

MOA Staff Present:

Anthony Winsor, Deputy Officer, 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 Mr. Lee Hammermeister approve minutes from August 25, 2025, regularly scheduled meeting.

Mr. Blake Merrifield SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None.

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

E. OLD BUSINESS:

1. Starner Bridge/Aurora Borealis: Starner Bridge Ribbon Cutting Ceremony was a success. Aurora Borealis has nothing new to report.

2. Updates:

- Criteria for CBERRRSA Board: Mrs. Heather Reed reported Ms. Courtney Peterson, Manager, Public Works, is following up with the legal department.
 - Road Maintenance Contract Sub-Committee – Update: Nothing new to report.
 - Eagle River Traffic Mitigation: Mr. Winsor is meeting with the project managers to discuss winter shutdown.
3. Harry McDonald Road: Mr. Winsor has spoken with the developer regarding drainage and paving, which is expected in the next week at the repair location. No reply currently from planning regarding the Board's second letter.
4. Mink Creek Development: Nothing new to report.
5. Grants/Matching funds: The board discussed adding CBERRRSA roads to the Anchorage Metropolitan Area Transportation Solution (AMATS) list for potential funding. The board discussed obtaining and performing traffic studies. The board also wanted to know the frequency of car accidents on CBERRRSA roads.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any):
Mr. Winsor informed the board the Road Supervisor for Eagle River Street Maintenance is retiring, and the job has been advertised.
2. Policy/Revisions: Mr. Winsor spoke with Assembly Member, Scott Myers regarding AO 2025-40 and AO 2025-52 – regarding new rezoning processes and offsite public improvements. Chair Homan would like a review of CBERRRSA Policy No. 6 and 8. To be discussed at October meeting.

G. FUTURE AGENDA ITEMS: None

H. ADJOURNMENT

With no further business before the board, Chair Homan adjourned the meeting at 7:08pm.

CHUCK HOMAN

Chuck Homan, Chair

Anthony Winsor

Anthony Winsor, Deputy Officer

Minutes approved October 27, 2025.