

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

- One area wide plow out.
- Crews responded to multiple rain and freezing rain events.
- Crews responded to multiple thawing calls.
- All winter equipment is operational for winter season.
 - 4 Graders
 - 4 Sanders
 - 14 Pickup Plow Trucks
 - 2 Additional Pick-Up Sanders

Capital Improvement Program (CIP):

- Pippel Place is in winter shut down.

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	November 24, 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> as of 11/19/2025	Current:	October
Airport Equipment Rental	\$ (51,281.61)	\$ (51,281.61)
H&M Services (Sweeping)	\$ (328,114.25)	\$ (328,114.25)
The Boutet Co. (Fire Lake Dam Inspection)	\$ (5,350.00)	\$ (5,350.00)
AK Pipeliners (Storm Drain Cleaning)	\$ (41,216.00)	\$ (41,216.00)
McKenna Bros (Road Maintenance)	\$ -	\$ (40,101.30)
TOTAL ENCUMBERANCES	\$ (425,961.86)	\$ (466,063.16)
2025 Budget - Contractual Services, 540640	4,083,987.00	4,083,987.00
2025 Expenses thru 11/19/2025	-2,151,699.69	-1,910,228.09
Balance	1,932,287.31	2,173,758.91
Less Encumbrances as of 11/19/2025	-425,961.86	-466,063.16
Balance	1,506,325.45	1,707,695.75
TOTAL AVAILABLE BALANCE:	1,506,325.45	1,707,695.75
NO FUND BALANCE AT THIS TIME - SENT EMAIL AND LEFT MESSAGE 11/18/2025.		



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

MEMORANDUM

Date: November 24, 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 11/19/2025

CBERRRSA Mill Levy

419800 - Non-Grant Funding - CIP Projects	\$ 3,073,054.07
TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 3,073,054.07

CBERRRSA State Grants/Other Contributions 419900

	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 3,382,494.88
PE24007 Stamer Bridge/Road Connection (Expires 06/30/2029)	\$ 1,500,000.00	\$ 180,683.27
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	\$ 236,515.13
TOTAL AVAILABLE CBERRRSA STATE GRANTS BALANCE:	\$ 8,525,000.00	\$ 4,324,693.28
TOTAL		\$ 7,397,747.35

2. General Discussion and Calendaring: Chair Homan discussed the Chugiak, Eagle River and Birchwood projects that are currently on the Anchorage Metropolitan Area Transportation Solutions (AMATS) and Transportation Improvement Program (TIPS) list. Chair Homan would like input on the board's position on future projects. Mr. Mark Littlefield suggested Mountain Road be added to the AMATS project list. Mr. Mark Littlefield would like to see the Hillcrest Driver and S. Birchwood Loop Road intersection as a project. Chair Homan would like a letter of support draft from the CBERRRSA Board of Supervisors.

Mr. Cruickshank discussed the potential scoring criteria for projects in the CBERRRSA area. The board agreed there is not a need or want for a scoring criteria in CBERRRSA.

ROAD BOARD MEETING

Chair Homan called the CBERRRSA Road Board meeting to order at 6:30 p.m.

A. ROLL CALL

Board Members Present: Lee Hammermiester, Chuck Homan, Matt Cruickshank, Mark Littlefield, Paul Schneider (application submitted for Assembly approval).

Board Member(s) Absent: None

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
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MOA Staff Present:

Anthony Winsor, Deputy Officer, Public Works, Maintenance and Operations, Eagle River Street Maintenance
Blake Merrifield, Road Supervisor, Public Works, Maintenance and Operations, Eagle River Street Maintenance

B. MINUTES FROM PREVIOUS MEETING –

A MOTION was made by Mr. Matt Cruickshank approve minutes from October 27, 2025, regularly scheduled meeting.

Mr. Mark Littlefield SECONDED. The MOTION – PASSED unanimously.

C. SPECIAL PRESENTATIONS: None.

D. PUBLIC HEARINGS/COMMENTS (Non-Agenda Items): Ms. Lynn Miller requested a more permanent solution to the drainage issue on her property. Mr. Winsor is looking into a permanent solution. Ms. Miller asked if Ski Road pathway could be placed on the hazardous walkway list. Mr. Cruickshank discussed the added cost and due to budget changes and the current mill rate adding another hazardous walkway may not be feasible at this time.

Mr. Paul Snieder inquired regarding a no parking zone at the end of Mirror Lake. Mr. Winsor is talking with traffic regarding signage and will investigate a possible turnaround if there is enough right of way. Mr. Littlefield believes the road belongs to Department of Transportation. Mr. Winsor will investigate.

E. OLD BUSINESS:

1. Aurora Borealis: Mr. Winsor reported work is being done on the design and right of way of where potential drainage will go if the creek jumps the road. Mr. Winsor is working with the Municipality of Anchorage survey department regarding letters of notification for the usage of the right of way. Aurora Borealis will be a 2027 capital improvement project.
2. Criteria for CBERRRSA Board: Nothing new to report.
3. Road Maintenance Contract Sub-Committee – Update: Mr. Winsor informed the board the road maintenance contract is going out to bid in 2026. Mr. Littlefield would like to know what the community councils would like to see changed in the upcoming road maintenance contract bid.
4. Eagle River Traffic Mitigation: Nothing new to report.
5. Harry McDonald Road: Nothing new to report.
6. Mink Creek Development: Nothing new to report.
7. Grants/Matching funds: In 2026 10% will be taken off the yearly capital improvement budget and placed in a “Roads & Drainage Improvement” fund.
8. Policy Review:

A MOTION was made by Mr. Cruickshank to approve Chugiak Birchwood Eagle River Rural Road Service Area Policy No. 10.

Mr. Hammermeister SECONDED. The MOTION – PASSED unanimously with approved changes.

F. NEW BUSINESS:

1. Work Session – Immediate Actions (If Any): Mr. Littlefield asked if one solar powered speed limit sign be installed if it meets the Municipality of Anchorage standards/criteria. Mr. Winsor will follow up before the December meeting on the costs.

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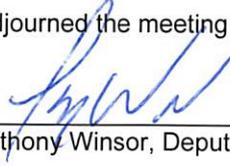
G. FUTURE AGENDA ITEMS: None

H. ADJOURNMENT

With no further business before the board, Chair Homan adjourned the meeting at 8:37pm.

CHUCK HOMAN

Chuck Homan, Chair



Anthony Winsor, Deputy Officer

Minutes approved December 22, 2025.