

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

WORK SESSION

Chair Chuck Homan called the Work Session to order at 6:39 p.m.

1. Foreman's Reports:
Work Program Reports

Mr. Anthony Winsor read the Forman's Report –

Maintenance and Operations Update:

- One partial plow out since last month's meeting.
- 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):

- **South Birchwood Loop Pathway:** 95% plans have been submitted. Awaiting utility agreement with Enstar.

 MUNICIPALITY OF ANCHORAGE Public Works Department / Maintenance and Operations Eagle River Street Maintenance		
MEMORANDUM		
Date:	December 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> as of 12/17/2025	Current:	November:
Airport Equipment Rental	\$ (37,282.61)	\$ (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)
TOTAL ENCUMBERANCES	\$ (411,962.86)	\$ (425,961.86)
2025 Budget - Contractual Services, 540640	4,083,987.00	4,083,987.00
2025 Expenses thru 12/17/2025	-2,346,427.43	-2,151,699.69
Balance	1,737,559.57	1,932,287.31
Less Encumbrances as of 12/17/2025	-411,962.86	-425,961.86
Balance	1,325,596.71	1,506,325.45
TOTAL AVAILABLE BALANCE:	1,325,596.71	1,506,325.45



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

MEMORANDUM

Date: December 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 12/17/2025

CBERRRSA Mill Levy

419800 - Non-Grant Funding - CIP Projects	\$ 3,031,788.40
TOTAL AVAILABLE MILL LEVY BALANCE:	\$ 3,031,788.40

CBERRRSA State Grants/Other Contributions 419900

	Grant Amt	Balance
PW11016 Eagle River Traffic Mitigation	\$ 6,000,000.00	\$ 3,209,216.35
PE24007 Starner 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	\$ 4,151,414.75

TOTAL **\$ 7,183,203.15**

2. General Discussion and Calendaring:
 Mr. Mark Littlefield requested a current fund balance. Mrs. Heather Reed will continue to request the fund balance for January meeting.

Mr. Matt Cruickshank received feedback regarding the future road maintenance contract. The Birchwood Community Council recommend no major changes or new equipment. Mr. Littlefield recommend all board members discuss the future road maintenance contract with their community councils and discuss it at the January meeting.

Chair Homan informed the board regarding Anchorage Metropolitan Area Transportation Solutions (AMATS) Chugiak Eagle River has no plans in place at this time. Chair Homan wanted the Board to be aware the priorities could have financial affect on CBERRRSA.

ROAD BOARD MEETING

Chair Homan called the CBERRRSA Road Board meeting to order at 6:56 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
Work Session/Road Board Meeting – December 22, 2025

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
Heater Reed, Senior Accountant, 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 November 24, 2025, regularly scheduled meeting.

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

C. SPECIAL PRESENTATIONS: None.

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

E. OLD BUSINESS:

1. Aurora Borealis:

No update.

2. Criteria for CBERRRSA Board:

A MOTION was made by Mr. Littlefield to adopt final draft of Assembly Ordinance regarding Change to Anchorage Municipal Code (A.M.C.) 27.20.135.

Mr. Cruickshank SECONDED. The MOTION – PASSED unanimously.

3. Road Maintenance Contract – Update:

Bid scheduled for 2026; community council input to be gathered for January discussion.

4. Eagle River Traffic Mitigation:

No update.

5. Harry McDonald Road:

No update.

6. Mink Creek Development:

No update.

F. NEW BUSINESS:

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

Old Glenn Fence: Representative Saddler requested guidance on repair/removal; board to consult councils for January discussion.

2. AMATS/TIP: Chair Homan talked about the four projects included on the Anchorage Metropolitan Area Transportation Solutions (AMATS)/Transportation Improvement Program (TIP). The priority is to reduce lane miles and create alternate transportation plans. The Eagle River Community Council drafted a letter to the Anchorage Metropolitan Area Transportation Planning request the priority of the projects below:

- NHS00010 Glenn Highway and Hiland Interchange Preservation
- NHS0013 Glenn Highway and Artillery Road Interchange Improvements
- NMO0015 Eagle River Pathway and
- NMO0010 Glenn Highway Trail Connection

The Board of Supervisors will confer with their community councils and discuss it at January meeting.

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

3. Speed Limit Solar Sign:

Estimated cost \$30,000–\$40,000; traffic study required. Mr. Littlefield to discuss with council.

Mr. Winsor requested funding for Farm Ave planning from the Roads and Drainage Grant.

A MOTION was made by Mr. Littlefield to allocate up to \$100,000.00 from Roads & Drainage Grant.

Mr. Cruickshank SECONDED. The MOTION – PASSED unanimously.

Mrs. Reed requested approval of the 2026 CBERRRSA Board of Supervisors meeting schedule.

A MOTION was made by Mr. Littlefield to approve the 2026 Meeting schedule with change to note May meeting on the 18th.

Mr. Cruickshank SECONDED. The MOTION – PASSED unanimously.

FUTURE AGENDA ITEMS:

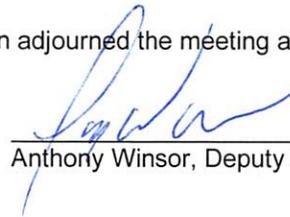
Mountain Road Project update

H. ADJOURNMENT

With no further business before the board, Chair Homan adjourned the meeting at 7:59pm.

CHUCK HOMAN

Chuck Homan, Chair



Anthony Winsor, Deputy Officer

Minutes approved January 26, 2026.