



## RURAL SERVICES

A Division of  
FNSB Public Works

## HOW TO ENSURE PROJECTS

# RECEIVE THEIR BEST SCORE

### MAXIMIZE YOUR PROJECT'S SCORE

Rural Services, and the FNSB Assembly Road Service Area Committee (ARSAC), have made what we believe are positive changes to the project selection and scoring processes. We hope all commissioners will attend the upcoming training session, scheduled for Tuesday, June 23, 2009 at 6:30PM, in the FNSB Assembly Chambers, to learn more about these changes, and how they might affect your service area's projects.

One important change relating to project submittals is the process will occur this summer rather than in the fall. Capital project submittals will be mailed to commissions by the end of June, and due back to our office by the end of August. It is our belief that this will assist service areas to have inspections made before problems are covered over by snow and ice.

Another change affecting capital project submittals is an increase to the maximum funding a selected project may receive. If selected, a project will receive up to \$450,000 from the grant program, and the service area will need to provide up to \$50,000, from accumulated savings, to cover a maximum project cost of \$500,000. If your service area has previously submitted a project which exceeds an estimated cost of \$500,000, you should resubmit this project, broken down into smaller projects, with estimated project costs of less than \$500,000 each.

There is a significant change in the way projects will be scored for this upcoming year. Knowing how to submit your project, and what the criteria are that your project will be evaluated against, will ensure that your project submittals receive the highest score possible. Your project will receive a score based on a set of criteria that was approved in May 2009 by the ARSAC, consisting of Project Feasibility, Road Designation, Maintenance and Operational Cost Reduction, Accessibility, Safety Deficiency, and a new criteria called Service Area Priority. How the addition of this new criteria could affect the scoring and ranking of your projects will be discussed in detail at the upcoming training meeting.

There is one final change worth noting in this year's project submittal process. Because of discrepancies between the scope of projects underway in Public Works and the understanding of what the projects were supposed to be in the service areas, we are requiring that if commissions want a "previously submitted project", prior to 2007, to remain as a project, that the service area commission resubmit the project using the new form. This will necessitate that the resubmitted project be discussed at a service area meeting. The minutes of the meeting will need to clearly reflect what the project is understood to be by the service area.

It is anticipated that there may be questions and concerns regarding these changes, so we have scheduled the evening of June 23rd to go into greater detail in an effort to clarify how these changes can make the submittal and ranking processes more effective.

Mark your calendars now. To ensure that your service area's projects receive their best score possible, you should plan on attending this meeting. We hope to see you there.

### OPEN MEETINGS ACT MODIFIED

During a Memorial Day festivity held in North Pole, Governor Palin signed a modification to the Open Meetings Act, effective immediately. Senate Bill 48, sponsored by Sen. Therriault of North Pole, provides some relief to the requirements of the Open Meetings Act that had mandated that any time two or more commissioners discussed their service area, it constituted a meeting requiring public notification.

This change does not mean that service area commissions can cease holding quarterly meetings. You are still required to have quarterly meetings, and these meetings must conform to the Open Meetings Act, in other words, be publicly noticed.

The legislation now allows commissioners to discuss matters that are administrative or managerial in nature outside of a public meeting. For example, if your service area has previously determined at a public meeting to perform general maintenance of service area roads, a public meeting is not required for two, or more, commissioners to discuss specific maintenance needs, such as determining areas for ditch cleaning, deciding appropriate times to blade roads, or selecting damaged signs to be replaced. However, a public meeting would be needed to discuss a major upgrade, such as paving a gravel road, because that decision would be beyond general maintenance. Other common actions that commissioners can now work together on include discussing work with your maintenance contractor, inspecting and approving the work, and approving the invoice for payment.

In general, policy and budget issues, such as setting road repair and upgrade plans, deciding on project submittals for grants, or setting the next year's budget, must be discussed and decided at a public meeting of the commission. The administrative and managerial decisions needed to implement these policies can then be discussed by the commissioners outside of a public meeting as part of your day-to-day handling of service area business. Please contact Rural Services if you have questions on Open Meetings Act requirements and the recent change under Senate Bill 48.

# Storm Water Drainage Issues

Have you heard of the Fairbanks Urbanized Area? It was designated by the U.S. Census Bureau in May 2002. As a result, Federal and State storm water management mandates came to Fairbanks. To comply with these laws, FNSB adopted Title 21 to prohibit illicit discharges and regulate runoff from construction projects. If your Road Service Area falls within the Fairbanks Urbanized Area, then Title 21 applies to you!! This includes: • Airway • Arctic Fox • Aztec • Birch Hill • Borda • Brookside • College • College Hills • Deep Forest • Diane • Fairfields • Fairhill • Fairwest • Granola Estates • Joy • Kendall • Kris Kringle • Lakloey Hill • Loose Moose • McGrath Estates • Mellow Woods • Moose Meadows • Mt. View • Musk Ox • Newby Park • Pine Stream • Pleasureland • Prospect Park • Reed Acres • Scenic Heights • Seavy • Six Mile Village • Smith Ranch • Spruce Acres • Sunrise • Tan Terra • Timberlane • University Heights • Viewpointe • Vue Crest, and • Woodland.

Storm water runoff is generated when water from rain and melting snow flows over land instead of infiltrating into the ground. As runoff travels over developed land such as lawns, driveways, roads, and other constructed improvements, it accumulates pollutants. Such pollutants can include sediment, fuel oil, detergents, grass clippings, fertilizers, pet waste, litter, debris, etc. Local storm water conveyance systems, known as Municipal Separate Storm Sewer Systems (MS4s), concentrate runoff into ditches and other conduits. When this concentrated flow leaves the MS4, it empties into local water bodies carrying the pollutant load with it. The results can significantly alter our natural environment by contaminating drinking water supplies, making recreational areas unsafe and unpleasant, harming fish and wildlife populations, and killing native vegetation.

Federal and State regulations based on the Clean Water Act require communities that reach certain population density levels to develop, implement, and enforce storm water management programs that will reduce the discharge of pollutants from the MS4 and protect water quality. These regulations are triggered when a community receives an urbanized area designation by the U.S. Census Bureau. By definition, an urbanized area is a land area comprised of an urban district and the adjacent densely settled surrounding area, known as the urban fringe, that together have a residential population of at least 50,000 people and an overall population density of at least 1,000 people per square mile. The U.S. Census Bureau determines urbanized areas based on census data and then maps the areas based on both visible physical boundaries such as roads or streams, and invisible administrative boundaries such as political corporate limits or subdivisions.

You all know that drainage is important in keeping your roads in good condition. Ditch cleaning and maintenance activities are not cheap and once you've serviced your ditches, you don't want illicit discharges or construction activities to muck them up again. Title 21 sets prohibitions on discharges into your storm water conveyance ditches (or your MS4). No person shall cause or permit the commencement, conduct, or continuance of any non-storm water discharge into the MS4. No person shall deposit, dump, abandon, throw, scatter, or transport solid waste, garbage, rubbish, junk, fill, soil, dirt, or other material in such a manner as to obstruct, impound, or cause siltation to the MS4. No person shall dispose of snow directly into the MS4 (this does not include snow from the road itself as part of routine snow clearing activities). In addition, construction sites that disturb over an acre of ground and have the potential of discharging storm water into the MS4 must be permitted by the FNSB Department of Public Works. If you are having problems with illicit discharges or know of an unpermitted construction site, please let us know! Residents in your service areas have a responsibility to obey the law and you have a responsibility to ensure a clean MS4.

For questions on storm water, please feel free to contact Jennifer Schmetzer at FNSB Public Works. Ann Worhatch and Bill Gryder at FNSB Rural Services are also available to help.

## 3rd Quarter Service Area Meetings

should be scheduled between

July 1st and August 28th, 2009

### Suggested 3rd Qtr Meeting Topics:

- Submittals of capital projects
- Election of commission officers
- Boundary change issues, if any
- Winter preparation

**CALL APRIL BARNES,  
AT 459-1223,  
TO SCHEDULE YOUR MEETING**



## **MARK YOUR CALENDARS !**

### **SERVICE AREA COMMISSIONER TRAINING ON PROJECT SUBMITTALS AND THE GRANT SELECTION PROCESS**

**All service area commissioners are encouraged to attend!**

***DON'T THINK THAT BECAUSE YOU'VE BEEN A COMMISSIONER SINCE YOUR SERVICE AREA WAS CREATED THAT YOU KNOW ALL THERE IS TO KNOW !!!!***

**Tuesday, June 23, 2009**

**6:30 PM –9:00 PM**

**Borough Administration Center, FNSB Assembly Chambers  
809 Pioneer Road**

*Refreshments, coffee and tea will be provided  
A time for answers, information and open dialogue*