



RURAL SERVICES

A Division of
FNSB Public Works

HAVE SOMETHING GREAT TO CONSIDER WHEN SUBMITTING PROJECTS

THE PROJECT SUBMITTAL PROCESS

In the past, letters went out in mid-Fall to service area commissioners requesting their capital project submittals. Unfortunately, by that time, winter in the interior is underway, and the snow and ice has masked most road issues, preventing adequate inspection by both the service area commissioners and by Rural Services.

This year, Rural Services has decided to move up the project submittal process. Hopefully doing so will provide more time to work closely with commissions identifying what their road issues are, and what projects would remedy their concerns. Capital project submittals will be mailed to commissions by the end of June, and due back to our office by the end of August. Below is a brief description of the project submittal process, with more detailed information to be provided at the Commissioner Training scheduled for Tuesday, June 23, 2009 at 6:30PM in the FNSB Assembly Chambers.

One of the purposes of soliciting information on projects is to advocate for improvement of service area roads before the State Legislature. Rural Services provides the Borough Assembly, and its lobbyist, a listing of projects needed in the hope that they can convince legislators of our service areas' needs, and garner an allocation of state funds in the budget process. We depend on service area commissioners to provide us this vital information.

Another purpose has been to facilitate the ranking of projects selected for the 90/10 grant program. In 2006, the Fairbanks North Star Borough received a grant for service area roads. The Assembly set aside \$2 million to establish the Road Service Area Revolving Loan Fund, through which service areas can borrow money to repair and improve their roads. Six million dollars was placed in a grant program that has been allocated over the past three years to construct 20 service area road projects. While the \$6 million has all been allocated, it is the Assembly Road Service Area Committee's desire that this program continue using a recent \$9.9 million legislative appropriation.

For the 90/10 grant program, service area project requests, both those previously submitted and those submitted this up-

coming summer, all receive a score based on a set of criteria that has previously been determined by the Assembly Road Service Area Committee. The criteria used consists of Project Feasibility (carrying a weight of 4), Road Designation (carrying a weight of 5), Maintenance and Operational Cost Reduction (carrying a weight of 4), Accessibility and Safety Deficiency (both carrying weights of 6). Each category can receive a score between 0 and 4, with the highest value awarded for significant problems in that category. The most any given project can score is 100.

All the projects are ranked in order of this score, with higher scores signifying more critical projects. As with typical distribution patterns, the distribution of projects has reflected fewer high and low scores, and an overwhelming number of middle range scores. Of the twenty projects selected under this program in the past three years, the respective scores went from 73.6 to 53.4.

One final note, selected projects are now capped at \$500,000 maximum funding. This means that, if selected, a project will receive \$450,000 from the grant program, and the service area will need to provide a 10% match, or \$50,000, from their accumulated savings. Some service areas may have this match readily available, while others might need to take advantage of the Revolving Loan Fund to provide their matching funds.

OPTIONS FOR FUNDING PROJECTS

Twenty projects have been selected to date under the 90/10 matching grant program. The program allows for a service area to receive grant funds for only one of their projects. Other projects that the service area would like to do are considered ineligible for future 90/10 grant funding once an initial project has been selected. Therefore, many of the 330 projects submitted to date will not receive funds from the 90/10 matching grant program.

Other options for funding service area capital projects are using savings or borrowing the necessary funds. The Revolving Loan Fund has been established for just such a purpose. Application forms are available on the Rural Services website. The annual application deadline is June 30, 2009. Currently, the interest rate is 4.25%.

Driveway and Utility Permitting

Another season of construction and maintenance is coming again, so here are some points about driveway and utility permits for Service Area Commissioners to keep in mind.

- Permits are required for any construction taking place in a service area right-of-way within the Fairbanks North Star Borough.
- A copy of the permit and conditions are sent to the Service Area Chairperson.
- The Service Area Chairperson needs to contact Ann Worhatch (by phone at 459-1333, or by email at aworhatch@co.fairbanks.ak.us, if work is taking place and you have not seen a permit.
- PLEASE DO NOT wait until the work is completed to call and ask about permit information. It is much easier to get problems corrected during construction, than afterwards.
- A Service Area Commissioner may approach the constructor about not having a permit, but should still follow up with a call to Ann. Sometimes the constructor will say he will get the permit, but doesn't follow through.
- Please try to provide enough information when you call in non-permitted work so that Ann can contact the constructor.
- Let service area members know permits are needed for any construction to take place within the right of way, so they can contact you about new construction taking place.
- Don't expect any road improvements from a permit, the permittee is only required to match the existing conditions.

Commissioner Renewals

Commissioner renewal forms will be sent in April to commissioners whose terms expire June 30, 2009. If you receive a commissioner renewal form in the mail, please check that the personal information is still correct, sign and return as soon as possible. Please don't wait to the last minute. The deadline for Rural Services to receive your renewal back is Tuesday, April 28, 2009, by 5PM.

Talking About Minutes

Meeting minutes must reflect the approval of the meeting agenda, approval of the minutes from the previous meeting and discussion pertaining to all the items on the meeting's agenda. The minutes must also reflect the voting of each individual commissioner on each issue. While it could be beneficial to poll residents at the meeting on issues, it is the vote of the commissioners that decides the question under consideration.

Minutes should be turned in typed—not hand written. Keep in mind we must have the original minutes, so if you do send us an electronic copy, be sure you put the original in the mail to us as well. Also don't forget to include the attendance roster and copy of the agenda with your minutes.

**2nd Quarter Service Area Meetings
should be scheduled between
April 1st and June 30th, 2009**

Suggested 2nd Qtr Meeting Topics:

- *Breakup problems/repairs*
- *Summer maintenance*
- *Upcoming capital project submittals*
- *Funding projects using the Revolving Loan Fund*

**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 dialog*