Proper planning can make things a lot easier, both on the roads and on the commissioners.
Planning Overview

• Service Area Revenue
• Code requirements
• Definitions
• Planning 101
  – Short-term plan/goal
  – Long-term plan/goal
• Capital improvements project
Service areas can be funded through a combination of funding sources:

- property taxes (a mill levy)
- interest earnings
- grants (if available)

The Borough’s fiscal year begins on July 1st and ends on June 30th
On or before March 15th of each year submit a detailed plan

- describing the commission’s proposed short-term and long-term maintenance,
- permanent improvements and strategic plans together with an account of how the plan varies from those of previous years

(Title 14, Section 14.04.150; Commission – Duties)
Definitions

Short-Term Planning: A period of 1-year to generally 3-5 years

Long-Term Planning: A planning period for >5 years

Regular Maintenance: Work performed every year by the service area (snow removal, road grading, or pothole patching)
Periodic Maintenance: Work that is not performed every year, but should be done every 3-5 years

Contingencies: Reserve funds in the budget for unforeseen events

Action Plan: The steps or tasks required to meet goals
Goals: What is desired in three, five, or even 20 years?

Objectives: What does the service area want at the end of the planning process?

Gather Information: Road condition assessments, cost estimates, current bid tabs, spending reports, maps, and past plans submitted by the service area
Action Plan: Who, what, where, how and when?

Implement Plan: To bring about and put into practice.

Check Back: Did the plan implementation meet the objectives? What went right? What went wrong?
SHORT-TERM GOAL EXAMPLE

Example 1 - Short-Term Goal: Add Scheduled Periodic Maintenance to Annual Plans

Objectives:
- Keep checking that the objectives will lead to the original goal.

Implementation Plan - Regular maintenance as needed, Y1 - Brushing, Contingency used on additional snow removal.

Example 1: Short-Term Planning Process Simplified

Action Plan:
- Estimate costs, prioritize work items by tasks (YR1-brush, YR2-new surface material, YR3-clean ditches)
- Add funding for contingencies

Gather Information:
- Regular maintenance
- Budget, estimate of periodic work, past soft ledgers, current bid tabs, WO estimates as needed

Did we meet our objectives? Did we follow our plan? If not why?

Refer back to action plan during implementation: Are we following our plan?

While collecting information, keep checking to ensure you are meeting your objectives.
LONG-TERM GOAL EXAMPLE

EXAMPLE 2 - LONG-TERM GOAL: PAVE ALL SERVICE AREA ROADS IN 15 YEARS

OBJECTIVES:
- Keep checking that the objectives will lead to the original goal

IMPLEMENT PLAN - REGULAR MAINTENANCE AS NEEDED, START PRIORITIZED TASKS AS THE DATE COMES UP

ACTION PLAN:
- Estimate costs, prioritize work items by tasks w/dates, drainage work, improving road base, paving; contingencies; increase in savings

GATHER INFORMATION:
- Regular maintenance budget, estimate of paving costs, and improvements for paving; soft ledgers, current bidtabs, W.O. estimates

DID WE MEET OUR OBJECTIVES? DID WE FOLLOW OUR PLAN? IF NOT, WHY?

REFER BACK TO ACTION PLAN DURING IMPLEMENTATION: ARE WE FOLLOWING OUR PLAN?

WHILE COLLECTING INFORMATION, KEEP CHECKING TO ENSURE YOU ARE MEETING YOUR OBJECTIVES

EXAMPLE 2: LONG-TERM PLANNING PROCESS SIMPLIFIED

FAIRBANKS NORTH STAR BOROUGH
January 1, 1964

Dec 2012
What constitutes a capital improvement?

- If appropriation by the assembly may be required.
- If funding is from a grant or a service area match is required for a grant.
- If the work will span fiscal years (for example: work will be done in June and July).
The road is being changed – engineering is required, permitting may be required. Road width, road alignment (vertical, horizontal), major drainage changes (ditches, culverts), traffic calming devices (round-a-bouts, humps, etc.), new surface type (gravel to pavement/AST), new road construction.

Capital improvement projects are managed by the Division of Design and Construction/Public Works.
THANK YOU!! for being here, and for your dedication to the Service Area