

WHAT YOUR SERVICE AREA NEEDS TO KNOW

LIMITED SERVICE AREA MEETINGS NOW AVAILABLE



Service Area Budgets

Service area budget season is approaching fast. After the start of the new calendar year, commissioners will need to begin examining their budgets and determine whether changes need to be made for the next fiscal year.

Proposed FY2022 Service Area Budgets worksheets are scheduled to be mailed out the first week of February. Service areas that wish to make adjustments to their budget will need to schedule and hold a service area meeting (**see update**) and have their budget worksheet turned into the Rural Services office no later than Friday, February 26, 2021 by 5pm. **Please be aware that the turnaround for budget adjustments is extremely tight.** Please plan accordingly!

ONLY SERVICE AREAS THAT WISH TO *CHANGE* THE RECOMMENDED BUDGET NEED TO HOLD A MEETING.

Commissions that accept the recommended budget ***do not need to hold a meeting.*** Recommended budgets are automatically accepted in the absence of a changed budget worksheet.

Please call Xena or Jamie at 459-1223 with any questions.



SS Nenana – Pioneer Park

Service Area Meeting Update

Rural Services is excited to announce that commissioners now have the ability to hold service area meetings via Zoom!

Rural Services is still operating under the premise that meetings shall be held only for specific items that require a vote from the commission and/or would be required to continue the proper operation of a service area.

At this time, Rural services will ***NOT*** be requiring all service areas to hold a meeting. This option is for those services areas that need to change their budget, determine whether to renew a maintenance contract or discuss other imperative agenda items which require immediate action.

The implementation of Zoom meetings means that there are some slight changes to the meeting process:

- Rural services is required to host the Zoom meeting
- Meetings will be available from 9-5pm M-F, with the first meeting at 9am and the last meeting at 4pm
- Time slots are on a first come, first served basis.
- Only one meeting per slot is available (i.e. two service areas can NOT hold a meeting on the same day and time)
- Meetings will be scheduled for 1 hour increments.
- Additional meeting times outside of normal hours may be available upon request and on a case by case basis at the discretion of Rural Services staff.
- Rural Services staff will NOT be a participant in the service area meeting. Their presence is required for meeting hosting only.
- Advertising requirements and publishing deadlines are still applicable.
- All other meeting procedures are still in place and will be required.

See page 3 for steps to request a meeting

IN THIS ISSUE

BUDGET

CONTRACT RENEWAL

NEW WEBPAGE

Maintenance Contract Renewal

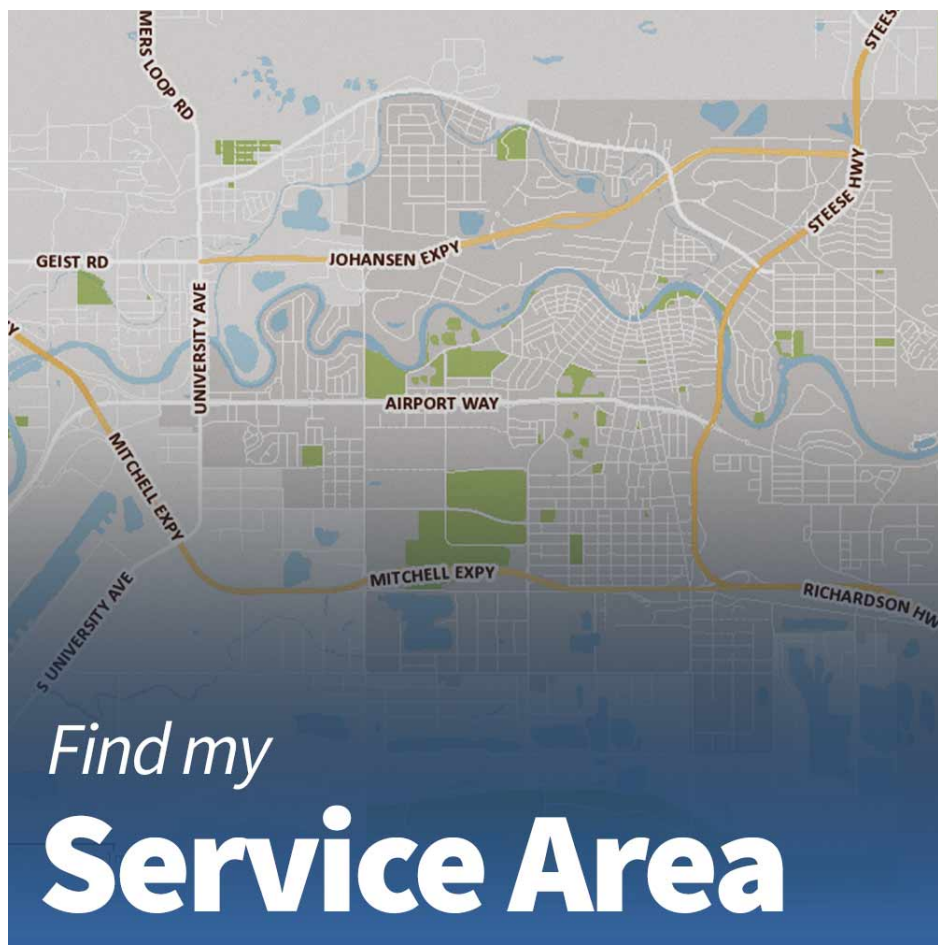
Every year, commissions are presented with the option to renew their contract for one additional year, or to end their contract. Those service areas that have either exhausted their renewal options or vote to not renew their contract will have their annual maintenance contracts solicited for new bids to begin July 1st, 2021.

For commissions who wish to retain their contractor for one additional year (provided there are renewal options remaining) do not need to take any action. Contracts are automatically renewed unless one party requests to not renew.

ONLY SERVICE AREAS THAT WISH TO NOT RENEW THEIR ANNUAL MAINTENANCE CONTRACT NEED TO HOLD A MEETING.

Commissions that wish to terminate their contract are required to hold a public meeting (see meeting update) in which the commission votes to not renew. Non-renewal requests are due by the end of February. Please plan your meetings accordingly.

Our office will send out contract renewal/non-renewal reminders to commission chairs the beginning of January.



Check out the new interactive "Find My Service Area" map feature on Rural Services' Web Page!

New FNSB Web Page

www.fnsb.gov

Have you logged on to FNSB.gov lately and noticed any changes? Beginning December 1st, users should have noticed a drastic redesign of the borough's webpage. The redesign is aimed to provide users with a more streamlined and efficient experience; including an all new intuitive search ("How Do I") feature placed prominently on the home page, as well as now being ADA compliant and mobile compatible! Check it out!

The Rural Services home page has also received an update, with an all new interactive map to better find service area roads and commissioner contact information. Some components of this page are still under construction. Please take a moment to view the web page – we encourage any feedback you may have! For Rural Services content, please contact our office at 459-1223 or via email: Ruralservices@fnsb.gov. For all other content and suggestions, please contact the Borough's Public Information Officer at 459-1304 or via email: Lanien.Livingston@fnsb.gov.

If you utilize your Rural Services assigned email address, you may have noticed that the "web mail" link is no longer available. Please bear with us as Digital Services designs a new feature for commission email. In the meantime, please type the following link into your browser and enter your login credentials to access your rural services email account:

<https://fnsbmail.fnsb.us/owa>

* If you are waiting for a borough appointed email address, please be patient as we wait for them to be assigned and update our guidance documents. For those who have misplaced their passwords or have questions about commissioner email, please contact Xena at 459-1223.

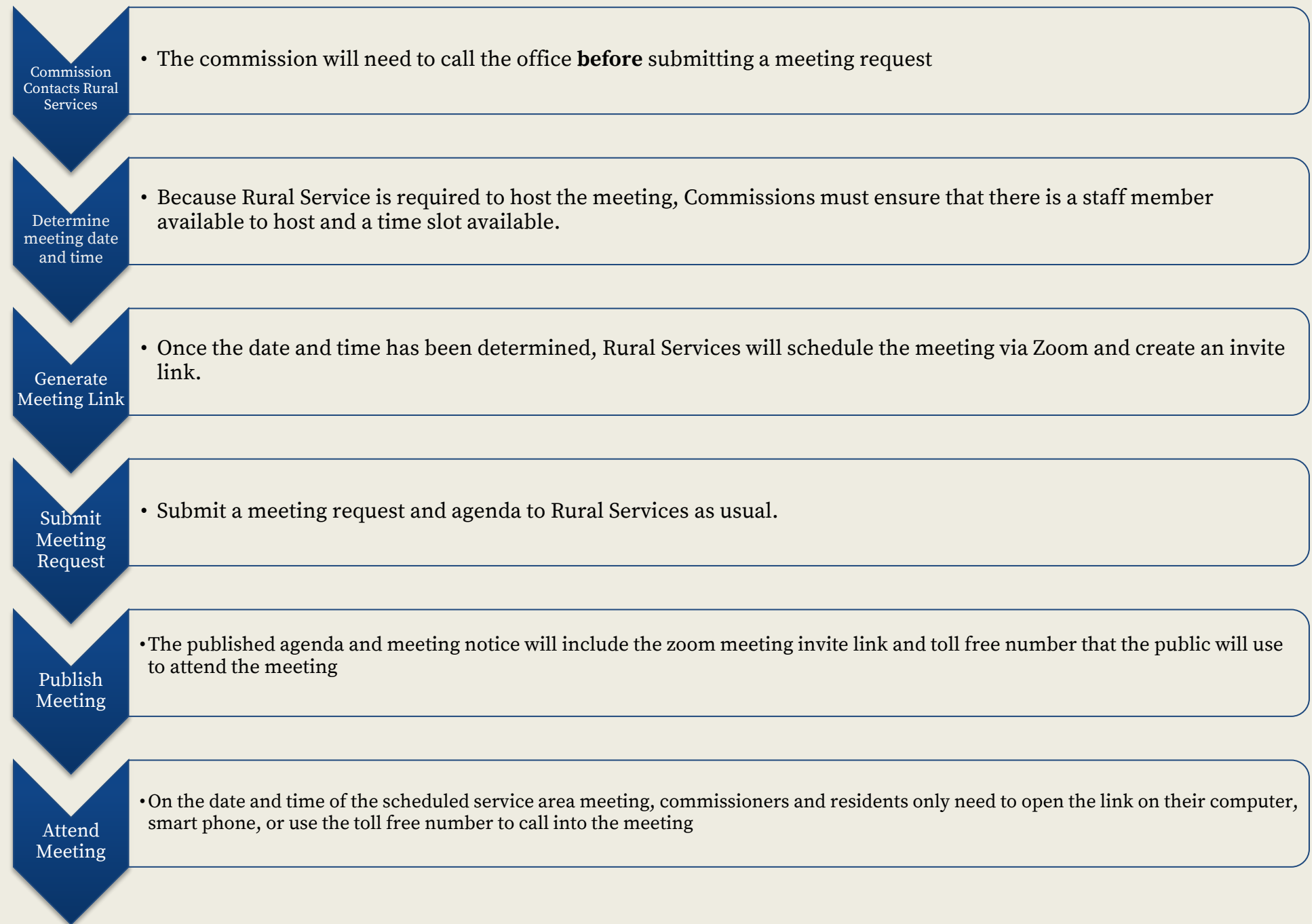
*Use your Rural
Services Email?
Use this link!*



Zoom Meeting Requests and Procedures

So now that there is a safe and valid avenue to hold service area public meetings, how does the process differ from typical meetings? Below is a graphic that will guide commissioners through the process.

While there are a few process changes for Zoom meetings, the requirements have not changed. Commissions will still be required to take and submit minutes; and meetings will still be structured as if they were taking place in person. A template for meeting minutes can be found on www.fnsb.gov/228/Rural-Services under “Service Area Commissioner Resources”. Zoom meetings will not be recorded.



If you have questions or concerns, please feel free to contact our office at 459-1223 or via email at Ruralservices@fnsb.gov.

Office Closures

Rural Services will be closed on the following days:

- Thursday & Friday, December 24th & 25th
- Friday, January 1st, 2021
- Monday, January 20th, 2021
- Monday, February 15th, 2021

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CONTACT US

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