

Municipality of Anchorage

Municipal Road Maintenance Service Area Program

NOTE: "RMSA" is used in place of (road maintenance service area) for the sole purpose of this document.

Municipal road maintenance services are provided through established road maintenance service areas (RMSA). Only established road service areas receive Municipal road maintenance services. The purpose of the individual RMSA is to provide road maintenance services within defined areas supported by individual service area taxes approved by the individual service area's voters.

The main function of each RMSA is the furnishing of contractual road maintenance services in accordance with state statutes and Municipal ordinances. Each RMSA is established by the voters, specific to their service area who defined service area boundaries, and the maximum mill levy imposed on real property within the individual RMSA to pay for the road maintenance services.

Each individual RMSA has a board of supervisors elected by the individual area's voters. Road maintenance services are provided by a private contractor selected through a Municipal purchasing competitive bid process. The individual RMSA board of supervisors determines the level of road maintenance services and directs the contractor to perform these services accordingly.

The RMSA is classified by the type of road maintenance services authorized (maintenance and/or capital improvements), capacity to use service area tax funds for limited road maintenance services or capital road construction projects and the ability to save tax funds for capital projects. The Municipal Assembly and the service area voters determine the authority, capacity and ability of the individual RMSA.

Limited Road Service Area (LRSA) has limited authority to provide basic road maintenance in the form of grading, dust control, brushing, culvert thawing and replacement, ditching, limited use of tax funds for authorized basic road maintenance services. LRSA's do not have the ability to save tax funds for capital road projects. Most road service areas on the hillside are LRSA's.

Rural Road Service Areas (RRSA) has authority to provide basic road maintenance, to make capital road improvements and to save for capital road projects.

Service Areas (SA) has authority to provide basic road maintenance, to make capital road improvements and to save for capital road projects. In addition, the SA may have other authority, such as fire protection and rescue, and parks and recreation.

The Resource Management Division of the Maintenance and Operations Department is designated as the lead municipal unit supporting the individual RMSA boards of supervisors.

There are numerous Municipal requirements to be considered by individual RMSA boards of supervisors and the Resource Management Division, imposed by various Municipal departments and offices ranging from engineering, finance, right-of-way, planning, zoning and platting, management and budget, purchasing officer, clerk's office, Municipal attorney office, Mayor and Assembly. Resource Management's main role is to guide the individual RMSA boards of supervisors through the processes and procedures, including funding needs, contract requirements and contract administration.

The Resource Management Division interfaces with residents, contractors, Municipal administration, state agencies, and federal agencies endeavoring to give administrative support to RMSA board of supervisors, coordinating board actions and requests.

Under Anchorage Municipal Code (AMC) title 27, the administration may prescribe rules, procedures and guidelines to be followed in furnishing road maintenance services and expending public funds for RMSA where boards supervise the furnishing of services. The Municipality has issued an operating manual for the individual RMSA boards proscribing rules, procedures and guidelines. The manual also provides insight into the overall municipal functions and describes state statutes affecting the RMSA's.

The following list provides those service areas (LRSA/RRSA/SA, except Chugiak, Birchwood, Eagle River Rural Road Service Area (CBERRRSA), Spenard Service Area (SSA) and Anchorage Roads and Drainage Service Area (ADRSA)), covered by the operating manual. Also included in this list are the board members and their seat, board member term end dates, the AMC and a link to the corresponding service area map.

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Within the Municipal website, there are links to the Street Maintenance, LRSA, CBERRRSA, Girdwood Board of Supervisors, and Glen Alps Road Service individual web sites.

Individual RMSA boards hold periodic noticed public meeting to discuss road maintenance business, such as; budgets, finances, contract services, contract performance, road and drainage projects, level of services, election of board chair, co-chair, road contractor administrator and finance monitor.

The current individual RMSA board members and telephone numbers are listed above. Questions regarding individual RMSA services, such as dust control, snow removal, drainage, culverts, road conditions and road maintenance contractor activities should be directed to the individual RMSA board members.

The current RMSA geographic boundaries and individual service areas can be found by perusing the maps herein through the Street Maintenance Maps web page. In addition to an overall map view, there are individual maps of each RMSA. If you do not reside in any of the individual road service areas, then you do not receive nor pay for any public road maintenance services. In such cases, if you desire public road maintenance services, you may contact the RMSA coordinator for information regarding how to qualify for and obtain road maintenance services.

The following are the basic guidelines used in considering whether, or not, a service area can be formed or added to an existing RMSA, or any road within an existing service area will receive road maintenance services:

- A. Municipal right-of-way requirements for rural roads:
 - Minimum sixty feet wide.
 - Waiver to fifty feet if provision made for five foot snow piling easement on both sides.
- B. Municipal rural road standards:
 - Minimum twenty foot wide driving surface with a 2% crown with a 2 to 1 slope of ditch.
 - Drainage ditch on both sides of driving surface.
 - Minimum capability to safely accommodate an 80,000 pound fire truck.
- C. Municipal acceptance of rural roads:
 - Must meet right-of-way requirements, rural road standards and other necessary requirements to make safe driving conditions deemed appropriate by Municipal right-of-way and engineering departments.
- D. Rural roads constructed and accepted prior to established requirements:
 - Historically many rural roads were built substandard without adequate right-of-way prior to creation of affected service area, and prior to imposition of standards and other requirements.
 - The historical lawful rural roads physical condition, right-of-way and acceptance quality is researched and determine through archives by several Municipal departments whenever the issue of acceptance and road maintenance level arise.
 - Many historical rural roads are not accepted, do not have adequate right-of-way and are not readily maintainable.
 - The ability to maintain and the level and type of road maintenance is determined on a case by case basis.
 - If the rural road is not accepted by the Municipality, no road maintenance is provided by the RMSA.
 - A few of these roads do receive modified road maintenance by the RMSA when road maintenance is historical, is necessary for access by residents, and is necessary for access by fire and emergency services especially in areas such as, Glen Alps Service Area.
 - Whenever there is no dedicated right-of-way, the property owner's implicated permission to use the road for access and provide limited road maintenance services is obtained by the Municipality.
 - Road improvements beyond the minimum to provide safe access are not provided by the affected RMSA.
 - The level and kind of road maintenance service provided is generally a discretionary function of the affected RMSA and is based on safety and available resources.

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- E. RMSA's are not required to bring rural roads up to meet right-of-way requirements, rural road standards or Municipal acceptance requirements.
- Any major rural road improvements, except those required by the funding source (e.g., federal or state grants) requirements, are generally at the discretion of the affected RMSA board.
 - Any major rural road improvements should be done in consideration of safe drivable surfaces, RMSA available resources and future impact on the RMSA rural road system.

If you cannot meet the basic criteria to obtain road maintenance services, you and your neighbors will need to establish a homeowners association or group to fund road maintenance services for your area. The Municipality cannot provide road maintenance services in those areas that cannot meet the basic criteria.

If you can meet the basic criteria, then you are eligible to submit a qualifying petition to obtain and tax yourselves for road maintenance services. The RMSA coordinator will guide your provision of the necessary information, map and petition format, and wording. Once you have the information, the RMSA coordinator will prepare the petition for you to obtain signatures from your neighbors, along with instructions.

When completed as instructed, the petition is then submitted to the RMSA coordinator for review, changes and acceptance by the Municipality for departmental review and comments. If any changes or conditions are required, the RMSA coordinator will advise you and assist in resolving any issues so the petition can be resubmitted for final review and acceptance for processing.

The processing involves the Municipality of Anchorage Assembly acceptance, approval and authorization to place the RMSA and taxing issues into a ballot form for the next April Municipal General Election. In order to timely meet the ballot election procedures, the Assembly must be provided the ballot ordinance no later than the first regular meeting in January.

The ordinance and ballot proposition can become effective, if approved by the voters, the following tax year or retroactive to January 1st. If effective the following year, taxes will be imposed for that year and the road maintenance services will begin January 1st. If effective retroactively, taxes will be imposed that year, but road maintenance service will not begin until May 1st.

If the ordinance and ballot proposition is to establish a new RMSA, the ballot proposition need only be approved by the voters within the new RMSA. If the ordinance and ballot proposition is to add the new area to an existing RMSA, the ballot proposition must be approved by the majority of voters within the existing service area and the new area in a separate vote. The maximum tax mill levy that can be imposed each tax year for a new RMSA or a new area is established in the ordinance and ballot proposition. The mill levy imposed on a new area being added to an existing RMSA is the same that is imposed in the existing service area. A 1.00 mill levy means that \$1.00 per \$1,000 real property assessed valuation will be imposed each tax year. For example, real property assessed at \$100,000 with a 1.00 mil levy will have a tax bill of \$100 each year to pay for road maintenance services.

Although most RMSA's impose the maximum mill levy that can be imposed by the Municipal Assembly, a few RMSA's have a smaller mill levy imposed. This occurs at the request of the individual RMSA board of supervisor, approval of the administration and the Municipal Assembly during the budgeting process. Each tax year, the Municipal Assembly establishes the assessed valuation of all real property within the RMSA's approved operating budgets for each individual service area and imposes the mill levy tax rate for their area. Revenues collected for each RMSA can be expended only for that service area. During this process, each RMSA operating budget may be adjusted to reflect changes in predicted assessed valuation, operating budget needs and voter approved ballot proposition changes (for example, adding new areas or changing the road service area maximum mill levy).

All expenditures and revenues of each RMSA are maintained in a separate fund set up for their individual service area. Revenues not spent each tax year lapses into a fund balance account (saving account) for each RMSA where the revenues are accounted for and accumulate for the benefit of the individual service area. Revenues in the fund balance for each RMSA can be appropriated by the Municipal Assembly for funding road maintenance work (summer work program), and supplementing operating budget (reducing tax year mill levy) for that service area.

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The qualifications for becoming a member of a RMSA board member, whether through a vote or appointment by the Mayor and confirmation by the Assembly, are that the person must be a registered voter and resident of the RMSA. In the case of an appointment, the person must seek a recommendation from the RMSA board of supervisors.

There are two sources of information for current vacancies on RMSA boards or service area board seats up for election in the April Municipal General elections (1st Tuesday in April). Contact the RMSA coordinator or the election clerk coordinator for specific information.

If you wish to run for a RMSA board position, the primary contact is the election clerk coordinator at elections. There are time limits to be met in order to be on the election ballot, which can be obtained from the Municipal web site. If you wish to apply for a vacant position on a RMSA board, contact the service area coordinator at for information.

Service Area Coordinator

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