



FAIRBANKS CITY COUNCIL
AGENDA NO. 2020-01
REGULAR MEETING JANUARY 13, 2020
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

WORK SESSION

5:30 p.m. – D Street Extension Improvement Project

It is the mission of the City of Fairbanks to provide quality essential services to all City residents to ensure Fairbanks is a vibrant place to live, work, thrive, and visit.

REGULAR MEETING

6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS, oral communications to the City Council on any item not up for public hearing. Testimony is limited to three minutes, and the comment period will end no later than 7:30 p.m. Any person wishing to speak needs to complete the register located in the hallway. Respectful standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, please silence all cell phones and electronic devices.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of Consent Agenda passes all routine items indicated by an asterisk (*). Consent Agenda items are not considered separately unless a Council Member so requests. In the event of such a request, the item is returned to the General Agenda.

7. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- *a) Regular Meeting Minutes of October 14, 2019
- *b) Regular Meeting Minutes of October 28, 2019
- *c) Regular Meeting Minutes of November 4, 2019

8. SPECIAL ORDERS

- a) The Fairbanks City Council will hear interested citizens concerned with the following Liquor License Applications for Renewal. Public Testimony will be taken and limited to three minutes.

Lic. #	DBA	License Type	Licensee	Premises Address
3381	Bei Jing Hot Pot Asian Cuisine	Restaurant/ Eating Place	CJ Hot Pot & Asian Cuisine, Inc.	1694 Airport Way
4395	The Banks Alehouse	Beverage Dispensary	Goethe, LLC	1243 Old Steese Hwy

- b) The Fairbanks City Council will hear interested citizens concerned with the following Marijuana Onsite Consumption Endorsement Application. Public Testimony will be taken and limited to three minutes.

Type: Marijuana Onsite Consumption Endorsement
 DBA: GoodSinse, LLC
 Applicant: GoodSinse, LLC
 Location: 2604 Davis Road, Fairbanks

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- *a) Resolution No. 4898 – A Resolution Allocating Discretionary Funds from Hotel/Motel Tax in the Amount of Two Hundred Seventy Thousand Dollars (\$270,000). Introduced by Council Member Rogers.

- *b) Resolution No. 4899 – A Resolution to Apply for Funds from the Alaska Division of Homeland Security for the FFY2020 State Homeland Security Program. Introduced by Mayor Matherly.
- *c) Resolution No. 4900 – A Resolution Supporting the Updated Fairbanks Emergency Communications Center Sustainable Business Plan. Introduced by Mayor Matherly.
- *d) Ordinance No. 6122 – An Ordinance to Repeal Fairbanks General Code Sections 2-471 through 2-474, Public Safety Commission. Introduced by Mayor Matherly and Council Member Cleworth.

13. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports
- b) City Council Member Committee Assignments

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- a) Confirmation of Appointment of the City Chief Financial Officer
- *b) Reappointment to the Building Code & Landscape Review & Appeals Commission
- *c) Hotel-Motel Discretionary Fund Committee Meeting Minutes of November 7, 2019
- *d) Hotel-Motel Discretionary Fund Committee Meeting Minutes of December 12, 2019
- *e) Fairbanks Diversity Council Meeting Minutes of November 12, 2019

15. COUNCIL MEMBERS' COMMENTS

16. CITY CLERK'S REPORT

17. CITY ATTORNEY'S REPORT

18. EXECUTIVE SESSION

- a) AFL-CIO Labor Negotiation Strategy
- b) FFU Labor Negotiation Strategy
- c) IBEW Labor Negotiation Strategy

19. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, OCTOBER 14, 2019
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date, following a 5:30 p.m. Work Session for a Fairbanks Police Department (FPD) presentation on use of non-lethal weapons, to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following Council Members in attendance:

Council Members Present: Shoshana Kun, Seat A
June Rogers, Seat B
Valerie Therrien, Seat C
Kathryn Ottersten, Seat D
Aaron Gibson, Seat D (Council Member-Elect)
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: None

Also Present: Stephen Anderson, Acting Building Official
Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Mike Meeks, Chief of Staff
Kristi Merideth, FECC Manager
Peyton Merideth, FPD Lieutenant
Angela Foster-Snow, HR Director
Nancy Reeder, Police Chief
Tod Chambers, Fire Chief
Teal Soden, Communications Director
Bob Pristash, City Engineer

City Clerk Danyielle Snider read the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

Mayor Matherly asked everyone to join him for the Pledge of Allegiance.

CITIZENS' COMMENTS

Alex Jafre, 1229 McCarty Avenue, Fairbanks – Mr. Jafre wished everyone a happy Columbus Day, and he spoke of the importance of the day to him as an Italian and a Catholic. He stated people should be standing behind law enforcement and not attacking them for doing their jobs.

Mr. Jafre spoke to the importance of lethal force and firearm training for police officers. Mr. Jafre stated the City cannot afford to not have the police pick up drugs when they are called in.

Penny Wakefield, 1386 Gilmore Trail, Fairbanks – Ms. Wakefield shared her concern with the demolition of the Polaris Building and asked that the Council seriously consider people’s health when discussing the method of demolition. She stated the bird feces alone are toxic, and she shared her concern for airborne hazards that will result from demolition.

Jim Richardson, 1032 8th Avenue, Fairbanks – Mr. Richardson reinforced the email he sent to the Council relating to traffic laws not being obeyed. He asked that police officers do more to enforce traffic laws and he spoke in favor of education.

Julie Smyth, 717 9th Avenue, Fairbanks – Ms. Smyth congratulated everyone who won in the election and reminded them that they have to listen to all people – even the voices of those who feel marginalized.

Brenae Baker, 3270 Rosie Creek Road, Fairbanks – Ms. Baker stated she wants the Mayor and Council to know she is watching and that she expects better in the next term.

Alex Thornton, 1528 South Cushman Street, Fairbanks – Mr. Thornton stated he is in attendance as a voice for people who have been marginalized. He spoke to the need for protections that Ordinance No. 6093 would have brought to the community. He stated he has two birth certificates: one that says “female” and one that says “male”. He asked which bathroom he should use. He stated the queer community is present, strong, and celebrating themselves, and he thanked the Council for making them stronger because of what they have done.

Frank Turney, 1434 Lacey Street, B, Fairbanks – Mr. Turney stated that the video shown at the Work Session was not the video he was expecting. He spoke to the need for use of less-lethal weapons by police. He wished Mx. Ottersten well and stated they should start suing lawyers.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger stated there is a lot of “shoot to kill” instead of “shoot to injure” by law enforcement nowadays. He suggested the use of tranquilizers as a means of non-lethal force. He stated he would be missing a few meetings as he will be travelling to Thailand where he will see a lot of people who have had sex changes. He stated he will have a good time while he is there.

David van den Berg, 332 Slater Drive, Fairbanks – Mr. van den Berg reported that the Downtown Association (DTA) would like the City to provide a higher level of service than it did last year to the downtown area. He spoke to the efforts of DTA to help the City and Public Works. He asked for more policing and better parking signage downtown.

Randy Griffin, P.O. Box 73653, Fairbanks – Mr. Griffin stated it is his opinion that Schaeffer Cox is not responsible for conspiracy to commit murder, that he never harmed a soul or stole, and that should be given a chance. Mr. Griffin spoke to the “Mercy for Schaeffer” movement and encouraged people to write in with their support. He stated one can be merciful even if they do not agree with another.

Sue Sprinkle, 211 5th Avenue, Fairbanks – Ms. Sprinkle stated she lives near the Clay Street Cemetery and that the surrounding properties are being riddled by crime and neglect. She provided the Council with photos of the area she is concerned about and asked why the City is not encouraging people to take care of their properties. She shared her frustration with calling Dispatch and being told to call back later.

Mr. Pruhs asked Ms. Sprinkle if she is a member of the DTA; Ms. Sprinkle stated she is. **Mr. Pruhs** stated they would be working together in the future, and he looks forward to it. Ms. Sprinkle stated she sees tourists turn around and walk away because they do not want to walk through the neighborhood to visit the cemetery.

Ms. Rogers asked Ms. Sprinkle who she called that told her to call back. Ms. Sprinkle stated when she has called for help, she has told to call back later if something changes.

Victoria Dowling, 124 5th Avenue, Fairbanks – Ms. Dowling stated she also lives close to the Clay Street Cemetery, and she has made a habit of complaining to the City about the issues happening in her downtown neighborhood. She stated tourists cannot tour the cemetery because the sidewalk is impassable, and the neighborhood is scary. She stated she has reported problems to the Public Safety Commission (PSC), and she cannot afford to lose more business because of the unsafe area and criminal activity.

Ms. Therrien asked if Ms. Dowling had spoken to Police Chief Nancy Reeder. Ms. Dowling stated she has spoken with the Chief, and she has agreed to meet with her.

Mr. Cleworth asked Ms. Dowling to clarify her statement relating to impassable sidewalks. Ms. Dowling stated there was a boat on the sidewalk recently, and there are often cars parked on sidewalks. **Mr. Cleworth** mentioned that there is a public nuisance ordinance. Ms. Sprinkle stated she could not afford to lose one more customer due to bad neighborhood reviews.

Mr. Pruhs asked if problems are due to repeat offenders; Ms. Dowling stated that is the case.

David Hayden, 147 3rd Avenue, Fairbanks – Mr. Hayden stated he is losing patience with the crime in his neighborhood near the Clay Street Cemetery. He stated he was cleaning up after his dog outside when he saw a police officer at a neighbor's house, but the neighbor would not open the door. He stated the police were called by another neighbor because it is a nuisance property that needs to be cleaned up. He stated that something needs to be done about such properties. He stated it takes five calls before a fine comes into play, and the ordinance should be enforced.

Deb Hickok, 101 Dunkel Street, Fairbanks – Ms. Hickok stated she is attending as a representative of Explore Fairbanks and spoke in support of Resolution No. 4893 regarding the Polaris Building.

Judah Pegs-Christian, 805 6th Avenue, Fairbanks – Mr. Pegs-Christian stated he is impressed with accomplishments over the past three years, and he is looking forward to the next three.

Kyle Eyre, 528 Marshall Drive, Fairbanks – Mr. Eyre stated he sat through the non-lethal weapons Work Session and that it is pointless to talk about if it is not implemented. He stated

his son was killed by police, and no non-lethal weapons were available per the report. He questioned where the responsibility lies and stated that he would give his life for police to have tried at least one non-lethal weapon in the incident involving his son. Mr. Eyre asked the Council if they could pick one of their children and make that excuse.

Hearing no more requests for comment, **Mayor Matherly** declared Citizens' Comments closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Ms. Therrien, seconded by **Mx. Ottersten**, moved to APPROVE the Agenda and Consent Agenda.

Mr. Cleworth pulled Resolution No. 4893 and Resolution No. 4894 from the Consent Agenda.

Mr. Pruhs pulled the Recommendation for Appointment to the FNSB Planning Commission from the Consent Agenda.

Ms. Kun pulled Ordinance No. 6114 from the Consent Agenda.

Mayor Matherly called for objection to the APPROVAL of the Agenda, and, hearing none, so ORDERED.

City Clerk Snider read the Consent Agenda, as Amended, into the record.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of August 12, 2019.

APPROVED on the CONSENT AGENDA.

b) Regular Meeting Minutes of August 26, 2019.

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

a) The Fairbanks City Council heard interested citizens concerned with the following Marijuana License Applications for Renewal:

Lic. #	DBA	License Type	Licensee	Address
16006	Arctic Bakery, LLC	Marijuana Product Manufacturing Facility	Arctic Bakery, LLC	1409 Well Street
18493	Petrichor, LLC	Marijuana Product Manufacturing Facility	Petrichor, LLC	3780 Leisure Street, Unit A
10112	Great Alaskan Bud Company	Standard Marijuana Cultivation Facility	SP&C Enterprises, LLC	1905 Livengood Avenue
10113	Great Alaskan Bud Company	Retail Marijuana Store	SP&C Enterprises, LLC	1905 Livengood Avenue

Ms. Kun, seconded by **Ms. Therrien**, moved to WAIVE PROTEST on the Marijuana License Renewal for Artic Bakery, LLC.

Frank Turney – Mr. Turney stated he quit smoking cannabis after 40 years because he almost had a collapsed lung. He spoke in favor of the license renewal.

Hearing no more requests for comment, **Mayor Matherly** declared Public Testimony closed.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE MARIJUANA LICENSE RENEWAL FOR ARTIC BAKERY, LLC AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Kun, Ottersten, Therrien

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

City Clerk Danyielle Snider reported that there is a recommended protest from the Building Department as there is an incomplete mezzanine at the Petrichor premises; she stated that Plans Examiner Stephen Anderson is present if the Council wishes to hear from him.

Mr. Cleworth, seconded by **Mx. Ottersten**, moved to PROTEST the Marijuana License Renewal for Petrichor, LLC until work is deemed complete by the Building Department.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO PROTEST THE MARIJUANA LICENSE RENEWAL FOR PETRICHOR, LLC UNTIL WORK IS DEEMED COMPLETE BY THE BUILDING DEPARTMENT AS FOLLOWS:

YEAS: Ottersten, Cleworth, Rogers, Kun, Therrien, Pruhs

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

Mr. Pruhs, seconded by **Mx. Ottersten**, moved to WAIVE PROTEST on the Marijuana License Renewals for Great Alaskan Bud Company (License #10112 and #10113).

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

Ms. Kun stated it is her understanding that the issues reported as violations are being rectified at the State level and will not remain an issue.

Mr. Pruhs stated there is no reason for the Council to weigh in on a matter that is being worked out directly with the State of Alaska; he stated he will vote in favor of the license renewals.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE MARIJUANA LICENSE RENEWALS FOR GREAT ALASKAN BUD COMPANY (LICENSE # 10112 AND #10113) AS FOLLOWS:

YEAS: Rogers, Ottersten, Therrien, Pruhs, Cleworth, Kun
NAYS: None
Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly stated that there will be a strategic planning session for the Council in February, and he would like to get Council input on it. He thanked everyone that ran for office and encouraged people to get out and vote in all elections. He stated the public nuisance ordinance needs to be readdressed and added that it is time take care of the issues downtown.

COUNCIL MEMBERS' COMMENTS

Mx. Ottersten thanked the community for their support of their year in office and thanked their wife for her support during their term on the Council.

Mr. Cleworth stated the nuisance properties are one of the biggest headaches in the community and recounted the history of some of the problems over the years. He spoke to the background of the nuisance ordinance and suggested that maybe it is time to sit down with the Legal Department and come up with a better solution.

Mr. Pruhs agreed with Mr. Cleworth, that the Council should address the nuisance properties by ordinance, and he thanked the public for coming to testify. **Mr. Pruhs** stated he lives and works downtown, and there is a need for regulation of nuisance properties. He spoke of some of the ideas regarding demolition of the Polaris Building and stated that public safety is paramount.

Ms. Therrien offered sympathy to the Eyre family. She spoke to the use of non-lethal weapons and suggested that it be discussed further when the Council does strategic planning.

Ms. Rogers thanked everyone for attending the meeting and spoke to the need for people to communicate their feelings and issues to the Council. She expressed appreciation for the candor of those who came forward with property issues and stated that she wishes everyone would come to the Council to share concerns. She stated she has children, grandchildren, and great grandchildren; she expressed appreciation to the Eyre family for sharing their difficult testimony.

Ms. Kun thanked the Eyre family for attending and for inspiring her to put her efforts toward a cause. She stated she will continue to push for non-lethal weapons. She stated she was sad that she never got to meet Cody and gave thanks again to the family for coming and sharing.

UNFINISHED BUSINESS

- a) Ordinance No. 6111 – An Ordinance to Enter into a Contract with the Fairbanks North Star Borough for Fire Service for the Borough's Land Fill. Introduced by Mayor Matherly. POSTPONED from the Regular Meeting of September 9, 2019. Public Hearing was held on August 26, 2019.

The motion to ADOPT was made by Mr. Pruhs, seconded by Mx. Ottersten, at the Regular City Council Meeting of August 26, 2019.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6111 AS FOLLOWS:

YEAS: Kun, Ottersten, Therrien, Pruhs, Cleworth, Rogers

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6111 ADOPTED.

- b) Ordinance No. 6113 – An Ordinance Amending the 2019 Operating and Capital Budgets for the Fourth Time. Introduced by Mayor Matherly. SECOND READING AND PUBLIC HEARING.

Ms. Kun, seconded by **Mx. Ottersten**, moved to ADOPT Ordinance No. 6113.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to SUBSTITUTE Ordinance No. 6113, as Amended, for Ordinance No. 6113.

Mayor Matherly called for objection to the SUBSTITUTION, and hearing none, so ORDERED.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

Mayor Matherly asked for a staff report.

Public Works Director Jeff Jacobson spoke about the laborer position needing to be modified. He explained that it became a “catch-all” position when it was filled by Phil Pettman. Mr. Jacobson stated the position has become specialized over the years to include an APSIN background clearance and an arborist certificate, which would modify the classification and pay.

Mr. Cleworth stated he is worried about creating problems between workers if one person is paid more than another. Mr. Jacobson stated everyone at Public Works is excited about the change to the position because it creates an opportunity. **Mr. Cleworth** stated changes like this are usually addressed at the negotiation table and not through a budget ordinance. Mr. Jacobson stated that over the years, maintenance of the building and all the other responsibilities have compounded without any recognition of that in the position’s wage.

Ms. Rogers stated she struggles with the additional responsibilities that have been included in the job description – especially the arborist requirement. She asked if an arborist certificate is really necessary for mowing grass and watering trees. Mr. Jacobson stated there are many different shrubs throughout the City that need to be cared for by an arborist. **Ms. Rogers** stated she does not believe that creating a position based on a former employee is money well spent. Mr. Jacobson stated the responsibilities need to be taken care of whether the work is contracted out or handled in-house. **Ms. Rogers** indicated she would vote in favor of the position and pay.

Mr. Cleworth, seconded by **Mr. Pruhs**, moved to AMEND Ordinance No. 6113, as Amended, by reducing the wage of the Facilities Laborer by \$9,854.

Mr. Cleworth stated the City does not need an expert on vegetation; rather, it needs someone to mow the lawn and make sure the weeds do not take over. He stated that the wage should remain at that of a regular laborer. He thanked Mr. Jacobson for trying to make his case.

Ms. Therrien stated she would vote against the amendment because the position requires knowledge of building maintenance and the HVAC system, so it is not just about lawn care.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6113, AS AMENDED, BY REDUCING THE WAGE OF THE FACILITIES LABORER BY \$9,854 AS FOLLOWS:

YEAS: Pruhs, Kun, Cleworth
NAYS: Therrien, Rogers, Ottersten, Matherly
Mayor Matherly declared the MOTION FAILED.

Ms. Kun stated she would vote in favor of the amended Ordinance because additional funding for Sexual Assault Response Team (SART) examinations are included.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6113, AS AMENDED, AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Kun, Ottersten, Therrien
NAYS: None
Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6113, as Amended, ADOPTED.

2019 MUNICIPAL ELECTION

a) Certification of the 2019 Municipal Election Results

City Clerk Danyielle Snider read the following 2019 Municipal Election results into the record:

JIM MATHERLY, having received a majority of the votes cast and having received more than 40% of the votes cast for CITY MAYOR, for a three-year term ending October 2022, is hereby declared reelected as the Mayor of the City of Fairbanks.

VALERIE THERRIEN, having received a majority of the votes cast for CITY COUNCIL SEAT C, for a three-year term ending October 2022, is hereby declared reelected as a Member of the Fairbanks City Council.

AARON GIBSON, having received a majority of the votes cast for CITY COUNCIL SEAT D, for a three-year term ending October 2022, is hereby declared elected as a Member of the Fairbanks City Council.

Ms. Kun, seconded by **Mr. Pruhs**, moved to CERTIFY the 2019 Municipal Election Results.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO CERTIFY THE 2019 MUNICIPAL ELECTION RESULTS AS FOLLOWS:

YEAS: Kun, Ottersten, Therrien, Pruhs, Cleworth, Rogers

NAYS: None

Mayor Matherly declared the MOTION CARRIED and the 2019 Municipal Election CERTIFIED.

b) Council Members' Comments

Mayor Matherly stated public service is not easy, but it is admirable. He welcomed Mr. Gibson to the Council, thanked Ms. Therrien for her continued service, and thanked Mx. Ottersten for their year of service.

Ms. Kun stated she will miss serving with Mx. Ottersten and thanked them for the perspective they brought to many topics.

Ms. Rogers thanked everyone for the work they have done in serving the community and stated that it has been a pleasure working with them.

Ms. Therrien stated she looks forward to working with Mx. Ottersten in the future and that she has enjoyed working together on the Council.

Mr. Pruhs stated he has enjoyed working with fellow Councilmembers, and he looks forward to continued service.

Mr. Cleworth congratulated Mayor Matherly and Mr. Gibson for their victories. He stated that he helped Mr. Gibson in his campaign, and it made him realize how happy he was to not be running for office. **Mr. Cleworth** thanked Mx. Ottersten for their perspective on issues and stated that it is ok to disagree in a respectful manner.

Mx. Ottersten thanked everyone on the Council for the year they spent serving and encouraged others to take a chance and run for local office.

Mayor Matherly called for a brief recess. The meeting resumed after the brief recess.

c) Oaths of Office

City Clerk Snider swore in Mayor Matherly and Council Members Valerie Therrien and Aaron Gibson. All members assumed their respective seats.

Ms. Kun welcomed Mr. Gibson and stated she is glad Ms. Therrien was reelected.

Ms. Rogers congratulated everyone and thanked them for their service to the community.

Ms. Therrien congratulated the Mayor and Mr. Gibson and shared that it was a pleasure to work with Mx. Ottersten.

Mr. Pruhs stated it has been a pleasure to serve with Ms. Therrien, and he looks forward to continued service together. He congratulated Mr. Gibson on his victory and thanked the Clerk's Office for all the work they put into the election.

Mr. Cleworth stated he will enjoy continuing to serve with Mayor Matherly; he stated he appreciates that the Mayor allows Council members to have access to staff. **Mr. Cleworth** stated he has been able to get to know Mr. Gibson over the summer, and he looks forward to serving with him. He applauded employers who support their employees in running for office.

Mr. Gibson stated he is humbled to be elected and to serve the community.

Mayor Matherly distributed his proposed 2020 budget to the Council.

NEW BUSINESS

- a) Resolution No. 4893 – A Resolution in Support of a Redevelopment Concept and Brownfields Grant Application for the Polaris Property for Future Public Uses and Purposes. Introduced by Council Members Pruhs and Rogers.

Mr. Cleworth, seconded by **Ms. Kun**, moved to APPROVE Resolution No. 4893.

Mr. Cleworth stated the Council discussed the resolution previously at a Finance Committee Meeting and the consensus was to meld a proposed substitute with the existing ordinance. He stated that he since spoke with the City Clerk who indicated that the sponsors wished for the resolution to continue on as-is. He stated everyone has a wish as to what may happen with the property, and he asked that the options not be limited.

Mr. Cleworth moved to substitute Resolution No. 4893, as Amended, for Resolution No. 4893. The motion died for lack of a second.

Mr. Cleworth spoke to his disappointment that the Council would not second his motion; he again asked the Council to not narrow the options for property too much.

Mr. Pruhs stated the City of Fairbanks has spent no funds on the Polaris Building since its initial investment and that all other funds have been generated from outside sources. He explained that the Polaris Group is working hard to do something with the dilapidated building, and the purpose of the resolution is only to obtain grant funding from the Department of Environmental Conservation (DEC).

Ms. Therrien, seconded by **Mr. Pruhs**, moved to AMEND Resolution No. 4893 by adding, "projects such as major downtown retail anchors and condominiums" after the second occurrence of the word "housing" at the end of the 6th whereas.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND RESOLUTION NO. 4893 BY ADDING, "PROJECTS SUCH AS MAJOR DOWNTOWN RETAIL ANCHORS AND CONDOMINIUMS" AFTER THE SECOND OCCURRENCE OF THE WORD "HOUSING" AT THE END OF THE 6TH WHEREAS AS FOLLOWS:

YEAS: Pruhs, Therrien, Cleworth, Gibson, Rogers

NAYS: Kun

Mayor Matherly declared the MOTION CARRIED.

Ms. Therrien, seconded by **Mr. Pruhs**, moved to AMEND Resolution No. 4893, as Amended, by adding, "projects such as major downtown retail anchors and condominiums" after the second occurrence of the word "housing" in the final paragraph.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND RESOLUTION NO. 4893, AS AMENDED, BY ADDING, "PROJECTS SUCH AS MAJOR DOWNTOWN RETAIL ANCHORS AND CONDOMINIUMS" AFTER THE SECOND OCCURRENCE OF THE WORD "HOUSING" IN THE FINAL PARAGRAPH AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Gibson, Cleworth

NAYS: Kun

Mayor Matherly declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 4893, AS AMENDED, AS FOLLOWS:

YEAS: Kun, Gibson, Therrien, Pruhs, Cleworth, Rogers

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Resolution No. 4893, as Amended, APPROVED.

- b) Resolution No. 4894 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Alaska Division of Homeland Security for the FFY2019 State Homeland Security Program. Introduced by Mayor Matherly.

Ms. Kun, seconded by **Ms. Therrien**, moved to APPROVE Resolution No. 4894.

Mr. Cleworth asked Mr. Meeks to clarify whether there would be ongoing costs involved or whether the funds would cover costs to replace firewall licensing. Mr. Meeks stated the existing firewall is reaching end of life. He stated the replacement firewall will have next generation features with advanced-level cyber security. He stated it will have a five-year warranty, the cost of which is included in the fiscal note.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 4894 AS FOLLOWS:

YEAS: Gibson, Cleworth, Rogers, Kun, Therrien, Pruhs

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Resolution No. 4894 APPROVED.

- c) Ordinance No. 6114 – An Ordinance Amending Fairbanks General Code Sections 2-232 and 2-233 Regarding Composition and Quorum of the Fairbanks Diversity Council. Introduced by Mayor Matherly and Council Member Therrien.

Ms. Therrien, seconded by **Ms. Kun**, moved to ADVANCE Ordinance No. 6114.

Ms. Kun stated she pulled the ordinance because she wanted to address where all the applications go when someone applies to serve. Clerk Snider explained that her office receives the applications, and they are routed to the Mayor's Office. **Ms. Kun** stated she has heard that some people have applied but have not been appointed to a vacant seat. Clerk Snider stated the Mayor has appointing authority for all City Boards and Commissions and that not everyone who applies is appointed.

Mayor Matherly stated he has had many interviews with applicants, but he will not appoint anyone until the Council decides on whether to change the make-up of the Fairbanks Diversity Council (FDC).

Mr. Pruhs asked when the last time was that the FDC had a quorum. **Ms. Rogers** stated it is a "catch-22" because they have had trouble reaching quorum due to vacancies, but vacancies are not being filled. She stated she would like the ordinance to be postponed until the FDC gains new members and has an opportunity to weigh in on the matter.

Mayor Matherly stated he spoke with FDC Vice Chair Sara Harriger, and they have some ideas as to how the group should move into the future. He asked the Council to trust his team who is working hard to determine how to move forward with the FDC. He stated he has four applications currently, but he does not plan to appoint all of them. He expressed frustration with the large membership of the FDC, indicating that it makes it difficult to get work done. He stated he is trying to avoid appointing members only to have to let them go if the Council shrinks the FDC membership.

Ms. Rogers disagreed that the issue has to do with membership numbers and indicated that there are more issues that should be addressed.

Mr. Cleworth stated he understood that the Council arrived at a consensus to reduce the FDC membership; **Ms. Rogers** stated she was the only Council member who did not agree. **Mr. Cleworth** stated that it is difficult to get things done with a Commission that large. He stated 11 members is still too large, but it is a step in the right direction. He advised the Council to advance the ordinance and vote it up or down at the next meeting.

Ms. Therrien spoke in support of advancement and requested that someone from the FDC be at the next meeting to represent the body. She stated she agrees that the membership should be reduced, but she would like to hear from the FDC.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6114 AS FOLLOWS:

YEAS: Rogers, Gibson, Therrien, Pruhs, Cleworth, Kun
NAYS: None
Mayor Matherly declared the MOTION CARRIED.

- d) Ordinance No. 6115 – An Ordinance to Amend Fairbanks General Code Sec. 74-34, Residential Property Tax Exemption. Introduced by Mayor Matherly and Council Members Cleworth, Therrien, and Rogers.

ADVANCED on the CONSENT AGENDA.

DISCUSSION ITEMS

- a) Committee Reports

Public Safety Commission (PSC) – **Ms. Kun** stated the PSC met and had a good conversation about the future direction of the Commission. She stated she would follow up with the department heads who are required at the meetings to see if those requirements could be reduced.

WRITTEN COMMUNICATIONS TO COUNCIL

- a) Clay Street Cemetery Commission Meeting Minutes of September 4, 2019

ACCEPTED on the CONSENT AGENDA.

- b) Recommendation for Appointment to FNSB Planning Commission

Mr. Pruhs stated he pulled the item so he could recuse himself as one of the applicants is a licensed realtor at his firm.

Ms. Therrien, seconded by **Ms. Kun**, moved to APPROVE the Recommendation for Appointment to the FNSB Planning Commission.

YEAS: Kun, Gibson, Therrien, Cleworth, Rogers
NAYS: None
ABSTAIN: Pruhs
Mayor Matherly declared the MOTION CARRIED.

COUNCIL MEMBERS' COMMENTS

Mr. Gibson stated he is honored to be elected, and he looks forward to serving. He asked everyone to reach out to him with their concerns and stated he is here to listen.

Mr. Cleworth stated he was recently contacted by a citizen who had an accident on Airport Way. He stated that the citizen asked him to share what a wonderful job Officer DeWaele did

when responding to the incident. **Mr. Cleworth** stated he thinks the PSC needs to be put back on for discussion by the City Council.

Mr. Pruhs asked Acting Chief Financial Officer Margarita Bell for a hard copy of the 2018 year-end budget and the 2019 year-to-date budget for the Fire Department.

Ms. Therrien thanked the voters for continuing to have confidence in her as a Council member; she stated it is an honor to have been reelected. She stated she looks forward to strategic planning with the Council, and she shared her excitement that delegates from Yakutsk, Russia are coming to Fairbanks.

Ms. Rogers asked everyone to slow down in school zones and look out for youth while driving.

Ms. Kun gave a land acknowledgement and honored the elders and youth. She asked that everyone check on their friends and family because it is getting dark and cold outside.

Ms. Therrien thanked Mr. Foster for running a great campaign, and she recognized her father who was sitting in the audience.

Mayor Matherly asked everyone to email Mr. Meeks items they believe are important for the legislative priorities session coming up.

ADJOURNMENT

Mr. Gibson, seconded by **Ms. Kun**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 9:20 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, OCTOBER 28, 2019
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following Council Members in attendance:

Council Members Present: Shoshana Kun, Seat A
June Rogers, Seat B
Valerie Therrien, Seat C
Aaron Gibson, Seat D
David Pruhs, Seat F

Absent: Jerry Cleworth, Seat E

Also Present: Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Kristi Merideth, FECC Manager
Peyton Merideth, FPD Lieutenant
Greg Foster, FPD Lieutenant
Angela Foster-Snow, HR Director
Nancy Reeder, Police Chief
Jim Styers, Fire Chief
Tod Chambers, Assistant Fire Chief

City Clerk Danyielle Snider read the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by City Clerk Snider.

FLAG SALUTATION

Mayor Matherly asked everyone to join him in the Pledge of Allegiance.

CITIZENS' COMMENTS

Donna Gardino, P.O. Box 85056, Fairbanks – Ms. Gardino discussed performance-based planning and snow removal. She stated the Public Works snow plow schedule has a four-to-six-week turnaround time for snow removal. She stated the City of Fairbanks should have goals for snow removal similar to Fort Wainwright. She stated the Public Works Department should create a performance-based plan that would set goals and incentivize efforts.

Gregory Foster, P.O. Box 70935, Fairbanks – Mr. Foster stated he is a Lieutenant with the Fairbanks Police Department (FPD), but he is speaking his own opinions and not representing FPD. He stated he supports his command, the Chief, and the Administration, but he believes the department is broken. He stated the City’s most valuable asset is its police officers, and the department is losing many. He stated officers have the toughest jobs in the City, and the department is overwhelmed. Mr. Foster provided statistics for the violent crimes that occur in Fairbanks and shared that losing so many officers is dangerous for the community. He stated the Council has shown that they do not want the best police force, they want the cheapest police force. Mr. Foster stated FPD serves residents and non-residents alike, and while this Council may not have created the problem, they have inherited it to fix. He stated officers are the canaries in the coal mine, and the department will soon collapse. He stated the City will follow.

Ms. Therrien asked Mr. Foster if he was referring to the cuts in the current budget. Mr. Foster replied that it has been happening over his entire career. He stated that at the last meeting he did a presentation with Sergeant Werner who is no longer with the department; he stated they cannot afford to lose any more police officers.

Mr. Gibson asked what the Council should do to fix the problem. Mr. Foster stated funding is the number one issue harming the department. He stated that the Council could address the fact that people who do not live in the City are costing the City resources, but they pay nothing into the pot. He stated annexation and sales tax are good ideas for increasing revenue.

Frank Turney, 1434 Lacey Street, B, Fairbanks – Mr. Turney requested that the Clerk dictate his comments verbatim in the minutes. He stated that the Mayor accused him of saying that he hated cops, but he has never said such a thing. He spoke to the importance of mental health training for police officers. He suggested that the State have a “Christmas kickout” for non-violent offenders to help solve overcrowding in prisons.

Sue Sprinkle, 211 5th Avenue, Fairbanks – Ms. Sprinkle stated the nuisance properties in her neighborhood are getting out of control. She shared that one property recently had a break-in threat, and when the owner came to investigate, he was pepper-sprayed at his own property. She stated the owner did not call police because he did not want the police involved in his business.

Victoria Dowling, 124 5th Avenue, Fairbanks – Ms. Dowling stated she lives downtown, and she spoke at the last meeting about property nuisances in her neighborhood. She stated that earlier in the day she witnessed a person defecating in the street. She stated something needs to be done.

Ms. Therrien asked Ms. Dowling if she called the police. Ms. Dowling stated she did, and they found the person, gave him a warning and told him that if he did it again he would be charged with public indecency.

Ms. Kun thanked Ms. Dowling for coming forward and stated that she would be addressing the nuisance property issue with Deputy Chief Welborn; she stated she will look into whether the PSC could do anything about the issue.

Mayor Matherly asked Ms. Dowling to continue keeping him in the loop about what is happening with her property.

David van den Berg, 332 Slater Drive, Fairbanks – Mr. van den Berg spoke to the importance of the partnership between the City and the Downtown Association (DTA). He stated the Emergency Service Patrol (ESP) is the only function of government that operates through donations of the willing and suggested that it may be time to direct funds to the ESP.

Shaun Sims, 318 5th Avenue, Fairbanks – Ms. Sims stated she lives, works, and walks around downtown, and she spoke about nuisance properties. She stated that in the past five years, she has noticed a significant decline with some properties because they attract vagrants. She thanked the Mayor for attending meetings where nuisance properties are discussed but stated that some change needs to come after discussion.

Ms. Rogers asked Ms. Sims if she had any ideas as to how to correct the problems. Ms. Sims suggested that the City fine property owners to hold them accountable.

Raymond and Trish Mikolajczyk, 176 Clay Street, Fairbanks – Mr. Mikolajczyk stated earlier in the meeting the City Clerk read the City's mission statement that says one of the goals is to make Fairbanks a safe place to live. He stated the Council is failing miserably and shared that his car was broken into again in his driveway earlier that day. He stated he called Dispatch to make a complaint, and they take a long time to ask their standard questions. In the meantime, he stated that the perpetrator left with his property. Mr. Mikolajczyk stated he asked Dispatch if they would be sending an officer, and they told him they would not. He stated he asked to speak with the Sergeant in charge, and they sent Officer Butler to the scene although the perpetrator was already gone. He spoke of the many thefts that have occurred on his property and to the drug problem in the area and stated that something needs to be done about it. He stated the City no longer has a police force and is no longer safe, and he pleaded with the Council to act. Mr. Mikolajczyk stated that the worst problem in the City is crime and having nobody to do anything about it. He stated if the community is not safe, there is no reason to live in it.

Richard Wagner, 1301 Kellum Street, Fairbanks – Mr. Wagner stated he has a problem with drugs being used on the property where he lives and stated it is a federally-funded building. He stated nobody cares to do anything about it because the City police and Alaska State Troopers say they do not have federal authority. Mr. Wagner stated he would like to know what he is supposed to do because nobody will help him.

Ms. Kun thanked Mr. Wagner for coming and asked him if he had spoken to his landlord about the issue. Mr. Wagner stated the landlord has never caught the offenders because warning must be given before inspections, and they clean up prior to the inspection.

Julie Smyth, 717 9th Avenue, Fairbanks – Ms. Smyth stated the previous testimony is an excellent example of why onsite consumption is so important. She stated she lives in a federally-funded building also, and she is not allowed to smoke marijuana there which is a hassle. She stated the Council should read the study proving that use of force by police is one of the leading causes of death of young Black men. She stated that, statistically, 1 in 1,000 Black men are going to be killed by police. She spoke to the statistics of other races and ages and stated the Alaska Native population is just as discriminated against. She asked the police to use less-lethal and non-lethal weapons to save the lives of her people and her children.

Chris Miller, 413 Cowles Street, Fairbanks – Mr. Miller stated he attended during the general budget discussion, but the climate has changed. He stated it is now time to react and get snow removal workers on the street. He stated having individuals on the street with radio equipment would save the City money because they would be cheaper than police officers. He stated he supports increasing City revenue so that the community can remain something to be proud of.

Kemp Lankford, Fairbanks – Mr. Lankford spoke to the decline of the downtown area and to the need to do something to clean it up.

Hearing no more requests for comment, **Mayor Matherly** declared Citizens' Comments closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE the Agenda and Consent Agenda.

Ms. Therrien pulled Ordinance No. 6116 from the Consent Agenda.

Mr. Gibson pulled the Approval of the 2020 City Council Meeting Schedule from the Consent Agenda.

Mayor Matherly called for objection to the APPROVAL of the Agenda, as Amended, and, hearing none, so ORDERED.

City Clerk Snider read the Consent Agenda, as Amended, into the record.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of September 9, 2019.

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

a) The Fairbanks City Council heard interested citizens concerned with the following Marijuana License Application for Renewal:

Lic. #	DBA	License Type	Licensee	Address
13479	North Star Fire	Standard Marijuana Cultivation Facility	North Star Fire, LLC	3780 Leasure Street, Suite 3

Ms. Kun, seconded by **Ms. Therrien**, moved to WAIVE PROTEST on the Marijuana License Application for Renewal.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE MARIJUANA LICENSE APPLICATION FOR RENEWAL AS FOLLOWS:

YEAS: Pruhs, Therrien, Kun, Gibson, Rogers
NAYS: None
ABSENT: Cleworth
Mayor Matherly declared the MOTION CARRIED.

- b) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Application for Transfer of Ownership and Restaurant Designation Permit:

Type: Restaurant / Eating Place, License #3050
DBA: Cushman Irashai
Applicant: Three Star, LLC
1448 S. Cushman Street, Fairbanks
From: Irashai / 3 GIRO, Inc.
1448 S. Cushman Street, Fairbanks

Ms. Kun, seconded by **Mr. Gibson**, moved to WAIVE PROTEST on the Liquor License Application for Transfer of Ownership and Restaurant Designation Permit.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

Ms. Kun spoke in support of the license.

Ms. Rogers stated there is a relationship between establishment owners and the Council and that it is extremely important that the owner come to the meeting to discuss the license. She stated it is disappointing when the owners do not take part in the partnership.

Mayor Matherly stated Mr. Lee has spent a lot of time in his office and, while he understands Ms. Rogers' comments, the owner's absence does not mean that he has not put significant time into the process.

Ms. Rogers stated a visit to the Mayor's Office is not the same as approval by the City Council.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER OF OWNERSHIP AND RESTAURANT DESIGNATION PERMIT AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Gibson, Kun
NAYS: None
ABSENT: Cleworth
Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly stated that three years ago today Sgt. Allen Brandt passed away, and he spoke about how Sgt. Brandt had attended a Council meeting shortly before he passed. He stated that

Sgt. Brandt policed with passion. **Mayor Matherly** stated the City is facing a crisis; he stated he hears the frustration of the police officer who testified earlier. **Mayor Matherly** stated that he led the charge on revenues for the City, but he cannot be the only one bringing ideas to the table. He stated he has made a lot of cuts at the City and spoke to the amount of consolidation that took place within his first term. He spoke to the cuts in his proposed budget and stated that it should never have gotten to such a bad place. He stated Chief of Staff Mike Meeks would be giving a staff report shortly to discuss the challenges of snow removal. **Mayor Matherly** stated the temporary snow removal crew that works on Fort Wainwright makes \$6 more per hour than City workers and \$7 more per hour going into their retirement plans. He stated the City his having a hard time finding employees because the Fort Wainwright crew gets paid too well for the City to compete with. **Mayor Matherly** stated the City does not even have the budget to run a snow removal night crew. He stated he needs everyone to come up with logical revenue streams because he is weary of proposing ideas that get rejected. He stated that police officers want to research property crimes, but they do not have the staff or the resources to do their jobs. He stated he City needs to do better.

a) Special Reports

Mr. Meeks stated he was the Director of Public Works at Fort Wainwright for 18 years and that he knows what it takes to remove snow in the Interior. He spoke to the difference between road conditions on base versus within City limits, and he explained that the snow removed from City streets has to be hauled away. He stated that on base they simply plow it onto the grass on the side of the street. Mr. Meeks spoke to the difference in pay between the City and Fort Wainwright crews and to the desirability of being a temporary employee on base. He stated that currently the City cannot even staff a full day shift. He closed by stating that he hopes the weather does not turn bad, because hope is a horrible course of action.

Ms. Kun asked if it would be cost effective for the City to privatize garbage service and snow removal. Mr. Meeks stated he ran a spreadsheet not long ago showing the cost effectiveness of privatizing certain services, including garbage service. He stated that it would come out as almost a wash, but residents would end up paying more for private garbage service than what the City charges. He stated it would cost more to privatize snow removal; he added that if the City is going to contract the service out at a higher rate, it would make sense to pay employees that rate.

Mayor Matherly stated they analyzed the cost of privatizing garbage and snow removal services, and it is not cost effective. He stated it would also not serve the citizens better.

COUNCIL MEMBERS' COMMENTS

Mr. Gibson stated he hears the concerns from residents about property crimes and that he has also had break-ins. He stated he is passionate about addressing the issue.

Mr. Pruhs stated he had no comments.

Ms. Therrien stated she would support exploring a solution for nuisance properties.

Ms. Rogers thanked everyone for coming out to testify. She stated that the best way to enact change is by having good community resources.

Ms. Kun thanked Mr. van den Berg and Mr. Foster for bringing up the idea of a sales tax; she indicated she would support one. She stated she was sad to hear that Sgt. Werner was leaving FPD and added that she has confidence in Police Chief Reeder. She stated that when there are scared cops policing, things can go wrong. She reaffirmed that she heard peoples' concerns.

Mr. Gibson requested a break; **Mayor Matherly** called for a brief recess. The meeting resumed after the brief recess.

UNFINISHED BUSINESS

- a) Ordinance No. 6114 – An Ordinance Amending Fairbanks General Code Sections 2-232 and 2-233 Regarding Composition and Quorum of the Fairbanks Diversity Council. Introduced by Mayor Matherly and Council Member Therrien. **SECOND READING AND PUBLIC HEARING.**

Ms. Therrien, seconded by **Mr. Gibson**, moved to ADOPT Ordinance No. 6114.

Sara Harriger, 5445 Cascade Road, Fairbanks – Ms. Harriger stated she is a Chair of the Fairbanks Diversity Council (FDC), but she is not speaking to represent the body. She stated there have been issues with establishing a quorum due to vacancies, and she would like the Council to wait on the ordinance so the FDC can restructure itself. She asked the Council to allow the vacancies to be filled, then the FDC may bring the Council a recommendation to move forward. She stated if they were given that opportunity it would send a more positive message.

Jeff Walters, 2454 Killarney Way, Fairbanks – Mr. Walters stated he has served on the FDC since its inception in 2014 and, while he can see the advantage in having 11 members, he would prefer it to remain at 15 members. He stated Fairbanks is a diverse community and that all voices should be heard. He stated he would like to feel heard by the City Council and that he would prefer the Council wait on the ordinance.

Ms. Kun asked what advice he would give about seating applicants. Mr. Walters stated he has reached out into different groups within the community to gain applicants, but he wants to be careful so as not to appear that the FDC is looking for “token” members. He stated he would be interested in working with the City Council to do outreach to community organizations and groups to improve the FDC applicant pool.

Montean Jackson, Fairbanks – Ms. Jackson thanked the present and past Mayor and the City Council for their support of the FDC. She spoke to the history of the FDC and shared the importance in the diversity of its members. She asked the Council to continue to support the FDC and recognize the FDC's value.

Ms. Therrien asked Ms. Jackson what she thought about the ordinance. Ms. Jackson stated she agrees with her colleagues about not reducing the membership. She asked that the FDC be

allowed to continue to reach out to the underserved community and to maintain the current level of membership.

Mr. Gibson asked who the under-represented groups are. Ms. Jackson stated that Indigenous people, the Latina population, military, and youth are some of the under-represented groups. **Mr. Gibson** asked if there is anyone from the religious community serving. Ms. Jackson stated she did not think there were any clergy people serving currently, but there have been in the past. **Ms. Rogers** stated that people from all the groups have been present on the FDC at one time but may not be represented currently.

Rita Davis, Fairbanks – Ms. Davis stated she is one of the original FDC members, and she believes that filling vacancies should happen first to give the FDC the opportunity to consult at full capacity before making changes to the makeup.

Hearing no more requests for comment, **Mayor Matherly** declared Public Testimony closed.

Mayor Matherly stated he has plans to make some appointments at the next meeting, but he wanted the City Council to weigh in before he made the appointments. He spoke to the transparency and openness of the process for applying for City Boards and Commissions.

Ms. Therrien stated she sponsored the ordinance because she understood that the FDC supported it. She stated she does not have any objection to postponing the ordinance after hearing from members. She stated reducing the membership would help with a quorum, and she looks forward to continued work with the FDC no matter what the makeup may be.

Mr. Pruhs stated everyone who testified asked the Council to appoint more members and then allow them to reduce the membership on their own through attrition. He stated voices get drowned out when the membership is so vast, and it is hard to get large groups together no matter what. He spoke in support of reducing the FDC membership.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6114 AS FOLLOWS:

YEAS: Gibson, Therrien, Pruhs, Matherly

NAYS: Rogers, Kun

ABSENT: Cleworth

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6114 ADOPTED.

- b) Ordinance No. 6115 – An Ordinance to Amend Fairbanks General Code Sec. 74-34, Residential Property Tax Exemption. Introduced by Mayor Matherly and Council Members Cleworth, Therrien, and Rogers. SECOND READING AND PUBLIC HEARING.

Ms. Kun, seconded by **Ms. Therrien**, moved to ADOPT Ordinance No. 6115.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

Mr. Meeks stated he will serve as Borough Chief of Staff Jim Williams' proxy since he had to leave the meeting. Mr. Meeks provided an update as to where the Borough is in the process.

Ms. Kun spoke in support of the ordinance.

Ms. Therrien stated she hopes the City Council will support the ordinance.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6115 AS FOLLOWS:

YEAS: Rogers, Gibson, Therrien, Pruhs, Kun

NAYS: None

ABSENT: Cleworth

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6115 ADOPTED.

NEW BUSINESS

- a) Ordinance No. 6116 – An Ordinance to Place Before City Voters the Question of Amending the Fairbanks Charter by Repealing Section 11.8. Elections: Run-Off. Introduced by Council Member Kun.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to ADVANCE Ordinance No. 6116.

Mr. Gibson stated he pulled the ordinance from the Consent Agenda because if the Charter section is amended, the Mayor could be elected by receiving only 30% of the vote. He stated that the 40% minimum is sufficient. He wondered whether ranked choice voting would be a better option.

Ms. Therrien asked when the last Mayoral run-off election occurred. Clerk Snider stated the last run-off election was in 2007. **Ms. Therrien** asked what the results were for that election. Clerk Snider stated she would locate that information while discussion continued. **Ms. Therrien** stated that the most current election shows that 40% of the vote can be reached, even with two strong candidates. She spoke in support of the ordinance.

Mr. Pruhs thanked the City Clerk for all her research. He stated that, historically, one-third of the time, a candidate receiving less votes in the regular election won in a run-off election. He stated that a change would cause the City election to differ from the Borough election.

Clerk Snider, in reference to Ms. Therrien's earlier question, read the election results from the 2007 regular and run-off elections. **Mayor Matherly** asked about the estimated expense of a run-off election; Clerk Snider stated a City run-off election would cost approximately \$40,000.

Ms. Rogers expressed agreement with Mr. Pruhs' comments about keeping election processes consistent with the Borough. She stated she is interested in hearing from a broader scope of people in regard to the ordinance.

Mr. Gibson asked whether the new voting system would accommodate ranked choice-type voting. Clerk Snider stated that the new system accommodates ranked choice-type voting.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6116 AS FOLLOWS:

YEAS: Kun, Gibson, Therrien, Pruhs, Rogers

NAYS: None

ABSENT: Cleworth

Mayor Matherly declared the MOTION CARRIED.

WRITTEN COMMUNICATIONS TO COUNCIL

- a) Approval of the 2020 City Council Meeting Schedule

Mr. Gibson, seconded by **Ms. Kun**, moved to APPROVE the 2020 City Council Meeting Schedule.

Ms. Therrien stated that she would like to change some of the meeting dates. **Mayor Matherly** indicated that he would like everyone to be present before approving changes to the schedule. He asked for a motion to postpone until Mr. Cleworth could be present.

Ms. Therrien, seconded by **Mr. Gibson**, moved to POSTPONE the Approval of the 2020 City Council Meeting Schedule.

Mayor Matherly called for objection, and hearing none, so ORDERED.

- b) Memo to Approve Ambulance Donation to UAF Community & Technical College

APPROVED on the CONSENT AGENDA.

- c) Reappointment of Julie Jones to the Clay Street Cemetery Commission and the Chena Riverfront Commission

APPROVED on the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS

Ms. Kun gave a land acknowledgment. She offered condolences to the family of Sean Martines who recently passed away. She encouraged anyone who is struggling with suicidal thoughts to reach out because there are people who care and are there to help.

Ms. Rogers stated she had no comments.

Ms. Therrien asked when the Administration plans to introduce a nuisance property ordinance. **Mr. Meeks** stated he is currently working on a draft. **Ms. Therrien** asked about the possibility of a Council retreat.

Mr. Pruhs spoke to his sadness in the loss of Sgt. Brandt three years ago and stated he is happy the Council was able to secure insurance for the Brandt family. **Mr. Pruhs** shared how pleased he was that the City came together to support the family.

Mr. Gibson stated he had no comments.

Mayor Matherly stated there is no school on the Thursday or Friday coming up, and he asked everyone to drive safely. He stated FPD will be out on Halloween evening handing out glow sticks to trick-or-treaters.

ADJOURNMENT

Ms. Kun, seconded by **Mr. Pruhs**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 8:45 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, NOVEMBER 4, 2019
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date, following a 5:15 p.m. Work Session for an Explore Fairbanks Annual Report and Presentation and a 5:50 Work Session for a Fairbanks Economic Development Corporation Annual Report and Presentation, to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following Council Members in attendance:

Council Members Present: Shoshana Kun, Seat A
June Rogers, Seat B
Valerie Therrien, Seat C
Aaron Gibson, Seat D
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: None

Also Present: Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Kristi Merideth, FECC Manager
Jim Styers, Fire Chief

City Clerk Danyielle Snider read the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by City Clerk Snider.

FLAG SALUTATION

Mayor Matherly asked everyone to join him in the Pledge of Allegiance.

CITIZENS' COMMENTS

Frank Turney, 1434 Lacey Street, B, Fairbanks – Mr. Turney stated he has been emotional since he stopped smoking herb and apologized for the “senior moment” he had at the last City Council meeting. He requested that Council members take a tour of the jail so they could see the mental health issues. He spoke in support of allowing gambling in the City and indicated that it should be taxed accordingly. He stated he has tried to get the Fairbanks Diversity Council (FDC) to address the jury discrimination issue, but nothing is done about it.

Victoria Dowling, 124 5th Avenue, Fairbanks – Ms. Dowling stated it is the third meeting in a row she has attended and asked how her property taxes are applied. She spoke in support of a

sales tax because it would apply to people who come into the City for shopping and other things but who pay for no other City services. She stated she could not understand how residents would not be interested in a sales tax because it is broad and would capture a windfall revenue stream.

Michael Farrell, P.O. Box 61004, Fairbanks – Mr. Farrell congratulated the Mayor for winning reelection and spoke about an increase to the City bed tax. He stated that funds from the bed tax should go toward funding the Emergency Service Patrol (ESP) before it goes to grant recipients and Explore Fairbanks. He stated that non-profit organization is spending money poorly, and the time to readdress that revenue stream is now.

Julie Smyth, 717 9th Avenue, Fairbanks – Ms. Smyth stated she is not pleased to hear the Council ask about having Christian representation on the FDC with no mention of non-Christian religious representation. She stated nobody is asking to have Muslims or Jews or Pagans represented. She asked the Council to stop trying to put religion in places where it does not belong. She stated Christians are not in the minority, and when everyone said the Pledge of Allegiance they pledged to a Christian god.

David van den Berg, 332 Slater Drive, Fairbanks – Mr. van den Berg announced that the amount donated through the Downtown Association (DTA) from the private sector for the ESP is \$110,000. He stated the DTA and the City have a unique partnership, and he stated the DTA is the only entity with the freedom to collect money from the private sector to put toward City services. He spoke to the history of sales tax in the City and to other tax-based revenue streams.

Hearing no more requests for comment, **Mayor Matherly** declared Citizens' Comments closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mr. Gibson, seconded by **Ms. Therrien**, moved to APPROVE the Agenda and Consent Agenda.

Ms. Kun pulled the Appointments to the Fairbanks Diversity Council and the Reappointment to the Interior Gas Utility Board of Directors from the Consent Agenda.

Mayor Matherly called for objection to the APPROVAL of the Agenda, as Amended, and, hearing none, so ORDERED.

City Clerk Snider read the Consent Agenda, as Amended, into the record.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly stated that he introduced changes to the bed tax, but he had not proposed a sales tax yet. He thanked FPD for putting on "Operation Glow" over Halloween. He wished everyone a happy Thanksgiving and stated he would see everyone in the morning at the 7:00 a.m. Finance Committee meeting.

COUNCIL MEMBERS' COMMENTS

Mr. Gibson stated that a City sales tax has been proposed ten times, and Fairbanks citizens voted it down every time. He thanked everyone for coming to testify.

Mr. Cleworth stated he ran for Council many years back because the City proposed a sales tax and that got him active. He stated a sales tax preys more upon the poor than upon the rich. He stated a sales tax puts his business at a disadvantage because online retailers can loop hole their way out of it. He stated brick and mortar business are under attack and are rapidly becoming a thing of the past. **Mr. Cleworth** stated military bases are exempt and would put shops on base, which would cause soldiers to shop only on base and not support the local economy. He stated taxes never go down – they always go up – and provided the example of how North Pole's sales tax has increased over the years. He stated there are other ways to gain revenue without implementing a sales tax.

Mr. Pruhs stated the gambling issue has been introduced into the Legislature, and he would gather information to let Mr. Turney know where the State is on the issue. **Mr. Pruhs** stated he would also find out what is happening with the Mental Health Trust Authority. He thanked Mr. Turney for bringing that important issue up.

Ms. Therrien stated the Council needs to look for new revenue sources, but they also need to make sure those sources are outside the tax cap or it will not be worthwhile.

Ms. Rogers thanked Mr. Cleworth for reminding the Council of the history of sales tax. She thanked Mr. Turney for bringing up the importance of mental health training, especially for police officers. She stated she is so encouraged by the amazing work that the Housing and Homeless Coalition is doing. **Ms. Rogers** stated there is no “us” and “them” when it comes to mental health because it touches everyone. She stated that everyone is in it together.

Ms. Kun stated she met with Deputy Chief Welborn about the nuisance property issue and that she was told there would be an increased presence in the area where citizens have recently raised concerns. She stated she does not have an answer for the sales tax issue.

UNFINISHED BUSINESS

- a) Ordinance No. 6116 – An Ordinance to Place Before City Voters the Question of Amending the Fairbanks Charter by Repealing Section 11.8. Elections: Run-Off. Introduced by Council Member Kun. SECOND READING AND PUBLIC HEARING.

Ms. Kun, seconded by **Ms. Therrien**, moved to ADOPT Ordinance No. 6116.

Mayor Matherly called for comment and, hearing none, declared Public Testimony closed.

Ms. Kun stated she believes that run-off elections create a financial hardship for the City. She stated she is seeking Council support to present the question to City voters.

Mr. Cleworth, seconded by **Ms. Therrien**, moved to AMEND Ordinance No. 6116 by adding a sentence at the end of the “Information” section that reads, “The current, estimated cost of a run-off election is \$40,000.”

Mr. Cleworth stated he wanted the cost of the election to be as clear as possible to everyone.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6116 BY ADDING A SENTENCE AT THE END OF THE “INFORMATION” SECTION THAT READS, “THE CURRENT, ESTIMATED COST OF A RUN-OFF ELECTION IS \$40,000.” AS FOLLOWS:

YEAS: Gibson, Cleworth, Rogers, Kun, Therrien, Pruhs

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

Mr. Pruhs spoke against the ordinance because it would change the electoral process.

Mr. Gibson stated he would not support the ordinance because he believes the Mayor should be elected by a stronger percentage of votes.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6116, AS AMENDED, AS FOLLOWS:

YEAS: Therrien, Kun, Cleworth

NAYS: Rogers, Pruhs, Gibson

Mayor Matherly declared the MOTION FAILED.

b) Approval of the 2020 City Council Meeting Schedule

*The motion to APPROVE the 2020 City Council Meeting Schedule was made by **Mr. Gibson** and seconded by **Ms. Kun** at the Regular City Council meeting of October 28, 2019.*

Ms. Therrien, seconded by **Ms. Kun**, moved to AMEND the 2020 Meeting Schedule by changing the March 23 meeting to March 30, by changing the June 8 meeting to June 15, and by changing the June 22 meeting to June 29.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND THE 2020 MEETING SCHEDULE BY CHANGING THE MARCH 23 MEETING TO MARCH 30, BY CHANGING THE JUNE 8 MEETING TO JUNE 15, AND BY CHANGING THE JUNE 22 MEETING TO JUNE 29 AS FOLLOWS:

YEAS: Rogers, Gibson, Therrien, Pruhs, Cleworth, Kun

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE 2020 CITY COUNCIL MEETING SCHEDULE, AS AMENDED, AS FOLLOWS:

YEAS: Kun, Gibson, Therrien, Pruhs, Cleworth, Rogers

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

DISCUSSION ITEMS

a) Committee Reports

Permanent Fund Review Board – **Ms. Therrien** reported the Permanent Fund balance is currently \$135 million, and the Board is trying to decide whether to maximize income or inflation-proof the Fund. She stated there have been a lot of Code changes and asked Council members to provide input on how they would like to see the Fund handled.

Mr. Pruhs reminded the Council that he brought forth an ordinance two years ago to inflation-proof the Permanent Fund, but it failed.

Ms. Therrien read the purpose of the Permanent Fund from FGC Sec. 2-260(a). She stated that within the purpose there is an inherent conflict.

Mr. Cleworth disagreed with Ms. Therrien and stated that when the Fund was created they did not intend to inflation-proof it. He spoke to how the Permanent Fund has been maintained and used by the City throughout the years and provided some history about the Fund to the Council.

Mr. Pruhs recommended that Mr. Cleworth write a resolution to memorialize what he just said. **Ms. Therrien** agreed that a resolution would be helpful. She shared that there may be a position coming open on the Board at the end of the year.

Ms. Rogers listed the meetings she has attended in the past week including an Opioid Task Force meeting, a Housing and Homeless Coalition meeting, and a workshop with the Alaska Mental Health Trust.

WRITTEN COMMUNICATIONS TO COUNCIL

a) Appointments to the Fairbanks Diversity Council

Mr. Pruhs, seconded by **Mr. Gibson**, moved to APPROVE the Appointments to the FDC.

Ms. Kun stated she understand that the Hispanic population is not well-represented on the FDC and asked why there is still no representation. She asked the Mayor to be considerate of what the word diversity means.

Mayor Matherly stated he understands diversity is important. He explained that even if there were 30 members on the FDC there would still be underrepresented groups. He stated he is trying to get the FDC to full membership. He stated that the Council will not allow demographics to be a part of the application, so when he meets with an applicant he does not know their race or ethnicity.

Mr. Cleworth asked Ms. Kun if she is interested only in racial diversity. **Ms. Kun** stated she does not like boxes, but she respects the information in the Census. She stated diversity means different things to different people and will fluctuate with each Mayor.

Mayor Matherly asked the Council to encourage people to apply; he stated he will meet with each applicant.

Mr. Pruhs spoke highly of both of the applicants.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE APPOINTMENTS TO THE FDC AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Kun, Gibson, Therrien

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

b) Reappointment to the Interior Gas Utility (IGU) Board of Directors

Ms. Therrien, seconded by **Mr. Gibson**, moved to APPROVE the Reappointment to the Interior Gas Utility Board of Directors.

Ms. Kun reported that she has been told that Mr. Wilken is very difficult to work with, and she felt she needed to share that with the Council.

Mayor Matherly stated there have been some emotional IGU meetings, but Mr. Wilken is doing a wonderful job. He stated he would continue to support his position.

Ms. Rogers stated she has known Mr. Wilken for 50 years and that she has never encountered any issues working with him. She stated it is hard to hear the kind of information that she was just given without relating her history with Mr. Wilken.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE REAPPOINTMENT TO THE IGU BOARD OF DIRECTORS AS FOLLOWS:

YEAS: Pruhs, Therrien, Cleworth, Gibson, Rogers

NAYS: Kun

Mayor Matherly declared the MOTION CARRIED.

c) Permanent Fund Review Board Meeting Minutes July 24, 2019

ACCEPTED of the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS

Ms. Kun gave a land acknowledgement and encouraged anyone who is hurting to call the suicide hotline. She thanked Explore Fairbanks and the Fairbanks Economic Development Corporation for their reports to the Council earlier in the evening.

Ms. Rogers thanked everyone for attending and for the reports provided in the Work Session.

Ms. Therrien wished all veterans a Happy Veterans Day and shared that she has her own veteran at home. She spoke to some of the events she attended since the last Council meeting.

Mr. Gibson stated he had no comments.

Mr. Cleworth asked if City staff has come together to discuss the Public Safety Commission (PSC). **Mayor Matherly** stated it has not been addressed yet. **Mr. Cleworth** stated it is an important issue to him. Mr. Meeks asked Mr. Cleworth about his expectations. **Mr. Cleworth** stated he would like the PSC to help address the nuisance property issue. He stated he heard Ms. Kun say sales taxes are popular everywhere but Fairbanks, and he asked Ms. Kun to do some research in other states to see how popular they are. **Mr. Cleworth** thanked the organizations for their earlier presentations. He spoke against changing the hotel-motel tax distribution formula.

Mr. Pruhs spoke to the respect he has for veterans and asked everyone to drive safely.

Mayor Matherly reminded everyone to work on legislative priorities, and he spoke briefly about a possible Council retreat.

CITY CLERK COMMENTS

Clerk Snider spoke to the conflict in the City Charter and Code regarding run-off elections; she stated she would like direction from the Council on how to correct it.

Mr. Cleworth asked whether the Charter trumps the Code. Clerk Snider stated it does, but the language should be cleaned up. **Mr. Cleworth** asked if the Attorney's Office could work on an ordinance to rectify the issue. City Attorney Ewers stated he would work on an ordinance.

ADJOURNMENT

Ms. Therrien, seconded by **Ms. Kun**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 7:55 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



City of Fairbanks

Office of the City Clerk

800 Cushman Street


Fairbanks, AK 99701

(907)459-6715

Fax (907)459-6710

MEMORANDUM

TO: Mayor Jim Matherly and City Council Members

FROM: D. Danyielle Snider, CMC, City Clerk 

SUBJECT: Liquor License Renewals

DATE: January 7, 2020

Notice has been received from the State Alcohol & Marijuana Control Office (AMCO) for the following liquor license renewals:

Lic. #	DBA	License Type	Licensee	Address
3381	Bei Jing Hot Pot Asian Cuisine	Restaurant/ Eating Place	CJ Hot Pot & Asian Cuisine, Inc.	1694 Airport Way
4395	The Banks Alehouse	Beverage Dispensary	Goethe, LLC	1243 Old Steese Hwy

Pursuant to FGC Sec. 14-178 the Council must determine whether to protest liquor license renewal applications after holding a public hearing.

Per the Council's request, the Police Department has included a call report for the locations listed.

There are no department-recommended protests for the above-listed applications for renewal.

CITY OF FAIRBANKS PUBLIC SAFETY

Bei Jing Hot Pot Asian Cuisine 1694 Aiport Way

12/05/2018 - 12/04/2019

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	11/14/2019 22:19	ALARM BURGLARY -	1694 AIRPORT WAY	O32	FAB	11/14/2019 22:33:36
	11/01/2019 06:12	ALARM BURGLARY -	1694 AIRPORT WAY	O2	NRP	11/01/2019 06:28:15
	10/20/2019 10:18	ALARM BURGLARY -	1694 AIRPORT WAY	O26	FAB	10/20/2019 11:16:46
	09/27/2019 09:26	ALARM BURGLARY -	1694 AIRPORT WAY	O54	FAB	09/27/2019 09:36:00
	09/14/2019 10:32	ALARM BURGLARY -	1694 AIRPORT WAY	O9	FAB	09/14/2019 11:09:59
	08/29/2019 16:55	DAMAGE/VANDALISM	1694 AIRPORT WAY	O2	NRP	08/29/2019 17:17:10
	08/09/2019 02:17	ALARM BURGLARY -	1694 AIRPORT WAY	O21	FAB	08/09/2019 02:36:31
	08/03/2019 23:39	ALARM BURGLARY -	1694 AIRPORT WAY	O13	FAB	08/03/2019 23:49:13
	01/31/2019 20:30	LOST PROPERTY -	1694 AIRPORT WAY	DESK	NRP	01/31/2019 21:20:17
	01/04/2019 23:25	ALARM BURGLARY -	1694 AIRPORT WAY	S5	NRP	01/04/2019 23:35:41

Total Number of Events Listed: **10**

CITY OF FAIRBANKS PUBLIC SAFETY

The Banks Alehouse 1243 Old Steese Highway

12/05/2018 - 12/04/2019

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	09/06/2019 22:54	REDDI	1243 OLD STEESE HWY	O41	WAR	09/06/2019 23:14:29
	07/31/2019 18:47	DUI - PARKED -	1243 OLD STEESE HWY	O12	NRP	07/31/2019 19:21:54
	05/11/2019 14:51	MUTUAL AID	1243 OLD STEESE HWY	S5	NRP	05/11/2019 15:04:31
	02/18/2019 23:05	DUI - PARKED -	1243 OLD STEESE HWY	O19	NRP	02/19/2019 00:17:56
	02/02/2019 22:59	SHOTS FIRED -	1243 OLD STEESE HWY	O32	NRP	02/02/2019 23:15:14
19000242	01/20/2019 15:55	PAST THEFT - BRAVO	1243 OLD STEESE HWY	O25	RPT	01/20/2019 20:12:31
	01/06/2019 01:18	SI - FIELD CONTACT	1243 OLD STEESE HWY	O19	NRP	01/06/2019 01:21:34


Total Number of Events Listed: 7



MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly and City Council Members
FROM: D. Danyielle Snider, CMC, City Clerk 
SUBJECT: Application for Marijuana Onsite Consumption Endorsement
DATE: January 7, 2020

An application has been received from the State of Alaska Alcohol and Marijuana Control Office (AMCO) for an Onsite Consumption Endorsement for the following Retail Marijuana Store:

Retail License #: **10278**
Application Type: **Onsite Consumption Endorsement**
D.B.A.: GoodSinse, LLC
Licensee/Applicant: GoodSinse, LLC
Physical Location: 2604 Davis Road, Fairbanks, Alaska

Pursuant to 3 AAC 306.060, the Council may determine whether to protest the marijuana consumption endorsement application after holding a public hearing. A notice of the date, time, and place of the public hearing has been mailed to all property owners within 1,000 feet of the retail marijuana store, and notice of the public hearing will be advertised in the Fairbanks Daily News Miner on Friday, January 10, 2020.

The Building Department is recommending protest of the endorsement until work is complete and approved, and the Fire Department is recommending protest pending application and plans for change of occupancy/use. The Police Department has included a one-year call report for the location, but they are not recommending protest. There are no other departmental objections to the issuance of the endorsement.

CITY OF FAIRBANKS PUBLIC SAFETY

GOODSINSE, LLC: 2604 DAVIS RD

11/22/2018-11/21/2019

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	09/16/2019 12:58:54	ADMINISTRATIVE OTHER	2604 DAVIS RD		TOT	09/16/2019 14:01:16
	09/13/2019 22:24:19	ALARM BURGLARY -	2604 DAVIS RD	O21	CBAC	09/13/2019 22:42:12
	07/10/2019 20:29:23	WEAPONS INCIDENT -	2604 DAVIS RD	O21	NRP	07/10/2019 22:28:38
	07/10/2019 20:02:41	AST ASSAULT NON DV	2604 DAVIS RD		TOT	07/10/2019 20:09:53
19000909	03/16/2019 10:35:35	DAMAGE/VANDALISM -	2604 DAVIS RD	O9	RPT	03/16/2019 11:50:59
	02/18/2019 19:24:03	VID/STALLED VEHICLE -	2604 DAVIS RD	O19	NRP	02/18/2019 19:50:49
	01/31/2019 09:10:40	ALARM HOLDUP/PANIC -	2604 DAVIS RD		CALL	01/31/2019 09:19:18
	12/21/2018 05:48:19	ALARM HOLDUP/PANIC -	2604 DAVIS RD	O21	NRP	12/21/2018 06:01:53

Total Number of Events Listed: **8**



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715
Fax (907)459-6710

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 11/21/2019

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – ONSITE CONSUMPTION ENDORSEMENT

DATE NOTICE RECEIVED AT CLERKS OFFICE: 11/19/2019 (60 DAY DUE DATE 01/17/2020)

DATE RESPONSE DUE: **01/07/2020** for City Council Meeting of 01/13/2020

License #: 10278
 Application Type: Marijuana Onsite Consumption Endorsement
 D.B.A.: GoodSinse, LLC
 Licensee/Applicant: GoodSinse, LLC
 Physical Location: 2604 Davis Road, Fairbanks, Alaska

Corp/LLC Agent:	Mailing Address	Phone	Date and State:	Good Standing?
GoodSinse, LLC Daniel L Peters	2750 Park Way North Pole, AK 99705	907-347-7689	AK – 03/22/2016	Yes

Member/Officer/Director:	Mailing Address	Phone	Title/Shares (%)
Daniel Peters	2750 Park Way North Pole, AK 99705	907-347-7689	Member/50%
Danielle Peters	2750 Park Way North Pole, AK 99705	907-347-7688	Member/50%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS:

*UNTIL WORK IS COMPLETE
AND APPROVED*

DEPARTMENT SIGNEE:

[Signature]
(Signature) CLEMENS CLOUTEN
(Printed Name)

NOTE: THIS COMPLETED FORM MUST BE RETURNED TO THE CITY CLERK'S OFFICE BY THE DATE INDICATED ABOVE. YOU MAY E-MAIL OR FAX (459-6710) THE FORM.

IF YOU HAVE ANY QUESTIONS CALL OUR OFFICE AT 459-6774. THANK YOU.



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715
Fax (907)459-6710

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 11/21/2019

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – ONSITE CONSUMPTION ENDORSEMENT

DATE NOTICE RECEIVED AT CLERKS OFFICE: 11/19/2019 (60 DAY DUE DATE 01/17/2020)

DATE RESPONSE DUE: 01/07/2020 for City Council Meeting of 01/13/2020

License #: 10278
Application Type: Marijuana Onsite Consumption Endorsement
D.B.A.: GoodSinse, LLC
Licensee/Applicant: GoodSinse, LLC
Physical Location: 2604 Davis Road, Fairbanks, Alaska

Corp/LLC Agent:	Mailing Address	Phone	Date and State:	Good Standing?
GoodSinse, LLC Daniel L Peters	2750 Park Way North Pole, AK 99705	907-347-7689	AK - 03/22/2016	Yes

Member/Officer/Director:	Mailing Address	Phone	Title/Shares (%)
Daniel Peters	2750 Park Way North Pole, AK 99705	907-347-7689	Member/50%
Danielle Peters	2750 Park Way North Pole, AK 99705	907-347-7688	Member/50%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS: Application and plans for change of occupancy/use required

DEPARTMENT SIGNEE: James M. Styers / James M. Styers
(Signature) (Printed Name)

NOTE: THIS COMPLETED FORM MUST BE RETURNED TO THE CITY CLERK'S OFFICE
BY THE DATE INDICATED ABOVE. YOU MAY E-MAIL OR FAX (459-6710) THE FORM.
IF YOU HAVE ANY QUESTIONS CALL OUR OFFICE AT 459-6774. THANK YOU.



Alaska Marijuana Control Board

Operating Plan Supplemental Form MJ-28b: Onsite Consumption Marijuana Retail Endorsement

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

An operating plan supplemental form is required for all retail marijuana establishments seeking an onsite consumption endorsement. Applicants should review **Alaska Regulation 306.370**. This form will be used to document how an applicant intends to meet the requirements of the regulation.

What must be covered in this operating plan supplemental?

Applicants must identify how the proposed onsite consumption premises will comply with applicable statutes and regulations regarding the following:

- Security [in addition to what is required for a retail store].
- Ventilation [if consumption by inhalation is to be permitted].
- Monitoring overconsumption.
- Disposal or packaging of unconsumed marijuana.
- Prevention of the introduction of marijuana products not sold by the retail marijuana store or products not sold for onsite consumption.

This form must be completed and submitted to AMCO's main office before any new onsite consumption endorsement application will be considered complete.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	GoodSense LLC	MJ License #:	10278		
License Type:	Retail Marijuana Store with Onsite Consumption Endorsement				
Doing Business As:	GoodSense LLC				
Premises Address:	2604 Davis Road				
City:	Fairbanks	State:	Alaska	ZIP:	99709

Mailing Address:	2750 Park Way				
City:	North Pole	State:	Alaska	ZIP:	99705

Designated Licensee:	Daniel L. Peters				
Main Phone:	907-347-7689	Cell Phone:	907-347-9475		
Email:	goodsense@yahoo.com				

Which type(s) of consumption will occur at your premises (check all that apply):

Consumption by Inhalation (smoking or vaping)-

Consumption by other method(s)-



Form MJ-28b: Onsite Consumption Endorsement Operating Plan

Section 1 – Freestanding

Freestanding Licensed Retail Store (3 AAC 306.370(a) and AS 18.35.301(i)(1))

Please read the definition of “Freestanding” as defined in AS 18.35.301(i)(1) below-

“freestanding” means a building that is not supported by another structure and does not share ventilation or internal air space with an adjoining structure and smoke from the building cannot travel into the adjoining structure.

You must be able to certify the statements below. Read the following and then sign your initials in the box to the right: Initials

1.1- I certify that the location for which I am requesting this endorsement is “freestanding” as defined by AS 18.35.301(i)(1).

DP

1.2- I certify that I have attached to this operating plan a photo of each side of the exterior of my building that show it meets the definition of “freestanding.”

DP

Section 2 – Security

Security (3 AAC 306.370(d)(1)(A) and 3 AAC 306.370 (c)(1)

2.1. Describe the equipment in place (doors and locks) that will provide security for your consumption space, including access points and windows:

Exterior doors have door contacts that will trip an alarm if there is an unauthorized breach. Glass break sensors are installed on all exterior windows and glass doors (retail). The interior of the building is equipped with motion sensors. Motion detectors are installed in hallways and entrances to ensure tracking of unwanted intruders. There is a keypad with a panic button in the retail area that is hardwired to fire and police alarms. Alarms will be activated or deactivated with a keypad code, and all security systems, including cameras, will have battery backup. When GoodSense is closed for business, the alarm system will be activated. It will be connected to all exterior doors and windows to alert the 24-hour alarm company of a breach. GoodSense will be able to monitor and review surveillance remotely to coordinate with local law enforcement for apprehension and prosecution. Employees are trained to not open the door before opening of the store or after closing to ensure security while inventory is being transported from storage. GoodSense will be updating all cameras for best quality video and to ensure all areas outside the premises are covered. After using a notification device, employees of GoodSense will cooperate with intruders to de-escalate any potentially violent situation. The employees will allow the unauthorized person (s) to leave the premises as quickly as possible, with the intention of allowing law enforcement to handle apprehension and persecution. Authorized person(s) will review and copy any relevant video surveillance to aid in prosecution. GoodSense staff will monitor the door to the entrance of the consumption area and only allow persons who are twenty-one (21) years of age or older access to the premises.

2.2. Describe how you will prevent diversion of marijuana and marijuana product from your consumption area:

METRC will be used diligently to track cannabis products between GoodSense's cultivation, manufacturing, and retail facilities and those marked for onsite consumption. This will ensure no appearance of diversion between licenses and products occurs. Each license will maintain record books to ensure tracking of all cannabis products while in the facility or when being transferred between them. Record books will supplement tracking data to the State's tracking system. To increase loss prevention, all employees shall have criminal background checks to ensure good moral character, and all employees must hold a Marijuana Handler Permit Card. Any missing product(s) or product found to be sold after purchasing it at the retail level will be reported to local law enforcement and AMCO. Customers will not be allowed to remove marijuana or marijuana products from the consumption area without proper packaging and labeling.



Form MJ-28b: Onsite Consumption Endorsement Operating Plan

2.3. Describe how you will prevent access by persons under the age of 21 to your consumption area:

Staff will request proper photo identification to ensure anyone who enters the premises is twenty-one (21) years of age or older. Anyone not twenty-one (21) years of age or older will be denied access to the premises.

2.4. Describe how the consumption area shall be isolated from the other areas of the retail marijuana store:

The consumption area will be isolated from the retail area by a wall and two secure doors controlled by GoodSense employees. There will be a customer access door between the consumption area and the customer circulation area. Customer circulation areas described here and in MJ-14 refer to customer walkways for restrooms. These walkways are not intended as onsite consumption areas and will be monitored by video surveillance, and separated from smoke.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

2.5. The proposed area(s) for consumption are clearly identified on Form MJ-02: Premises Diagram or MJ-14: Premises Diagram Change that is submitted with this application.



Answer "Yes" or "No" to the following question: Yes No

2.6 Will the consumption area be outdoors?

If "Yes", describe the outdoor structure(s) or the expanse of open or clear ground and how it is fully enclosed by a sight-obscuring wall or fence:

[Empty text box for describing outdoor structure or ground]

If "Yes", describe the neighboring uses and state why an outdoor consumption area is compatible with the surrounding area:

[Empty text box for describing neighboring uses and compatibility]



Form MJ-28b: Onsite Consumption Endorsement Operating Plan

Section 3 – Ventilation

Ventilation (3 AAC 306.370(d)(1)(B))

If you are proposing an indoor marijuana consumption area, where consumption by inhalation will occur you must be able to certify the statements below.

Read the following and then sign your initials in the box to the right:

Initials

I certify that I have attached to this form ventilation plans that:

- 3.1 Show a ventilation system for the marijuana consumption area that is separate from the remainder of the retail store
- 3.2 Signed and approved by a licensed mechanical engineer.
- 3.3 Sufficient to remove visible smoke.
- 3.4 Consistent with all applicable building codes and ordinances.

DP
DP
DP
DP

Section 4 – Overconsumption

Monitoring Overconsumption (3 AAC 306.370(d)(1)(C))

4.1. Describe the policies and procedures that will be used to monitor overconsumption of marijuana or marijuana product:

Staff will be trained to monitor consumers for overconsumption and will ensure that no intoxicated consumers are allowed on the premises. Staff will also be trained on quantity limitations for onsite consumption: marijuana bud or flower not to exceed one gram to any one person per day; and edible marijuana products not to exceed 10mg of THC to any one person per day. No marijuana concentrate will be consumed on the premises. Anyone who appears to have overconsumed will be asked to leave the premises. Warnings will also be posted in a visible conspicuous location in the consumption area that comply with 3 AAC 306.365.

Section 5 – Repackaging or Disposal

Repackaging or Disposal (3 AAC 306.370(d)(1)(D))

5.1. Describe how you will dispose of or repackage unconsumed marijuana or marijuana product in accordance with 3AAC 306.740 and 3AAC 306.345:

Any unconsumed marijuana will be repackaged according to 3 AAC 306.345 and 3 AAC 306.470 and tracked accordingly (3 AAC 306.730). All unconsumed marijuana left abandoned or unclaimed in the marijuana consumption area will be destroyed in accordance with the operating plan and 3 AAC 306.740. Any marijuana waste will be made unusable by mixing it in equal parts with a compostable or non-compostable material. Customers who intend to take unconsumed marijuana home when they leave will do so in a properly packaged and labeled exit bag.



Section 6 – Prevention of Introduction

Prevention of Introduction (3 AAC 306.370(d)(1)(E))

6.1. Describe your policies and procedures to ensure marijuana from a source other than your retail marijuana store is not introduced to your consumption area:

Only products specifically designated to be consumed onsite may be purchased and consumed in the consumption area; products will have labels that include GoodSense's name and will specifically state that the product is intended for onsite consumption only. Staff will be trained to ensure that no other marijuana products are being consumed onsite. Any products consumed that are not intended for onsite consumption will be confiscated and destroyed according to 3 AAC 306.740.

6.2 Describe your policies and procedures to ensure that marijuana from your retail marijuana store that is not intended for onsite consumption is not introduced into your consumption area:

Staff will be trained to ensure that any marijuana not intended for onsite consumption is not consumed on the licensed premises. Anyone caught consuming a product not specifically designated for onsite consumption at GoodSense will be asked to leave the premises. Staff will monitor customers remotely via camera as well as in person. Staff will be trained to observe and identify products from sources other than GoodSense and prevent their use for consumption. Customers will not be allowed to bring in any outside marijuana or marijuana products for consumption. Signs stating this expectation with a copy of the regulations will be posted and provided to customers in the onsite area.

Section 7 – Dosage and Safety Information

Written Materials (3 AAC 306.370(e)(4))

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.1- I certify that I have attached copies of the written materials to be provided in the consumption area(s) to patrons at no cost that contain marijuana dosage and safety information for each type of marijuana or marijuana product to be sold for consumption at the marijuana consumption area.

DP



Section 8 – Employee monitoring

Employee Monitoring (3AAC 306.370(c)(2))

Answer "Yes" or "No" to the following question:

Yes No

8.1 Will consumption by smoking or vaping be allowed?

If "Yes", describe the smoke-free area from which employees will monitor the marijuana consumption area:

GoodSense will monitor patrons through glass widows and video surveillance. Ventilation in consumption area will be separate from retail space ventilation. The employee monitoring area(s) will be located in the spaces not intended for onsite consumption and will be separated from smoke. One will be located in the general retail area just outside of the onsite consumption area. Other employee monitor areas will be located in the retail area, the packaging area and/or in the camera room. Employees of GoodSense will be trained to monitor the video cameras as well as in person for prohibited activities in the onsite consumption area. Customer circulation areas described in MJ-14 refer to customer walkways for restrooms. These walkways are not intended as onsite consumption areas and will be monitored by video surveillance, and separated from smoke.

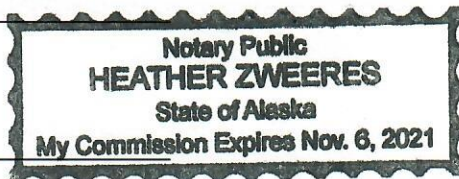
Section 9 – Declaration

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Daniel L. Peters

Printed name of licensee



Notary Public in and for the State of Alaska

My commission expires: Nov 6, 2021

Subscribed and sworn to before me this 8 day of November, 2019.



(Additional Space as Needed):









REQUIRED STATE OF ALASKA

MARIJUANA WARNINGS:

3 AAC 306.365

- 1) Consumption of marijuana in public is prohibited by law.**
- 2) Transportation or carriage of marijuana or marijuana products on Alaska waterways, including cruise ships, or by air carrier is prohibited by federal law.**
- 3) Transportation or shipment of marijuana or marijuana products outside the State of Alaska is prohibited by federal law.**
- 4) Providing marijuana to persons under 21 years of age is prohibited by law.**

GoodSense License Nos. 10278, 10279 & 14874



CUSTOMER REQUIREMENTS

Customers will be expected to consume only GoodSense packaged marijuana or marijuana products in the designated consumption area and must comply with all State of Alaska onsite consumption regulations. Failure to comply will result in being escorted off of the premises.

No outside marijuana or marijuana products may be consumed or distributed in the consumption area.

It is expected that all onsite consumption will be done responsibly with a designated driver or alternative transportation.

Effects from marijuana consumption have a slow onset and can last from one to eight hours depending on consumption methods. Consumption by inhalation delivers cannabinoids to your system quickly and effectively. Edibles containing marijuana will likely take longer to take effect. Alaska regulations define a single serving of edible marijuana product as 5 milligrams of THC. You may consume up to 10mg THC per day at our facility.



Marijuana is legal in Alaska. Here are some things you need to know.



**If you're under 21,
it's illegal to use or
possess marijuana.**

Who is allowed to use marijuana?

Anyone age 21 and older can legally possess or consume marijuana. It is illegal to give marijuana to anyone under the age of 21, unless they have a valid medical marijuana card.



**Marijuana can affect
people differently.**

Know your limits.

Marijuana affects everyone differently based on things like on body type and history of use.



**Higher than you
might think.**

Careful. It can sneak up on you.

These aren't your grandma's brownies — THC levels can be much, much higher in today's marijuana products. And the effects of marijuana can be significantly delayed, particularly with edibles.



**You can't drive
impaired. Driving
high is a DUI.**

Don't consume and drive.

Driving while impaired is illegal. It doesn't matter what substance you are using. If you are not sure whether you are impaired, do not drive.



**Do not use if you
are pregnant or
breastfeeding.**

Marijuana poses a potential risk to the baby.

Steer clear if you are pregnant or nursing. Marijuana may be harmful to developing brains. Smoking marijuana or consuming edible cannabis products can expose your baby to potentially harmful substances.



**Stash it safely
away from kids
and pets.**

Lock it up.

If you have young children or teenagers at home, store your marijuana in a child-resistant container and make it inaccessible to them.

If children accidentally eat or drink marijuana, it can make them very sick. If you suspect your child has consumed marijuana call the poison control hotline at 1-800-222-1222. If someone has a severe reaction after consuming marijuana, call 911 or go to an emergency room right away.



To learn more visit www.marijuana.dhss.alaska.gov

Summer 2016

START LOW. GO SLOW.



WHAT YOU NEED TO KNOW ABOUT MARIJUANA EDIBLES.

POTENCY VARIES FROM PRODUCT TO PRODUCT. SO
START WITH A SMALL AMOUNT.



SINGLE SERVING SIZES OF PURCHASED EDIBLES
HAVE UP TO 5 MILLIGRAMS OF THC.

THE EFFECTS CAN BE DELAYED UP TO TWO HOURS,
AND LAST TWO HOURS OR MORE.



EDIBLES AFFECT EVERYONE DIFFERENTLY, START WITH A
SMALL AMOUNT, WAIT BEFORE TRYING MORE.


SERVING SIZES VARY BY PRODUCT. READ PACKAGE LABELS
AND PAY ATTENTION TO SCORE MARKS ON EDIBLES.



STAY SAFE. KNOW YOUR LIMITS.

Learn more about marijuana in Alaska.

marijuana.dhss.alaska.gov

Find us on 



Get the Facts About Marijuana

DRIVING HIGH IS A DUI



Driving impaired is illegal and unsafe.

marijuana.dhss.alaska.gov



V1

More than 40 people die in motor vehicle crashes every year in Alaska; thousands more are hospitalized. A large percentage of these crashes involve impaired drivers. As part of our mission to promote and protect the health and well-being of Alaskans, the Alaska Department of Health and Social Services, in conjunction with the Alaska Department of Public Safety, presents these facts about marijuana use and driving.

Driving High is a DUI

Even though recreational marijuana use is now legal for adults in Alaska, driving while impaired is illegal and unsafe. Getting high before you drive could get you arrested for driving under the influence (DUI). This is true for driving a car or operating any motorized vehicle—including motorcycles, scooters, snowmachines, and ATVs; and any boats or planes, whether motorized or not. (AS 28.35.030)

How Does Marijuana Affect My Driving?

Marijuana use has been shown to impair:¹

- Reaction time
- Short-term memory
- Hand-eye coordination
- Concentration
- Perception of time and distance

Marijuana also affects your ability to judge your own level of impairment, so even though you may think you're capable of driving, you are probably more impacted than you realize.

Any amount of marijuana consumption puts you at risk of driving impaired.

Some people may think that they are "safe" drivers when they are stoned because they drive more slowly. However, research shows that driving high may double your risk of a crash.²

Even if marijuana is used for medical reasons, officers can arrest you based on impaired driving behaviors.

How Long Should I Wait to Drive After Using Marijuana?

Like alcohol and other drugs, marijuana affects people differently. Many factors come into play. Marijuana can impact your ability to drive and do other activities.³ The effects can last longer than some users think. Here are a few simple rules of thumb:

- The more delta-9-tetrahydrocannabinol (THC), the active ingredient in marijuana, a person takes in, the greater the impairment will be.
- The effects of marijuana can take longer to develop and last longer when eating or consuming marijuana as opposed to smoking it.
- Although a person might feel safe to drive after two to three hours, impairment can last much longer.¹ As with other drugs, judgment is impacted when you are high.
- Using alcohol and marijuana at the same time results in greater driving impairment than using either one alone.³
- If you are impaired and need to get somewhere, do not get behind the wheel; let someone who is sober drive. If you have no designated driver, take a bus, call a cab, or organize some other safe means of transportation.
- In the end, a law enforcement officer decides whether to arrest an individual for driving while impaired.
- Driving high is a DUI.

Teens and Driving High⁴

Vehicle crashes are the leading cause of death among young people from 16 to 19 years old. When a relative lack of driving experience combines with the use of marijuana or other substances to impair cognitive and motor abilities, the results can be tragic.

In 2011, 12 percent of high school seniors responding to the *Monitoring the Future*⁵ survey admitted to driving under the influence of marijuana in the two weeks prior to the survey.

Talk to your teens about not driving under the influence or getting in the car with someone who has been drinking or using drugs. Let them know that they can always call you for a ride.

Frequently Asked Questions³

Q: What drugs contribute to accidents?⁴

A: After alcohol, THC, the active ingredient in marijuana, is the substance most commonly found in the blood of impaired drivers, fatally injured drivers, and motor vehicle crash victims.

Q: Is there a legal limit for marijuana impairment while operating a vehicle?

A: Not yet. However, no matter the level of THC consumption, law enforcement officers may base DUI arrests on observed impairment.

Q: What if I use marijuana medicinally?

A: If a substance has impaired your ability to operate a motor vehicle, it is illegal for you to be driving, even if that substance is prescribed or legally acquired.

Q: What are the fines and penalties for a DUI?

A: First offense is 72 hours jail time, \$1,500 fine, license suspended for 90 days and an ignition interlock device (IID). Second offense is 20 days in jail, \$3,000 fine, license suspended for a minimum of one year, and an IID. Third offense is 60 to 120 days in jail, \$4,000 to \$10,000 fine, license suspended for a minimum of three years, and an IID. Plus any court costs and lawyer fees.

Q: Are there additional potential penalties for marijuana-impaired driving if there are children in the vehicle?

A: Additional charges for impaired drivers include child abuse if children are present in the vehicle.

Q: Is it legal to have marijuana or marijuana paraphernalia in the passenger cabin of the vehicle?

A: Yes, you may have marijuana or marijuana paraphernalia in the passenger cabin of a vehicle, so long as you are 21 years of age or older and have no court or parole board imposed restrictions regarding the possession of marijuana or marijuana paraphernalia.

Q: How can law enforcement determine if I am impaired by the use of marijuana?

A: Alaska law enforcement officers are trained in the detection of impairment caused by drugs. Many have received training in *Advanced Roadside Impaired Driving Enforcement (ARIDE)*. Alaska law enforcement agencies have specially trained *Drug Recognition Experts (DRE)* on staff who can detect impairment.

Q: What if I refuse to take a blood test to detect THC?

A: Alaska revokes driving privileges for any individual who fails to cooperate with the chemical testing process requested by an officer during the investigation of an alcohol or drug-related DUI arrest. Any driver who refuses to take a blood test will immediately be considered a high-risk driver.

Consequences include: mandatory ignition interlock for two years and level two alcohol education and therapy classes as specified by law. These penalties are administrative and are applied regardless of a criminal conviction.

Q: How do marijuana-impaired violations differ between the Alaska Division of Motor Vehicles and Alaska courts?

A: Like any other substance, marijuana-impaired infractions result in criminal fines and penalties, as well as points against your license.

Q: Are there stricter penalties for those individuals who are arrested driving under the influence of a combination of marijuana and alcohol or other drugs?

A: The penalties are the same regardless of the substance or combination of substances. However, when combining substances, there is a greater degree of impairment. This significantly increases the chances of crashes, penalties and charges.

1. National Institute on Drug Abuse. Common resources include the Drug Facts: Marijuana, Marijuana Research Report and the Drug Facts: Is Marijuana Medicine?

2. Asbridge, M. et al. (2012). *Acute cannabis consumption and motor vehicle collision risk: systematic review of observational studies and meta-analysis*. British Medical Journal.

3. Colorado Department of Public Health and Environment: Retail Marijuana Public Health Advisory Committee's http://dhss.alaska.gov/dph/Director/Documents/marijuana/Monitoring_Health_Concerns_Related_to_Marijuana_in_Colorado_2014.pdf. Public health statements include information on dose response, cognitive, mental health, respiratory, extra-pulmonary effects, injury and impacts on youth and pregnant/breastfeeding women. The Alaska departments of Health and Social Services and Public Safety would like to thank the Colorado Department of Public Health and Environment for the free and unrestricted use of their extensive marijuana research and educational materials.

4. National Institute on Drug Abuse, <http://www.drugabuse.gov/publications/drugfacts/drugged-driving>

5. Monitoring the Future, <http://www.monitoringthefuture.org/>

Additional Resources: State of Colorado, Department of Public Health and Environment, <https://sites.google.com/a/state.co.us/marijuana/getthefacts/driving>





MECHANICAL DESIGN AND CONSULTING SERVICES
 (907) 274-1888
RUETER ENGINEERING
 rue@rue.com
 P.O. BOX 83585 FAIRBANKS, AK 99708

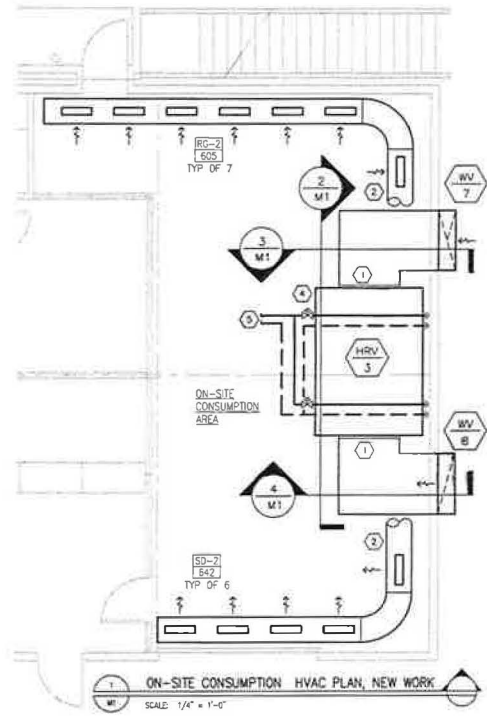
DATE	REVISION	BY

PROJECT: **GOODSINE ON-SITE CONSUMPTION AREA**
 2804 DAVIS ROAD
 FAIRBANKS, ALASKA

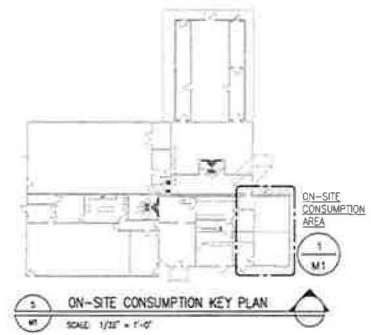
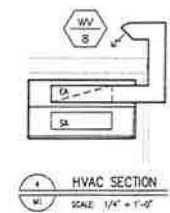
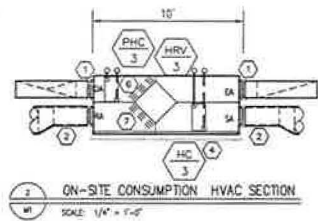
SHEET CONTENTS:
 MECHANICAL PLANS AND SECTIONS,
 EQUIPMENT SCHEDULES

DRAWN	HBR
CHECKED	HBR
DATE	10/24/2019

SHEET NUMBER:
M1
 HBR W.D. NUMBER: 1810



- SHEET NOTES**
1. FLEXIBLE CONNECTION.
 2. SOUND LINE FIRST 20 FEET OF DUCT.
 3. SUSPEND UNIT FROM CEILING. SEE STRUCTURAL.
 4. FINNOC STAND. SEE STRUCTURAL.
 5. SHUT/OFF TO BOLD.
 6. SUPPLY AIR FILTRATION. SEE HRV SCHEDULE.
 7. EXHAUST AIR FILTRATION. SEE HRV SCHEDULE.



WALL VENT SCHEDULE

EQP TAG	SERVICE	WIDTH, IN	HEIGHT, IN	CFM	FREE AREA, SF	FACE VEL, FPM	DAMPER	NOTES
WV-7	INTAKE	48	14	3850	4.7	825	MOTORIZED	1
WV-8	EXHAUST	48	14	4230	4.7	906	MOTORIZED	1

NOTES
 1. DAMPER SHALL BE FACTORY FURNISHED WITH EQUIPMENT OR PROVIDED BY CONTRACTOR.

AIR OUTLET SCHEDULE

EQP TAG	USE	DUCT SIZE (IN)	UNIT SIZE (IN)	NECK SIZE (IN)	MAX CFM	THROW (FT)	PATTERN	SP (IN WG)	NC	FINISH	BASIS OF DESIGN		
											MFR	MODEL	NOTES
SD-4	SUPPLY	20"Ø	18X12	18X12	675	19-24-33	STRAIGHT	0.03	18	WHITE	TITUS	S301FS	1
RG-4	RETURN	20"Ø	18X12	18X12	675	-	-	0.09	13	WHITE	TITUS	S8F	2

NOTES
 1. DUCT-MOUNTED ON BOTTOM OF DUCT WITH AIRFLOW STRAIGHT DOWN. PROVIDE ASD.
 2. DUCT-MOUNTED ON BOTTOM OF DUCT.

COIL SCHEDULE

EQP TAG	SYSTEM	AIR SIDE						FLUID SIDE						BASIS OF DESIGN				
		HEAT TRANSFER (MBH)	CFM	EAT (°F)	LAT (°F)	APD (IN WG)	H (ft)	W (ft)	FACE VELOCITY (FPM)	FLUID	GPM	EGT (°F)	LGT (°F)	WPD (FT)	ROWS /FPI	MFR	MODEL	NOTES
PHC-3	HRV-3	256	3850	-47	15	0.02	34	34	480	50% PG	19.1	100	70	-	-	-	-	1,
HC-3	HRV-3	75	3850	52	70	0.04	34	34	480	50% PG	8.3	100	80	-	-	-	-	1,

NOTES
 1. FACTORY FURNISHED BY HRV MANUFACTURER.

VENTILATION DESIGN CRITERIA

ROOM NUMBER	ROOM NAME	OCCUPANCY CLASSIFICATION	AREA (SF)	OCCUPANT DENSITY @/1000SF	CALCULATED OCCUPANTS	OUTSIDE AIR			EXHAUST AIR			BASIS OF DESIGN	
						CFM/SF	CFM/PERSON	REQ'D (CFM)	ACTUAL (CFM)	CFM/SF	REQ'D (CFM)		ACTUAL (CFM)
-	ON-SITE CONSUMPTION	SMOKING LOUNGE	680	70	48	0.00	60	3570	3570	-	3927	3927	2015 IMC CHAPTER 4

HEAT RECOVERY UNIT SCHEDULE

EQP TAG	SERVICE	SUPPLY		EXHAUST		HEAT RECOVERY					ELECTRICAL			BASIS OF DESIGN						
		CFM	ESP (IN WG)	CFM	ESP (IN WG)	FILTER	EFF %	MBH @70°F	OAT (°F)	SAT (°F)	RAT (°F)	EAT (°F)	FLA	VOLTS	PHASE	MFR	MODEL	SPD	NOTES	
HRV-3	ON-SITE CONSUMPTION	3850	-	MERV 8	4230	-	CARBON	68	172	15	52	70	33	29.1	230	1	AMERICAN ALDES	SH4000	VFD	1,2,3,4

NOTES
 1. PROVIDE SINGLE POINT OF CONNECTION; PROVIDE REMOTE CONTROL PANEL WITH 1/24 TIMER.
 2. PROVIDE FAN SPEED CONTROL BASED ON INPUT FROM SPACE I/O SENSOR.
 3. PROVIDE PREHEAT AND HEATING COILS. SEE COIL SCHEDULE.
 4. PROVIDE VFD FACTORY-MOUNTED BY HRV MANUFACTURER. ELECTRICAL COORD: SINGLE POINT OF CONNECTION. VFD SHALL CONVERT SINGLE PHASE TO 3 PHASE POWER.



Alaska Marijuana Control Board

Form MJ-14: Licensed Premises Diagram Change

What is this form?

This licensed premises diagram change form is required for all marijuana establishment licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises.

This form must be completed and submitted to AMCO's main office prior to altering the existing floor plan, and along with an initiated application for an Onsite Consumption Endorsement if applicable. The licensed premises may not be altered unless and until the application has been approved by the board.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	GoodSense LLC	MJ License #:	10278		
License Type:	Retail Marijuana Store with Onsite Consumption Endorsement				
Doing Business As:	GoodSense LLC				
Premises Address:	2604 Davis Road				
City:	Fairbanks	State:	Alaska	ZIP:	99709

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices.

The following details must be included:

- License number and DBA
- Legend or key
- Color coding
- Dimensions
- Labels
- True north arrow
- Surveillance room
- Licensed premises boundary
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license types
- Serving area**
- Employee monitoring area**
- Ventilation exhaust points, if applicable**

*Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are submitting the AB-14 form in conjunction with an onsite consumption endorsement application.*



Form MJ-14: Licensed Premises Diagram Change

Section 3 – Summary of Changes

Provide a summary of the changes for which you are requesting approval.

GoodSense LLC will be adding 2,094 square feet to its retail space; 732 square feet of the addition will be used for the onsite consumption area. Customer circulation areas refer to customer walkways for restrooms. These walkways are not intended for onsite consumption and will be monitored by video surveillance.

Section 4 – Declarations and Approvals

Read each statement below, and then sign your initials in the corresponding box to the right [if applicable]:

Initials

If a local building permit is required, I have attached a copy of it to this form.

DP

The proposed changes conform to all applicable public health, fire, and safety laws.

DP

I have included a title, lease or other documentation showing sole right of possession to the additional area(s) if the additional area(s) are not already part of my approved licensed premises.

DP

Notary Public
HEATHER ZWEERES
State of Alaska
Commission Expires Nov. 8, 2021

As a marijuana establishment licensee, I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Daniel L. Peters

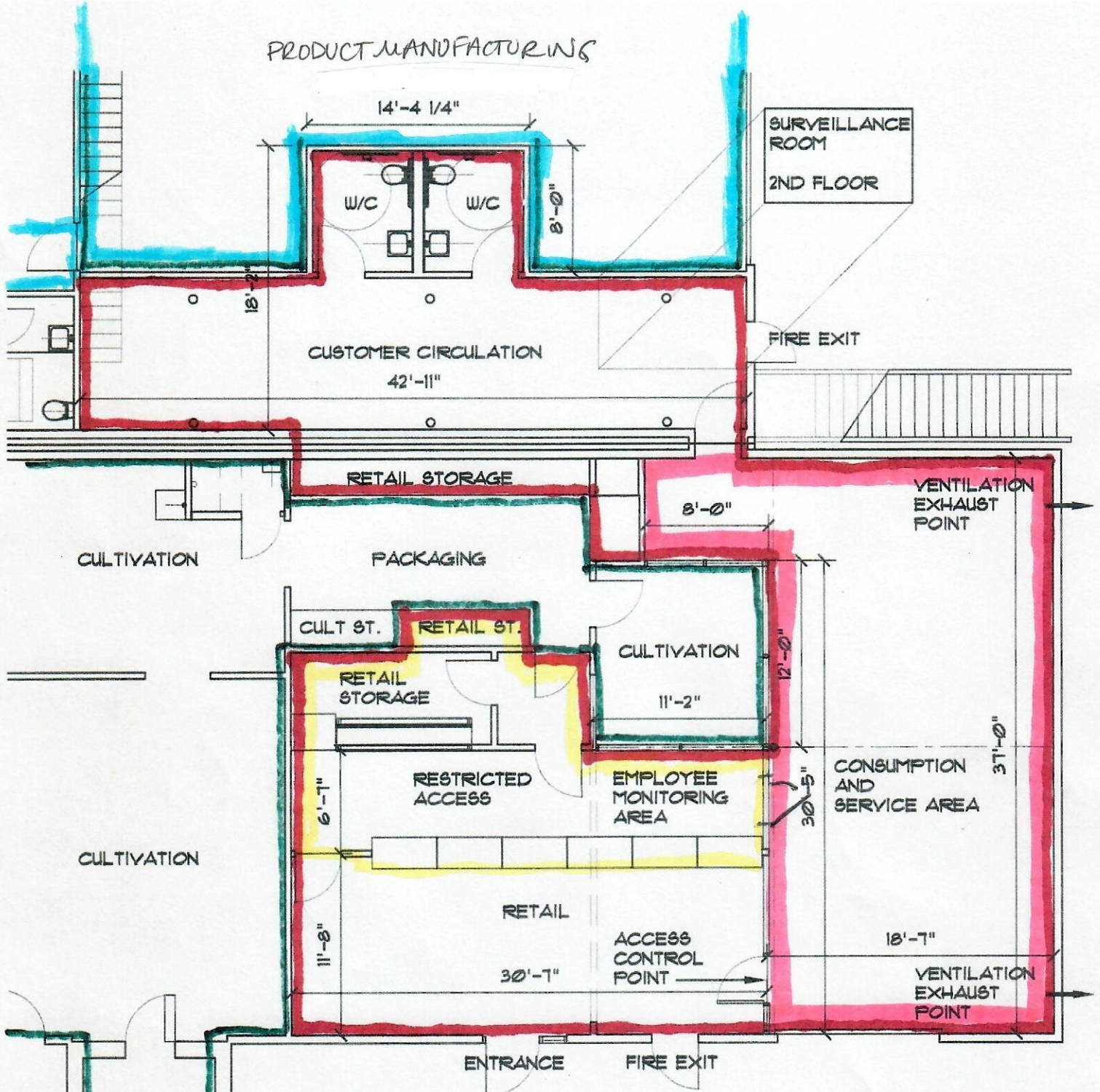
Printed name of licensee

Notary Public in and for the State of Alaska.

My commission expires: Nov. 6, 2021

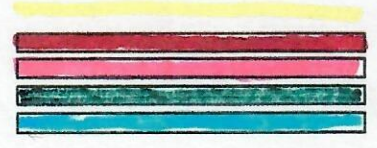
Subscribed and sworn to before me this 8 day of November, 2019.

PRODUCT MANUFACTURING



GOODSINSE LLC
 LICENSE NUMBERS
 RETAIL #10278
 CULTIVATION #10279
 MANUFACTURE #14874

COLOR CODING:
 RESTRICTED ACCESS AREA
 RETAIL
 CONSUMPTION
 CULTIVATION
 MANUFACTURING

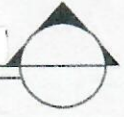


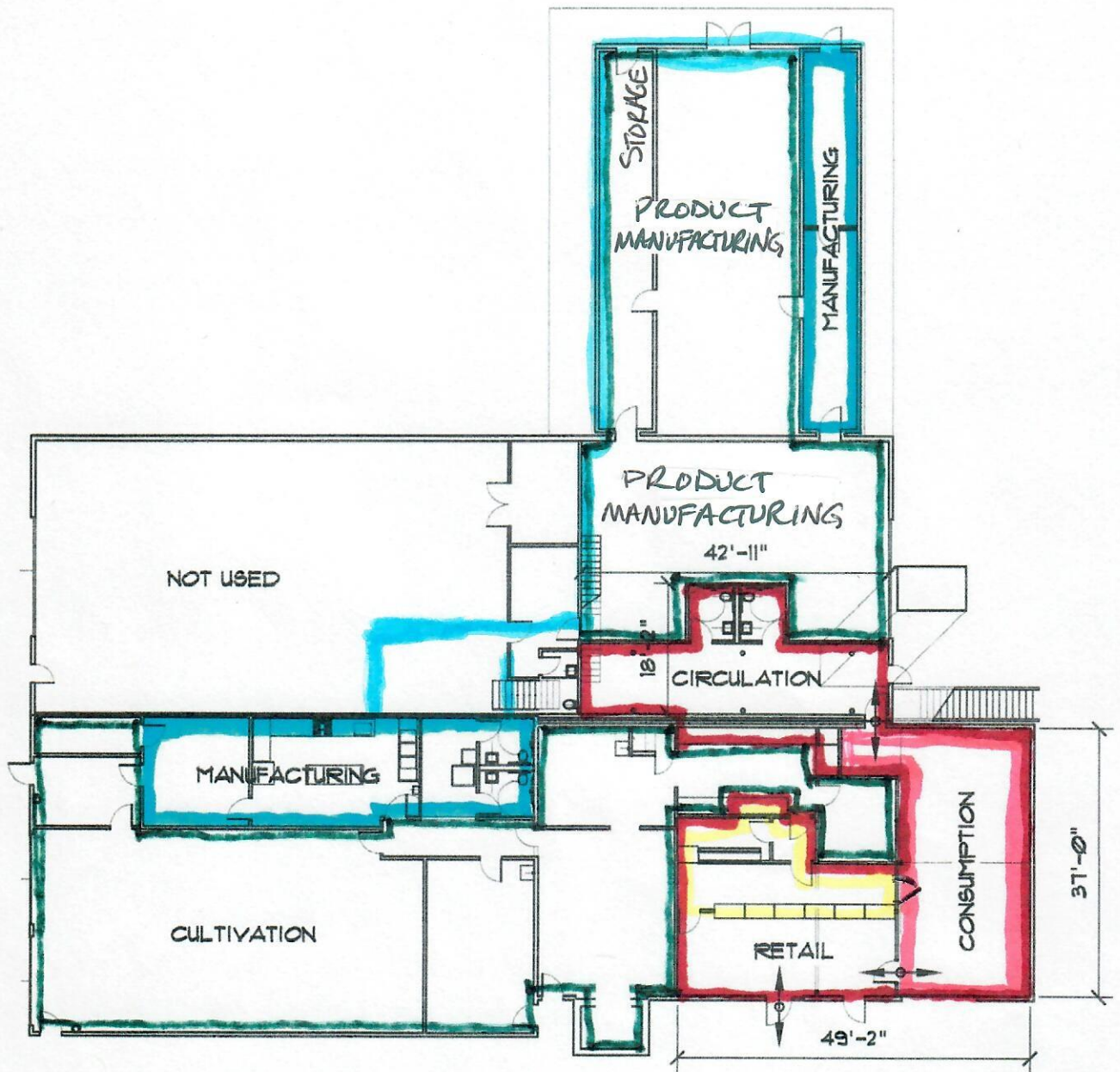
10/1/2019

CUSTOMER INGRESS AND EGRESS

GOODSINSE DIAGRAM 1 IN REFERENCE TO RETAIL LICENSE NO. 10278

1/8" = 1'-0"





GOODSINSE LLC
 LICENSE NUMBERS
 RETAIL #10278
 CULTIVATION #10279
 MANUFACTURE #14874

10/1/2019

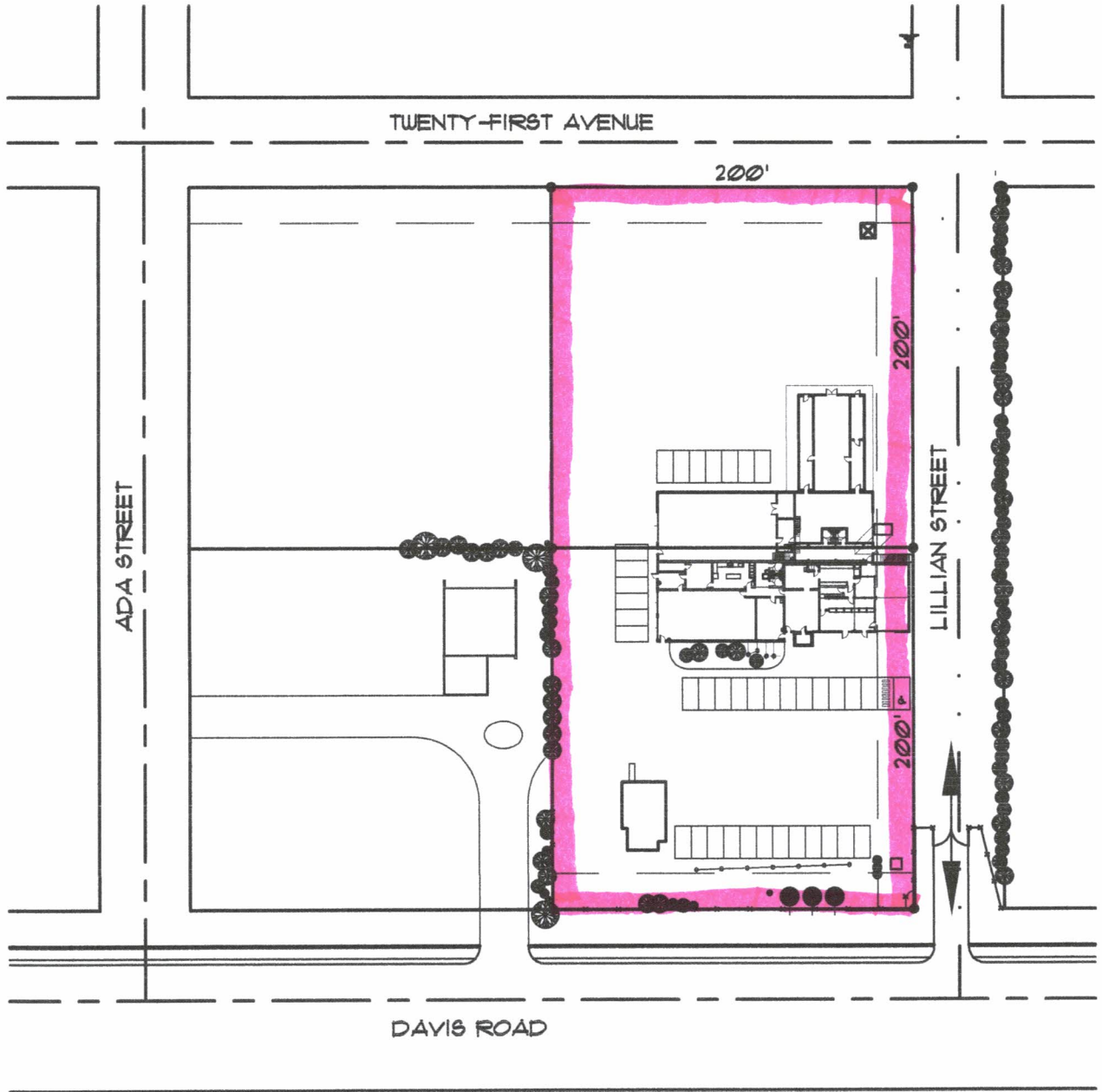
COLOR CODING:
 RESTRICTED ACCESS AREA
 RETAIL
 CONSUMPTION
 CULTIVATION
 MANUFACTURING



CUSTOMER INGRESS AND EGRESS ← ○ →

GOODSINSE DIAGRAM 2 IN REFERENCE TO RETAIL LICENSE NO. 10278

NTS



GOODSENSE LLC

COLOR CODING:

LICENSE NUMBERS
 RETAIL #10278
 CULTIVATION #10279
 MANUFACTURE #14874

PROPERTY BOUNDARY 

10/1/2019

CUSTOMER INGRESS AND EGRESS

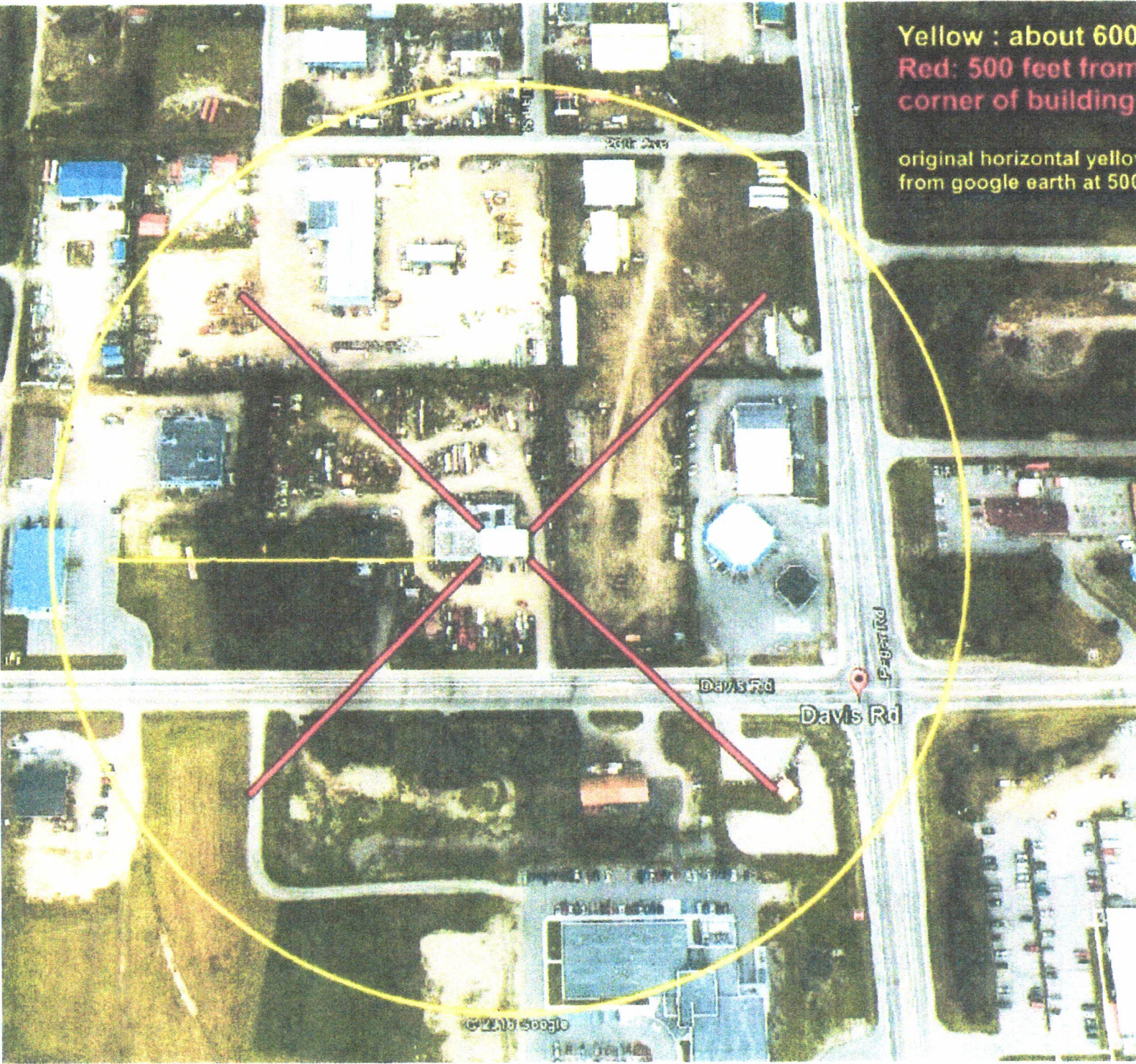


GOODSENSE DIAGRAM 3

NTS

Yellow : about 600'
 Red: 500 feet from
 corner of building

original horizontal yellow
 from google earth at 500'

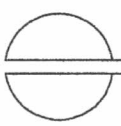


GOODSINSE LLC
 LICENSE NUMBERS
 RETAIL #10278
 CULTIVATION #10279
 MANUFACTURE #14874
 10/1/2019

COLOR CODING:
 ABOUT 600'
 500' FROM CORNER
 OF BUILDING

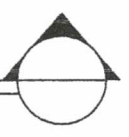


CUSTOMER INGRESS AND EGRESS



GOODSINSE DIAGRAM 4

NTS



COMMERCIAL LEASE WITH OPTION TO RENEW

This lease made effective, as of the 1st day of May, 2019 between:

BUSINESS SERVICES OF ALASKA LLC
2750 Park Way, North Pole, AK 99705

(hereinafter called "Landlord" or "BSA") and

GOODSINSE, LLC
2750 Park Way, North Pole, AK 99705

(hereinafter called "Tenant" or "GoodSinse") who agree as follows:

- **PREMISES:** Landlord leases to Tenant and Tenant leases from Landlord the real property commonly known as 2604 Davis Road, Fairbanks, Alaska 99709.
- **TERM:** Except as may be altered per the provisions below, the term of this lease shall commence upon signing and expire approximately one (1) years thereafter on the 1st day of May, 2020.
- **ACCEPTANCE OF PREMISES – POSSESSION:**
 - Commencing upon signing of this agreement, Tenant shall have access to and possession of the entire property.
- **RENT:** Tenant shall pay to Landlord upon the signing of this agreement THIRTY-SIX HUNDRED DOLLARS (\$3600.00), representing the first and last month's six months' rent (i.e. the monthly rental rate is \$1800).
 - Tenant shall have the following early termination options, bulleted below under this paragraph:
 - Within the first six months and should Tenant fail to secure the necessary government permits for its planned property and business use, Tenant shall have the option of terminating the lease without further liability and be entitled to a credit of the last month's rent. The first month's rent of \$1,800, however, is nonrefundable.
 - Rent is due on the 1st of the month and can be mailed to Landlord at this above address.
- **SECURITY DEPOSIT:** No security deposit shall be paid. The last month's rent shall be held by Landlord in trust subject to Tenant's right of early termination consistent with Article 4 above.
- **TAXES, INSURANCE, UTILITIES:** During the rental term, utilities (electric, waste disposal, water, septic) and property taxes on the property shall be paid by Landlord, subject to the below.
 - Fuel heating oil: shall be provided and paid by Tenant.
 - **Electricity:** As long as electrical usage remains in Landlord's name, Landlord shall be entitled to a deposit from Tenant of \$3,000, refundable upon lease termination. Landlord shall cover, as included within the rent, up to 4500 kilowatts per month for Tenant's use. Tenant shall be responsible for electric charges associated with monthly usage exceeding 4500 kilowatts.

- Water: shall be provided and paid by Tenant.
- Tenant shall be responsible for insuring its personal property. Landlord shall maintain fire and premises insurance coverage. Evidence of Insurance shall be provided upon demand by either party.
- Landlord shall maintain the boiler and the septic system, including payment for periodic septic pumping.
- **LIMITATION ON USE - SIGNAGE:** Tenant may use the premises for all lawful uses, including (but not limited to) cannabis production, sales, warehousing, marketing, self-storage, or general storage. Tenant shall be allowed to erect signage on the property.
- Tenant shall report any oil spills that require more than 24 hours to clean up. No hazardous materials shall be placed in the drains or the dumpster.
- **NONCOMPETITION BY LANDLORD WITH TENANT'S USE:** During the term of this lease and for one year (1) following Tenant's leasing the property, landlord shall refrain from competing with Tenant in Tenant's use of the premises. Landlord's covenant not to compete is limited to within a fifty (50) mile radius of the property. In the event of breach of this covenant, the parties agree that damages to Tenant will be certain, yet difficult to prove. In recognition of that, the parties agree that liquidated damages of \$200 for each day of competition is reasonable.
- **MAINTENANCE OF AND IMPROVEMENTS TO PREMISES:**
 - **Maintenance:** Except as otherwise provided herein, Tenant at its cost shall maintain the improvements and premises in good condition, normal wear and tear excepted. Landlord shall not have any responsibility for normal, day-to-day maintenance of the premises. Landlord shall be responsible, however, for all structural and physical plant operational expenses (including boiler maintenance).
 - **Improvements:** Tenant understands and agrees that it is leasing the premises in its "as is" condition. Tenant shall bear the sole burden and cost for any improvements. Except as noted in reference to structural and physical plant operational expenses, Landlord shall not be responsible for any improvements to the premises. Landlord consents to Tenant making alternations and improvements to the premises. Tenant shall be responsible for obtaining any necessary governmental permits for improvements.
- **LIABILITY - INDEMNITY:** Tenant shall be liable for and shall hold Landlord harmless from, all damages to any third party or to property, occurring in, on, or about the premises, arising from Tenant's occupation or use of the premises; except that Landlord shall be liable to Tenant and shall hold Tenant harmless from damages resulting from the acts or omissions of Landlord or its authorized representatives. Without limitation, Landlord will indemnify, defend, and hold Tenant harmless from environmental liabilities relating to the property that pre-date Tenant's occupancy. For its part, Tenant shall hold Landlord harmless from environmental liabilities relating to the property

that stem from Tenant's occupancy.

- **DAMAGE OR DESTRUCTION:** In case any occurrence caused solely by an act or omission of Tenant results in damage or destruction to the improvements and or premises, Tenant shall at its sole cost and expense, whether or not such casualty loss is covered by insurance and whether or to the insurance proceeds, if any, shall be sufficient for the purpose, restore, repair, replace or rebuild the same as nearly as possible to its value, condition and character immediately prior to such damage or destruction, including temporary repairs and work necessary to protect the premises from further injury and with such changes or alterations as may be made at Tenant's election. The restoration shall be commenced promptly and prosecuted with reasonable diligence, unavoidable delays excepted.
- **DESTRUCTION:** If, during the term, the premises are totally or partially destroyed or damaged by a cause not occasioned solely by the act or default of Tenant, rendering the premises totally or partially inaccessible or unusable, Tenant shall have the option to terminate this lease, or to continue the lease with rentals to be fairly apportioned in accordance with the amount of the partial destruction, and/or to restore the premises to substantially the same condition as they were in immediately before destruction, whether or not the insurance proceeds are sufficient to cover the actual cost of restoration. If then existing laws do not permit the restoration, either party can terminate this lease immediately by giving notice to the other party.
- **ABATEMENT OR REDUCTION OF RENT:** Tenant will, during the term of this lease agreement, pay to Landlord the rent reserved in this Lease in the manner specified above, except in the event that all or any part of the demised premises shall be destroyed or damaged by fire or other cause not occasioned solely by the act or default of Tenant, and until the premises are repaired as stated above, the reserved rental is: (a) to cease if destruction is entire, or (b) to be fairly apportioned if partial.
- **AWARD - DISTRIBUTION:** All awards and proceeds whether from insurance, condemnation or otherwise shall be allocated between Landlord and Tenant as their interests appear. Nothing contained in this lease shall affect or impair the rights of Landlord or Tenant to recover compensation for their interests taken or damages suffered by reason of any loss, taking, condemnation, or need to relocate.
- **ASSIGNMENT, SUBLETTING AND ENCUMBERING:** Neither party shall voluntarily assign or encumber its interest and obligations in this lease or allow any other person or entity (except Tenant's authorized representatives) to occupy or use all or any part of the premises, without first obtaining the other party's consent, which shall not be unreasonably withheld. Any assignment, encumbrances, or sublease without the other party's consent shall be voidable and, at that party's election, shall constitute a default. No consent to any assignment, encumbrance, or sublease shall constitute a further waiver of the provisions of this paragraph.

- **INVOLUNTARY ASSIGNMENT:** No interest of a party in this Lease with shall be assignable by operation of Law (including, without limitation, the transfer of this Lease by testacy or intestacy). Each of the following acts shall be considered an involuntary assignment:
 - If Tenant of Landlord is or becomes bankrupt or insolvent, makes an assignment for the benefit of creditors, or institutes a proceeding under the Bankruptcy Act in which Tenant is the bankrupt;
 - If a writ of attachment or execution is levied on this lease;
 - If, in any proceeding or action to which Tenant or Landlord is a party, a receiver is appointed with authority to take possession of the premises.
 - An involuntary assignment shall constitute a default and the non-defaulting party shall have the right to elect to terminate this lease, in which case this lease shall not be treated as an asset of Tenant or Landlord, as the case may be.
- **TENANT'S DEFAULT:** The occurrence of any of the following shall constitute a default by Tenant:
 - Failure to pay rent within fifteen (15) days of when due.
 - Abandonment of the premises (failure, without excuse, to occupy and operate the premises during the summer tourist season shall be deemed an abandonment).
 - Failure to perform any of the provisions of this lease if the failure to perform is not cured within thirty (30) days after notice has been given to Tenant. If the default cannot reasonably be cured within thirty (30) days, Tenant shall not be in default of this lease if Tenant commences to cure the default within the thirty (30) day period, and thereafter diligently and in good faith continues to cure the default.
 - Notices given under this paragraph shall specify the alleged default and the applicable lease provisions; and shall demand that Tenant perform the provisions of this lease or pay the rent that is in arrears, as the case may be, within the applicable period of time, or quit the premises. No such notice shall be deemed a forfeiture or a termination of this lease unless Landlord so elects in the notice.
- **REMEDIES:** If Tenant or Landlord, as the case may be, causes a default the non-defaulting party shall have all remedies permitted by law including the below. These remedies are not exclusive; they are cumulative and in addition to any remedies now or later allowed by law.
 - Either party, following notice and opportunity to cure extended to the other, after the other commits a default, can cure the default at the defaulting party's cost. If a party at any time, by reason of the other's default, pays any sum or does any act that requires the payment of any sum, the sum paid by the non-defaulting party shall be due immediately from the defaulting party to the other at the time the sum is paid, and if paid at a later date shall bear interest at the rate of five percent (5%) per annum from the date the sum is paid by the non-defaulting party until reimbursed by the defaulting party. The sum, together with interest on

it, shall be additional rent or a credit toward rent or toward purchase, as the case may be.

- **INTEREST ON UNPAID RENT:** Rent not paid when due shall bear interest at 5% per annum.
- **SIGNS, ADVERTISING:** Tenant at its cost shall have the right to place, construct, and maintain signs on the premises. Any sign that Tenant has the right to place, construct, and maintain shall comply with all laws, and Tenant shall obtain any approval required by such laws. Landlord makes no representation with respect to Tenant's ability to obtain such approval.
- **LANDLORD'S ENTRY ON PREMISES:** Landlord and its authorized representative shall have the right to enter the premises at all reasonable times and after reasonable notice to Tenant for any of the following purposes:
 - To determine whether the premises are in good condition and whether Tenant is complying with its obligations under this lease; and
 - To serve, post, or keep posted any notices required or allowed under the provisions of this lease.
- **NOTICE:** Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party shall be addressed to the other party at the address set forth in the introductory paragraph of this lease. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within three (3) days from the time of mailing if mailed as provided in this paragraph.
- **SURRENDER OF PREMISES; TERMINATION; HOLDING OVER:** On expiration or termination of the term or in the event of early termination as provided above, Tenant shall surrender to Landlord the premises in good condition (except for ordinary wear and tear).
 - Tenant shall be allowed to remove items specific to its business operation, including but not limited to electric upgrades, and video surveillance equipment. Tenant shall restore the main electric to its pre-lease amperage service. Video surveillance equipment and outdoor lighting with permanent fixture may be purchased by Landlord at that time at Tenant's cost, or as the parties might otherwise agree.
 - Landlord can elect to retain or dispose of in any manner any alterations or Tenant's personal property that Tenant does not remove from the premises on expiration or termination, except marijuana or marijuana products (see sub-note below). The alterations or Tenant's personal property that Landlord elects to retain or dispose of shall vest in Landlord. Tenant waives all claims against Landlord for any damage to Tenant resulting from Landlord's costs for storing, removing, and disposing of any alterations or Tenant's personal property.

- Landlord will contact AMCO immediately in the event any marijuana or marijuana products have been left on the premises by the Tenant after surrender. They can be reached in Anchorage, Alaska by phone at 907-269-0350.
- If Tenant fails to surrender the premises to Landlord on expiration or termination of the term as required by this lease, Tenant shall hold Landlord harmless from all damages resulting from Tenant's failure to surrender the premises, including, without limitation, claims made by a succeeding tenant resulting from Tenant's failure to surrender the premises.
- **OPTION TO RENEW LEASE:**
 - At Tenant's option and election, this lease can be renewed for one (1) year, subject to a three and one-half percent (3 ½ %) rent increase. Landlord grants to Tenant the option to renew the premises for one year.
 - **NOTICE:** The election of Tenant to exercise the option to renew the premises must be evidenced by a notice in writing addressed to Landlord, sent by mail or email to Landlord.
- **MISCELLANEOUS PROVISIONS:**
 - This lease contains the entire understanding of the parties hereto and cancels and supersedes all prior leases, understandings, agreements or undertakings of the parties with respect to the subject matter herein, and may be amended only by a written instrument executed by Landlord and Tenant.
 - Invalidation of any one of these provisions by judgment or court order shall in no way affect any of the other provisions, which shall remain in full force and effect.
 - This Lease shall be a contract made under, and shall be governed by and construed under, the laws of the State of Alaska. In case of any disagreement or action arising hereunder, the parties agree that jurisdiction shall be in the courts of the State of Alaska and agree venue shall be in Fairbanks.
 - This Lease shall be binding upon, and inure to the benefit of, the parties hereto and their respective successors and assigns.
 - Time is of the essence in this Lease.
 - The individuals signing this Lease represent that they have full authority to enter into this Lease on behalf of the respective parties, and to bind the entities which are parties hereto. No other or further authorizations are needed to make this agreement fully binding upon the parties hereto.
 - Both Landlord and Tenant have had the benefit of the advice of counsel as to the terms and conditions contained herein. In case of any ambiguity, this Lease shall not be construed as against either party.
 - All of the attorney's fees and legal costs incurred by the respective parties in negotiating and

forming this lease shall be borne by the respective parties. All legal costs and attorney's fees actually incurred by any party to this lease to enforce any obligations of any other party under this lease shall be paid to the prevailing party by the other party and shall bear interest at the late rental interest rate.

- o Email or faxed signatures shall have the same effect as an original.
- o At either parties' election, a customary Memorandum of Lease may be recorded.

CAUTION: READ BEFORE SIGNING!

LANDLORD: BUSINESS SERVICES OF ALASKA LLC


By: Daniel L. Peters, Managing Member

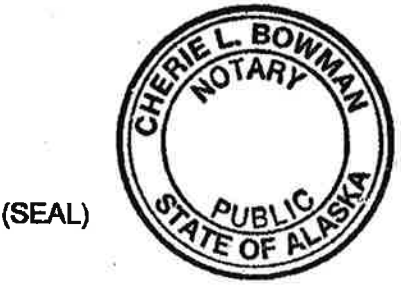
TENANT: GOODSINSE LLC



By: Daniel L. Peters, Managing Member

STATE OF ALASKA)
FOURTH JUDICIAL DISTRICT) ss

THIS IS TO CERTIFY that on the 17th day of May, 2019, before me, the undersigned Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **DANIEL L. PETERS**, to me known to be the person individually signing and who executed the within and foregoing Commercial Lease in both his individual capacity and as Managing Member of **BUSINESS SERVICES OF ALASKA LLC**, and he acknowledged to me that he signed said instrument as his free and voluntary act and deed for the uses and purposes therein stated.

WITNESS my hand and official notarial seal on the day, month and year in this certificate first above written.

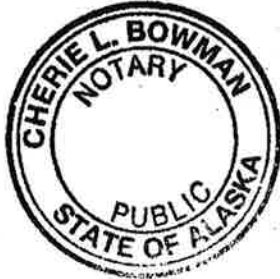



Notary Public in and for Alaska
My Commission Expires: 10-25-19

STATE OF ALASKA)
) ss
FOURTH JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on the 9th day of May, 2019, before me, the undersigned Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **DANIEL L. PETERS**, to me known to be the person individually signing and who executed the within and foregoing Commercial Lease in both his individual capacity and as Managing Member of **GOODSINSE LLC**, and he acknowledged to me that he signed said instrument as his free and voluntary act and deed for the uses and purposes therein stated.

WITNESS my hand and official notarial seal on the day, month and year in this certificate first above written.





(SEAL)

Cherie L. Bowman
Notary Public in and for Alaska
My Commission Expires: 10-25-19



MEMORANDUM

TO: City of Fairbanks Council

FROM:  D. Christine Nelson, AICP
Community Planning Director 

DATE: December 31, 2019

SUBJECT: GoodSinse LLC – Retail Store License #10278
Onsite Consumption Endorsement

Zoning

A “retail marijuana store” is a listed permitted use in the Light Industrial (LI) zoning district pursuant to FNSBC 18.72.020(A)(1) [FNSBC 18.64.020(A)(79)]. Zoning permit #18401 was issued on December 31, 2019 to use 2,094 square feet (SF) of an existing building for this use, with 732 square feet to be used for an onsite consumption area. Prior zoning approval was via zoning permit #17530, originally issued in 2016 (323 SF) and updated in 2018 (433 SF).

Onsite Consumption

“Retail marijuana store” is defined in Title 18 as “a legally licensed commercial retail marijuana store as defined by state law.” The State now allows onsite consumption of marijuana through an endorsement on a retail marijuana store license (3 AAC 306.370); it is not a new license type. Onsite consumption is therefore not considered a new use under Title 18 because it is a part of a legally licensed commercial retail marijuana store.

The applicant is not required to submit a new zoning permit application for onsite marijuana consumption as part of a permitted retail marijuana store. The applicant is required only to supply updated documents, including but not limited to, a floor plan and/or site plan showing the onsite consumption area, to ensure they comply with Title 18. The applicant has done this via their submittal to AMCO.

Additionally in this instance, the applicant submitted a new zoning permit due to the increase in square footage of the retail marijuana store. The new plans submitted with the permit show the proposed indoor onsite consumption area within the eastern portion of the building.

Licensing

The FNSB Assembly public hearing for the State license endorsement for onsite consumption provides an opportunity for neighboring property owners and the public to comment on community impacts.

Buffers

The proposed store is not located within any known sensitive use buffers for commercial marijuana establishments listed in FNSBC 18.96.240(A)(3). For further discussion on the measurement of sensitive use buffers from the Laborer Union Classroom and Training Center, please see the attached memos, maps and FNSBC sections.



MEMORANDUM

TO: City of Fairbanks Council

FROM: D. Christine Nelson, AICP *DCN*
Community Planning Director

DATE: November 2, 2016

SUBJECT: GoodSinse LLC – Retail Marijuana Store License #10278

A “retail marijuana store” is a listed permitted use in the Light Industrial (LI) zoning district pursuant to FNSBC 18.72.020.A.1 (FNSBC 18.64.020.A.77). The applicant was issued a zoning permit # ZP17530 to use 323 square feet of an existing 10,800 square-foot warehouse. After issuance, the permittee revised his application to include a shared storage area of approximately 114 square feet. The retail marijuana store now totals 456 square feet and the zoning permit has been updated to reflect the new square-footage.

The proposed store is not located within any known sensitive use buffers listed in FNSBC 18.96.240.A.3. For further discussion on the measurement of sensitive use buffers from the Laborer Union Classroom and Training Center, please see the attached memo dated August 4, 2016 and map identifying approximate distances. Also attached are FNSBC sections related to “Standards for commercial marijuana establishments” and “Definitions.”



M E M O R A N D U M

TO: City of Fairbanks City Council
FROM: D. Christine Nelson, AICP
Director of Community Planning
DATE: August 4, 2016
SUBJECT: Marijuana Buffer Distances

FNSBC 18.96.240 Standards for commercial marijuana establishments, Section A(3) (formerly 18.50.300.A(3)) addresses buffer distances for commercial marijuana establishments. More specifically, FNSBC 18.96.240.A.3(a) establishes the distance of 500 feet from any primary or secondary school building (K-12) including vocational programs while FNSBC 18.96.240.A.3(b) establishes the distance of 200 feet from any post-secondary school buildings including but not limited to trade/technical/vocational schools, colleges and universities. Buffer distances are measured from the lot line of the lot containing the sensitive use or zone to the commercial marijuana establishment (building) in accordance with FNSBC 18.96.240.A.3(d).

Title 18 contains specific definitions for both “school buildings” and “trade/technical/vocational school”. Section 18.04.010 Definitions (formerly 18.06.010) states that “ *‘School buildings’ means buildings, except church buildings as defined, used primarily for teaching and instruction on a daily basis as its primary use, including elementary and secondary schools and colleges. This definition does not include trade/technical/vocational school.*” The same code section states that “ *‘Trade/technical/vocational school’ means a school on a secondary or post-secondary level that offers instruction and practical experience in skilled trades, including, but not limited to, aviation, mechanics, carpentry, plumbing and construction.*”

The Fairbanks North Star Borough interprets the above code sections such that a 500 foot buffer applies to primary or secondary (K-12) schools, including any K-12 vocational school programs, but that the 500 foot buffer does not apply to trade/technical/vocational schools or those types of programs that are not a K-12 school. Trade/technical/vocational schools are specifically excluded from the definition of “school buildings”. However, a 200 foot buffer distance does apply to trade/technical/vocational schools.

Laborer Union Classroom and Training Center meets the borough’s definition of a “trade/technical/vocational school” but does not meet the definition of “school buildings” nor does it appear that to be a K-12 vocational program within a school building. As measured by the FNSB, the property line of the Laborer Union Classroom and Training Center is 300 feet from the closest portion of the commercial marijuana establishment (building) (see Exhibit 1). The 200 foot FNSB buffer distance from a trade/technical/vocational school has been met.

Enc. Exhibit 1: Map depicting distance from sensitive use
FNSBC 18.96.240 Standards for commercial marijuana establishments
FNSBC 18.04.010 Definitions

Exhibit 1



Zion Lutheran Church/
Open Arms Day care

Laborers Union Classroom
and Training Center

MJ Building

709 Feet

300 Feet

18.96.240 Standards for commercial marijuana establishments.

A. General Standards.

1. Applicability. Standards of this section shall apply to commercial marijuana establishments regardless of whether they are a permitted or conditional use.

2. A commercial marijuana establishment may only be allowed with the written consent of the owner of the property.

3. No marijuana establishment, except a marijuana testing facility, shall be located within the following buffer distances:

a. Five hundred feet of primary and secondary school buildings (K-12) including vocational programs, playgrounds, adult and juvenile correctional facilities and housing facilities owned by a public housing authority with children as residents; and

b. Two hundred feet of any post-secondary school buildings including but not limited to trade/technical/vocational schools, colleges and universities; and

c. One hundred feet of youth centers, group homes serving persons ages 18 and under, public swimming pools, state licensed day care facilities, arcades, state licensed substance use treatment provider or facility providing substance abuse use treatment, church buildings and residential zones (RE, RR, SF, TF, MF, MFO).

d. Buffer distances shall be measured from the lot line of the lot containing a use or zone listed in subsections (A)(3)(a) through (c) of this section to the commercial marijuana establishment.

e. Buffer distance measurements shall not extend beyond the nearest ordinary high water (OHW) mark of a river or lake or beyond the nearest edge of a right-of-way (ROW) of a controlled access facility.

4. Outdoor Storage. No outdoor storage of marijuana, marijuana products or hazardous substances shall be allowed.

5. In all zones in which marijuana establishments, with the exception of a marijuana testing facility, are a permitted or conditional use, the applicant shall include an area map drawn to scale indicating all land uses on complete parcels within a 500-foot proximity of the lot upon which the applicant is seeking a zoning permit or conditional use permit.

6. Marijuana establishments other than marijuana cultivation facilities, indoor small and marijuana testing facilities located in GU-1 or GU-5 zoning and adjacent to a lot upon which a principal building used as a dwelling is located are a conditional use subject to the requirements of this title.

B. Cultivation Facility Standards.

1. Yard Setbacks. Outdoor marijuana cultivation facilities, including all land planted with marijuana, shall be located at least 50 feet from a lot line.

2. Height Limitations.

a. The maximum height for a marijuana cultivation facility, indoor small shall be 35 feet.

b. The maximum height for a marijuana cultivation facility, indoor large shall be 75 feet. (Ord. 2015-41 § 19, 2015; Ord. 2016-30 § 4, 2016)

“Professional office” means an enterprise, organization or place where consulting, record keeping and the work of a person or persons in the following occupations is done:

1. Accountants, auditors, tax experts;
2. Audio recording studios;
3. Architects, engineers, surveyors;
4. Consulting services;
5. Doctors, dentists, psychologists, optometrists, chiropractors;
6. Geologists, geophysicists;
7. Insurance offices;
8. Laboratory technicians and laboratories, excluding outdoor living facilities for animals;
9. Lawyers;
10. Messenger, telegraph, telecommunications, answering services;
11. Photography studios;
12. Public typists, stenographers, court reporters;
13. Real estate brokers, appraisers, abstractors;
14. Stockbrokers;
15. Other professional office uses comparable and similar in operation, appearance, conduct and occupation as those listed above.

“Public dumping site” means a site, containing one or more neighborhood dumpsters, intended for use by the general public as a depository and collection point for solid waste generated by households.

“Recreation building” or “community center” means a building or group of buildings offering recreational facilities including, but not limited to, gymnasiums, swimming pools, ice rinks, exercise facilities, meeting rooms and clubs, as distinguished from private clubs or lodges.

“Retail building” means a building whose principal use is the sale of goods or commodities in small quantities directly to consumers.

“Retail marijuana store” means a legally licensed commercial retail marijuana store as defined by state law. A retail marijuana store may sell marijuana accessories as defined by state law.

“Retaining wall” means a wall that holds back earth material, independent of any other structure.

“Roominghouse” means a dwelling unit or portion thereof, other than a hotel, motel or guest room, in which lodging is provided by the owner or operator to five or more boarders for consideration.

“Sanitary landfill” means an area of land used for final disposal of solid waste in a manner approved by the Alaska Department of Environmental Conservation. For purposes of this chapter, solid waste does not include biosolids (sewage sludge), when used for agricultural purposes or beneficial land application, compost material, or coal ash.

“School buildings” means buildings, except church buildings as defined, used primarily for teaching and instruction on a daily basis as its primary use, including elementary and secondary schools and colleges. This definition does not include trade/technical/vocational school.

"Street parking lot screening" means landscaping consisting of approved trees and shrubs that provide a natural and partial barrier or buffer between a street or public right-of-way and a parking lot.

"Street, road or highway" means a public or private right-of-way or easement which is designated as a permanent right-of-way for common use as the primary means of vehicular access to properties abutting it.

"Structure." See "Building."

"Substantial or significant" means, as it pertains to adult entertainment facilities, 25 percent or greater.

"Supreme Court, U.S." The decisions on land use and uses, to which the borough will conform.

"Swimming pool" means any public facility, including any parking lot appurtenant thereto, intended for the purposes of swimming and other water-related recreational activities.

"Telecommunications" means the transmission, between or among points specified by the user, of information of the user's choosing, without change in the form or content of the information as sent and received.

"Trade/technical/vocational school" means a school on a secondary or post secondary level that offers instruction and practical experience in skilled trades, including, but not limited to, aviation, mechanics, carpentry, plumbing and construction.

"Trailer park" means a parcel of land used for the parking of two or more travel trailers occupied or intended to be occupied on the parcel.

"Transfer station" means a facility, located within a permanent building, designed to be used as a central solid waste depository and collection point for a subregion.

"Transit amenities" means transit passenger shelters and other related items or structures directly related to the purposes of transit stops and intended for use by transit passengers.

"Trash and garbage areas" means exterior centralized areas that include dumpsters, garbage receptacles, bins and trash cans.

"Travel trailer" means any vehicle or similar portable structure used or intended to be used as transient living or sleeping quarters for humans and which may be driven, towed or propelled from one location to another without change in structure or design, whether or not the same is supported by wheels.

"Use" means the purpose for which land and/or a building is arranged, designed, intended, occupied or maintained.

"Use, accessory" means a use which is clearly and customarily incidental and subordinate to the principal use of a building or premises and which is located on the same zoning lot as the principal use or building.

"Use, conforming" means the use of a building or premises which complies with all of the applicable use regulations of the zoning district in which said building or premises is located.

"Use, nonconforming" means a use which was lawfully established prior to the adoption, revision or amendment of this title, but which fails, by reason of such adoption, revision or amendment, to conform to the present requirements of the zoning district in which it is located.



Fairbanks North Star Borough Department of Community Planning

P.O. Box 71267
Fairbanks, Alaska 99707-1267

Zoning Permit Number: **18401**

Phone: (907) 459-1260
Fax: (907) 459-1255
planning@co.fairbanks.ak.us

General Information

Date: 12/31/2019

Applicant: PETERS DANIEL

Business Name: BUSINESS SERVICES OF ALASKA LLC

Mailing Address: 2750 PARK WAY, NORTH POLE AK 99705

Property Owner: BUSINESS SERVICES OF ALASKA LLC

Property Description: 0127523 2014 T/R Assembled Now known as UMB01 Site Address: 2604 DAVIS RD

Existing Use: Commercial Structure: Retail marijuana store : Retail store originally approved for 433 sq. ft. under ZP17530.

Proposed Use: Commercial Structure: Retail marijuana store : Retail component of structure is expanding by 1,663 sq. ft. for a total of 2,096 sq. ft.

Telephone: 907-347-9475

Cell Phone:

Email: businessservicesofalaska@gmail.com

Dwelling Units: 0	New: 0	Existing: 0	Building Type: Principal
Building Height: 20	(feet)		
Stories: 1			
Total Area of Structure: 2,096 SF	New: 1,663 SF	Existing: 433 SF	
Lot Size: 40,000 SF			

Notes: This permit is for the retail marijuana store only.
Retail Marijuana Store is a permitted use in the LI zoning district.

Conditions:

Zoning Specifications

Existing Zone: LI (100%)

Flood Zone: X PROTECTED BY LEVEE (100%)

Minimum Lot Size: 0

Floodplain Permit Required: No

Front Yard Req: 20

FNSB Driveway Permit Required: No

Side Yard Req: 0

Road Service Area Name: NONE

Rear Yard Req: 0

Parking Spaces Req: 0

The holder of this permit is the property owner or is authorized to act for the property owner and the info provided is true and complete.

The holder of this permit is required to comply with all other applicable laws, including city, borough, state and federal laws.

The holder of this permit shall submit current and accurate documents if the site plans or other application materials are changed subsequent to issuance of this permit.

This permit is appealable and the appeal must be submitted and perfected within 15 days of the date of the decision in accordance with FNSBC 18.104.090.

This permit is issued contingent upon the applicant obtaining the appropriate State of Alaska Commercial Marijuana Facility License.

Reasons: Retail Marijuana Store is a permitted use in the LI zoning district.

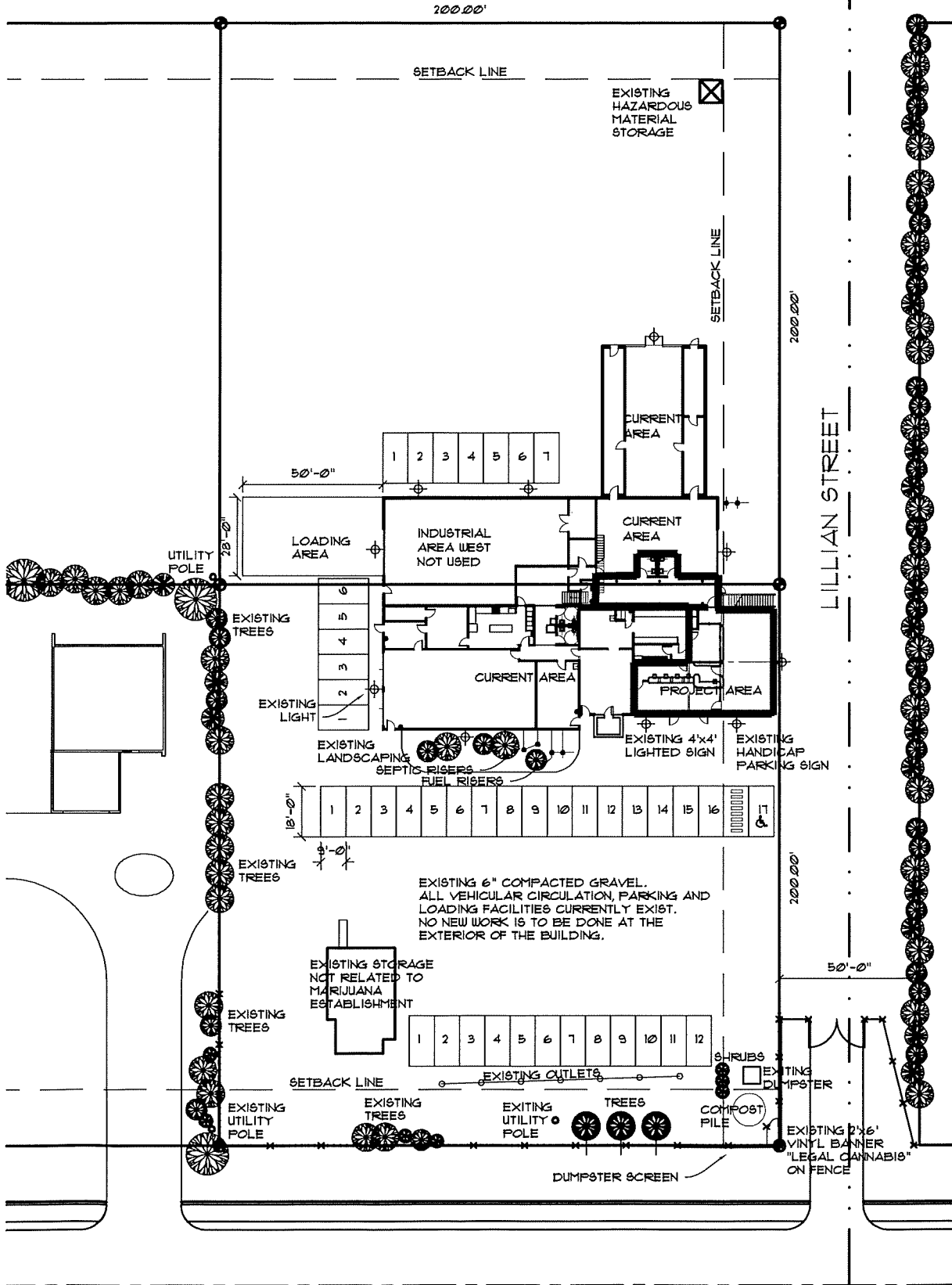
Permit Approval: Approved

12/31/2019

Zoning Official: Kristina.heredi, A

Date

TWENTY-FIRST AVENUE



DAVIS ROAD



Fairbanks North Star Borough Generic Report

PAN# 127523 & 127507

Printed on: 12/17/2019

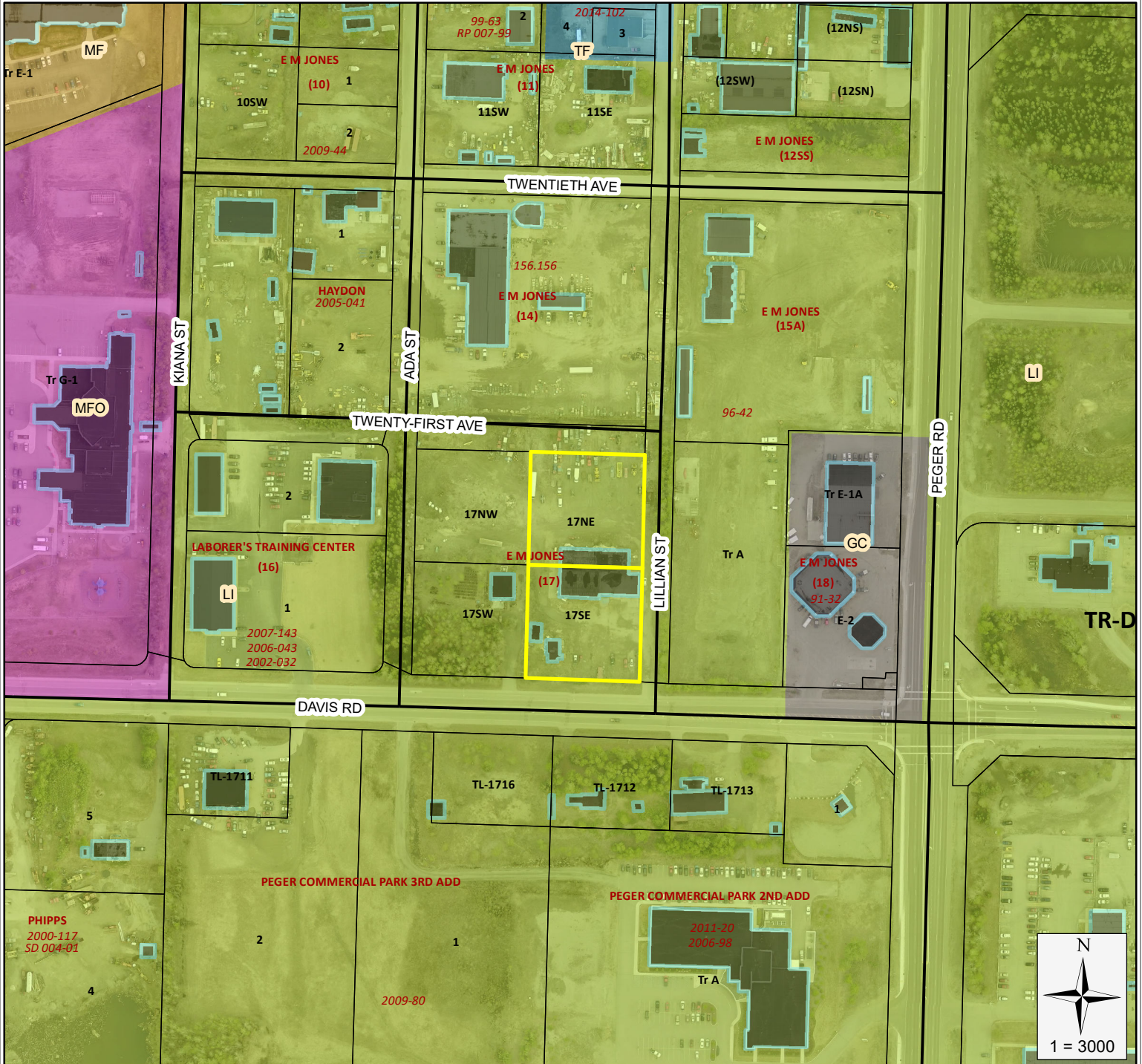
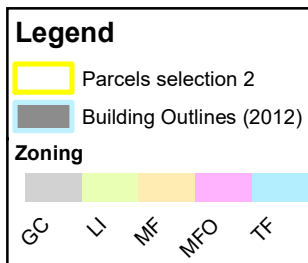


Image courtesy of: Pictometry

Property Information for PAN#: 127523 & 127507

PROPERTY DESCRIPTION: SE 1/4 &
NE 1/4 Block 17 E M Jones
OWNER: Business Services of Alaska LLC
SITUS ADDRESS: 2604 Davis Rd
ZONING: LI (100%)
COMMUNITY PLANNING PERMITS:
Conditional Use: 20190006
Grandfather Rights: 20190067
Zoning: 17529, 17530



Proximity and Zoning Map
GoodSense LLC
Marijuana License - #10278
Onsite Consumption



RESOLUTION NO. 4898

A RESOLUTION ALLOCATING DISCRETIONARY FUNDS FROM HOTEL/MOTEL TAX IN THE AMOUNT OF TWO HUNDRED SEVENTY THOUSAND DOLLARS (\$270,000.00).

WHEREAS, the total amount of discretionary funds from hotel/motel tax for the FY2020 budget is two hundred seventy thousand dollars (\$270,000.00); and

WHEREAS, the Mayor appointed a Committee to review grant applications from organizations to determine how and to whom these funds should be distributed; and

WHEREAS, although most proposals were laudable and had merit, there is only a limited amount of funds available; and

WHEREAS, after due deliberation the Hotel/Motel Discretionary Fund Committee is bringing forth this recommendation for City Council consideration.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fairbanks, that:

Section 1. The following named recipients are hereby allocated the total sum of two hundred seventy thousand dollars (\$270,000.00) as follows:

Name of Organization	Award
Fairbanks Racing Lions Club	\$ 4,020.00
Fairbanks Youth Litter Patrol, Inc.	\$ 10,000.00
Alaska International Senior Games, Inc.	\$ 10,100.00
Fairbanks Children’s Museum	\$ 8,000.00
Fairbanks Tired Iron, Inc.	\$ 8,400.00
Pioneer Memorial Park	\$ 11,300.00
Fairbanks Curling Club	\$ 5,500.00
Tanana Yukon Historical Society	\$ 8,000.00
Alaska Goldpanners Baseball, Inc.	\$ 10,500.00
Friends of Creamers Field	\$ 7,300.00

Name of Organization (continued)	Award (continued)
The Folk School	\$ 5,600.00
Clay Street Cemetery Commission	\$ 7,400.00
Festival Fairbanks, Inc.	\$ 25,900.00
Yukon Quest International	\$ 20,400.00
Kitty Hensley House	\$ 4,900.00
Fairbanks Community Band, Inc.	\$ 5,800.00
University of Alaska Museum of the North	\$ 3,300.00
Georgeson Botanical Garden Society	\$ 4,900.00
Fairbanks Community Museum	\$ 12,600.00
Alaska Songbird Institute	\$ 3,700.00
Fairbanks Youth Soccer Association	\$ 8,100.00
Fairbanks Arts Association	\$ 67,800.00
Iron Dog, Inc.	\$ 6,280.00
Greater Fairbanks Chamber of Commerce	\$ 10,200.00
TOTAL	\$ 270,000.00

Section 2. PASSED and APPROVED this 13th day of January 2020.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

RESOLUTION NO. 4899

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY
FOR FUNDS FROM THE ALASKA DIVISION OF HOMELAND
SECURITY FOR THE FFY2020 STATE HOMELAND SECURITY
PROGRAM**

WHEREAS, the City of Fairbanks has been notified by the Alaska Division of Homeland Security and Emergency Management that the City is eligible to apply for State Homeland Security Program (SHSP) funds to enhance resilience, absorb disruptions, and recover from incidents both manmade and natural; and

WHEREAS, the City of Fairbanks plans to use the funds to purchase a Mobile FECC/Command Center Van (\$300,000), to purchase Police Back Lot Security Gates & Cameras (\$100,000), to purchase Battery Operated Positive Pressure Fans (\$20,000), for Instructor Fees and Backfill coverage for Police Interviewing Course FPD (\$30,000), and for Post-Earthquake Building Assessment Training (10,000); and

WHEREAS, the City of Fairbanks plans to request \$460,000, and no match is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Mayor or his designee is authorized to execute any and all documents required for requesting funds on behalf of the City for this grant.

PASSED and APPROVED this 13th Day of January 2020.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4899

Abbreviated Title: FFY20 HOMELAND SECURITY GRANT PROGRAM APPLICATION

Department(s): FECC, POLICE, FIRE & ENGINEERING DEPARTMENTS

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No X

2) additional support or maintenance costs? Yes X No _____

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Training	Personnel	Total
Mobile FECC/Command Center Van (FECC, FPD, FFD)	\$300,000			\$300,000
Police Back Lot Security Gates & Cameras	\$100,000			\$100,000
Battery Operated Positive Pressure Fans (FFD)	\$20,000			\$20,000
Instructor Fees and OT Police Interviewing Course		\$20,000	\$10,000	\$30,000
Post-Earthquake Building Assessment Training (ENG)		\$10,000		\$10,000
	\$420,000	\$30,000	\$10,000	\$460,000

FUNDING SOURCE:	Equipment	Training	Personnel	Total
Alaska Division of Homeland Security (Federal Funds)	\$420,000	\$30,000	\$10,000	\$460,000
				\$0
				\$0
TOTAL	\$420,000	\$30,000	\$10,000	\$460,000

The City of Fairbanks estimates that maintenance costs for the following will be absorbed through the general fund: Mobile FECC/Command Center (estimated maintenance costs should decrease as current command van equipment is updated); Police Back Lot Security Gates & Cameras (estimated maintenance costs will be similar to those budgeted for current maintenance of gates and cameras); and Battery Operated Positive Pressure Fans (estimated maintenance costs should decrease as current fans are replaced).

Reviewed by Finance Department: Initial cp Date 1/6/2020

RESOLUTION NO. 4900

A RESOLUTION SUPPORTING THE UPDATED FAIRBANKS EMERGENCY COMMUNICATIONS CENTER SUSTAINABLE BUSINESS PLAN

WHEREAS, the City of Fairbanks operates a state-of-the-art emergency communications center known as the Fairbanks Emergency Communications Center (FECC); and

WHEREAS, the FECC provides dispatching and call-taking services to numerous police departments, fire departments, emergency medical service agencies, and municipal agencies; and

WHEREAS, the FECC handles approximately 75% of 911 dispatch traffic within the Fairbanks North Star Borough, Denali Borough, and the Delta Junction area; and

WHEREAS, the FECC 2015 business plan was supported by City Council with the approval of Resolution No. 4697, and the plan is to be updated every five years.

NOW, THEREFORE, BE IT RESOLVED that the City Council supports the updated Fairbanks Emergency Communications Center sustainable business plan (attached) that is premised upon the following four core foundational principles:

1. The City of Fairbanks owns and controls FECC;
2. FECC works to be a self-supporting function of City government;
3. User agencies have input in FECC governance; and
4. The City strives to provide affordable 911 call-taking and dispatch services for end-user agencies.

PASSED and APPROVED this 13th day of January 2020.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4900

Abbreviated Title: FECC UPDATED BUSINESS PLAN

Department(s): FECC

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No x

2) additional support or maintenance costs? Yes _____ No x

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No x

If yes, how many positions? _____

If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

EXPENDITURES:	2020	2021	2022	2023
Dispatch Operational Costs (Budget)	\$2,492,072	\$2,526,574	\$2,561,076	\$2,683,469
Dispatch Operational Joint Costs (Facility, Admin, Other)	\$672,914	\$684,793	\$696,671	\$708,550
TOTAL	\$3,164,986	\$3,211,367	\$3,257,747	\$3,392,019

REVENUES:	2020	2021	2022	2023
City General Fund (Police, Fire, Other)	\$2,097,258	\$2,125,015	\$2,152,773	\$2,233,129
North Pole Police & Fire Departments	\$227,850	\$248,150	\$268,450	\$288,750
Fairbanks North Star Borough (911 Services)	\$486,800	\$486,800	\$486,800	\$486,800
Local Fire Agencies	\$371,910	\$379,540	\$387,170	\$394,800
TOTAL	\$3,183,818	\$3,239,505	\$3,295,193	\$3,403,479

Dispatch Operational Costs projections include an annual 1.5% and a one-time 4% increase in personnel costs. Dispatch Operational Joint Costs projections include an annual 2% increase. Revenue projections are based on rates and average annual calls as defined in the business plan.

Prepared by Finance Department:

Initial mb

Date 1/9/2020



Fairbanks Emergency COMMUNICATIONS CENTER

A Business Plan for Sustainable Public Safety Communications

The FECC
911 Cushman Street
Fairbanks, AK 99701
(907) 459-6800

<https://www.fairbanksalaska.us/fecc>
dispatch@fairbanks.us

December, 2019

I. Executive Summary

When our neighbors need police, fire or EMS help, the vast majority of their E911 phone calls are answered by dispatchers at the Fairbanks Emergency Communications Center – the “FECC” – which in turn dispatches resources from fire/EMS and police agencies throughout the region. The FECC is a state-of-the-art emergency communications center owned and operated by the City of Fairbanks, providing comprehensive, consolidated dispatch services to multiple user agencies. An entrepreneurial spirit – ‘build it and they will come’ – continues to drive the FECC today as it develops this third Business Plan, mapping out a path to ensuring the long-term sustainability of its business model, and the FECC’s ability to effectively meet the region’s expanding public safety communications needs.

Across the country, communities are actively consolidating public safety communications capacity. There are monetary motivations – to better leverage valuable public dollars – and also a desire to improve the availability and quality of services. As the need for its services expanded, the FECC has grown, through development of its first Business Plan in 2011, a second in 2015, and continuing with this updated 2020 Business Plan. All three business plans address the importance of developing and maintaining a sustainable business model based on a number of factors – providing the highest quality services, appropriately integrating users in advising and decision-making, increasing efficiency of operations, and through a transparent process, fairly and equitably allocating costs among all users.

What would become the FECC relied initially on a great deal of “educated guesswork” to determine how much to charge users for consolidated dispatch services, with the first User Agreements based on “good faith.” For a number of years, dissatisfaction with such an informal approach to establishing user rates was criticized from all sides. The City Council and Mayor wanted to know: “Why is the City paying so much for the FECC? Why aren’t user agencies paying a bigger share? To what extent are we subsidizing other users?” User agencies asked: “What are we paying for?” “Are we getting what we pay for,” and “Are we paying too much?” Users were less concerned about how much they pay, but that the amount they pay is equitable. In short, user agencies don’t want to subsidize other users – that’s a concern expressed by the City of Fairbanks, too. As public resources become tighter, users continue to want a highly transparent, objective measure of the true costs of doing business, and by extension a fair and equitable cost allocation method.

This 2020 Business Plan is premised upon four core foundational principles:

1. The City of Fairbanks owns and controls the FECC, and will continue to operate under its current structure.
2. The FECC must be 100% self-supporting, with no subsidy from the City.
3. User agencies continue to value a more formal advisory role in FECC operations.
4. FECC services must be affordable for user agencies.

Based on this Business Plan, every user agency, from the smallest to the largest, can be assured they are getting significant value for their emergency communications dollar, that costs passed on to user agencies are fairly and equitably determined, that they are receiving the highest quality services, and are therefore protecting those they serve.

II. The Organization and its Environment

The Fairbanks Emergency Communications Center (FECC) is a consolidated public safety dispatch center providing services to two police departments, numerous fire and emergency medical services agencies, and a small number of related agencies. The FECC has operated as a separate department with the City of Fairbanks government since 2006, beginning in 2002 as part of the Fairbanks Police Department. The FECC is physically located in the City of Fairbanks Police Station at 911 Cushman Street.

The FECC is one of five, year-round (and one seasonal) public safety dispatch centers operating in the Fairbanks North Star Borough. The others are: 1) the Alaska State Trooper Dispatch Center, a state agency, 2) the University of Alaska Fairbanks Police Dispatch Center on the UAF campus, 3) Fairbanks International Airport Police/Fire Dispatch, and 4) Alaska State Forestry Dispatch, which operates only during the summer months. Two full time dispatch centers also operate on Fort Wainwright and Eielson Air Force Base.

Some Historical Perspective

For decades prior to the 2002 opening of the FECC, there had been intermittent local discussions about consolidating some or all public safety dispatching services within the borough. One of the often-mentioned proposals was for a regional, consolidated dispatch center. Although there were no concrete plans in that direction at the time, when the City began designing the new police building, planners included capacity to handle a much larger dispatch center than was needed by the City at that time, or in the foreseeable future. The intention was to build capacity for the future, even though actual non-city users had not been identified. The FECC was right-sized for a consolidated and sustainable future.

Discussion of developing a consolidated, regional dispatch capacity in the community go back to the 1980s. Formally, a 2003 borough-sponsored study declared a consolidated dispatch center could be established within the newly-built FECC. On top of that, federal mandates for interoperability loomed large in the minds of planners, such that in 2004 what would eventually become the FECC began providing dispatch and related services to the City of North Pole Police and Fire Departments, but not in accordance with any borough-wide coordinated plan. Since then, with the addition of other fire and EMS agency providers, the FECC is today handling the vast majority – calculated at over $\frac{3}{4}$ of dispatch-related traffic – from E-911 call taking, to dispatch, to call resolution, within the Fairbanks North Star Borough and beyond.

Current FECC User Agencies

The FECC's current user agencies are listed below:

Fire/EMS Agencies

- Chena-Goldstream Volunteer Fire and Rescue
- Delta Area Agencies
 - Delta Junction Fire Department
 - Delta Medical Transport
 - Rural Deltana Volunteer Fire Department

- Denali Borough
 - Cantwell Volunteer Fire Department
 - Anderson Public Safety
 - Tri-Valley Volunteer Fire Department
 - McKinley Volunteer Fire Department
 - Panguingue Volunteer Fire Department
- Ester Volunteer Fire Department
- Fairbanks Fire Department
- Fairbanks North Star Borough
 - Emergency Operations
 - Hazardous Materials Response Team
- North Pole Fire Department
- North Star Fire Department
- Salcha Fire and Rescue
- Steese Area Volunteer Fire Department
- University Fire Department

E911

- Fairbanks North Star Borough E911
- City of Delta E911
- Denali Borough 911

Law Enforcement Agencies

- Fairbanks Police Department
- North Pole Police Department

Other Services

- Downtown Fairbanks Emergency Services Patrol
- Volunteers in Policing

Prior Business Plans

In the spring of 2010, the City of Fairbanks and the Fairbanks North Star Borough's Emergency Operations Department began discussions aimed at answering questions surrounding fairness of costs, and value associated with the FECC. The cities of Fairbanks and North Pole, and the Fairbanks North Star Borough, jointly retained and provided solid direction to the consulting firm Information Insights to conduct a comprehensive Workload Analysis fully describing the actual workload of the center. The main question was how much of which tasks were being undertaken on behalf of each user. Information Insights found that 18% of FECC tasks were for E-911 Call Taking, 46% for Dispatching, 27% for Records tasks, with Other Tasks taking up nine percent. With the Workload Analysis completed, the City of Fairbanks engaged Alaska Management Resources, Inc., a local planning and consulting firm, to develop a business plan for a sustainable FECC. An initial Business Plan completed in 2011 was substantially updated in 2015. This document presents an update to the 2015 Business Plan.

III. FECC Cost Allocation Model

The FECC provides regional dispatch services for police/fire/EMS users that include computer-aided dispatch (CAD), records management and reporting, automatic and conventional paging, radio dispatching, E911 call taking, fire and police alarm monitoring, digital call logging and other administrative tasks for users. To ensure that allocation of costs to users is appropriate and fair, the FECC, in partnership with the Mayor's Office, Finance Department and user agencies, developed a new model that enabled the FECC to fully cover its costs and allocate charges to all user agencies. The projected total cost to operate the FECC in FY 2020 (Jan. 1 – Dec. 31) is \$2,956,888, which supports 22.5 full-time equivalents (FTEs).

Identifying the true costs of operating the FECC continues to be central to implementing a solid, forward-thinking, long-range business plan for the FECC. In 2011, the FECC began a process to more fairly and equitably allocate among all users the true costs of providing public safety communications in the area. True cost is a function of direct and indirect costs, as well as joint facility costs. In the 2015 Business Plan, the FECC, assisted by current users, the Mayor's Chief of Staff, and the Finance Department developed a new cost allocation model based on a modified "ala-carte approach." Under the model, user agencies pay on the basis of call volume and the specific services they receive from the center. All existing and any new police and fire agencies pay for a "General Services" package, and can choose to pay for a number of "Specialized Services."

The 2015 cost allocation model provided information to existing agencies about how much they needed to pay for services from FECC, and established a framework allowing new agencies to contract with FECC for services – to know what they will have to pay to "buy-in" – based on three service categories: 1) E911 Call Taking; 2) General Services; and 3) Specialized Services. Through this current plan, an Initiation Fee for new user agencies is also implemented

- 1. E911 Call Taking:** Currently, E911 call-taking fees allocated by the Fairbanks North Star Borough fund the portion of time allocated to call taking activities occurring before dispatching to appropriate emergency responder agencies, with the charge based on the number and costs of call takers needed to provide 24-hour coverage. At the FECC a minimum of five call takers is necessary, translating to 8,760 staff hours each year, or 1,840 hours per call taker. The total amount of call taking is deducted from the FECC operating costs before individual agency cost allocations are determined for user agencies. An annual Consumer Price Index (CPI) is applied to the agreement with the borough, as well as a 10% indirect rate. It is the intention of the city to work with the borough in order to ensure that all costs associated with E911 call taking, including extensive training required of all dispatchers, are covered in future agreements.
- 2. General Services:** The General Services portion of FECC services is much like a basic cable television package in that it includes the foundational channels every subscriber gets. For the FECC, the basic General Services package includes the many various activities generally associated with a police/fire/EMS call.

General Services include the following:

- Call taking
- Determining primary response agency/agencies, including initiating Automatic Mutual Aid, and other mutual aid
- Dispatching user agencies
- Emergency Fire/Medical/Police Dispatching
- Tracking apparatus times
- CAD entry
- Staffing call-backs
- Response Plans set up and maintenance
- Alpha paging set-up
- Alaska State Trooper notification/updates
- Red Cross notifications
- Pertinent FNSB notification
- Golden Valley Electric Association notification/updates
- Addressing other requests from user agencies

Charging for General Services is determined by call volume, meaning the number of police/fire/EMS calls dispatched by FECC for each user agency. Event-based call volume has been determined to be the most appropriate, consistent, and equitable method to calculate agency cost allocation because it is objective and easily verified. Billable call volume is based on the prior two year's audited call volume.

- **Fire/EMS Calls:** These calls tend to have a longer duration and are therefore charged out at \$70 per call, based on call-volume increments. This represents a \$10 increase over rates established in the 2015 Business Plan – if there is one call per year, then the rate for Generalized Services will be \$70. At a call volume of 200, a Fire/EMS agency will be charged a rate of \$14,000, and so on:
 - A Fire and/or Fire/EMS agency with 400 calls can expect to pay at least \$28,000 annually:
 - If call volume reaches 600, the agency can expect to pay at least \$42,000
 - If call volume reaches 800, the agency can expect to pay at least \$56,000
 - If call volume reaches 1,000, the agency can expect to pay at least \$70,000, and so on

Fire/EMS agencies that respond into the City of Fairbanks on any call, including automatic or requested mutual aid, will not be charged – that per-call charge will be covered by the City of Fairbanks. With the exception of such responses into the City of Fairbanks, each responding user agency will be assessed a per-call charge for each response. For instance, for a call that falls in both North Star's fire service area and North Pole's EMS response area, both user agencies would be assessed the per-call fee. The reasoning behind this is that FECC still has to dispatch, track times, respond to agency requests, etc., for all agencies involved in a call.

- **Police Calls:** Such calls, which are of higher volume but shorter duration, are charged out at a lower rate than Fire/EMS – at \$35 per call. That dollar amount represents an increase of \$5.00 over the 2015 rate. For the Fairbanks Police Department the per-call rate is slightly higher – at \$40 – owing to the increased utilization of dispatch staff and other in-house administrative duties. At 1,000 calls, a non-FPD police agency would expect to pay \$ 35,000, whereas FPD will be charged \$40,000.
 - A non-FPD police agency with a call volume of 2,000 would expect to pay at least \$70,000
 - A non-FPD police agency with a call volume of 3,000 would expect to pay at least \$105,000
 - A non-FPD police agency with a call volume of 4,000 would expect to pay at least \$140,000, and so on

The adjusted fee schedule for General Services is simply structured, allowing new and existing user agencies to accurately project what they will be charged during the fiscal year, again based on audited call volumes from the prior year. For future contracts, a CPI – Consumer Price Index adjustment – will be applied annually, or per contractual agreements with specific user agencies.

3. **Specialized Services:** The FECC currently offers a variety of specialized services to user agencies, including Police Records Management System, Police Mobile Field Reporting, Police Administration Call Taking and Mobile Computing Application. Like the enhanced cable television package – paying extra for HBO, Showtime, etc. – user agencies can choose from a variety of “premium services,” for which they will pay extra, on top of the fees for Generalized Services. Fees charged to agency users are based on the actual use and costs to the City of Fairbanks for each service, license or user. The FECC can offer other specialized services, with all associated costs borne by the requesting agency.
4. **One-Time Initiation Fee:** Any NEW fire, fire/EMS, police or other agency joining the FECC as a user agency will be assessed a one-time Initiation Fee of \$2,000, payable prior to beginning to receive services. This flat fee will cover the costs associated with the transition and integration of the NEW agency into FECC operations.

V. Market Analysis – FECC Users and the Market

The Market Analysis in a public-sector business plan is generally a mix of discussion about customers or stakeholders, what the future of a particular market may hold, and any competitive advantage. In terms of customers/stakeholders of the FECC, police and fire/EMS providers are primary:

Police. Across the country, Public Safety Answering Points (PSAPs) provide combined services for police and fire/EMS, the majority of that work being generated by police calls – most of the work comes from calls initiated by dispatch through a 911 phone system, with most other calls initiated by officers on patrol. Therefore, many PSAPs are operated by law enforcement agencies. The FECC provides services to two police agencies, which make up a majority of the workload. The Alaska State Troopers dispatch out of its own center, utilizing state employees, as does Airport Police and Fire. The University Police Dispatch center operates with University of Alaska Fairbanks employees.

Fire/EMS. The FECC dispatches for fire departments that have a mix of fully paid, partially paid/part volunteer, and all-volunteer departments. The majority of fire department calls are EMS-related, with frequent interaction between law enforcement and fire/EMS providers. The FECC dispatchers are fully trained to handle fire and EMS calls, as well as police calls; FECC dispatchers are trained in EMD (Emergency Medical Dispatching), EFD (Emergency Fire Dispatching) and EPD (Emergency Police Dispatching), all of which adds to their overall training requirement. All FECC dispatchers are also certified by the National Academies of Emergency Dispatch.

Other Clients. The FECC also dispatches for Community Service Officers for the nonprofit Volunteers in Policing (VIP) organization, the Fairbanks North Star Borough - both its Emergency Operations and Haz-Mat Operations – as well as the nonprofit Emergency Services Patrol operated by the nonprofit Fairbanks Downtown Association.

While there are many user agencies, the ultimate FECC stakeholders are the citizens who may or may not know the center exists, or where it exists, or how it operates; the agencies are the “customers,” paying for the services provided by the Fairbanks Emergency Communications Center.

The Competition

Although there are other PSAPs in the area, each providing some level of “consolidated” services, none provide expansive, consolidated E911 call taking and dispatching to the significant extent FECC does. Other area PSAPs are described below:

- **The University of Alaska Fairbanks Police Department Dispatch Center** provides call taking and dispatching services, primarily for the UAF Police Department. According to center management, the likelihood this PSAP will avail itself of the full services of the FECC is small in the short term, but not completely out of the question in the long term. The nature of dispatch services for the UAF Police Department is somewhat unique, however, and perhaps difficult to accommodate in the FECC environment. The potential for the UAF Police Department to become an FECC user agency is more likely as the University contemplates required capital expansion and continues to experience significant budget challenges.

- **Fairbanks International Airport Dispatch** is operated by the Alaska Department of Transportation and Public Facilities; it dispatches police and fire/EMS units for the Fairbanks International Airport Public Safety Department. Dispatchers also provide services related to security/access on the Fairbanks International Airport proper. Due to its responsibilities for tarmac access control as part of Homeland Security, and the uniqueness of Airport fire operations, the likelihood of the Airport Dispatch availing itself of FECC services is small.
- **Alaska State Trooper Dispatch**, operated under the Alaska Department of Public Safety, provides services limited to the Alaska State Troopers, Fish and Wildlife Protection, and the State Fire Marshall, covering a large region. The nature of services and coverage area, as well as current facility expansion, potential regional consolidation in other parts of the state, and ongoing state budget considerations, make a transition to the FECC unlikely.
- Both **Fort Wainwright (FTWW)** and **Eielson Air Force Base** have their own PSAPs for police and fire/EMS services, providing services similar to the FECC. However, because they both operate on active military bases, becoming an FECC customer is unlikely.
- **Other Competition:** During the development of this business plan there was mention by one user agency that out-of-state PSAPs could provide dispatching services to current FECC users. The availability of such services, and their efficacy for agencies within the region served by FECC, remains unclear, and does not figure into the development of this business plan.

While there may be limited opportunities for acquiring other PSAPs as user agencies of the FECC, there exists a healthy culture of collaboration among the existing PSAPs. The most significant growth potential for the FECC, however, remains adding agencies, and augmenting current services to existing agencies.

Competitive Advantage and Strategic Position

There are a number of factors that give the FECC a real competitive advantage as a PSAP and dispatch center providing regional, comprehensive, emergency communications services:

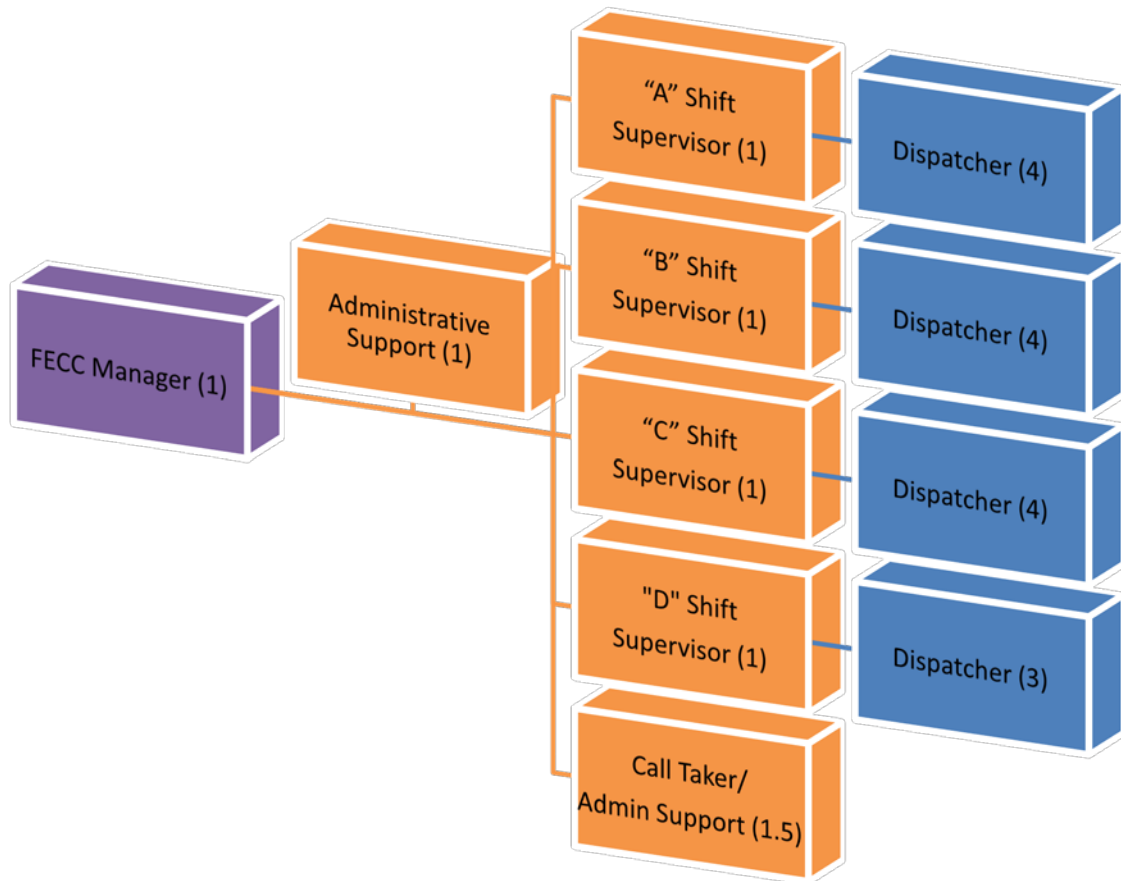
1. The building is state-of-the-art in design and technology, and has a long usable life.
2. The physical layout of the FECC can accommodate more dispatchers providing more services to more user agencies.
3. Employees are extremely well-trained, and ongoing training is robust.
4. The FECC continues to receive impressive ratings from ISO – the Insurance Services Office – which translates to reduced rates for stakeholders/customers.

VI. Sustainable Human Resources Plan - Current Personnel and Projected Needs

Maintaining a sustainable human resources infrastructure continues to be a challenge for FECC, due to a number of factors, including the growing volume and complexity of the work, increasing requirements for training/certification of staff, and the lack of a pre-trained

workforce. Projected staffing for the FECC is 22.5 full time equivalent positions (FTEs), in the following configuration, and with the job responsibilities described briefly below:

FIGURE: FECC Organizational Chart



- **The FECC Manager (1 FTE)** provides overall administrative leadership to the center, supervises center staff, and is the primary external liaison between the center and its user agencies.
- **Administrative Support (1 FTE)**, under the FECC Manager.
- **Shift Supervisors (4 FTEs)** provide shift supervision of dispatch operations during the four shifts – A, B, C, D – that are necessary to run a 24-hour emergency communications operation.
- **Dispatchers (15 FTEs)** are the front-line E911 call takers and dispatchers of user agency resources, including initial data entry into the CAD system. This number represents a decrease of 1 FTE from the 2015 Business Plan; that 1 FTE now lives under the FECC Manager as administrative support.

- **Call Taker/Admin Support (1.5 FTEs)**, occupies the receptionist desk in the Fairbanks Police Department building, providing call taking and other administrative support.

Minimal Staffing and Shifts

The FECC configuration is based on a minimum staffing level of four dispatchers per shift. As in the 2011 and 2015 Business Plans, it is not the purpose of this section to review prior discussions of staffing at the FECC, but instead to continue highlighting the most sustainable staffing structure moving forward.

For a dispatch center with FECC's current 2019 workload, the ISO makes a recommendation of four dispatchers per shift, including a dedicated call taker. Others say five per shift, not including a separate call taker. There continues to be debate nationally about those numbers, and there are two sides to the discussion – does a center establish staffing levels for the worst-case scenario or the mid-case scenario? Most agencies try to strike a balance between the two – the FECC works to strike just that balance as well.

Better Leveraging People Resources

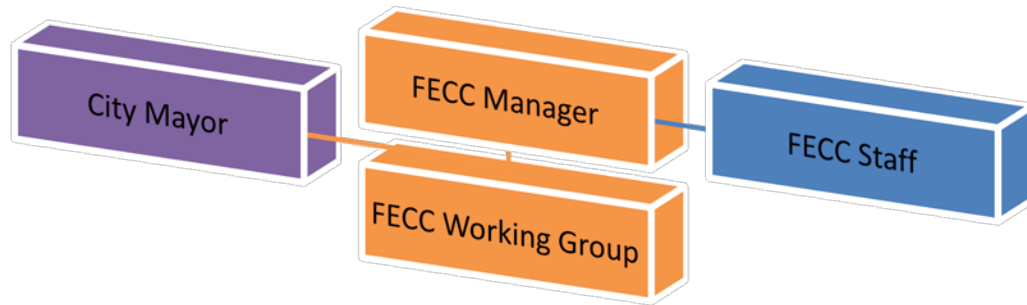
Overtime has been an ongoing problem in the eyes of city leaders since before the FECC began operations; the overtime situation has not changed significantly as of the writing of this 2020 Business Plan. On average it takes roughly eight months to fully train a new dispatcher, and only at the completion of the training is the new dispatcher considered part of the minimum staffing level. Until then, other dispatchers must fill holes in the schedule, which translates to overtime. In addition, during or often at the end of the training period, trainees decide that a dispatching job is not for them, and they leave city employment. Realistically, the entire burden for training a new dispatcher now rests with the City. On top of that, because there is not always a guarantee of a filled position at the end of the process, which translates to dispatch training costing a great deal in overtime for current staff.

VII. FECC Governance and Leadership

The initial structure of the Fairbanks Emergency Communications Center was as a division within the Fairbanks Police Department, with day-to-day operations being the responsibility of a Deputy Police Chief. While the structure was effective for a start-up operation, it became clear there should be greater “insulation” between the Police Department and dispatching responsibilities. It was felt that neither the Fairbanks Police Department nor the Fairbanks Fire Department should have direct control over dispatch operations.

Today, the FECC is a separate department within the City of Fairbanks, reporting to the City Mayor, through the Chief of Staff, who is responsible for all executive-level operations and leadership staff. The Center Manager exists at the same level as the Police and Fire Chiefs, Public Works Director and IT Director. The figure below illustrates the span of control for the FECC, and placement of the FECC within the overall City of Fairbanks' infrastructure.

FIGURE: FECC Placement within City of Fairbanks Infrastructure



Under the current structure, decision-making regarding FECC operation rests with the FECC Manager, who solicits advice on day-to-day operations from user agencies through an FECC Working Group. The FECC Manager reports to the City Mayor, through the Chief of Staff. The current structure also lends itself to significant overlap between the FECC and other components of the City infrastructure, including the Mayor's Office, Chief of Staff, Police and Fire Departments, Finance Department, IT Department, the City Attorney, and the City Clerk's Office.

Current Key Management Decision Makers

Kristi Merideth, FECC Manager, has over 16 years of experience in the field of emergency dispatching. After being hired as an Emergency Dispatcher in 2003, and then being promoted to Dispatch Lead in 2006, Kristi took on a very important role in 2018 as FECC Manager. Kristi holds a Bachelor of Science degree in Criminal Justice. During her career, Kristi has participated in several special assignments, many related to educating other public safety employees. These assignments included Alaska Public Safety Information Network (APSIN) instructor for the UAF CTC Law Enforcement Academy, Emergency Communicator Training Officer for FECC, APSIN Terminal Agency Coordinator for the Fairbanks Police Department, and representative on the City of Fairbanks Public Safety Commission. Kristi has also been involved in many volunteer activities in the community and has been the coordinator for the Run from the Cops 5k charity run for several years.

The FECC Working Group

Based on a recommendation in the 2015 FECC Business Plan, the ad-hoc (temporary and sporadic) FECC User Council was replaced with a formalized FECC Working Group, operating under a set of Operating Principles. The FECC Working Group is composed of one member appointed by each user agency; members must be in a leadership capacity within their agencies. Unlike the User Council, the structure and function of the Working Group is more formal, with a leadership structure based on having a Chair, Vice-Chair and Secretary; members have specifically articulated roles and responsibilities, as well as a decision-making process. Operating Principles for the FECC Working Group appear in Appendix A of this document. Like the original User Council from the 2011 Business Plan, the Working Group retains its advisory role, but with a more robust decision-making process and mechanism for meaningful and productive interaction with FECC management.

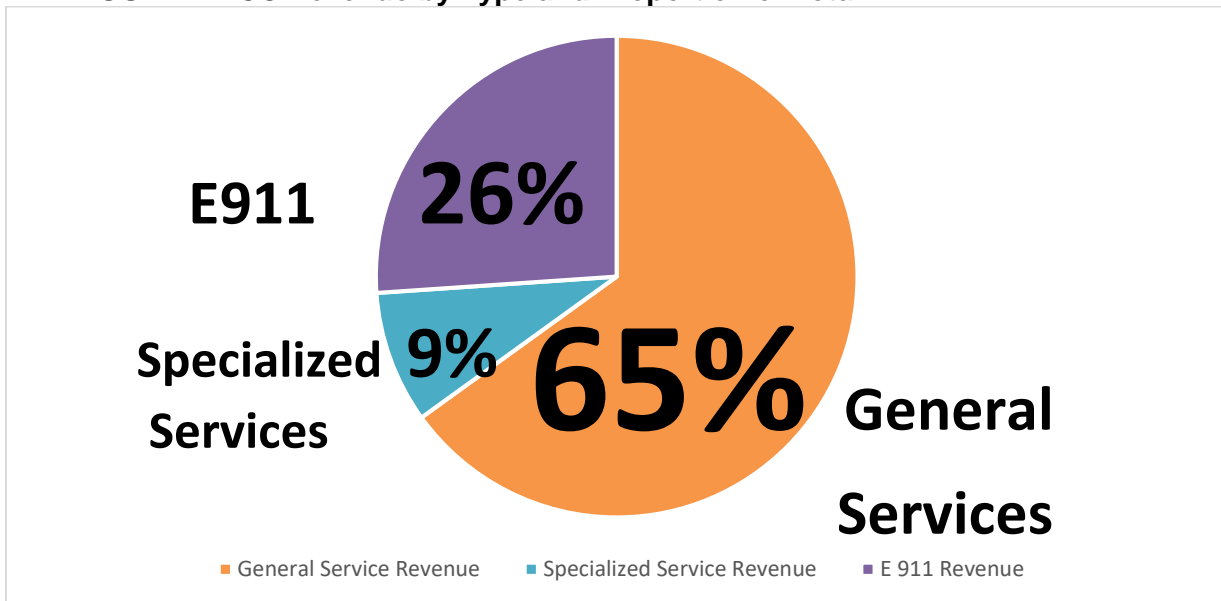
Other Structural Considerations and Annual FECC Review

Within this Business Plan it is important to note that over the course of the FECC’s life, a number of user agencies have inquired about the efficacy of pursuing a different organizational structure, one that provides greater independence and autonomy for the center. While the 2015 Business Plan identified a number of potential structural options for a different FECC, through this 2020 Business Plan city leadership is not interested in pursuing any other structural options. In lieu of any such long-term change, the city will complete an annual review of FECC operations, and share with user agencies, in addition to continuing utilization of FECC Working Group. This annual review process incorporates another “check and balance” to ensure users have a meaningful advisory role in FECC management and leadership.

VII. The FECC Budget and Sustainable Revenue

FECC management and city leadership remains committed to continuing development of a revenue stream that covers the unit’s operating expenses, including paying for the 22.5 FTEs required for full staffing, while at the same time growing a sustainable revenue base that does not require the City of Fairbanks to subsidize FECC operations. The current projected budget for Fiscal Year 2020 FECC operations (January 1 – December 31) is \$2,956,888, with revenue coming from three sources, presented in the figure below by the proportion of total revenue:

FIGURE: FECC Revenue by Type and Proportion of Total

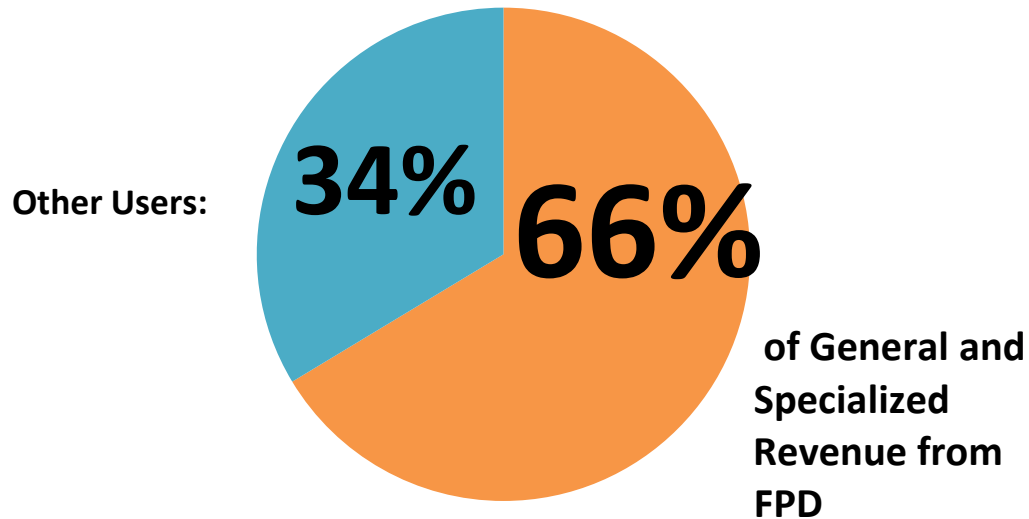


General and Specialized Service Revenue

Nearly three-quarters of revenue for the FECC is generated by services offered to user agencies. Of the revenue coming from General and Specialized Service Fees, roughly two thirds, or 66%, is paid for by the Fairbanks Police Department, which makes it by far the FECC’s primary user. Combined, including the Fairbanks City Fire Department, all other

users make up the remaining 34% of General and Specialized Service Revenue. The City of Fairbanks Fire Department generates close to 12% of total revenue.

FIGURE: FECC General/Specialized Service Revenue – Fairbanks City Police Proportion



VII. Conclusion

Sustainable, consolidated, effective public safety communications is not a luxury – it is a necessity. There is little question - nationally and locally – that the need for comprehensive 911 call-taking and dispatching is growing. The reasons for that growth are many, but in our communities, as the population in Fairbanks and surrounding areas continues to grow and to age, coupled with extensive military build-up over the next five years, so too does the demand for expanded police, fire and EMS services. There is no “one size fits all” approach to emergency communications, just as there is no “silver bullet” for deciding what the perfect public safety communications infrastructure looks like. But it is clear that continuing to build a more sustainable emergency communications infrastructure through the FECC remains essential to meeting the expanding public safety needs of our communities. With the recommendations of this document in hand, the City of Fairbanks has a solid plan for maintaining a sustainable emergency communications infrastructure – with the right mix of services, a diversity of user agencies, appropriate human resources structure, a mechanism for seeking advice from user agencies through the FECC Working Group, as well as a solid, tested process for applying a fair and equitable pricing structure for all users, utilizing a reasonable and defensible cost allocation methodology.

Appendix A: FECC Working Group Operating Principles

Article I. Name

The name of this entity shall be the Fairbanks Emergency Communications Center Working Group (the "Working Group").

Article II. Purpose and Duties

1. Core Purpose. The purpose of the Working Group is to reflect and communicate the needs and interests of the FECC's many user agencies to FECC Management and City Leadership.

2. Duties. In order to meet the Working Group's Core Purpose, the duties of the Working Group are to:

- a) Inform themselves with regard to public safety communication issues and policies, especially as they relate to FECC operations;
- b) Bring the concerns and issues of FECC user agencies to FECC management;
- c) Become aware of FECC operations and the interest of its many user agencies.
- d) Advise FECC management with regard to operational goals and service delivery;
- e) Participate in FECC Strategic Plan and Business Plan development.

3. Manner of Acting. Providing advice to FECC Management can take the form of simple resolutions or other informal guidance, based on a Consensus Model of Decision-Making.

4. Responsibility of FECC Management. While FECC Management is not bound by recommendations and guidance coming from the Working Group, in situations where FECC Management does not fully follow the Working Group's other direction, FECC Management must fully inform the Working Group about the reasons behind such action.

Article III. Membership

1. Number. The Working Group shall be composed of one member for each of the FECC's user agencies. Working Group members are to be in positions of leadership within each user agency.

2. Designated Seat. The FECC Manager will serve as a non-voting, ex-officio member of the Working Group and will not be part of the Working Group voting membership.

5. Appointment of Working Group Members: Each user agency will have sole responsibility for appointing new and any replacement Working Group members.

Article IV. Officers

There shall be a Chairperson, Vice-Chair and Secretary of the Working Group, elected annually by a majority vote of the full Working Group. If necessary and appropriate, a Nominating Committee shall submit a Chair, Vice-Chair and Secretary slate for nomination and election at the final meeting of the year.

The duties of the officers will be as follows:

- The Chair will be responsible (when present) for presiding over Working Group meetings, appointing committees, determining “Chair Rules,” and other duties as determined by the Working Group.
- The Vice-Chair shall serve as Chair in the Chair's absence.
- The Secretary shall be responsible for submitting meeting minutes to the Working Group.

Article V. Meetings

1. Number. There shall be at least four meetings of the Working Group held each year.

2. Quorum. More than **50%** of the members of the Working Group shall constitute a quorum.

3. Attendance. Each Working Group member is expected to attend all regular meetings.

Article VI. Conducting Meetings

The initial meeting of the Working will be conducted according to an informal interpretation of Robert's Rules of Order, Newly Revised. Upon appointment of a Chair, the Chair will establish ground rules about appropriate decorum for meetings and have them stand as “Chair Rules.” A simple majority of council members may override any standard or procedure established by the Chair for the conduct of the meeting.

Article VII. Open Process

The Working Group will operate in a manner that is open and informative, in accordance with City of Fairbanks ordinances, regulations and policies.

Introduced by: Mayor Matherly
and Council Member Cleworth
Date: January 13, 2020

ORDINANCE NO. 6122

**AN ORDINANCE TO REPEAL FAIRBANKS GENERAL CODE
SECTIONS 2-471 THROUGH 2-474, PUBLIC SAFETY COMMISSION**

WHEREAS, the Public Safety Commission (PSC) was created by Ordinance No. 5553 in 2003; and

WHEREAS, the purpose of the PSC has changed since its inception, and the City Council, in its recent review of City boards and commissions, discussed elimination of the PSC; and

WHEREAS, the former Chair of the PSC and City staff support sunsetting the PSC.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows:

Section 1. That Fairbanks General Code Sections 2-471 through 2-474 are hereby repealed.

Section 2. That the effective date of this ordinance shall be the 18th day of January 2020.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul Ewers, City Attorney

City Council Committee/Work Group Assignments

Shoshana Kun, Seat A

Public Safety Commission

June Rogers, Seat B

Fairbanks Diversity Council
Hotel/Motel Discretionary Fund Committee
*Polaris Building Work Group
*Legislative Information Group
*Opioid Task Group
*Housing & Homeless Work Group
*Sister City Work Group
*Fairbanks Reentry Coalition

Valerie Therrien, Seat C

Permanent Fund Review Board
*Legislative Information Group

Aaron Gibson, Seat D

Jerry Cleworth, Seat E

FMATS Policy Committee
Golden Heart Parking Services Board
*Downtown Working Group

David Pruhs, Seat F

*Polaris Building Work Group
*Legislative Information Group


*Council Member participation/service on asterisked Committees/Work Groups are on a volunteer basis and are not official appointments.



CITY OF FAIRBANKS

MEMORANDUM

To: City Council Members

From: Jim Matherly, City Mayor 

Subject: Request for Concurrence – Chief Financial Officer

Date: January 8, 2020

The City Chief Financial Officer (CFO) position has been vacant for several months, and Controller Margarita Bell has been serving as Interim CFO during that time. I have selected Ms. Bell as the new CFO, and she has accepted the offer. Ms. Bell has served the City since November 2008 in the Finance Department and is qualified for the CFO position.

I hereby request your concurrence to the appointment of Ms. Margarita Bell as the Chief Financial Officer for the City of Fairbanks.

The CFO job description and Ms. Bell's resume are attached.

Thank you.

dds/



CITY OF FAIRBANKS

JOB DESCRIPTION

JOB TITLE: Chief Financial Officer- Permanent
CLASSIFICATION NO: 12002
DEPARTMENT: Personnel Department/ City of Fairbanks
STATUS: Exempt
POSITION REPORTS TO: City Mayor
UNION: IBEW

SUMMARY

This position is responsible for providing strategic financial leadership in regard to City finances including treasury operations, budgeting, financial reporting, issuing and administering debt, revenue collection, customer service, accounts payable, payroll, oversight of the annual required audit, data processing operations, grants administration, and long-range fiscal planning. The position oversees the operations of the City Permanent Fund, and provides ongoing monitoring to ensure that City financial practices are in compliance with contract requirements and local, state, and federal law. The position is responsible for regularly scheduled Finance Committee meetings and communicating with the City Council and the public about the finances of the City.

ESSENTIAL JOB FUNCTIONS

- 1) Plan, develop, organize, implement, direct and evaluate the City's fiscal function and performance.
- 2) Use analytical skills to actively research and analyze complex legal and administration issues and make appropriate recommendations to City Officials and City Council members including the use of Enterprise Resource Planning Systems.
- 3) Develop and maintain credibility for the finance department by providing timely and accurate analysis of budgets, financial reports.
- 4) Demonstrate knowledge in all aspects of public agency budget development and administration, public sector treasury management, government accounting, and financial reporting.
- 5) Perform effectively and harmoniously in a team setting with City officials, department heads, and the general public.
- 6) Possess excellent communication skills, both verbal and written.
- 7) Demonstrate strength in public speaking.
- 8) Effectively handle multiple priorities within a demanding workload.

- 9) Demonstrate the highest level of integrity, leadership, and maturity.
- 10) Complete all aspects of public agency budget development and administration; public sector treasury management; government accounting and financial reporting to a Board or Council.
- 11) Provide supervision and support to the Finance Controller.

The above examples are representative of assignments performed by this class and are not intended to be inclusive.

COMPETENCIES

These competencies will be the basis for selecting those qualified candidates to be interviewed. Candidates hired must satisfactorily demonstrate these factors during a prescribed probationary period for continued employment:

- 1) Financial Management.
- 2) Government Expertise Preferred.
- 3) Communication Proficiency.
- 4) Ethical Conduct.
- 5) Leadership.
- 6) Performance Management.
- 7) Personal Effectiveness/ Credibility.
- 8) Problem Solving / Analysis.
- 9) Strategic Thinking.
- 10) Technical Capacity.

SUPERVISORY RESPONSIBILITY

This position is responsible for the direct supervision of the controller and the indirect supervision of all employees in the accounting and finance department.

WORK ENVIRONMENT

This job operates in a clerical office setting. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

PHYSICAL DEMANDS

This is largely a sedentary role; however, some filing is required. This would require the ability to lift files, open filing cabinets and bend or stand as necessary.

POSITION TYPE/ EXPECTED HOURS OF WORK

This is a full time / exempt position. Days and hours of work are primarily Monday through Friday 8:00 AM to 5:00 PM. Occasional evening and weekend work may be required as job duties demand.

MINIMUM REQUIREMENTS

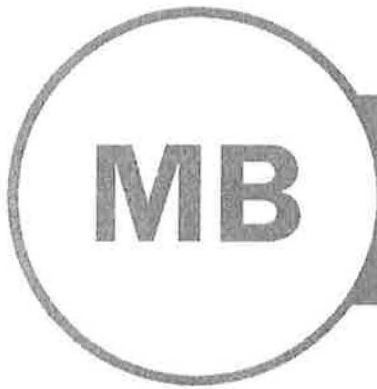
Persons applying for this position must have the following:

- 1) A bachelor’s degree in Finance, Accounting, Public Administration or Management, is required. A master’s degree in Business Administration, Finance, or Public Administration is preferred.
- 2) A minimum of seven years of management-level finance experience, including supervision, in a business or public agency is required. 10 years of management-level finance experience including supervision is preferred.
- 3) Certified Public Accountant or Certified Public Finance Officer certificate is required.
- 4) Possess and maintain a valid State of Alaska Driver's License throughout the duration of employment.
- 5) Must have ability to pass an APSIN Background check, be bonded and assured.

I, _____, have received, reviewed and completely understand the entire contents of this job description.	
_____ Signature of Employee	_____ Date
_____ Signature of Supervisor	_____ Date

The City of Fairbanks is an Equal Opportunity Employer.

JIM MATHERLY
City Mayor
REV: 08/2019



MARGARITA BELL

CONTACT

ANGELA SNOW

**HUMAN RESOURCES DIRECTOR • CITY OF FAIRBANKS •
800 CUSHMAN STREET • FAIRBANKS, AK 99701**

Dear Ms. Snow:

I would officially like to be considered for the Chief Financial Officer (CFO) position.

I did not initially apply for the position because I enjoyed the tasks of the Controller and I believed that I could serve the City better in this capacity. However, I now believe that I can benefit the City more by serving as the CFO as I can prepare other finance staff for this position.

In my current role as Interim CFO, I believe that I have demonstrated my abilities by restructuring the finance department to ensure there is delineation of duties, managing the budgeting process, and providing a seamless transition during the search for a CFO.

In addition, my 23 years of experience in accounting and certifications are a testament of my abilities in areas of financial accounting (Certified Public Accountant), managerial accounting (Certified Management Accountant), and governmental accounting (Certified Governmental Financial Manager).

I look forward to discussing the next steps in this process.

Sincerely,
Margarita Bell

MARGARITA BELL

CAREER OBJECTIVE:

To secure the position of Chief Financial Officer for the City of Fairbanks that will allow me to utilize twenty-three years of accounting experience.

SUMMARY OF SKILLS:

- Possess in-depth knowledge of accounts payable, accounts receivable, payroll, financing, budgeting, cost control principles, and generally accepted accounting principles.
- Possess strong skills in preparing financial statements, budgets, projections, and special reports.
- Strong ability to understand and interpret federal, state, and local laws, regulations, contracts, and other issues relevant to governmental accounting.
- Proficient in the use of Microsoft Office applications and accounting packages including Munis and QuickBooks.
- Possess excellent organizational, supervisory, managerial, analytical, and problem-solving skills with an ability to work well with others.
- Possess outstanding verbal and written communications skills.

PROFESSIONAL EXPERIENCE:

City of Fairbanks, Fairbanks, Alaska
Controller

2016-Present

Responsible for: develop and maintain timely and accurate financial statements; develop, implement, and ensure compliance with internal financial and accounting policies and procedures; prepare, review, and monitor results against the budget; prepare routine financial reports and ad-hoc reports for operational review and decision making; provide accounting assistance to department heads; supervise accounts payable, payroll, and general ledger personnel; and perform daily accounting processes including journal entries and general ledger transactions.

Notable Accomplishments: Instrumental in receiving distinguished awards for the Comprehensive Accounting Financial Report (CAFR) and Budget Report.

City of Fairbanks, Fairbanks, Alaska
General Ledger Accountant/Grants Administrator

2008-2016

Responsible for: accuracy and maintenance of the general ledger; monthly reconciliation of general ledger accounts; recording and management of fixed assets; financial reporting of all grants; ensuring grant compliance with federal, state, and local laws and policies; monitoring all grants and contracts to ensure budgetary and program compliance; cost accounting for major road construction projects; preparing cost

analysis and projections for special projects; and preparing the annual federal and state single audit.

Notable Accomplishments: Managed over fifty grants and contracts totaling more than \$45 million with no audit findings and instrumental in the development of internal controls and special policies and procedures.

United Way of the Tanana Valley, Fairbanks, Alaska
Chief Financial Officer

1995-2008

Responsible for: proper recording of all financial transactions and maintenance of the financial reporting system; the existence of and compliance with appropriate written internal controls and financial policies and procedures to ensure the assets of the organization are protected; accurate and timely reporting to management, Board of Directors, committees, grantors, and government; preparing consolidated financial statements and accompanying notes for the independent annual audit; the annual budgeting process; reporting costs by activities; treasury management to ensure adequate cash flow; human resources and information technology functions; working with committees to accomplish goals; and working with individuals within the organization and affiliated agencies to ensure an appropriate understanding of financial matters.

Notable Accomplishments: Developed financial policies and procedures for all United Way agencies; improved organization's risk by implementing internal controls; and instrumental in reducing the uncollectible rate from 11.9% to 3.2%.

Robinson & Associates, Fairbanks, Alaska
Staff Accountant

2000-2002

Responsible for: examining and analyzing accounting records; reviewing clients accounting and operating procedures and systems of internal control; identifying accounting and auditing issues and performing research to solve issues that may develop; preparing financial statement reports and documentation supporting the audit opinion; designing and performing tests of internal controls; providing recommendations for improving internal controls and enhancing business efficiency; and coordinating the activities of the audit.

Notable Accomplishment: Prepared the first GASB 34 audit for the firm.

EDUCATION/CERTIFICATIONS:

Bachelor's Degree in Accounting, University of Alaska Fairbanks
Certified Public Accountant, State of Alaska
Certified Management Accountant, International
Certified Government Financial Manager, United States of America

CURRENT MEMBERSHIP/PROFESSIONAL ACTIVITIES:

Alaska Government Finance Officers Association, Board Member
Alaska Society of Certified Public Accountants, Member

REFERENCES:

Available upon request.

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor
Subject: Request for Concurrence – Building Code and Landscape Review and Appeals Commission
Date: January 8, 2020

The term of Mr. William Hrinko on the Building Code and Landscape Review and Appeals Commission expired on December 31, 2019. Mr. Hrinko has applied to continue his service on the Commission.

I hereby request your concurrence to the following **re-appointment** to the Building Code and Landscape Review and Appeals Commission:

Seat H William Hrinko Term to Expire: December 31, 2024

Mr. Hrinko's application is attached.

Thank you.

dds/



City of Fairbanks, Alaska


Building Code & Landscape Review & Appeals Commission

Board Details

The purpose of the Building Code Review and Appeals Commission is:

- 1) To review the building, electrical, plumbing, fire prevention, residential, mechanical, fuel gas and abatement codes and related provisions of the Fairbanks Code of Ordinances and make recommendations regarding building construction and housing codes adopted by the City,
- 2) To investigate and review all operations of the building department of the City, to submit recommendations on policy to the City Council, and to make recommendations on administration to the mayor, and
- 3) To hear and determine in the first instance all appeals from final staff decisions relating to building construction within the City including the Uniform Code for the Abatement of Dangerous Buildings. Any decision of the board may be appealed to the superior court in accordance with the appellate rules of the state court system, and
- 4) To review any disputes arising from the Building Official's application of the prescriptive design method, an applicant's election to use the professional design method, or an applicant's election to use the alternative compliance method.

Overview

 **Size** 12 Seats

 **Term Length** 5 Years

 **Term Limit** N/A

Additional

Board/Commission Characteristics

The Building Code and Landscape Review and Appeals Commission consists of nine regular members appointed by the Mayor, subject to confirmation by the City Council, and each member shall serve a five-year term. The members of the Commission must reside or work within the City and have experience with the design or construction of structures or with landscaping. The Building Official shall be an ex officio member of the Commission, who may provide information and recommendations but may not vote on any matter. Two alternate members are appointed by the Mayor, subject to City Council confirmation, to serve in the place of any absent member or otherwise assist the Commission as directed by the chairman. A secretary, who need not be a Commission member, shall be selected by its regular members.

Meetings

Meetings of the Building Code and Landscape Review and Appeals Commission are called by the chairman or a majority of the regular members. All meetings shall be open to the public. A majority (five members) of the Commission shall constitute a quorum, and a majority vote of those present and voting shall be necessary to carry any question. Minutes shall be kept as a permanent record of all meetings and shall be filed in the Office of the City Clerk.

Enacting Legislation

FGC 2-481 through 2-484

Enacting Legislation Website

<http://bit.ly/2Cw8nP4>

Joint Commission Details

N/A

Email the Commission Members

buildingcode&landscapereview&appealscommission@fairbanks.us

Profile

William _____ Hrinko _____
First Name Last Name

Email Address

Street Address

Suite or Apt

Fairbanks _____
City

AK _____
State

Postal Code

Mailing Address

Are you a City of Fairbanks resident? *

No

Primary Phone

Alternate Phone

PDC Inc Engineers _____ Structural Engineer _____
Employer Job Title

Which Boards would you like to apply for?

Building Code & Landscape Review & Appeals Commission: Submitted

Interests and Experiences

Why are you interested in serving on a City board or commission? What experiences can you contribute to the benefit of the board or commission?

I have served on the Review Board since 2014 in which time we reviewed and accepted the 2015 IBC code. Also in that time frame we have heard several appeals cases. I have been a practicing engineer in Fairbanks since moving here in 1997, so am familiar with the environmental conditions that impact building structures in our town. I would be pleased to have you accept me to continue my work on the Board, giving back to the community I call home.

Please provide a brief personal biography in the space below, or attach a resume.

Bill Hrinko, PE, SE, has been with PDC since 1997. He has provided structural engineering services for a wide range of projects, from flagship research facilities on the University of Alaska Fairbanks campus to maintenance shops in remote locations for DOT&PF. Bill's project experience includes the Tanana Chiefs Conference Chief Andrew Isaac Health Center and the Ryan Middle School Renovation. On any project, designing the correct foundation for the structure and dealing with challenging delivery schedules, long-distance inspections, and difficult weather conditions is still the same. Clients, architects, and contractors all know they can depend on Bill for efficient and timely designs. He is well organized and thorough, and his designs are characterized by their careful coordination with the architectural requirements.

EDUCATION M.S. Civil Engineering, University of Cincinnati (1992) B.S. Civil Engineering, University of Cincinnati (1990)

Upload a Resume

List any professional licenses or training you believe are relevant to the seat you are applying for.

Alaska PE, CE9743 Alaska SE, SE13602 Current member of City of Fairbanks Building Code & Landscape Review & Appeals Commission Current board member of Structural Engineers Association of Alaska (SEAAK)



HOTEL/MOTEL DISCRETIONARY FUND COMMITTEE
 MEETING MINUTES – NOVEMBER 7, 2019
 FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Hotel-Motel Discretionary Fund Committee convened at 12:09 p.m. on the above date to conduct a preliminary meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska with Council Member June Rogers (Seat F) presiding and with the following members in attendance:

Members Present: Kathryn Fitzgerald, Seat A
 Ron Woolf, Seat B
 John Kohler Jr., Seat D
 Jim Soileau, Seat E (arrived at 12:21 p.m.)

Absent: John Nobles, Seat C

Also Present: D. Danyielle Snider, City Clerk
 Diana Hebel, Deputy Clerk I
 Margarita Bell, City Controller

APPROVAL OF MEETING MINUTES

a) Meeting Minutes of January 9, 2019

Mr. Kohler, second by **Ms. Fitzgerald**, moved to APPROVE the Meeting Minutes of January 9, 2019.

Chair Rogers called for objections to APPROVING the Minutes, and, hearing none, so ORDERED.

NEW BUSINESS

a) Introduction of Committee Members

There were no new committee members. **Chair Rogers** introduced Diana Hebel as the newest member of the City Clerk’s Office.

b) Financial Report by Margarita Bell, City Controller

Ms. Bell stated she performed a review on the originals, and Carrie Peterson performed a review on the copies; she stated Ms. Peterson would not be participating this year as she will be away during the time of presentations. Ms. Bell reported that all applicants provided their financial reports and submitted their applications on time; however, there were four organizations that did not provide all the required documentation:

1. World Ice Association, Inc. (ICE Alaska) – Missing annual report in application
2. Alaska Dog Musher’s Association, Inc. – No detail provided for income in excess of 10%

3. Literacy Council of Alaska – Missing annual report in application and missing demonstration of use of the logo
4. Tanana Valley State Fair – No detail provided for expenses in excess of 10%

Ms. Fitzgerald pointed out that these criteria are no different than from any other year and these criteria have been used in prior years to determine applicant eligibility.

Mr. Soileau arrived at the meeting (12:21 p.m.).

Chair Rogers asked that the listing of applicants lacking documentation be read again for Mr. Soileau. Ms. Bell went over the list again.

Ms. Fitzgerald explained that, in the past, some organizations would lump all income or expenses into one large category and call it “miscellaneous”, and the Committee recognized a need for applicants to provide more detail.

Mr. Soileau agreed that compliance is important without exception; he stated, however, that it is sad when applicants are removed from eligibility. **Mr. Kohler** stated he is also disappointed, but the standards must be met. **Mr. Woolf** also expressed agreement.

Chair Rogers asked if there was any more discussion before directing the clerk to issue the four ineligibility letters.

Ms. Fitzgerald noted that the application review lists distributed by Ms. Bell were labeled 2018 but should be dated 2019. She also asked if “N/A” on a listing meant that the applicant did not receive funding the prior year. Ms. Bell acknowledged the date error and replied affirmatively to Ms. Fitzgerald’s question.

Mr. Soileau, second by **Ms. Fitzgerald** moved to REJECT the four applications deemed as ineligible for funding and DIRECT the Clerk’s Office to send ineligibility letters out to each of the four applicants.

Hearing no objection, it was so ORDERED by **Chair Rogers**.

- c) Committee Policies and Procedures (tardiness, absences, presentation format, etc.)

Chair Rogers pointed out that the Policies and Procedures are included in the agenda packet for review.

Mr. Kohler, second by **Mr. Soileau**, moved to APPROVE the Policies & Procedures as presented.

Hearing no objection, it was so ORDERED by **Chair Rogers**.

- d) Update on Logo Quality

Chair Rogers asked for an update on the logo.

Ms. Hebel explained how she has been trying to manipulate the existing logo file to resize the file to a larger size; she stated that when it is resized the logo loses the gradient effect. She recommended that

the logo be redrawn and asked Ms. Fitzgerald whether she still has someone in mind to work on the logo.

Ms. Fitzgerald stated she has not met with her friend on the topic as of yet and does not have a program that is sophisticated enough to make the changes herself. She asked when the logo deadline might be.

Chair Rogers asks members what direction they would like to offer in regard to the logo.

Ms. Hebel presented the committee members with the drawing example.

Ms. Fitzgerald asks members is they are set on a gradient style or if a solid color would be acceptable.

Mr. Kohler, second by **Mr. Woolf**, moved to DIRECT Ms. Hebel to continue working on the logo.

Chair Rogers called for objections to DIRECTING Ms. Hebel to continue working on the logo, and, hearing none, so ORDERED.

COMMITTEE MEMBERS COMMENTS

Chair Rogers thanked all members for serving on the committee. She spoke of the importance of the Committee to the community and to local organizations.

NEXT MEETING

The Committee agreed to hold the Hotel/Motel Discretionary Fund Committee Presentation Meeting on Thursday, December 12 at 5:30 p.m. and the Distribution Meeting on Monday December 16 at noon.

ADJOURNMENT

Mr. Woolf, second by **Mr. Kohler**, moved to ADJOURN the meeting.

Chair Rogers called for objection, and, hearing none, declared the meeting ADJOURNED at 12:49 p.m.


June Rogers, Chair


Diana Hebel, Deputy City Clerk I

Transcribed by: DH



HOTEL-MOTEL DISCRETIONARY FUND COMMITTEE
 MEETING MINUTES – DECEMBER 12, 2019, 5:30 P.M.
 FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Hotel-Motel Discretionary Fund Committee convened at 5:30 p.m. on the above date to conduct a Presentation Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Council Member June Rogers (Seat F) presiding and with the following members in attendance:

Members Present: Kathryn Fitzgerald, Seat A
 Ron Woolf, Seat B
 John Kohler, Jr., Seat D
 Jim Soileau, Seat E

Absent: John Nobles, Seat C

Also Present: Emily Braniff, Deputy City Clerk II
 Diana Hebel, Deputy City Clerk I
 Margarita Bell, Controller

APPROVAL OF MEETING MINUTES

a) Approval of Meeting Minutes – November 7, 2019

Mr. Kohler, second by **Mr. Soileau**, moved to APPROVE the November 7 meeting minutes.

Hearing no objection, **Chair Rogers** declared the minutes APPROVED.

PRESENTATIONS BY APPLICANTS

Chair Rogers verified that each applying organization will have three minutes to present and two minutes for questions for a total of 5 minutes, and she announced that presentations will begin right away. She asked that representatives state their name at the beginning of their presentations.

Applicants presented in the following order:

a) Fairbanks Racing Lions Club, Inc.	m) Festival Fairbanks, Inc.
b) Fairbanks Litter Patrol	n) Yukon Quest International, LTD
c) Alaska International Senior Games, Inc.	o) Kitty Hensley House Museum
d) Fairbanks Children’s Museum	p) Fairbanks Community Band, Inc.
e) Fairbanks Tired Iron, Inc.	q) University of Alaska Museum of the North
f) Pioneer Memorial Park, Inc.	r) Georgeson Botanical Garden Society
g) Fairbanks Curling Club	s) Fairbanks Community Museum
h) Tanana Yukon Historical Society	t) Alaska Songbird Institute
i) Alaska Goldpanner Baseball, Inc.	u) Fairbanks Youth Soccer Association
j) Friends of Creamers Field	v) Fairbanks Arts Association
k) The Folk School	w) Iron Dog, Inc.
l) Clay Street Cemetery Commission	x) Greater Fairbanks Chamber of Commerce

Chair Rogers thanked everyone present for being part of the process and for their efforts in making the Fairbanks community a better place.

NEXT MEETING

Chair Rogers announced that the distribution meeting will be held on Monday, December 16, 2019 at 12:00 p.m. in City Council Chambers.

Chair Rogers asked Committee members whether anyone had allocated a “zero” to any of the organizations that presented. No members had allocated a “zero”, so no organizations were eliminated.


ADJOURNMENT

Mr. Kohler, second by **Ms. Fitzgerald**, moved to ADJOURN the meeting.

Hearing no objection, **Chair Rogers** declared the meeting
ADJOURNED at 7:06 p.m.



June Rogers, Chair



Diana Hebel, Deputy City Clerk I

Transcribed by: DH



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 NOVEMBER 12, 2019 – 5:30 P.M.
 FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council (FDC)** convened at 5:30 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following members in attendance:

Members Present:	Kennita Williams, Seat A	David Rucker, Seat G
	Robert Dorton, Seat B	Jeff Walters, Seat H
	Montean Jackson, Seat C	Kelvin Lee, Seat I
	Juanita Webb, Seat D (telephonic)	Doug Toelle, Seat J (arrived at 5:42 p.m.)
	Shelissa Thomas, Seat E	Sara Harriger, Seat K
	Rita Davis, Seat F	June Rogers, City Council Member

Members Absent: Angela Foster-Snow, HR Director

Also Present: D. Danyielle Snider, City Clerk Nancy Reeder, Police Chief

CALL TO ORDER & READING OF THE FDC MISSION STATEMENT

Chair Matherly called the meeting to order and read the FDC Mission Statement.

PLEDGE OF ALLEGIANCE

Chair Matherly asked everyone to join him in the Pledge of Allegiance.

APPROVAL OF AGENDA

Ms. Thomas, seconded by **Mr. Rucker**, moved to APPROVE the Agenda.

Chair Matherly called for objection to APPROVING the Agenda, as Amended, and, hearing none, so ORDERED.

CITIZENS' COMMENTS (Limited to 3 Minutes)

Reverend Leslie Ahuvah Fails, 285 Rainbow Ridge Road, Fairbanks – Rev. Fails expressed support and appreciation for the work of the FDC. She stated she represents the Unitarian Church, which serves many queer and transgender people. She stated it has been a rough year nationally and locally. She expressed concern over the recent change in the makeup of the FDC and emphasized the importance of the FDC’s work. She stated she applied to serve on the FDC in early October, and she spoke in support of having more religious representation on the FDC.

Frank Turney, 1434 Lacey Street, B, Fairbanks – Mr. Turney stated he has been attending FDC meetings for a few years. He spoke about the *Batson v. Kentucky* Supreme Court case regarding

the dismissal of jurors without valid cause based solely on race. Mr. Turney stated he is seeking a resolution in support of data collection in jury selection to ensure the courts are complying. He thanked Mayor Matherly for his Proclamation on Veterans Day and stated that American Indian veterans have the highest record of military service.

Mr. Walters asked Mr. Turney who should be asked to collect the data. Mr. Turney replied that it should be asked of the state legislature and possibly to U.S. Senators Murkowski and Sullivan.

Ms. Rogers stated that Mr. Turney has been working on the issue for a number of years; she asked whether any other states have a good model to follow. Mr. Turney stated there are other states that collect data, but he does not have that information with him. He stated that over 150 Alaska Native villages opt out of jury duty.

Ms. Thomas asked Mr. Turney what kind of data he hopes can be gathered. Mr. Turney stated that if three minorities are removed from jury selection, prosecutors must show cause. He indicated that there is a serious problem with the court system, and he wants to ensure the “Batson Challenge” is not being violated. He stated he would like to know whether they show cause for removing minorities from juries.

Ms. Jackson asked whether there is any information indicating that the process is not being followed. She asked whether there is a committee that oversees jury selection. Mr. Turney stated there is no committee in place, but legislators could form one.

Chair Matherly stated he is working with City Attorney Paul Ewers on a letter or a resolution to present to the City Council encouraging the state to collect data.

Mr. Turney referenced a Mississippi Supreme Court case that was recently overturned due to racial discrimination.

Hearing no more requests for comment, **Chair Matherly** declared Citizens’ Comments closed.

MAYOR’S COMMENTS & REPORT

a) Introduction of New Members

Chair Matherly introduced new members Bobby Dorton and Kennita Williams and asked them to tell everyone a little about themselves.

Mr. Dorton stated he is originally from Northway, and he grew up with traditions and was taught about his culture. He stated he moved to Fairbanks in 2004 for all the wrong reasons and was involved with drugs until he hit rock bottom in 2013. He shared that he was sentenced 11 years in jail for selling heroin. He explained that while he was incarcerated, he received some treatment. He stated that they asked him about the effects he had on others, but he could not see the effects because he had been a selfish person. He stated they threw him out of the class twice, but finally he acknowledged the effects he had on others, particularly on his children, and it was a turning point for him. **Mr. Dorton** stated that today he advocates for recovery in the community. He

stated that now he makes connections by looking for what he can give instead of what he can get. **Mr. Dorton** stated he works at Ralph Purdue and works closely with Re-entry Coalition. He stated he is all about tradition and culture, but he is also about recovery. He stated that he wants to see Fairbanks become a recovery community, and he stated that everyone has been touched by addiction in some way.

Ms. Williams stated she has lived in Fairbanks for five years, and she came by way of the U.S. Air Force. She stated her husband is now retired, and they stayed because they fell in love with Fairbanks. She stated she is a senior paralegal, and she worked with the legal team at Eielson Air Force Base (EAFB) for four years. She stated she worked as a victim liaison, and she has dealt with many domestic violence issues. **Ms. Williams** stated her heart cries for things that are happening right in front of her, and she wants to be a voice for change and help others. She stated she became Spouse of the Year for EAFB, which opened other doors in the community. She stated she is now working on the legislative side with Senator Murkowski.

Chair Matherly welcomed both Mr. Dorton and Ms. Williams.

b) Changes to FDC Membership/Make-up (City Ordinance No. 6114) and Future FDC Work Session

Chair Matherly referenced the signed copy of City Ordinance No. 6114 in the agenda packet. He informed members that the FDC membership has been reduced to 11 voting members. **Chair Matherly** stated that this time of year when it is dark and cold outside can be difficult for people. He shared that RI International, or RI Consulting, is considering putting up a mobile rehab unit in Fairbanks to go directly to people in need. He stated the program would be grant-funded, and he is working with them to get that done for Fairbanks. He stated he recently had a good meeting with folks from the Sobering Center, and they are having difficulty keeping a fulltime staff. **Chair Matherly** spoke to the need to keep the Emergency Service Patrol (ESP) operating and to the challenge in funding the program. He shared that he met with the Fairbanks Downtown Association (DTA) the previous week to discuss snow removal, and the City is working on some ideas for downtown during the summer months. He stated that cameras will be installed in Golden Heart Plaza, and the City aims to place an officer downtown again next summer, whether it be a Fairbanks Police Department (FPD) officer or a Volunteer in Policing (VIP). He briefly discussed the staffing struggles at the FPD. **Chair Matherly** shared that the City Council working on the 2020 budget, and they will hold meetings rest of week starting at 7 a.m. **Chair Matherly** stated that since the planned FDC work session did not work out, he would like the FDC to reschedule it for early in 2020. He stated he would like to hear FDC members' ideas on when to hold the work session, and he has some ideas on things that need to be worked on. He requested that the City Clerk send out a poll so that each member could select their date preferences.

Ms. Jackson asked Chair Matherly how one goes about informing the City of a problem property if it is a non-emergency issue. **Chair Matherly** stated that folks can call, text, or email him to let him know.

Ms. Thomas asked how members should go about selecting agenda topics for the FDC work session. **Chair Matherly** stated he worked with Vice Chair Harriger prior to the last scheduled

work session to set an agenda. **Ms. Harriger** stated it would be a good idea for the FDC to meet prior to the work session to set an agenda. She suggested that a committee be formed to plan the format, location, and other details for the work session. **Chair Matherly** stated he is putting all other subcommittees on hiatus for the time being until the FDC forms a reorganization plan.

Mr. Dorton suggested using an online program called “Airtable” for members to interact and communicate. **Ms. Harriger** pointed out that using an online program for members to communicate may violate the Open Meetings Act (OMA).

Ms. Rogers requested that the work session be held at City Hall; she stated that meeting at City Hall gives validation to the group and shows that the City supports its efforts.

Mr. Walters suggested that members be presented with the option of holding a work session in lieu of a regular monthly meeting.

FIVE-MINUTE PRESENTATIONS (Representatives from: City Council, Fairbanks North Star Borough, Military, Indigenous People, and FNSB School District)

Mr. Walters questioned what had happened with the three Borough-appointed members when the size of the FDC changed from 15 to 11 voting members. He stated that he spoke with someone from the Borough who told him he was now the only Borough-appointed member to the FDC. Clerk Snider explained that the ordinance reduced the Borough appointees from 3 to 1. She stated she has been in contact with the Borough Mayor’s Office in regard to the change.

CALENDAR OF EVENTS

Ms. Harriger shared that there will be Gwich’in fiddle dances at the Morris Thompson Cultural and Visitors Center November 14-16. She stated that on the 15th and 16th from 2-5 p.m. there will be a Gwich’in reading and writing class at Chief Andrew Isaac Health Center.

Mr. Dorton stated there will be another fiddle dance happening at the hall at the same time.

APPROVAL OF PREVIOUS MINUTES

- a) Regular Meeting Minutes of July 9, 2019
- b) Regular Meeting Minutes of September 10, 2019
- c) Regular Meeting Minutes of October 8, 2019

Mr. Toelle, seconded by **Mr. Rucker**, moved to APPROVE all three sets of meeting minutes.

Chair Matherly called for objection to APPROVING all three sets of Meeting Minutes, and, hearing none, so ORDERED.

HUMAN RESOURCES REPORT

a) Report by Police Chief Reeder on Officer Training

Police Chief Nancy Reeder spoke about crisis intervention training (CIT) and mental health techniques. She stated that CIT is something police officers need to embrace, although some tend to be nervous about it. She stated the goal is to give officers confidence in knowing how to deal with mental health issues. She stated there will be a 40-hour training the week of December 9 and again in the spring of 2020; she explained that the training that will be open to FPD officers, Fairbanks Emergency Communication Center (FECC) dispatchers, and other law enforcement in the region. She stated that each class can accommodate 20 attendees. Chief Reeder stated that within the next couple weeks FPD will begin two mandatory classes funded by a Bureau of Justice grant: *Dynamics of Officer and Citizen Encounters* and *Leading without Rank – Leadership for the Line Officer*. Chief Reeder stated that in 2020 there is another federal grant to fund officer wellness training.

Chair Matherly stated he was excited to see several new recruits in City Hall for testing.

Chief Reeder stated FPD is losing staff. She stated that some of the loss is the natural course of police work but that there are other contributing factors like forced overtime. She stated that FPD lost some good Sergeants to the City of North Pole recently. She shared that the department will lose five officers in early 2020 to retirement. Chief Reeder reported that when she started at the City in June the department was down eight positions; she stated several positions were filled, and three will graduate from the academy later in the week. She stated that, currently, FPD is down five positions, but the department will be ten officers short if more are not hired soon. She reported that six candidates were tested recently, and they all passed.

Ms. Thomas commended Chief Reeder for implementing some awareness about mental health and stated that change is sometimes hard. She asked whether the officer wellness class would entail secondary trauma; Chief Reeder stated she is sure it will.

Ms. Jackson expressed hope that FPD could get training on dealing with diverse populations. She asked Chief Reeder about FPD's partnerships with different agencies in the community to help with officer support. Chief Reeder stated that utilizing folks in the community for officer wellness is a great idea. She stated that when the Alaska Federation of Natives (AFN) came to town, they put on a cross-cultural communication training that many City employees attended. She stated that FPD needs to start doing some diversity training.

Ms. Davis asked about the department's cold case files. Chief Reeder stated that she is not prepared to give an update but that she could report back at the next FDC meeting.

Mr. Walters stated that in the past, the FDC has had a place on the interview panel for FPD candidates. He asked about the timeline for the next round of interviews. Chief Reeder stated that the department is no longer doing oral boards for FPD candidates. She stated that there were no oral boards done for the six new hires that came on board over the summer.

Mr. Walters asked whether the FDC could have a role in the hiring process. Chief Reeder stated that most of the process involves digging into the background of applicants, which is confidential. She stated she is open to suggestions, and she spoke to importance of consistency in the process. Chief Reeder stated that for special things such as internal promotions and K-9 assignments, she brings in individuals and groups from the community.

Ms. Rogers stated that questions about the filming project continue to come in, and she requested an update. Chief Reeder stated that nothing has been publicized yet, and the project is not complete. She stated that the first episode came in for review in June. She stated that the TV show involves other Alaskan communities, not just Fairbanks. She shared that there was nothing she saw in her review that would bring the community into a bad light. Chief Reeder stated that the second episode just came in for review, and FPD asked for only one edit to a reference to Alaska Statute that was overlaid on the screen. She reported that she has not seen anything so far that she would have a concern with.

UNFINISHED BUSINESS

a) FDC Confirmation of Appointment of Second Vice Chairperson

Chair Matherly stated that he is asking for confirmation from the FDC for Ms. Thomas to be appointed as Second Vice Chair.

Mr. Toelle, seconded by **Mr. Lee**, moved to APPROVE the appointment of Ms. Thomas to the position of Second Vice Chair.

Ms. Jackson questioned whether the Mayor considers a member's knowledge of the Diversity Action Plan (DAP) or their longevity with the FDC when making an appointment to Second Vice Chair. **Chair Matherly** stated he knows Ms. Thomas well. He pointed out that Ms. Harriger was fairly new to the FDC when she was appointed as Second Vice Chair.

Ms. Jackson wondered if other members may be interested in holding the position. **Mr. Lee** stated that it is nice to be thought of, but he does not have a problem with appointing Ms. Thomas.

Ms. Rogers stated she has great confidence in Ms. Thomas. She stated she believes Ms. Jackson's question related to the selection process and that perhaps the process can be discussed in the FDC planning session.

Chair Matherly stated he took it upon himself to make the selection, and it was not his intent to slight anyone.

Ms. Harriger stated she has no doubt that Ms. Thomas would be an excellent co-chair. She expressed concern with some of Ms. Thomas' comments to former member Lisa Slayton at a previous meeting. **Ms. Harriger** asked Ms. Thomas about her mission in serving on the FDC. She also asked about Ms. Thomas' thoughts on LGBTQ issues and stated that the FDC needs to be a safe space for everyone in the community. **Ms. Thomas** stated that her comments to Ms. Slayton were in defense of the Mayor, and there was some disrespect taking place at that meeting.

She stated that she operates a non-profit in the community, and she treats people with dignity and respect regardless of their sexual orientation. **Ms. Harriger** stated that the comment Ms. Thomas made was in regard to whether one's sexual orientation was a choice and whether sexual orientation should be treated as a civil rights issue. **Ms. Harriger** asked Ms. Thomas if she recalled the comment; **Ms. Thomas** replied that she does not recall the comment. She reiterated that she treats people with respect and trains her staff to do the same. She stated she is entitled to an opinion as are other members. She stated it is not her job to debate the LGBTQ issue with someone.

Mr. Lee recalled when the FDC voted to confirm Ms. Jackson's appointment to Second Vice Chair; he stated that the Mayor puts a name forward, the FDC votes, and he believes that is fair.

Mr. Walters asked about the process of selecting a Second Vice Chair. Clerk Snider explained that the Fairbanks General Code (FGC) states that the position is appointed by the Mayor with confirmation by the FDC. She stated there is no specific process or requirements for the Mayor's selection. **Mr. Walters** stated that he recalls the conversation Ms. Harriger referred to, and he was a little taken aback at the time. He stated that he believes that the comment he heard from Ms. Thomas was that being gay is a choice. He stated that as a gay man, he does not agree with that statement. He stated he is not trying to put Ms. Thomas on the spot, and he appreciates the statements she just gave. He stated that he struggles a little bit as a member of the FDC after what occurred last spring. He stated that there are many GLBTQ people in the community who may not apply to serve because of the issue. **Mr. Walters** stated that he believes in the FDC, and he believes things are better when people communicate with each other in respect. He stated that everyone has an opinion, but his orientation is not a choice – it is who he is. He stated he likes that members of the FDC all come from different places. He stated that he hopes Ms. Thomas does not view his statements as criticism towards her.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE APPOINTMENT OF MS. THOMAS TO THE POSITION OF SECOND VICE CHAIR AS FOLLOWS:

YEAS: Jackson, Walters, Webb, Harriger, Davis, Lee, Toelle, Dorton, Rucker, Williams

NAYS: None

Due to the nature of the motion, Ms. Thomas did not vote.

Chair Matherly declared the MOTION CARRIED.

b) Discussion on Court System Data Collection in the Jury Selection Process

Chair Matherly stated that he would like his earlier comments on the item to suffice. He stated that he will work with the City Attorney on the issue, and it may be a part of the FDC work session. He stated that he would dedicate more time to the issue and bring something to the FDC.

c) Member Acknowledgement of FDC Purpose and Role

Chair Matherly, referring to his veto earlier in the year, stated that it caused some anger in the community. He stated his intent was not to insult anyone, and he respects what everyone has to say. He stated, however, that the incident at a previous meeting that members referred to earlier was over the top. He stated that the FDC is the most emotional committee of the City. He stated

that he takes what Mr. Walters says to heart, and he urged him to remain on the FDC. **Chair Matherly** stated that the memo of acknowledgement was brought forward to address the incident that occurred. He stated that if the acknowledgement is thrown out by the FDC, he is fine with that as long as members agree to be respectful to one another.

Mr. Toelle, seconded by **Ms. Jackson**, moved to do away with the Memorandum of Acknowledgement.

Ms. Jackson stated that signing the paper is not going to change anyone's behavior. She stated that she hopes when folks are interviewed by the Mayor, they understand the role they are expected to fulfill on the FDC. She stated she does not believe the memo of acknowledgement is necessary.

Chair Matherly indicated that if FDC members decide to sign the memorandum, he will require other City Board and Commission members to sign a similar statement.

Ms. Thomas asked whether members can be removed by the Mayor. **Chair Matherly** stated that he has never considered removing a member and that removal of a member would have to go before the City Council.

Chair Matherly called for a voice vote on the motion to do away with the Memorandum of Acknowledgement. All members voted in favor, and there were none opposed.

FDC COMMITTEE REPORTS

Chair Matherly stated that FDC Committees will be put aside for a while.

FDC MEMBERS' COMMENTS

Mr. Dorton stated he is grateful for the opportunity to serve on the FDC.

Ms. Williams echoed Mr. Dorton's comment.

Ms. Thomas thanked Chief Reeder for her report and stated her heart goes out to the Chief as it can be challenging for a woman working in a male-dominant field. She stated that her own mother was a female police officer in Louisiana. She stated she is proud to serve on the FDC.

Ms. Davis welcomed the new members. She suggested that FDC meetings be made less formal. She stated that the seating arrangement can be intimidating to some people, and she wants the community to feel included and offer input to the FDC. **Chair Matherly** stated that is something that can be discussed at the FDC work session.

Ms. Jackson thanked Mayor Matherly for everything he is doing to rejuvenate the FDC. She stated that when she was the Vice Chair she met with the Mayor and Clerk to set the FDC agenda, and it gave her buy-in. She expressed hope that the process would continue for meeting planning.

She commended Mayor Matherly for addressing the jury selection issue and spoke in support of an annual work session to look at what the FDC has accomplished and where it is going.

Mr. Toelle expressed appreciation that Chief Reeder is addressing CIT training. He stated that most negative interactions between citizens and police involve race or mental health issues. He stated it has been a good meeting. He stated he was happy to see the memorandum of acknowledgement go away.

Mr. Lee referenced Mr. Walters' earlier comments about the FDC's prior participation in FPD interviews. He stated that the purpose was to promote transparency, and he does not want that to be forgotten. He thanked Mr. Walters for raising the issue.

Mr. Rucker stated that he had no comments.

Ms. Rogers stated she is appreciative of the meeting. She stated she has had concerns about where the FDC is going because it has stumbled. She stressed the importance of moving forward together and commented on the good attendance of members at the meeting.

Mr. Walters thanked Chief Reeder for the report. In response to a recent newspaper article about the FDC changes, he commented that it was difficult for the FDC to meet quorum when there were six vacancies. He stated that many members are committed and are trying their best. He stated that the article may not have characterized the situation accurately.

Ms. Harriger welcomed the new members. She stated it feels good to have a full room, and she was excited to hear the new members' stories. She stated that Chief Reeder's report was inspiring. She stated she is delighted that there are so many members present but sad that the FDC membership was cut; she stated a larger body was more inclusive. She stated that focusing on the positive, she is excited and grateful.

Chair Matherly stated that a person does not have to be an FDC member to be involved. He explained that he did not want to fill the vacancies on the FDC only to have the membership reduced and have to remove members. He stated that there is now a good-sized, diverse group of people. He stated that no political games were involved in the change and that being at full strength is something to celebrate.

Ms. Webb welcomed the two new members. She stated that most of the comments she was going to make have already been said by others. She stated she looks forward to working together and moving forward.

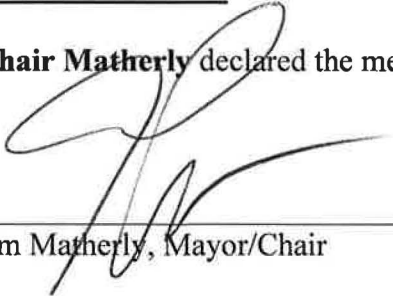
Ms. Rogers, in defense of the News Miner, stated that they have a lot of new staff. She stated there is an obligation to educate them, so they are better informed when they write an article. She spoke to creating a partnership that serves both the City and the media well.

MEETING DATES

Chair Matherly shared that the next Regular Meeting of the FDC is scheduled for Tuesday, December 10, 2019.

ADJOURNMENT

Chair Matherly declared the meeting ADJOURNED at 7:19 p.m.



Jim Matherly, Mayor/Chair



D. Danyielle Snider, CMC, City Clerk

Transcribed by: DS