



FAIRBANKS CITY COUNCIL
AGENDA NO. 2021-14
REGULAR MEETING – JULY 12, 2021
MEETING WILL BE HELD VIA ZOOM WEBINAR AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

WORK SESSION

5:30 p.m. – Discussion on Council Review of Liquor & Marijuana License Applications

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.

NOTE: Due to concerns over the COVID-19 pandemic, special procedures are being implemented for City Council Meetings. The Mayor, Council Members, and the public may participate remotely during this time. Citizens may have written comments read into the record if submitted to the City Clerk in advance, or citizens may provide testimony via Zoom webinar if registered to do so in advance of the meeting (the three-minute time limit applies to all forms of public testimony). To help achieve social distancing, the seating in Council Chambers is spread out and limited. No more than 30 individuals will be allowed in the Chambers at the same time. Citizens arriving after the maximum number has been reached will be directed to wait in another area until it is their turn to speak to the Council. Meeting attendees are asked to wear a mask or face covering unless they have been fully vaccinated (masks will be provided to those who do not have one). We thank you for your understanding and cooperation during this time.

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 May 24, 2021

8. SPECIAL ORDERS

Lic. #	DBA	License Type	Licensee	Address
4548	Brewsters	Beverage Dispensary	Restaurant Concepts, LLC	354 Old Steese Highway

9. MAYOR'S COMMENTS AND REPORT

a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. DISCUSSION ITEMS (Information and Reports)

a) Committee Reports

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

*a) Reappointments to the Clay Street Cemetery Commission

*b) Reappointment to the Hotel/Motel Discretionary Fund Committee

*c) Appointment to the Fairbanks Diversity Council

15. COUNCIL MEMBERS' COMMENTS
16. CITY CLERK'S REPORT
17. CITY ATTORNEY'S REPORT
18. EXECUTIVE SESSION
19. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, MAY 24, 2021
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 to discuss Remote Participation at Council Meetings and Electronic Devices, to conduct a Regular Meeting of the Fairbanks City Council via Zoom webinar and 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 (remotely)
 Valerie Therrien, Seat C
 Aaron Gibson, Seat D
 Lonny Marney, Seat E
 Jim Clark, Seat F

Absent: None

Also Present: Margarita Bell, Chief Financial Officer (remotely)
 Paul Ewers, City Attorney
 D. Danyielle Snider, City Clerk
 Mike Meeks, Chief of Staff
 Kristi Merideth, FECC Manager (remotely)
 Geoff Coon, Assistant Fire Chief
 Ron Dupee, Police Chief (remotely)

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 lead the Flag Salutation.

CITIZENS' COMMENTS

Victor Buberger, Fairbanks – Mr. Buberger thanked the City for repairing Cowles Street. He went on to state that changes to the public records act should be carefully considered. He spoke against the City's online meeting platform stating that it was difficult to navigate and changes often. He questioned the lack of Native ethnicity on the Fairbanks police force and criticized the high wages being paid to some City employees.

Jerry Cleworth, Fairbanks – Mr. Cleworth spoke to his concerns regarding Ordinance No. 6169. He shared his frustration with the creation of a new bargaining unit that only included six people,

adding that the time spent in processing and reviewing each contract is a hinderance to multiple departments. He stated that he had further concerns with the way the contract memorializes overtime, creating a situation that would be difficult to change in the future. He asked the Council to look at the contract carefully and take time to understand the logistical situations within it, for example, the effect of discontinuing the temporary Captain position.

Mr. Clark asked if Mr. Cleworth had any ideas to deal with disciplinary actions within the department. Mr. Cleworth stated that there will always be issues when you have a staff of 45-47 officers. He added that it is the Chief's responsibility to be proactive in those situations. **Mr. Clark** asked why Mr. Cleworth believed the bargaining unit would be a permanent situation. Mr. Cleworth clarified that it may be possible to undo the bargaining unit, but it would be very difficult to do so.

Mr. Gibson asked Mr. Cleworth if he was familiar with the "rule of 60." Mr. Cleworth stated that he was. **Mr. Gibson** asked Mr. Cleworth how he predicted the situation to unfold if the Council did not authorize the Captain position for the following year. Mr. Cleworth stated that the current contract does not address that very well, nor does it address the situation when an officer is promoted from one bargaining unit to another.

Ms. Rogers asked Mr. Cleworth for his recommendation. Mr. Cleworth stated that he opposes the ordinance and gave a brief history on the Captain position as well as the Public Safety Assistant positions.

Brian Beal, Fairbanks – Mr. Beal thanked the Council and added that he had been at the Clay Street Cemetery cleanup day. He stated that there was large turnout and everyone had a very good time. He invited the Council and the public to the Memorial Day ceremony and noted that Frank Turney's Celebration of Life will be held at the Cemetery on Wednesday, June 2 at 5 p.m.

City Clerk Danyielle Snider stated that there were no more comments to be heard in person or over Zoom and proceeded to read the following written comment into record:

Justice Soule, Fairbanks – Ms. Soule spoke to a parking situation she has had with an employee of the Northward building. She added that the employee has been parking in front of her home for the entire day instead of the company-owned parking lot, and her requests to the individual have been ignored. She added that other nearby areas are limited to 2-hour parking. She asked that people be considerate when parking in front of residences, especially during the summer when there are families that would like to have access to their homes.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

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

Ms. Rogers pulled Ordinance No. 6169 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 April 12, 2021

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Address
3336	Soapy Smith's Pioneer Restaurant	Restaurant/ Eating Place	Nicholas V Stepovich	543 2nd Avenue
3050	Kanpai	Restaurant/ Eating Place	Three Star, LLC	1448 S. Cushman Street
3467	Lin's Asian Bistro	Restaurant/ Eating Place	Lin's Panda Garden, Inc.	1900 Airport Way
77	300 Club	Beverage Dispensary	Karen A Meadows-Sours	940 Cowles Street
1966	Loyal Order of Moose #1392	Club	Fairbanks Lodge #1392	98 10th Avenue
2124	Fenders	Beverage Dispensary	636, LLC	636 28th Avenue (upstairs)
4763	Bobby's Downtown	Beverage Dispensary	Delta Epsilon, Inc.	609 2nd Avenue

Ms. Therrien, seconded by **Mr. Gibson**, moved to WAIVE PROTEST on the Liquor License Applications for Renewal.

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

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

YEAS: Kun, Gibson, Rogers, Therrien, Clark, Marney

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

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

Type: Restaurant/Eating Place, License #5950

DBA: House of Fire Pizza
Applicant: TJMN, LLC
Location: 300 Old Steese Highway, Unit 1, Fairbanks

Mr. Gibson, seconded by **Mr. Marney**, moved to WAIVE PROTEST on the New Liquor License Application and Restaurant Designation Permit.

Mayor Matherly called for Public Testimony.

City Clerk Danyielle Snider stated that there were no comments to be heard in person or over Zoom and proceeded to read the following written comment into record:

Greg Johnson, Fairbanks – Mr. Johnson stated that he is a part owner in a neighboring business of the original House of Fire location and that he is in full support of the issuance of a liquor license for the new location.

Mayor Matherly invited the House of Fire owner to come forward.

Tom Bartels, Fairbanks – Mr. Bartels stated that he is the owner of House of Fire Pizza and has been in operation since 2018, and their second location falls within City limits. He stated that beer and wine sales account for approximately 10% of the total business at the first location. He added that his business offers a full dining experience, intended to deliver nice, casual dining fit for families. He stated that the hours of operation are 11 a.m. to 9 p.m.

Mr. Clark asked if Mr. Bartels had a good handle on alcohol service at his first location. Mr. Bartels stated that they have a very limited selection of beer and wine and that they check everyone for identification. He emphasized that the business focuses on the dining experience.

Ms. Rogers thanked Mr. Bartels for coming to the meeting, sharing her appreciation for owners who play an active role in the Council's decision-making process.

Ms. Therrien asked if Mr. Bartels had lobbied the Alcohol and Marijuana Control Office (AMCO) to increase the number of allowable licenses within the City. Mr. Bartels stated that he checked with the City Clerk regarding the number of licenses allowed.

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

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

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

MAYOR'S COMMENTS AND REPORT

Mayor Matherly shared his condolences for the recent loss of Urban Rahoi. He went on to share some of the events that would be happening at the various cemeteries around town for Memorial Day. He asked everyone to cooperate with businesses that are asking patrons to wear masks. He gave an update about the “Sleeves Up for Summer” campaign, adding that there are various pop-up events shared on Facebook, sometimes on short notice. He shared his intention to hold a vaccine event at the Fire Department with an open house for kids. **Mayor Matherly** thanked Ms. Therrien for her work on the Alaska Municipal League (AML) Legislative Committee and for her representation of the City. He added that AML does a lot of great work, especially for smaller, rural communities. **Mayor Matherly** gave an update on his meeting with the local military, adding that the Air Force was planning an airshow for the end of July. He reminded everyone of the upcoming AML conference taking place locally the first week of August. He went on to note a country and rap concert that would be happening at Fort Wainwright on June 5 and asked everyone to thank and support the local military. **Mayor Matherly** concluded by thanking the Council for working together and communicating so well.

COUNCIL MEMBERS' COMMENTS

Mr. Gibson stated he had no comments.

Mr. Marney thanked Mr. Buberger for his input, adding that he appreciates the public comment portion of the meeting. He also thanked Mr. Cleworth and Mr. Bartels for their participation.

Mr. Clark stated he had no comments.

Ms. Therrien stated that she felt it is important to advance Ordinance No. 6169 so the public could have the opportunity to voice their opinion.

Ms. Rogers agreed with Mr. Marney's appreciation for public comments and thanked Mr. Buberger for his comments. She recognized Mr. Cleworth for his insightful observations on the new union contract and echoed Ms. Therrien's desire to advance the ordinance so that the public would have the opportunity to speak.

Ms. Kun thanked Mr. Buberger for mentioning Ordinance No. 6170 regarding public records. She thanked Mr. Beal for mentioning the Memorial Day celebrations and Mr. Cleworth for the information he provided regarding the Public Safety Employees Association (PSEA) contract.

UNFINISHED BUSINESS

- a) Ordinance No. 6168 – An Ordinance to Amend FGC Sec. 74-151 to Include E-Cigarettes and Vaping Devices in the Definition of Tobacco Products Subject to Taxation Under Article V of Chapter 74. Introduced by Council Members Gibson, Therrien, and Rogers.
SECOND READING AND PUBLIC HEARING.

Mr. Gibson, seconded by **Ms. Therrien**, moved to ADOPT Ordinance No. 6168.

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

Mr. Gibson stated that the ordinance represents a lot of hard work and that approving it would be a good way to move forward.

Ms. Kun shared her hope that the increased cost may deter some youth from vaping, regardless of the original intent.

Ms. Therrien spoke in support of the ordinance.

Mayor Matherly noted that when a similar ordinance came before the Council previously, he had received multiple phone calls about it. He stated, however, that he had not received any calls about the current ordinance.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6168 AS FOLLOWS:

YEAS: Rogers, Marney, Therrien, Clark, Gibson, Kun

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6168 ADOPTED.

NEW BUSINESS

- a) Resolution No. 4970 – A Resolution Authorizing the City of Fairbanks to Apply for and Accept Funds from the United States Department of Justice for the FFY2021 Bulletproof Vest Partnership Grant. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA

- b) Resolution No. 4971 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the United States Department of the Treasury for Coronavirus Local Fiscal Recovery Funds. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA

- c) Ordinance No. 6169 – An Ordinance Ratifying a Collective Bargaining Agreement Between the City of Fairbanks and the Public Safety Employees Association Fairbanks Police Command Unit. Introduced by Mayor Matherly.

Ms. Kun, seconded by **Ms. Therrien**, moved to ADVANCE Ordinance No. 6169.

Ms. Rogers stated that she had already shared her reservations about the contract, and her only motive to advance the ordinance would be to allow the public to comment.

Mr. Gibson referred to Mr. Cleworth's testimony, pointing out that public comment was an option at this meeting and that advancing the ordinance would slow the progress. He added that he would prefer to see the issues discussed further before advancing it to a second reading.

Mayor Matherly called on Chief of Staff Mike Meeks to speak. Mr. Meeks stated that he would be providing a staff report at the next meeting, adding that the issues seem to be changing. He requested that Council members express their concerns to him in advance so that he can prepare. He asked the Council to advance the ordinance so that both sides could be heard before the vote.

Ms. Kun asked if it would be appropriate to hear from Chief Dupee.

Mayor Matherly asked the Council for their consent to allow Police Chief Ron Dupee to speak, and the Council allowed it.

Chief Dupee shared his uncertainty about the Council's specific concerns with the contract. He added that his department is still understaffed, and the numbers provided by Mr. Cleworth did not align with the information he had.

Mr. Gibson asked for information regarding Section 20.7 relating to the qualifications of applicants for Chief, Captain, or Lieutenant.

Mr. Meeks gave clarification on the different chapters of the same union and answered many questions regarding the promotion and hiring process of the positions mentioned.

Mr. Clark asked if the City Attorney had been a part of the process. Mr. Meeks confirmed that the contract had been reviewed by the HR Director, Chief Financial Officer, and the City Attorney. **Mr. Clark** asked questions regarding potential issues with employees acting up or down. He asked also about any conflicts of interest that may have occurred due to the Police Chief's involvement in drafting the contract. He expressed concern that the City will be spending more time negotiating if another contract is added.

Mr. Meeks stated that acting up and acting down is done often currently, and there are no issues; Ms. Bell confirmed. Chief Dupee confirmed that he had worked on this contract but stated that he felt he had a good perception of what his obligations were to the City since he has worked on both sides of the bargaining table. Mr. Meeks stated that he had negotiated the contract on behalf of the Council and would like further opportunity for the contract to be heard and discussed.

Mr. Marney shared his concerns about the high wages and about how that will be addressed in the future. Chief Dupee stated that there may be other benefits to negotiate in the future besides wage increases.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6169 AS FOLLOWS:

YEAS: Rogers, Therrien, Kun, Matherly

NAYS: Clark, Gibson, Marney

Mayor Matherly declared the MOTION CARRIED.

- d) Ordinance No. 6170 – An Ordinance to Repeal and Reenact Fairbanks General Code Chapter 2, Article VI. Public Records. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

- e) Ordinance No. 6171 – An Ordinance Authorizing Conveyance of an Easement Requested by GVEA for Location of Electrical Facilities in Golden Heart Plaza. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

DISCUSSION ITEMS AND COUNCIL MEMBERS' COMMENTS

Ms. Kun shared that Explore Fairbanks met on May 19 and discussed the positive outlook for the upcoming tourism season, stating that cruise ships will be allowed to travel to Alaska. She gave a land acknowledgment and mentioned the training she received for survivors and families of suicide, sharing that there are many resources available. **Ms. Kun** provided the Careline number for those who might need someone to talk to: 877-266-4357. She noted that in previous meetings she has given the 9-8-8 number; however, it would not be active until June 2022. She shared her excitement that the Crisis Now team is getting started in the community.

Mr. Clark shared his conflicted support of the Governor's proposed use of ATVs on public roadways after hearing someone driving a four-wheeler around the block late at night near his home. He added that the Legislative Committee had received an update from City Lobbyist Yuri Morgan; he reported that the House passed the budget, and it is currently waiting in the Senate.

Ms. Rogers mentioned the written complaint regarding parking and appreciated the courteous and descriptive way the issue was presented. She added that the complaint should be taken seriously as it is an apparent problem for families in that situation. She thanked Mr. Clark for his summary of the legislative meetings.

Ms. Therrien asked the Council if they would like to have a wrap-up with Yuri Morgan at the end of the legislative season and asked the City Clerk if she had scheduled something with him. Clerk Snider noted that the meeting was scheduled for the beginning of June. **Ms. Therrien** expressed her admiration for Mr. Morgan's work this legislative season. She went on to share some highlights from the AML board meeting she attended earlier that day, including the AML's strategic plan, the services provided to municipalities, and the possibility of a partnership with the Native Corporation to share funding.

Mr. Marney thanked the Council for its ability to have difficult conversations and debates while remaining civil. He also thanked Mr. Meeks, Ms. Bell, and Chief Dupee for their hard work.

Mr. Gibson passed his congratulations on to Mayor-elect Bronson of Anchorage. He shared updates from the FAST Planning meeting, including information from the ratings provided by the railroad regarding the safety of the crossings within the City and the Borough. **Mr. Gibson** stated that the presentation would be coming to the Council in the future, and he added that the upgrades would total nearly \$800 million.

Mayor Matherly stated that the Fairbanks Diversity Council (FDC) met, and members were tasked with updating the Diversity Action Plan.

Ms. Therrien stated she learned that the legislature had the ability to remove the City's tax cap. She shared that she had also attended the celebration for Deb Hickok from Explore Fairbanks and wished Ms. Hickok the best.

WRITTEN COMMUNICATIONS TO COUNCIL

- a) Reappointment to the Board of Plumber Examiners

APPROVED on the CONSENT AGENDA

Ms. Kun, seconded by **Mr. Clark**, moved to ENTER Executive Session to discuss Fairbanks Firefighters Union (FFU) Labor Negotiation Strategy.

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

Mayor Matherly called for a brief recess. The Council reconvened in Executive Session following the brief recess.

EXECUTIVE SESSION

- a) Fairbanks Firefighters Union Labor Negotiation Strategy

The City Council met in Executive Session to discuss FFU Labor Negotiation Strategy. Direction was given to the negotiating team, and no action was taken.

ADJOURNMENT

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

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

Mayor Matherly declared the meeting adjourned at 8:58 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: RR



800 Cushman Street
Fairbanks, AK 99701

Telephone (907)459-6702
Fax (907)459-6710

MEMORANDUM

TO: Mayor Matherly and City Council Members

FROM: D. Danyielle Snider, City Clerk

SUBJECT: Liquor License Renewal

DATE: July 8, 2021

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

Lic. #	DBA	License Type	Licensee	Address
4548	Brewsters	Beverage Dispensary	Restaurant Concepts, LLC	354 Old Steese Highway


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

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

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subj: Request for Concurrence – Clay Street Cemetery Commission
Date: July 8, 2021

The terms of Seat B and Seat C on the Clay Street Cemetery Commission, currently filled by Mr. Michael Gibson and Ms. Aldean Kilbourn, respectively, will expire in August 31, 2021.

Both members have applied for continued service on the Commission. I hereby request your concurrence to the following **reappointments**:

Mr. Michael Gibson	Seat B	Term to Expire: August 31, 2024
Ms. Aldean Kilbourn	Seat C	Term to Expire: August 31, 2024

The members' applications are attached.

Thank you.

dds/



Clay Street Cemetery Commission

Board Details

The Clay Street Cemetery Commission shall advise the City Council and Mayor regarding the restoration, improvement, and maintenance of the Clay Street Cemetery. It shall provide and update a long-term plan for the cemetery.

Overview

Size 8 Seats

Term Length 3 Years

Term Limit N/A

Additional

Board/Commission Characteristics

The Clay Street Cemetery Commission shall consist of seven members, three of whom must be residents of the City, appointed by the Mayor and confirmed by the City Council. One member shall be active in the study of Fairbanks history, one member shall have experience or interest in maintaining the cemetery and five members shall represent the community at large (or four members shall be at-large representatives if a Council Member is appointed to the Commission). The City Public Works Director shall be an ex-officio member of the Commission. Appointed members shall serve a three-year term. A chairperson shall be selected from among the Commission's members.

Meetings

The Commission shall conduct regular public meetings, including public hearings required as a condition of receipt of grants. If authorized by the City Council, the Commission may convene into executive session in accordance with state law.

Enacting Legislation

FGC 2-485 through 2-488

Enacting Legislation Website

<http://bit.ly/2lJa2Yf>

Joint Commission Details

N/A

Email the Commission Members

claystreetcemeterycommission@fairbanks.us

Profile

Michael

First Name

Gibson

Last Name

[Redacted]

Email Address

Are you a City of Fairbanks resident? *

No

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Which Boards would you like to apply for?

Clay Street Cemetery 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 am applying for another term on the Clay Street Cemetery Commission. None of my information has changed since my previous application, except I now can include more years of experience serving on the commission.

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

Same as previous applications. However, I will add that I have enjoyed working with the Clay Street Cemetery Commission very much, and I am proud of our accomplishments regarding the identification of graves and the placement of markers. Much more work is in the future for the Commission, and I would like to be a part of that.

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

Same as previous applications.

Profile

Aldean

Kilbourn

First Name

Last Name

[Redacted]

Email Address

Are you a City of Fairbanks resident? *

Yes

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Which Boards would you like to apply for?

Clay Street Cemetery 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?

Have served on the board the past six years doing research on those buried in the cemetery, verifying where Bed Tax markers are to be placed, overseeing Boy Scouts working on Eagle projects, matching maps to data base to actual markers in hopes of being able to create a new accurate map

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

will send in via email to Rochelle; upload consistently says "Upload Failed"

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

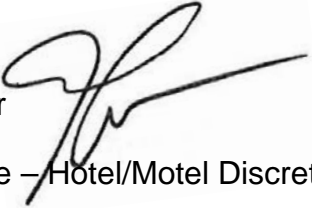
teaching certificate state of Alaska in social studies and library media

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor
Subject: Request for Concurrence – Hotel/Motel Discretionary Fund Committee
Date: July 8, 2021



The term of Seat D on the Hotel/Motel Discretionary Fund Committee expired on June 30, 2021. Ms. Traci Gatewood currently fills this position and has applied and is eligible for continued service.

I hereby request your concurrence to the following **reappointment**:

Seat D Ms. Traci Gatewood Term to Expire: June 30, 2024

Ms. Gatewood's application and resume are attached.

Thank you.

dds/




Hotel/Motel Discretionary Fund Committee

Board Details

The Hotel/Motel Discretionary Fund acts in an advisory capacity to the City Council; assures that funding is provided to organizations that guarantee the furtherance of the promotion of the tourist industry and other economic development and the funding of services for the general public; reviews applications from organizations applying for grant dollars and makes recommendations to the City Council for fund distribution; reviews Fairbanks General Code (FGC), Section 74 and makes recommendations to the City Council for modifications and/or additions.

Overview

 **Size** 6 Seats

 **Term Length** 3 Years

 **Term Limit** 2 Terms

Additional

Board/Commission Characteristics

The Hotel/Motel Discretionary Fund Committee shall consist of five community members and a Council person who will function as the Chairman, all appointed by the Mayor. Each member shall serve a three-year term with a limit of two consecutive full terms.

Meetings

Hotel/Motel Discretionary Fund Committee Meetings are held annually in November and December at City Hall in the Council Chambers. Please contact the Office of the City Clerk for meeting dates and times.

Enacting Legislation

FGC Chapter 74, Article IV, Hotel-Motel Tax

Enacting Legislation Website

<http://bit.ly/2Cv4euM>

Joint Commission Details

N/A

Email the Commission Members

hotel-moteldiscretionaryfundcommittee@fairbanks.us

Profile

Traci _____ Gatewood _____
First Name Last Name

Email Address _____

Street Address _____

Fairbanks _____ AK _____ 99701 _____
City State Postal Code

Mailing Address

Are you a City of Fairbanks resident? *

Yes

Primary Phone _____ Alternate Phone _____

G2 Diversified Services _____ Owner _____
Employer Job Title

Which Boards would you like to apply for?

Hotel/Motel Discretionary Fund Committee: 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 am a small business owner who has a desire to use my skills to serve the Fairbanks community. I have over 22 years of experience in project development and grant writing. I served as the Fairbanks North Star Borough School District's Director of Grants and Special Projects for approximately eight years. During that time, I wrote and managed grants, developed and provided grant compliance training, and co-wrote the district's Guide to Grants Management. Additionally, I evaluated project designs, management plans, and budgets for federal, state, and local grant proposals to determine if they would be recommended for grant funding. Finally, I assisted the National Grants Management Association with developing and vetting criteria for the Certified Grants Management Specialist credential. I have continued to provide project planning and limited grant writing assistance through my business. I served on the committee from August 2020-June 2021. I believe my knowledge and skills would continue to be a good fit for the Hotel-Motel Discretionary Fund Committee.

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

See attached résumé.

Upload a Resume

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

I am a Society for Human Resource Management Senior Certified Professional (SHRM-SCP). Before moving into Human Resources, I was a Certified Grants Management Specialist. I have attended and provided a myriad of training on proposal development, grants and budget management, and grants compliance.

PROFESSIONAL SUMMARY

- ◆ *SHRM-SCP*
- ◆ *Certified Practitioner of the MBTI® Step I™ and Step II™ Instruments*
- ◆ *MS, Business Organizational Management Concentration: Human Resource Management*
- ◆ *BS, Psychology*
- ◆ *Twenty-two (22) years of experience in organizational, personnel, budget, project, and grants management*
- ◆ *Demonstrated organizational leadership-people, data, and tasks*
- ◆ *Ability to quickly assimilate information and utilize it to develop/improve programs or processes*
- ◆ *Demonstrated ability to work effectively and respectfully with diverse teams*
- ◆ *Demonstrated ability to articulate thoughts and ideas effectively using oral, written and nonverbal communication skills in a variety of forms and contexts*

RELEVANT PROFESSIONAL EXPERIENCE

Small Business Owner/Consultant

G2 Diversified Services

06/16 to present

- ◆ Conduct organizational assessments and develop comprehensive reports, including prioritized recommendations and timelines, that identify areas where action is needed to improve organizational functioning or address compliance issues/areas of risk.
- ◆ Work with businesses to address day-to-day staff operations and HR compliance concerns, as well as to develop HR practices aligned to the organization’s business objectives and strategic plans. Conduct workplace personnel investigations.
- ◆ Lead strategic planning sessions that result in concrete goals, objectives, and action plans that guide organizational direction.
- ◆ Provide professional guidance, mentoring and support to management-level staff.
- ◆ Provide customized training for organizational and employee development.

Executive Director of Human Resources

Fairbanks North Star Borough School District

05/13 to 07/16

- ◆ Participated on the Superintendent’s Executive Team that sets strategic and operational direction for the school district.
- ◆ Developed and recommended policies and actions pertaining to personnel management, including the functions of recruitment, selection, placement, orientation, evaluation, employee benefits, salary placement, termination, and leadership development.
- ◆ Assisted with the direction of the leadership and management development program for administrators throughout the district; assisted administrators with personnel matters in areas such as performance management.
- ◆ Directed the recruitment program of the district, including the advertising and processing of all applications for employment. Established proper screening procedures and recommended applicants for employment. Oversaw the development and maintenance of job descriptions for positions in the district.
- ◆ Provided guidance and support on matters pertaining to retirements, leaves of absence, assignments, transfers, salary administration, employee benefits, and reductions in force.
- ◆ Oversaw and participated in the development of strategies for negotiating new labor contracts, preparation of collective bargaining proposals, contract maintenance, and grievance resolution, including arbitration.
- ◆ Maintained responsibility for compliance with federal and state legislation pertaining to all personnel matters, including seeking legal guidance when appropriate.
- ◆ Oversaw labor and employee relations and EEO functions, including personnel investigations.
- ◆ Oversaw and managed Americans with Disabilities Act compliance; through interactive dialogue, worked with supervisors and employees to determine if reasonable accommodations were warranted.

Grants and Special Projects Director

Fairbanks North Star Borough School District

09/05 to 04/13

- ◆ Successfully restructured the Grants Department that was frequently out of compliance and underperforming with a team of 2.5 FTE staff to improve operations, to align with district policies and to comply with state and federal regulations.
- ◆ Led a team of staff from 16 different departments to facilitate the development of the Educational Technology Plan; authored the plan.
- ◆ Led the development of the district's plan to effectively utilize ARRA Stabilization funding; managed the expenditures for the \$8.9 million budget; received extremely positive feedback from auditor tasked with monitoring compliance.
- ◆ Led strategic planning sessions of the CTE leadership team and the CTE advisory council to help revitalize the district's Career Technical Education Program.
- ◆ Co-wrote the school district's Guide to Grants Management.
- ◆ Directly managed the Department of Defense Education Activity, Smaller Learning Communities, Carl Perkins, Youth First, AK Construction Academy, and CTE Implementation grants.
- ◆ Prepared grant applications for local, state, federal and private funding sources.
- ◆ Evaluated project designs, management plans, and budgets for federal Department of Education and Fairbanks North Star Borough grant proposals to determine if they would be recommended for grant funding.
- ◆ Worked collaboratively with district departments and community agencies to meet project/program goals, objectives, and deliverables.
- ◆ Negotiated contract and grant amendments with government agencies, while ensuring compliance with district, state and federal regulations.
- ◆ Provided oversight, training, and support to grant managers to ensure that the administration of district grants adhere to district, state and federal policies and regulations.
- ◆ Conducted mock site visits to prepare schools, departments and staff for compliance monitoring visits from state and federal agencies.
- ◆ Prepared and presented grant management training on topics such as Compliance: Governing Grant Documentation and Regulations, Filing and Record Keeping, and Budget Development and Revisions.

Safe Schools/Healthy Students (SS/HS) Grant Director

Fairbanks North Star Borough School District

11/03 to 08/05

- ◆ Renegotiated with the federal government components of the grant to align to district needs.
- ◆ Managed the day-to-day operations of the SS/HS program, including managing the \$1M per year budget.
- ◆ Led strategic planning sessions to formulate the direction of the Safe Schools Healthy Students project and to prepare long and short range goals in collaboration with grantors, community agencies, and program staff.
- ◆ Collaborated with multiple community agencies, including the Division of Juvenile Justice, Division of Behavioral Health, Fairbanks Community Behavior Health, Fairbanks Native Association, Fairbanks Police Department, and Resource Center for Parents and Children, to implement the project.
- ◆ Worked with principals at 32 schools to identify and address their school's needs in relation to the SS/HS project.
- ◆ Implemented within schools model prevention programs, including *Olweus Bullying Prevention Program*, *Second Step* violence prevention curriculum, and *Parenting Wisely*.
- ◆ Oversaw the development and implementation of the district-and-community-wide *15+ Make Time to Listen, Take Time to Talk...about Bullying* media campaign.
- ◆ Led the development of the framework for the PASS (Positive Alternative to School Suspension), GIS+ (Guided Independent Study Plus), and LIFT (Learners in Full Transition) Programs.
- ◆ Collaborated with community providers and district staff to develop the framework and procedures for conducting threat assessments.
- ◆ Developed, hosted, and provided training for the Family Toolbox Parenting Education workshops.
- ◆ Chaired the SS/HS Advisory Committee that included Fairbanks Community Behavioral Health Center, the Fairbanks Police Department, Fairbanks Native Association, Fairbanks Youth Facility, Alaska State Department of Health and Social Services, Resource Center for Parents and Children, and Fairbanks Public Health Center.
- ◆ Developed and distributed within schools and the community a comprehensive Community Resource Guide.

Education & Training Program Manager

Adult Learning Programs of Alaska

07/01 to 11/03

- ◆ Concurrently completed a Master's degree in Business Organizational Management Concentration: Human Resource Management; used knowledge gained to assist with agency restructuring.
- ◆ Conducted job analyses and developed new job descriptions as part of the agency's restructuring process.
- ◆ Analyzed compensation structure and revised to ensure fairness and improve employee retention.
- ◆ Revised performance appraisal tool to align with agency goals.
- ◆ Recruited and advertised for open positions and processed applications.
- ◆ Developed a system for and maintained personnel files for all employees.
- ◆ Performed background checks on new hires.
- ◆ Managed employee benefits, including COBRA, medical, dental, vision, long term disability, and retirement.
- ◆ Provided employee orientation to new hires.
- ◆ Wrote HR procedure manual.
- ◆ Facilitated Myers Briggs Type Inventory training as well as Communication Skills, Conflict Management and Suicide Awareness workshops.
- ◆ Responsible for the recruitment, supervision, and performance evaluation of a department of 40+ employees
- ◆ Managed, monitored outcomes, and submitted required reports for six federally and state-funded programs.
- ◆ Developed and managed expenditures for \$850,000 budget.
- ◆ Liaised with state, educational, and other private and public agencies in planning, collaboration, promotion, and execution of organizational activities
- ◆ Prepared and submitted verbal and written reports to Board of Directors, state and federal funding agencies, and community agencies.
- ◆ Received the administrator of the year award from the Alaska Adult Basic Education Association.

Work First! Grant Program Manager

Peer Helper Grant Project Manager

Senior Community Employment Program Manager

Adult Learning Programs of Alaska

11/98 to 07/01

- ◆ Managed day-to-day operations, including budget management, of Work First! Program, Peer Helper Project, and the Senior Community Employment Program.
- ◆ Recognized for exceptional management of the WF! Program; grantor chose to continue for another contract period without a competitive bidding process.
- ◆ Responsible for the recruitment, supervision, and performance evaluation of a department of five full-time employees and 15+ part-time senior employees.
- ◆ Assessed clients' ability to succeed in the workforce and jointly developed individual career plans using information obtain from administering and interpreting assessments designed to indicate skill level, employment interests, and barriers.
- ◆ Coordinated with state and community agencies to direct and refer clients to appropriate resources.
- ◆ Provided to over 400 welfare-to-work clients services and supports to include guidance, mentoring, and training in order to prepare them to obtain and sustain employment.
- ◆ Worked with community agencies to assess their personnel needs and to place senior employees within their organizations for training; provided staff development and support to senior employees; conducted performance appraisals and provided employee counseling as needed.
- ◆ Developed and maintained tracking system for clients from multiple programs from referral to program completion.
- ◆ Facilitated job readiness workshops to include résumé writing, application preparation, and effective interviewing techniques.
- ◆ Completed requirements to become Myers Briggs trainer; facilitated training for the agency and the community.
- ◆ Helped to craft the vision for restructuring the agency; authored several papers on change management and its impact on employee development and retention.

EDUCATION

Master of Science, Business Organizational Management, Concentration: Human Resource Management
University of La Verne, November 2001, GPA 4.0

Bachelor of Science, Psychology (Cum Laude)
University of Alaska Fairbanks (UAF), May 1995

COMMUNITY AFFILIATIONS/CIVIC PARTICIPATION

- ◆ Alaska Behavioral Health: Board Member 2021
- ◆ City of Fairbanks Hotel/Motel Discretionary Fund Committee: Member 2020
- ◆ Fairbanks North Star Borough Salaries and Emoluments Commission: Commissioner 2017
- ◆ City of Fairbanks Fact Finding Commission: Commissioner 2017-2021
- ◆ Bright Futures Fairbanks: Volunteer Planner 2017
- ◆ Northern AK Chapter SHRM: Programs & Certification Director 2017
- ◆ Fairbanks North Star Borough Health and Social Services Commission: Commissioner 2011-2013
- ◆ Big Brothers Big Sisters: Board Member 2011-2013
- ◆ United Way of the Tanana Valley: First Vice President 2010-2013
- ◆ UAF Community and Technical College: Community Advisory Board Member 2009-2013
- ◆ Adult Learning Programs of Alaska: Board Member 2006-2008
- ◆ Alpha Kappa Alpha Sorority, Inc.: Member 1988-present


ACADEMIC HONORS

- ◆ Psi Chi Honor Society
- ◆ Phi Kappa Phi Honor Society
- ◆ Golden Key National Honor Society

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence – Fairbanks Diversity Council
Date: July 8, 2021

The term of longtime Diversity Council member Rita Davis (Seat F) expired on June 30, 2021, and Ms. Davis did not reapply. To fill the vacancy, I hereby request your concurrence to the appointment of the following new member:

Seat F Ms. Dorothy Shockley Term Expires: June 30, 2024

Ms. Shockley's application and resume are attached.

Thank you.

dds/



City of Fairbanks, Alaska

Fairbanks Diversity Council


Board Details

The purpose of the Fairbanks Diversity Council (FDC) is to provide a citizens' forum to the City Council and the Borough Assembly, provide advice and recommendations to promote equal opportunity for all members of the public, serve as a diversity advisory board, and recommend adoption of a Diversity Action Plan.

The Fairbanks Diversity Council has adopted the following Mission Statement:

The City of Fairbanks recognizes that our community is a diverse one, with a wide variety of ethnic backgrounds, cultures, beliefs and orientations and recognizes this diversity as an asset and resource for our community. The establishment of a Fairbanks Diversity Council can provide the City Council and Fairbanks North Star Borough Assembly with advice and recommendations to promote equal opportunity for all members of the public.

Overview

 **Size** 14 Seats

 **Term Length** 3 Years

 **Term Limit** N/A

Additional

Board/Commission Characteristics

The FDC will consist of 11 voting members, 10 of which will be appointed by the City Mayor and subject to approval by the City Council. All members must be members of the Fairbanks community. One of the voting members will be appointed by the Fairbanks North Star Borough (FNSB) Mayor, subject to confirmation by the Borough Assembly. All appointments of the public members shall be for three-year terms, without compensation. The City Mayor shall serve as non-voting Chairperson. A First Vice-Chairperson and a Second Vice-Chairperson shall initially be appointed by the City Mayor from the membership, subject to the approval of the FDC. Following initial appointments, Vice-Chairpersons will serve one year in each position progressively: Second Vice-Chairperson, First Vice-Chairperson, then Past Vice-Chairperson. A new Second Vice-Chairperson will be appointed by the City Mayor every July, with approval of the membership. Upon approval of the appointment, the progression of Vice-Chairpersons will take place. If a Vice-Chairperson vacates their position before the progression is complete, the City Mayor will appoint a replacement, subject to the approval of the membership. The FDC may organize committees and adopt administrative rules and procedures to accomplish its purposes.

Meetings

A quorum shall be necessary to conduct a meeting. A quorum shall consist of six public voting members of the FDC. The business of the FDC shall be transacted by a majority vote of voting members present after a quorum is established. All meetings shall be held, and notices and agendas shall be posted, in compliance with the Alaska Open Meetings Act. Meetings are held on the second Tuesday of each month at 5:30 p.m. in the City Council Chambers at City Hall. Minutes of FDC proceedings shall be kept and filed in accordance with applicable laws dealing with public records. In all matters of parliamentary procedure not covered by rules and procedures adopted under Ordinance No. 5939, the current version of Robert's Rules of Order will govern. The FDC shall keep permanent records or minutes of all meetings. The minutes shall promptly be filed in the office of the City Clerk and shall be open to public inspection. The City Clerk shall supply the FDC with administrative support.

<https://www.fairbanksalaska.us/bc-diversity> Approved Resolutions

Enacting Legislation

FGC 2-231 through 2-235

Enacting Legislation Website

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

Joint Commission Details

The FDC shall include 11 public voting members broadly selected to represent the diverse people of the Fairbanks community. Ten members shall be appointed by the City Mayor subject to the approval of the City Council. One member shall be appointed by the Fairbanks North Star Borough Mayor subject to the approval of the Fairbanks North Star Borough Assembly.

Email the Commission Members

diversitycouncil@fairbanks.us

Profile

Dorothy

First Name

Shockley

Last Name

Email Address

Street Address

Suite or Apt

Fairbanks

City

AK

State

99709

Postal Code

Mailing Address

Are you a City of Fairbanks resident? *

No

Primary Phone

Alternate Phone

Bean Ridge Corporation

Employer

CEO

Job Title

Which Boards would you like to apply for?

Fairbanks Diversity Council: Submitted

Interests and Experiences

Question applies to Fairbanks Diversity Council

Please tell us how your diversity will benefit and contribute to the mission and purpose of the Fairbanks Diversity Council. You may list any group, club, organization, etc. that you are formally affiliated with.

I am an Alaska Native - Upper Koyukon Athabascan - I believe to truly understand diversity one needs to walk in diversity, then share your strengths, thoughts, feeling and advocate for change.

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'm a life long advocate with extensive experience at a local, regional, state and national level - testifying at village, city, Tanana Chiefs Conference, AFN, State legislative committees, national legislative committees levels.

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

Please see brief bio - attached

Upload a Resume

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

I've developed cross country training as well as self, family, & community wellness training.

Dorothy Shockley is Koyukon Athabascan from Manley Hot Springs, Tanana, and Rampart. She is currently resides in Fairbanks and serves as President of Bean Ridge Corporation. She worked in Juneau for eight years as a legislative aide to Senator Albert Kookesh serving the largest state district in the country at the time. She has been politically active for over thirty years, serving in various tribal, state, and regional leadership roles.