



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2022-10  
**REGULAR MEETING – MAY 9, 2022**  
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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WORK SESSION  
5:30 p.m. – Fairbanks Downtown Plan

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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: The Mayor, Council Members, and the public may participate remotely at City Council meetings. 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); however, in-person testimony will be given preference. Masking is not required in City Council Chambers, but masks are available to attendees.

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 April 25, 2022

8. SPECIAL ORDERS

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6204 – An Ordinance Establishing an Education Reimbursement Program within Fairbanks Fire Department for Recruitment and Hiring. Introduced by Mayor Matherly and Council Members Marney and Therrien. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- \*a) Resolution No. 5012 – A Resolution Supporting the Current Dates for Local Elections and Encouraging the Borough to Retain the Current Election Schedule. Introduced by Council Members Therrien and Marney.

13. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- \*a) Proposed Changes to the 2022 Regular City Council Meeting Schedule
- \*b) Historic Preservation Commission Meeting Minutes of February 1, 2022
- \*c) Historic Preservation Commission Meeting Minutes of March 1, 2022
- \*d) Chena Riverfront Commission Meeting Minutes of March 23, 2022
- \*e) Appointment to the Fact Finding Commission

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, APRIL 25, 2022  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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The City Council convened at 6:30 p.m. on the above date, following a 5:00 p.m. Work Session for discussion regarding the Fairbanks Fire Department, 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: Jerry Cleworth, Seat A  
June Rogers, Seat B  
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)  
D. Danyielle Snider, City Clerk  
Paul Ewers, City Attorney  
Michael Sanders, Chief of Staff  
Kristi Merideth, FECC Manager (remotely)  
Angela Foster-Snow, HR Director  
Teal Soden, Communications Director  
Ron Dupee, Police Chief  
Rick Sweet, Deputy Police Chief  
Scott Raygor, Fire Chief  
Clem Clooten, Building Official (remotely)  
Jeff Jacobson, Public Works Director  
Robert Pristash, City Engineer  
Scott Adams, FPD Captain  
Brenda McFarlane, Crisis Now Coordinator

### **INVOCATION**

The Invocation was given by City Clerk Danyielle Snider.

### **FLAG SALUTATION**

**Mayor Matherly** led the Flag Salutation.

### **CEREMONIAL MATTERS**

**Mayor Matherly** welcomed new Officer Mayra Reyes to the Fairbanks Police Department (FPD) and gave a summary of her history and experience. Deputy Chief Rick Sweet thanked Ofc. Reyes for her willingness to serve with the FPD and administered her oath of office.

**Mayor Matherly** welcomed new Officer Benjamin Vandenberg and spoke about his experience. DC Sweet spoke to the recruitment process and administered Ofc. Vandenberg's oath of office.

Police Chief Ron Dupee asked Captain Scott Adams and his wife Nicky to come forward. Chief Dupee recognized Capt. Adams for his service to the FPD over the past 25 years. DC Sweet spoke to Capt. Adams' experience, adding that he had provided a great deal of stability to the department and that he would be greatly missed. DC Sweet presented Capt. Adams with a Distinguished Service Award and explained its meaning while Chief Dupee pinned the award.

**Mayor Matherly** thanked Capt. Adams for his service. He asked the City Council to extend Citizens' Comments by 15 minutes in consideration of the time taken for Ceremonial Matters; there was no objection from the Council to extending the time allowed for Citizens' Comments.

### **CITIZENS' COMMENTS**

David Personius, 2 Street Gallery Owner – D. Personius shared his appreciation for the need of parking enforcement in the downtown area but stated that he felt Parking Authority agents were overstepping their intended purpose by actively looking for expired registrations. He spoke to the section of the City Code that delegated enforcement to the Parking Authority in 2010, adding that it could be removed by the City Council. D. Personius asked if the intent of the Parking Authority was to enforce illegal parking or to drive up revenue. He also spoke to a potential conflict of interest by having City Council members serve on the Parking Authority Board.

Michelle Ethun, Downtown Business Owner – M. Ethun spoke to her previous inquiries regarding the Fairbanks Parking Authority, adding that in 2003 the City had determined that the Parking Authority should be a non-profit, independent, delegated enforcement agency for non-moving violations. She argued that the City is not absolved of the parking issues solely based on its delegation of enforcement and asked that a Request for Proposals (RFP) be issued for contracted services rather than exclusively giving the authority to the Parking Authority.

Chris Miller, Fairbanks – C. Miller spoke to housing incentives that would encourage economic activity in the downtown area. He spoke to the importance of maintaining the downtown Fairbanks character, and stated that restricting incentives to single-family units would help preserve that character. He suggested that City departments could offer incentives to encourage development.

**Mr. Cleworth** asked Mr. Miller for clarification on the suggested geographic area for incentivization and what types of incentives he was suggesting. C. Miller indicated it could be an area from the Chena River to Airport Way and the Steese Highway to Cowles Street, adding that the City could offer similar tax exemptions as those of the Fairbanks North Star Borough (FNSB), or possibly a reduction of building permit fees.

**Mr. Gibson** stated that the FNSB tax exemption was specific to multi-family homes and asked C. Miller if he was in favor of that. C. Miller stated that he was in support of single-family as well as multi-family exemptions, adding that there is opportunity for both types of structures to be added to the downtown area. **Mr. Gibson** asked about the abandoned and unused structures in the area; C. Miller stated that those types of lots can be complicated based on the amount of government intervention needed for abatement and reconstruction.

Charity Gadapee, Explore Fairbanks – C. Gadapee shared that she was the Director of Visitor Services and Partnership Development with Explore Fairbanks. She went on to speak about the annual banquet that had been held the previous week and the awards that had been presented. She gave a brief update on the available services at the Visitors Center, adding that the hours would be extended starting on Memorial Day.

Joan Johnson, Fairbanks – J. Johnson shared that she has been in the Fairbanks area for 37 years and is currently employed with Span Alaska. She explained the areas the company covers and the products and services they provide. She added that the company decided to invest in Fairbanks by building a 4500 sq. ft. office space on 12 acres of land within the City's limits. J. Johnson asked for consideration of a tax abatement for the first five years, or some other kind of incentive to help Span Alaska grow and invest in the community.

**Mr. Gibson** noted that the roadway near the proposed area can be very rough and asked if that had been considered. J. Johnson stated that she had not noticed any issues with the road in that area.

**Mr. Clark** asked about the current facility Span Alaska occupies. J. Johnson shared that the current location is leased by Span Alaska and was built in 2001.

**Mr. Cleworth** asked J. Johnson if she had anything to add, and J. Johnson asked that the City consider taxing the new property at the undeveloped land rate for the first five years.

**Ms. Rogers** asked what other locations were in consideration. J. Johnson clarified that Span Alaska had previously considered other locations, but the purchase of the new property had closed on February 28, 2022.

**Mr. Gibson** asked if Span Alaska predicts an increase in jobs. J. Johnson stated that more jobs would be added, a potential increase of 10-15 drivers.

David Hayden, Fairbanks – D. Hayden thanked the City for its snow plowing efforts, noting that while there had been some extreme weather events, the City had done a good job of keeping streets cleared. He asked that the City consider a storm water system in his neighborhood, adding that the annual flooding of the roads causes unnecessary erosion and expense. He also spoke in favor a tax exemption for multi-family housing units in the downtown area. D. Hayden also asked that the Council investigate the nuisance property located at 152 Third Avenue, noting the multiple police call outs, break-ins and safety issues to other neighbors. He shared that the owner is aware of the issues but does not work towards solutions.

Sue Sprinkle, Fairbanks – S. Sprinkle shared an experience she had with the Fairbanks Fire Department (FFD) regarding an elderly neighbor that she cares for who lives alone and suffers from dementia. She explained that the neighbor recently required paramedic help, and she commended FFD staff on their compassion and professionalism. She commented that quality service of that nature enhances her great pride in living in such a great and caring community.

Angel Stickman, Cultural Diversity and Integration, LLC – A. Stickman spoke to the email her company had sent to the Council regarding a free diversity training event happening on Friday, April 29, 2022. She gave a brief history of her background and education. She spoke to the many

events that have happened across the nation and the world, including those involving police brutality and the abuse and deaths of many Native children in Canada. She added that it is important that all leaders in the community receive diversity, equity, and inclusion (DEI) training.

**Mr. Cleworth** asked for an alternative option to the time provided, as he would be unavailable. A. Stickman stated she could send Mr. Cleworth the recorded webinar.

Lisa McEnulty, Cultural Diversity and Integration, LLC – L. McEnulty spoke about her husband’s death three years prior, adding that he had been shot 13 times by the Alaska State Troopers. She went on to give statistics regarding police shootings involving minorities as well as other evidence of discrimination. She spoke to the importance of training and education for leaders and asked that the Council consider attending their free training event.

**Ms. Rogers** asked L. McEnulty if she was aware of the Fairbanks Diversity Council (FDC). L. McEnulty stated that she was aware of the meeting times and would be attending a meeting soon.

**Mr. Clark** asked about the curriculum for the training course. L. McEnulty stated that they had developed their curriculum and tailored it based on those who will receive the training; she added that their research is strengthened by their interdisciplinary approach.

David van den Berg, Fairbanks Downtown Association (DTA) – D. van den Berg spoke to the Parking Authority issues noted by those who testified earlier; he stated that he had suggested they attend a City Council meeting and applauded them for doing so. He reported that the DTA had met with many of the downtown business owners and felt that they had come to a reasonable compromise regarding the vendor booths for the Midnight Sun Festival. He spoke to the history of the Community Service Patrol (CSP) and to the DTA’s involvement in starting the program.

Rosco Britton, No Limits Program Director – R. Britton spoke to issues regarding homelessness, noting that there are people who, for different reasons, are not able to stay at the shelter, and there are no other options for them. He added that he knows of working individuals who cannot find affordable housing and are living in their vehicles. R. Britton spoke to possible future meetings that may bring about support in addressing the homeless situation in the City, adding that it would require a community effort to come up with a solution before next winter.

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

### **APPROVAL OF AGENDA AND CONSENT AGENDA**

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

**Mr. Cleworth** pulled item 12(c), Ordinance No. 6204, 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 MINUTES FROM PREVIOUS MEETINGS**

- a) Regular Meeting Minutes of April 11, 2022

APPROVED on the CONSENT AGENDA.

## **SPECIAL ORDERS**

- a) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Application for Transfer of Ownership:

Type/License: Wholesale – General, License #5887  
DBA: RNDC Alaska  
Applicant: RNDC Alaska, LLC  
Location: 945 Elizabeth Street, Fairbanks  
From Owner: White Mountain Beverage, LLC  
From DBA: K&L Distributors Alaska  
From Location: 945 Elizabeth Street, Fairbanks

**Ms. Rogers**, seconded by **Ms. Therrien**, moved to WAIVE PROTEST on the Liquor License Application for Transfer of Ownership.

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

Andrew Klair, RNDC Alaska Representative – A. Klair thanked the Council for the opportunity to testify, adding that RNDC was looking forward to becoming part of the Fairbanks community.

**Mr. Clark** observed that the Council does a lot of work regarding liquor licenses and that there is rarely any public testimony on the matter.

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

YEAS: Cleworth, Gibson, Rogers, Therrien, Clark, Marney  
NAYS: None

**Mayor Matherly** declared the MOTION CARRIED.

## **MAYOR'S COMMENTS AND REPORT**

**Mayor Matherly** recognized the Public Works (PW) Department for all their hard work in getting the snow removed and the drains working, adding that he had recently approved the rental of additional jet-vac trucks to pump water from areas where drainage is insufficient. He asked Public Works Director Jeff Jacobson to give an update.

Director Jacobson updated the Council on the current equipment being used to try and keep up with the excessive melting and subsequent flooding. He added that it is the first year he had seen the entire storm drain system freeze solid, noting that it was taking a great deal of time to thaw



drains. He spoke to the high cost of renting additional equipment and that while it was extreme, it was imperative to prevent property damage that the City could be liable for. Director Jacobson gave a rundown of current and upcoming expenditures, noting that it was helpful that the Council had approved the use of emergency funds earlier in the year.

**Mayor Matherly** added that there may be funds available through the Governor's Emergency Declaration and that they were waiting to hear back on the status of that request.

**Mr. Marney** noted that under much of the standing water there are potholes which will require significant repairs.

**Mayor Matherly** asked that drivers please avoid splashing pedestrians and that drivers should assume there is a pothole or hazard hidden under the standing water on roadways. He shared that he had asked the Clerk to assist in the installation of a land acknowledgment in the Council Chambers as a historical document. He again welcomed the new police officers and recognized the retirement of Capt. Adams. He thanked PW and FPD staff for all their hard work and noted the positive work session that had been held earlier with Fire Chief Scott Raygor. **Mayor Matherly** shared that the Administration and Department Heads would be attending an Outward Mindset training provided by Chief Dupee and DC Sweet, adding that the City recognizes the importance of training for all City employees.

**Mayor Matherly** asked Crisis Now Coordinator, Brenda McFarlane, to present to the Council in response to the Chief of Staff's initiative to spotlight a City department at each meeting.

B. McFarlane provided information on the AmeriCorps VISTA Program and the City's involvement, noting that the recruitment process has been difficult; she encouraged citizens to apply. She went on to speak about her role as the Crisis Now Coordinator and explained the current process and her vision for what it will become; she spoke to the community benefits in store.

**Mr. Clark** asked if the earlier public testimony regarding the elderly man needing assistance was related to the Crisis Now program. B. McFarlane stated that it would depend on whether the person was needing help due to a mental illness or whether it was a strictly medical call. She went on to share more information regarding the Crisis Now program and its affiliates.

**Ms. Therrien** asked if Crisis Now was able to assist with providing members of the military access to mental health services. B. McFarlane stated that they are not currently working with the military but that she had met with Senator Sullivan's office and recommended a joint effort between the community and the military bases. She noted that any combination of services would have to be approved at a federal level, but that Senator Sullivan's office seemed very excited about the prospect. She clarified that any veteran in the community would be served by Crisis Now. She went on to give updates on the current 2022 services and the number of calls that have been diverted from law enforcement to the Crisis Now team. B. McFarlane noted that each diverted call leaves first responders available for other needs and provides a significant cost savings to the City.

## **COUNCIL MEMBERS' COMMENTS**

**Mr. Cleworth** shared information on the chronic nuisance ordinance passed by the City Council, suggesting that the property at 152 Third Avenue could be addressed using the authorities defined

in the ordinance. He went on to speak to the deteriorating roads underneath all the standing water, noting the future work that was being created for the PW Department. **Mr. Cleworth** provided some history on downtown parking issues, starting with the removal of parking meters, and the issues that gave way to the establishment of the Fairbanks Parking Authority. He clarified that the funds the City provides to the Parking Authority are strictly for the maintenance and upkeep of the parking garage. He noted that the RFP process is a possibility, but it has not drawn much interest in the past. **Mr. Cleworth** spoke to the tickets issued for expired registration, noting that the FPD had requested those citations to be issued by the Parking Authority. He spoke to the ways tickets can be reduced or dismissed if proper proof of registration can be provided. He invited other board members of the Parking Authority to add comments.

Bob Pristash, City Engineer – B. Pristash spoke to his role at the Parking Authority, adding that he has served on the appeals board in the past as well.

Jeff Jacobson, Public Works Director – He stated that he serves in his capacity as facilities manager as well as President of the Board, noting that finding volunteers to fill vacancies has been very difficult. He added that there are laws in place for the greater good of citizens and downtown businesses, noting that the Parking Authority is a non-profit providing enforcement of those laws.

**Ms. Rogers** thanked Capt. Adams for his years of service with the City and welcomed the new FPD officers. She stated she appreciated hearing the accolades from S. Sprinkle regarding the FPD and the services they provided. She added her appreciation for the multiple ways citizens can communicate with the Council.

**Ms. Therrien** spoke to the earlier testimony regarding tax incentives and updated the public on the process, adding that a draft ordinance would be before the Council at the next Finance Committee meeting. She thanked Ofc. Reyes and Ofc. Vandenberg for coming to Fairbanks and offered her congratulations to Capt. Adams on his retirement.

**Mr. Clark** congratulated Capt. Adams on his retirement and welcomed the two new police officers. He shared his appreciation for the public comment period and the varied topics that were discussed. He expressed his excitement regarding Span Alaska and hoped there could be a discussion regarding their request. He asked everyone to be patient with the water situation, noting that it would soon pass. **Mr. Clark** spoke to the homeless and mental health issues present in the community and cautioned the City to be vigilant in providing the right services; he indicated the City should work with local organizations and churches to prevent the situation from worsening.

**Mr. Marney** recognized the lateral recruitment program at the FPD, noting that it has been working very well for the City. He offered his congratulations to Capt. Adams, adding that he would be a difficult person to replace. He spoke to the issues regarding homelessness and the need for the community to be involved.

**Mr. Gibson** expressed appreciation that the Council Chambers seating had been restored to the pre-pandemic set up, noting the number of public participants present. He shared his excitement to swear in two more police officers and his sadness to lose Capt. Adams; he wished Capt. Adams a happy retirement.

## **UNFINISHED BUSINESS**

- a) Ordinance No. 6203 – An Ordinance Authorizing the Lease of Golden Heart Plaza to Festival Fairbanks. Introduced by Mayor Matherly. **SECOND READING AND PUBLIC HEARING.**

**Mr. Cleworth**, seconded by **Ms. Rogers**, moved to ADOPT Ordinance No. 6203.

**Mayor Matherly** called for testimony.

Dave Dean, Fairbanks – D. Dean shared that he served on the Festival Fairbanks Board of Directors and spoke in support of the ordinance, adding that the park is a central point of interest for tourists.

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

**Mr. Cleworth** thanked D. Dean for the work of Festival Fairbanks and the beautification they provide. He asked about the standard language that allows a one-year extension by the Mayor. City Attorney Ewers stated that it was not included in the lease due to discussion regarding the future of the park and the Council’s desire for flexibility in revisiting the topic before the lease renewal.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6203 AS FOLLOWS:

YEAS: Rogers, Cleworth, Therrien, Clark, Marney, Gibson  
NAYS: None  
**Mayor Matherly** declared the MOTION CARRIED and Ordinance No. 6203 ADOPTED.

## **NEW BUSINESS**

- a) Resolution No. 5010 – A Resolution Authorizing the City of Fairbanks to Apply for and Accept Funds from the Alaska Highway Safety Office for the FFY23 DUI Traffic Enforcement Unit. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- b) Resolution No. 5011 – A Resolution Awarding a Contract to Johnson River Enterprises LLC for the Senior Center Dining and Kitchen Subject to Available Funding. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Ordinance No. 6204 – An Ordinance Establishing an Education Reimbursement Program within Fairbanks Fire Department for Recruitment and Hiring. Introduced by Mayor Matherly and Council Member Marney.

**Ms. Therrien**, seconded by **Mr. Marney**, moved to ADVANCE Ordinance No. 6204.

**Mr. Cleworth** asked for clarification regarding Section 2 and the bonus mentioned. Chief Financial Officer (CFO) Margarita Bell stated that the bonus would come from salary savings, as available, adding that the program would provide an overall savings to the department. **Mr. Cleworth** asked how the planned overtime would be funded; CFO Bell stated that it would likely come from the General Fund based on the use of the salary savings. **Mr. Cleworth** expressed concern that if there was not adequate salary savings, the City could be responsible for bonuses it did not budget for.

**Ms. Therrien** asked to be added as a co-sponsor to Ordinance No. 6204. She asked that the bonus be divided up so that more money would be given towards the beginning of the training process; she spoke to a possible increase to the initial bonus from \$1,000 to \$2,000.

CFO Bell clarified that except for the initial \$1,000, the affected employees would not receive the bonus until their training had been completed, making it less of a liability for the City.

Human Resources Director Angela Foster-Snow agreed that providing a bit more towards the beginning of the bonus program could be beneficial to the recruits.

**Ms. Therrien**, seconded by **Ms. Rogers**, moved to AMEND Ordinance No. 6204 by increasing the sign-on bonus to \$2,000.

**Mr. Marney** requested that Chief Raygor be involved with any changes.

Fire Chief Raygor spoke in favor of the amendment, adding that even with the bonuses the City of Fairbanks was far from competing with other fire departments in the Pacific Northwest.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6204 BY INCREASING THE SIGN-ON BONUS TO \$2,000 AS FOLLOWS:

YEAS: Therrien, Rogers  
NAYS: Cleworth, Marney, Gibson, Clark  
**Mayor Matherly** declared the MOTION FAILED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6204 AS FOLLOWS:

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

### **WRITTEN COMMUNICATIONS TO THE CITY COUNCIL**

- a) Appointment to the Fairbanks Diversity Council

APPROVED on the CONSENT AGENDA

- b) Appointment to the Building Code & Landscape Review & Appeals Commission

APPROVED on the CONSENT AGENDA

- c) Appointment to the Council Finance Committee

APPROVED on the CONSENT AGENDA

- d) Permanent Fund Review Board Meeting Minutes of January 17, 2022

ACCEPTED on the CONSENT AGENDA

### **COUNCIL MEMBERS' COMMENTS & COMMITTEE REPORTS**

*With no objection from the Council, Members' Comments and Committee Reports were combined.*

**Mr. Clark** stated he had no comments or committee reports.

**Mr. Marney** stated he had no comments.

**Mr. Gibson** shared that FAST-Planning had met; he stated they discussed the Mahn Choh Mine issue and encouraged a community study to be completed.

**Mr. Cleworth** recognized the FPD for their recruitment process. He recognized Capt. Adams for his devotion to the City and congratulated him on his retirement. He spoke to his concerns with the current year's budget and the likely extreme overtime costs at the Public Works and Fire departments. **Mr. Cleworth** spoke to possible revenue increases and discussions to hold at the next Finance Committee meeting, adding that any proposed change to the tax cap would require unanimous consent of the Council in order to be placed on a ballot. **Mr. Cleworth** shared that he understood the request for and the idea behind property tax exemptions but felt that it is important to have a plan to address all requests. He added that he is not in favor of any exemptions presently due to the status of the City's funds.

**Ms. Rogers** shared that she had attended a FDC meeting where a quorum was not reached. She noted the recent appointment and stated that she hopes for a quorum at the next meeting. She stated that she had recently been appointed to the Alaska Coalition on Housing and Homelessness and that she would be attending the Opioid Meeting the following day. She expressed her gratitude for Mike Sanders and the work he did to ensure that the next Crisis Now Coordinator could succeed, adding that B. McFarlane was doing a remarkable job. **Ms. Rogers** stated that she planned to attend the free training offered by Cultural Diversity and Integration, LLC and encouraged others to attend also.

**Ms. Therrien** gave an update on the City's Permanent Fund Board Meeting, stating that there had been some loss, but it was still outperforming the open market. She shared that she had attended the Legislative Committee Meetings for the City and the AML, adding that the AML would be meeting in August to plan for November legislation and would be discussing property tax exemptions. **Ms. Therrien** stated that the FNSB would be hearing Ordinance No. 2024 regarding election dates, adding that she would be proposing a resolution opposing the change of dates from November to December. She gave a land acknowledgment and stated that she would try to attend the diversity training virtually if possible.

**CITY CLERK'S REPORT**

City Clerk Snider mentioned that she had advertised the Boards and Commission vacancies on the City's social media page and that the Daily News-Miner had written an article regarding the vacant positions. She added that there were still several vacancies, but the exposure had made a difference.

**ADJOURNMENT**

**Mr. Gibson**, 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 9:18 p.m.

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JIM MATHERLY, MAYOR

ATTEST:

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D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: RR

**ORDINANCE NO. 6204**

**AN ORDINANCE ESTABLISHING AN EDUCATION REIMBURSEMENT  
PROGRAM WITHIN FAIRBANKS FIRE DEPARTMENT FOR  
RECRUITMENT AND HIRING**

**WHEREAS**, the Fairbanks Fire Department (FFD) continues to struggle to recruit paramedics; and

**WHEREAS**, retention of paramedic staff has been extremely difficult for more than three years; and

**WHEREAS**, the current cost for the City of Fairbanks at a minimum is \$16,000 for tuition and up to \$120,000 in salaries, overtime, and benefits to send one employee to complete a paramedic program; and

**WHEREAS**, a sign-on bonus of \$1,000 for a student paramedic, already in the end stages of their education, would help attract applicants and would constitute a significant cost savings to the City; and

**WHEREAS**, an additional \$2,000 after three years and \$5,000 after five years will be paid to the employee to promote retention; and

**WHEREAS**, a retention bonus of \$2,000 after three years and \$5,000 after 5 years will be paid to paramedics hired outside of the student paramedic program as an educational reimbursement to promote retention beginning May 1, 2022.

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

**SECTION 1.** A Sign-on Bonus/Retention Bonus program for Fairbanks Fire Department paramedics is hereby established, providing for a \$1000 sign-on bonus and a retention bonus of \$2,000 after three years and \$5,000 after five years, for eligible applicants, subject to the terms and conditions of the Sign-on Bonus/Retention Bonus Contract attached as Exhibit A.

**SECTION 2.** The bonuses established in this ordinance will be funded through salary savings, as available.

**SECTION 3.** This program will sunset on December 31, 2023, unless extended by Resolution of the City Council.

**SECTION 4.** That the effective date of this Ordinance shall be the 1st day of May 2022.

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**Jim Matherly, City Mayor**

AYES:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Paul J. Ewers, City Attorney



**CITY OF FAIRBANKS**  
**FISCAL NOTE**

**I. REQUEST:**

Ordinance or Resolution No: 6204

Abbreviated Title: ORDINANCE ESTABLISHING EDUCATION REIMBURSEMENT PROGRAM

Department(s): FIRE

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:	2022	2023	Total
SALARY AND BENEFITS			
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

FUNDING SOURCE:	2022	2023	Total
GENERAL FUND			
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Fairbanks Fire Department education reimbursement program will provide \$8,000 over five years from salary savings. The department will provide \$1,000 as a sign-on bonus, \$2,000 after 3 years, and \$5,000 after 5 years. If the department does not have salary savings, the cost for five individuals would be \$5,000 in Year 1, \$10,000 in Year 3, and \$25,000 in Year 5. Overall, the savings in training, regular salaries and benefits, and overtime for backfill would be significant in comparison to the cost.

Reviewed by Finance Department: Initial mb Date 4/29/2022



Fairbanks Fire Department  
**Sign-on Bonus/Retention Bonus Contract**

This agreement is made between the CITY OF FAIRBANKS (“City”) and \_\_\_\_\_ (“Employee”).

WHEREAS, the Employee has been offered employment for the City as a Paramedic in the Fire Department (“Department”) for the first time;

WHEREAS, the Department wishes to bestow upon the Employee a Sign-on Bonus/Retention Bonus as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department as a Paramedic for at least five full years;

WHEREFORE, the City and the Employee agree to the following terms:

1. The City, acting through the Department, agrees to bestow upon the Employee \$1,000 as a Sign-on Bonus, to be paid on the Employee’s first paycheck, and to pay the Employee an additional \$2,000 after three years and \$5,000 after five years as a Retention Bonus, to be paid on the Employee’s first paycheck after completing the time-period requirement, in return for the Employee accepting the City’s offer of employment and remaining employed as a paramedic for the full-time periods.
2. The City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes will be withheld as bonus earnings from the Sign-on Bonus/Retention Bonus and reported to the Internal Revenue Services as income on the Employee’s Form W-2. The Sign-on Bonus/Retention Bonus is not considered “salary” and will not be included for purposes of retirement benefit calculations or salary increases.
3. The Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.
4. In return for accepting the Sign-on Bonus/Retention Bonus as provided in paragraph 1, the Employee agrees to work for the Department as a paramedic on a regular and full-time basis for at least five years beginning \_\_\_\_\_ and ending on \_\_\_\_\_ (the “ending date”). Should the Employee resign, quit, or be terminated for cause before the ending date, the Employee shall repay a prorated amount of the Sign-on Bonus/Retention Bonus as provided in paragraph 5.
5. The Employee’s failure to remain employed by the Department as a paramedic for the applicable time period will trigger the Employee’s duty to repay, pro-rata, the amount paid by the Department pursuant to paragraph 1 (this amount may be more than the Employee received due to taxes or other withholdings). To facilitate this repayment, the Employee, by signing below, expressly gives the City a lien on all their salary, wages, and other sums payable to them by the City, subject to state and federal law. In addition, the Employee authorizes the City to withhold all amounts so due from any sum payable to the Employee by the Department and the City. The Employee also agrees that any tax consequences that result from the repayment of the Sign-on Bonus/Retention Bonus will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain employed by the Department as a paramedic for the applicable time period for reasons beyond the Employee's control (e.g., injury, illness, or death), other than termination for just cause, the Department may, in its sole discretion, waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by both the Fire Chief and the Mayor.
  
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts remain valid and enforceable, and the Employee agrees, represents, and warrants that they will be held to any applicable repayment of Sign-on Bonus/Retention Bonus.

BY SIGNING BELOW, the Employee certifies that he/she has not accepted a financial incentive for accepting employment at the City, other than as described in this Agreement.

IN WITNESS THEREOF:

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Signature

\_\_\_\_\_  
Date

PRINTED NAME of Employee

\_\_\_\_\_



Fairbanks Fire Department  
**Sign-on Bonus/Retention Bonus Contract** (with proposed amendments)

This agreement is made between the CITY OF FAIRBANKS (“City”) and \_\_\_\_\_ (“Employee”).

WHEREAS, the Employee has been offered employment for the City as a Paramedic in the Fire Department (“Department”) for the first time;

WHEREAS, the Department wishes to bestow upon the Employee a Sign-on Bonus/Retention Bonus as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department as a Paramedic for at least five full years;

**WHEREAS, Ordinance No. 6204 that enacted the Sign on Bonus/Retention Bonus specified that payment of the bonus was subject to salary savings based on the originally adopted 2022 budget.**

WHEREFORE, the City and the Employee agree to the following terms:

1. The City, acting through the Department, agrees to bestow upon the Employee \$1,000 as a Sign-on Bonus, to be paid on the Employee’s first paycheck, and to pay the Employee an additional \$2,000 after three years and \$5,000 after five years as a Retention Bonus, to be paid on the Employee’s first paycheck after completing the time-period requirement, in return for the Employee accepting the City’s offer of employment and remaining employed as a paramedic for the full-time periods.
2. The City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes will be withheld as bonus earnings from the Sign-on Bonus/Retention Bonus and reported to the Internal Revenue Services as income on the Employee’s Form W-2. The Sign-on Bonus/Retention Bonus is not considered “salary” and will not be included for purposes of retirement benefit calculations or salary increases.
3. The Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.
4. In return for accepting the Sign-on Bonus/Retention Bonus as provided in paragraph 1, the Employee agrees to work for the Department as a paramedic on a regular and full-time basis for at least five years beginning \_\_\_\_\_ and ending on \_\_\_\_\_ (the “ending date”). Should the Employee resign, quit, or be terminated for cause before the ending date, the Employee shall repay a prorated amount of the Sign-on Bonus/Retention Bonus as provided in paragraph 5.
5. The Employee’s failure to remain employed by the Department as a paramedic for the applicable time period will trigger the Employee’s duty to repay, pro-rata, the amount paid by the Department pursuant to paragraph 1 (this amount may be more than the Employee received due to taxes or other withholdings). To facilitate this repayment, the Employee, by signing below, expressly gives the City a lien on all their salary, wages, and other sums payable to them by the City, subject to state and federal law. In addition, the Employee authorizes the City to withhold all amounts so due from

Exhibit A to Ordinance No. 6204  
(with proposed amendments)

Page 1 of 2

any sum payable to the Employee by the Department and the City. The Employee also agrees that any tax consequences that result from the repayment of the Sign-on Bonus/Retention Bonus will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain employed by the Department as a paramedic for the applicable time period for reasons beyond the Employee's control (e.g., injury, illness, or death), other than termination for just cause, the Department may, in its sole discretion, waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by both the Fire Chief and the Mayor.
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts remain valid and enforceable, and the Employee agrees, represents, and warrants that they will be held to any applicable repayment of Sign-on Bonus/Retention Bonus.
8. **All bonus payments are conditioned on the availability of funds from salary savings.**

BY SIGNING BELOW, the Employee certifies that he/she has not accepted a financial incentive for accepting employment at the City, other than as described in this Agreement.

IN WITNESS THEREOF:

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Signature

\_\_\_\_\_  
Date

PRINTED NAME of Employee

\_\_\_\_\_

**RESOLUTION NO. 5012**

**A RESOLUTION SUPPORTING THE CURRENT DATES FOR LOCAL ELECTIONS AND ENCOURAGING THE BOROUGH TO RETAIN THE CURRENT ELECTION SCHEDULE**

**WHEREAS**, the City Charter, Section 11.1, sets the regular City election date as the first Tuesday in October, or on such other date as may be fixed by ordinance; and

**WHEREAS**, FGC Sec. 22-6(a), provides that the regular election will be held on the day provided in the Charter, unless the City Council, by ordinance, sets the election on the same day as the regular municipal election for the Fairbanks North Star Borough (FNSB); and

**WHEREAS**, the FNSB is considering Ordinance No. 2022-24 that would change the date of the Borough's regular election from early October to early November to coincide with the state and federal elections held on the Tuesday following the first Monday in November; and

**WHEREAS**, equipment for local elections, such as voting booths, tables, chairs, and ballot boxes, is currently borrowed from the State of Alaska Division of Elections, and if the Borough and City held their elections at the same time as the State, the Borough and City would have to procure their own voting equipment; and

**WHEREAS**, Borough Ordinance No. 2022-24 includes an appropriation in the amount of \$214,000 for the Borough Clerk to purchase election equipment for local elections if the election date is moved from October to November; and

**WHEREAS**, regular City elections have been held in conjunction with Borough elections, and the City has sought to keep its election codes and procedures as similar as possible to that of the FNSB to ensure consistency for voters; and

**WHEREAS**, the City of Fairbanks operates on a calendar year budget, and moving the regular election date to November will significantly impact the City's budget preparation process which occurs in November and December; and

**WHEREAS**, the Matanuska-Susitna Borough moved the date of its regular election from October to November effective in 2019. Their average voter turnout prior to the change (based on their 10 previous regular elections) was 18.35%, and their voter turnout in 2020, a state and federal election year, was 32.86%. The Matanuska-Susitna Borough regular election turnout was 10.31% in 2019 and 17.86% in 2021; and

**WHEREAS**, conducting absentee voting by mail concurrently with the state and federal elections presents opportunity for voter confusion in that voters might return all

their voted ballots in the same envelope, causing either their state/federal ballot or their City/Borough ballot to not be counted; and

**WHEREAS**, the City Clerk has identified concerns if the City's regular election is moved to November (excerpt from the City Clerk's April 11 memorandum attached); and

**WHEREAS**, the City Council believes that keeping the regular City and Borough elections on the first Tuesday in October best serves the interests of local voters.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council that the City of Fairbanks supports keeping local elections in early October and encourages the Borough Assembly to retain the current schedule for regular Borough elections.

**PASSED** and **APPROVED** this 9th day of May 2022.

\_\_\_\_\_  
**Jim Matherly, Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
D. Danyielle Snider, MMC, City Clerk

\_\_\_\_\_  
Paul Ewers, City Attorney

**Taken from the City Clerk’s Memorandum to Council Dated April 11, 2022**

As you know, the regular City election is held in conjunction with the regular Borough election, and we try to keep our election codes and procedures as similar as possible to ensure consistency for voters. There are two ordinances being introduced before the Fairbanks North Star Borough Assembly on Thursday, April 14 relating to Borough elections.

\* \* \* \* \*

The second is [Ordinance No. 2022-24](#), which would amend FNSBC by changing the date of the Borough’s regular October election to coincide with the state and federal elections on the Tuesday following the first Monday in November. The ordinance also makes appropriations for the Borough Clerk to purchase election equipment that is currently borrowed from the State of Alaska Division of Elections for our local elections. If the ordinance is adopted as-is, the election date change would be effective for the 2023 Borough election.

FGC Sec. 22-6(a) states that “Regular elections shall be held on the day provided in Charter Section 11.1 unless the city council by ordinance sets the election on the same day as the regular municipal election of the Fairbanks North Star Borough.” If FNSB Ordinance No. 2022-24 is adopted, the Council will need to consider whether to follow suit for regular City elections.

Ordinance No. 2022-24 raises a number of concerns and, if adopted, will *significantly* impact City elections.

If either the City or the Borough moves the date of its regular election and the other does not, the City would no longer share the cost of its election workers, polling locations, supplies, and equipment with the Borough. There would still be a local election in October and another local/state election in November. Currently our regular election costs \$22K - \$23K. If the City were to conduct elections independently, I would expect the cost of our regular election to at least double. The City would either need to purchase its own equipment or enter into a special agreement with the Borough to use its equipment. I do not have a solid cost estimate on equipment, but based on the Borough’s recent purchase, my guess is it would cost the City between \$125K and \$150K to purchase voting equipment for its 12 precincts.

If the City and the Borough both made the change at the same time, there would be three elections conducted at one location on State election years. While this would be a “one-stop-shop” for voters, the City/Borough and the State would occupy two separate areas within each City polling location, there would be two separate sets of election workers and equipment, and two separate lines for voters to wait in to vote. City voters would be issued a total of three ballots (City, Borough, and State) and would follow two separate sets of instructions for voting (since the State moved to ranked choice voting).

When considering the change, thought should be given to the timeline for a run-off election. When a run-off election is required, it must be held within three weeks after the date of certification of the regular election. Assuming the regular election is certified in late November, a run-off election would be held the second or third week of December, which puts the canvassing process over the Christmas holiday. Consideration should also be given to the timeline for swearing in newly elected officials and the preparation/adoption of the City’s annual budget.



# CALENDAR 2022

(Proposed Amendments)

## 2022 CITY COUNCIL MEETINGS and CITY-OBSERVED HOLIDAY LIST

JANUARY	17 31	JULY	11 25
FEBRUARY	14 28	AUGUST	08 22
MARCH	14 28	SEPTEMBER	12 26
APRIL	11 25	OCTOBER	10 24
MAY	09 23	NOVEMBER	<u>1407</u> 28
JUNE	13 27	DECEMBER	<u>1205</u> <u>1912</u>

**NOTE:** Any deviation from FGC is a result of City-observed holidays, City Council-approved amendments, ~~budget deadlines~~, or AML Conference conflicts.

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### 2022 CITY-OBSERVED HOLIDAYS (City Offices Closed)

New Year's Day (Observed)	Friday	December 31, 2021
President's Day	Monday	February 21, 2022
Memorial Day	Monday	May 30, 2022
Independence Day	Monday	July 4, 2022
Labor Day	Monday	September 5, 2022
Veterans Day	Friday	November 11, 2022
Thanksgiving Day	Thursday	November 24, 2022
Christmas Day (Observed)	Monday	December 26, 2022

*Meeting Schedule was approved by the City Council on Monday, November 8, 2021 and amended on November 22, 2021.*

*Golden Heart City*

Visit us on the web at [www.fairbanksalaska.us](http://www.fairbanksalaska.us)

5/5/2022

FAIRBANKS NORTH STAR BOROUGH  
Historic Preservation Commission  
February 1, 2022  
5:32 p.m.

A regular meeting of the Historic Preservation Commission was held Tuesday, February 1, 2022, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

**ROLL CALL**

There were present appearing telephonically:

Matthew Reckard	Martin Gutoski
Amy Viltrakis	Patricia Peirsol, Vice-Chair
Molly Proue, Chair	

Comprising a quorum of the Commission, and

Alexis Fackeldey, Administrative Assistant III, Clerk  
Melissa Kellner, Acting Community Planning Director  
Jeannie Creamer, Friends of S.S. Nenana

Excused

Meredith Maple

**MESSAGES**

1.a. Citizens' Comments on agenda items not scheduled for public hearing

NONE

1.b. Citizens' Comments on items other than those appearing on the agenda

NONE

2. Disclosure and Statement of Conflict of Interest

Commissioner Reckard declared a potential conflict of interest because he is under contract on the S.S. Nenana. Chair Proue ruled a conflict of interest did exist and that Commissioner Reckard would be excused for any item dealing with the S.S. Nenana.

## **APPROVAL OF AGENDA AND CONSENT AGENDA**

RECKARD,  
Seconded by VILTRAKIS

moved to approve the agenda and consent  
agenda as read.

VOTE ON MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA AS READ.

Yeses: Reckard, Viltrakis, Gutoski, Peirsol, Proue

Noes: None

MOTION CARRIED 5 Yeses, 0 Noes

## **MINUTES**

1. \*Historic Preservation Commission Meeting Minutes from December 7, 2021.

Without objection this measure was read by title and approved under the consent agenda.

## **REPORTS**

1. Reports and Communications to the Commission by Community Planning Staff.

Melissa Kellner, Acting Community Planning Director, updated the commission on its newest commissioner, Meredith Maple, and her qualifications. Ms. Kellner also stated she was not prepared to present on the responsibilities of the Historic Preservation Commission, but it was still on her radar to be completed.

- 2.a. Report by Chair Proue on the Pioneer Park Historic Nomination Status.

Chair Proue presented the comments provided by Judith Bittner, the Alaska State Historic Preservation Officer.

Discussion ensued on the nomination and the administration's support or lack thereof for the project.

- 2.b. Report by Commissioners on the Historic Preservation Commission Priority Project List

The commissioners did not have a report to provide.

## **UNFINISHED BUSINESS**

*Clerk's Note: Due to his conflict-of-interest Commissioner Reckard was excused from the virtual dais.*

1. Consideration and approval of a letter of support for the Phase II S.S. Nenana Project.

Melissa Kellner, Acting Community Planning Director, provided an overview of the project.

Jeannie Creamer, Friends of S.S. Nenana, provided information on the current phase of the project and the need to take measures to preserve the boat in the short term.

Ms. Kellner provided specific information, including timing, for each phase of the project.

Discussion ensued on the project phases and the letter of support.

PEIRSOL,  
Seconded by GUTOSKI

moved to empower Chair Proue to produce  
a letter of support for the Phase II S.S.  
Nenana Project.

Commissioner Gutoski stated that he felt the letter should urge the Fairbanks North Star Borough Assembly to move on the project quickly.

VOTE ON MOTION TO EMPOWER CHAIR PROUE TO PRODUCE A LETTER OF SUPPORT FOR THE PHASE II S.S. NENANA PROJECT.

Yeses: Peirsol, Viltrakis, Gutoski, Proue

Noes: None

MOTION CARRIED 4 Yeses, 0 Noes

2. Consideration and approval of a letter of support for Friends of S.S. Nenana.

Without objection no letter was approved as it was deemed unnecessary by both the commission and the Friends of S.S. Nenana.

*Clerk's Note: Commissioner Reckard returned to the virtual dais.*

**NEW BUSINESS**

1. Annual Election of Chair and Vice-Chair

Commissioner Proue was nominated to the position of Chair by Commissioner Peirsol. There being no further nominations Commissioner Proue was elected Chair by default.

Commissioner Peirsol was nominated to the position of Vice-Chair by Commissioner Reckard. There being no further nominations Commissioner Peirsol was elected Vice-Chair by default.

2. Review and approval of Fort Wainwright’s Operations and Maintenance Programmatic Agreement

Melissa Kellner, Acting Community Planning Director, provided an overview of the agreement.

Discussion ensued on the agreement and its effect on the commission’s Section 106 consultations.

PEIRSOL,  
Seconded by GUTOSKI

moved to approve and sign Fort Wainwright’s Operations and Maintenance Programmatic Agreement.

VOTE ON MOTION TO APPROVE AND SIGN FORT WAINWRIGHT’S OPERATIONS AND MAINTENANCE PROGRAMMATIC AGREEMENT.

Yeses: Gutoski, Peirsol, Reckard, Viltrakis, Proue

Noes: None

MOTION CARRIED 5 Yeses, 0 Noes

**EXCUSE FUTURE ABSENCES**

NONE

## **COMMISSIONER'S COMMENTS/COMMUNICATIONS**

Commissioner Reckard suggested Ms. Kellner spend no more time attempting to determine the commission had authority to make decisions for or set policy on behalf of the Borough as it is clear the commission has none. Commissioner Reckard added that there is no dishonor serving on a body that has only advisory powers. Commissioner Reckard also stated the presented schedule for the Riverboat Nenana Repair project was out of date.

Commissioner Gutoski inquired about the official Fairbanks North Star Borough mask the clerk wore during the meeting.

Vice-Chair Peirsol asked that Commissioner Reckard be allowed to present information and answer questions about the S.S. Nenana.

## **ADJOURNMENT**

There being no further business to come before the Historic Preservation Commission, the meeting was adjourned at 6:40 p.m.

APPROVED: April 5, 2022

FAIRBANKS NORTH STAR BOROUGH  
Historic Preservation Commission  
March 1, 2022  
5:31 p.m.

A regular meeting of the Historic Preservation Commission was held Tuesday, March 1, 2022, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

**ROLL CALL**

There were present appearing telephonically:

Meredith Maple	Martin Gutoski
Amy Viltrakis	Matthew Reckard
Mary Hamby	Patricia Peirsol, Vice-Chair
Molly Proue, Chair	

Comprising a quorum of the Commission, and

Jessica Mower, Administrative Assistant III, Clerk  
Melissa Kellner, Long Range Planner

**MESSAGES**

1.a. Citizens' Comments on agenda items not scheduled for public hearing

NONE

1.b. Citizens' Comments on items other than those appearing on the agenda

NONE

2. Disclosure and Statement of Conflict of Interest

NONE

## **APPROVAL OF AGENDA**

PEIRSOL,  
Seconded by MAPLE

moved to approve the agenda.

VOTE ON MOTION TO APPROVE THE AGENDA.

Yeses: Reckard, Viltrakis, Hamby, Peirsol, Maple,  
Gutoski, Proue

Noes: None

MOTION CARRIED 7 Yeses, 0 Noes

## **MINUTES**

1. \*Historic Preservation Commission meeting minutes from February 1, 2022.

Commissioner Reckard requested the removal of the minutes from the consent agenda and asked edits be made to his statements under Commissioner's Comments/Communications.

Chair Proue asked the edited minutes be reviewed and approved at the next meeting.

## **REPORTS**

1. Reports and Communications to the Commission by Community Planning Staff

Melissa Kellner, Long Range Planner, provided updates on a recently completed programmatic agreement, nomination status of Pioneer Park to the National Register of Historic Places, the S.S. Nenana Capital Improvement Program project, Riverboat Nenana Repair Project updated schedule, and welcomed new commissioners.

- 2.a. Report by Commissioners on the Historic Preservation Commission Priority Project List

Chair Proue provided a brief overview of the list for new commissioners.

No report provided.



## **UNFINISHED BUSINESS**

### 1. Discussion of Pioneer Park Historic Nomination Status

Chair Proue provided a brief overview of the nomination process for the new commissioners.

Chair Proue stated she is willing to coordinate a meeting with the Borough Mayor, staff and State Historian but requested the commission hold their efforts for continued discussion unless the Borough Mayor is prepared to support and sign the nomination.

## **EXCUSE FUTURE ABSENCES**

NONE

## **COMMISSIONERS' COMMENTS/COMMUNICATIONS**

Commissioner Gutoski welcomed the new commissioners and asked for introductions.

Commissioner Maple introduced herself, expressed her excitement of being appointed to the commission and learning more about the historic nomination status of Pioneer Park.

Commissioner Peirsol welcomed new commissioners and asked staff to send applications of appointed commissioners to the commission so they can get background information on their peers.

Commissioner Hamby introduced herself as the North Pole representative, provided some background information and expressed how special the interests of the commission are and her willingness to serve.

Commissioner Reckard noted the Riverboat Nenana Repair Project schedule emailed after the last meeting was inaccurate and requested the correct schedule be sent to the commission.

Commissioner Viltrakis welcomed the new commissioners.

Chair Proue welcomed the new commissioners and noted the Office of History and Archeology will host an online workshop on Certified Local Governments (CLGs) in July.

## **ADJOURNMENT**

There being no further business to come before the Historic Preservation Commission, the meeting was adjourned at 6:10 p.m.

APPROVED: April 5, 2022

FAIRBANKS NORTH STAR BOROUGH  
Chena Riverfront Commission  
March 23, 2022  
12:00 p.m.

A regular meeting of the Chena Riverfront Commission was held Wednesday, March 23, 2022, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

**ROLL CALL**

There were present appearing telephonically and in person:

Julie Jones	Kevin Fraley
Diana Campbell	Lee Wood
Robert Henszey	Wade Binkley, Vice-Chair

Comprising a quorum of the Commission, and

Cullen Mahaffey, Administrative Assistant III, Clerk  
Kellen Spillman, Community Planning Director  
Donnie Hayes, Parks and Recreation Director  
John Netardus, AK DOT&PF Representative

Absent and Excused

Buki Wright (excused)	Gregory Barker (excused)
Annette Freiburger, Chair (excused)	

**MESSAGES**

1. Chair's Comments

Vice-Chair Binkley welcomed the new commissioner.

2.a. Citizens' Comments on agenda items not scheduled for public hearing

NONE

2.b. Citizens' Comments on items other than those appearing on the agenda

NONE

**MESSAGES – continued**

- 3. Disclosure and Statement of Conflict of Interest

NONE

**APPROVAL OF AGENDA AND CONSENT AGENDA**

HENSZEY, moved to approve the agenda and consent  
Seconded by WOOD agenda as read.

VOTE ON MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA AS READ.

Yeses: Binkley, Campbell, Jones, Henszey, Wood,  
Fraley

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

**MINUTES**

- 1. \*Chena Riverfront Commission meeting minutes from February 23, 2022

Without objection this measure was read by title and approved under the consent agenda.

**REPORTS**

- 1. Communications to the Chena Riverfront Commission

Kellen Spillman, Community Planning Director, welcomed the new commissioner and commented on ordinances scheduled to be brought before the Borough Assembly and bike maps.

## REPORTS – continued

2. Status update on the Chena Riverfront Commission project list by Kellen Spillman, Community Planning Director

Kellen Spillman, Community Planning Director, presented a reorganized project list separated by informational items and current projects. He provided updates on the following:

- Elodea Infestation project remaining on the list.
- Removal of the Pioneer Park Masterplan project from the list.
- Distribution of brochures for the Riverfront Riparian Zone Education project.

Mr. Spillman suggested adding an update on the Fairbanks Downtown Plan & Downtown Street Reconstruction project as an agenda item for the next meeting.

3. Status updates on State of Alaska Department of Transportation and Public Facilities (DOT&PF) riverfront projects by John Netardus, AK DOT&PF Representative

John Netardus, AK DOT&PF Representative, provided updates on advertising and construction schedules.

- 3.a. Presentation on pedestrian traffic for the Airport Way (West) Improvements project

David Fischer, AK DOT&PF Representative, and Kellen Spillman, Community Planning Director, presented on the following:

- Project details.
- Two-way single-lane traffic along Airport Way.
- One-way traffic along Hoselton Road and Dale Road.
- One-way traffic along Old Airport Road when leaving the terminal and two-way traffic for business access only past the FedEx Ship Center and Sadler Business Plaza.
- Road closures.
- Potential for the ownership of a property in between Airport Way and the Chena River to be transferred to the Borough.

## **NEW BUSINESS**

1. Review and make recommendations to Community Planning Department staff and FNSB contracted graphic designer on the draft Chena River Safety Signage project

Kellen Spillman, Community Planning Director, and Lauren Hatty, Graphic Designer, presented a draft of the signage.

Discussion ensued on the following:

- Accuracy of travel times.
- Changes in ownership of The Big-I Pub & Lounge.
- Project's timeline.
- Colors and formatting.
- Priority of vessels when maneuvering past each other.
- Positions of the Confluence with the Tanana River and Tanana River Wayside on the map.

Commissioners suggested the following:

- Adding phrases about travel times increasing downstream and multi-use watercraft.
- Adding the Golden Heart Plaza to the signage.
- Soliciting input from landowners on the signage.

## **EXCUSE FUTURE ABSENCES**

Commissioner Jones may be unavailable to attend the meeting scheduled for April 27, 2022.

## **COMMISSIONERS' COMMENTS/COMMUNICATIONS**

Vice-Chair Binkley reminded the Commission about the Boards and Commissions Training scheduled on April 6, 2022.

Commissioner Henszey thanked Vice-Chair Binkley for chairing an informative meeting.

Commissioner Jones congratulated Jackson Fox, FAST Planning Director, on a street painting project and river wayfinding progress.

Commissioner Campbell requested that everyone be careful on the ice.

Commissioner Fraley stated that he was glad to be involved with the Commission.

## **ADJOURNMENT**

There being no further business to come before the Chena Riverfront Commission, the meeting was adjourned at 1:23 p.m.


APPROVED: April 27, 2022

*City of Fairbanks*



**MEMORANDUM**

To: City Council Members  
From: Jim Matherly, City Mayor  
Subject: Request for Concurrence – Factfinding Commission  
Date: May 4, 2022



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In order to fill the vacancy of Seat B on the Factfinding Commission, I request your concurrence to the appointment of the following new member:

Seat B      Mr. Dylan Brooks      Term to Expire: December 31, 2026

Mr. Brooks' application and resume are attached.

Thank you.

dds/





## Board Details

The Fact Finding Commission shall assist the City Council in the investigation, collection, assessment, and analysis of any issue referred to the Commission where facts are in dispute or are unknown. It shall establish facts and issue findings to the City Council. Matters shall be referred to the Commission as the City Council and Mayor deem appropriate; and when so referred, shall be referred by motion with a description of the scope and issues requiring factual determination. The Fact Finding Commission shall have the power to administer oaths, subpoena witnesses and compel the production of books, papers, and other relevant evidence. The Commission shall request the Mayor to issue subpoenas as required.

### Overview

**Size** 5 Seats

**Term Length** 5 Years

**Term Limit** N/A

### Additional

#### Board/Commission Characteristics

The Fact Finding Commission shall consist of five members appointed by the mayor, subject to confirmation by the City Council; each member shall serve a five-year term. At least three members of the Commission shall be residents of the City. The Commission shall consist of two members who are experienced in the fields of law or judicial enforcement and three members from the public at large.

#### Meetings

Meetings are called when the subject matter warrants. The chairman is authorized to call meetings, or a majority of the members may require that a meeting be called. All meetings shall be open to the public, except that closed meetings may be held as provided by law. A majority of the Commission shall constitute a quorum; three affirmative votes 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 2-396 through 2-400

#### Enacting Legislation Website

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

#### Joint Commission Details

N/A

#### Email the Commission Members

[factfindingcommission@fairbanks.us](mailto:factfindingcommission@fairbanks.us)

**Profile**

Dylan  
First Name

Brooks  
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?**

Fact Finding 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?**

The Fact Finding Commission is of interest to me because the nature of the work would allow me to serve the community in a field of personal interest to me in studying, investigating and synthesizing information into a solution on all manner of subjects. I'm an avid reader, come from a family of lawyers, and have a firm belief in fairness and justice without inflexible preconceived notions that would prevent a fair conclusion from the facts. I myself am not a lawyer and do not claim any experience or training beyond what I garnered from being the only non-Juris Doctor in a family where my sister, mom, dad, step-dad and grandpa are lawyers. I worked for my mom's private practice firm for several years, mostly doing non-legal administrative tasks, but assisting in some minor ways with investigations, which make up a large part of her business. My experiences as a wildland firefighter with a degree in Forestry don't traditionally lend themselves to the type of work the Fact Finding Commission does but there are some indirect skills I bring in organization, logistics, and incident management that come from a decade of working in emergency incident management. I believe a well informed individual with a rough background in the concepts of independent fact finding investigations, an interest in a broad range of subjects, and a work experience that involves the handling of potentially delicate situations can bring a beneficial diversity of experience to the commission.

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

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I have worked in and spent most of my time in Fairbanks since 2013, when I came to Alaska as a University of Montana forestry student to work on the Chena Interagency Hotshot Crew. Alaska had a profound impact on me and I've worked for the Alaska Fire Service, a federal agency under the Bureau of Land Management, since that time. Fighting forest fires in Alaska and the Lower 48 has allowed me to travel widely within the state and country working as both an in the dirt firefighter and, lately, as a supervisor with large incident management teams. In 2018 I briefly returned to Montana and completed training as a smokejumper but quickly returned to Fairbanks where my wife, 4 month old baby, two dogs and I own a house a distance out of town on Hot Springs Road. Life in Fairbanks is a far cry from my growing up in north eastern Kansas but I find it endlessly interesting, challenging and fulfilling. Having lived, almost, the full spectrum of Fairbanks life in my short time here, from dry cabins in the Goldstream to barracks housing on Ft. Wainwright to a owning traditional home on the outskirts of town, I love Fairbanks while appreciating it's various challenges. Similarly, I try to take advantage of everything Alaska provides by exploring the state, skiing, fishing, hunting, and snow machining in my free time.

Upload a Resume

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

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B.S. Forest Management, University of Montana Task Force Leader, National Wildfire Coordinating Group Crew Boss, NWCG Incident Commander 4, NWCG

# Dylan Brooks

Critical Incident and Project Management

Fairbanks, AK 99712

## EXPERIENCE

### Alaska Smokejumpers - Ft. Wainwright, AK

March 2020 - PRESENT

Specializing in parachuting into remote, rugged terrain and performing fire management duties ranging from initial attack to organizing long duration incident management teams and logistics. Routinely coordinate with dispatch centers and fire managers regarding suppression needs and strategies. Frequently direct and supervise groups of fire crews. Rigorous physical standards and job training regimen required to acquire and maintain position as smokejumper.

### Chena Interagency Hotshots - Ft. Wainwright, AK

April 2013 - March 2020

Firefighting crew designed to accomplish the high complexity, physically demanding tasks on wildland fires. Utilizing power equipment, hand tools, off road vehicles, and firing devices as well as directing helicopters and fixed wing aircraft to fight fire. Departed from Chena after six seasons having climbed the ranks to one of two modules leaders directing and supervising crewmembers daily tasks.

### District Crews - Idaho

Summer 2011 - Summer 2012

Worked in Priest Lake and Salmon, Idaho as a seasonal entry level firefighter. Completed district project and timber work as well as basic firefighting.

## EDUCATION

### University of Montana, BS - Forestry

2014

Minor - Fire Sciences & Management

High Honors

## Qualifications

Task Force Leader

Crew Boss

Firing Boss

Helicopter Crewmember

EMT

Division Group Supervisor  
(trainee)

## Skills

Critical incident needs  
assessment

Project management

Work crew supervision

Remote and austere logistics  
and camp management

Urban interface fire  
management

Aircraft crewmember

Off road vehicle and  
equipment operation

Power equipment operation