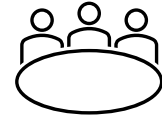




**FAIRBANKS CITY COUNCIL  
REGULAR WORK SESSION AGENDA  
TUESDAY, AUGUST 22, 2023 AT 7 A.M.**



MEETING WILL BE HELD VIA [ZOOM WEBINAR](#)  
AND AT FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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1. Roll Call
2. Resolution No. 5076 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adding a Service Fee for Annual Technical Fire Inspections and Increasing the Fee for Fire Inspection, Investigation, and Technical Services.
3. Resolution No. 5080 – A Resolution Authorizing the City of Fairbanks to Apply for the Healthy and Equitable Communities Grant.
4. Resolution No. 5081 – A Resolution Awarding a Contract to Interior Alaska Roofing, Inc. to Replace Section A of City Hall Roof in the Amount of \$705,000.
5. Ordinance No. 6259, as Amended – An Ordinance Amending the 2023 Operating and Capital Budgets for the Third Time.
6. Ordinance No. 6260 – An Ordinance Establishing a Hiring Incentive Bonus for a Structural Code Compliance Inspector.
7. Ordinance No. 6261 – An Ordinance Authorizing the City of Fairbanks to Apply for Funds from the Alaska Division of Homeland Security for the FFY2023 Emergency Management Performance Grant and Amending the 2023 Operating Budget.
8. Ordinance No. 6262 – An Ordinance Amending Fairbanks General Code Chapter 26, Article III, Emergency Medical Services, Adding Regulations Governing Private Ambulance Services.
9. Finance Committee Report
10. Mayor and Council Member Comments
11. Next Regular Work Session – Tuesday, September 5, 2023
12. Adjournment

**RESOLUTION NO. 5076**

**A RESOLUTION AMENDING THE CITY SCHEDULE OF FEES AND CHARGES FOR SERVICES BY ADDING A SERVICE FEE FOR ANNUAL TECHNICAL FIRE INSPECTIONS AND INCREASING THE FEE FOR FIRE INSPECTION, INVESTIGATION, AND TECHNICAL SERVICES**

**WHEREAS**, annual technical fire inspections are required by Section 106.6 of the amended 2018 International Fire Code adopted by the City of Fairbanks on April 12, 2021 (hereinafter, "Fire Code"); and

**WHEREAS**, inspection fees are authorized by Section 106.6 of the Fire Code and, if approved by Council, required to be included in the *City of Fairbanks Schedule of Fees and Charges for Services*; and

**WHEREAS**, Section 901.6.3 of the Fire Code requires that copies of all inspections and records be sent to the fire code official within 30 days of inspection, testing and maintenance; and

**WHEREAS**, the Fairbanks Fire Department has contracted with a vendor (hereinafter, "Vendor") and adopted third-party software allowing for the submission of the required reports by the reporter to the fire code official; and

**WHEREAS**, the fee for "Fire Inspection, Investigation, Technical Services" was set at \$85.00 in 2016 by Resolution No. 4690; and

**WHEREAS**, at that time, Resolution 4690 acknowledged that it is the sense of the council that from time to time the *City of Fairbanks Schedule of Fees and Charges for Services* will need to be reviewed and updated to reflect changes, additions, or discontinuation of services; and

**WHEREAS**, the City's Finance Committee has recently recommended that the Fairbanks Fire Department review its fees to ensure there are adequate staff resources to meet the community's need for services.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council that the new fee for "Annual Technical Inspections" that is equal to the Vendor's fee charged to the reporter and to be paid by the reporter to the vendor plus an additional \$15 to be paid by the reporter, collected by the vendor, and provided to the City of Fairbanks, incorporated in the attached version of the Schedule of Fees and Charges for Services, is approved.

**BE IT FURTHER RESOLVED** by the City Council that the increase of the fee for "Fire Inspection, Investigation, Technical Services" from \$85.00 to \$125.00, incorporated in the attached version of the Schedule of Fees and Charges for Services, is approved.

**PASSED** and **APPROVED** this 24th Day of July 2023.

\_\_\_\_\_  
**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Thomas A. Chard II, City Attorney

**City of Fairbanks Schedule of Fees and Charges for Services**

As of Resolution No. 5076 - Effective July 24, 2023

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description	
<b>Emergency Services</b>	26-111	Ambulance Services	\$ 1,000.00		Advanced and Basic Life Support Transport	
			\$ (50.00)		Discount for City of Fairbanks resident	
			\$ 150.00		Life assist, after 5 within 12 weeks	
			Additional Patient Transport Mileage	\$ 13.50		Per mile; for all miles
			Non-emergency assistance to private care facilities	\$ 75.00		Per hour; one hour minimum. Physical assistance in moving patients or clients.
			Emergency Fire Equipment Response to Motor Vehicle Accident	\$ 400.00		Per accident that requires Fire/EMS emergency response, payable by ticketed driver(s) of vehicle(s) that caused accident
	<u>30-1; 30-31</u>		<u>Annual Technical Inspection</u>		<u>\$ 15.00</u>	<u>In addition to the vendor fee charged to the reporter for the use of the vendor's reporting software, a fee of \$15 will be paid by the reporter, collected by the vendor, and submitted to the City.</u>
	<u>30-1; 30-31</u>		Fire Inspection, investigation, technical services	<del>\$ 85.00</del>	<u>\$ 125.00</u>	Per hour, one hour minimum. One free follow up. When deficiencies are not corrected within the time specified by the Fire Inspector, fees are doubled for a second inspection and tripled on a third visit ( <u>alcohol, cannabis, and new construction inspections are part of Building Department inspections</u> ).
	30-1		Routine Safety Checks, response to safety complaints	\$ -		Initial inspection no charge
				\$ 85.00		Per hour, when deficiencies are not corrected within the time specified by the Fire Inspector; fees are charged for a second inspection if substantial compliance not completed; tripled on a third visit.
			Mutual Aid			No fee
			Fire Training Center	\$ 60.00		4-hour block, Fire Training Center tower and grounds
				\$ 30.00		4-hour block, Fire Training Center conference room
				\$ 60.00		4-hour block, Fire Training Center large classroom
30-1		In-Service Inspection	\$ 50.00		Per hour; 0.5 hour minimum (only applied to uncorrected items from "no charge" first inspection)	

Introduced by: Mayor David Pruhs and  
Council Member June Rogers  
Introduced: August 28, 2023

**RESOLUTION NO. 5080**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY  
FOR THE HEALTHY AND EQUITABLE COMMUNITIES GRANT**

**WHEREAS**, the State of Alaska Department of Health and Social Services and the Division of Public Health has made funding available to support activities and strategies to promote and build healthy and equitable communities, with an emphasis on high risk, underserved groups disproportionately impacted by COVID-19; and

**WHEREAS**, the City's Housing Coordinator seeks to develop a program to serve populations at high risk of COVID-19 with housing insecurity; and

**WHEREAS**, the program will provide rental assistance for eligible individuals within the Fairbanks North Star Borough with proof of past due rent and risk and/or impact of COVID-19; and

**WHEREAS**, this grant will provide funding up to \$75,000 for eligible program expenses through March 31, 2024, with no match requirement.

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

**PASSED and APPROVED this 28th Day of August 2023.**

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**David Pruhs, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 5080

Abbreviated Title: Healthy and Equitable Communities Grant

Department(s): Mayor

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:**

PROJECTS:	Equipment	Building	Other	Total
Past Due Rental Payments			\$75,000	\$75,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>

FUNDING SOURCE:	Equipment	Building	Other	Total
Grant Funds (State)			\$75,000	\$75,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>

The city's Housing Coordinator will develop an application and payment process for rental payments. Proof from landlord must be received with application, as well as explanation of COVID-19 risk and/or impact.

Reviewed by Finance Department:

Initial sf

Date 8/10/2023

**RESOLUTION NO. 5081**

**A RESOLUTION AWARDING A CONTRACT TO INTERIOR ALASKA  
ROOFING, INC TO REPLACE SECTION A OF CITY HALL ROOF IN  
THE AMOUNT OF \$705,000**

**WHEREAS**, in accordance with FGC Chapter 54, Article V, Competitive Sealed Proposals, proposals were solicited for the Fairbanks City Hall Roof Replacement Section A Project (RFP-23-02); and

**WHEREAS**, the most responsive proposer for the project is Interior Alaska Roofing, Inc of Fairbanks in the amount of seven hundred five thousand and zero cents (\$705,000.00); and

**WHEREAS**, this project will replace Section A of City Hall Roof; and

**WHEREAS**, funding will be provided from the Capital Fund.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Fairbanks, that the Mayor is hereby authorized to execute a contract and such other documents in a form approved by the City Attorney as may be necessary to effect award of the Section A City Hall Roof Replacement contract to Interior Alaska Roofing, Inc.

**PASSED and APPROVED this 28th Day of August 2023.**

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**David Pruhs, City Mayor**

YEAS:  
NAYS:  
ABSENT  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 5081

Abbreviated Title: RESOLUTION AWARDDING CONTRACT TO INTERIOR ALASKA ROOFING

Department(s): ENGINEERING

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:**

<b>PROJECTS:</b>	<b>2023</b>
CITY HALL ROOF REPLACEMENT [SECTION A]	\$ 705,000
<b>TOTAL</b>	<b>\$ 705,000</b>

<b>FUNDING SOURCE:</b>	<b>2023</b>
CAPITAL FUNDS	\$ 705,000
<b>TOTAL</b>	<b>\$ 705,000</b>

The maintenance costs associated with this project will be performed by Public Works and incorporated in the annual general fund budget.

Reviewed by Finance Department: Initial mb Date 8/15/2023



**ORDINANCE NO. 6259, AS AMENDED**

**AN ORDINANCE AMENDING THE 2023 OPERATING  
AND CAPITAL BUDGETS FOR THE THIRD TIME**

**WHEREAS**, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2023 operating and capital budget.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows** [amendments shown in **bold** font; deleted text in ~~strikethrough~~ font]:

**SECTION 1.** There is hereby appropriated to the 2023 General Fund and Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2023 and ending December 31, 2023 (see pages 2 and 3):

# GENERAL FUND

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes (all sources)	\$ 26,849,410	\$ (124,200)	\$ 26,725,210
Charges for Services	6,175,618	-	6,175,618
Intergovernmental Revenues	3,254,080	-	3,254,080
Licenses and Permits	2,106,050	100,000	2,206,050
Fines and Forfeitures	526,000	-	526,000
Interest and Penalties	1,115,000	650,000	1,765,000
Rental and Lease Income	148,618	3,200	151,818
Other Revenues	220,000	-	220,000
Other Financing Sources	2,106,467	(500,000)	1,606,467
<b>Total revenue appropriation</b>	<b>\$ 42,501,243</b>	<b>\$ 129,000</b>	<b>\$ 42,630,243</b>
 <u>EXPENDITURES</u>			
Mayor Department	\$ 773,020	\$ -	\$ 773,020
Legal Department	243,300	-	243,300
Office of the City Clerk	477,255	-	477,255
Finance Department	979,990	-	979,990
Information Technology	2,683,612	-	2,683,612
General Account	6,884,525	60,000	6,944,525
Police Department	8,230,366	<b>92,790</b>	8,323,156
Communications Center	3,410,296	-	3,410,296
Fire Department	8,714,654	55,750	8,770,404
Public Works Department	10,277,003	17,400	10,294,403
Engineering Department	1,044,350	-	1,044,350
Building Department	725,620	-	725,620
<b>Total expenditure appropriation</b>	<b>\$ 44,443,991</b>	<b>\$ 225,940</b>	<b>\$ 44,669,931</b>
2022 unassigned fund balance	\$ 17,521,835	\$ -	\$ 17,521,835
Prior year encumbrances	(229,747)	-	(229,747)
Transfers to other funds	(3,000,000)	(500,000)	(3,500,000)
Other changes to the budget	1,286,999	403,060	1,690,059
<b>2023 estimated unassigned balance</b>	<b>\$ 15,579,087</b>	<b>\$ (96,940)</b>	<b>\$ 15,482,147</b>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$10,000,000.

**\$ 8,933,986**

## CAPITAL FUND

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 685,683	\$ -	\$ 685,683
Transfer from General Fund	3,000,000	<b>250,000</b>	3,250,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	279,000	-	279,000
IT	65,000	-	65,000
Police	210,000	-	210,000
Communications Center	140,000	-	140,000
Fire	290,000	-	290,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 5,074,683</u>	<u>\$ 250,000</u>	<u>\$ 5,324,683</u>
<u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 4,654,721	\$ 546,000	\$ 5,200,721
Public Works Department	1,705,099	-	1,705,099
Garbage Equipment Reserve	593,659	-	593,659
IT Department	171,920	10,000	181,920
Police Department	584,844	-	584,844
Fire Department	1,124,611	-	1,124,611
Road Maintenance	1,455,169	-	1,455,169
Total expenditure appropriation	<u>\$ 10,290,023</u>	<u>\$ 556,000</u>	<u>\$ 10,846,023</u>
Estimated capital fund unassigned balance	\$ 7,401,343	\$ (296,000)	\$ 7,105,343
Estimated capital fund assigned balance	4,136,080	(10,000)	4,126,080
2023 estimated fund balance	<u>\$ 11,537,423</u>	<u>\$ (306,000)</u>	<u>\$ 11,231,423</u>

**SECTION 2.** This ordinance also appropriates the use of emergency snow removal funds in the amount of \$250,000 as designated by the Mayor.

**SECTION 3.** All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2023 and ending December 31, 2023.

**SECTION 4.** The effective date of this ordinance shall be the 28th day of August 2023.

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**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**FISCAL NOTE**  
ORDINANCE NO. 6259, AS AMENDED  
AMENDING THE 2023 OPERATING AND CAPITAL BUDGETS  
FOR THE THIRD TIME

**GENERAL FUND**  
**\$129,000 Increase in Revenue**  
**\$225,940 Increase in Expenditures**

**Revenue**

1. Tax Revenue
  - (\$124,200) decrease to real property taxes
2. Charges for Services
3. Intergovernmental Revenues
4. License and Permits
  - \$100,000 increase to commercial permits
5. Interest and Penalties
  - \$650,000 increase to interest on deposits
6. Rental and Lease Income
  - \$3,200 increase to rent log cabin
7. Other Financing Sources
  - ~~(\$500,000)~~ **(\$250,000)** transfer to permanent fund
  - **(\$250,000) transfer to capital fund**

**Expenditures**

1. Mayor's Office
2. City Attorney's Office
3. City Clerk's Office
4. Finance Department
5. Information Technology
6. General Account
  - \$10,000 increase to water and sewer

- \$50,000 increase to heating fuel

7. Police Department

- \$65,490 increase to salaries and benefits for commissioned officer pay increases, reduction in five police officer positions and two public safety assistant positions, and increase for supplemental retirement life insurance plan (Ordinances 6253 and 6255)
- ~~\$54,600~~ **\$27,300** increase to salaries and benefits for ~~one full-time permanent and one full-time temporary Clerk positions (annual cost \$81,790)~~

8. Communications Center

9. Fire Department

- \$82,000 increase to salaries and benefits for an additional battalion chief position (Ordinance 6246)
- (\$26,250) decrease to overtime for an additional battalion chief position (Ordinance 6246)

10. Public Works

- \$17,400 increase to garbage collection due to tipping fees increases from \$127 to \$137 per pound

11. Engineering

12. Building Department

**CAPITAL FUND**  
**\$250,000 Increase in Revenue**  
**\$556,000 Increase in Expenditures**

**Revenue**

1. Other Financing Sources
  - **\$250,000 transfer from General Fund**

**Expenditures**

1. Property Repair & Replacement
  - \$50,000 increase for city hall windows replacement project
  - \$41,000 increase for impound lot lighting upgrade project
  - \$30,000 increase for public works garage door upgrade
  - \$425,000 increase for city hall roof replacement project
2. Public Works
  - Replace tire balancer with savings from other projects (cost \$27,000)
3. Garbage Equipment Reserve
4. IT Department
  - \$10,000 increase for Police/FECC battery system replacement
5. Police Department
6. Communications Center
7. Fire Department
8. Road Maintenance

Introduced By: Mayor David Pruhs  
Introduced: August 14, 2023

**ORDINANCE NO. 6259, AS AMENDED  
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE AMENDING THE 2023 OPERATING  
AND CAPITAL BUDGETS FOR THE THIRD TIME**

**WHEREAS**, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2023 operating and capital budget.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows** [amendments shown in **bold** font; deleted text in ~~font~~]:

**SECTION 1.** There is hereby appropriated to the 2023 General Fund and Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2023 and ending December 31, 2023 (see pages 2 and 3):



# GENERAL FUND

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes (all sources)	\$ 26,849,410	\$ (124,200)	\$ 26,725,210
Charges for Services	6,175,618	-	6,175,618
Intergovernmental Revenues	3,254,080	-	3,254,080
Licenses and Permits	2,106,050	100,000	2,206,050
Fines and Forfeitures	526,000	-	526,000
Interest and Penalties	1,115,000	650,000	1,765,000
Rental and Lease Income	148,618	3,200	151,818
Other Revenues	220,000	-	220,000
Other Financing Sources	2,106,467	(500,000)	1,606,467
<b>Total revenue appropriation</b>	<b>\$ 42,501,243</b>	<b>\$ 129,000</b>	<b>\$ 42,630,243</b>
 <u>EXPENDITURES</u>			
Mayor Department	\$ 773,020	\$ -	\$ 773,020
Legal Department	243,300	-	243,300
Office of the City Clerk	477,255	-	477,255
Finance Department	979,990	-	979,990
Information Technology	2,683,612	-	2,683,612
General Account	6,884,525	60,000	6,944,525
Police Department	8,230,366	<b>92,790</b>	8,323,156
Communications Center	3,410,296	-	3,410,296
Fire Department	8,714,654	55,750	8,770,404
Public Works Department	10,277,003	<b>367,400</b>	10,644,403
Engineering Department	1,044,350	-	1,044,350
Building Department	725,620	-	725,620
<b>Total expenditure appropriation</b>	<b>\$ 44,443,991</b>	<b>\$ 575,940</b>	<b>\$ 45,019,931</b>
2022 unassigned fund balance	\$ 17,521,835	\$ -	\$ 17,521,835
Prior year encumbrances	(229,747)	-	(229,747)
Transfers to other funds	(3,000,000)	(500,000)	(3,500,000)
Other changes to the budget	1,286,999	53,060	1,340,059
<b>2023 estimated unassigned balance</b>	<b>\$ 15,579,087</b>	<b>\$ (446,940)</b>	<b>\$ 15,132,147</b>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$10,000,000.

\$ 9,003,986

# CAPITAL FUND

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 685,683	\$ -	\$ 685,683
Transfer from General Fund	3,000,000	<b>250,000</b>	3,250,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	279,000	-	279,000
IT	65,000	-	65,000
Police	210,000	-	210,000
Communications Center	140,000	-	140,000
Fire	290,000	-	290,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 5,074,683</u>	<u>\$ 250,000</u>	<u>\$ 5,324,683</u>
<u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 4,654,721	\$ 546,000	\$ 5,200,721
Public Works Department	1,705,099	-	1,705,099
Garbage Equipment Reserve	593,659	-	593,659
IT Department	171,920	10,000	181,920
Police Department	584,844	-	584,844
Fire Department	1,124,611	-	1,124,611
Road Maintenance	1,455,169	-	1,455,169
Total expenditure appropriation	<u>\$ 10,290,023</u>	<u>\$ 556,000</u>	<u>\$ 10,846,023</u>
Estimated capital fund unassigned balance	\$ 7,401,343	\$ (296,000)	\$ 7,105,343
Estimated capital fund assigned balance	4,136,080	(10,000)	4,126,080
2023 estimated fund balance	<u>\$ 11,537,423</u>	<u>\$ (306,000)</u>	<u>\$ 11,231,423</u>

**SECTION 2.** This ordinance also appropriates the use of emergency snow removal funds in the amount of \$250,000 as designated by the Mayor.

**SECTION 3.** All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2023 and ending December 31, 2023.

**SECTION 4.** The effective date of this ordinance shall be the 28th day of August 2023.

\_\_\_\_\_  
**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Thomas A. Chard II, City Attorney

**FISCAL NOTE**  
ORDINANCE NO. 6259, AS AMENDED  
AMENDING THE 2023 OPERATING AND CAPITAL BUDGETS  
FOR THE THIRD TIME

**GENERAL FUND**  
**\$129,000 Increase in Revenue**  
**\$575,940 Increase in Expenditures**

**Revenue**

1. Tax Revenue
  - (\$124,200) decrease to real property taxes
2. Charges for Services
3. Intergovernmental Revenues
4. License and Permits
  - \$100,000 increase to commercial permits
5. Interest and Penalties
  - \$650,000 increase to interest on deposits
6. Rental and Lease Income
  - \$3,200 increase to rent log cabin
7. Other Financing Sources
  - **(~~\$500,000~~) (\$250,000)** transfer to permanent fund
  - **(~~\$250,000~~) transfer to capital fund**

**Expenditures**

1. Mayor's Office
2. City Attorney's Office
3. City Clerk's Office
4. Finance Department
5. Information Technology
6. General Account
  - \$10,000 increase to water and sewer

- \$50,000 increase to heating fuel

7. Police Department

- \$65,490 increase to salaries and benefits for commissioned officer pay increases, reduction in five police officer positions and two public safety assistant positions, and increase for supplemental retirement life insurance plan (Ordinances 6253 and 6255)
- ~~\$54,600~~ **\$27,300** increase to salaries and benefits for ~~one full-time permanent and one full-time temporary~~ Clerk positions (~~annual cost \$81,790~~)

8. Communications Center

9. Fire Department

- \$82,000 increase to salaries and benefits for an additional battalion chief position (Ordinance 6246)
- (\$26,250) decrease to overtime for an additional battalion chief position (Ordinance 6246)

10. Public Works

- **\$350,000 increase to temporary salaries and benefits for snow removal and double garbage days**
- \$17,400 increase to garbage collection due to tipping fees increases from \$127 to \$137 per pound

11. Engineering

12. Building Department

**CAPITAL FUND**  
**\$250,000 Increase in Revenue**  
**\$556,000 Increase in Expenditures**

**Revenue**

1. Other Financing Sources
  - **\$250,000 transfer from General Fund**

**Expenditures**

1. Property Repair & Replacement
  - \$50,000 increase for city hall windows replacement project
  - \$41,000 increase for impound lot lighting upgrade project
  - \$30,000 increase for public works garage door upgrade
  - \$425,000 increase for city hall roof replacement project
2. Public Works
  - Replace tire balancer with savings from other projects (cost \$27,000)
3. Garbage Equipment Reserve
4. IT Department
  - \$10,000 increase for Police/FECC battery system replacement
5. Police Department
6. Communications Center
7. Fire Department
8. Road Maintenance

**ORDINANCE NO. 6260**

**AN ORDINANCE ESTABLISHING A HIRING INCENTIVE BONUS FOR A  
STRUCTURAL CODE COMPLIANCE INSPECTOR**

**WHEREAS**, Chapter 10 of the City of Fairbanks Code of Ordinances contains the Uniform Building Codes required for new and existing structures within the City; and

**WHEREAS**, a Structural Code Compliance Inspector is responsible for the inspection and enforcement of many of these codes; and

**WHEREAS**, for approximately two years the City of Fairbanks has been unsuccessful in recruiting a Structural Code Compliance Inspector; and

**WHEREAS**, during that time there has not been an applicant that has met the requirements of the position; and

**WHEREAS**, the demand for building inspections is greater than what can realistically be handled by the limited staffing in the Building Department, which is causing the City to contract outside organizations to conduct the inspections; and

**WHEREAS**, building inspection fees tend to generate more revenue than the total personnel costs for the Building Department; and

**WHEREAS**, one-time, hiring incentive bonuses have been successful in other difficult to fill positions; and

**WHEREAS**, a one-time, Hiring Incentive bonus of \$20,000 and a one-time, Relocation Bonus of \$10,000 would help attract applicants with the qualifications to be a Structural Code Compliance Inspector.

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

**SECTION 1.** A qualified Structural Code Compliance Inspector applicant will receive \$10,000 in the first paycheck following the successful completion of their six-month probationary period and another \$10,000 in their first paycheck following their one anniversary with the City of Fairbanks.

**SECTION 2.** A qualified Structural Code Compliance Inspector applicant moving more than 30 miles to accept the position will receive \$10,000 in their first paycheck for moving expenses.

**SECTION 3.** To receive the hiring incentive bonus or Relocation Bonus, the employee must agree to work full-time for the City for at least three years. Should the employee resign, quit,

or be terminated for cause prior to completing their third year, the employee will repay a prorated amount of the hiring and moving bonuses received.

**SECTION 4.** This program is for the singular, currently vacant, Structural Code Compliance Inspector position.

**SECTION 5.** The bonuses established in Sections 1 and 2 of this ordinance will be funded through salary savings.

**SECTION 6.** The effective date of this ordinance will be the 28<sup>th</sup> day of August 2023.

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**David Pruhs, 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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Thomas Chard II, City Attorney



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

**I. REQUEST:**

Ordinance or Resolution No: 6260

Abbreviated Title: ORDINANCE ESTABLISHING HIRING BONUS FOR STRUCTURAL INSPECTOR

Department(s): BUILDING

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:	Total
SALARY AND BENEFITS	
<b>TOTAL</b>	

FUNDING SOURCE:	Total
GENERAL FUND	
<b>TOTAL</b>	

The City of Fairbanks will provide a one-time bonus of \$20,000 and relocation bonus of \$10,000 to attract a qualified Structural Code Compliance Inspector. The cost will be paid from salary savings.

Reviewed by Finance Department:

Initial mb

Date 8/3/2023



## **Structural Code Compliance Inspector Hiring Incentive Bonus & Relocation Bonus Contract**

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

WHEREAS, this contract will apply to an Employee who begins employment for the City as a Structural Code Compliance Inspector; and

WHEREAS, the City wishes to bestow upon the Employee a “Hiring Incentive Bonus” as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the City for at least three years; and

WHEREAS, no Employee may receive a Hiring Incentive Bonus or a Relocation Bonus more than once, and no Employee may receive either bonus if they have previously been employed by the City within 12 months of rehire.

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

1. The City agrees to bestow upon the Employee the amount of \$20,000 as a Hiring Incentive Bonus in return for the Employee accepting the City’s offer of employment. The Employee will receive \$10,000 in the first paycheck following the successful completion of their six-month probationary period and another \$10,000 in their first paycheck following their one anniversary with the City of Fairbanks.
2. The City agrees to pay the Employee a \$10,000 Relocation Bonus if the Employee relocated from 30 miles away or greater to accept the Structural Code Compliance Inspector position.
3. 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 shall be withheld as bonus earnings from the bonuses and reported to the Internal Revenue Services as income on the Employee’s Form W-2. The Hiring Incentive Bonus and the Relocation Bonus are not considered “salary” and shall not be included for purposes of retirement benefit calculations or salary increases.
4. The City will adhere to all relevant policies during the hiring process and in making bonus payments to employees.
5. In return for accepting either bonus as provided in paragraphs 1 and 2 above, the Employee agrees to work for the City on a regular and full-time basis for at least three years beginning “Start Date” and ending on “3 Year Date.” Should the Employee resign, quit, or be terminated for cause before the above stated ending date, the Employee shall repay a prorated amount of the Hiring Incentive Bonus and/or Relocation Bonus as provided in the following paragraphs.
6. The Employee’s failure to remain employed by the City for three years will trigger the Employee’s duty to repay, pro-rata, the amount paid by the City pursuant to paragraph 1, above. (This amount may be more than the Employee received due to tax or other withholdings.) For example, if the

Employee leaves one year prior to the end date, they will repay 12/36 of such amount. To facilitate this repayment, the Employee, by signing below, expressly gives the City a lien on their salary, wages, and other sums payable to them by the City. In addition, the Employee hereby authorizes the City to withhold all amounts so due from any sum payable to the Employee by the Department or the City. The Employee also agrees that any tax consequences resulting from the repayment of the Hiring Incentive Bonus and/or Relocation Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

7. If the Employee fails to remain employed by the Department for three years for reasons beyond their control (e.g. injury, illness or death), other than just cause termination, the City 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 the Mayor.
8. If any part of the Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable and Employee agrees, represents, and warrants that they will be held to any applicable repayment of the Hiring Incentive Bonus and/or Relocation Bonus.

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

IN WITNESS THEREOF:

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

cc: Personnel File

**ORDINANCE NO. 6261**

**AN ORDINANCE AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS FROM THE ALASKA DIVISION OF HOMELAND SECURITY FOR THE FFY2023 EMERGENCY MANAGEMENT PERFORMANCE GRANT AND AMENDING THE 2023 OPERATING BUDGET**

**WHEREAS**, the City of Fairbanks received notification from the Alaska Division of Homeland Security and Emergency Management that the City is eligible to apply for the Emergency Management Performance Grant (EMPG) funds to enhance emergency management capabilities; and

**WHEREAS**, the City of Fairbanks will use funds to hire a full-time Emergency Manager to carry out the essential functions of the grant and increase the city's emergency management operations and processes; and

**WHEREAS**, the City's Emergency Manager will update and create processes to prevent and prepare for various types of man-made and natural disasters; conduct and coordinate drills locally and with area and statewide partners; and participate in joint training operations; and

**WHEREAS**, the City of Fairbanks plans to request \$56,850, a required match of \$56,850 will be provided by the General Fund.

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

**SECTION 1.** That the Mayor or his designee is authorized to execute all documents required for requesting funds on behalf of the City for the Emergency Management Performance Grant.

**SECTION 2.** That the General Fund budget is amended to provide \$56,850 in matching funds.

**SECTION 3.** That the effective date of this ordinance is the 28th day of August 2023.

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**David Pruhs, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Thomas A. Chard II, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 6261

Abbreviated Title: FFY23 Emergency Management Performance Grant

Department(s): Mayor

Does the adoption of this ordinance or resolution authorize:

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

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 X No \_\_\_\_\_

If yes, how many positions? 1

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

**II. FINANCIAL DETAIL:**

PROJECTS:	Equipment	Building	Personnel	Total
Wages & Benefits (Emergency Manager)			\$113,700	\$113,700
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$113,700</b>	<b>\$113,700</b>

FUNDING SOURCE:	Equipment	Building	Personnel	Total
Grant Funds (Federal)			\$56,850	\$56,850
General Fund			\$56,850	\$56,850
				\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$113,700</b>	<b>\$113,700</b>

The grant requires a dollar-for-dollar match, which will be provided by the General Fund. Wages and benefits consist of salary of \$80,200 and benefits of \$33,500. The position will be a non-bargained position within the Mayor's Department. The performance period of the grant is from October 1, 2023 - September 30, 2024.

Reviewed by Finance Department: Initial sf Date 7/28/2023

**ORDINANCE NO. 6262**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE CHAPTER  
26, ARTICLE III, EMERGENCY MEDICAL SERVICES, ADDING  
REGULATIONS GOVERNING PRIVATE AMBULANCE SERVICES**

**WHEREAS**, citizens of the City of Fairbanks demand and deserve the best available emergency medical care; and

**WHEREAS**, Private ambulances operating within the city limits should provide the highest quality service available; and

**WHEREAS**, the City of Fairbanks recognizes the need to have supervision of private ambulances that are providing care within The City of Fairbanks area of jurisdiction to ensure that the highest quality is being offered and maintained; and

**WHEREAS**; the City of Fairbanks does not have any regulations on the operation of private ambulances within the city limits.

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

**SECTION 1.** Fairbanks General Code Chapter 26, Article III is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~strike through~~ font]:

**ARTICLE III. - EMERGENCY MEDICAL SERVICES**

~~Sec. 26-111. - Charges.~~

~~(a) The charges for emergency medical service are as specified in the city schedule of fees and services.~~

~~(b) The amount collected for mileage shall be placed in the capital appropriation fund.~~

**Sec. 26-111. - Definitions.**

**The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:**

**Ambulance Service means a service which provides ground transportation to persons who require medical monitoring and does not include stationary emergency aid services at a particular location.**

**Dispatch means the receipt of a request for ambulance service or the arrangement for a licensee to fulfill a request for ambulance service.**

**Emergency means:**

1. Patients not previously evaluated by a qualified healthcare professional (QHP), including patients who have been treated for an existing problem but who develop new, acute symptoms which have not been evaluated previously by a QHP.

2. Any patient condition which could reasonably lead to loss of life or limb or could cause the person significant harm if not treated immediately by a QHP.

FFD EMS Patient Transport means Fairbanks Fire Department (FFD) ambulance transports of previously unevaluated patients. Emergency Medical Services (EMS) transports may be of patients considered either emergent or non-emergent. Providers, patients, or other parties that call 911 for response and service are FFD EMS transports.

Fairbanks Area Emergency Medical Services (EMS) means response apparatus, transport ambulances, and EMS personnel assigned or belonging to Fairbanks Fire Department (FFD), University Fire Department (UFD), North Pole Fire Department (NPF), Fort Wainwright Fire (FWF), Chena Goldstream Fire and Rescue (CGFR), and Steese Volunteer Fire Department (SVFD), Eielson AFB.

Fire Chief means the chief of the Fairbanks Fire Department or designee.

Licensee means a person or entity in possession of a current and valid ambulance service license issued pursuant to this chapter.

Nonemergency Ambulance Services means providing ground ambulance services for transports that originate inside the City of Fairbanks limits.

Nonemergency Call means a request for an ambulance to transport or assist patients that would not constitute a 9-1-1 emergency call.

PAS Patient Transport means private ambulance service (PAS) transports of patients who meet the eligibility criteria in FGC Sec. 26-121 are deemed stable for the transport, require medical monitoring, and the use of any other method of transportation is not otherwise necessary given the patient's condition.

Patient means a person who requires medical monitoring transport by an ambulance service.

Private Ambulance Service (PAS) means a service which provides ground ambulance transportation to persons who require medical monitoring.

Qualified Healthcare Professional (QHP) means a health care professional who is qualified by education, training, licensure/regulation (when applicable) and facility privileging (when applicable) who performs a professional service within their scope of practice and independently reports that professional service.

Registered Nurse (RN) means a nurse who meets the State of Alaska requirements to obtain and maintain a nursing license in Alaska.



**Sec. 26-112. – License required.**

**(a) It is unlawful for any person or entity to provide nonemergency ambulance service within the city limits unless that person or entity is in possession of a valid private ambulance service license issued in accordance with this chapter.**

**(b) It is unlawful for any person other than the Fairbanks Fire Department to provide emergency ambulance service within the city unless standing mutual aid agreements are activated by the Fairbanks Emergency Communication Center (FECC).**

**(c) It is unlawful for a licensee to provide or to allow another person to provide ambulance service under the authority of that licensee's license.**

**Sec. 26-113. – Types of licenses.**

**(a) An entity may apply for one of three different licenses under this chapter:**

**(1) A Type 1 license authorizes private ambulances to transport previously evaluated patients, including critical care patients, urgent hospital to hospital transfers, as well as all Type II and III license authorized transports.**

**(2) A Type 2 license authorizes private ambulances to transport previously evaluated patients requiring advanced life support, as well as all Type III license authorized transports.**

**(3) A Type 3 license authorizes private ambulances to transport previously evaluated patients requiring basic life support only as well as patient transports with an accompanying medical escort team.**

**(b) An entity can change the type of license it holds to another type by following the procedures and paying the required fee(s). No refund will be issued for downgrading licenses.**

**Sec. 26-114. – Contents of application for license; term of license; nontransferability.**

**(a) An application for a private ambulance service license shall be made to the fire chief on an approved form and shall be accompanied by the following:**

**(1) Payment of fee(s) pursuant to city fee schedule.**

**(2) Proof of insurance for all vehicles to be operated as ambulances pursuant to the license as required by FGC Sec. 26-118.**

**(3) A complete list of the name, address, email address, and telephone number for every person who shall have a financial or proprietary interest in the license.**

**(4) Proof that the applicant is at least 18 years of age.**

**(5) Proof of current State of Alaska and City of Fairbanks business licenses.**

**(6) Proof that the personnel required to operate the ambulance service are available as of the effective date of the license.**

**(7) Proof that the applicant has acquired and installed the equipment that FGC Sec. 26-124 requires for each vehicle to be operated as an ambulance as of the effective date of the license.**

**(8) Identification of the EMS Medical Director required by FGC Sec. 26-126(b).**

**(9) Identification of the vehicles to be operated as ambulances by vehicle registration number, VIN number, make, model, and year, proof that both the body and mechanics of each of them are in good repair, and proof that the applicant is lawfully entitled to use those vehicles for the purpose of an ambulance service.**

**(10) Proof that any new or used ambulances purchased after July 27, 2021, or any ambulance remounts completed after that date, are certified as meeting one or more of the following nationally recognized standards for ambulance design:**

**a. the most recent published version of the U.S. Department of Transportation Federal Specification for Star-of-Life Ambulances (KKK-A-1822),**

**b. the Commission on Accreditation of Ambulance Services Ground Vehicle Standard v 3.0 (CAAS-GVS), or**

**c. the National Fire Protection Association Standard for Automotive Ambulances (NFPA 1917).**

**(11) A complete description of the ambulance markings and color scheme to be used in compliance with FGC Sec. 26-123.**

**(12) Proof of current registration with the State of Alaska as an emergency medical service ground ambulance service.**

**(13) Attestation of the Private Ambulance Service's EMS Director or Medical Sponsor that PAS personnel have, and will continue to receive, the necessary training and certification (if applicable) to know how to use the current Standing Orders published by the Interior Region Emergency Medical Services Council, Inc. (IREMSC), and will practice within their scope and according to the current IREMSC standing orders.**

**(14) Initial applicants will be required to submit a copy of their business plan.**

**(15) Certification by the city's chief financial officer or designee that the entity and person(s) applying for license are not reported as being delinquent on any city taxes or fees and have no outstanding judgments or debts owed to the city or borough.**

**(b) The fire chief shall issue a license if the applicant complies with all the requirements of subsection (a) of this section, unless good cause exists for denial. A license issued pursuant to**

**this section is nontransferable and shall be valid for one year unless revoked or suspended pursuant to FGC Sec. 26-116.**

**(c) A licensee is under a continuing obligation to keep the information on their application for licensure current. Failure to do so will be a violation of this chapter. A licensee shall give written notice to the fire chief of any change to be made on their application within ten days and the fire chief shall amend the application accordingly.**

**(d) No person may knowingly make a false or misleading statement on an application for a license under this chapter.**

**Sec. 26-115. – Renewal of license**

**(a) A license issued pursuant to this chapter is valid for one year from the date of issuance and will expire automatically if an application for renewal is not received by the fire chief prior to the expiration of the license.**

**(b) All ambulance service licenses will renew March 1 of every year.**

**(1) Fees may be prorated for the first year.**

**(2) Applications for renewal are due February 1st of each year. Late submissions may be charged an administrative late fee or denied.**

**(c) An application to renew an ambulance service license is made to the fire chief in the same manner as an original application and shall be treated in the same manner as an original application.**

**(d) If a licensee is no longer qualified to hold the license at the time of renewal, the fire chief shall not renew the license and it shall lapse and become ineffective.**

**(e) Any person or entity that has forfeited a license pursuant to this chapter may not apply for a new license for a period of five years from the date of forfeiture.**

**(f) A complete schedule of ambulance licensure fees will be available for inspection at the fire chief's office. Any increase in fees will be made available for public inspection in a report to the city council.**

**Sec. 26-116. – Suspension or revocation of license.**

**(a) If a licensee is convicted or otherwise found liable by a court of competent jurisdiction for violation of a provision of this chapter or a municipal regulation promulgated pursuant to this chapter, in addition to any criminal or civil penalty imposed, the applicable license shall be automatically suspended or revoked in accordance with the following schedule commencing on the date of the issuance of the court's judgment:**

**(1) First violation: 60-day suspension of license or permit.**

**(2) Second violation: 120-day suspension of license or permit.**

**(3) Third violation: Revocation of license or permit.**

**(b) Any violation of the terms of a suspension or revocation imposed pursuant to this section is a separate violation of this chapter.**

**(c) The licensee shall not be permitted to re-apply for a license for two years if they have their license revoked.**

**Sec. 26-117. – Appeals**

**(a) If the fire chief determines that an application for an ambulance license does not meet the requirements of this chapter, the fire chief shall deny the application. The fire chief shall issue a written decision to the applicant stating the specific reasons for the denial.**

**(b) A person aggrieved by the denial or revocation of an ambulance license by the fire chief pursuant to this chapter may appeal to the mayor no later than 15 days after the issuance of that decision. Review by the mayor or designee shall be limited to determining that the decision of the fire chief is supported by substantial evidence.**

**Sec. 26-118. – Insurance required.**

**(a) It is unlawful to provide private ambulance services with a vehicle not insured as required by this section.**

**(b) A complete schedule of private ambulance service insurance requirements will be available for inspection at the fire chief's office.**

**(c) Before any license is issued for an ambulance service, the applicant shall furnish one or more policies or certificates of insurance issued by an insurance company authorized to do business in the state for the following coverage for each vehicle to be operated as an ambulance:**

**(1) Worker's compensation and employer's liability insurance required by the laws of the State of Alaska;**

**(2) Commercial general liability insurance, including coverage for:**

- a. Products/completed operations;**
- b. Personal and advertising injury;**
- c. Each occurrence; and**
- d. Medical payments.**

**(3) Commercial automobile liability insurance, to include owned, non-owned, and hired vehicles;**

**(4) Excess liability insurance;**

(5) Professional liability (medical malpractice) insurance covering all physicians and emergency medical technicians;

(6) Cyber/privacy liability insurance. The cyber coverage shall include, but not be limited to, claims involving invasion of privacy violations (including HIPPA), information theft, and release of private information. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses;

(7) With the exception of workers compensation and professional liability each policy shall name the city as an "additional insured" and the actual policy endorsement shall accompany each certificate of insurance;

(8) General liability, workers compensation, and automobile policies shall be endorsed to waive all rights of subrogation against the City of Fairbanks by reason of any payment made for claims under the above coverage. This policy endorsement shall accompany each certificate of insurance;

(9) All policies for general liability shall be primary and noncontributing with any insurance that may be carried by the city;

(10) If the licensee maintains broader coverage and/or higher limits than the minimums shown above, the city requires, and shall be entitled to, the broader coverage and/or the higher limits maintained by the licensee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the city.

(d) The liability insurance policy must be approved as to substance and form by the risk manager for the city and filed with the fire chief.

(e) Every insurance policy or certificate shall contain a clause obligating the insurer or surety to give the fire chief written notice no less than 30 days before the cancellation, expiration, nonrenewal, lapse or other termination of such insurance. A lapse, cancellation, expiration, nonrenewal or termination of insurance coverage will result in an automatic suspension of any license for so long as the licensee is without insurance as required by this section.

Sec. 26-119. – Number of vehicles operated per license; removal from use.

(a) A licensee may operate multiple vehicles as ambulances so long as each such vehicle is always operated in compliance with all of the requirements of this chapter while it is in service as an ambulance.

(b) Whenever a licensee removes a vehicle from service as an ambulance, they shall notify the fire chief of the reasons for such action within six hours thereafter. In the absence of such notice, a vehicle shall be in service for the purpose of enforcing this chapter. Once removed from service, a licensee shall not use the vehicle as an ambulance until the fire chief has approved such use.

**Sec. 26-120. – Availability of service.**

**(a) A private ambulance service must be available to transport patients at all times of every day without exception.**

**(b) A private ambulance service shall not discontinue service without prior notice to the fire chief at least 90 days in advance of such action.**

**Sec. 26-121. – Eligibility for transport; permitted transport.**

**(a) Private Ambulance Services are eligible to transport patients if the patient is deemed stable before, and during the duration of, the transport, and (b) the patient requires medical monitoring, and either:**

**(1) The patient has a diagnosed or confirmed pre-existing medical condition that meets medical necessity for requiring medically monitored stretcher transport to a routine scheduled appointment at a doctor's office or clinic, or is moving between extended care facilities, assisted living facilities, private residences, or hospital-affiliated hotels and extended stay motels; or**

**(2) The patient has been diagnosed with, or is being treated for or suffering from, a mental health disorder that a qualified health professional (QHP) has determined requires, or may require, physical restraints to protect the patient, the public, or PAS personnel. If warranted, physical restraints should be used minimally and for the sole purpose of providing protection. Allowable physical restraints include handcuffs, a lap belt, and/or leg restraints. Use of firearms or any chemical agent is absolutely prohibited for the purpose of restraining a patient. Patients should not be transported with their arms restrained behind their back unless medically necessary.**

**(b) Notwithstanding guidance provided in this section, the fire chief has the authority to determine which patients can be transported by a private ambulance service.**

**(c) Private Ambulance Service operators will contact FECC dispatch immediately if changes to the patient's condition, PAS, PAS personnel, or any other changes threaten safe transport.**

**(d) A private ambulance service may transport patients only as follows:**

**(1) between hospitals;**

**(2) to a private residence from a hospital;**

**(3) between a hospital and an airport or helipad;**

**(4) a neonatal patient and equipment along with a neonatal intensive care team between hospitals, from a hospital to an airport or helipad;**

**(5) a recurring dialysis patient from their home to their treatments and then back to their home;**

**(6) any transport of patients for whom the fire chief requests transportation.**

**Sec. 26-122. – Ambulance dispatch.**

**(a) It is unlawful for any person other than the fire chief or their designee to dispatch a vehicle used as an ambulance within the City of Fairbanks.**

**(1) Once a private ambulance has been dispatched by FECC, it is the private ambulance service's responsibility to coordinate patient movement details directly with the requesting facility, agency, or provider.**

**(b) It is unlawful for any private ambulance service to respond to an emergency call within the City of Fairbanks, except as outlined in FGC Sec. 26-127.**

**(c) Any patient transport requests originating with FECC dispatch will be dispatched to Type I, Type II, or Type III licensed ambulances for non-emergency service by use of a rotation system unless the person requesting service designates a particular ambulance service.**

**Sec. 26-123. – Ambulance markings.**

**(a) Every private ambulance shall bear the trade name under which it is operated on each side of the vehicle by use of permanent letters no less than four inches high.**

**(b) Every private ambulance shall bear its FFD permit, as assigned to it by the fire chief, in a conspicuous location that is visible at all times from the outside of the ambulance.**

**(c) Every private ambulance shall use a distinctive and unique color scheme.**

**(d) Every private ambulance shall have "emergency call 911" language on back and sides and must display "star of life" symbol.**

**(e) It is unlawful to transfer ownership of a vehicle which has been used as a private ambulance until all markings, signs and insignia and the color scheme associated with the ambulance service have been removed, unless such vehicle is transferred as part of a transfer of the ambulance service itself.**

**Sec. 26-124. – Ambulance equipment.**

**(a) Generally. A licensee shall ensure that all private ambulances operated pursuant to state guidelines:**

**(1) Meet the equipment standards established by state law for a certificated emergency medical service.**

**(2) Are equipped with a fully operational two-way radio communications system capable of using the emergency medical service radio frequency as designated by the State of Alaska and the fire chief.**

**a. An ambulance service shall restrict its use of the emergency medical radio frequency unless operating during an emergency event when the PAS ambulances have been directly requested to assist FFD.**

**(b) Cell phones. A licensee shall ensure that all personnel assigned to work on an ambulance are in possession of a cell phone or other electronic device approved by the fire chief.**

**(c) Use of emergency signals. It is unlawful for a licensee to operate any lights, sirens or audible signal on an ambulance which is commonly understood to be an emergency signal or for a licensee to permit another person to do so, unless the particular ambulance service transport for which such signal is used originated in an area outside of the city or is otherwise approved by the fire chief.**

**Sec. 26-125. – Vehicle inspection.**

**(a) At least once per year all licensed PAS ambulances must undergo a mechanical inspection. Licensed PAS ambulances must be made available for inspection upon demand of the fire chief.**

**(b) The owner of an ambulance vehicle shall immediately notify FECC dispatch of any damage or injuries in addition to Alaska State Motorized Vehicle reporting requirements.**

**(c) The fire chief may prohibit the operation of a vehicle as an ambulance if determined that it does not comply with the requirements of this chapter or is otherwise unsafe. No person may operate such a vehicle until the fire chief approves such use in writing.**

**Sec. 26-126. – Ambulance personnel.**

**(a) Ambulance staff. Each private ambulance shall be staffed in accordance with 7 AAC 26.230(b)(2).**

**(1) At the time of the PAS licensee's application for licensure or within 45 days of an individual's employment as an ambulance vehicle operator, the PAS licensee shall provide proof to the fire chief or his designee, that an ambulance vehicle operator has successfully completed a recognized emergency vehicle driver's safety program approved by the city's fire chief.**

**(b) EMS medical director. Each ambulance service shall have an EMS medical director whose duties shall include the following:**

**(1) Review all run reports on a monthly basis and send a quarterly letter to the fire chief certifying monthly review;**

**(2) Provide a set of standing orders for ambulance personnel that are approved by Interior Region Emergency Medical Services Council, Inc. (IREMSC);**



(3) Develop an educational program approved by the protocols board to teach and use the standing orders, and develop an educational curriculum for all personnel to review run reports, discuss specific medical topics, and review basic medical skills. An educational review should occur at least quarterly;

(4) Verify current certification or licensing of ambulance personnel is in compliance with the laws of the State of Alaska;

(5) Ensure that all medical equipment required by this chapter is in good working order;

(6) Be reasonably available to give medical advice to the licensee and name a temporary physician to serve as a physician sponsor during any absence for more than three consecutive days;

(7) Maintain a current license as a physician in Alaska, including maintaining continuing medical education requirements required by the State of Alaska in order to remain licensed to practice medicine and in good standing in the state;

(8) Carry professional liability insurance, which includes coverage for the duties of a physician sponsor/medical director as defined in this chapter;

(9) Provide a quarterly report, educational review, and medical operations review of the licensee's ambulance service to the fire chief.

Sec. 26-127. – Emergency and disaster operations.

(a) In the event of a declared disaster or other local emergency, the ability of the FFD to provide necessary pre-hospital emergency ambulance care and transportation may be disrupted or be inadequate. It is necessary, therefore, that private ambulances permitted in the city be available to assist with medical needs when there is a declared disaster or other local emergency. In these events, the fire chief will determine the amount of assistance needed, determine accessible acceptable ambulance staffing and configuration, and may authorize the dispatch of any ambulance as permitted by law. Each private ambulance service shall make available any in-service vehicles immediately and will recall personnel to make all permitted units staffed and available within four hours at the request of the fire chief. The fire chief shall coordinate all medical assistance requests through the FECC Dispatch, when applicable.

Sec. 26-128. – Training Requirements.

(a) Private ambulance services licensed under this chapter shall provide and document training on the statutory requirements of this chapter as follows:

(1) Initial training for new employees within 30 days from the effective date of hire;  
and

**(2) Annual training for all employees.**

**Sec. 26-129. – Records; Inspection.**

**(a) Every licensee shall maintain current and accurate vehicle and medical reports for each patient transported in accordance with A.S. 18.08.015 and an electronic patient information system.**

**(b) The records maintained pursuant to subsection (a) of this section, as well as any other records related to the operation of any ambulance, must be retained by the licensee, and must be made available for inspection upon request of the fire chief.**

**(c) Quarterly reports are due to the fire chief to show how many transports were done for that quarter. These reports will show the following information:**

**(1) Date of transport;**

**(2) Transport run #;**

**(3) Location where patient was picked up;**

**(4) Destination of patient;**

**(5) Loaded miles for transport;**

**(6) Show if transport was advanced life support or basic life support.**

**(d) The licensee shall provide all records requested by the fire chief and submit to on-site inspections within 14 calendar days to ensure compliance with this chapter.**

**Sec. 26-130. – Penalty for violation of chapter.**

**(a) In addition to any other penalty specifically provided in this chapter, the violation of any provision of this chapter or a municipal regulation promulgated under this chapter shall be a misdemeanor, and any person convicted of such a violation shall be subject to a fine.**

**(b) In addition to any other remedy or penalty provided by this section, a person who violates a provision of this chapter or a municipal regulation promulgated under this chapter shall be subject to a civil penalty for each offense, injunctive relief to restrain the person from continuing the violation or threat of violation, revocation of private ambulance service license, or both such civil penalty and injunctive relief. Upon application by the city for injunctive relief and a finding that a person is violating or threatening to violate a provision of this chapter or a municipal regulation promulgated under this chapter, the superior court shall grant injunctive relief to restrain the violation.**

**(c) Each day during which a violation described in this section occurs shall constitute a separate offense.**

**(d) A complete schedule of ambulance service penalty fees shall be available for inspection at the fire chief's office. These penalty fees are noted on the city's fee schedule. Any increase in fees will be made available for public inspection in a report to the city council.**

**Sec. 26-131. – Fees.**

**(a) License. Each Type I, II, and III ambulance service must pay an appropriate fee to the city base off the city’s fee schedule.**

**(b) Patient transport. Each ambulance service must pay a fee for each patient transport. This fee will be assessed for each patient transported within the city of Fairbanks and payable on a quarterly basis. The fee is based on the city’s fee schedule.**

**(c) Schedule of fees. A complete schedule of ambulance service fees shall be available for inspection at the fire chief's office.**

**(d) Annual review and public notice. Fees shall be reviewed annually and modified as necessary by the fire chief. Any increase in fees will be made available for public inspection in a report to the city council.**

**Sec. 26-132. – Ambulance transport fees.**

**An ambulance service may set its own fees for services rendered to be paid by the patient or their insurance provider (if applicable). All fees must be posted, available on request, and made available for public inspection.**

**SECTION 2.** The effective date of this Ordinance is five days after adoption.

\_\_\_\_\_  
David Pruhs, Mayor

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Thomas A. Chard II, City Attorney



## **City of Fairbanks Finance Committee Meeting Report August 17, 2023**

Committee Members Present: Margarita Bell  
Joshua Church  
Council Member Ringstad  
Michael Sanders  
Council Member Sprinkle

Committee Member Absent: Alesia Kruckenberg

Other Present: Council Member Marney

Committee members reviewed the following reports as of July 31, 2023:

- Balance Sheet with fund balance of \$18.2 million.
- YTD Budget Report with revenues of \$22.9 million and expenditures of \$22.7 million.
- Cash Flow Report with balance of \$21.8 million.

Committee members reviewed the impacts of tobacco tax changes proposed by Council Members Marney and Sprinkle. Committee members recommended changing the tobacco tax from 8.0% to 20.0% (see attachment).

Committee members reviewed the ordinance to amend the operating and capital budgets for the third time. Committee members discussed the change in transfer to the permanent fund.

Committee members recommended scheduling an additional meeting to review the General Fund Long-Range Financial Projections.

**TOBACCO EXCISE TAX  
MUNICIPALITIES IN ALASKA  
TAX INCREASE FROM 8.0% TO 20.0%**

Location	Cigarettes	Other Tobacco Products	Other Noncombustible Products	Notes	Pack	Tobacco	E-Vaps
City of Fairbanks (Proposed)	20.0%	20.0%	20.0%	Wholesale Price	\$2.48	\$0.40	\$2.20
City of Fairbanks (Current)	8.0%	8.0%	8.0%	Wholesale Price	\$0.99	\$0.16	\$0.88
Fairbanks North Star Borough	8.0%	8.0%	N/A	Wholesale Price	\$0.99	\$0.16	\$0.00
Matanuska Borough	.110 per cigarette	55.0%	55.0%	Per Cigarette & Wholesale Price	\$2.20	\$1.10	\$6.05
Juneau City & Borough	\$3 per pack	45.0%	45.0%	Per Pack & Wholesale Price	\$3.00	\$0.90	\$4.95
Anchorage Municipality	.1261 per cigarette	55.0%	55.0%	Per Cigarette (adjusted annually) & Wholesale Price	\$2.52	\$1.10	\$6.05

**Additional reduction in property taxes by \$1,510,000. Reduce mill levy from 6.178 to 5.683 (\$49.50 per \$100,000 assessed value).**