



FAIRBANKS CITY COUNCIL
AGENDA NO. 2023-06
REGULAR MEETING – MARCH 27, 2023
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

REGULAR MEETING
6:30 p.m.

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

Consent agenda items are indicated by asterisks (*). Consent agenda items are considered together unless a council member requests that the item be returned to the general agenda. Ordinances on the approved consent agenda are automatically advanced to the next regular meeting for second reading and public hearing. All other items on the approved consent agenda are passed as final.
7. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

8. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Address
5887	RNDC Alaska	Wholesale General	RNDC Alaska, LLC	945 Elizabeth Street

- b) The Fairbanks City Council will hear interested citizens concerned with the following Marijuana License Application for Transfer of Controlling Interest. Public testimony will be taken and limited to three minutes:

Type/License: Retail Marijuana Store, License #17250
 DBA: Pipe and Leaf: Premium Alaskan Cannabis
 Applicant: Pipe and Leaf, LLC (transfer of controlling interest only)
 Location: 3546 Airport Way, Fairbanks

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6227 – An Ordinance Amending the Collective Bargaining Agreement Between the City of Fairbanks and the Fairbanks Firefighters Union IAFF Local 1324 (FFU) to Change the Staffing Levels and Amending the 2023 Operating Budget. Introduced by Council Members Tidwell and Sprinkle. SECOND READING AND PUBLIC HEARING.
- b) Ordinance No. 6238, as Amended – An Ordinance Amending Fairbanks General Code Sec. 78-572 Special Events by Removing the City Barricade Package Fee and Establishing a Deadline for Permit Applications. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- *a) Resolution No. 5056 – A Resolution Authorizing the City of Fairbanks to Accept the FFY2022 Community Development Block Grant (CDBG). Introduced by Mayor Pruhs.

- *b) Resolution No. 5057 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adjusting the Special Event Permit Fee, Adding a Permit Officer Fee, and Amending the Emergency Response to a Motor Vehicle Accident Fee Description. Introduced by Mayor Pruhs.
- *c) Ordinance No. 6239 – An Ordinance Amending Fairbanks General Code Chapter 74, Article V, Section 74-117, Room Rental Tax Purpose and Limitation. Introduced by Mayor Pruhs and Council Members Ringstad and Marney.
- *d) Ordinance No. 6240 – An Ordinance Amending Schedule A of the Collective Bargaining Agreement Between the City of Fairbanks and the International Brotherhood of Electrical Workers Local 1547. Introduced by Mayor Pruhs.
- *e) Ordinance No. 6241 – An Ordinance Amending Schedule A of the Collective Bargaining Agreement Between the City of Fairbanks and the Fairbanks AFL-CIO Crafts Council. Introduced by Mayor Pruhs.

13. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

15. COUNCIL MEMBERS' COMMENTS

16. CITY CLERK'S REPORT

17. CITY ATTORNEY'S REPORT

18. EXECUTIVE SESSION

19. ADJOURNMENT



800 Cushman Street
Fairbanks, AK 99701

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

MEMORANDUM

TO: Mayor Pruhs and City Council Members

FROM: D. Danyielle Snider, City Clerk



SUBJECT: Liquor License Renewal

DATE: March 22, 2023

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

Lic. #	DBA	License Type	Licensee	Address
5887	RNDC Alaska	Wholesale General	RNDC Alaska, LLC	945 Elizabeth Street

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

The Police Department reported that there were no calls to this locatoin within the past year. **There are no department-recommended protests** for this liquor license renewal application.

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor David Pruhs and City Council Members
FROM: D. Danyielle Snider, MMC, City Clerk
SUBJECT: Application for Marijuana License Transfer – Controlling Interest Only
DATE: March 22, 2023

An application has been received by the State Alcohol and Marijuana Control Office (AMCO) for transfer of controlling interest for the following marijuana license:

License Type: Retail Marijuana Store, License #17250
DBA: **Pipe and Leaf: Premium Alaskan Cannabis**
Licensee/Applicant: Pipe and Leaf, LLC
Physical Location: 3546 Airport Way, Fairbanks AK

Corp/LLC Agent:	Address	Date/State of Ltd Partner/Corp	Good standing?
Pipe and Leaf, LLC	1244 Viewpointe Drive Fairbanks, AK 99709	04/23/2019 – AK	Yes

Member/Officer/Director:	Address	Phone	Title/Shares (%)
John Paul Hoff	1866 Fern Street Fairbanks, AK 99709	907-744-2502	Member/Manager 100%

NOTE: This is a transfer of controlling interest only. The transfer involves a change in ownership percentage from Haley Essig (100%) to John Paul Hoff (100%).

Pursuant to FGC Sec. 14-215(a), the Council must determine whether to protest the marijuana license action after holding a public hearing. The City Clerk has complied with the advertising requirement set forth in FGC Sec. 14-214(c)(1).

There are no department-recommended protests to the transfer of this marijuana license.



AMCO received 5/12/2022

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

Alaska Marijuana Control Board Marijuana Establishment Form MJ-17c: License Transfer Application

What is this form?

This form must be used to initiate a transfer of ownership of a marijuana establishment license under 3 AAC 306.045. This transfer application must be completed and submitted to AMCO's main office, along with all necessary supplemental documents and fees listed in **Form MJ-17b: License Transfer Application Checklist**, before a transfer of ownership, including a change that affects the controlling interest of an entity, will be considered by the Marijuana Control Board.

Please note that licensees seeking to change controlling interest of an entity that owns multiple licenses must submit a separate completed copy of this form and the required supplemental documents and fees for each license.

Section 1 – Transferor Information

Enter information for the **current** licensee and licensed establishment.

Licensee:	Pipe and Leaf, LLC	License Number:	17250		
License Type:	Retail Marijuana Store				
Doing Business As:	Pipe and Leaf: Premium Alaskan Cannabis				
Premises Address:	3546 Airport Way				
City:	Fairbanks	State:	Alaska	ZIP:	99709
Email:	connect@akpipeandleaf.com				
Local Government:	Fairbanks North Star Borough, City of Fairbanks				

Regular ownership transfer

Transfer of controlling interest in the licensed entity

Section 2 – Transferee Information

Enter information for the **new** applicant seeking to be licensed. The business license # should be issued for the DBA listed below, and held by the transferee.

Licensee:	Pipe and Leaf, LLC	Alaska Entity #	10104595		
Mailing Address:	1244 Viewpointe Drive				
City:	Fairbanks	State:	AK	ZIP:	99709
Doing Business As:	Pipe and Leaf: Premium Alaskan Cannabis				
Business License #:	2086134	Business Phone:	907.328.7747		
Designated Licensee:	John Paul Hoff				
Contact Email:	jp@akpipeandleaf.com	Phone #	907.744.2502		



Form MJ-17c: License Transfer Application

Section 3 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 4. If any entity official is another entity, you must include the AK Entity # of that entity in the Entity Official Name field, attach a separate completed copy of this page that breaks down the ownership information for that entity, and submit the supplemental documents and fingerprint fees listed on Form MJ-17b required for each individual entity official. Entity documents must be submitted for each entity listed on this form.

If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, list each *officer or director, and owner of any of the corporation's stock*.
- If the applicant is a limited liability company, list each *member holding any ownership interest and each manager*.
- If the applicant is a partnership or limited partnership, list each *partner holding any interest and each general partner*.

Entity Official Name:	John Paul Hoff				
Title(s):	Manager/Member	Phone:	907.744.2502	% Owned:	100
Email:	jp@akpipeandleaf.com				
Mailing Address:	1866 Fern St.				
City:	Fairbanks	State:	AK	ZIP:	99709
Entity Official Name:					
Title(s):		Phone:		% Owned:	
Email:					
Mailing Address:					
City:		State:		ZIP:	
Entity Official Name:					
Title(s):		Phone:		% Owned:	
Email:					
Mailing Address:					
City:		State:		ZIP:	
Entity Official Name:					
Title(s):		Phone:		% Owned:	
Email:					
Mailing Address:					
City:		State:		ZIP:	
Entity Official Name:					
Title(s):		Phone:		% Owned:	
Email:					
Mailing Address:					
City:		State:		ZIP:	



Form MJ-17c: License Transfer Application

Section 4 – Other Licenses

Ownership and financial interest in other marijuana establishments:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other marijuana establishment that is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, which license number(s), and license type(s):

12488-cultivation
30593-retail store

Section 5 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:

JDW Counsel, Attorney Jana Weltzin and staff

Section 6 – Transferee Certifications

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all proposed licensees (as defined in 3 AAC 306.020) have been listed on this application.

Completed copies of all required documents and fees listed on Form MJ-17b are attached to this form.

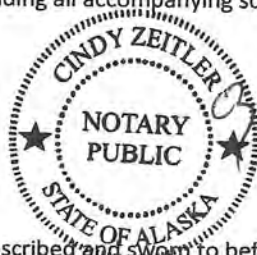
I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I agree to provide all information required by the Marijuana Control Board in support of this application.

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of transferee
John Paul Hoff

Printed name of transferee



Cindy Zeitler
Notary Public in and for the State of Alaska.

My commission expires: 4-18-23

Subscribed and sworn to before me this 22 day of April, 2022



Form MJ-17c: License Transfer Application

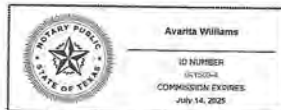
Section 7 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of unsworn falsification that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) approve of the transfer of this license, and that the information on this form is true, correct, and complete.

State of Texas County of Harris

Haley Essig
Signature of transferor
Haley Essig
Printed name of transferor



Avarita Williams Avarita Williams
Notary Public in and for the State of ~~Alaska~~ Texas
Commission #: 641569-4
My commission expires: 07/14/2025

Subscribed and sworn to before me this 22nd day of April, 2022.
Notarized online using audio-video communication

Signature of transferor

Printed name of transferor

Notary Public in and for the State of Alaska.
My commission expires: _____

Subscribed and sworn to before me this ____ day of _____, 20__.

Signature of transferor

Printed name of transferor

Notary Public in and for the State of Alaska.
My commission expires: _____

Subscribed and sworn to before me this ____ day of _____, 20__.

ORDINANCE NO. 6227

**AN ORDINANCE AMENDING THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE CITY OF FAIRBANKS AND THE FAIRBANKS FIREFIGHTERS
UNION IAFF LOCAL 1324 (FFU) TO CHANGE THE STAFFING LEVELS AND
AMENDING THE 2023 OPERATING BUDGET**

WHEREAS, the City of Fairbanks and FFU ratified a collective bargaining agreement (CBA), effective October 1, 2021 through September 30, 2024; and

WHEREAS, changes to the collective bargaining agreement are subject to member ratification and City Council approval; and

WHEREAS, the October 1, 2021 CBA Section 15.8 specifies the staffing levels, and Section 16.2 specifies pro-pays; this change will add staffing for a third ambulance and allow pro-pays for the additional ambulance unit; and

WHEREAS, the City of Fairbanks and FFU collectively bargained and agreed to amend the current CBA to change the requirements in Section 15.8 and Section 16.2.

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

SECTION 1. The Letter of Agreement amending the current CBA between the City of Fairbanks and FFU, attached as Exhibit A, is approved and ratified.

SECTION 2. The effective date of this Ordinance will be five days after adoption.

David Pruhs, City 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
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6227

Abbreviated Title: ORDINANCE AMENDING FFU CBA TO CHANGE STAFFING LEVELS

Department(s): FIRE

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? 4
- If yes, type of positions? F (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

EXPENDITURES:	2023	2024+
SALARIES & BENEFITS	\$480,000	\$500,000
PRO-PAYS	\$52,000	\$54,000
NEW HIRE COSTS	\$80,000	\$0
TOTAL	\$612,000	\$554,000

FUNDING SOURCE:	2023	2024+
GENERAL FUND (SEMT FUNDS)	\$612,000	\$554,000
TOTAL	\$612,000	\$554,000

The proposed changes to the current Fairbanks Firefighter Union Collective Bargaining Agreement include staffing levels (Section 15.8) and pro-pays (Section 16.2). These changes will add staffing for a third ambulance by adding four firefighter positions. This will also provide an estimate of \$310,600 in revenue through the SEMT program (\$114,700) and ambulance fees (\$195,900).

Reviewed by Finance Department: Initial mb Date 11/21/2022

Letter of Agreement

City of Fairbanks and Fairbanks Firefighter Union 15.8 Staffing Levels

- A. Emergency vehicles shall have assigned to them, at minimum, the following personnel:
 - a. Engine – 1 Captain, 1 Driver, 1 Firefighter
 - b. Ambulance – 1 Paramedic, 1 Firefighter
 - c. Command Vehicle – 1 Battalion Chief
 - d. Aerial Device – 1 Captain, 1 Driver
 - e. Squad
 - i. 2022-2023 – 1 Driver, 1 Captain or 1 Firefighter
 - ii. 2024 – 1 Captain, 1 Driver
 - f. Medic
 - i. Defined by operational needs of the department
 - ii. Minimum 2 personnel
 - iii. At least one EMT2 or higher level provider
- B. The following apparatus may be cross-staffed as follows:
 - a. Engine – Rescue, Tender and/or Brush
 - b. Squad -- Rescue, Tender, Brush, Medic, and/or Aerial Device
- C. Minimum daily apparatus levels:
 - a. 1 Command Vehicle
 - b. 2 Engines
 - c. 2 Ambulances
 - d. 1 additional Ambulance staffed when trailing 6-month ambulance UHU is greater than 0.26 starting Jan 1, 2024.
- D. Additional Apparatus
 - a. 1 Squad staffed when the trailing 6-month ambulance UHU is greater than 0.14
 - b. More apparatus may be staffed at the Fire Chief's discretion if 15.8.D.a has been met.
- E. Stations
 - a. Stations shall be staffed with a minimum of 1 Captain, 1 Driver, and 1 Firefighter, regardless of the type of apparatus in service.
- F. Fire Prevention
 - a. The City shall employ a minimum of one Member for the purpose of fire prevention except as noted in 6.5 (A) 3.

16.2 Pro-Pay:

- B. Medic assigned to Ambulance/Medic Units 10%
- C. Driver assigned to Ambulance/Medic Units 5%

David Pruhs
Mayor City of Fairbanks

Nick Clark
president IAFF 1324

TA 9/19/2022

Nick Clark

nick clark

ORDINANCE NO. 6238, AS AMENDED

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
SEC. 78-572 SPECIAL EVENTS BY REMOVING THE CITY
BARRICADE PACKAGE FEE AND ESTABLISHING A
DEADLINE FOR PERMIT APPLICATIONS**

WHEREAS, Fairbanks General Code Sec. 78-572 requires a special event permit for races, processions, and parades on or along City streets; and

WHEREAS, considerations of safety and proper traffic control drive the need for special event permits; and

WHEREAS, the \$1,000 barricade package fee currently included at FGC Sec. 78-572(b) does not cover the cost to the City to provide barricades and staff resources for special events; and

WHEREAS, establishing a standard application deadline will provide consistency and will allow time for the City departments involved to perform a thorough review of applications and traffic safety plans to ensure permits are issued in a timely manner.

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

SECTION 1. Fairbanks General Code Sec. 78-572 is hereby amended as follows [new text in **bold/underlined** font; deleted text in ~~striketrough~~ font]:

Sec. 78-572. Special events; permit required.

(a) **Permits required.** No race (foot, dogsled, bicycle, etc.), procession, or parade, except those of the Armed Forces of the United States, the military forces of this state, or the **City of Fairbanks** ~~Fairbanks Police or Fire Departments~~, ~~will~~**shall** occupy, march, or proceed along any street or alley except in accordance with a permit issued by the city ~~clerk's office~~**mayor or designee** and ~~such other~~ regulations as ~~are~~ set forth in this article, or promulgated pursuant to this article, ~~which may apply.~~ ~~An a~~**Applications** for a ~~permits~~ **permit** issued under this section ~~are~~**shall** be made to the city engineer. In addition to the application, a traffic safety plan must be provided and, if applicable, a street closure application. The police, fire, and public works departments shall review the application.

(b) **Application deadline. Applications for special event permits must be received at least 21 calendar days before the date of the event.**

(c) **Permit fees.** ~~A permit f~~~~Fees, with deadlines for application,~~ **for special event permits are** is set forth in the city's schedule of fees and charges for services. In addition to the permit fee, the applicant is responsible to pay for any services that are requested or become necessary for

the city to provide for the event. Expenses ~~shall~~ include actual labor costs (wage and benefits) and materials, if any, provided for the benefit of the permit holder. Disputes over additional fees **and barricade packages** may be appealed to the city ~~mayor~~ **council**. Applicants for events that require a barricade package ~~must~~ **may either** use a private firm **or effectively present alternatives that meet city requirements** that ~~complies~~ **ies** with the Manual Uniform Traffic Control Device Code or elect for the city to provide barricades and labor at a flat fee of ~~\$3,000.00~~ **\$1,000.00**, provided that the mayor is authorized to negotiate in-kind arrangements where the city receives goods or services in lieu of the full or partial flat fee.

(de) Permits not required. Events that take place on sidewalks, pedestrian ways, or bike paths do not require a permit if: (1) all participants crossing or traversing a street, alley, or vehicular way will do so in obedience to traffic control devices and the laws governing pedestrians and the operation of non-motorized vehicles; and (2) the event does not interfere with the normal use of the sidewalk, pedestrian way, or bike path by others not involved in the event **as determined by the city engineer**.

(ed) Regulations. The mayor ~~may~~ **shall** promulgate regulations to ~~ensure~~ **insure** that a parade or other special event does not jeopardize the public health, safety, or welfare.

SECTION 2. The effective date of this ordinance is the ____ day of March 2023.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas Chard II, City Attorney

**ORDINANCE NO. 6238, AS AMENDED
(PROPOSED SUBSTITUTE)**

Proposed new text is in **bold/underlined** font; proposed deletions are in ~~double-strikethrough~~ font

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
SEC. 78-572 SPECIAL EVENTS BY AMENDING~~REMOVING~~ THE
CITY BARRICADE PACKAGE FEE AND ESTABLISHING A
DEADLINE FOR PERMIT APPLICATIONS**

WHEREAS, Fairbanks General Code Sec. 78-572 requires a special event permit for races, processions, and parades on or along City streets; and

WHEREAS, considerations of safety and proper traffic control drive the need for special event permits; and

WHEREAS, the \$1,000 barricade package fee currently included at FGC Sec. 78-572(b) does not cover the cost to the City to provide barricades and staff resources for special events; and

WHEREAS, establishing a standard application deadline will provide consistency and will allow time for the City departments involved to perform a thorough review of applications and traffic safety plans to ensure permits are issued in a timely manner.

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

SECTION 1. Fairbanks General Code Sec. 78-572 is hereby amended as follows [new text in **bold/underlined** font; deleted text in ~~strikethrough~~ font]:

Sec. 78-572. Special events; permit required.

(a) **Permits required.** No race (foot, dogsled, bicycle, etc.), procession, or parade, except those of the Armed Forces of the United States, the military forces of this state, or the **City of Fairbanks**~~Fairbanks Police or Fire Departments~~, **will**~~shall~~ occupy, march, or proceed along any street or alley except in accordance with a permit issued by the city **clerk's office**~~mayor or designee~~ and such other regulations as are set forth in this article, or promulgated pursuant to this article, ~~which may apply.~~ **Applications** for a **permits** issued under this section **are**~~shall~~ be made to the city engineer. In addition to the application, a traffic safety plan must be provided and, if applicable, a street closure application. The police, fire, and public works departments shall review the application.

(b) **Application deadline. Applications for special event permits must be received at least 21 calendar days before the date of the event.**

(c) **Permit fees.** ~~A permit fee, with deadlines for application,~~ **for special event permits are** is set forth in the city's schedule of fees and charges for services. In addition to the permit fee,

the applicant is responsible to pay for any services that are requested or become necessary for the city to provide for the event. Expenses shall include actual labor costs (wage and benefits) and materials, if any, provided for the benefit of the permit holder. Disputes over additional fees **and barricade packages** may be appealed to the city **mayor** council. ~~Applicants for events that require a barricade package must~~ ~~may either use a private firm or effectively present alternatives that meet city requirements that complies~~ **All applicants shall submit a traffic control plan that complies** with the Manual **on** Uniform Traffic Control Devices ~~Code or with the Alaska supplement (Alaska Traffic Manual). Applicants can request~~ ~~select for the city to provide traffic control devices~~ ~~barriades and labor~~ **to set up the submitted and approved traffic control plan** at a flat fee of **\$3,000.00**, ~~\$1,000.00, provided that~~ ~~€~~ **The mayor is authorized to negotiate in-kind arrangements where the city receives goods or services in lieu of the full or partial flat fee.**

(de) Permits not required. Events that take place on sidewalks, pedestrian ways, or bike paths do not require a permit if: (1) all participants crossing or traversing a street, alley, or vehicular way will do so in obedience to traffic control devices and the laws governing pedestrians and the operation of non-motorized vehicles; and (2) the event does not interfere with the normal use of the sidewalk, pedestrian way, or bike path by others not involved in the event **as determined by the city engineer.**

(ed) Regulations. The mayor **may** ~~shall~~ promulgate regulations to **ensure** ~~insure~~ that a ~~parade or other~~ special event **as defined in this section** does not jeopardize the public health, safety, or welfare.

SECTION 2. The effective date of this ordinance is the ____ day of March 2023.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas Chard II, City Attorney

RESOLUTION NO. 5056

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO ACCEPT
THE FFY2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

WHEREAS, the City of Fairbanks has been notified by the Alaska Department of Commerce, Community, and Economic Development that the City was awarded \$850,000 in Community Development Block Grant (CDBG) funds; and

WHEREAS, the City of Fairbanks was awarded funds for the Senior Center Renovation Phase III to expand the existing dining room; and

WHEREAS, the City of Fairbanks is providing a cash match of \$10,000 from the Mayor's Contingency Fund.

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 accepting funds on behalf of the City for the Community Development Block Grant.

PASSED and APPROVED this 27th day of March 2023.

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5056

Abbreviated Title: Accept Participation in FFY22 CDBG Program

Department(s): Engineering Department

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	Personnel	Total
Senior Center Renovation and Expansion Phase II		\$860,000		\$860,000
TOTAL	\$0	\$860,000	\$0	\$860,000

FUNDING SOURCE:	Equipment	Building	Personnel	Total
CDBG (Federal Funds)		\$850,000		\$850,000
Capital Fund (Mayor's Contingency Fund)		\$10,000		\$10,000
TOTAL	\$0	\$860,000	\$0	\$860,000

The North Star Council on Aging leases the City of Fairbanks building located on 1424 Moore Street. The lease is effective until December 31, 2030. The value of the building will act as the necessary 25% in-kind match for the grant. The North Star Council on Aging will be responsible for maintenance and operations.

Reviewed by Finance Department: Initial SF Date 3/20/2023

RESOLUTION NO. 5057

A RESOLUTION AMENDING THE CITY SCHEDULE OF FEES AND CHARGES FOR SERVICES BY ADJUSTING THE SPECIAL EVENT PERMIT FEE, ADDING A PERMIT OFFICER FEE, AND AMENDING THE EMERGENCY RESPONSE TO A MOTOR VEHICLE ACCIDENT FEE DESCRIPTION

WHEREAS, Fairbanks General Code Sec. 78-572 requires the issuance of a special event permit for races, processions, and parades along City streets; and

WHEREAS, special event permit fees are \$100, \$200, or \$500, depending on the number of days an application is submitted in advance of the event, and these fees have not been adjusted since 2008; and

WHEREAS, establishing a standard permit application deadline and fee would simplify the special event permit process; and

WHEREAS, some special events require the City's permitting officer to coordinate the towing of parked vehicles prior to the event, and the City is currently not recovering labor costs for this service; and

WHEREAS, the description of the fee charged for an emergency fire equipment response to a motor vehicle accident is ambiguous and needs clarification.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, to approve the attached version of the *Schedule of Fees and Charges for Services* relating to Special Events and Emergency Services, effective April 1, 2023.

PASSED and APPROVED this ____ day of March 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. 5057 - Effective March 27, 2023

Category	Code Sec.	Topic	Current Fee	Description	
Emergency Services	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 vehicle involved in accident that requires Fire/EMS emergency response, which has received property damage for payable by ticketed driver(s) owner of vehicle(s) that caused accident
	30-1		Fire Inspection, investigation, technical services	\$ 85.00	Per employee 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.
	30-1			\$ -	Initial inspection no charge
			Routine Safety Checks, response to safety complaints	\$ 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 employee hour; 0.5 hour minimum (only applied to uncorrected items from "no charge" first inspection)	

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5057 - Effective March 27, 2023

Category	Code Sec.	Topic	Current Fee	Description
Events	14-73	Multi-Vendor Events	\$ 500.00	20+ vendors, not to exceed \$1,200/calendar year for multiple events by same applicant
			\$ 500.00	Recurring events (non-consecutive days)
			\$ 250.00	Events with less than 20 vendors
	78-572	Special Events (using streets or sidewalks)	\$ 100.00	Each event timely permit application - 20 or more calendar days in advance of event
			\$ 200.00	<u>Permit fee; applications are due 21 business days prior to event</u>
			\$ 500.00	10-calendar days or more in advance
			\$ 500.00	Less than 10 calendar days advance notice
\$ 135.00	<u>Per hour, for permitting officer's time</u>			

ORDINANCE NO. 6239

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
CHAPTER 74, ARTICLE V, SECTION 74-117 ROOM RENTAL TAX
PURPOSE AND LIMITATION**

WHEREAS, the room rental tax was first enacted as the hotel/motel tax in 1979;
and

WHEREAS, the rate of the tax was increased to the current 8 percent in 1985; and

WHEREAS, the “purpose and limitation” section of the ordinance has been amended at least 10 times since 1979; and

WHEREAS, the current allocation method has not been amended in twenty years;
and

WHEREAS, the council has a fiduciary duty to the citizens of Fairbanks to closely monitor the spending of these funds; and

WHEREAS, the current allocation requires the City of Fairbanks taxpayers to subsidize distributions over the room rental 1999 level of \$2,233,308 per City of Fairbanks Charter 6.5.C.

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

Section 1. FGC Sec. 74-117(b) is amended as follows [new text in **bold/underline** font; deleted text in ~~strikethrough~~ font]:

Sec. 74-117. Room rental tax purpose and limitation.

(a) The tax on the daily rental of rooms levied by this article is for the primary purpose of funding services for the promotion of the tourist industry and other economic development, and for the funding of services for the general public.

(b) ~~Subject to annual appropriation, revenues collected under this article will be allocated as follows:~~ **Distribution of revenues collected under this article is subject to annual appropriation through the annual budgeting process. The Discretionary Fund Committee will recommend award for applications less than \$100,000. The mayor will**

recommend award for applications \$100,000 or more. The city council retains final approval authority for distribution of funds.

~~(1) The City of Fairbanks will receive 22.5 percent for fund collection, administration, and tourism impact.~~

~~(2) \$400,000.00 will be distributed annually as follows:
Fairbanks Economic Development Corporation \$100,000.00
Golden Heart Plaza and Barnette Landing Maintenance \$30,000.00
Discretionary Grants \$270,000.00~~

~~(3) All remaining room rental tax revenues will be distributed to the Fairbanks Convention and Visitors Bureau dba Explore Fairbanks (hereinafter "Explore Fairbanks").~~

(c) Revenue collected under this article will be made available **to agencies awarded more than \$100,000** ~~to Explore Fairbanks, the Fairbanks Economic Development Corporation, and Golden Heart Plaza and Barnette Landing Maintenance~~ no later than the last day of the month directly following the month in which the revenues are collected by the city **unless other arrangements have been approved by the CFO.**

(d) Any organization, public or private, or any person may submit a discretionary grant application and proposal to the city no later than ~~October 31st~~ **September 30th** for distribution in the next calendar year. The city council will establish standards and criteria for selection and publish them for a reasonable period before the applications are to be submitted. The mayor will appoint a committee, with city council concurrence, to review the proposals and make recommendations to the city council no later than the first regular meeting in January.

(e) Any recipient of funding under this article must execute a contract with the city setting forth terms and conditions deemed necessary to enable the city to assure compliance with the purposes and limitations under this section. ~~In addition, Explore Fairbanks and the Fairbanks Economic Development Corporation board of directors and/or director must remit complete and fully detailed budget documents and a plan outlining projected goals and objectives directly to the city council before November 1st of each year for presentation and review as a condition of funding. At the same time each of these agencies must submit a complete and detailed report of current year's progress and accomplishments.~~

(f) Discretionary grant recipients will be required to report to the CFO that funds were used exclusively for the purposes stated in the grant application. Ten percent of these appropriations will be withheld until the complete report is filed with the CFO. Prior to receiving any funding under

this section, applicants must agree to reimburse the city the full amount of any grant funds not used for the purposes stated on the application. Certification that funds were used as approved is due by ~~October 31~~ **September 30** of the year of grant funding; funds not spent or encumbered for approved purposes must be returned by that date. An organization that fails to comply with the ~~October 31~~ **September 30** deadline is ineligible to seek funding for the following year, but if complete reporting and repayment is made by ~~October 31~~ **September 30** of the following year, the organization may reapply for future funding. An organization that does not comply within one year of the deadline is ineligible to receive funding for three additional years.

(g) The city council establishes the following criteria and process for discretionary grants.

(1) The primary purpose of discretionary grants is the promotion of the tourism industry and other economic development in the City of Fairbanks. Discretionary grants cannot support the following:

- a. Loans, deficits, or debt reduction.
- b. Endowments.
- c. Scholarships.
- d. Health and social services activities.

(2) A discretionary fund committee will be composed of five community members and a council person, who will function as the chair, all appointed by the mayor. The members of the committee will serve three-year terms with a limit of two consecutive full terms. Unless appointed to fill a vacancy, terms begin July 1 and expire June 30.

(3) Grant guidelines:

a. The applicant must complete the application in its entirety and may submit financial information in their format including:

1. Balance sheet for the last fiscal year.
2. Income and expense statement for the last fiscal year.
3. Applicant's projected budget for the upcoming year.
4. Wage and salary information for employees for current and upcoming year.

b. If an applicant has the disbursement responsibility for other organizations, they must list all organizations that they represent.

c. The applicant must explain how use of the funds will contribute significantly to the growth and promotion of Fairbanks.

d. The applicant must explain how the funds will be used to supplement a successful ongoing program of activities or a new program that will need initial support to accomplish its stated goals.

e. The applicant must answer questions in the order provided but need not have the questions and answers appear on specific pages.

(4) Grant applications approved by the discretionary fund committee will be available from the office of the city clerk and must be submitted or postmarked no later than ~~October 31~~ **September 30** of each year.

(5) Procedures for scoring proposals from applicants will be decided by the committee during its first organizational meeting. Members at this meeting will be made aware of procedures in place in case of conflicts of interest.

(6) A distribution meeting will be held for members to present their award for each eligible grant application. Prior to the distribution meeting, committee members must submit their award amounts to the CFO. Members will disclose their award amounts by reading them into the record during the distribution meeting. An award will be made for each eligible grant applicant by averaging the award amounts. Awards are subject to city council approval.

(7) Successful applicants are required to report to the CFO as stated in section 74-117(f). ~~Ten percent of these appropriations will be withheld until a report is filed with the CFO.~~

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

Section 3. The current distribution will remain in effect until December 31, 2023.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas Chard, City Attorney

ORDINANCE NO. 6240

**AN ORDINANCE AMENDING SCHEDULE A OF THE
COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY
OF FAIRBANKS AND THE INTERNATIONAL
BROTHERHOOD OF ELECTRICAL WORKERS LOCAL 1547**

WHEREAS, the City of Fairbanks and International Brotherhood of Electrical Workers (IBEW) Local 1547 ratified a Collective Bargaining Agreement (CBA) effective January 1, 2021 through December 31, 2023; and

WHEREAS, the Deputy City Clerk is an essential position with key responsibilities that is currently vacant; and

WHEREAS, the posted position has received little interest from qualified applicants; and

WHEREAS, the current pay scale for the Deputy City Clerk is below that of other posted City of Fairbanks positions that require fewer qualifications and have fewer responsibilities; and

WHEREAS, the City of Fairbanks and the IBEW agree to amend Schedule A of the CBA to adjust the pay scale for the Deputy City Clerk.

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

SECTION 1. The Letter of Agreement amending the current CBA between the City of Fairbanks and the IBEW, attached as Exhibit A, is approved and ratified.

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 Chard, City Attorney

**CITY OF FAIRBANKS
FISCAL NOTE**

I. REQUEST:

Ordinance or Resolution No: 6240

Abbreviated Title: ORDINANCE AMENDING IBEW CBA SCHEDULE A FOR DEPUTY CITY CLERK

Department(s): OFFICE OF CITY CLERK

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:	2023
SALARIES & BENEFITS	
TOTAL	\$0

FUNDING SOURCE:	2023
GENERAL FUND	
TOTAL	\$0

IBEW Schedule A for the Deputy City Clerk will increase Range C from \$31.63 to \$37.50, annual cost of \$12,210. The budget will not require an amendment since the position is currently budgeted at \$37.21 and the city will have a savings during the vacancy period.

Reviewed by Finance Department:

Initial mb

Date 3/22/2023

Exhibit A to Ordinance No. 6240

Letter of Agreement
between the
City of Fairbanks
and the
International Brotherhood of Electrical Workers Local 1547

The City of Fairbanks and the International Brotherhood of Electrical Workers Local 1547 agree to increase the salary range for the Deputy City Clerk to the following:

Position Classification	Range A	Range B	Range C	Range D	Range E
	90%	95%	100%	105%	110%
Deputy City Clerk	33.75	35.63	37.50	39.38	41.25

David Pruhs
Mayor
City of Fairbanks

Robert Clay
Business Representative
IBEW Local 1547

ORDINANCE NO. 6241

AN ORDINANCE AMENDING SCHEDULE A OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF FAIRBANKS AND THE FAIRBANKS AFL-CIO CRAFTS COUNCIL

WHEREAS, the City of Fairbanks and the Fairbanks AFL-CIO Crafts Council ratified a Collective Bargaining Agreement (CBA) effective February 16, 2023 through December 31, 2025; and

WHEREAS, the City of Fairbanks budgeted for two Parts Person/Expeditor positions at Public Works; and

WHEREAS, upon further review, it was determined that an Inventory Specialist with additional duties would better suit the needs at Public Works; and

WHEREAS, the change from a Parts/Person Expeditor to an Inventory Specialist will create a cost savings for the City of Fairbanks; and

WHEREAS, the Inventory Specialist position at Public Works has been redesigned to include parts expeditor and records coordinator functions; and

WHEREAS, the new Inventory Specialist position would require a higher starting wage due to the increased responsibilities; and

WHEREAS, the City of Fairbanks and the Fairbanks AFL-CIO Crafts Council agree to amend Schedule A of the CBA to adjust the pay scale for the Inventory Specialist.

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

SECTION 1. The Letter of Agreement amending the current CBA between the City of Fairbanks and Fairbanks AFL-CIO Crafts Council, attached as Exhibit A, is approved and ratified.

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 Chard, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6241

Abbreviated Title: ORDINANCE AMENDING AFLCIO CBA SCHEDULE A FOR INVENTORY SPECIALIST

Department(s): PUBLIC WORKS

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:	2023	2024	2023
SALARIES & BENEFITS			
TOTAL	\$0	\$0	\$0

FUNDING SOURCE:	2023	2024	2023
GENERAL FUND			
TOTAL	\$0	\$0	\$0

AFLCIO Schedule A package rate for the Inventory Specialist will increase from \$46.96 to \$48.99, annual cost of \$4,230. The budget will not require an amendment since the position is currently budgeted as a Parts Person/Expeditor with a package rate of \$50.19, savings \$2,500.

Reviewed by Finance Department: Initial mb Date 3/22/2023

Letter of Agreement

**By and between
Teamsters Local 959
And
City of Fairbanks**

This Letter of Agreement (LOA) is between City of Fairbanks (Employer), and Teamsters Local 959 (Union), hereafter referred to as the “Parties,” for work that falls under the current collective bargaining agreement (CBA) dated January 1, 2023 to December 31, 2025. In the interest of adjusting the workload of the Parts Person Specialist/Expediter position 8901 and the Warehouse/Records Coordinator position 9802, the Parties have negotiated changes in the job description of the Inventory Specialist 1108 removing job functions no longer needed at Public Works and added many job functions from the Parts Person Specialist/Expediter job description and some job functions from the Warehouse/Records Coordinator job description. In recognition of these new additional job functions, a starting package rate of \$48.99 an hour was negotiated.

This LOA shall remain in effect until the change is reflected in the next collective bargaining agreement.

FOR THE UNION

FOR THE EMPLOYER

DATE

DATE

CITY OF FAIRBANKS			EFFECTIVE APRIL 10, 2023			
SCHEDULE A			BENEFITS			
CLASSIFICATION	CURRENT PACKAGE RATE	NEW PACKAGE	LESS HEALTH*	LESS PENSION	LESS PAC/CAF	BASE WAGE
942 [P300]						
Foreman	54.81	56.45	6.52	14.22	0.15	35.56
Lead	51.43	52.97	6.52	14.22	0.15	32.08
Packer Drivers	49.07	50.54	6.52	14.22	0.15	29.65
Laborer	45.50	46.86	6.52	14.22	0.15	25.97
Facilities Laborer	50.40	51.91	6.52	14.22	0.15	31.02
Engineer Tech	45.50	46.86	6.52	14.22	0.15	25.97
Survey Party Chief	49.07	50.54	6.52	14.22	0.15	29.65
302 [P400]						
Foreman	54.81	56.45	10.23	8.25	-	37.97
Lead	51.43	52.97	10.23	8.25	-	34.49
Mechanic	49.07	50.54	10.23	8.25	-	32.06
Mechanic I	50.47	51.98	10.23	8.25	-	33.50
Mechanic II	50.94	52.47	10.23	8.25	-	33.99
Operator	49.07	50.54	10.23	8.25	-	32.06
Dispatcher	47.54	48.94	10.23	8.25	-	30.46
Assistant Dispatcher	41.42	42.53	10.23	8.25	-	24.05
959 [P700]						
Custodian	43.16	44.45	6.46	10.53	-	27.46
Warehouse Coordinator	50.21	51.72	6.46	10.53	-	34.73
Parts Person/Expeditor	48.73	50.19	6.46	10.53	-	33.20
Inventory Specialist	47.56	48.99	6.46	10.53	-	32.00
1243 [P500]						
Trade Spec-Foreman	55.29	56.95	10.35	7.85	0.10	38.65
Trade Spec-Lead	52.76	54.35	10.35	7.85	0.10	36.05
Trade Spec-Carpenter	49.47	50.95	10.35	7.85	0.10	32.65
375 [P600]						
Trade Spec-Plumber	51.35	52.89	9.75	10.25	-	32.89

*MONTHLY HEALTH CARE RATE CONVERTED TO AN HOURLY RATE BASED ON THE STANDARD 2080 HOURS PER YEAR.