



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2023-16  
**REGULAR MEETING – AUGUST 14, 2023**  
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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WORK SESSION

5:30 p.m. – Informational Session on the Balancing Act Budget Simulator

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REGULAR MEETING

6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS’ COMMENTS, oral communications to the City Council on any item not up for public hearing. Testimony is limited to three minutes, and the comment period will end no later than 7:30 p.m. Any person wishing to speak needs to complete the register located in the hallway. Respectful standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, please silence all cell phones and electronic devices.
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
  - \*a) Regular Meeting Minutes of July 10, 2023

8. SPECIAL ORDERS

- a) The Fairbanks City Council will hear interested citizens concerned with the following liquor license applications for renewal. Public testimony will be taken and limited to three minutes.

Lic. #	DBA	License Type	Licensee	Address
4763	Bobby's Downtown	Beverage Dispensary	Delta Epsilon, Inc.	609 2nd Avenue

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) 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. Introduced by Mayor Pruhs. POSTPONED from the Regular Meeting of July 24, 2023.
- b) Ordinance No. 6256 – An Ordinance to Present to the Qualified Voters of the City of Fairbanks the Question of Whether to Ratify a Pass-through Loan from the Alaska Clean Water Fund to Golden Heart Utilities for Up to \$8.2 Million for Bio-solids Incineration Testing, Grit Removal, and Ultraviolet Disinfection at the City-owned Wastewater Treatment Facility. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.
- c) Ordinance No. 6258 – An Ordinance Amending Schedule B of the Collective Bargaining Agreement Between the City of Fairbanks and the Public Safety Employees Association (PSEA). Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- \*a) Resolution No. 5077 – A Resolution Authorizing the City of Fairbanks to Apply for an Accept Funding from the Bureau of Justice Assistance for the FFY2023 Edward Byrne Memorial Justice Assistance Grant. Introduced by Mayor Pruhs.

- \*b) Resolution No. 5078 – A Resolution Awarding a Contract to Alcan Builders, Inc. for the Public Works Fuel Pump Enclosures Project in the Amount of \$297,900. Introduced by Mayor Pruhs.
- \*c) Resolution No. 5079 – A Resolution to Honor Sergeant Allen David Brandt by Renaming the Fairbanks Police Station the “Sergeant Allen Brandt Police Station and Emergency Communications Center.” Introduced by Mayor Pruhs and All City Council Members.
- \*d) Ordinance No. 6259 – An Ordinance Amending the 2023 Operating and Capital Budgets for the Third Time. Introduced by Mayor Pruhs.
- \*e) Ordinance No. 6260 – An Ordinance Establishing a Hiring Incentive Bonus for a Structural Code Compliance Inspector. Introduced by Council Member Sprinkle.
- \*f) 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. Introduced by Mayor Pruhs.

13. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- \*a) Reappointment to the Clay Street Cemetery Commission
- \*b) Appointment to the Fairbanks Diversity Council
- \*c) Fairbanks Diversity Council Meeting Minutes of May 9, 2023
- \*d) Clay Street Cemetery Commission Meeting Minutes of July 5, 2023

15. COUNCIL MEMBERS’ COMMENTS

16. CITY CLERK’S REPORT

17. CITY ATTORNEY’S REPORT

18. EXECUTIVE SESSION

- a) *Roberts, et al. v. City of Fairbanks* Settlement Discussion

19. ADJOURNMENT



FAIRBANKS CITY COUNCIL  
REGULAR MEETING MINUTES, JULY 10, 2023  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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

Council Members Present: Jerry Cleworth, Seat A  
June Rogers, Seat B  
Sue Sprinkle, Seat C  
Crystal Tidwell, Seat D (remotely)  
Lonny Marney, Seat E  
John Ringstad, Seat F

Absent: None

Also Present: Margarita Bell, Chief Financial Officer (remotely)  
D. Danyielle Snider, City Clerk  
Thomas Chard, City Attorney  
Michael Sanders, Chief of Staff  
Ron Dupee, Police Chief  
Rick Sweet, Deputy Police Chief  
Scott Raygor, Fire Chief (remotely)  
Clem Clooten, Building Official  
Kristi Merideth, Dispatch Manager (remotely)  
Jessica Krier, HR Generalist  
Ana Gomez Rodriguez, Accounting Specialist (remotely)  
Jennifer Payan, Accounting Specialist (remotely)  
Teal Soden, FPD Public Information Officer  
Brynn Butler, Housing Coordinator  
Brenda McFarlane, Crisis Now Coordinator  
Alejandro Perez Olivares, Legal Intern  
Benjamin VandenBerg, FPD Officer/FPD Union President

### **INVOCATION**

The Invocation was given by City Clerk Danyielle Snider.

### **FLAG SALUTATION**

At the request of **Mayor Pruhs**, Deputy Chief Sweet lead the flag salutation.

## CITIZENS' COMMENTS

Kasey Gillam, Director of Communications at Explore Fairbanks, 101 Dunkel Street – Ms. Gillam reported that in May, Explore Fairbanks had the privilege to host the North American Travel Journalists Association's annual conference and marketplace, which brought over 70 attendees to Fairbanks, most of whom were travel journalists and writers. She stated the participants had the opportunity to visit several local attractions and restaurants and the choice of various local activities to fill their afternoons. She stated that the week was capped off with a day trip to Denali National Park with everyone riding back to Fairbanks on the Alaska Railroad. She explained that travel writers help Explore Fairbanks by sharing their stories, as they write about these experiences in their wide-ranging and wide-reaching platforms. K. Gillam stated that generates significant exposure and interest in visiting Fairbanks and has been a way of influencing the tourism landscape for decades. She stated that some of the writers contribute to printed publications that may be weeks, months, or years out, but hundreds of social media posts and online articles from those who attended have already been shared. She stated that hosting the event has tremendous value to the local tourism industry and they look forward to seeing the return on their investment.

Clark Williams, Well Street – C. Williams stated that he had already spoken to the Mayor, but he has been dealing with multiple thefts and altercations regarding his own property and security equipment. He stated that people portraying themselves as UPS workers have been casing his house. He shared that he came to Fairbanks in 1976 and admitted that it was a rough town at the time. He stated he has seen the changes over the years and acknowledges that the core area has improved significantly; he stated, however, that there are a lot of concerning areas with graffiti and loitering groups of individuals. He commented that he is afraid to walk to the post office as he is now 70 years old and is not sure if he is perceived as an easy target. Addressing City Attorney Chard, C. Williams stated that his problem is not with the City Council or the police; rather, he has a problem with people getting away with all sorts of crime as part of the scourge of addiction. He shared a story of his neighbor's house being completely gutted by thieves. He stated he feels that we are slipping towards very dangerous times and asks the City Attorney to let the court system know. He stated he very much supports the police and does not want to see them defunded in any way. He expressed hope that the City is looking out for the late Sergeant Brandt's children.

**Ms. Rogers** asked C. Williams if he was under the impression that the Council was seeking to defund the police. C. Williams replied that he had heard something to that effect, at least the reduction of overtime. **Ms. Rogers** responded that there are a lot of complexities to the topic of police employment and that this particular Council has never even closely engaged in a discussion of defunding the Fairbanks Police Department (FPD). She stated that the Council is very supportive of the department. C. Williams stated he was happy to hear that. He stated that his input to the Mayor was primarily regarding a homeless center mostly for children, single moms, families, etc. Regarding the epidemic of addiction, he stated that the question is funding to combat those issues. He shared that the State of Alaska Mental Health Trust is the fourth largest landowner in the state, and much of their lands are being developed. He stated he hopes they can be a source of funding. **Ms. Rogers** asked C. Williams if he was aware of the Alaska Mental Health Trust assistance locally for some of the circumstances he has referenced and that there are services available for those seeking help, as well as agencies working to combat those issues. C. Williams

admitted that there is a lot he does not know. He stated that he is just sharing the symptoms and again stated that things are getting bad.

Victor Buberger, PO Box 58192, Fairbanks, AK 99711 – V. Buberger stated that he did not have many complaints and as far as he is concerned, the Mayor is doing a good job. He commented on the progress of the Polaris Building demolition and stated that it seems not much has been accomplished for the amount of time the project has been underway. He commented that it seems money is not made by doing a job, it is made by who you know and overruns. He asked when the cost overruns were going to start hitting or if they had already begun. **Mayor Pruhs** interjected to clarify that there have been no cost overruns nor requests for additional funds. He explained that the bid came in at \$1.25MM, and the overall project budget is \$13MM, meaning \$11.8MM will remain. He stated that bids for taking down the tower are due by the July 21, and the decision to award the contract will occur thereafter. He shared that on July 28 he will be signing a “Notice to Proceed” so demolition can begin. V. Buberger responded that he is glad to hear that and that he knows the Mayor is doing a good job – the smartest Mayor the City has had in years. **Mayor Pruhs** disagreed and stated that he believes Mr. Cleworth is the smartest City Mayor in years. V. Buberger added that he has a lot of respect for Mr. Cleworth as well. **Ms. Rogers** pointed out to Mayor Pruhs that procedurally, it is a time for the Council to only ask questions of speakers. **Mayor Pruhs** acknowledged that they were having a discussion and it was in fact on Mr. Buberger’s three minutes. V. Buberger continued by conveying a concern regarding several intersections in the area where overgrown bushes are obstructing the view around corners and suggested that FPD officers on patrol keep an eye out and report those things to Public Works.

Brynn Butler, City Housing Coordinator – B. Butler gave an update on the transient population and spoke to earlier comments regarding the assumption that those causing destruction and problems in the city are all homeless. She explained that homeless individuals often do not have a vehicle, which is typically needed to commit some of the crimes referenced. She shared that there are individuals who use illegal drugs and are not homeless and that her job is to advocate for the unhoused. She stated that the officer with the special assignment to patrol the Golden Heart Plaza (GHP) has been doing a great job, and his presence has been more effective than hers alone. B. Butler stated that a lot of the traffic she sees daily begins at Housing First, then to the Breadline, the plaza downtown, the cathedral, and then to the box stores. She stated she often receives notifications about locations where encampments have formed, and there is an effort to visit those individuals and provide them with information about the services available to them. She explained that some individuals do not want to be housed for various reasons, but overall, the problems of drug addiction and crime comes from more than those who are unhoused.

**Mayor Pruhs** called for any additional testimony, in-person and online, and hearing none, declared Citizens’ Comments closed.

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

**Mr. Cleworth**, seconded by **Ms. Sprinkle**, moved to APPROVE the Agenda and Consent Agenda.

**Mr. Cleworth** pulled item 12(b), Ordinance No. 6255, from the Consent Agenda.

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

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

### **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

a) Regular Meeting Minutes of June 12, 2023

APPROVED on the CONSENT AGENDA.

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

**Mayor Pruhs** shared that on Thursday at 1:00 p.m., he would be walking the GHP area with Officer Elzey and invited Council members to join him. He stated it would be an opportunity to ask Officer Elzey questions and have a better understanding of what is taking place in the downtown plaza area. He invited Building Official Clem Clooten to give a report on abatements.

Building Official Clooten provided the Council with a written report and gave a verbal status update on the following properties:

- 647 11th Avenue
- 649 11th Avenue
- 431 Gaffney Street
  - C. Clooten referenced the State taking responsibility for this property as part of a future road project. **Ms. Rogers** asked if there was a timeline for when the State expects to begin that project. C. Clooten and **Mayor Pruhs** both replied that they can follow up with the property owner and the State for an estimated timeline.
- 113 Second Avenue
  - **Ms. Sprinkle** asked how recently this property was acquired by the current owners. C. Clooten replied that he believes it was just within the last year, and the owners had hoped to clean up the property, clear the tiny cabin that existed, and build a new structure. He stated, however, it is a very small property, and he is not sure what their long-term plans are. He stated the attempt to communicate in-person with the owner was as well-received as he had hoped.
- 2628 Mercier Street
- 124 Second Avenue
  - C. Clooten's report outlined that a previous Building Official, 20 years prior, had given the owner approval to keep the building as is, provided that he obtain an engineer's report and plan for the structure, which the owner did. He expressed concern about potential legal action by the owner if the City were to try and have the structure demolished. **Ms. Sprinkle** stated that there has been another fire at that location, that abandoned cars have been deposited there, along with debris, and that the property is a constant magnet for nonsense. She stated there has not been much of a change for 40 years. C. Clooten replied that work had occurred to clean



up the property about 5 years ago. He stated he has not driven by it recently to assess the current status, but the City has not received any complaints that he is aware of and that is why it is listed as “no change.” **Mr. Ringstad** stated he believes the property owner is experiencing health problems.

- 2319 Rickert Avenue
- 737 7th Avenue
  - As this property was reported to have issues pertaining to disagreement with the owner’s insurance company regarding the City’s authority to inspect and issue directives for a single-family home, **Mayor Pruhs** shared insight from his experience in real estate. He stated that the issue at hand becomes a matter of valuation for an insurance claim and creates conflict between the City, the owner, and the insurance company. He explained that the insurance company wants to drive the value down for the sake of the claim, and the owner feels the need to fight that, which takes time. He stated that, meanwhile, the City is at the door communicating expectations to rectify problems with the property. He stated it is a lengthy process, and the property at 431 Gaffney (referenced earlier) had gone through a similar, two-year battle with an insurance company.
- 109 5th Avenue
- 719 Front Street
- 730 Front Street
- 305 Kellum Street
- 311 Bonnifield Street

**Mayor Pruhs** spoke to the process of abatement and the multiple steps involved. He stated that his new Executive Assistant has been tasked with helping move some of these properties forward.

**Ms. Rogers** asked about the red log building with a collapsed roof near the Jimmy Huntington Building and noted that it was not on C. Clooten’s list. C. Clooten responded that he is unsure if there had been a change in ownership, but he could look into it. **Mayor Pruhs** asked C. Clooten to find the address and he would track down the property owner.

**Mr. Marney** asked C. Clooten to confirm that the City does not have a code enforcement position – only inspectors for plumbing, mechanical, and electrical. C. Clooten confirmed that is correct. He stated that the individual previously tasked with code enforcement retired and has not yet been replaced. He explained that that person assisted with some plan review but that he has been responsible for those duties in the meantime. **Mayor Pruhs** added that that is something he is working on.

**Ms. Sprinkle** expressed gratitude that the topic of abatements was included on the agenda. She asked how most of the properties on C. Clooten’s list come to his attention and what the process is. C. Clooten stated that most issues are identified through the complaint process, then he visits the property and attempts to speak with the owner. He stated there is a complaint form on the City’s website. **Ms. Sprinkle** stated that it seems the timeline is very loose when a property is deemed dangerous or abandoned. She asked if there is anything in City code regarding a timeline. C. Clooten replied that there is not; he stated, however, that if there was a fire or a building collapse, the City addresses it immediately. **Ms. Sprinkle** asked for clarification on how fast “immediately”

is intended to be. C. Clooten answered by using some examples on the list, which indicate a timeline of about three months. He stated that they have to give the owners some breathing room to address all the issues involved with a fire or a structural failure. **Ms. Sprinkle** agreed to the need to give a property owner some time but stated that there are buildings which have sat for years seemingly without a resolution on the horizon. C. Clooten acknowledged that but stated that they are getting better about such things. He stated that the Fire Department communicates with his department when a fire occurs so that they can inspect. He indicated that badly damaged properties take a higher priority than others. The example of 430 Front Street was discussed, as a past problem property that had been cleaned up and was off their radar, even though a burned structure remained. **Ms. Sprinkle** stated that this was concerning to her. She asked if the City performs demolitions or if demolition work is contracted out. C. Clooten explained that sometimes smaller jobs are handled directly by Public Works, otherwise demolitions are sent out for bid. **Ms. Sprinkle** asked if the City ever have issues with people inhabiting nuisance properties and, if so, whether the Building Official has to issue a certificate of occupancy in order for the structure to be reoccupied. C. Clooten answered that certificates of occupancy are not issued in those cases, but people should not be living at such a property, especially when the utilities have been shut off. **Ms. Sprinkle** asked C. Clooten if he thought dead-end streets were an issue for the City. C. Clooten replied that they are not, and the fact that some nuisance properties are located on dead-end streets is simply a coincidence and not necessarily a contributing factor. **Ms. Sprinkle** shared that after her discussion with Golden Heart Utilities (GHU), she understands that when they shut off water to a property, they contact the City to receive an excavation permit to dig the street. C. Clooten confirmed that GHU contacts the Engineering Department for the required permit. **Ms. Sprinkle** asked if the Engineering Department informs the Building Department when that is going to happen. C. Clooten stated that they do not. **Ms. Sprinkle** asked if he felt that was a problem. C. Clooten responded that it could be helpful if they were informed.

Chief of Staff Sanders spoke to staffing conditions across the City and stated that nearly every department is running on a skeleton crew. He explained that for abatement matters, there is only one City Attorney, three and a half people in the Building Department, and four engineers who are also working in the field on projects. He indicated that the abatement process is not going to be perfect or quick – not until more resources are put towards it. COS Sanders stated that there has been a vacant position in the Building Department for nearly two years, and the reason it is not filled is not for a lack of trying. He stated that the reality is that the City has more work than what it has resources for. **Ms. Sprinkle** agreed that the Building Department needs more help but stated that these issues did not happen overnight. She clarified that she does not blame C. Clooten but stated that she finds it troubling and feels it is a shame that Fairbanks looks like it does in some of these areas. She stated she wants to find ways to make things better.

**Mr. Cleworth**, having recently reviewed a report from City Attorney Chard, asked questions regarding abatements and legal issues surrounding properties. He asked whether the Fairbanks General Code (FGC) states that when sewer and water services are shut off, no one can come and go from the property without the issuance of a permit. C. Clooten explained that the FGC states that in such cases a structure cannot be inhabited and must be secured. He further explained that, at that point, the owner still has a right to enter the property with reason. He gave an example of an owner informing him that he would still need to return on multiple occasions to move tools and other items from the building. C. Clooten stated that with limited resources and a daytime work

schedule, he can only perform so much monitoring on individual properties. He stated that if the intent is to establish more thorough surveillance, the City would likely need to involve the police. **Mr. Cleworth** commented that it would be unlikely that legitimate visits to such properties would occur at 2:00 a.m. C. Clooten agreed but stated that it would not be for him to say. **Mr. Cleworth** asked what the City can do if there is proof that someone is violating the parameters of the process. C. Clooten replied he would need to coordinate with the City Attorney and the FPD, and, once they determine there is adequate proof, he could post to the property again. **Mr. Cleworth** asked if, at that point, the City could send Public Works to board up the building. C. Clooten answered that if they post to the property, the owner has rights within the process to respond, and if they do not respond by securing the building, then Public Works can initiate its process. He stated that the City has to have good proof to ensure success in any court proceedings that might ensue, and he spoke about a case that is currently into a four-year legal court. He stated that video footage showing someone coming and going does not show the purpose of their visit.

**Ms. Sprinkle** asked C. Clooten when he would typically be allowed or expected to enter a building to verify conditions. He answered that if water is to be turned back on, that is an instance when he would enter the structure and verify that utilities were working.

**Mr. Ringstad** asked how many of the properties on the list had situations where individuals were occupying a structure. C. Clooten stated that he does not believe any of the properties on the list are being occupied. **Mr. Ringstad** indicated that the 5th Avenue property seems to have occupants. C. Clooten stated that there may be some homeless individuals using one of the structures on Front Street. **Mr. Ringstad** stated that there are two or three properties on the list he believes have occupants. C. Clooten explained that in order to keep those individuals out of the buildings, the police need to be involved and with the current staffing shortages, it may not be worth the time required for enforcement. He reassured everyone that with the actions already in motion on the majority of the properties, the City should have resolutions in the next month or two.

**Ms. Sprinkle** commented that many people who live near these properties contact her and are beside themselves and feeling desperate, and she does not blame them. She stated that at times, it feels like the City is not doing anything. C. Clooten stated that he does not blame them either, but when he receives a complaint, he looks into it.

**Ms. Rogers** stated that when Council members hear comments about the perception that nothing is being done on a particular issue that involves a City function or service, it is the Council member's responsibility to try to help citizens understand the challenges and difficulties that exist in the process of rectifying issues that may seem simple to them. She stated that the Building Department is not the only route to answer these questions. She commented that these types of issues cannot be resolved overnight. C. Clooten agreed that it is not easy to abate someone's property. He stated that the City must have its ducks in a row in order to avoid litigation.

C. Clooten moved on to provide a report on permits issued by the Building Department and reported that, year-to-date, the department has generated \$760,000 in permit revenue. He stated that the Building Department's annual expenditures is budgeted at \$650,000. He stated he anticipates the total 2023 permit revenue to be between \$900,000 and \$1MM. He directed the Council's attention to the total construction valuation section of the report and pointed out that the

total valuation for new construction in the city is over \$66MM so far in 2023. He explained that as permits are issued for projects, the Building Department must visit and inspect the sites as construction progresses. He stated that when construction is complete and it is appropriate to do so, a certificate of occupancy is issued. He indicated that completing those projects is the department's number one goal and, while abatement issues are still important, abatements are further down on the list than these other department functions and responsibilities.

**Mr. Cleworth** asked what is being built in front of the old Sports Authority building. C. Clooten answered that that is the new location for Nuvision Credit Union. He highlighted the section of his report showing all current projects and their valuations and commented that new construction is doing great.

**Mayor Pruhs** thanked Building Official Clooten and stated that concludes Mayor's Comments.

### **COUNCIL MEMBERS' COMMENTS**

**Mr. Ringstad** acknowledged that he had crossed his calendars recently and apologized for missing the recent work session.

**Mr. Marney** thanked C. Clooten for the report. He stated that he feels his frustration and is aware that C. Clooten has been in his role for a long time. He acknowledged that help is needed – not just in the Building Department – and he spoke in favor of a Code Enforcement Officer position. He thanked C. Williams for his comments, acknowledging that there are problems on the judicial side of the issues that were shared.

**Ms. Tidwell** stated that she had no comments.

**Ms. Sprinkle** stated she appreciated that the Council could have a conversation about abatements. She expressed her belief that if they can do better for the buildings in the city, tax revenues will increase, things will be better for their neighbors, and the city will be safer for the police and fire departments. She indicated that things would improve overall if the City could get its hands around those kinds of problems.

**Ms. Rogers** thanked those who provided testimony. She spoke highly of B. Butler and praised the compassionate approach she has shown in her work to support persons who often appear to be problematic in the community. She stated the work being done on behalf of residents is so important and they need to make sure that never consider a certain program or service as unworthy of being continued should they be in a situation where a funding source, such as a grant, is no longer available. She considered some hypothetical scenarios of this type and expressed her hope that the City never gets to that point. **Ms. Rogers** shared her thoughts on the need for individual citizens to take responsibility to uplift each other and help solve problems. She stated the City will never be able to provide a solution to every single challenge, and community members need to be accountable to each other by participating in uplifting efforts. She thanked Ms. Sprinkle for taking the lead and bringing to light some of the problems discussed tonight. She spoke to the importance of the terms used in the narrative about such challenges and to maintaining a positive focus. She stated there are many times when issues do not seem to go away, because the process for resolution

can be lengthy, which sometimes leads to a perception that things are not being accomplished. **Ms. Rogers** stated that the City must continue to chip away at issues, little by little, and be persistent. She praised Building Official Clooten and stated that the City could not have a better representative when it comes to the sensitive matters of abatement. Upon noticing Crisis Now Coordinator Brenda McFarland in the audience, **Ms. Rogers** added some final thoughts on the excellent efforts she has given over the last few years in addressing many of the challenges facing the community.

**Mr. Cleworth** thanked staff for the marked-up copy of the IBEW contract contained within the agenda packet. He asked if there would be a resolution prepared for the recently passed City paramedic Kevin Johnson. **Mayor Pruhs** affirmed that there will be a resolution at the following meeting. He stated that things have accelerated quickly since the accident, and he just learned earlier in the day that the service would take place on Saturday. **Mr. Cleworth** praised Officer Elzey's methods and downtown presence. He stated he has known Ofc. Elzey for many years and is a fan of his inclination towards lowkey enforcement. He stated that 90% of the time, simply talking to someone who is misbehaving is a sufficient way to resolve an issue and that allowing those who sometimes create problems in downtown areas to feel seen, heard, and treated with respect goes a long way. He commented that the other 10% of the time, it can be challenging and sometimes scary, but Ofc. Elzey knows people by name, what their stories are, and the predicaments they may be facing. He stated that familiarity gives Ofc. Elzey the ability to mitigate situations in a more effective way. **Mr. Cleworth** also thanked Building Official Clooten for his report on abatements and wondered whether some of the Council's frustration stems from not having the tools within the FGC to do what needs to be done. He suggested that the Council may need to beef them up. He acknowledged that some may take issue with that and feel that the City may at times go too heavy on a property, but some properties are willfully neglected, and the City should be making every effort to rectify situations. He stated that if C. Clooten has ideas for updates to the FGC as he goes about his duties, he should feel empowered to share those ideas. **Mayor Pruhs** explained that they have started some of that process, but it quickly became clear that they needed to get more minds involved. He stated that the list began as 10 properties and grew to 75, which equates to about three years' worth of work.

## **NEW BUSINESS**

- a) Ordinance No. 6254 – An Ordinance Ratifying a Collective Bargaining Agreement Between the City of Fairbanks and the International Brotherhood of Electrical Workers Local 1547. Introduced by Mayor Pruhs.

ADVANCED on the CONSENT AGENDA

- b) Ordinance No. 6255 – An Ordinance Increasing Wages for Commissioned Officers at the Fairbanks Police Department and Amending the 2023 City Operating Budget. Introduced by Mayor Pruhs.

**Mr. Cleworth**, seconded by **Mr. Ringstad**, moved to ADVANCE Ordinance No. 6255.

**Mr. Cleworth** stated that he requested to pull this item because he has some questions and observations. He stated he believes the Council needs to understand the mechanics of how the ordinance would work.

**Mayor Pruhs** explained that the ordinance covers the remainder of the budget cycle. He stated that after all the debate and discussion and consulting with staff, he believes a budget amendment is the quickest and easiest thing to do. He explained that when it comes to a labor contract, the Council must vote up or down, without an option to suggest changes. He stated that with a budget amendment, the Council has the option to make changes before voting on it.

**Mr. Cleworth** stated that his understanding is that the ordinance is effective until December 31, similar to what they tried to do with another contract, which was unsuccessful. He stated he has some concerns and sees some red flags and acknowledged that the Council will have the chance to review the ordinance in an upcoming work session. He mentioned the recent action taken to increase the tax cap, which generated a windfall of about \$1.5MM – the most new revenue he has seen for as long as he can remember. He commented that the Council has spent about half of that already for the coming year. He stated that in 2024, it appears the City will have about \$680,000 in new revenue based on current consumer price index (CPI) data and that the new revenues will be less than half of the “shot in the arm” the City received this year. **Mr. Cleworth** continued by stating that more things set in motion that use up the windfall of funds and appear to create obligations for the future is problematic. He cautioned that paying for too many things based on cut positions which have been protected by the Council for many years is fiscally dangerous. He asked the Council if that is really the intent and admitted he does not have an answer. He stated he is unsure if a lateral police officer eligible for the recently approved \$60,000 hiring bonus would also receive this \$4 per hour raise and stated that he does not believe they should. He recognized that Dispatch, which is not included in the ordinance, would potentially get added to the applicable group of this increase, given the connected nature of those two departments. He commented that the IBEW contract before the Council also adds to the total dollar commitment come January 1. He stated that is biggest concern is the quick movement on the ordinance with so many moving parts, and he stated he is not sure if these are things the Council can commit to for a year or two down the road. He expressed hope that some of his concerns could be addressed at the next work session with CFO Bell present.

**Mr. Ringstad** stated that he assumed that the increase proposed was to be a permanent raise, not temporary to the end of the year. **Mayor Pruhs** reminded the Council that more detailed financials will be provided at the upcoming work session. **Mr. Ringstad** asked if they needed to include in the budget amendment an adjustment for the reduction of positions. **Mayor Pruhs** clarified that they had already officially reduced the number of budgeted positions as part of a previous ordinance where the \$10,000 benefit was approved. **Mr. Ringstad** asked if a budget amendment was required to accomplish that, and **Mayor Pruhs** responded that it was not. **Mr. Ringstad** pointed out that the current ordinance amends the budget, but the last ordinance did not. He expressed concern with doing something like this just for four months and then having folks feel like the rug is being pulled out from under them. He pointed out that contract negotiations will not occur for another year, so if this is meant as only a temporary benefit, there will be a large gap.

**Mr. Marney** stated that he agrees with Mr. Ringstad and that as an employee, he would not trust this. He stated that since January, he has been a part of the conversation, which has always been about a letter of agreement (LOA). He stated he does not know why they got away from that, and he hopes they are not afraid of negotiations.

**Ms. Sprinkle** expressed that her preceding comments had created an interesting twist on the topic, which she was not expecting, but she is not for or against the ordinance at this time.

**Mr. Cleworth** shared that according to his calculations, the ordinance would amount to a cost of approximately \$400,000, which would be added to the cost of the other ordinances recently passed. He stated that the Council still has to fund a contract for the Fire Department this year and indicated that there are red flags popping up based on the numbers the Council has seen. He stated that, combined with the supplement retirement, officers would be seeing about a 20% boost. **Mr. Cleworth** indicated that the Council needs to look at how the increase can be funded long-term, if that is the goal, and that if the intent is not to fund the increase in perpetuity, he would rather consider an equivalent bonus. He commented that he may even be in favor of reopening the CBA early to show good faith.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6255 AS FOLLOWS:

YEAS: Tidwell, Cleworth, Ringstad, Sprinkle, Rogers

NAYS: Marney

**Mayor Pruhs** declared the MOTION CARRIED.

### **DISCUSSION ITEMS (Information and Reports)**

a) Committee Reports

**Ms. Rogers** stated that she did not have any reports since their last meeting but reminded those present that the Fairbanks Diversity Council would meet the following evening.

**Ms. Tidwell** stated she had nothing to report.

**Mr. Ringstad** shared that there will be a Finance Committee meeting Wednesday and a Permanent Fund Review Board meeting Thursday.

**Ms. Sprinkle** stated she had no committee reports but suggested that the Council consider holding a meeting to receive more information about the Polaris Building project. **Mayor Pruhs** declined the suggestion of a meeting but affirmed that information will be shared as it becomes available.

**Mr. Cleworth** stated he had nothing to report.

**Mr. Marney** stated he had nothing to report.

## WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

a) Clay Street Cemetery Commission Meeting Minutes of June 7, 2023

ACCEPTED on the CONSENT AGENDA.

### COUNCIL MEMBER COMMENTS

**Ms. Tidwell** stated she had no comments but appreciated the opportunity to attend remotely.

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

**Mr. Ringstad** shared that it occurred to him as he considered the Council's calendar of meetings, that the average wage of a Council member is about \$4 per hour.

**Ms. Sprinkle** expressed appreciation for the Mayor allowing Building Official Clooten to spend so much time provided a thorough report to the Council. She acknowledged that she is passionate about abatements. She shared that her garden is finally growing, so it actually feels like summer.

**Ms. Rogers** thanked everyone in the room for working together to accomplish wonderful things for the community. She stated she thinks that sometimes they forget to remember the pluses, and the minuses overtake their attitudes. She expressed the importance of remaining positive.

**Mr. Cleworth** asked that the Clerk's Office convey to the members of the Clay Street Cemetery Commission, particularly Chair Aldean Kilbourn, that they are doing amazing work. He recognized that much of it is volunteer-based and that Public Works also contributes significantly to making that place something the City can be proud of. He asked for confirmation that there was still an empty City position on the FNSB Planning Commission. **Mayor Pruhs** shared that he will meet Thursday with the Borough Mayor to continue this conversation. He outlined recent progress on the matter but stated he would have more information after the meeting. **Mr. Cleworth** shared that he had a copy of a newspaper from August of 1966, which included an article about Borough projects at the time. He stated that a total of \$8.2MM in bond issues were to be presented to Borough voters on October 4 of that year and, after a 45-minute public hearing, the Assembly at the time passed the issue by a 10-5 vote. He shared the names of those who voted on the matter but highlighted that the total number of votes did not equal the number of voting individuals on the Assembly. He pointed out that City Council members' votes counted twice, which explained the discrepancy. He explained that when the City used to have a seat on the Borough Assembly, the City had two votes. He highlighted how far they have digressed over the years on that particular matter, and he gave the newspaper to Mr. Ringstad, as a relative of his was listed as one of the voting members on that Assembly.

### CITY CLERK'S REPORT

City Clerk Snider thanked Mr. Cleworth for his positive words regarding the Clay Street Cemetery Commission and agreed that it is one of the City's hardest working and most productive commissions. She reminded the Council that her quarterly report had gone out earlier in the day.



She shared information about the upcoming candidate filling period and stated that filing will run from July 17 – 31. In response to earlier comments, she shared that the City has a general complaint form available online titled “Tell It to City Hall” and individuals can use this tool to send comments or complaints.

**CITY ATTORNEY’S REPORT**

City Attorney Chard stated that he had nothing to report but thanked everyone for their service.

**ADJOURNMENT**

**Ms. Cleworth**, seconded by **Mr. Marney**, moved to ADJOURN the meeting.

**Mayor Pruhs** called for objection and, hearing none, so ORDERED.

**Mayor Pruhs** declared the meeting adjourned at 8:00 p.m.

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DAVID PRUHS, MAYOR

ATTEST:

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D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: CC



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: August 9, 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
4763	Bobby's Downtown	Beverage Dispensary	Delta Epsilon, Inc.	609 2nd Avenue

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 has included a call report for the location listed above, but **there are no department-recommended protests** for this liquor license renewal application.

# CITY OF FAIRBANKS PUBLIC SAFETY

## Event List with Report Numbers

Bobby`s Downtown

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
23001268	04/03/2023 11:47	THEFT FROM	609 SECOND AVE	DESK	RPT	04/03/2023 12:50:53
	02/27/2023 21:00	OFFICER ADVICE	609 SECOND AVE	O10	NRP	02/27/2023 21:10:52
	01/18/2023 03:17	ALARM BURGLARY -	609 SECOND AVE	O27	FAB	01/18/2023 03:35:06
	10/11/2022 20:40	SI - AOA	609 SECOND AVE	S5	NRP	10/11/2022 20:51:06
22004079	10/06/2022 15:04	FOUND PROPERTY -	609 SECOND AVE	O50	RPT	10/06/2022 19:16:35
	10/05/2022 22:37	TRESPASS/UNWANTE	609 SECOND AVE	O6	NRP	10/05/2022 22:58:08
	07/22/2022 22:10	PARKING COMPLAINT	609 SECOND AVE	O5	NRP	07/23/2022 00:37:59

Total Number of Events Listed: 7

**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.

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**David Pruhs, 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 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)	

**ORDINANCE NO. 6256**

**AN ORDINANCE TO PRESENT TO THE QUALIFIED VOTERS OF THE CITY OF FAIRBANKS THE QUESTION OF WHETHER TO RATIFY A PASS-THROUGH LOAN FROM THE ALASKA CLEAN WATER FUND TO GOLDEN HEART UTILITIES FOR UP TO \$8.2 MILLION FOR BIO-SOLIDS INCINERATION TESTING, GRIT REMOVAL, AND ULTRAVIOLET DISINFECTION AT THE CITY-OWNED WASTEWATER TREATMENT FACILITY**

**WHEREAS**, in 1997 the City sold its utility system to a consortium of buyers in exchange for \$87.5 million in cash, payoff of \$47.6 million in utility debt, and other consideration; of the total proceeds, the City received \$2 million cash from the water/wastewater purchasers; and

**WHEREAS**, since the sale, the Peger Road Wastewater Treatment Plant has been operated by Golden Heart Utilities (“GHU”) under the terms of a lease-purchase agreement paying \$33,075 per month to the City Permanent Fund; to date, the City has received over \$10 million in lease payments; and

**WHEREAS**, GHU has not exercised its option to purchase the treatment plant, opting to continue leasing the facility from the City; and

**WHEREAS**, as owner of the Wastewater Treatment Plant, the City is eligible to borrow money at a low interest rate (1.5%) from the Alaska Clean Water Fund (“ACWF”), a fund administered by the State of Alaska Department of Environmental Conservation, to assist eligible recipients in wastewater treatment; and

**WHEREAS**, the bio-solids incineration pilot testing project will provide a fit-for-purpose technology designed to thermally treat wastewater biosolids (\$1.5 million), the grit removal project will support ultraviolet treatment (\$1.7 million), and the ultraviolet disinfection project will ensure compliance with permitted levels of residual chlorine (\$5.0 million) at the wastewater treatment plant; and

**WHEREAS**, the total cost of these projects is \$8.2 million, and the City is eligible to borrow from the ACWF, with a repayment period of 20 years and an interest rate of 1.5%; and

**WHEREAS**, loan proceeds would be passed through to GHU, and GHU would be responsible for repayment of the loan; and

**WHEREAS**, all costs incurred by GHU during the construction of the project will be submitted to the City for approval and payment; and

**WHEREAS**, the City and GHU will enter into an agreement whereby GHU will provide assurances and remedies to protect the City from having to repay the loan; as part of the agreement, GHU would pay a loan origination fee of 0.5% of the actual loan

amount to the City at loan inception, pay the full cost of City employee wages and overhead for time spent administering loans and grants, provide an annual financial audit as required by the City, and obtain a loan repayment guarantee from GHU's parent company, Fairbanks Sewer and Water, Inc.; and

**WHEREAS**, using funds from a low interest loan from the ACWF will reduce the total cost of the project and will ultimately be a benefit to GHU's rate payers; and

**WHEREAS**, ratification of this ordinance by qualified city voters is required by Article IX, Section 9 of the Alaska Constitution.

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

**SECTION 1.** The Mayor is hereby authorized to:

(a) execute any documents necessary to apply for and accept loans through the Alaska Clean Water Fund for up to \$8.2 million for the Wastewater Treatment Plant Bio-solids Incineration Pilot Project, Grit Removal Project, and Ultraviolet Disinfection Project; and

(b) enter into an agreement with Golden Heart Utilities regarding the terms and conditions for repayment of the loan.

**SECTION 2.** The City Clerk is directed to place the attached Proposition A on the ballot for ratification by the voters of the City of Fairbanks at the 2023 regular election.

**SECTION 3.** This Ordinance, enacted by the Fairbanks City Council on the 14th day of August 2023, does not become effective unless and until ratified by the voters of the City of Fairbanks.

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

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

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



**Proposition A:**

**INFORMATION:** In 1997, the City sold its utility system to a consortium of buyers in exchange for \$87.5 million in cash, payoff of \$47.6 million in utility debt, and other consideration. Of the total proceeds, the City received \$2 million from the water/wastewater purchasers. As part of the overall utility sale, the Peger Road Wastewater Treatment Plant has been operated by Golden Heart Utilities (“GHU”) subject to a lease-purchase agreement paying \$33,075 per month to the City Permanent Fund. GHU has not exercised its option to purchase the treatment plant, opting to continue leasing the facility from the City. Over \$10 million has been received in lease payments to date.

The City is eligible to borrow funds from the Alaska Clean Water Fund at 1.5% interest and proposes to borrow up to \$8.2 million for a bio-solids incineration pilot testing project to provide a fit-for-purpose technology designed to thermally treat wastewater biosolids (\$1.5 million), for a grit removal project to support ultraviolet treatment (\$1.7 million), and for an ultraviolet disinfection project to ensure compliance with permitted levels of residual chlorine (\$5.0 million) at the wastewater treatment plant. GHU has agreed to repay this loan and interest in full, plus pay the City a 0.5% loan origination fee and other costs. GHU estimates that ratepayers will see an increase of approximately 2.63% to pay for this project. If GHU were to use conventional financing sources instead of using funds secured by the City, the increase would be approximately 5.92%.

**QUESTION:** Should City of Fairbanks Ordinance No. 6256 be ratified?

A “YES” vote ratifies Ordinance No. 6256, which authorizes the Mayor to enter into agreements with the State of Alaska and Golden Heart Utilities (GHU) to borrow up to \$8.2 million at 1.5% interest from the Alaska Clean Water Fund for Projects at the Peger Road Wastewater Treatment Plant, with GHU to pay in full all principal, interest, and fees.

A “NO” vote rejects Ordinance No. 6256.

YES \_\_\_\_\_

NO \_\_\_\_\_

**ORDINANCE NO. 6256, AS AMENDED  
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE TO PRESENT TO THE QUALIFIED VOTERS OF THE CITY OF FAIRBANKS THE QUESTION OF WHETHER TO RATIFY A PASS-THROUGH LOAN FROM THE ALASKA CLEAN WATER FUND TO GOLDEN HEART UTILITIES FOR UP TO \$8.2 MILLION FOR BIOSOLIDS INCINERATION REMEDIAION PILOT TESTING, GRIT REMOVAL, AND ULTRAVIOLET DISINFECTION AT THE CITY-OWNED WASTEWATER TREATMENT FACILITY**

**WHEREAS**, in 1997 the City sold its utility system to a consortium of buyers in exchange for \$87.5 million in cash, payoff of \$47.6 million in utility debt, and other consideration; of the total proceeds, the City received \$2 million cash from the water/wastewater purchasers; and

**WHEREAS**, since the sale, the Peger Road Wastewater Treatment Plant has been operated by Golden Heart Utilities (“GHU”) under the terms of a lease-purchase agreement paying \$33,075 per month to the City Permanent Fund; to date, the City has received over \$10 million in lease payments; and

**WHEREAS**, GHU has not exercised its option to purchase the treatment plant, opting to continue leasing the facility from the City; and

**WHEREAS**, as owner of the Wastewater Treatment Plant, the City is eligible to borrow money at a low interest rate (1.5%) from the Alaska Clean Water Fund (“ACWF”), a fund administered by the State of Alaska Department of Environmental Conservation, to assist eligible recipients in wastewater treatment; and

**WHEREAS**, the biosolids incineration remediation pilot testing project will provide a fit-for-purpose technology designed to thermally treat wastewater biosolids (\$1.5 million), the grit removal project will support ultraviolet treatment (\$1.7 million), and the ultraviolet disinfection project will ensure compliance with permitted levels of residual chlorine (\$5.0 million) at the wastewater treatment plant; and

**WHEREAS**, the total cost of these projects is \$8.2 million, and the City is eligible to borrow from the ACWF, with a repayment period of 20 years and an interest rate of 1.5%; and

**WHEREAS**, loan proceeds would be passed through to GHU, and GHU would be responsible for repayment of the loan; and

**WHEREAS**, all costs incurred by GHU during the construction of the project will be submitted to the City for approval and payment; and

**WHEREAS**, the City and GHU will enter into an agreement whereby GHU will provide assurances and remedies to protect the City from having to repay the loan; as

part of the agreement, GHU would pay a loan origination fee of 0.5% of the actual loan amount to the City at loan inception, pay the full cost of City employee wages and overhead for time spent administering loans and grants, provide an annual financial audit as required by the City, and obtain a loan repayment guarantee from GHU's parent company, Fairbanks Sewer and Water, Inc.; and

**WHEREAS**, using funds from a low interest loan from the ACWF will reduce the total cost of the project and will ultimately be a benefit to GHU's rate payers; and

**WHEREAS**, ratification of this ordinance by qualified city voters is required by Article IX, Section 9 of the Alaska Constitution.

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

**SECTION 1.** The Mayor is hereby authorized to:

(a) execute any documents necessary to apply for and accept loans through the Alaska Clean Water Fund for up to \$8.2 million for the Wastewater Treatment Plant Biosolids Incineration **Remediation** Pilot **Testing** Project, Grit Removal Project, and Ultraviolet Disinfection Project; and

(b) enter into an agreement with Golden Heart Utilities regarding the terms and conditions for repayment of the loan.

**SECTION 2.** The City Clerk is directed to place the attached Proposition A on the ballot for ratification by the voters of the City of Fairbanks at the 2023 regular election.

**SECTION 3.** This Ordinance, enacted by the Fairbanks City Council on the 14th day of August 2023, does not become effective unless and until ratified by the voters of the City of Fairbanks.

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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

**Proposition A:**

**INFORMATION:** In 1997, the City sold its utility system to a consortium of buyers in exchange for \$87.5 million in cash, payoff of \$47.6 million in utility debt, and other consideration. Of the total proceeds, the City received \$2 million from the water/wastewater purchasers. As part of the overall utility sale, the Peger Road Wastewater Treatment Plant has been operated by Golden Heart Utilities (“GHU”) subject to a lease-purchase agreement paying \$33,075 per month to the City Permanent Fund. GHU has not exercised its option to purchase the treatment plant, opting to continue leasing the facility from the City. Over \$10 million has been received in lease payments to date.

The City is eligible to borrow funds from the Alaska Clean Water Fund at 1.5% interest and proposes to borrow up to \$8.2 million for a biosolids ~~incineration~~ **remediation** pilot testing project to provide a fit-for-purpose technology designed to thermally treat wastewater biosolids (\$1.5 million), for a grit removal project to support ultraviolet treatment (\$1.7 million), and for an ultraviolet disinfection project to ensure compliance with permitted levels of residual chlorine (\$5.0 million) at the wastewater treatment plant. GHU has agreed to repay this loan and interest in full, plus pay the City a 0.5% loan origination fee and other costs. GHU estimates that ratepayers will see an increase of approximately 2.63% to pay for this project. If GHU were to use conventional financing sources instead of using funds secured by the City, the increase would be approximately 5.92%.

**QUESTION:** Should City of Fairbanks Ordinance No. 6256 be ratified?

A “YES” vote ratifies Ordinance No. 6256, which authorizes the Mayor to enter into agreements with the State of Alaska and Golden Heart Utilities (GHU) to borrow up to \$8.2 million at 1.5% interest from the Alaska Clean Water Fund for Projects at the Peger Road Wastewater Treatment Plant, with GHU to pay in full all principal, interest, and fees.

A “NO” vote rejects Ordinance No. 6256.

YES \_\_\_\_\_

NO \_\_\_\_\_

**ORDINANCE NO. 6258**

**AN ORDINANCE AMENDING SCHEDULE B OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF FAIRBANKS AND THE PUBLIC SAFETY EMPLOYEES ASSOCIATION (PSEA)**

**WHEREAS**, Ordinance No. 6198 ratified a Collective Bargaining Agreement (CBA) between the City of Fairbanks and the Public Safety Employees Association (PSEA), effective January 1, 2022 through December 31, 2024; and

**WHEREAS**, Appendix B, incorporated by reference in the CBA, established the current pay scale for PSEA members; and

**WHEREAS**, continued trends in recruitment and retention challenges, coupled with recent labor market shifts, have created a crisis affecting the Fairbanks Police Department's ability to continue to support the public safety needs of our community; and

**WHEREAS**, an amendment to the CBA is needed for the Fairbanks Police Department to be competitive in the labor market and reverse the recruitment and retention trends; and

**WHEREAS**, the City of Fairbanks and the PSEA agree to amend Appendix B of the CBA to adjust the pay scale for the Police Officer classification.

**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 Public Safety Employees Association, attached as Exhibit A, is approved.

**SECTION 2.** Appendix B of the current CBA, amended to incorporate the wage increase agreed to in the Letter of Agreement referenced in Section 1, attached as Exhibit B, is approved.

**SECTION 3.** The effective date of this Ordinance is August 1, 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

**CITY OF FAIRBANKS  
FISCAL NOTE**

**I. REQUEST:**

Ordinance or Resolution No: 6258

Abbreviated Title: ORDINANCE INCREASING WAGES FOR FPD COMMISSIONED OFFICERS

Department(s): POLICE

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          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	TOTAL
SALARIES AND BENEFITS [LESS ADDITIONAL SAVINGS]	\$ 65,490	\$ 148,790	\$ 214,280
<b>TOTAL</b>	<b>\$ 65,490</b>	<b>\$ 148,790</b>	<b>\$ 214,280</b>

FUNDING SOURCE:	2023	2024	TOTAL
GENERAL FUND	\$ 65,490	\$ 148,790	\$ 214,280
<b>TOTAL</b>	<b>\$ 65,490</b>	<b>\$ 148,790</b>	<b>\$ 214,280</b>

Effective August 1, 2023, the city will increase the base rate for a Police Officer from \$34.00 per hour to \$38.00 per hour. This change will also impact the salaries and benefits for Detectives, Sergeants, and Lieutenants. The cost is \$273,350 in 2023 and the total cost is \$789,550 in 2024. The fiscal note reflects additional savings in the amount of \$207,860 for 2023 and \$640,760 for 2024 from reducing seven positions from the Police Department and the cost for the insurance plan.

Reviewed by Finance Department: Initial mb Date 7/6/2023

# **Letter of Agreement**

**By and between  
Public Safety Employees Association  
And  
City of Fairbanks**

The City of Fairbanks and the Public Safety Employees Association (PSEA) agree to amend Appendix B of the current collective bargaining agreement (CBA), effective January 1, 2022 through December 31, 2024, to adopt and incorporate an amended pay scale for sworn Officers with an increase in wage of \$4.00 per hour or more.

FOR THE UNION

FOR THE EMPLOYER

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



## Exhibit B to Ordinance No. 6258

CITY OF FAIRBANKS PSEA SCHEDULE B																				
Classification	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Administration Assistant	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.96	\$31.58	\$32.21	\$32.85	\$33.51	\$34.18	\$34.86	\$35.56	\$36.27	\$37.00	\$37.74
Community Outreach Spec	\$29.00	\$29.58	\$30.17	\$30.77	\$31.39	\$32.02	\$32.66	\$33.31	\$33.98	\$34.66	\$35.35	\$36.06	\$36.78	\$37.52	\$38.27	\$39.04	\$39.82	\$40.62	\$41.43	\$42.26
Clerk - FT	\$23.08	\$23.54	\$24.01	\$24.49	\$24.98	\$25.48	\$25.99	\$26.51	\$27.04	\$27.58	\$28.13	\$28.69	\$29.26	\$29.85	\$30.45	\$31.06	\$31.68	\$32.31	\$32.96	\$33.62
Dispatcher Supervisor	\$31.08	\$31.70	\$32.34	\$32.99	\$33.65	\$34.32	\$35.00	\$35.70	\$36.42	\$37.15	\$37.90	\$38.65	\$39.42	\$40.21	\$41.02	\$41.83	\$42.67	\$43.52	\$44.40	\$45.29
Dispatcher	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.96	\$31.58	\$32.21	\$32.85	\$33.51	\$34.18	\$34.86	\$35.56	\$36.27	\$37.00	\$37.74
Front Desk Call Taker FT	\$23.08	\$23.54	\$24.01	\$24.49	\$24.98	\$25.48	\$25.99	\$26.51	\$27.04	\$27.58	\$28.13	\$28.69	\$29.26	\$29.85	\$30.45	\$31.06	\$31.68	\$32.31	\$32.96	\$33.62
Evidence Custodian	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.96	\$31.58	\$32.21	\$32.85	\$33.51	\$34.18	\$34.86	\$35.56	\$36.27	\$37.00	\$37.74
Public Safety Assistant	\$25.90	\$26.42	\$26.95	\$27.49	\$28.04	\$28.60	\$29.17	\$29.75	\$30.35	\$30.96	\$31.58	\$32.21	\$32.85	\$33.51	\$34.18	\$34.86	\$35.56	\$36.27	\$37.00	\$37.74
Lieutenant	\$46.09	\$47.01	\$47.95	\$48.91	\$49.89	\$50.89	\$51.91	\$52.95	\$54.01	\$55.09	\$56.19	\$57.31	\$58.46	\$59.63	\$60.82	\$62.04	\$63.28	\$64.55	\$65.84	\$67.16
Sergeant	\$41.90	\$42.74	\$43.59	\$44.46	\$45.35	\$46.26	\$47.19	\$48.13	\$49.09	\$50.07	\$51.07	\$52.09	\$53.13	\$54.19	\$55.27	\$56.38	\$57.51	\$58.66	\$59.83	\$61.03
Detective	\$39.90	\$40.70	\$41.51	\$42.34	\$43.19	\$44.05	\$44.93	\$45.83	\$46.75	\$47.69	\$48.64	\$49.61	\$50.60	\$51.61	\$52.64	\$53.69	\$54.76	\$55.86	\$56.98	\$58.12
Police Officer	\$38.00	\$38.76	\$39.54	\$40.33	\$41.14	\$41.96	\$42.80	\$43.66	\$44.53	\$45.42	\$46.33	\$47.26	\$48.21	\$49.17	\$50.15	\$51.15	\$52.17	\$53.21	\$54.27	\$55.36
P.O. Academy Pay	\$8.74	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
P.O. Recruit II	\$34.21	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
P.O. Recruit III	\$36.10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

08.01.23

**RESOLUTION NO. 5077**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO  
APPLY FOR AND ACCEPT FUNDING FROM THE BUREAU OF  
JUSTICE ASSISTANCE FOR THE FFY2023 EDWARD BYRNE  
MEMORIAL JUSTICE ASSISTANCE GRANT**

**WHEREAS**, the City of Fairbanks received notification of funding through the Bureau of Justice Assistance for the FFY2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Program in the amount of \$36,966 to prevent or reduce crime and violence and to improve the administration of local criminal justice efforts; and

**WHEREAS**, the City of Fairbanks will use the funds for the taser replacement contract, a purchase of 40 Quickcones (traffic cones), and maintaining NIBRS (National Incident-based Reporting System) compliance; and

**WHEREAS**, the City of Fairbanks is not required to provide a match.

**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 and accepting funds on behalf of the City for the FFY2023 Edward Byrne Memorial Justice Assistance Grant.

**PASSED and APPROVED this 14th Day of August 2023.**

\_\_\_\_\_  
**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: 5077

Abbreviated Title: FFY2023 Justice Assistance Grant (JAG) Federal Program

Department(s): Police

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:	Contract	Equipment	Personnel	Total
Tasers	\$26,300			\$26,300
Quickcone (40 traffic cones)		\$9,130		\$9,130
NIBRS Compliance (DMT overtime)			\$1,536	\$1,536
<b>TOTAL</b>	<b>\$26,300</b>	<b>\$9,130</b>	<b>\$1,536</b>	<b>\$36,966</b>

FUNDING SOURCE:	Contract	Equipment	Personnel	Total
Grant Fund (Federal)	\$26,300	\$9,130	\$1,536	\$36,966
<b>TOTAL</b>	<b>\$26,300</b>	<b>\$9,130</b>	<b>\$1,536</b>	<b>\$36,966</b>

FPD is in year 4 of a 5 year contract to lease taser equipment. The current recommended life for tasers is 5 years, the contract allows FPD to utilize efficient, up-to-date tasers. The Quickcone purchase will allow each officer to keep a Quickcone in their vehicle, the purchase includes strobe lights and shipping costs. JAG recipients are encouraged to work towards NIBRS (National Incident-based Reporting System) compliance.

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

**RESOLUTION NO. 5078**

**A RESOLUTION AWARDING A CONTRACT TO ALCAN BUILDERS,  
INC FOR PUBLIC WORKS FUEL PUMP ENCLOSURES PROJECT IN  
THE AMOUNT OF \$297,900**

**WHEREAS**, in accordance with FGC Chapter 54, Article IV, Competitive Bidding, bids were solicited for the Public Works Fuel Pump Enclosures Project (ITB-23-07); and

**WHEREAS**, the most responsive bidder for the project is Alcan Builders, Inc of Fairbanks in the amount of two hundred ninety-seven thousand, nine hundred dollars and zero cents (\$297,900.00); and

**WHEREAS**, this project will provide two complete and functioning fuel pump enclosures; and

**WHEREAS**, funding will be provided from the Coronavirus Local Fiscal Recovery Funds as approved by Resolution No. 4985.

**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 this contract to Alcan Builders, Inc.

**PASSED and APPROVED this 14th Day of August 2023.**

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

YEAS:  
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: 5078

Abbreviated Title: RESOLUTION AWARDING CONTRACT TO ALCAN BUILDERS

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>
PUBLIC WORKS FUEL PUMP ENCLOSURES	\$ 297,900
<b>TOTAL</b>	<b>\$ 297,900</b>

<b>FUNDING SOURCE:</b>	<b>2023</b>
GRANT FUNDS (FEDERAL)	\$ 297,900
<b>TOTAL</b>	<b>\$ 297,900</b>

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

Reviewed by Finance Department: Initial mb Date 8/1/2023

**RESOLUTION NO. 5079**

**A RESOLUTION TO HONOR SERGEANT ALLEN DAVID BRANDT BY RENAMING  
THE FAIRBANKS POLICE STATION THE “SERGEANT ALLEN BRANDT POLICE  
STATION AND EMERGENCY COMMUNICATIONS CENTER”**

**WHEREAS**, Sergeant Allen Brandt was a highly decorated police officer that faithfully served the Fairbanks Police Department for 11 years and was known as a man of impeccable character; and

**WHEREAS**, Sergeant Brandt graduated with a Bachelor of Arts from UAF in May of 2004, with a Major in Communications and a Minor in General Business, and in February of 2005, Sgt. Brandt completed the Alaska Police Corps and began working at the Fairbanks Police Department (FPD); and

**WHEREAS**, Sgt. Brandt worked for FPD's traffic unit from 2011 – 2015, became a Field Training Officer in 2012, and was promoted to Sergeant in 2015, where he earned the reputation from his peers as one of the best Sergeants the department had ever seen; and

**WHEREAS**, while responding to a shots-fired call on October 16, 2016 Sergeant Brandt was shot five times resulting in his death on October 28, 2016; and

**WHEREAS**, Sergeant Brandt is survived by his wife, Natasha, and his 4 children, Fritz, Kate, Claire, and Belle; and

**WHEREAS**, Sergeant Brandt leaves behind a legacy of honorable service to God, his family, Fairbanks Police Department, and the whole Fairbanks community.

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

**SECTION 1.** That the Fairbanks Police Station is hereby designated as the Sergeant Allen Brandt Police Station and Emergency Communications Center.

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**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Thomas Chard, City Attorney

**ORDINANCE NO. 6259**

**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 ~~striketrough~~ 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	120,090	8,350,456
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>\$ 253,240</b>	<b>\$ 44,697,231</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	375,760	1,662,759
<b>2023 estimated unassigned balance</b>	<b>\$ 15,579,087</b>	<b>\$ (124,240)</b>	<b>\$ 15,454,847</b>

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

\$ 8,939,446

## 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	-	3,000,000
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>\$ -</u>	<u>\$ 5,074,683</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	\$ (546,000)	\$ 6,855,343
Estimated capital fund assigned balance	4,136,080	(10,000)	4,126,080
2023 estimated fund balance	<u>\$ 11,537,423</u>	<u>\$ (556,000)</u>	<u>\$ 10,981,423</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  
AMENDING THE 2023 OPERATING AND CAPITAL BUDGETS  
FOR THE THIRD TIME

**GENERAL FUND**  
**\$129,000 Increase in Revenue**  
**\$253,240 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) transfer to permanent 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 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**  
**\$0 Increase in Revenue**  
**\$556,000 Increase in Expenditures**

**Revenue**

1. Other Financing Sources

**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.

---

**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.

---

**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

*City of Fairbanks*



**MEMORANDUM**

To: City Council Members  
From: David Pruhs, City Mayor  
Subj: Request for Concurrence – Clay Street Cemetery Commission  
Date: August 8, 2023

---

The term of Seat F on the Clay Street Cemetery Commission, currently filled by Karen Erickson, will expire on August 31, 2023.

Ms. Erickson has applied for continued service on the Commission. I hereby request your concurrence to the following **reappointment**:

Ms. Karen Erickson                      Seat F                      Term to Expire: August 31, 2026

Ms. Erickson's application is attached.

Thank you.

dds/



## Board Details

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

### Overview

**Size** 8 Seats

**Term Length** 3 Years

**Term Limit** N/A

### Additional

#### Board/Commission Characteristics

The Clay Street Cemetery Commission shall consist of seven members who are willing to research cemetery residents to provide provenance for ordered markers and who are willing and able to work at the cemetery to keep up its appearance and to place new markers per prescribed procedures. Members are appointed by the Mayor and confirmed by the City Council. The City Public Works Director shall be an ex-officio member of the Commission. Appointed members shall serve a three-year term. A chairperson shall be selected by the Commission from among the Commission's members.

#### Meetings

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

#### Enacting Legislation

FGC 2-485 through 2-488

#### Enacting Legislation Website

<http://bit.ly/2JJa2Yf>

#### Joint Commission Details

N/A

#### Email the Commission Members

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



**Profile**

Karen J

First Name

Erickson

Last Name

Email Address

**Are you a City of Fairbanks resident? \***

No

Primary Phone

Alternate Phone

**Which Boards would you like to apply for?**

Clay Street Cemetery Commission: Submitted

**Interests and Experiences**

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

The Clay Street Cemetery is a personal interest of mine and I would like to continue serving.

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

I have lived in Fairbanks since July 1974 and have been doing private research on the Clay St. Cemetery since approx. 1978. I prepared the application which allowed the cemetery to be put on the National Register. In addition I have copies of a vast collection of probate records from the Fairbanks court before these records were sent to Juneau. I have helped local residents on numerous occasions. I have also given tours of the cemetery in the past and have been clipping Fairbanks obituaries since 1984.

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

N/A

*City of Fairbanks*



**MEMORANDUM**

To: City Council Members  
From: David Pruhs, City Mayor  
Subject: Request for Concurrence – Fairbanks Diversity Council  
Date: August 8, 2023

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There are currently four total vacancies on the Fairbanks Diversity Council. To fill one of the seats, I hereby request your concurrence to the appointment of the following new member:

Seat C      Jazzanne Gordon-Fretwell      Term Expires: June 30, 2026

Ms. Gordon-Fretwell's application and resume are attached.

Thank you.

dds/



City of Fairbanks, Alaska

# Fairbanks Diversity Council

## Board Details


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

The Fairbanks Diversity Council has adopted the following Mission Statement:

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

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## Overview

 **Size** 13 Seats

 **Term Length** 3 Years

 **Term Limit** N/A

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## Additional

## **Board/Commission Characteristics**

The FDC will consist of 11 voting members, 10 of which will be appointed by the City Mayor and subject to approval by the City Council. All members must be members of the Fairbanks community. One of the voting members will be appointed by the Fairbanks North Star Borough (FNSB) Mayor, subject to confirmation by the Borough Assembly. All appointments of the public members shall be for three-year terms, without compensation. The City Mayor shall serve as the non-voting Chairperson of the FDC. The Mayor may appoint a chairperson from the membership of the FDC. If the Mayor appoints a chairperson, the person will remain a voting member and will serve a one-year term as chairperson. The FDC will choose a vice chairperson from among its members. The person chosen will serve a one-year term as vice chairperson. When the term of the chairperson expires, the vice chairperson will become the chairperson, and the FDC will choose a new vice chairperson from among its members. If the Mayor chooses to serve as the chairperson, the vice chairperson will not progress to the chairperson position. The Mayor will remain a non-voting member of the FDC even if not serving as chairperson. The FDC may organize committees and adopt administrative rules and procedures to accomplish its purposes.

## **Meetings**

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

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

## **Enacting Legislation**

FGC 2-231 through 2-235

## **Enacting Legislation Website**

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

## **Joint Commission Details**

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

## **Email the Commission Members**

diversitycouncil@fairbanks.us

**Profile**

Jazzanne

First Name

Gordon Fretwell

Last Name

[Redacted]

Email Address

**Mailing Address**

[Redacted]

**Are you a City of Fairbanks resident? \***

No

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

**Which Boards would you like to apply for?**

Fairbanks Diversity Council: Submitted

**Interests and Experiences**

Question applies to Fairbanks Diversity Council

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

In my time as a member of the Fairbanks community, I have served on various boards, such as, Thrivalaksa, North Star Youth Court, Fairbanks Light Opera Theater, and Fairbanks Shakespeare Theater. I also participate extensively in our theater community and other community events. I have had the opportunity to hear the perspectives of many people through these commitments and throughout the community. I myself am BIPOC and am looking out through those eyes at what is a wonderful place to live and I am committed to helping it improve in any way I can.

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

I believe in serving my community, I have previously served 3 terms on the School Board Diversity Committee, the Early Childhood Development Commission and various Boards of Directors. I believe I have a knowledge of the Fairbanks community that will have a positive impact.

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

Resume attached. I live in the Fairbanks North Star Borough.

Upload a Resume

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

---

I am a Certified Alternatives to Violence Facilitator.

# JAZZANNE GORDON-FRETWELL

Dedicated and goal oriented professional who excels at prioritizing, completing multiple tasks simultaneously and following through to achieve project goals. Seeking a leadership role in an organization that aligns with my personal passion and drive.

## WORK EXPERIENCE

**2022-PRESENT**

**OWNER, GRANDMA JAZZ LIGHTS ON PARENTING, PARENTING COACHING AND BUSINESS RECORD KEEPING.**

**APRIL 2023-AUGUST 2023**

**CASE MANAGER, LITERACY COUNCIL OF ALASKA PATHWAYS PROGRAM**

MAINTAIN CLIENT FILES AND DATA BASE MANAGEMENT TO INCLUDE ALASKA JOBS. PRESENT INITIAL INFORMATION REGARDING THE PROGRAM IN PERSON, ONLINE AND BY PHONE. COMMUNICATE WITH CLIENTS VIA THE REMIND TEXT MESSAGING SYSTEM. HANDLE FINANCIAL TRANSACTIONS REGARDING CLIENT PROGRAM FUNDING AND MAINTAIN SPREADSHEETS. MAKE PUBLIC PRESENTATIONS REGARDING THE PROGRAM. MAINTAIN A CASE LOAD OF YOUTH 16-24 YEARS OF AGE WORKING TOWARD EDUCATION AND EMPLOYMENT GOALS. I ALSO VOLUNTEER WITH THE ELL (ENGLISH LANGUAGE LEARNING) PROGRAM.

**2022-2023**

**COORDINATOR ABC-BIP PROGRAM, INTERIOR ALASKA CENTER FOR NONVIOLENT LIVING** FACILITATE GROUPS FOR DOMESTIC VIOLENCE OFFENDERS IN PRISON AND IN THE COMMUNITY. COMPLETE IN PERSON INTAKES, CREATE AND MAINTAIN CLIENT FILES, MAINTAIN ONLINE DATABASES, AS WELL AS, GRANT REPORTING.

**2022-2023**

**CASE MANAGER, PERMANENT SUPPORTIVE HOUSING, INTERIOR ALASKA CENTER FOR NONVIOLENT LIVING** ASSIST RESIDENTS WITH DAY TO DAY NEEDS AND ACTIVITIES, CREATE CLIENT FILES AND KEEP AN ONLINE DATABASE.

**2021-PRESENT**

**EARLY CHILDHOOD TRAINING CONTRACTOR, THREAD R&R** DEVELOPING AND PRESENTING TRAINING ON VARIOUS EARLY CHILDHOOD TOPICS FOR EDUCATORS, TO INCLUDE ADVOCACY TRAINING.

**2015-2021**

**EXECUTIVE DIRECTOR, NORTH STAR YOUTH COURT**

Responsible for day to day operations and management, to include youth intake interviews, parent consultations, youth volunteer training and scheduling, facilitation of a youth mediation program, hosting of a youth volunteer “Be You” team and youth advocacy both by youth and for youth. Maintain client files, as well as, agency and state databases.

**2020-2021**

**PROFESSIONAL DEVELOPMENT ASSOCIATE (STATEWIDE), THREAD/THRIVE ALASKA**

RESPONSIBLE FOR TRAINING EARLY CHILDCARE PROVIDERS IN THE STATE. MAINTAIN AGENCY DATABASE.

**2019-2020**

**ADMINISTRATIVE ASSISTANT, FAIRBANKS DRAMA ASSOCIATION ASSISTANT TO THE EXECUTIVE DIRECTOR. MAINTAIN DONOR DATABASE.**

**2018 - 2019**

**BIRCH VISITATION CENTER COORDINATOR, INTERIOR ALASKA CENTER FOR NONVIOLENT LIVING**

Responsible for day to day operations and management, to include scheduling, training, intakes and back up monitoring as needed. Create and maintain client files and online database, to include grant reports.

**2014-2015**

**PROGRAM DIRECTOR, NORTH STAR YOUTH COURT**

Responsible for managing volunteers and incoming clients. Create client files and maintain online agency and state database.

**2015- 2018/2019-2020**

**RELIEF VISITATION MONITOR, INTERIOR ALASKA CENTER FOR NONVIOLENT LIVING**

Responsible for monitoring

**EDUCATION AND PROFESSIONAL AFFILIATIONS**

**1993**

**AAS EARLY CHILDHOOD EDUCATION, METROPOLITAN COMMUNITY COLLEGE**

3.8 GPA

**2012-CURRENT**

**ASSOCIATION OF FUNDRAISING PROFESSIONALS, MEMBER**

**2019-CURRENT**

**NAEYC, MEMBER**



**2020**

**STRENGTHENING FAMILIES TRAINING, THREAD RESOURCE AND REFERRAL**

**2021 - CURRENT**

**CHILD DEVELOPMENT ASSOCIATE (CDA)**

**2021**

**STRONG PARENTS ALASKA TRAINING OF TRAINERS,  
STRENGTHENING FAMILIES UAA CHILD WELFARE ACADEMY**

**2022**

**PARENT NATION TRAINING, CENTER FOR THE STUDY OF SOCIAL  
POLICY STRENGTHENING FAMILIES**

**2022 - CURRENT**

**JAI CERTIFIED PARENTING COACH**

**2023**

**WATCHFUL EYE - CHILD SAFETY TRAINING 1&2, MANDATED  
REPORTER TRAINING, 10.18 STRATEGY**

Green Dot Trainer  
QPR Train the Trainer  
Youth and Adult Mental Health First Aid

## **VOLUNTEER ACTIVITIES**

1989-1995 Omaha Academy of Ballet with Director Valerie Roche, Omaha, NE

1995-1999 The Rose Theater, with Director Robin Welch, Omaha, NE

----FDA Spring Fling Fundraiser 2023 Stage Manager

----FDA Assistant Stage Manager: Rope

----FDA Assistant to the Director: You Can't Take It With You

----FDA Assistant Stage Manager: Death of A Salesman

----FDA Actress: The Three Musketeers, The Crucible, The Best Christmas Pageant Ever

----FDA Dresser to the Leading Actress: Shakespeare In Love

----FLOT Actress: *The Sound of Music, Shrek, The Musical, Tony N' Tina's Wedding.*

---- FLOT Music Director: *The Heather's Musical*

---- FLOT Assistant Stage Manager: *Once Upon a Mattress*

---- FDA Stage Manager: *Terra Nova*

---- Fairbanks Shakespeare Theatre Actress: *Macbeth, Romeo and Juliet*

2011-2014 North Star Youth Court Board of Directors, Board Secretary

2018 Theatre UAF Sound Board Operator: *A Midsummer Night's Dream*

2017- 2019 Early Childhood Development Commission, Commissioner

2015 Strategies for Building Meaningful Relationships with Youth Training

2015 Non Profit Board Governance Training with Simone Joyaux

2017 Graduate from Greater Fairbanks Chamber of Commerce Leadership Fairbanks Program

2017 Presenter at 16<sup>th</sup> Global Youth Justice Training Provincetown, Cape Cod, MA

2018 The Basics of Evaluation, taught by the Goldstream Group Inc.

2015- 2019 School Board Diversity Council Member, Vice Chair

2017 – 2019 Thrivalaska Board Secretary

2021 – 2022 Board member for Fairbanks Light Opera Theater

2023-present Board Member Fairbanks Shakespeare Theatre

**SKILLS**

- Efficient and effective worker
- Ability to communicate to a broad range of individuals from diverse backgrounds
- Grant writing
- Cultivating and maintaining positive relationships
- Advocacy
- Event planning
- Extensive background in Microsoft Office and data entry
- Comfortable speaking on stage, camera and radio
- Managing volunteers

**REFERENCES**

Professional references available upon request.



FAIRBANKS DIVERSITY COUNCIL  
 REGULAR MEETING MINUTES  
 MAY 9, 2023, 5:30 – 7:00 P.M.  
 HELD VIA ZOOM WEBINAR AND AT  
 FAIRBANKS CITY COUNCIL CHAMBERS  
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council (FDC)** was scheduled to meet at 5:30 p.m. on the above date to conduct a Regular Meeting via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska. **Chair Dorothy Shockley** (Seat F) was present (P), and the following members were also in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Timothy Ledna, Seat A (P) Karen Blackburn, Seat I (at 5:56)  
 (Z) Juanita Webb, Seat D (Z) Rachael Kvapil, Seat K  
 (P) Andrew Aquino, Seat G (at 5:41) (P) June Rogers, Council Member

Members Absent: *Vacant*, Seat B *Vacant*, Seat J  
*Vacant*, Seat C Angela Snow, HR Director (excused)  
 Shelissa Thomas, Seat E David Pruhs, Mayor (excused)  
 Wendy Tisland, Seat H (excused)

Also Present: (P) D. Danyielle Snider, City Clerk

**CALL TO ORDER**

**Chair Shockley** called the meeting to order at 5:58 p.m.

**PLEDGE OF ALLEGIANCE**

**Chair Shockley** asked T. Ledna to lead everyone in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**T. Ledna**, seconded by **A. Aquino**, moved to APPROVE the agenda.

**Chair Shockley** called for objection to the APPROVAL of the Agenda and, hearing none, so ORDERED.

**APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of January 10, 2023

**T. Ledna**, seconded by **A. Aquino**, moved to APPROVE the meeting minutes.

**Chair Shockley** called for objection to the APPROVAL of the meeting minutes and, hearing none, so ORDERED.

**REPORT FROM THE CHAIR**

**Chair Shockley** reported that she met with Mayor Pruhs and Clerk Snider the prior day to discuss the recent struggles of the FDC and how to make improvements. She shared that she recommended

a change to the quorum requirements for the FDC, which the Mayor supported. She stated that Mayor Pruhs raised the idea of the FDC becoming an independent entity, and he asked what he could do to help members be more engaged. **Chair Shockley** reported that a reduction to the number of FDC members was also discussed at the meeting, but she related to Mayor Pruhs that the FDC membership did not support that idea. She stated that being more present in the community would be helpful.

**J. Rogers** stated that the FDC was the most productive when it had the largest group of members. She commented on the limitations of the FDC, including the fact that the FDC does not have its own budget. She stated that candid conversations are necessary in order to move forward

**Chair Shockley** stated that she found some notes from early meetings of the FDC from 2016 and indicated that the FDC tends to react during a crisis instead of being proactive when there is no crisis. She stated that some of the recommendations at that time were for the FDC to: 1) advocate for resolution to unsolved murder cases, 2) research how other places are addressing issues impacting police in minority communities, 3) look at how the majority should acknowledge privilege in society and tie it into the “Humans of Fairbanks” project, 4) continue to organize community forums and discussions about race and related issues in Fairbanks and encourage public participation, and 5) have designated members attend other meetings in the community and bring issues and concerns back to the FDC.

**J. Rogers** stated that several administrations were involved in the activities of the FDC; she encouraged continued communication between Chair Shockley and the City Administration.

### **UNFINISHED BUSINESS**

#### a) FDC Calendar of Events

**Chair Shockley** reviewed the list of events. Clerk Snider stated that the list was derived from various members sending her information; she stated that members can add events to the list by contacting her. **Chair Shockley** indicated that it may help if the FDC formally commits to participation at certain events. **J. Rogers** disagreed; she stated that such a formal commitment has hindered in the past. She stated that there is no need for anything elaborate and that FDC members could simply talk with people.

**Chair Shockley** asked for input on what is needed to attend events. **K. Blackburn** shared that she was invited to attend Juneteenth planning meetings, and she could let the group know that the FDC is interested in participating in the event. She stated that she also attends the NAACP monthly meetings. **Chair Shockley** stated that it would be appropriate for FDC members to begin attending other community meetings.

**J. Rogers** stated that each member has a responsibility to help the FDC grow by searching for places in the community to bring the FDC’s voice.

**T. Ledna** asked about the end goal of the FDC’s attendance at community events. **Chair Shockley** replied that it is important for other community organizations to know that the FDC exists. **T. Ledna** reminded everyone that much of the material related to community outreach in the Diversity Action Plan (DAP) was recently eliminated. He spoke to the difficulty in getting FDC members to engage in and attend community events when it has struggled to obtain a quorum for

meetings. **Chair Shockley** stated that she came on as an FDC member near the end of that discussion. Members briefly discussed the productivity of the FDC and under what circumstances the FDC has thrived in the past.

## **NEW BUSINESS**

### a) Quorum Regulations

**Chair Shockley** asked for input on quorum requirements for the FDC.

**T. Ledna**, seconded by **K. Blackburn**, moved to recommend to the City Council that Fairbanks General Code (FGC) Sec. 2-233(c) be amended to state that a quorum of the FDC consists of a majority of seated, appointed members.

**Chair Shockley** called for a voice vote on the motion to RECOMMEND the FGC amendment to the City Council; all members voted in favor.

### b) FDC Brochure and Other Materials

**T. Ledna** stated that he has not worked with the draft sent to him by Clerk Snider because he was unsure what changes to make without having direction from the FDC. He stated that people do want a takeaway from attending an event and visiting a table.

*A quorum was lost at 6:36 p.m. when K. Blackburn left the meeting.*

After much discussion, members came to a consensus to reword the title to read, "Fairbanks Diversity Council," enlarge the title, add the FDC mission statement under the member photo, enlarge the FDC logo and move it to the top of the cover, enlarge the font in under the headers, and reword the headers to read:

- What we do
- Who we are
- When we meet
- How to get involved

### c) Diversity Training Ideas

*This item was not addressed.*

### d) Vice Chair Vacancy

**Chair Shockley** shared that her term as chair would soon end. She asked that the Vice Chair vacancy item be added to the next agenda.

**Chair Shockley** recognized **A. Aquino** for his outstanding membership on the FDC; she stated she is sad to see him go. **A. Aquino** shared that this will be his last meeting as a member of the FDC. He stated that he feels he can channel his efforts elsewhere, and he commented that **Chair Shockley's** earlier comments about the FDC becoming a separate entity sparked his curiosity. He

shared that he is an impatient person, and he likes seeing action. **A. Aquino** stated that he also wants to focus more on his education and his home life, so he is backing away from some other extracurricular interests and activities. He shared that the FDC will still hear from him in some way. Members applauded A. Aquino for his contributions to the FDC. **Chair Shockley** again thanked A. Aquino for being such a strong member and for all the help he has given to her.

- e) FDC Participation in Golden Days Parade
  - i. Member interest
  - ii. Resources needed
  - iii. Funding estimate for rack card printing, parade entry fee, and t-shirts

**T. Ledna**, in reference to some comments he made during the informal discussion at the last meeting when there was no quorum, reported that the vehicle he thought the FDC may be able to use at the Golden Days Parade is no longer available.

**Chair Shockley** indicated that members could put together a list of resources needed for various events. Clerk Snider stated that she could compile a listing of the cost to participate in each event on the FDC's calendar. She recommended that the FDC decide which events they would like to commit to participating in to avoid spending money to register and not have members show up.

**J. Rogers** shared about her past experiences when members did not show up to an event to represent the FDC.

**R. Kvapil** shared her availability for the events listed on the FDC calendar.

Members discussed options and cost for purchasing matching t-shirts, bibs, or hats to wear as a group.

**J. Webb** pointed out that the FDC is not currently a functioning group and indicated that she is unsure why members are discussing purchasing t-shirts. **T. Ledna** and **Chair Shockley** spoke in support of trying to help recruit new members by attending events, while spreading word in the community that the FDC exists.

**Chair Shockley** summarized items to work on: 20 t-shirts, 10 hats, candy, rack cards, event registration, and member commitment/sign-ups.

**Chair Shockley** and **R. Kvapil** stated they would be able to attend the Juneteenth event on June 17. **Chair Shockley** stated that the event will go from noon to 5 p.m. and she could attend from 1 – 3 p.m. **R. Kvapil** stated that she could take an afternoon shift, likely around 2 p.m. There was also discussion about also hosting a table at the Midnight Sun Festival, and **Chair Shockley** stated that she does not see a need to be there past 8 p.m.

Clerk Snider requested to meet with Chair Shockley to work out details surrounding the FDC's participation in events.

## FDC MEMBERS' COMMENTS

**J. Rogers** spoke about the establishment of the FDC by former Mayor Eberhart, and she emphasized the importance of the FDC as a council versus a committee. She spoke to some of the past accomplishments of the FDC, specifically when the group helped to bring about the approval for a cold case detective at the Fairbanks Police Department (FPD). She spoke about the potential of the FDC when things are done through the proper channels. **J. Rogers** spoke to the importance of working together and developing good relationships.

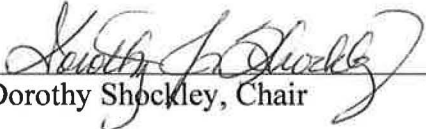
**Chair Shockley** stated that she would love to see a list of accomplishments of the FDC over the years.

## MEETING DATES

- a) Next Regular Meeting Date, June 13, 2023

## ADJOURNMENT

Although there was no quorum, **Chair Shockley** adjourned the meeting at 7:09 p.m.

  
Dorothy Shockley, Chair

  
D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING MINUTES – JULY 5, 2023  
HELD VIA [ZOOM WEBINAR](#) AND  
IN FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



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The **Clay Street Cemetery Commission** convened at 5:01 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with **Chair Aldean Kilbourn (Seat C)** and with the following members in attendance:

Members Present:           George Dalton, Seat A  
                                  Michael Gibson, Seat B  
                                  Janet Richardson, Seat D  
                                  Julie Jones, Seat E  
                                  Amy Stratman, Seat G (via Zoom)

Absent:                     Karen Erickson, Seat F  
                                  Jeff Jacobson, Public Works Director

Also Present:             Colt Chase, Deputy City Clerk

**APPROVAL OF MEETING MINUTES**

a)     Regular Meeting Minutes of June 7, 2023

**J. Richardson**, seconded by **G. Dalton**, moved to APPROVE the meeting minutes.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the minutes and all members voted in favor.

**APPROVAL OF AGENDA**

**Chair Kilbourn** added one item to the agenda under New Business [item 9(a)ii.] J. Richardson reimbursement of \$22.44 for three containers of concrete adhesive (\$7.48/ea.) from Home Depot on 7/3/23.

**Chair Kilbourn** also advised changing the description of the item 9(a)i.3. to “concrete adhesive.”

**J. Jones**, seconded by **M. Gibson**, moved to APPROVE the agenda, as Amended.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the Agenda, as Amended, and all members voted in favor.

**CITIZEN’S COMMENTS** – None



## COMMUNICATIONS TO COMMISSION

Two emails, received by J. Richardson, were shared:

1. *From Tom Martellone, Great Nephew of Liberta Saivetto Murphy for whom a stone was placed a few weeks ago: “Janet, I cannot thank you enough on behalf of my family for putting a memorial in place for my great great grand aunt. I have reached out to her granddaughter to let her know about the tombstone. Your work in putting stones in place not only helps memorialize our family member's existence, but it also provides information for generations to come and future genealogists. For that, we are extremely grateful. Please pass our thanks along to all parties involved that helped make this happen!”*
2. *From Donna Fraser, descendent of the Vachon Family, for whom stones were placed a few weeks ago. They had received pictures of the markers for their five family members. “You all need to give yourselves a big pat on the back, everyone who has had a part in all of this have done a fabulous job! Thank you so much from the bottom of my heart!”*

## EVENTS & PUBLIC RELATIONS

A copy of a recent Facebook post on the City of Fairbanks page, highlighting the Air National Guard Volunteer Work Day from June 8, 2023, was shared. Social media reactions and comments were unanimously positive. **Chair Kilbourn** recapped efforts to have this event and others, such as the last cemetery tour, shared via an article in the Fairbanks Daily News-Miner (FDNM).

Members discussed the upcoming workdays of July 10 and 11 and volunteer needs. **Chair Kilbourn** stated that she had dropped off an additional bag of about 50-60 flags to American Legion Post 57 on South Cushman. She stated that the flags were appreciated and that clearing the space also made room for the recently completed PVC crosses.

## UNFINISHED BUSINESS

### a) Sample Sign Layout

Two sample sign layouts had been shared in the agenda packet. **J. Jones** provided an updated version of the sign pertaining to the Vachon family, which included an expansion of the map graphic to highlight more detail regarding the associated locations of Dawson, Tolovana, etc. The updated image also corrected the final word “parish” to “perish.” Design elements of the sign were discussed and unanimously supported.

**J. Jones**, seconded by **M. Gibson**, moved to approve the Vachon sign design and wording to go to print.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the Vachon sign design and wording to go to print, and all members voted in favor.

**J. Jones** discussed the second sign, which contained aerial images of the cemetery. The verbiage had not yet been written, however the title over the narrative was tentatively planned as “Clay Street Cemetery Over the Years.” Members discussed design suggestions from the printer, but overall, there was consensus to approve the current draft image. **Chair Kilbourn** inquired if the drone operator, Mr. Potter, had any other images that might show the graves more clearly. She stated that all the media from Mr. Potter is available on a thumb drive, and she really likes how all three photos show Clay Street itself, with reference to the highway (or the street that eventually became the highway). **J. Jones** stated that she can review what is available from Mr. Potter’s files and see if there is a suitable alternative, which would show the graves better, or if there is simply a desirable fourth image that could be used. She spoke about the sawmill which exists in past photos, the history thereof, and how it would be nice to have a more recent image that shows that structure in its current state; she commented about possibly adding information about the building to the sign. She asked if M. Gibson had anything in particular that he would like to write for the sign, to which he declined. **Chair Kilbourn** requested that Deputy Clerk Chase include an update on the sign layout on the agenda for the August meeting.

b) Update on Quiring Monument Orders

**J. Jones** shared that the final 60 monuments were finished and ready to ship, but the company was finishing the two Johnston stones in order to ship them all together. She stated that update was from a couple weeks ago, so the markers should arrive soon.

c) Report on Air Force Volunteers Work Day on June 8, 2023

**Chair Kilbourn** gave a summary of the work performed. She reported that they were able to set 47 monuments by digging the holes, putting the rocks in, putting the cement base in, getting them glued, and then J. Richardson sealing them. She remarked that it was unbelievable how much they accomplished within the span of four hours. She expressed hope that something would come out in the FDNM soon. She commented that Dusty reacted to the Facebook post that Deputy Clerk Chase published.

d) Dandelions

**Chair Kilbourn** stated that the grass at the cemetery still needs to be treated, even though they [Public Works] have had the product since last fall. She expressed hope that it would be done soon. She noted, however, that when she was there the day prior, everything was mowed, edged, and there was not a dandelion in sight. She stated the cemetery looked fantastic, and she praised Public Works’ efforts in maintaining the property.

e) Ants

**Chair Kilbourn** shared that she learned there is a product which can be spread, but she is unaware if they are supposed to purchase it directly and spread it themselves, or if Public Works will do that. J. Richardson stated that Alex Lexa, from Public Works, told her that he was going to get it. **Chair Kilbourn** added that she was uncertain if it was something that could still be purchased in Fairbanks, or if stores were out of stock. She stated she has put a few things out in areas where they work, but ants have been bothering them.

f) PVC Crosses

**J. Richardson** provided an update, stating that Tim, the City Carpenter, completed all the crosses and added a wooden dowel or stake to the bases, so that force could be applied with a mallet or other tool to secure them in the ground without damaging the PVC. Members discussed options for what tool to use. **J. Richardson** stated that she has something in mind she believes will work. She shared that she and her husband plan to complete the task whenever they have time in the near future.

**NEW BUSINESS**

a) Reimbursements

- i. A. Kilbourn. Total reimbursement of \$125.88 for three purchases:
  1. \$59.96 for two garden edgers (\$39.98/ea.). Home Depot 6/8/23.
  2. \$39.96 for two shovels (\$19.98/ea.). Home Depot 6/8/23.
  3. \$25.96 for concrete adhesive. AIH. 6/13/23.
- ii. J. Richardson. Total reimbursement of \$22.44 for three containers of concrete adhesive. Home Depot. 7/3/23.

**Chair Kilbourn** gave a breakdown of recent purchases by Commission members. She stated she purchased two garden edgers, two shovels, and concrete adhesive for a total of \$125.88. She shared that J. Richardson purchased three tubes of silicone concrete adhesive for \$22.44.

**J. Jones**, seconded by **M. Gibson**, moved to APPROVE the reimbursement of \$125.88 to Chair Kilbourn and the reimbursement of \$22.44 to J. Richardson, for a total of \$148.32 for the four presented receipts, using funds from bed tax funds.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the reimbursements, and all members voted in favor.

**Chair Kilbourn** pointed out that there will be a need for more silicone concrete adhesive in the near future once they deplete their current stock, so they should expect to see additional similar reimbursements later this season. **J. Jones** stated that these smaller purchases are part of the language in their Bed Tax Grant, and reimbursements for these kinds of supplies are perfectly acceptable and to be expected.

## REFERENCE MATERIALS

### a) June 2023 Room Rental Tax Balance Report

Deputy Clerk Chase informed the Commission that the report in the packet was generated prior to a check for \$15.50 being issued to A. Stratman for an approved reimbursement. **Chair Kilbourn** reviewed line items on the report that occurred since the previous meeting, including \$700 for the GPR service and two reimbursements for J. Richardson. **J. Jones** noted that with this transaction and the reimbursements that were just approved, the balance for the Room Rental Tax (aka bed tax) account, is now at \$7,503.18.

### b) June 2023 Capital Projects Fund Balance Report

**Chair Kilbourn** spoke to the remaining balance of \$9,314.27. She stated she thought the funds had already been spent on the current outstanding monument order. **J. Jones** clarified that the incoming order was paid for with the previous year's funds. She stated that some of the funds will be spent on the names that Commission members are researching and preparing for submission.

Deputy Clerk Chase reported that after the June meeting, he reached out to Quiring Monuments to check on the status of their account. He stated he inquired about any outstanding invoices, and there were none. **Chair Kilbourn** asked if the Commission needs to spend the account funds prior to October, and Deputy Clerk Chase replied that it is a good problem to have." **J. Jones** added that the Commission also needs to spend the bed tax funds on approved expenses by the same time. **Chair Kilbourn** spoke to the need to purchase more concrete bases and stated that there will soon be expenses for the names currently being researched. **J. Jones** explained that the total amount of funds available will easily be spent on the names that are close to being ready for submission [30 from J. Richardson and 15 from A. Stratman], which will cost about \$11,250. She stated that some funds will be spent on concrete and pea gravel. She indicated that Quiring Monument orders could be more expensive in the future, with the increases in shipping, fuel, granite, etc. **Chair Kilbourn** asked Deputy Clerk Chase if he could contact J. Jacobson regarding any outstanding bills for the recent purchase of pea gravel. **J. Jones** noted that while there seems to be a lot of money available, it will go quickly, and when all things are accounted for, she estimates there will be only \$1,500 left at the end of the year. She stated she will request an estimate for 30 markers, so they can see how much prices have increased since 2022. She commented that she could go back to U.S.-based sources, but they have been using Quiring Monuments for years. **Chair Kilbourn** added that when you switch vendors, you have the added concern of an unknown quality. **J. Jones** agreed.

## OPEN AGENDA

**M. Gibson** asked if the Commission had considered talking to Mayor Pruhs about getting on his radio show "Problem Corner." **Chair Kilbourn** responded that she had done that a few years ago. **J. Jones** stated that doing so would be a great way to get volunteers for placing the next 60 stones on future workdays. **Chair Kilbourn** shared the frustration of having individuals express interest in helping, but then when it is time to come out and help, they do not show up. She stated she would follow up with Dusty to see if the recent volunteers would be available again at the beginning of August, if there is another time they might be, or if there is another group they know

of that might be interested in helping. **J. Jones** added that she can also ask Jomo Stewart from Fairbanks Economic Development Corporation, and she can see about setting a date that works around their schedule.

**Chair Kilbourn** praised J. Richardson's recent technique of spray-painting designated spots that need work performed for the sake of volunteers who may not be familiar with the process. She stated it has made a huge difference in efficiency and quality of work compared to how they have done things in the past.

**NEXT MEETING DATE**

**Chair Kilbourn** confirmed that the next meeting is scheduled for August 2, 2023, at 5 p.m.

**ADJOURNMENT**

**Chair Kilbourn** declared the meeting ADJOURNED at 5:49 p.m.

  
Aldean Kilbourn, Chair

  
Colt Chase, Deputy City Clerk

Transcribed by: CC