



FAIRBANKS CITY COUNCIL
AGENDA NO. 2023-23
REGULAR MEETING – NOVEMBER 27, 2023
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

REGULAR MEETING
6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS, oral communications to the City Council on any item pertaining to City business that is not up for public hearing. The total comment period is 30 minutes, and testimony is limited to three minutes. Any person wishing to speak needs to sign up on the list located in the hallway. Respectful standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, please silence all cell phones and electronic devices.
6. APPROVAL OF AGENDA AND CONSENT AGENDA

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

8. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Address
11053	True Dank	Retail Marijuana Store	True Dank, LLC	1550 Cushman Street, Suite A
30593	Pipe and Leaf: Premium Alaskan	Retail Marijuana Store	Pipe and Leaf, LLC	899 Old Steese Highway
10112	Great Alaskan Bud Company	Standard Marijuana Cultivation Facility	SP&C Enterprises, LLC	1905 Livengood Avenue

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6265 – An Ordinance to Accept Board of Adjustment Duties from the Fairbanks North Star Borough to Hear and Decide Appeals of Certain Land Use Decisions for Land Located Within the City of Fairbanks. Introduced by Mayor Pruhs and Council Members Cleworth, Rogers, Sprinkle, Tidwell, Marney, and Ringstad. SECOND READING AND PUBLIC HEARING.
- b) Ordinance No. 6266 – An Ordinance Establishing a Hiring Incentive Bonus Program for the Recruitment and Hiring of First-Time Law Enforcement Officers at the Fairbanks Police Department. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- *a) Ordinance No. 6267 – An Ordinance Amending the 2023 Operating and Capital Budgets for the Fourth Time. Introduced by Mayor Pruhs.
- *b) Ordinance No. 6268 – An Ordinance Adopting the 2024 Operating and Capital Budgets. Introduced by Mayor Pruhs.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL
 - a) Appointment of Fairbanks Fire Chief
 - *b) Reappointments to the Permanent Fund Review Board
 - *c) Reappointment to the Finance Committee
 - *d) Appointment to the Fairbanks Diversity Council
 - *e) Discretionary Fund Committee Meeting Minutes of January 11, 2023
 - *f) Approval of Revised 2024 City Council Meeting Schedule

14. COMMITTEE REPORTS AND COUNCIL MEMBERS' COMMENTS

15. CITY CLERK'S REPORT

16. CITY ATTORNEY'S REPORT

17. EXECUTIVE SESSIONS
 - a) Fairbanks Firefighters Union Labor Negotiation Strategy
 - b) *Roberts v. City of Fairbanks, et al.* Settlement Discussion

18. ADJOURNMENT



800 Cushman Street
Fairbanks, AK 99701

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

MEMORANDUM

TO: Mayor Pruhs and City Council Members

FROM: D. Danyielle Snider, City Clerk 

SUBJECT: Liquor License Renewals

DATE: November 22, 2023

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

Lic. #	DBA	License Type	Licensee	Address
11053	True Dank	Retail Marijuana Store	True Dank, LLC	1550 Cushman Street, Suite A
30593	Pipe and Leaf: Premium Alaskan Cannabis	Retail Marijuana Store	Pipe and Leaf, LLC	899 Old Steese Highway
10112	Great Alaskan Bud Company	Standard Marijuana Cultivation Facility	SP&C Enterprises, LLC	1905 Livengood 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 locations listed above, but **there are no department-recommended protests** for these liquor license renewal applications.

CITY OF FAIRBANKS PUBLIC SAFETY

Event List with Report Numbers

True Dank 10.24.22 to 10.23.23

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	07/04/2023 03:41:47	SI - FIELD INTERVIEW	1550 S CUSHMAN ST	O19	NRP	07/04/2023 03:49:21
	06/29/2023 00:53:09	URGENT WELFARE	1550 S CUSHMAN ST	O28	NRP	06/29/2023 01:07:17
	06/28/2023 14:43:52	TRESPASS/UNWANTED -	1550 S CUSHMAN ST	S21	NRP	06/28/2023 15:03:37
23001891	05/20/2023 16:00:05	VERBAL DOMESTIC DIST	1550 S CUSHMAN ST	O6	RPT	05/20/2023 17:27:35
	05/17/2023 08:45:09	911 HANG-UP - CHARLIE	1550 S CUSHMAN ST	L3	NRP	05/17/2023 09:15:00
	02/20/2023 18:11:41	DISTURBANCE PHYSICAL	1550 S CUSHMAN ST	S4	NRP	02/20/2023 18:22:32
23000712	02/18/2023 17:59:15	SI - FOLLOW-UP	1550 S CUSHMAN ST	O31	RPT	03/08/2023 15:50:36
23000712	02/18/2023 13:22:55	10-36	1550 S CUSHMAN ST	S11	RPT	02/18/2023 14:41:47
23000437	02/01/2023 07:03:10	SI - FOLLOW-UP	1550 S CUSHMAN ST	O2	RPT	02/06/2023 17:51:44
23000437	01/30/2023 19:52:52	VEHICLE THEFT - DELTA	1550 S CUSHMAN ST	O55	RPT	01/31/2023 00:14:39
	01/20/2023 22:24:29	DISTURBANCE VERBAL	1550 S CUSHMAN ST	S5	NRP	01/20/2023 22:35:29
	12/23/2022 21:12:38	SUSPICIOUS PERSON -	1550 S CUSHMAN ST	O19	NRP	12/23/2022 21:32:02
	11/11/2022 23:22:00	DISTURBANCE VERBAL	1550 S CUSHMAN ST	S5	NRP	11/11/2022 23:37:39

Total Number of Events Listed: **13**

CITY OF FAIRBANKS PUBLIC SAFETY

Event List with Report Numbers

Pipe and Leaf 10.24.22 to 10.23.23

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	10/05/2023 17:49:42	DISTURBANCE PHYSICAL	899 OLD STEESE HWY	O7	NRP	10/05/2023 18:05:20
	08/30/2023 00:17:37	ALARM BURGLARY -	899 OLD STEESE HWY	O19	FAB	08/30/2023 00:31:33
	07/04/2023 03:41:47	SI - FIELD INTERVIEW	899 OLD STEESE HWY	O19	NRP	07/04/2023 03:49:21
	06/24/2023 08:55:40	ALARM BURGLARY -	899 OLD STEESE HWY	O5	FAB	06/24/2023 09:06:59

Total Number of Events Listed: **4**

Link Event ID Call recv

Event Info Notes Times R/E Log Other Log Entry Ani/Ali Patients Employee Names Vehicles

Rpt # Source PU EMS Fire Law Resc Othr

Loc 1905 LIVENGOOD AVE FAIR

X-ST Jur Service Agency FPD
Stat/Beat District RA

Busi GREAT ALASKAN BUD COMPANY Ph# () - Call group

Nature Alarm level Priority QA


Caller Alarm

Address

Veh #

Include delayed events Include cancelled events

ONESolution CAD X

 No match found.

Prev Next Add Duplicate Delete Search View Exit Srch

ORDINANCE NO. 6265

**AN ORDINANCE TO ACCEPT BOARD OF ADJUSTMENT DUTIES
FROM THE FAIRBANKS NORTH STAR BOROUGH TO HEAR AND
DECIDE APPEALS OF CERTAIN LAND USE DECISIONS FOR LAND
LOCATED WITHIN THE CITY OF FAIRBANKS**

WHEREAS, for decades the Fairbanks City Council sat as a Board of Adjustment to hear and decide appeals of land use decisions for land located within the City of Fairbanks; and

WHEREAS, in 2016, the Fairbanks North Star Borough (FNSB) passed Ordinance No. 2016-36, which revoked the City Council's authority to sit as the Board of Adjustment; and

WHEREAS, since that time, the Fairbanks City Council has urged the FNSB to reinstate the Board of Adjustment delegation to the City through the approval of multiple resolutions; and

WHEREAS, on October 26, 2023, the FNSB Assembly adopted Ordinance No. 2023-60, delegating certain Board of Adjustment duties to the City of Fairbanks on land use decisions for land lying within City boundaries; and

WHEREAS, FNSB Ordinance No. 2023-60 is not effective until the Fairbanks City Council adopts an ordinance to accept the delegation.

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

Section 1. That the City of Fairbanks accepts the delegation of Board of Adjustment duties for land use decisions for land within the boundaries of the Fairbanks city limits from the Fairbanks North Star Borough.

Section 2. That the City Clerk is directed to provide the Borough Clerk an executed copy of this ordinance for distribution to members of the Borough Assembly.

Section 3. That the effective date of this ordinance is five days after adoption.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

ORDINANCE NO. 6266

AN ORDINANCE ESTABLISHING A HIRING INCENTIVE BONUS PROGRAM FOR THE RECRUITMENT AND HIRING OF FIRST TIME LAW ENFORCEMENT OFFICERS AT THE FAIRBANKS POLICE DEPARTMENT

WHEREAS, an incentive bonus program for recruitment and hiring of lateral police officers at the Fairbanks Police Department (FPD) was established by the City Council on June 19, 2017, with the adoption of Ordinance No. 6050, reestablished by Ordinance No. 6129 in 2020, and amended by Ordinance No. 6248 in June 2023; and

WHEREAS, the incentive bonus program for lateral hires has been successful, but a similar program does not exist for individuals beginning a law enforcement career; and

WHEREAS, the Fairbanks Police Department has police officer vacancies; and

WHEREAS, the City would like to encourage individuals, especially citizens of the city, to begin a career in law enforcement; and

WHEREAS, a one-time sign-on bonus of \$20,000 for first time law enforcement officers would encourage individuals to apply to become police officers with the Fairbanks Police Department.

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

SECTION 1. A Fairbanks Police Department applicant without prior law enforcement certification from the Alaska Police Standards Council, or similar organization in another state, who successfully completes the basic officer academy and field training, will be paid a \$20,000 “sign-on bonus.” The City will pay the bonus to the employee in their first paycheck following completion of field training. No employee may receive a sign-on bonus more than once.

SECTION 2. To receive the hiring incentive bonus, the employee must agree to work full-time for the City. Should the employee resign, quit, or be terminated for cause prior to completing three years of employment, the employee will be required to repay a prorated amount of the hiring bonus received.

SECTION 3. The Sign-On Bonus Agreement (Attachment A) is approved.

SECTION 4. The bonus established in Sections 1, 2, and 3 of this ordinance will be funded through salary savings.

SECTION 5. This program will sunset on December 31, 2024, unless extended by resolution of the City Council.

SECTION 6. The effective date of this ordinance is five days after adoption.

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6266

Abbreviated Title: ORDINANCE ESTABLISHING HIRING BONUS FOR FIRST TIME POLICE OFFICERS

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:

EXPENDITURES:	Total
SALARY AND BENEFITS	
TOTAL	

FUNDING SOURCE:	Total
GENERAL FUND	
TOTAL	

Fairbanks Police Department recruitment incentive bonus for first time law enforcement officers in the amount of \$20,000 will be paid from salary savings.

Reviewed by Finance Department: Initial mb Date 11/2/2023

**Attachment A (Amended)
to Ordinance No. 6266**



**Fairbanks Police Department
Sign-On Bonus Contract
First-Time Police Officer**

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

WHEREAS, this contract will apply to first-time police officers employed by the Fairbanks Police Department (“Department”); and

WHEREAS, the Department wishes to offer the Employee a “Sign-on Bonus” as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department for at least three full years; and

WHEREAS, no Employee may receive a sign-on bonus more than once.

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

1. The City, acting through the Department, agrees to offer the Employee the amount of \$20,000 as a Sign-on Bonus in return for the Employee accepting the City’s offer of employment. The City will pay ~~\$10,000~~ the bonus in the Employee’s first paycheck following completion of field training **and \$10,000 after 24 months**.
2. The City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes 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 Sign-on Bonus is not considered “salary” and shall not be included for purposes of retirement benefit calculations or salary increases.
3. The Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.
4. In return for accepting the Sign-on Bonus as provided in paragraphs 1 and 2 above, the Employee agrees to work for the Department on a regular and full-time basis. Should the employee resign, quit, or be terminated for cause before three years beginning “Start Date” and ending on “3-Year Date,” the Employee shall repay a prorated amount of the Sign-on Bonus as provided in the following paragraphs.
5. The Employee’s failure to remain employed by the Department 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. Employee agrees, represents, and warrants that they will be held to any applicable repayment of the Sign-on Bonus. 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 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 Sign-on Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

6. 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 Department may in its sole discretion waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by both the Chief of Police and the Mayor.
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable.

BY SIGNING BELOW, the Employee also certifies that they are eligible for this Sign-on Bonus.

IN WITNESS THEREOF:

Employee Signature

Date

Employee Printed Name

Chief of Police Signature

Date

Mayor Signature

Date

cc: Personnel File

Introduced by: Mayor Pruhs and
Councilmembers Cleworth, Marney, Ringstad,
Rogers, Sprinkle, and Tidwell
Introduced: November 13, 2023

**ORDINANCE NO. 6266, AS AMENDED
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE ESTABLISHING A HIRING INCENTIVE BONUS
PROGRAM FOR THE RECRUITMENT AND HIRING OF FIRST TIME LAW
ENFORCEMENT OFFICERS AT THE FAIRBANKS POLICE DEPARTMENT**

WHEREAS, an incentive bonus program for recruitment and hiring of lateral police officers at the Fairbanks Police Department (FPD) was established by the City Council on June 19, 2017, with the adoption of Ordinance No. 6050, reestablished by Ordinance No. 6129 in 2020, and amended by Ordinance No. 6248 in June 2023; and

WHEREAS, the incentive bonus program for lateral hires has been successful, but a similar program does not exist for individuals beginning a law enforcement career; and

WHEREAS, the Fairbanks Police Department has police officer vacancies; and

WHEREAS, the City would like to encourage individuals, especially citizens of the city, to begin a career in law enforcement; and

WHEREAS, a one-time sign-on bonus of \$20,000 for first time law enforcement officers would encourage individuals to apply to become police officers with the Fairbanks Police Department.

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

SECTION 1. A Fairbanks Police Department applicant without prior law enforcement certification from the Alaska Police Standards Council, or similar organization in another state, who successfully completes the basic officer academy and field training, will be paid a \$20,000 “sign-on bonus.” The City will pay **\$10,000 of** the bonus-to the employee in their first paycheck following completion of field training **and the remaining \$10,000 after 24 months of employment as a police officer**. No employee may receive a sign-on bonus more than once.

SECTION 2. To receive the hiring incentive bonus, the employee must agree to work full-time for the City. Should the employee resign, quit, or be terminated for cause prior to completing three years of employment, the employee will be required to repay a prorated amount of the hiring bonus received.

SECTION 3. The Sign-On Bonus Agreement (Attachment A) is approved.

SECTION 4. The bonus established in Sections 1, 2, and 3 of this ordinance will be funded through salary savings.

SECTION 5. This program will sunset on December 31, 2024, unless extended by resolution of the City Council.

SECTION 6. The effective date of this ordinance is five days after adoption.

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas Chard II, City Attorney

**CITY OF FAIRBANKS
FISCAL NOTE**

I. REQUEST:

Ordinance or Resolution No: 6266

Abbreviated Title: ORDINANCE ESTABLISHING HIRING BONUS FOR FIRST TIME POLICE OFFICERS

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:

EXPENDITURES:	Total
SALARY AND BENEFITS	
TOTAL	

FUNDING SOURCE:	Total
GENERAL FUND	
TOTAL	

Fairbanks Police Department recruitment incentive bonus for first time law enforcement officers in the amount of \$20,000 will be paid from salary savings.

Reviewed by Finance Department: Initial mb Date 11/2/2023

**Attachment A (Amended)
to Ordinance No. 6266**



**Fairbanks Police Department
Sign-On Bonus Contract
First-Time Police Officer**

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

WHEREAS, this contract will apply to first-time police officers employed by the Fairbanks Police Department (“Department”); and

WHEREAS, the Department wishes to offer the Employee a “Sign-on Bonus” as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department for at least three full years; and

WHEREAS, no Employee may receive a sign-on bonus more than once.

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

1. The City, acting through the Department, agrees to offer the Employee the amount of \$20,000 as a Sign-on Bonus in return for the Employee accepting the City’s offer of employment. The City will pay ~~\$10,000~~ the bonus in the Employee’s first paycheck following completion of field training **and \$10,000 after 24 months**.
2. The City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes 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 Sign-on Bonus is not considered “salary” and shall not be included for purposes of retirement benefit calculations or salary increases.
3. The Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.
4. In return for accepting the Sign-on Bonus as provided in paragraphs 1 and 2 above, the Employee agrees to work for the Department on a regular and full-time basis. Should the employee resign, quit, or be terminated for cause before three years beginning “Start Date” and ending on “3-Year Date,” the Employee shall repay a prorated amount of the Sign-on Bonus as provided in the following paragraphs.
5. The Employee’s failure to remain employed by the Department 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. Employee agrees, represents, and warrants that they will be held to any applicable repayment of the Sign-on Bonus. 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 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 Sign-on Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

6. 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 Department may in its sole discretion waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by both the Chief of Police and the Mayor.
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable.

BY SIGNING BELOW, the Employee also certifies that they are eligible for this Sign-on Bonus.

IN WITNESS THEREOF:

Employee Signature

Date

Employee Printed Name

Chief of Police Signature

Date

Mayor Signature

Date

cc: Personnel File

ORDINANCE NO. 6267

**AN ORDINANCE AMENDING THE 2023 OPERATING
AND CAPITAL BUDGETS FOR THE FOURTH 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)	\$ 26,725,210	\$ 500,000	\$ 27,225,210
Charges for Services	6,175,618	300,000	6,475,618
Intergovernmental Revenues	3,254,080	(215,700)	3,038,380
Licenses and Permits	2,206,050	161,500	2,367,550
Fines and Forfeitures	526,000	(100,000)	426,000
Interest and Penalties	1,765,000	-	1,765,000
Rental and Lease Income	151,818	-	151,818
Other Revenues	220,000	17,000	237,000
Other Financing Sources	1,606,467	185,500	1,791,967
Total revenue appropriation	<u>\$ 42,630,243</u>	<u>\$ 848,300</u>	<u>\$ 43,478,543</u>
 <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	6,944,525	487,500	7,432,025
Police Department	8,323,156	90,000	8,413,156
Communications Center	3,410,296	-	3,410,296
Fire Department	8,770,404	-	8,770,404
Public Works Department	10,644,403	(150,000)	10,494,403
Engineering Department	1,044,350	-	1,044,350
Building Department	725,620	-	725,620
Total expenditure appropriation	<u>\$ 45,019,931</u>	<u>\$ 427,500</u>	<u>\$ 45,447,431</u>
2022 unassigned fund balance	\$ 17,521,835	\$ -	\$ 17,521,835
Prior year encumbrances	(229,747)	-	(229,747)
Transfers to other funds	(3,500,000)	-	(3,500,000)
Other changes to the budget	1,340,059	420,800	1,760,859
2023 estimated unassigned balance	<u>\$ 15,132,147</u>	<u>\$ 420,800</u>	<u>\$ 15,552,947</u>

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

\$ 9,089,486

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	3,250,000	-	3,250,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	279,000	-	279,000
IT	65,000	-	65,000
Police	210,000	90,000	300,000
Communications Center	140,000	-	140,000
Fire	290,000	-	290,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 5,324,683</u>	<u>\$ 90,000</u>	<u>\$ 5,414,683</u>
 <u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 5,510,721	\$ 250,000	\$ 5,760,721
Public Works Department	1,705,099	-	1,705,099
Garbage Equipment Reserve	593,659	-	593,659
IT Department	226,920	-	226,920
Police Department	584,844	90,000	674,844
Fire Department	1,124,611	225,000	1,349,611
Road Maintenance	1,455,169	-	1,455,169
Total expenditure appropriation	<u>\$ 11,201,023</u>	<u>\$ 565,000</u>	<u>\$ 11,766,023</u>
Estimated capital fund unassigned balance	\$ 6,795,343	\$ (475,000)	\$ 6,320,343
Estimated capital fund assigned balance	4,081,080	-	4,081,080
2023 estimated fund balance	<u>\$ 10,876,423</u>	<u>\$ (475,000)</u>	<u>\$ 10,401,423</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 11th day of December 2023.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

FISCAL NOTE
ORDINANCE NO. 6267
AMENDING THE 2023 OPERATING AND CAPITAL BUDGETS
FOR THE FOURTH TIME

GENERAL FUND
\$848,300 Increase in Revenue
\$427,500 Increase in Expenditures

Revenue

1. Tax Revenue
 - \$500,000 increase to room rental taxes
2. Charges for Services
 - \$200,000 increase to ambulance services
 - \$100,000 increase to engineering recovery grants
3. Intergovernmental Revenues
 - (\$25,500) decrease to municipal assistance program
 - (\$25,200) decrease to electric and phone
 - (\$200,000) decrease to PERS on behalf payment
 - \$35,000 increase to SART exam reimbursement
4. License and Permits
 - \$26,500 increase to business license
 - \$62,000 increase to engineering right of way permit
 - \$20,000 increase to commercial permits
 - \$30,000 increase to mechanical permits
 - \$23,000 increase to electrical permits
5. Fines and Forfeitures
 - (\$100,000) decrease to vehicle forfeitures
6. Interest and Penalties
7. Rental and Lease Income
8. Other Revenues
 - \$17,000 increase to miscellaneous revenue

9. Other Financing Sources

- \$185,500 increase to sale of assets

Expenditures

1. Mayor's Office

2. City Attorney's Office

3. City Clerk's Office

4. Finance Department

5. Information Technology

6. General Account

- \$50,000 increase to professional service for the Polaris building historical project
- \$250,000 increase to heating fuel
- \$387,500 increase to room rental distribution
- (\$200,000) decrease to PERS on behalf payment

7. Police Department

- \$90,000 increase to equipment replacement

8. Communications Center

9. Fire Department

10. Public Works

- (\$250,000) decrease to fuel, oil, and grease
- \$100,000 increase to garbage collection

11. Engineering

12. Building Department

CAPITAL FUND
\$90,000 Increase in Revenue
\$565,000 Increase in Expenditures

Revenue

1. Other Financing Sources
 - \$90,000 transfer from general fund to police

Expenditures

1. Property Repair & Replacement
 - \$250,000 increase for city hall security project
2. Public Works
3. Garbage Equipment Reserve
4. IT Department
5. Police Department
 - \$90,000 increase for police vehicles
6. Communications Center
7. Fire Department
 - \$225,000 increase for platform upgrades
8. Road Maintenance

ORDINANCE NO. 6268

**AN ORDINANCE ADOPTING THE 2024 OPERATING
AND CAPITAL BUDGETS**

WHEREAS, pursuant to City Charter Section 5.2, on October 27, 2023, Mayor Pruhs presented a recommended annual operating and capital budget estimate for 2024; and

WHEREAS, the proposed budget was reviewed by the City Council with Department Directors, and the City Council suggested changes to the Mayor's recommended budget are disclosed in the increase (decrease) columns.

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

SECTION 1. There is hereby appropriated to the 2024 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, 2024 and ending December 31, 2024 (see pages 2 and 3).

GENERAL FUND

REVENUE	MAYOR PROPOSED BUDGET	REVIEW PERIOD INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes (all sources)	\$ 27,555,026	\$ 200,000	\$ 27,755,026
Charges for Services	6,669,500	140,000	6,809,500
Intergovernmental Revenues	2,920,580	-	2,920,580
Licenses and Permits	2,202,760	-	2,202,760
Fines and Forfeitures	551,000	-	551,000
Interest and Penalties	1,665,000	-	1,665,000
Rental and Lease Income	138,559	-	138,559
Other Revenues	225,000	-	225,000
Other Financing Sources	5,281,938	(16,800)	5,265,138
Total revenue appropriation	<u>\$ 47,209,363</u>	<u>\$ 323,200</u>	<u>\$ 47,532,563</u>
EXPENDITURES			
Mayor Department	\$ 777,300	\$ 2,730	\$ 780,030
Legal Department	262,480	(15,130)	247,350
Office of the City Clerk	613,905	-	613,905
Finance Department	1,042,900	(1,000)	1,041,900
Information Technology	2,615,117	-	2,615,117
General Account	6,676,000	84,000	6,760,000
Police Department	8,515,530	-	8,515,530
Communications Center	3,674,420	-	3,674,420
Fire Department	9,844,320	191,900	10,036,220
Public Works Department	10,039,325	125,000	10,164,325
Engineering Department	1,145,170	(15,000)	1,130,170
Building Department	791,590	-	791,590
Total expenditure appropriation	<u>\$ 45,998,057</u>	<u>\$ 372,500</u>	<u>\$ 46,370,557</u>
Estimated general fund balance	\$ 15,552,947	\$ -	\$ 15,552,947
Increase (Decrease) to fund balance	1,211,306	(49,300)	1,162,006
2023 estimated unassigned balance	<u>\$ 16,764,253</u>	<u>\$ (49,300)</u>	<u>\$ 16,714,953</u>

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

\$ 9,274,111

CAPITAL FUND

<u>REVENUE</u>	MAYOR PROPOSED BUDGET	REVIEW PERIOD INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 709,992	\$ -	\$ 709,992
Transfer from General Fund	-	-	-
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	288,000	16,800	304,800
IT	25,000	-	25,000
Police	210,000	-	210,000
Communications Center	140,000	-	140,000
Fire	700,000	-	700,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 2,477,992</u>	<u>\$ 16,800</u>	<u>\$ 2,494,792</u>
 <u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 1,060,000	\$ -	\$ 1,060,000
Public Works Department	1,266,000	3,000	1,269,000
Garbage Equipment Reserve	848,000	-	848,000
IT Department	100,000	-	100,000
Police Department	210,000	-	210,000
Communications Center	1,316,960	-	1,316,960
Fire Department	900,000	-	900,000
Road Maintenance	1,189,100	-	1,189,100
Total expenditure appropriation	<u>\$ 6,890,060</u>	<u>\$ 3,000</u>	<u>\$ 6,893,060</u>
Estimated capital fund unassigned balance	\$ 3,410,235	\$ (3,000)	\$ 3,407,235
Estimated capital fund assigned balance	2,579,120	16,800	2,595,920
2023 estimated fund balance	<u>\$ 5,989,355</u>	<u>\$ 13,800</u>	<u>\$ 6,003,155</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. This ordinance increases the Council stipend from \$500.00 to \$650.00 per month effective January 1, 2025.

SECTION 4. 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, 2024 and ending December 31, 2024.

SECTION 5. The effective date of this ordinance is five days after adoption.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney



CITY OF FAIRBANKS

MEMORANDUM

To: City Council Members
From: Mayor Pruhs
Subject: Request for Confirmation – Fairbanks Fire Chief
Date: November 15, 2023

Following the review of all documentation, I have made the decision to appoint Assistant Fire Chief Andrew Coccaro to Fire Chief.

With his lengthy career background in the field of EMS, commitment to the community, and knowledgeable guidance in continued development of the Fairbanks Fire Department and its services, I am confident this decision is in the best interest of the City of Fairbank and hereby request your confirmation of the appointment of Andrew Coccaro as Chief of the Fairbanks Fire Department.

Thank you.

A handwritten signature in blue ink, appearing to read "David Pruhs", is written over the "Thank you." text.

David Pruhs, Mayor
City of Fairbanks

Attachment: Andrew Coccaro Application Packet

Andrew Coccaro

November 3, 2023

Dear Sir or Madam,

I am writing this as an applicant for the Fire Chief position at the Fairbanks Fire Department (FFD). I am sad to see Chief Raygor go, but as I have been working as his assistant fire chief for over a year, I feel that my background, local experience and formal education makes me an excellent fit to be the next fire chief at FFD. As you may know I applied for the assistant fire chief position back in 2022. I was delighted to have been selected then to join this great city and fire department. I have amassed a plethora of knowledge about FFD, the City, and local rules, laws, and union workings that make me a great candidate for the fire chief role. Not only do I have over 24 years of fire and EMS experience, but I have also been a successful administrator of fire and EMS departments for almost 12 of those years. I am a dedicated and responsible leader, and I hope to show my talents to you in this letter.

For over a year I have worked closely with Chief Raygor at FFD and I have had the great honor to learn from him and learn about the fire department's history, processes, and area partners/community. I have helped him create two budgets now and I have a deep understanding of the City budgeting processes and how to manage these funds responsibly once the budget is funded by our council. I have presented multiple complex concepts to the City Council and other department heads. I have a good working relationship with all city departments and have worked hard to grow and foster our relationships with area partners and stake holders. I will be glad to show all of the great improvements I have been able to implement in my time as the assistant chief, but they are too many to list in this letter.

I have a master's degree in public administration and this along with my Fire Science Bachelor's Degree gives me a strong and diverse formal education to use to continue to support FFD and the city to improve our emergency services. My master's degree had a concentration in emergency services management, and that extra focus will also allow me to help the city with its emergency management and broader public safety goals.

I feel that my long standing service in fire and EMS along with my time as the assistant fire chief has set me up to be the most qualified candidate for this position. My current job description and the working role of the assistant chief has exposed me to all of the essential job functions listed for the fire chief. I have directed the administrative activities for FFD, I have supervised all of the subordinate personnel, I have helped or created the capital and operating budgets, I have created, reviewed, polices and procedures. I have successfully interpreted rules, contractual agreements, and standing

protocols that have affected our operations. I have responded to all types of large incidents to provide direction if needed. I can represent the fire department with the Mayor or other elected officials with ease as I have done this as the assistant chief.

I meet all the required minimum requirements as listed in the job description to include years as a chief officer, supervising in a collective bargaining environment. I have extensive knowledge in firefighting, EMS, emergency services management, code enforcement, public education, training, communications, and disaster preparedness.

I am a well versed and skilled emergency services administrator. I have a long history of achieving positive organizational goals and strive to always work with elected officials, citizens, and other stake holders to accomplish our goals and objectives. I am a diligent steward of public money and I hope to ensure that FFD is a high value high quality department for many years to come. I hope that over my time with the city and my history and background has shown that I would be the best candidate for the Fairbanks Fire Department's Fire Chief position.

Thank you for your time and consideration for this position. If you have additional questions, please feel free to call me on . I would be honored to speak with you.

Sincerely,

Andrew T. Coccaro

Andrew Cocco

Objective

Experienced and accomplished fire/EMS administrator. I am looking to use my education, and experience to continue to move the Fairbanks Fire Department in a positive direction into the future.

Experience

09/2022-Present Fairbanks Fire Department Fairbanks, AK
Assistant Fire Chief

- Functions at a strategic and tactical level for the Fairbanks Fire Department.
- Direct the administrative activities of the EMS Division, Administration division, and other departments at the direction of the fire chief.
- Provide direct supervision and support for subordinate personnel.
- Develops, drafts, and maintains the department budgets.
- Coordinates the review and modification of policies and procedures for the Fairbanks Fire Department.
- Interprets rules, contractual agreements, and standing protocols that affect both individual divisions, and the department.
- Responds to major emergencies and multi-alarm operations to provide direction as needed.
- Represents the fire chief with the public in assigned areas, and performs related work as assigned.
- Performs fire chief's duties when the fire chief is on leave or unavailable.
- Implemented the pre-hospital ultrasound program for Fairbanks Fire.
- Worked with local and area partners to help provide whole community care for our citizens and visitors.
- Worked closely with the fire department physician sponsor to improve local protocols to improve patient care and outcomes.
- Implemented a new charting and record management system for the fire department to help improve workflows and gain maximum efficiencies in our work.
- Improved EMS billing processes to maximize our revenue from EMS calls.

08/2020-08/2022 Chowan County EMS. Edenton, NC
Shift Supervisor/Training Officer

- Responsible for responding to calls for service and providing excellent clinical care.
- Responsible for creating and delivering continuing education to all staff
- Able to understand and implement complex protocols and procedures under high stress in the care of the sick and injured.
- Responsible for daily checks of EMS units to ensure that all required equipment

and supplies were in place.

- Daily chores to ensure that the station and units were always at a high level of readiness and cleanness.

04/2019-08/2020 Chocowinity EMS Inc. Chocowinity, NC

EMS Shift Supervisor

- Responsible for the day-to-day operations of “D” shift.
- Responsible for supply management and ordering.
- Started to manage the controlled substance refill during the captain position has been open.
- Responsible for responding to calls for service and providing excellent clinical care.

01/2020-08/2022 Beaufort County Community College Washington, NC

Director of Fire and Emergency Management Training

- Oversees the OSFM certified fire training and EM programs at BCCC.
- Ensures that both departments function within the allotted budget.
- Responsible for all of the paperwork that is involved in the college and OSFM process. Ensures that the highly technical paperwork is done correctly.

09/2018- 08/20/22 Royal Protection Services, LLC Plymouth, NC

Owner

- Responsible for all day-to-day activities, licensing, compliance, and budgeting.
- Responsible for all HR activities and payroll.
- Started and maintains this successful paramedic level transport company that currently runs two units and has about 15 staff members.
- RPS provides consulting services for EMS departments and systems.

07/2015-09/2018 Washington County Plymouth, NC

EMS Director

- Managed the two county EMS system and NET division.
- Created and managed the \$2.3 million dollar budget and ensured compliance within that budget.
- Successfully saved and cut excess spending that plagued this budget and department.
- Ensures and keeps a good working relationship with all county partners and other responding agencies.
- Oversee QA/QI for every provider and call in the system.
- Develop and conduct training for field and administrative staff.
- Oversee day-to-day operations of both EMS and non-emergency transport divisions.
- Have been able to work with several complex budgeting issues that were found after I arrived in my position.

- Fixed several issues that were potential problems at the state level. Have had positive reviews from the NC Office of EMS since taking over this system.
- All ambulances pass state inspection with no points or issues noted.
- Ensures that all calls are properly documented to ensure proper billing
- Instrumental in the cooperation with EMS and local volunteer fire departments.
- Responsible for working with local law enforcement and volunteer fire departments to have them respond to cardiac arrest calls to initiate CPR.
- Oversee all disciplinary actions.
- Helped implement emergency medical dispatching for Washington County.
- Implemented a new more cost effective and time saving scheduling software.
- Manages all transports for the non-emergency transport division. Due to these changes this division is now showing a profit for the first time in its history.
- Implemented the first replacement program concept for ambulances. Also implemented a strict preventative maintenance program for all units in the fleet.
- Manage the hiring process for both EMS and non-emergency transport divisions.
- Part of several committees and boards.

09/2015- Present Beaufort County Community College Washington, NC

EMS Instructor

- Develops and teaches online based education for both continuing education and initial paramedic programs.
- Successfully teaches content for continuing education and initial program students in the classroom setting.
- Successfully instructs both certified and initial EMT, A-EMT, and paramedic students on all needed hands on skills.
- Administers the Beaufort County EMS system entry, and recertification technical scope of practice evaluations along with Dr. Emilie Pendley.
- Proficient with “HAL” the high fidelity training manikin the Beaufort County Community College uses for EMS simulation training.
- Strong ability with using all computer systems that Beaufort County Community College currently uses.
- Have a strong working relationship with all area partners that team with Beaufort County Community College for classes.
- Strong instructor that is well received by the students in class.
- Strong ability to adapt training to fit the needs of the students in the class.
- Strong ability to deliver information on an easy to understand, and friendly setting.
- Experienced operator of BlackBoard online training sites.
- Dedicated to delivering outstanding training to help ensure that all students that attend class from Beaufort County Community College have the best education, experience, and opportunity that they can have.

08/2014-07/2015

Wilcox County

Abbeville, GA

EMS Director

- Developed a countywide EMS system from the ground up.
- Developed the budget for EMS, which was approved by the county commission.
- Oversee QA/QI for every provider and call in the system.
- Develop and conduct training for all staff.
- Developed and implemented the approved medical protocols.
- Initiated the use of web-based scheduling and charting software.
- Oversee day-to-day operations of EMS Department.
- Oversee all disciplinary actions.
- Conducts the hiring process for EMS.
- Maintain a great working relationship with other organizations, departments, and the public.
- Responsible for the scheduling of all staff every month.
- Responsible for investigating and making a decision or developing a resolution for all complaints that are filed internally or externally.
- Act as Public Information Officer for the department. Responsible for sharing the department's message and news.
- Implemented a preventative maintenance and replacement program for EMS units.
- Developed and implemented the current SOG's.
- Implemented a new cardiac arrest management plan.
- Member of Region 5 EMS Committee.
- Member of the Region H Health Care Coalition.
- Member of the Tri County Chamber of Commerce.
- Chairperson over the County Fire Pack to ensure fair use of County funds for Volunteer Fire Departments in the County.

11/2012- 08/2014

Edgecombe County Rescue Squad Tarboro, NC

Chief of Operations

- Oversight of the entire department.
- Development and implementation of the current budget, which was approved.
- Maintained a great working relationship with other organizations, departments, and the public.
- Reported to the County EMS Coordinator and assist him with any work/tasks that are needed to help advance the system.
- Initiated the use of the current web based scheduling software.
- Responsible for the scheduling of all full and part time staff every month.
- Responsible for weekly payroll for all staff, including entering it into the payroll program and processing it for direct deposit.
- Responsible for investigating and making a decision or developing a resolution for all complaints that are filed internally or externally.
- Public Information Officer for the department. Responsible for sharing the department's message and news.
- Manage accounts payable
- Manage deposits for multiple accounts.
- Implemented a preventative maintenance program for EMS units.
- Hire all employees and run all hiring processes for open positions.

- Developed and implemented the current disciplinary policy. Responsible for initiating all disciplinary actions taken, up to and including termination.
- Developed and implemented the current SOG's to replace outdated SOG's.
- Along with the help of the Medical Director, was able to advance the level of care that is provided to the citizens of Edgecombe County.
- Implemented a new cardiac arrest management plan.
- Implemented an RSI policy and training program for Edgecombe County EMS system.
- Member of several committees on the County Chief's Association.
- Member of several committees on the Fire Rescue Association.

07/2008- 11/2012 Johnston County EMS Smithfield, NC

EMS Supervisor

- Shift supervisor of 12 employees.
- Reviews run reports from each shift to verify quality patient care, prompt response, compliance with medical protocol, and accurate and complete patient billing information; makes corrections as necessary.
- Makes and maintains the work schedule each month for the 140 employees in the EMS division.
- Chairperson of the public education committee for Johnston County EMS.
- Maintain all time sheets and payroll records for my shift.
- Ensure that all staff members have the adequate supplies and equipment to perform their duties.
- Have medical oversight on all high acuity calls that happen in Johnston County during my shift.
- Respond as a QRV Medic 1 and work as part of the incident command system on high acuity calls.
- Part of the interview panel for Johnston County EMS.
- Supervises the duties of assigned emergency medical personnel through the chain of command; supervisory duties include scheduling; instructing; assigning, reviewing and planning work of others; maintaining standards; coordinating activities; allocating personnel; acting on employee problems; recommending and approving employee discipline, and recommending discharge as appropriate.
- Reviews the work of subordinates for completeness and accuracy; evaluates and makes recommendations as appropriate; offers advice and assistance as needed. Provide annual reviews for full time shift staff.

01/2009-11/2012 Central Carolina Community College Sanford, NC

EMS Instructor

- Develop and implement paramedic curriculum during a 12 month program
- Instruct entry-level paramedic students during a 1096-hour program.
- Develops tests and hands on skill stations to assure that the students are meeting the standards to become certified as a paramedic.

08/2010-07/2014 Cleveland Volunteer Fire Department Clayton, NC
 Captain/ Infection Control/OSHA Compliance Officer

- Volunteer firefighter.
- Promoted to Captain.
- Responsible for all infection control and OSHA/MSDS compliance for the entire department.
- Assisted the Fire Chief re-work the infection control plan from the ground up.
- Oversaw the First Responder program

08/2006-11/2008 Sampson Community College Clinton, NC

EMS Instructor

- Co-instructor in 16-month paramedic program.
- Assisted the lead instructor with teaching.
- Instructed entry level paramedic students during the program.

09/2006-09/2009 Smithfield EMS Smithfield, NC

Paramedic

- Responded to 911 calls in a high call volume system.
- Provided high quality ALS care to patients that were in need.
- Able to understand and implement complex protocols and procedures under high stress in the care of the sick and injured.
- Responsible for daily Q/A of all calls run the shift prior to mine.
- Responsible for daily checks of EMS units to ensure that all required equipment and supplies were in place.
- Kept the station at a high level of cleanliness.

05/2005-06/2010 Harnett County EMS Lillington, NC

Paramedic

- Worked as a EMT-Intermediate
- After graduation from paramedic school, was moved up to a paramedic position.
- Responded as a QRV paramedic to calls in Harnett and surrounding counties.
- Provided high quality ALS care to patients that were in need.
- Able to understand and implement complex protocols and procedures under high stress in the care of the sick and injured.
- One of only a few cleared RSI paramedics in Harnett County during this time period.

04/2007- 07-2008 Benson EMS Benson, NC

Paramedic Supervisor

- Worked as only administrator between the staff and the chief.
- Responsible for day-to-day operations of the department.
- Supervised 30 full time, part time, and volunteer staff members.
- Responsible for billing and budgeting.
- Read all call reports for Q/A protocol review.
- OSHA/ Infection control compliance officer
- Part of the hiring process.
- Completed annual reviews of full time staff.
- Delivered disciplinary actions if needed to full and part time staff.
- Provided high quality ALS care to patients that were in need.
- Able to understand and implement complex protocols and procedures under high

stress in the care of the sick and injured.

03/2001-06/2008 Anderson Creek Emergency Services Spring Lake, NC
Captain/ EMT-I

- Started as a volunteer firefighter. Promoted to Lt. in 2004
- Captain and part time EMT-I
- Responsible for commercial building pre-plans for the fire district.
- Certified firefighter level 2 during my time at Anderson Creek.
- Acted as an initial incident commander on all calls in the fire district.
- Part of the incident command team on large scale incidents.

01/2000-04/2005 U.S. Army Ft. Bragg, NC
Light Wheeled Vehicle Mechanic (63B20)

- Sergeant (E-5) Service squad leader.
- Supervised 5-15 servicemen.
- Responsible for performance reviews, award recommendations, unit orientations and disciplinary action for personnel.
- Non Commissioned Officer in Charge (NCOIC) of the unit's Army oil analysis program.
- NCOIC of the unit's tool calibrations section.
- NCOIC of the tool room that housed over a million dollars of equipment and tools. Always received 100% inspections in the tool room.
- Solder of the month for March 2003
- Solder of the quarter for Jan-Apr 2003

Education 06/2010-01/2013 Columbia Southern University Orange Beach, AL

BS Fire Science

- Graduated Magna Cum-Laude

3/2016- 09/2021 Columbia Southern University Orange Beach, AL

Masters Public Administration

Certifications

- NREMT-P
- Alaska Paramedic
- NC EMT-P
- NC Level 2 Paramedic Instructor
- Rescue Technician VMR

- Instructor Methodology
- EMS Officer 1
- National Incident Management System (NIMS/ICS) 100,200,300,400,700,800
- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Life Support (PALS)
- Pre-Hospital Trauma Life Support (PHTLS)
- Basic Life Support Instructor (BLS/CPR)
- EVOC Instructor
- Haz-Mat Operations
- North Carolina (IFSAC) Firefighter 1 and 2
- Wild-Land fire Suppression
- National Fire Academy Leadership 1,2,3
- Emergency Vehicle Driver
- Certified Emergency Vehicle Operator Instructor
- Medical Examiner for Chowan, Tyrrell, Bertie, and Washington Counties.

Billy Respass, BCCC EMS Program Director

Allen Dennie, Contoe Fire Chief (ret.)

Dr. Mike Lowry, Chowan County Medical Director

Scott Raygor, Fairbanks Fire Department Fire Chief

References

City of Fairbanks



MEMORANDUM

To: City Council Members
From: David Pruhs, City Mayor
Subject: Request for Concurrence – Permanent Fund Review Board
Date: November 22, 2023

The term of Seats C and E on the Permanent Fund Review Board currently filled by Bernard Gatewood and David Owen, respectively, will expire on December 31, 2023. Both members have applied for reappointment.

I hereby request your concurrence to the following **reappointments** to the Permanent Fund Review Board:

Seat C:	Mr. Bernard Gatewood	Term to Expire:	December 31, 2026
Seat E:	Mr. David Owen	Term to Expire:	December 31, 2026

The members' application information is attached.

Thank you.

dds/



Board Details

The Permanent Fund Review Board shall advise and make recommendations to the City Council concerning investment policy, strategy, and asset selection and allocation of the permanent fund. The Board may use the services of a professional investment advisor/manager in rendering its advice and recommendations to the City Council.

Overview

Size 5 Seats

Term Length 3 Years

Term Limit N/A

Additional

Board/Commission Characteristics

The Mayor, with confirmation from the City Council, shall appoint five members to the Permanent Fund Review Board. Members shall possess some background in any one or more fields in accounting, banking, financial investment advisement, securities regulation, public finance, or other similar professional fields regulated by the State of Alaska or other professional or national organizations. Each member shall serve a three-year term.

Meetings

The Permanent Fund Review Board was formed in accordance with the Fairbanks Home Rule Charter, Section 8.8(b). Meetings are held quarterly at City Hall in the Council Chambers and are open to the public. Special meetings may be called by the chairman or by a majority of the members. A majority of the board shall constitute a quorum and a majority shall be necessary to carry any question. Minutes shall be kept as a permanent record of all meetings and shall be filed in the Office of the City Clerk.

Enacting Legislation

FGC 2-256 through 2-262

Enacting Legislation Website

<http://bit.ly/2EE2wpa>

Joint Commission Details

N/A

Email the Commission Members

permanentfundadvisoryboard@fairbanks.us



Profile

Bernard

First Name

Gatewood

Last Name

Email Address

Mailing Address

Are you a City of Fairbanks resident? *

Yes

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Permanent Fund Review Board: Submitted

Interests and Experiences

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

I believe it is very important for citizens to serve the communities in which they reside. As a former council member, i served on the permanent fund review board for about 7 years; additionally, i have some experience with foundations having served on the Golden Heart Community Foundation for 3 years, the North Star Community Foundation for 5 years and presently serve on the Greater Fairbanks Hospital Foundation (14 years) and the Anchorage Alumni Foundation (26 years). These foundation/board experiences give me a keen understanding of investments and the importance of creating wealth for the future.

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

I am a retired juvenile correctional administrator, having worked for the State of Alaska for 30 years. I hold a BA in Sociology from Howard Univ. in Wash. D.C. and an MS in Counseling from the Univ. of LaVerne in LaVerne, Calif.I have been married to Traci Gatewood for the past 17 years and the proud grandfather father of two very active toddlers .

Upload a Resume

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

N/A

BERNARD W. GATEWOOD

HIGHLIGHTS OF QUALIFICATIONS

- Over 30 years working with children and families in a variety of human services areas including education, mental health, and juvenile corrections.
- Over 28 years with Division of Juvenile Justice, eighteen in management
- Masters degree in Counseling
- Seven years on Fairbanks North Star Borough Health and Social Services Commission, Two as Chair
- Local Govt. Elected Official Experience (Fairbanks City Council for 8 years)
- Especially adept at working with different ethnicities in an effective and progressive manner
- Demonstrated ability to bridge delicate balance between rural and urban needs
- Particularly skilled at securing the “capital” for capital projects

WORK EXPERIENCE

Small Business Consultant

G2 Diversified Services, Fairbanks, Alaska 2016-present

- Conduct organizational assessments and develop comprehensive reports, including prioritized recommendations and timelines, that identify areas where action is needed to improve organizational functioning or address compliance issues/areas of risk.
- Assist with strategic planning sessions that result in concrete goals, objectives, and action plans that guide organizational direction.
- Provide professional guidance, mentoring and support to management level staff.
- Provide creative, agile, next level thinking to address organizational needs.
- Assist organizations to develop projects and to prepare proposals for local, state, federal and private funding sources.

Public Address Announcer

Lathrop High School Fairbanks, Alaska 2012-present

- Provide timely information to the assembled crowd during football and basketball games.
- Although Lathrop is my primary employer, I am available for any high school in the Fairbanks area and have worked for West Valley, Monroe Catholic, North Pole, as well as the State basketball tournament in Anchorage.

Superintendent (Retired)

Fairbanks Youth Facility • Fairbanks, Alaska 2000- 2015

- Oversight responsibility for juvenile correctional facilities in Fairbanks, Bethel and Nome with 70 plus employees and a budget in excess of \$12,000,000.00.
- Led the successful efforts to obtain legislative funding for multiple building additions and a parking lot expansion in Fairbanks and complete building renovations and expansions in Nome and Bethel.

EDUCATION

M.S., Counseling 1987

University of LaVerne, LaVerne, California

B.A., Sociology 1982

Howard University, Washington, D.C.

COMMUNITY AFFILIATIONS/CIVIC PARTICIPATION

- Kappa Alpha Psi Fraternity Inc., President, Anchorage Alumni Chapter 1997-present
- Anchorage Alumni Foundation, Board of Trustees Chair 1997-present
- Alaska Juvenile Justice Advisory Committee, Member 1999-04
- NAACP, Fairbanks Branch, Board of Directors 2000-05, Vice-President 2001-03
- Big Brothers/Big Sisters, Board of Directors 2001-03; 2011- 2014
- United Way of the Tanana Valley, Board of Directors 2001-03
- Resource Center for Parents and Children (RCPC), Board Chair 2001-05
- Fairbanks North Star Borough, Health and Social Services Commission, 2001-08, Chair 2005-07
- Greater Fairbanks Chamber of Commerce, Board of Directors 2002-03; 2004-08
- Fairbanks Community Behavioral Health Center, Board of Directors 2003-06
- J.P Jones Community Development Center, Board of Directors 2004-06
- Compass Coalition, 2004-2011, Vice-Chair 2006-2008, Chair 2008-2011
- Governor’s Advisory Board on Alcoholism and Drug Abuse, Member 2007- 2011
- NorthStar Community Foundation, President 2007-2012
- Black Role Model Initiative, Co-Founder and Secretary 2007-present
- Statewide Suicide Prevention Council, Member 2008- 2011
- Howard University Alumni Association, Region VI Rep., 2008-2011
- Fairbanks City Council Member, Appointed March 2008; Elected October 2008- 2016
- Fairbanks Memorial Hospital Foundation, Board of Trustees 2009- present
- Golden Heart Community Foundation, Advisory Board/Grant Making Chair 2012-2015

SPECIAL RECOGNITIONS & PROJECTS

- *Profiled as an American Graduate Champion, KUAC-Fairbanks 2014*
- Search Committee/Interview Team for Police Chief –Fairbanks 2014
- *Elected Official of the Year, NASW Fairbanks Chapter, 2010*
- *Carol Brice Community Service Award, Arctic Alliance for People, Fairbanks, AK 2009*
- Interview Team OCS Children’s Service Manager-Northern Region, 2008
- *Alaska Recipient, Commissioner’s Award for Child Abuse Prevention, National 2007*
- Restorative Justice Award, Alaska Native Justice Center, Fairbanks, AK 2007
- Interview Team Fairbanks Police Dept. Sgt. and Lt. promotion process, Fairbanks, AK 2007
- Search Committee/Interview Team for Chamber of Commerce CEO/Pres., Fairbanks, AK 2006
- APEA EPIC Representative for Supervisory Union (Political Action), Alaska 2004-06
- Search Committee/Interview Team for RCPC Executive Director, Fairbanks, AK 2003
- Coalition of Juvenile Justice, Board of Editors, National 2003
- NAACP Youth Summit Presenter on Violence Prevention, Anchorage, AK 1997
- ASEA Negotiating Team (union member), Alaska 1988-89

Profile

David
First Name

Owen
Last Name

[Redacted]
Email Address

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

Yes

[Redacted]
Primary Phone

[Redacted]
Alternate Phone

Which Boards would you like to apply for?

Permanent Fund Review Board: 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?

Re-applying to continue service. I have several years experience with financial matters and investing.

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

I have been a City of Fairbanks resident since 1972. I have forty years of combined experience in both public and private accounting.

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

Certified Public Accountant



City of Fairbanks

MEMORANDUM

To: City Council Members
From: David Pruhs, City Mayor
Subject: Request for Concurrence – City Finance Committee
Date: November 22, 2023

The three-year term of one of the non-voting, public seats on the Council Finance Committee, currently filled by Mr. Joshua Church, will expire on December 31, 2023. Mr. Church has applied to continue his service on the Committee.

The terms of the two public members on this Committee are not staggered, so to correct that, I suggest reappointing Mr. Church to a two-year term versus a three-year term.

I hereby request your concurrence to the following **reappointment** to the Council Finance Committee:

Mr. Joshua Church Term to Expire: December 31, 2025

Mr. Church's application and resume are attached.

Thank you.

dds/



Board Details

The Finance Committee shall consider all matters relating to the fiscal operation of the City and shall make recommendations regarding fiscal matters to the full City Council on matters such as ordinances amending the budget estimate, applications for new grants, special projects, and the annual audits.

Overview

Size 6 Seats

Term Length 3 Years

Term Limit N/A

Additional

Board/Commission Characteristics

The Finance Committee shall consist of six members: two members of the City Council, the Chief of Staff, the Chief Financial Officer (CFO), and two public members appointed by the Mayor and confirmed by the City Council. Each public member must possess a background in finance, accounting, or management and shall serve a three-year term. The CFO serves as Chair of the Finance Committee.

Meetings

The Finance Committee meets the Thursday following the first regular Monday Council meeting each month at 7 a.m. in the Felix Pedro Conference Room at City Hall.

Enacting Legislation

FGC 2-118.1

Enacting Legislation Website

<https://bit.ly/3o7An0p>

Joint Commission Details

N/A

Email the Commission Members

financecommittee@fairbanks.us

Profile

Joshua

First Name

Church

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?

Finance Committee: Appointed

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?

While I don't live in the city limits, I work and shop in the city every day. Fairbanks is my home. My parents grew went to college here in the seventies, and I have deep roots in this town and community. I believe in sound fiscal policy and think citizens have a duty to help responsibly manage their fellow communities' funds for the good of everyone. I want this town to grow, I want this to be a great place for me to raise my family. I want jobs, and new people moving here. Part of that starts with sound balanced government spending.

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

Resume attached. Brief bio below. Joshua Church joined Arber Capital Management in 2020. Prior to joining Arbor Capital Joshua served in the Marines for nine years on four continents with Marine Reconnaissance and Marine Special Operations. Joshua was responsible for planning, purchasing, transportation, and accountability of all assets and funds to deploy his team of Special Operators for up to six months, as the only US military presence in that country. Joshua's experience with risk mitigation in uncertain environments will help him to navigate client's investments in uncertain times. In 2016 Joshua felt it was time to return home to Fairbanks, Alaska to raise his family and start a new chapter of his life. Joshua started his own construction company, continued investing in local real estate while earning his bachelor's degree at UAF. These experiences emphasized Joshua's passion for finding value in investments and sparked his desire to pursue a career focused more exclusively in investing. Joshua believes in the need for a team of dedicated professionals to achieve success, while profitably running his own company Joshua missed having a team of competent professionals to partner with. With Arbor, Joshua has found a team to partner with where his passion to help people achieve financial freedom and peace of mind can blossom. When not working on financial investments Joshua spends his time raising his daughter, hunting, fishing, and volunteering for various charities and organizations including serving on the ACAST board at the appointment of the governor, and the FNSB Animal Control Commission.

Upload a Resume

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

Series 65 financial adviser wealth management certified professional through American college of financial services. In progress I have owned my own business, and have been a partner in other businesses. I currently own several real estate rentals around the community.

Joshua Church

EDUCATION

UNIVERSITY OF ALASKA FAIRBANKS

Bachelor of Liberal Arts in Political Science May 2020

- Minor in Military and Securities Studies

PROFESSIONAL EXPERIENCE

ARBOR CAPITAL

Financial Adviser October 2020 to present.

- Wealth management and financial planning
- Licensed series 65

ELEANOR INVESTMENT INC., Fairbanks, Alaska

Self Employed, Owner Operator. Oct 2016 - October 2020

- Commercial construction around the state of Alaska,
- Supervisor for a crew of 10 men on the Kenia Safeway remodel.
- Remodeled the Valdez Safeway Pharmacy
- Purchased and remodeled 3 Single Family Homes.
- Supervised the remodel of Arctic Chiropractic building in Delta
- Installed self-checkout counters at Safeway locations through the state
- Constructed multiple meat/fruit/drive up and go rooms in Safeway locations statewide

3RD MARINE SPECIAL OPERATIONS BN, CAMP LEJEUNE, NC

Logistics Chief, Assistant Element Leader, Aug 2011 - June 2016

- Top Secret clearance (TSSCI) (expired December 2019)
- Liaison to CENTCOM, assisted in the creation of a new mission for Marine Special Operations
- Coordinated all embarkation processes for the Marine Special Operations Team to successfully deploy. This consisted of over 31,000 pounds of equipment and supplies valued at over 2 million dollars being deployed without incident, to 3 separate theaters of operation.
- Coordinated the purchase of over \$200,000.00 worth of ammo, explosives, and logistical supplies utilized while on deployed operations.
- Coordinated the logistical purchase of over \$25,000.00 of logistical supplies through SERVMART.
- Maintained accountable for \$85,000.00 in cash while deployed.
- Maintained a system of accountability and conducted monthly serialized inventories for classified equipment valued at approximately one million dollars.

- Managed multiple host nation construction projects to include a Fast Rope Trainer site, Military Operations in the Urban Terrain site i.e. constructed a mock town, Breaching facility, Designed and supervised the construction of an Armory to hold the partner nations weapons.
- Conducted more than 80 hours of explosive demolition Ranges, training more than 100 Special Operations Forces in mechanical, ballistic, and explosive methods of entry, creating 19 advanced Breacher leaders of varying ranks including officers, employing over 300 charges with no injuries during one training package.
- Led a 4-month engineering training package for the Senegalese Special Forces Company, to include Dynamic Entry Training with explosive breaching and other high-risk activities.
- Designed and implemented multiple, multi week training events overseas in several different continents, with partner nation forces, consisting of more than 100 partner nation Special Operation Forces.
- Instructed and mentored members of the Marine Special Operations Team to a high level of proficiency in breaching techniques and employment readying members for Marine Special Operations Command, Dynamic Entry, Level Two, Advanced Breaching Instructor course.

2nd Reconnaissance Bn, Camp Lejeune, NC

Position held: Field Radio Operator, Lead Vehicle driver, PLT Vehicle Chief, Assistant Team leader, Team Leader, 2008-2011

- Led the platoon on all vehicle movements as the lead vehicle driver on and off road through areas heavily laden with improvised explosive devices, on over 17 motorized movements.
- Directed the maintenance and repair of the Platoons vehicle's and mine-rollers.
- Served as team medic during over 50 platoon operations. Treated injuries for Marines involved in improvised explosive device attacks and vehicle rollovers.
- Served as the platoon tactical site exploitation chief for 59 days of operations conducting over 30 platoon key leader engagement patrols in Malmand and Garm-Ab Helmand Province, Afghanistan. Recording all information gathered from vehicle check points, searches, and local national engagements, creating information products to be processed by the company, to include the finding, sampling, and destruction of a 5,000lb cache of heroin.
- Participated in over five platoon dismounted patrols of three days or greater duration in Sangin District to disrupt enemy forces freedom of movement.
- Participated in a nighttime heliborne raid involving the destruction of a Taliban river crossing site.
- Responsible for training all members of the Platoon in proper swimming as a certified swim instructor.
- Responsible for assisting the team leader on all operations as assistant team leader.

- Responsible for training all team members on the use of long-range communication equipment as the team radio telephone operator.
- Responsible for all communications equipment utilized by a Reconnaissance team including the employment of advanced long-range voice and data communications, HF/VHF/UHF/TACSAT/DAMA assets.

C Company General Contractors, Fairbanks, Alaska.

Positions held: Project manager, foreman, carpenter, laborer, 2003 to 2007

- Residential and Commercial construction
- Experience in foundations work, concrete work, framing, plumbing, drywall, painting, welding, soldering mechanical pipes up to 4 inches, electrical wiring, roofing, siding, door and window installations, ex cetera
- Licensed forklift operator

SKILLS AND/OR ORGANIZATIONS

-
- US Army Special Forces Engineering school (18C) 2012
- Marine Combatant Dive School 2010
- Direct Select from Marine Special Operations Assessment and Selection course (A&S) 2010
- Basic Reconnaissance Course (BRC) 2008
- Methods of Dynamic Entry Level Two (Advanced Breacher course) (Applied Explosives) 2011
- MARSOC Technical Surveillance Course (MTSC) 2014
- Survival Evasion Resistance and Escape, SERE (full spectrum) 2011
- Marine Corps Instructor of Water Survival (MCIWS) 2009
- Marine Corps Martial Arts Instructor (Black belt Instructor) 2010
- Army Airborne course 2009
- Staff Noncommissioned Officer Academy, Sergeant's Course
- Advanced CPR qualified, Tactical Combat casualty care (TCCC) 2008 & Live Tissue training 32 hours, 2012
- Antiterrorism Officer Course USMC 40 hours, 2013
- Combat Rubber Reconnaissance Craft Repair Course 2012
- Counter Terrorism Driving with Off Road Course 2014
- Arson Detection, National Fire Academy Course, Cape Fear Community College 2009
- Defense Language Institute with Coastal Carolina Community College, 160 hours of Arabic Language Immersion. 2008
- Member of the Political Science Honors Club
- Member of the campus pro-life club
- GVEA-MAC member
- ACAST Member appointed by the governor

AWARDS

- NAVY AND MARINE CORPS ACHIEVEMENT MEDAL (2)
- COMBAT ACTION RIBBON
- MARINE CORPS GOOD CONDUCT MEDAL (3)
- NATIONAL DEFENSE SERVICE MEDAL
- AFGHANISTAN CAMPAIGN MEDAL
- IRAQ CAMPAIGN MEDAL
- GLOBAL WAR ON TERRORISM EXPEDITIONARY MEDAL
- GLOBAL WAR ON TERRORISM SERVICE MEDAL
- SEA SERVICE DEPLOYMENT RIBBON
- NATO MEDAL-ISAF AFGHANISTAN
- LETTERS OF COMMENDATION AND/OR APPRECIATION (3)

ACTIVITIES AND INTERESTS

Taking my dogs on walks, Civics, hiking, camping, hunting, scuba diving, horseback riding shooting, travel, history, geopolitics, economic development outreaches, Teaching, and investment studies.

REFERENCES



City of Fairbanks

MEMORANDUM

To: City Council Members
From: David Pruhs, City Mayor
Subject: Request for Concurrence – Fairbanks Diversity Council
Date: November 22, 2023

There are currently two vacancies on the Fairbanks Diversity Council. To fill one of the vacancies for the remaining term of a resigned member, I hereby request your concurrence to the appointment of the following new member:

Seat E Ms. Marsha Oss Term Expires: June 30, 2025

Ms. Oss's application and resume are attached.

Thank you.

dds/



City of Fairbanks, Alaska

Fairbanks Diversity Council


Board Details

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

The Fairbanks Diversity Council has adopted the following Mission Statement:

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

Overview

 **Size** 13 Seats

 **Term Length** 3 Years

 **Term Limit** N/A

Additional

Board/Commission Characteristics

The FDC will consist of 11 voting members, 10 of which will be appointed by the City Mayor and subject to approval by the City Council. All members must be members of the Fairbanks community. One of the voting members will be appointed by the Fairbanks North Star Borough (FNSB) Mayor, subject to confirmation by the Borough Assembly. All appointments of the public members shall be for three-year terms, without compensation. The City Mayor shall serve as 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> Approved Resolutions

Enacting Legislation

FGC 2-231 through 2-235

Enacting Legislation Website

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

Joint Commission Details

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

Email the Commission Members

diversitycouncil@fairbanks.us

Profile

Marsha

First Name

Oss

Last Name

Email Address

Are you a City of Fairbanks resident? *

Yes

Primary Phone

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.

I have years of valuable experience working with clients of differing ethnic backgrounds, economic/social situations, ages, and in a variety of settings from Juvenile Corrections to remote facilities in Alaska to a medically managed Adolescent Unit in a reputable hospital. I also have experience coordinating and supporting conferences and gatherings for a minimum of 100 people. I would like to point out a few of my strengths that are relevant: I am dedicated to professionalism; highly motivated toward goal achievement and I work well independently as demonstrated in my moving up the career ladder from Counselor to Acting Director of a National Award-winning Family Treatment Facility in Alaska where I was able to demonstrate my ability to be a strong leader and utilize my excellent writing, oral presentation organizational, and office skills to manage 13 employees. I attended a Pre-Service Academy, earning 120 hours towards Correctional Officer Training, in Idaho in 2002 resulting in the "Class Valedictorian" Award for Academic Merit, Class Participation, and Group Leadership I attended RAdACT Chemical Addictions Academy, Counselor 1 Certification, Alaska Oct. 2002 I attended RAdACT Chemical Addictions Academy, earning 120 hours towards Level I Training, in Alaska in 2002 resulting in Level One Certification as a Chemical Dependency Counselor I have the exceptional ability to convey acquired knowledge and technical skills, works well under pressure situations, am sensitive to the needs and feelings of others, am personable, enthusiastic, and dependable, and have demonstrated an excellent track record of dependability and excellence

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

I am interested in being on the Diversity Council because I believe I have the lived experience necessary to have an open-mind when visioning how Fairbanks should be represented and I have 27 years of personal knowledge related to the diverse community members in Fairbanks including those that are often-times invisible.

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

Marsha JT Oss completed her A.A./B.A. in Interdisciplinary Studies with Minors in Justice, Political Science, and History. She is also a certified NCAC-I, CADC (Idaho), CDC/BHC II, and PSS/TPSS III (Alaska). These certifications enabled her to work in the Behavioral Health field, as a person with lived experience, since 1988. Volunteer work in juvenile facilities led to paid positions in Correctional institutions, hospitals, and treatment agencies. She spent six years as the Fairbanks Reentry Case Manager helping justice-involved folks return to the community. Marsha transitioned to the City of Fairbanks Reentry Coalition Coordinator in 2022 and looks forward to creating programs and collaborating with agencies to identify more services for all community members, including justice-involved citizens and marginalized individuals.

[Upload a Resume](#)

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

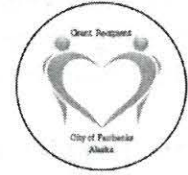
Alaska CDC II #2516, BHC II Certificate #2516, Alaska 2004-present Idaho Q SUDP allows for supervisor of CADC and ISAS Candidates 2012-present CADC #11835 2005-present NCAC-I 2016-Certificate #016678 Forensic Peer Support Specialist and Trainer 5/10/2019 Alaska TPSS III #2516, PSS III #2516, Alaska 2021-Present Sampling of Seminars and Workshops attended: Gatekeeper's Suicide Prevention Training for State of Hawaii's Injury Prevention Program, Hawaii 1999 Spirituality in the Workplace for Indian Health Services "Medical Imaging Program," Arizona 1999 Cultivating Honor and Recognition for Indian Health Services "Medical Imaging Program," Arizona 1999 Alcohol Information Class (Adults) RCAOA/Fairbanks Native Assoc., Alaska 1998-99 Alcohol Information School (Youth) RCAOA/Fairbanks Native Assoc., Alaska 1999 Spirituality in Recovery for RCAOA Outpatient Education Class, Alaska 1998-1999 (Jan.-Present) Opening Prayer and Facilitator for Spirituality and Values Panel for University of Oklahoma's Native Family Wellness Conference, Alaska 1998 Tanana Chiefs Conference Convention Youth Delegates Supervisor, Alaska 1998 Denakkanaaga's Youth & Elder Perspective on Drug & Alcohol Use, Alaska 1997 Old Minto Culture Camp Drug & Alcohol Use, Alaska 1997 Allakaket Spirit Camp Drug & Alcohol Use, Alaska 1997 Drug and Alcohol Awareness & Education Heartland Counseling Center, Idaho 1993 Clean and Sober Youth Group, McCall-Donnelly High School, Idaho 1992-93 Concerned Persons Youth Group, McCall-Donnelly High School, Idaho 1992-93 A New Direction Implementation Training, Idaho 2002 Thinking For a Change, Idaho 2002 Negativity in the Workplace Training, Alaska 1998 Gatekeeper's Suicide Prevention Training with State of AK Injury Prevention Programs, Alaska 1998 University of Alaska Anchorage HIV/AIDS Symposium, Alaska 1998 University of Oklahoma's Native Family Wellness Conference, Alaska 1998 Fetal Alcohol Syndrome & Attention Deficit/Hyperactivity Disorder, Alaska 1998 Loren Ankarlo's 9 Traits of Highly Successful Work Teams, Alaska 1997 Alaska Area Native Health Services X Annual Injury Prevention Training Conference, Alaska 1997 VIII Annual Native American Conference on Inhalants, Alcohol, Tobacco, & other Drugs, Washington 1997 Writing Seminar for Journalists sponsored by Columbia University, New York 1996

Marsha JT Oss A.A., B.A., NCAC-I, CADC, CDC/BHCII, TPSS/PPS III

<p>SKILLS AND ABILITIES:</p>	<ul style="list-style-type: none"> ❖ DUI Evaluations using SASSI, DSM-IV, MAST, DAST, AUDIT, GPRA, Weinberg, MIDAS, AK DOC SUD Assessment Tool, and Alaska Assessment Tool ❖ Intake, Case Management, Treatment Plan Development, Group Facilitator ❖ Develop/Implement Treatment Curriculum ❖ Supervised 13 Counseling Staff ❖ Managed Budget/Grant Guidelines ❖ Peer Support & Forensic Peer Support Train the Trainer 2019 <i>Trainer/Facilitator</i> ❖ SA-Cincinnati Model 2016 <i>Facilitator</i> 	<ul style="list-style-type: none"> ❖ Moral Reconciliation Therapy 2013-2017 <i>Facilitator</i> ❖ Pre-Release, Workforce, TAP-19, and Partners in Parenting 2013-2016 <i>Facilitator</i> ❖ White Bison 2005 <i>Firestarter Facilitator</i> ❖ Hazelden’s “New Directions Cognitive Based Substance Abuse Treatment” 2002-2017 <i>Trainer/Facilitator</i> ❖ Thinking for a Change 2002-2015 <i>Facilitator</i> ❖ Idaho Model-Cognitive Self-Change 2004-2015 <i>Facilitator</i> ❖ Strengthening the Families Program 2001/2018 <i>Trainer/Facilitator</i> ❖ Covington’s “Beyond Violence” 2019 <i>Facilitator</i> ❖ Covington’s “Healing Trauma/Beyond Trauma” 2019 <i>Facilitator</i> ❖ Domestic Batterer’s Education Program 2006-2021 <i>Facilitator</i>
<p>EDUCATION:</p>	<ul style="list-style-type: none"> ❖ RADACT Chemical Addictions Academy, Alaska 2002 ❖ University of Alaska–Fairbanks, Alaska 2022 -AA-General Studies GPA: 3.33 -BA-Interdisciplinary Studies / Minor-Justice, Political Science, History GPA: 3.33 	
<p>AWARDS AND CERTIFICATION:</p>	<ul style="list-style-type: none"> ❖ Class Valedictorian Award while attending IDOC Pre-Service Academy, Idaho 2002 ❖ Alaska CDC II #2516, BHC II Certificate #2516, Alaska 2004-present ❖ Idaho Q SUDP allows for supervision of CADC and ISAS Candidates 2012-present ❖ CADC #11835 2005-present ❖ NCAC-I 2016-Certificate #016678 ❖ Forensic Peer Support Specialist and Trainer 5/10/2019 ❖ Alaska TPSS III #2516, PSS III #2516, Alaska 2021-Present ❖ Awarded “Outstanding Direct Service Professional of the Year working with Individuals in Substance Abuse/Chronic Alcoholism Treatment” 2021 ❖ 2023 UAF Commencement Speaker 	
<p>EXPERIENCE:</p>	<p>City of Fairbanks 907-459-6795 800 Cushman, Fairbanks AK. 99701</p> <p>True North Recovery 4880 Old Airport Road, Fairbanks, AK. 99709</p> <p>IAC-NVL 907-328-8480 724 27th Ave., Suite 2, Fairbanks, AK. 99701</p> <p>Akeela Inc. 907-458-6757 1931 Eagan Dr., Fairbanks, AK 99701</p> <p>MTC 208-336-9959 15505 S Pleasant Valley Road Kuna, Idaho 83634</p> <p>Sage Recovery LLC. 208-287-3285 2995 N. Cole Road, Suite 200-A, Boise, Idaho 83704</p> <p>ID. Div. of Vocational Rehabilitation 208-334-3650 1720 Westgate, Boise, Idaho 83704</p>	<p>Reentry Coalition Coordinator 11/1/23-present</p> <p>Reentry Program Manager 7/1/22-8/31/22</p> <p>Reentry Case Manager 2/19/2017-6/30/22</p> <p>Program Coordinator 4/18/2016-12/30/2016 (Program closed at FCC)</p> <p>DARS Group Facilitator 9/11/2013-4/15/2016</p> <p>Owner, A/D Evaluator, SUD Group Facilitator 08/2008-8/1/2015</p> <p>Voc. Rehab. Assistant with Mental Health Court 09/2006-07/2011</p>



DISCRETIONARY FUND COMMITTEE
WRAP-UP MEETING MINUTES
JANUARY 11, 2023, 12:00 P.M.
HELD VIA TELECONFERENCE AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Discretionary Fund Committee convened at 12:06 p.m. on the above date to conduct a Wrap-up Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with Chair Lonny Marney (Seat F) presiding and with the following members in attendance:

Members Present: Samantha Kirstein, Seat C
Traci Gatewood, Seat D
Rachael Kvapil, Seat E

Absent: Karen Blackburn, Seat A
Diane Borgeson, Seat B

Also Present: Diana Hebel, City Deputy Clerk I
Margarita Bell, Chief Financial Officer

APPROVAL OF MEETING MINUTES

a) Approval of Meeting Minutes – December 15, 2022

Ms. Kirstein, seconded by **Ms. Gatewood**, moved to APPROVE the meeting minutes.

With no objection, the minutes were APPROVED.

NEW BUSINESS

a) Review of Discretionary Fund Grant Application and Committee Process

Ms. Kvapil noted that the process seemed to run smoothly even with a change of funding. **Chair Marney** asked what she thought about the increase to the distribution amount, and **Ms. Kvapil** indicated it was nice to see an improvement; she called it a good start.

Ms. Kirstein indicated she was grateful for the increase to the distribution amount and mentioned the work it took to get it. She also thanked CFO Bell for having things organized and ready for the process.

Chair Marney said he did not do everything himself but had help from CFO Bell, Clerk Snider, Attorney Ewers. and Scott McCrea from Explore Fairbanks.

Ms. Gatewood thanked Chair Marney for “leading the charge” in the advocacy for additional funding for the Discretionary Fund. She pointed out the efficiency of the group in getting through the 3-minute presentations and that the process went smoother than it had in the previous year.

Ms. Kvapil stated that the only change she would like is for someone to let people on Zoom know when their time is up to keep it fair for everyone.

Chair Marney questioned whether 2 minutes is enough time to ask questions.

Ms. Gatewood cautioned that with too much time, and with everyone getting tired as the evening wears on, that the quality might decline.

Ms. Kvapil stated that the group may need to be more concise with questions to give the applicant a bit more time to answer.

Chair Marney asked for the history behind the 3-minute presentation and 2-minute Q&A time.

CFO Bell explained that she believed they were trying to keep the time limited to 5 minutes total per agency.

Chair Marney asked for a motion to raise the totals to 3 minutes per presentation and 3 minutes for questions.

Ms. Kirstein explained that there is an expectation that everyone is going to include in their applications everything they need to include; she stated she cannot get behind such a motion because writing grants is very competitive. **Chair Marney** asked if everyone would like to keep it at status quo and just occasionally be lenient if the time runs out. **Ms. Kirstein** expressed that she would like to keep it at the discretion of the chair. **Ms. Gatewood** said that if they were cutting people off too much that she would support extending the time a little. **Ms. Kvapil** pointed out that the only time they went over was for maybe two in-depth questions. After some discussion, **Ms. Kvapil** asked if it would be possible to request an extension in the cases where more time would be needed for in-depth questions. All present agreed.

Ms. Kvapil, seconded by **Ms. Kirstein**, moved that, if necessary, the chair be asked for an extension for the question period during the presentations.

Hearing no objection, the motion was APPROVED.

b) Review of Discretionary Fund Committee Policies and Procedures

Ms. Gatewood asked for clarification on whether the annual report that is asked for in the application, is considered a supporting document and whether it should be attached. CFO Bell explained that the applicant should include their annual report in their application. She stated, however, that they are not supposed to attach supporting documents.

Chair Marney announced that the Mayor would like to look at the entire process, including the application process. He shared that there would be a special committee started but stated that he does not know when that would begin or how that will proceed.

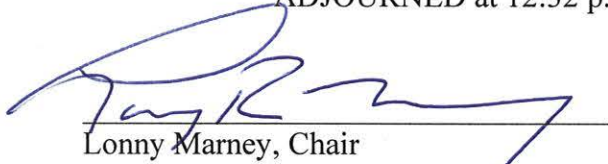
NEXT MEETING

The Committee agreed that the next meeting date would be determined via Doodle Poll when it is closer to November 2023.

ADJOURNMENT

Ms. Kirstein, seconded by **Ms. Gatewood**, moved to ADJOURN the meeting.

Hearing no objection, **Chair Marney** declared the meeting
ADJOURNED at 12:32 p.m.



Lonny Marney, Chair



Diana Hebel, Deputy City Clerk I

Transcribed by: DH



CALENDAR 2024

2024 CITY COUNCIL MEETINGS and CITY-OBSERVED HOLIDAYS

JANUARY	08 22	JULY	08 22
FEBRUARY	12 26	AUGUST	12 26
MARCH	11 25	SEPTEMBER	09 23
APRIL	08 22	OCTOBER	14 28
MAY	13 <u>20</u>	NOVEMBER	<u>04</u> <u>18</u>
JUNE	10 24	DECEMBER	09 <u>16</u>

NOTE: Underlined dates indicate a deviation from FGC Sec. 2-113(a) due to City-observed holidays, City Council-approved amendments, or AML Conference conflicts.

2024 CITY-OBSERVED HOLIDAYS (City Offices Closed)

New Year's Day	Monday	January 1, 2024
Presidents Day	Monday	February 19, 2024
Memorial Day	Monday	May 27, 2024
Independence Day	Thursday	July 4, 2024
Labor Day	Monday	September 2, 2024
Veterans Day	Monday	November 11, 2024
Thanksgiving Day	Thursday	November 28, 2024
Christmas Day	Wednesday	December 25, 2024

*Meeting Schedule was approved by the City Council on November 13, 2023,
and amended on _____, 2023*

Golden Heart City
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11/22/2023