



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2023-25  
**REGULAR MEETING – DECEMBER 18, 2023**  
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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REGULAR MEETING  
6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
  - a) Presentation of Funds to Crisis Now
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 liquor license application for renewal. Public testimony will be taken and limited to three minutes.

<b>Lic. #</b>	<b>DBA</b>	<b>License Type</b>	<b>Licensee</b>	<b>Address</b>
4678	Fairbanks Junior Ice Dogs	Recreational Site	Fairbanks Junior Ice Dogs, Inc.	1920 Lathrop Street

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

<b>Lic. #</b>	<b>DBA</b>	<b>License Type</b>	<b>Licensee</b>	<b>Address</b>
10113	Great Alaskan Bud Company	Retail Marijuana Store	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. 6269 – An Ordinance Amending Fairbanks General Code Sec. 74-117, Room Rental Tax Purpose and Limitation, by Adding Compliance Requirements to Subsection (e). Introduced by Council Members Marney and Ringstad. **SECOND READING AND PUBLIC HEARING.**
- b) Ordinance No. 6270 – An Ordinance Amending the Collective Bargaining Agreement Between the City of Fairbanks and the Fairbanks AFL-CIO Crafts Council. Introduced by Mayor Pruhs. **SECOND READING AND PUBLIC HEARING.**

12. NEW BUSINESS

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- \*a) Fairbanks Diversity Council Meeting Minutes of September 12, 2023

\*b) Discretionary Fund Committee Meeting Minutes of November 8, 2023

\*c) Discretionary Fund Committee Meeting Minutes of December 1, 2023

14. COMMITTEE REPORTS AND COUNCIL MEMBERS' COMMENTS

15. CITY CLERK'S REPORT

16. CITY ATTORNEY'S REPORT

17. EXECUTIVE SESSION

a) Fairbanks Firefighters Union Labor Negotiation Strategy

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 Renewal

DATE: December 13, 2023

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

Lic. #	DBA	License Type	Licensee	Address
4678	Fairbanks Junior Ice Dogs	Recreational Site	Fairbanks Junior Ice Dogs, Inc.	1920 Lathrop Street

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

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

# CITY OF FAIRBANKS PUBLIC SAFETY

## Event List with Report Numbers

Fairbanks Junior Ice Dogs 11/22/22 - 11/21/23

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	11/18/2023 19:31:21	DISTURBANCE PHYSICAL	1920 LATHROP ST	O31	NRP	11/18/2023 19:56:24
	10/28/2023 20:52:07	DISTURBANCE PHYSICAL	1920 LATHROP ST	O6	NRP	10/28/2023 21:03:46
	10/21/2023 21:35:40	DISTURBANCE VERBAL	1920 LATHROP ST	O50	NRP	10/21/2023 22:08:49
23003848	10/07/2023 19:29:11	DISTURBANCE PHYSICAL	1920 LATHROP ST	O7	RPT	10/07/2023 21:01:10
	08/29/2023 01:38:36	SHOTS FIRED - HEARD -	1920 LATHROP ST	O16	NRP	08/29/2023 01:59:18
	08/04/2023 22:09:19	SUSP CIRCUMSTANCES -	1920 LATHROP ST	O10	NRP	08/04/2023 22:26:36
	07/28/2023 18:54:52	MENTAL DISORDER -	1920 LATHROP ST	O5	NRP	07/28/2023 19:23:06
	07/14/2023 23:50:46	OTHER NOISE - BRAVO	1920 LATHROP ST	O17	NRP	07/15/2023 01:54:27
23002652	07/13/2023 00:36:08	THEFT FROM VEHICLE-	1920 LATHROP ST	O28	RPT	07/13/2023 01:43:44
	06/17/2023 05:48:48	PAST HIT & RUN - ALPHA	1920 LATHROP ST	S4	NRP	06/17/2023 07:31:47
	05/31/2023 20:35:16	DUI - PARKED - CHARLIE	1920 LATHROP ST	O19	NRP	05/31/2023 21:01:33
23001785	05/12/2023 21:06:55	ROAD RAGE - DELTA	1920 LATHROP ST	O28	RPT	05/12/2023 22:00:11
23001281	04/04/2023 13:10:33	DAMAGE/VANDALISM -	1920 LATHROP ST	DESK1	RPT	04/04/2023 13:44:44
	03/26/2023 16:24:40	VERBAL DOMESTIC DIST	1920 LATHROP ST	O28	NRP	03/26/2023 16:54:45
23000733	02/27/2023 16:55:15	WANTED PERSON -	1920 LATHROP ST	O31	NRP	02/27/2023 17:15:30
23000733	02/21/2023 20:03:33	SUPPLEMENTAL-ALPHA	1920 LATHROP ST	S12	NRP	02/21/2023 21:00:59
	02/12/2023 15:05:47	AOA - NON URGENT -	1920 LATHROP ST	O6	NRP	02/12/2023 15:25:54
	01/13/2023 22:07:16	MVC - NO INJURIES -	1920 LATHROP ST	DESK	NRP	01/13/2023 22:25:44
	01/13/2023 18:35:16	MVC - NO INJURIES -	1920 LATHROP ST	O10	NRP	01/13/2023 19:14:45
22005156	12/31/2022 13:39:51	DAMAGE/VANDALISM -	1920 LATHROP ST	O7	RPT	12/31/2022 14:04:35

Total Number of Events Listed: **20**



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: Marijuana License Renewal

DATE: December 13, 2023

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

Lic. #	DBA	License Type	Licensee	Address
10113	Great Alaskan Bud Company	Retail Marijuana Store	SP&C Enterprises, LLC	1905 Livengood Avenue


Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council may determine whether to protest a marijuana license renewal application after holding a public hearing. The 60-day deadline for response to AMCO on the above-listed renewal is January 12, 2024.

Pursuant to FGC Sec. 14-215(b)(12), I have inquired about complaints filed within the past 12 months with the Fairbanks North Star Borough (FNSB) and AMCO in regard to the above-listed marijuana establishment. FNSB and AMCO responded that they have no complaints on file for this license within the past year.

The Fairbanks Police Department has included a call report for the above-listed location. There are **no departmental objections** to this marijuana license renewal application. Please contact me if you need further information.

Include delayed events
  Include cancelled events

ONESolution CAD ✕

 No match found.

Pr	Unit	Statu	Report #	Nature Desc	Business Name
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**ORDINANCE NO. 6269**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SEC. 74-117, ROOM RENTAL TAX PURPOSE AND LIMITATION, BY ADDING COMPLIANCE REQUIREMENTS TO SUBSECTION (e)**

**WHEREAS**, Fairbanks General Code Sec. 74-117(e) provides requirements to assure compliance with the room rental tax purpose and limitations; and

**WHEREAS**, the City Council would like to add compliance requirements to provide wage and salary information and financial statements that have been independently reviewed by a certified public accountant.

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

**SECTION 1.** Fairbanks General Code Sec. 774-117(e) is hereby amended as follows [new text in **bold/underlined** font; deleted text in ~~strikethrough~~ font]:

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

\*\*\*\*\*

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

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**SECTION 2.** The effective date of this ordinance is January 1, 2024.

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**David Pruhs, Mayor**



AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**ORDINANCE NO. 6270**

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

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

**WHEREAS**, the Regional Council of Carpenters Local #1243 is represented in the City's CBA with the AFL-CIO Crafts Council; and

**WHEREAS**, changes to the CBA require City Council approval; and

**WHEREAS**, the City of Fairbanks and the Fairbanks AFL-CIO Crafts Council realize the value of hosting carpenter apprentices; and

**WHEREAS**, the City of Fairbanks employs a highly skilled carpenter, capable of mentoring an apprentice; and

**WHEREAS**, the City of Fairbanks has carpentry projects an apprentice could assist with.

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

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

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

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

AYES:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

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

# Letter of Agreement

By and between the

**United Brotherhood of Carpenters and Joiners of America,  
Western States Regional Council of Carpenters  
and its affiliated Local Union 1243**

and the

**City of Fairbanks**

This Letter of Agreement (LOA) between the City of Fairbanks (Employer) and the United Brotherhood of Carpenters and Joiners of America, Western States Regional Council of Carpenters and its affiliated Local 1243 (Union) for all work and hours that fall under the current effective Collective Bargaining Agreement (AFL-CIO Crafts Council Agreement).

The parties agree that the Employer may utilize up to two (2) apprentices registered in the Alaska Carpenters Training Trust federally registered apprenticeship program at any given time, but that at no time shall the ratio of Journeyman to Apprentice be greater than three to one (3:1).

The Employer agrees to participate as an Employer in the Union's Training Trust Fund established by the Union's Trust Agreements. It is understood and agreed that the Employer shall submit an apprenticeship training contribution of two dollars (\$2.00) per hour worked for all carpenter apprentices. The two dollars (\$2.00) will be reflected in a lowered Pension contribution rate for apprentices. All remaining fringes follow the Union's current wage and benefit schedule. The Union agrees that the City may pay a reduced hourly rate of pay, which is calculated as a percentage of Journeyman pay according to the individual Apprentice's hours worked in the ACTT Apprenticeship program.

It is further agreed that an individual carpenter apprentice may not be employed by the City of Fairbanks for more than three hundred (300) hours in any twelve (12) month period.

The parties agree that this letter of agreement shall not set precedence and either party may terminate the LOA with sixty (60) days written notice.

Effective: \_\_\_\_\_

**FOR THE UNION**

\_\_\_\_\_  
Antonio Acosta, Regional Manager

DATE: \_\_\_\_\_

**FOR THE EMPLOYER**

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

DATE: \_\_\_\_\_

# Carpenter Apprentice Schedule A

Apprentice Level Calculation:

Journeyman rate multiplied by appropriate percentage.

- Level 1: = 80%
- Level 2: = 82.5%
- Level 3: = 85%
- Level 4: = 87.5%
- Level 5: = 90%
- Level 6: = 92.5%
- Level 7: = 95%
- Level 8: = 97.5%

\*Rates based on the 2023 Journeyman rate of \$32.65 per hour.

<b>Classifications:</b>		Base Pay	**Supp Dues	<b>Total Taxable Wages</b>	Pension	Health	Appr	CAF	<b>TOTAL PACKAGE</b>
8th Period Apprentice	97.5%	30.56	1.27	<b>31.83</b>	5.85	10.35	2.00	0.10	<b>\$50.13</b>
7th Period Apprentice	95%	29.78	1.24	<b>31.02</b>	5.85	10.35	2.00	0.10	<b>\$49.32</b>
6th Period Apprentice	92.5%	28.99	1.21	<b>30.20</b>	5.85	10.35	2.00	0.10	<b>\$48.50</b>
5th Period Apprentice	90%	28.21	1.18	<b>29.39</b>	5.85	10.35	2.00	0.10	<b>\$47.69</b>
4th Period Apprentice	87.5%	27.43	1.14	<b>28.57</b>	5.85	10.35	2.00	0.10	<b>\$46.87</b>
3rd Period Apprentice	85%	26.64	1.11	<b>27.75</b>	5.85	10.35	2.00	0.10	<b>\$46.05</b>
2nd Period Apprentice	82.5%	25.86	1.08	<b>26.94</b>	5.85	10.35	2.00	0.10	<b>\$45.24</b>
1st Period Apprentice	80%	25.08	1.04	<b>26.12</b>	5.85	10.35	2.00	0.10	<b>\$44.42</b>

\*\*Dues Check-Off: 4% of Total Taxable Wage



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING AGENDA  
SEPTEMBER 12, 2023, 5:30 – 7:00 P.M.  
HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council** (FDC) met on the above date to conduct a Regular Meeting via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska. **Chair Juanita Webb** (Seat D) was present (P), and the following members were also in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Timothy Ledna, Seat A (P) Karen Blackburn, Seat I (at 5:42 pm)  
(P) Richard Basarab, Seat B (P) Roscoe Britton, Seat J (at 5:46 pm)  
(P) Jonathan Bagwill, Seat G (P) June Rogers, Council Member

Members Absent: Jazzanne Gordon Fretwell, Seat C Rachael Kvapil, Seat K (excused)  
Shelissa Thomas, Seat E Angela Foster-Snow, HR Director  
Dorothy Shockley, Seat F (excused) David Pruhs, Mayor (excused)  
Vacant, Seat H

Also Present: (P) D. Danyielle Snider, City Clerk (P) Jessica Krier, HR Generalist

At 5:30 p.m., **Chair Webb** noted that there was no quorum. She asked guest speaker Scott McCrea to come forward and give his presentation to the FDC.

*Clerk Note: Agenda items were taken out of order and are recorded here in the order they were taken up during the meeting.*

### **GUEST SPEAKER**

- a) Scott McCrea, CEO/President of Explore Fairbanks speaking on diversity as an industry leader

S. McCrea introduced himself and gave a brief background about his experience with Explore Fairbanks. He spoke about Fairbanks as the *Golden Heart City*, a diverse and welcoming community. He discussed how Explore Fairbanks approaches diversity in its marketing and international operations and work culture. He stated that the Alaska Native culture has always been an important part of Explore Fairbanks, and two years ago they worked with Denakkanaaga to create a land acknowledgement, which they now open meetings with. S. McCrea spoke to the importance of not only understanding other cultures but sharing our culture with those who visit. He stated that there is a social responsibility when it comes to diversity, but there is also a business aspect and that if Fairbanks is going to call itself the *Golden Heart City*, it needs to demonstrate that in some way. He stated that Explore Fairbanks tries to showcase the community's diversity within its publications and website. He indicated that people visiting from underserved populations want to see that Fairbanks is a place where they will belong. S. McCrea spoke about how Explore Fairbanks developed a set of core values, and diversity is among those values. He read aloud a diversity, equity, and inclusion statement the Explore Fairbanks Board of Directors included in its strategic plan and commented that it is a good and broad statement. He spoke to



the importance of making employees feel welcome and accepted in their workplace, and he gave an example about an experience with an employee who was transitioning and wanted to be identified by their pronouns. He stated that one of the ways Explore Fairbanks showed its support was by allowing employees to add their preferred pronouns to their email signature. He mentioned that the organization also participated in a wonderful diversity training with Rodney Gaskins. In regard to marketing, S. McCrea stated that Explore Fairbanks casts as wide a net as possible, and it recognizes the various groups that are celebrated in different months throughout the year; he pointed out the importance of making those efforts genuine. He stated that in June, Explore Fairbanks acknowledged Pride Month, which was a somewhat controversial endeavor, although the positive feedback outweighed the negative. He spoke to the business aspect of the issue and stated that some of the highest spending travelers in the U.S. are a part of the LGBTQ community. He reiterated that people want to belong and be accepted. He stated he is almost ashamed to say that he has not attended an FDC meeting before, and he acknowledged that there is room for improvement in working with other local groups and organizations. He thanked FDC members for their work.

*A quorum was reached at 5:47 p.m.*

**J. Bagwill** stated he appreciates that S. McCrea came to speak about how the FDC and Explore Fairbanks can work together.

**J. Rogers** stated that the phrase *Golden Heart City* gets used over and over and pointed out that Fairbanks citizens have responsibilities to help Fairbanks live up to that name. She stated that people need to regularly visit and understand how they can make others feel welcomed, and that cannot be accomplished without good community connections.

**R. Basarab** asked S. McCrea about Explore Fairbanks' position on wheelchair accessibility in Fairbanks. S. McCrea replied that help is needed in that area. **R. Basarab** added that there have been some improvements, but there is room for more. S. McCrea stated that issue needs to remain at the forefront.

**R. Britton** asked S. McCrea how he envisions the FDC and Explore Fairbanks working together. S. McCrea indicated that the best way is through conversations – sitting down, talking, and asking questions about what we want our community to look like and how we want to be perceived.

**Chair Webb** stated that, in regard to accessibility, one thing Explore Fairbanks asks to its partners is whether their location is accessible and whether they have accessible restrooms. She stated that perhaps they could also ask their partners how they attract diverse customers.

**J. Rogers** spoke to her own experiences as a business owner in the downtown area. She stated that, in Fairbanks, people should come as they feel comfortable. She indicated that it is time to move forward in the effort to truly be the *Golden Heart City*.

**Chair Webb** stated that J. Rogers made a comment once about acknowledging that people are human, and she stated that she thinks about that often. **J. Rogers** stated that her grandmother taught her to acknowledge everyone as a person.

**T. Ledna** stated that he would have to leave the meeting at 6:30 p.m.

**CALL TO ORDER** (Reading of Mission Statement and Land Acknowledgement)

**Chair Webb** officially called the meeting to order at 6:13 p.m. and asked Clerk Snider to call the roll. **J. Rogers** read the land acknowledgement, and **Chair Webb** read the mission statement.

**APPROVAL OF AGENDA**

**T. Ledna**, seconded by **R. Basarab**, moved to APPROVE the Agenda.

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

**APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of August 8, 2023

**T. Ledna**, seconded by **J. Bagwill**, moved to APPROVE the meeting minutes.

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

**J. Bagwill** pointed out that the Pledge of Allegiance was skipped.

**PLEDGE OF ALLEGIANCE**

**Chair Webb** led the group in the Pledge of Allegiance.

**REPORT FROM THE CHAIR**

**Chair Webb** stated that the FDC has become its own worst enemy in regard to addressing issues and making recommendations to the City Council. She stated she is ready to start knocking down some barriers.

**R. Basarab** stated there is no reason the Chair cannot designate an FDC member to make comments before other groups, such as the school board. **R. Britton** stated he is interested in talking to media about what the FDC is all about. **Chair Webb** stated that she does not see anything wrong with becoming more visible in the public. She asked members whether they agree that individual members should be able to speak with the media in regard to the history of the FDC. **T. Ledna** stated that comments about things like the FDC's history and mission would be okay, but he cautioned having one member speak on behalf of the FDC at other public meetings. As an example, he stated that J. Rogers cannot speak on behalf of the City Council unless it is regarding an issue the Council has taken a position on. **Chair Webb** stated that she believes the discussion was aimed at making the community more aware of the FDC. She added that it is sad to see no one in the audience. **R. Basarab** suggested creating a press release that could be reviewed by members before going out.



**J. Rogers** stated that a former FDC member wrote a letter to the school board without formal approval of the FDC. She stated that such things first need the approval of the FDC.

**R. Britton** stated that he is seeking clarification on the procedure for how such things should be done.

**Chair Webb** asked for members' thoughts on drafting a general diversity statement for the group to review and suggested that perhaps R. Basarab could take on the task, given his background and experience. **J. Rogers** stated that she would like such a statement to include history of the FDC so that people can be educated on how the group came about. **R. Basarab** asked how that would differ from the mission statement. **Chair Webb** stated that it would include history and serve as a reintroduction of the FDC into the community. **R. Basarab** stated that he would soon be leaving town and he may not have access to technology. He stated that he could try to put something together before the next meeting. **Chair Webb** asked Clerk Snider to assist R. Basarab by providing him with some background information about the FDC.

**Chair Webb** suggested holding an open house in November and asked whether that would be appropriate. Clerk Snider listed the many different types of meetings and gatherings that the FDC has hosted over the years and stated that it would be possible. **Chair Webb** asked members if they would like to hold an open house in November. The consensus of members was in favor.

### UNFINISHED BUSINESS

- a) International Friendship Day Event and Update on FDC Event Materials

Clerk Snider shared that T. Ledna ordered FDC hats to be worn at events, and she showed the group some other FDC event materials, including rack cards, name tags, a tablecloth, and a banner. She shared details about the International Friendship Day event, including the date, time, and location.

*A quorum was lost at 6:30 p.m. as T. Ledna left the meeting; R. Britton left at 6:32 p.m.*

### NEW BUSINESS

- a) Calendar for FDC Speakers and Events

**Chair Webb** stated that the calendar can be provided to members at regular meetings. She indicated she would like to have more presentations at FDC meetings and invited members to reach out to her with suggestions.

### FDC MEMBERS' COMMENTS

**J. Rogers** asked HR Generalist Jessica Krier if she would be able to attend FDC meetings regularly. J. Krier stated that she would like to.

**Chair Webb** asked the new members what they would like to see from the diversity council. **J. Bagwill** responded that he would like to see communication, which will lead to more understanding. He stated that when he ran for City Council, he learned so much about so many



people just by taking a new path; he added that it was an eye-opening experience. He stated that it all starts with communication, and no matter how old a person gets, they should never stop wanting to learn. He stated that when he served on the City Council, he did not know much about the FDC – just that it could stir up trouble. He stated that came from a lack of understanding of what the FDC was all about. He spoke to the importance of communication and respect.

**R. Basarab** stated it is important for members to have a common mindset about what diversity means, and he spoke about the need for the City to have diverse hiring practices.

**Chair Webb** suggested that each member bring their own definition of diversity to the next meeting. She stated that everyone's experiences affect how they perceive diversity. She stated that the exercise could be eye-opening and may help the group become more cohesive.

J. Krier referenced the earlier comments about acknowledging people as people. She stated that the City has been offering training to staff from the Arbinger Institute, and recently she and Brynn Butler, the Housing Coordinator, became Arbinger facilitators. She indicated that the City would be open to allowing FDC members to participate in the training, and she explained that the premise is just about acknowledging people as people and understanding the biases each of us carry into situations. She stated that it is a two-day training, and the next one will be in the October timeframe.

**J. Rogers** attested to the training being a wonderful experience, and she encouraged attendance by FDC members. J. Krier stated that there is also some literature, and she explained to members how to find the books online. She stated she would pass on details about the training when the dates were solidified.

**Chair Webb** thanked everyone for attending and welcomed the new members. She stated she is open for input and feedback from members, and she expressed her hope and excitement for the FDC. She stated that it is all about communicating.


### MEETING DATES

- a) Next Regular Meeting Date, October 10, 2023

### ADJOURNMENT

**Chair Webb** adjourned the meeting at 6:46 p.m.

  
Juanita Webb, Chair

  
D. Danyelle Snider, MMC, City Clerk

Transcribed by: DS



DISCRETIONARY FUND COMMITTEE  
PRELIMINARY MEETING  
NOVEMBER 8, 2023, 10:00 A.M.  
HELD VIA TELECONFERENCE AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Discretionary Fund Committee convened at 10:00 a.m. on the above date to conduct a Preliminary 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: Karen Blackburn, Seat A (arrived at 10:01 a.m.)  
Samantha Kirstein, Seat C  
Traci Gatewood, Seat D

Also Present: Diana Hebel, Deputy City Clerk I  
Margarita Bell, Chief Financial Officer  
Sarah Fuerst, Grants Administrator

Absent: *Vacant*, Seat B  
Rachael Kvapil, Seat E

**APPROVAL OF MEETING MINUTES**

a) Approval of Meeting Minutes – January 11, 2023

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

With no objection heard, the minutes were APPROVED.

**NEW BUSINESS**

a) Report from Chair Marney

**Chair Marney** stated that choosing this year's recipients will be a challenge but one that everyone is looking forward to. He explained that this is the Committee's chance to go over its policies and procedures and set dates for the presentation and distribution meetings.

b) Committee Policies and Procedures (tardiness, absences, presentation format, etc.)

*Policies and Procedures were initially skipped and, in part, addressed later in the meeting.*

c) Financial Report by Margarita Bell, Chief Financial Officer

Ms. Bell noted that the Discretionary Grant Fund allocation had recently increased from \$270,000 to \$400,000. She updated the Committee regarding last year's distribution: Fairbanks Racing



Lions returned all their awarded funds, and Fairbanks Tired Iron did not submit a financial report, although the organization did not apply for the 2023 grant.

Ms. Bell introduced Sarah Fuerst, Grants Administrator, who she stated will be working with her and taking over her role in the Discretionary Grant process next year.

Ms. Bell stated that she completed the grant application review process and explained that she will go over deficiencies one application at a time. She stated that the Committee will make its decision on whether an applicant will be allowed to continue based on the review of the application; she added that she would reveal names of the organizations once she is finishing presenting her review.

There was a question as to whether Tom Alexander, a not-yet-confirmed appointee to the Committee, would be allowed to vote. It was determined that he would be allowed only to ask questions until his appointment was confirmed by the City Council.

The list of deficiencies was reported to the Committee by Ms. Bell, and the Committee voted on whether to allow each applicant to continue in the process after each was read. Members discussed and agreed that since the rules were clearly written on the application, no exceptions could be made and that the Committee must uphold a standard.

After hearing each deficiency and having discussed each with the understanding that no exceptions would be made, all were voted unanimously against. **Ms. Gatewood** expressed that she is hopeful that the organizations that find themselves ineligible will next year pay more attention to detail. She hoped that if they had questions, they would use the services available to them.

Ms. Bell revealed the names of the disqualified organizations:

- North Pole Community Chamber of Commerce (did not provide a balance sheet or income & expense statement for August or September)
- Fairbanks Children’s Museum (did not include proof of use of the Discretionary Fund Grant logo)
- Georgeson Botanical Garden Friends (other income totaled 10% or more of organization’s current year income, and there was no detailed listing or explanation of other income as required by the application)
- Northland Youth Choir (other income totaled 10% or more of organization’s current year expense, and there was no detailed listing or explanation of other expense as required by the application)
- University of Alaska Museum of the North (provided a profit and loss statement in place of the required balance sheet for the current year)
- Alaska Songbird Institute (failed to provide a copy of the annual report and proof of use of the Discretionary Fund logo)
- Literacy Council of Alaska (failed to provide a copy of the annual report, proof of use of the Discretionary Fund logo, and financial statements for August or September)
- World I.C.E. Association – T/S Ice Alaska (did not include proof of use of the Discretionary Fund logo)

**Ms. Kirstein** stated she has seen I.C.E. Alaska use the logo everywhere except in their application. She also asked whether agencies outside of the city should be allowed to receive funds. Ms. Bell replied that it is up to those outside agencies to prove to the Committee that they provide economic development in the City of Fairbanks, and it is up to the Committee to decide on funding.

**Ms. Kirstein** asked about agencies that apply for funds to help them with things like building projects. Ms. Bell explained that organizations that apply outside of the usual reasons are still allowed to apply, but it is up to the Committee to decide whether they qualify for funds.

d) Format of Presentations – to Zoom or not to Zoom

**Ms. Kirstein** stated it is preferable that people attend in-person, if possible, but that Zoom should be an option. **Chair Marney** agreed and asked how to express that to presenters.

**Ms. Gatewood** stated she would like to make sure people understood that there would be no bias or penalty if a participant could only attend via Zoom.

**Chair Marney** asked if the Clerk had any ideas on how to word the request. Clerk Hebel suggested that the rules could state that participants should make every effort to attend in person, whenever possible.

#### **COMMITTEE MEMBER COMMENTS**

**Ms. Kirstein** expressed a little heart sickness for those applicants that have been disqualified, especially I.C.E. Alaska. She stated that I.C.E. Alaska is a primary event and one that the Committee would like to support.

**Ms. Gatewood** stated she appreciates the process of hearing the issue before knowing the name of the organization; she stated that keeps the Committee true to the process. She stated that she knows a lot of the applicants do good work for the community, and she has seen logo used around town.

#### **DATE OF NEXT MEETING** – Presentation and Distribution meeting dates TBD by Committee

**Chair Marney** brought it to the Committee’s attention that one of the applicants would be out of town December 5 – 11; he added that Committee member Rachael Kvapil would be unavailable on December 8.

Clerk Snider briefly entered the meeting and cautioned the Committee on adjusting its meeting schedule according to the schedule of any applicant. She stated that would set a precedent. She pointed out that applicants may appoint a different presenter or attend via Zoom.

After some deliberation, the Committee decided on the following dates and times:

- Presentation Meeting – December 1, 2023, at 5:30 p.m.
- Distribution Meeting – December 13, 2023, at 12:00 p.m.

**Chair Marney** asked if there were any other comments.



**Ms. Kirstein** thanked Chair Marney for his work in getting more grant funds for distribution.

**Chair Marney** mentioned the presentation and Q&A time limits as written in the policies and procedures. He stated he thinks that the presentation time limit should remain at three minutes but that perhaps each Committee member should get two minutes for Q&A.

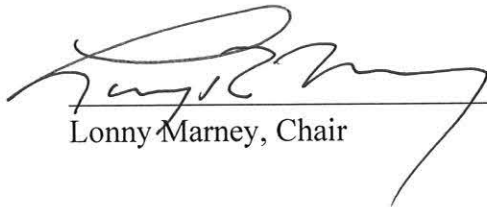
**Ms. Gatewood** asked for clarification that each member would get two minutes for Q&A. She pointed out that allowing such could extend the Q&A for each organization to twelve minutes, given that there are six Committee members. She suggested that the overall Q&A time period be extended instead.

Clerk Hebel stated that Clerk Snider suggested limiting the applicants' response time to 1 minute per question. Ms. Bell suggested that each applicant's total presentation and Q&A period be limited to 10 minutes.

It was decided that ten minutes total time, including the three-minute presentation time, would be given to each applicant, which would allow for up to seven minutes for Q&A.

#### **ADJOURNMENT**

**Chair Marney** declared the meeting ADJOURNED at 10:43 a.m.



Lonny Marney, Chair



Diana Hebel, Deputy City Clerk I

Transcribed by: DH



DISCRETIONARY FUND COMMITTEE  
MEETING MINUTES, DECEMBER 1, 2023 AT 5:30 PM  
HELD VIA TELECONFERENCE AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Discretionary Fund Committee convened at 5:30 p.m. on the above date to conduct a Presentation Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska and via teleconference with Council Member Lonny Marnøy (Seat F) presiding and with the following members in attendance:

Members Present: Karen Blackburn, Seat A  
Thomas Alexander, Seat B  
Samantha Kirstein, Seat C  
Traci Gatewood, Seat D  
Rachael Kvapil, Seat E

Also Present: Diana Hebel, Deputy Clerk 1  
D. Danyielle Snider, City Clerk  
Margarita Bell, Chief Financial Officer (remotely)

**APPROVAL OF MEETING MINUTES**

a) Meeting Minutes – November 8, 2023

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

There being no objection, the minutes were APPROVED.

**PRESENTATION BY APPLICANTS**

The organizations presented in the following order:

- a) Fairbanks Litter Patrol
- b) Alaska International Senior Games Inc
- c) Pioneer Memorial Park, Inc. LLC dba Fairbanks Pioneer Museum
- d) Snedden Family Foundation
- e) Clay Street Cemetery (Commission)
- f) Festival Fairbanks
- g) The World Eskimo-Indian Olympics
- h) Yukon Quest International, Ltd. (Yukon Quest Alaska)
- i) Tanana Yukon Historical Society

BREAK

- j) Cold Steel Pan Orchestra
- k) Fairbanks Curling Club
- l) Friends of Creamer's Field
- m) Fairbanks Community Museum
- n) Fairbanks Community Band, Inc.
- o) Alaska Dog Musher's Association, Inc.
- p) Alaska Goldpanner Baseball, Inc
- q) Downtown Association of Fairbanks Community Services
- r) Fairbanks Arts Association

**Chair Marney** asked if any committee members had zeros to issue to any of the applicants. Ms. Bell explained that if any zeros are given, the agency receiving the zero need to be named. She further stated that if an organization receives zeros from at least three committee members, that agency will be eliminated from consideration. At least three members indicated they had allotted a zero to the Snedden Family Foundation, so the Snedden Family Foundation was deemed ineligible for funds.

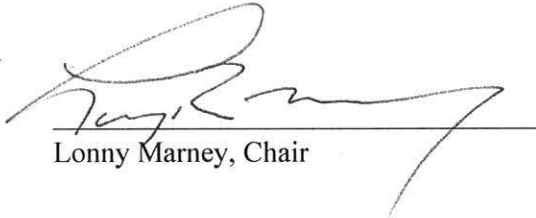
**NEXT MEETING (Distribution Meeting)**

**Chair Marney** announced the Distribution Meeting would be held on Wednesday, December 13, 2023, at 12:00 p.m.

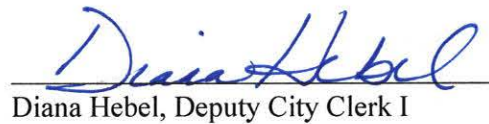
**ADJOURNMENT**

**Mr. Alexander**, seconded by **Ms. Kvapil**, moved to ADJOURN the meeting.

**Chair Marney**, calling for objection and hearing none, declared the meeting ADJOURNED at 6:49 p.m.



\_\_\_\_\_  
Lonny Marney, Chair



\_\_\_\_\_  
Diana Hebel, Deputy City Clerk I

Transcribed by: DH