



FAIRBANKS CITY COUNCIL
AGENDA NO. 2024-04
REGULAR MEETING – FEBRUARY 26, 2024
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

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6273 – An Ordinance Authorizing the City of Fairbanks to Apply for Funds from the United States Department of Transportation for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program for Island Homes Subdivision Reconstruction and Amending the 2024 Capital Budget. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.
- b) Ordinance No. 6274 – An Ordinance Authorizing the City of Fairbanks to Apply for Funds from the United States Department of Transportation for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program for Cowles Street Reconstruction and Amending the 2024 Capital Budget. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.
- c) Ordinance No. 6275, as Amended – An Ordinance Amending the 2024 Operating and Capital Budgets for the First Time. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.
- d) Ordinance No. 6276 – An Ordinance Amending Fairbanks General Code Section 78-398, Authority to Impound Vehicles. Introduced by Mayor Pruhs and Council Members Marney and Sprinkle. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- *a) Resolution No. 5102 – A Resolution Approving a Maintenance Agreement with the State of Alaska Department of Transportation and Public Facilities for the Morris Thompson Cultural and Visitor Center Enhancements. Introduced by Mayor Pruhs.
- *b) Resolution No. 5103 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the FY2025 Congressionally Directed Spending (CDS) Appropriations. Introduced by Mayor Pruhs.
- *c) Resolution No. 5104 – A Resolution Authorizing the City of Fairbanks to Apply For and Accept Alaska Department of Health Funding for a Community Paramedic Vehicle. Introduced by Mayor Pruhs.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL
 - *a) Clay Street Cemetery Commission Meeting Minutes of January 3, 2024
 - *b) Discretionary Fund Committee Meeting Minutes of January 9, 2024
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, et al. v. City of Fairbanks, et al.* Ongoing Litigation
18. ADJOURNMENT

ORDINANCE NO. 6273

AN ORDINANCE AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR THE REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) DISCRETIONARY GRANT PROGRAM FOR ISLAND HOMES SUBDIVISION RECONSTRUCTION AND AMENDING THE 2024 CAPITAL BUDGET

WHEREAS, the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant program provides the United States Department of Transportation a unique opportunity to invest in road, rail, transit, and port projects; and

WHEREAS, the City of Fairbanks plans to apply for funds to reconstruct roads and sidewalks, replace water and sewer lines, and improve drainage in the Island Homes Subdivision; and

WHEREAS, the City of Fairbanks plans to request \$21,000,000, and a match is not required; however, contingency funds are required in the amount of \$2,100,000; and

WHEREAS, the City of Fairbanks will provide contingency funds in the amount of \$1,300,000, and Golden Heart Utilities will provide contingency funds in the amount of \$800,000.

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

SECTION 1. That the Mayor or his designee is authorized to execute all documents required for requesting funds on behalf of the City for the RAISE Discretionary Grant Program.

SECTION 2. That the Capital Fund budget is amended to provide contingency funds in the amount of \$1,300,000 to pay for any cost overruns during the project.

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

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

**CITY OF FAIRBANKS
FISCAL NOTE**

I. REQUEST:

Ordinance or Resolution No: 6273

Abbreviated Title: RAISE Discretionary Grant Program - Island Homes Reconstruction

Department(s): Engineering

Does the adoption of this ordinance or resolution authorize:

- 1) additional costs beyond the current adopted budget? Yes X No
- 2) additional support or maintenance costs? Yes No X
 If yes, what is the estimate?
- 3) additional positions beyond the current adopted budget? Yes No X
 If yes, how many positions?
 If yes, type of positions? (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	Total
Island Home Subdivision Reconstruction (Roads, Sidewalks, Drainage and Utilities)	\$21,000,000
Island Home Subdivision Reconstruction (Contingency Fund)	\$2,100,000
TOTAL	\$23,100,000

FUNDING SOURCE:	Total
Grant Fund (Federal)	\$21,000,000
Capital Fund	\$1,300,000
Grant Fund (GHU)	\$800,000
TOTAL	\$23,100,000

The City will use \$1,300,000 of the \$6,925,245 unassigned capital funds as a contingency fund to pay for any potential cost overruns during the project. Golden Heart Utilities will provide \$800,000 in the contingency fund for utility work included in the project.

Reviewed by Finance Department: Initial SF Date 1/24/2024

ORDINANCE NO. 6274

AN ORDINANCE AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR THE REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) DISCRETIONARY GRANT PROGRAM FOR COWLES STREET RECONSTRUCTION AND AMENDING THE 2024 CAPITAL BUDGET

WHEREAS, the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant program provides the United States Department of Transportation a unique opportunity to invest in road, rail, transit, and port projects; and

WHEREAS, the City of Fairbanks plans to apply for funds to reconstruct roads and sidewalks, replace water and sewer lines, and improve drainage from 1st Avenue to the North-South Cowles Street intersection; and

WHEREAS, the City of Fairbanks plans to request \$20,500,000, and a match is not required; however, contingency funds are required in the amount of \$2,050,000.

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

SECTION 1. That the Mayor or his designee is authorized to execute all documents required for requesting funds on behalf of the City for the RAISE Discretionary Grant Program.

SECTION 2. That the Capital Fund budget is amended to provide contingency funds in the amount of \$2,050,000 to pay for any cost overruns during the project.

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

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

**CITY OF FAIRBANKS
FISCAL NOTE**

I. REQUEST:

Ordinance or Resolution No: 6274

Abbreviated Title: RAISE Discretionary Grant Program - Cowles St Reconstruction

Department(s): Engineering

Does the adoption of this ordinance or resolution authorize:

- 1) additional costs beyond the current adopted budget? Yes X No
- 2) additional support or maintenance costs? Yes No X
 If yes, what is the estimate?
- 3) additional positions beyond the current adopted budget? Yes No X
 If yes, how many positions?
 If yes, type of positions? (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	Total
Cowles Street Reconstruction (Roads, Sidewalks, Drainage and Utilities)	\$20,500,000
Cowles Street Reconstruction (Contingency Fund)	\$2,050,000
TOTAL	\$22,550,000

FUNDING SOURCE:	Total
Grant Fund (Federal)	\$20,500,000
Capital Fund	\$2,050,000
TOTAL	\$22,550,000

The City will use \$2,050,000 of the \$6,925,245 unassigned capital funds as a contingency fund to pay for any potential cost overruns during the project.

Reviewed by Finance Department: Initial SF Date 1/24/2024

Introduced By: Mayor David Pruhs
Introduced: February 12, 2024

ORDINANCE NO. 6275, AS AMENDED

**AN ORDINANCE AMENDING THE 2024 OPERATING
AND CAPITAL BUDGETS FOR THE FIRST TIME**

WHEREAS, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2024 operating and capital budget.

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

SECTION 1. There is hereby appropriated to the 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

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes (all sources)	\$ 27,755,026	\$ -	\$ 27,755,026
Charges for Services	6,809,500	-	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	<u>5,265,138</u>	<u>(5,500,000)</u>	<u>(234,862)</u>
Total revenue appropriation	<u>\$ 47,532,563</u>	<u>\$ (5,500,000)</u>	<u>\$ 42,032,563</u>
 <u>EXPENDITURES</u>			
Mayor Department	\$ 780,030	\$ -	\$ 780,030
Legal Department	247,350	-	247,350
Office of the City Clerk	613,905	-	613,905
Finance Department	1,041,900	-	1,041,900
Information Technology	2,615,117	65,760	2,680,877
General Account ¹	6,835,000	110,000	6,945,000
Police Department	8,515,530	6,389	8,521,919
Communications Center	3,523,770	-	3,523,770
Fire Department	9,834,320	18,512	9,852,832
Public Works Department	10,164,325	15,300	10,179,625
Engineering Department	1,130,170	-	1,130,170
Building Department	<u>791,590</u>	<u>-</u>	<u>791,590</u>
Total expenditure appropriation	<u>\$ 46,093,007</u>	<u>\$ 215,961</u>	<u>\$ 46,308,968</u>
2023 estimated unassigned fund balance	\$ 19,515,370	\$ -	\$ 19,515,370
Prior year encumbrances	-	(155,961)	(155,961)
Transfers to other funds	-	(5,500,000)	(5,500,000)
Other changes to the budget	1,439,556	(60,000)	1,379,556
2024 estimated unassigned fund balance	<u>\$ 20,954,926</u>	<u>\$ (5,715,961)</u>	<u>\$ 15,238,965</u>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$10,000,000. 20% of budgeted annual expenditures is \$ 9,261,794

CAPITAL FUND

	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
REVENUE			
Transfer from Permanent Fund	\$ 709,992	\$ -	\$ 709,992
Transfer from General Fund	-	5,500,000	5,500,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	304,800	-	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
	<hr/>	<hr/>	<hr/>
Total revenue appropriation	\$ 2,494,792	\$ 5,500,000	\$ 7,994,792
EXPENDITURES			
Property Repair & Replacement ²	\$ 1,060,000	\$ 4,752,454	\$ 5,812,454
Public Works Department ³	1,269,000	1,065,904	2,334,904
Garbage Equipment Reserve	848,000	5,000	853,000
IT Department	100,000	70,962	170,962
Police Department	210,000	653,716	863,716
Communications Center	1,316,960	-	1,316,960
Fire Department	900,000	600,942	1,500,942
Road Maintenance ⁴	1,189,100	785,918	1,975,018
	<hr/>	<hr/>	<hr/>
Total expenditure appropriation	\$ 6,893,060	\$ 7,934,896	\$ 14,827,956
2023 estimated fund balance	\$ 19,016,314	\$ -	\$ 19,016,314
Prior year encumbrances	-	(3,214,790)	(3,214,790)
Prior year reappropriations	-	(4,580,106)	(4,580,106)
Transfers from other funds	-	5,500,000	5,500,000
Other changes to the budget	(4,398,268)	(140,000)	(4,538,268)
2024 estimated fund balance	<u>\$ 14,618,046</u>	<u>\$ (2,434,896)</u>	<u>\$ 12,183,150</u>
Estimated unassigned capital fund balance for projects			<u><u>\$ 9,339,678</u></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, 2024 and ending December 31, 2024.

SECTION 4. The effective date of this ordinance shall be the 26th day of February 2024.

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. 6275
AMENDING THE 2024 OPERATING AND CAPITAL BUDGETS
FOR THE FIRST TIME

GENERAL FUND
(\$5,500,000) Decrease in Revenue
\$215,961 Increase in Expenditures

Revenue (total -\$5,500,000)

1. Tax Revenue
2. Charges for Services
3. Intergovernmental Revenues
4. License and Permits
5. Other Revenue
6. Other Financing Sources
 - **(\$5,500,000) transfer to the capital fund**

Encumbrance Carryforward for Open Purchase Orders (total \$155,961)

1. Information Technology
 - \$65,760 increase for encumbrance carryforward
2. General Account ¹
 - \$50,000 increase for encumbrance carryforward
3. Police Department
 - \$6,389 increase for encumbrance carryforward
4. Fire Department
 - \$18,512 increase for encumbrance carryforward
5. Public Works
 - \$15,300 increase for encumbrance carryforward

Other Expenditures (total \$60,000)

1. General Account ¹
 - \$50,000 increase to trainees (Fire Department will hire three trainees from March to May in preparation of filling vacant positions, cost \$71,250)
 - \$10,000 increase to distributions for Clay Street Cemetery
 - Add wellness program to the medical line

CAPITAL FUND

\$5,500,000 Increase in Revenue

\$7,934,896 Increase in Expenditures

Revenue (total \$5,500,000)

1. Other Financing Sources
 - **\$5,500,000 transfer from general fund**

Encumbrance Carryforward for Open Purchase Orders (total \$3,214,790)

1. Property Repair & Replacement ²
 - \$953,589 increase for encumbrance carryforward
2. Public Works ³
 - \$920,904 increase for encumbrance carryforward
3. IT Department
 - \$70,962 increase for encumbrance carryforward
4. Police Department
 - \$653,716 increase for encumbrance carryforward
5. Fire Department
 - \$600,942 increase for encumbrance carryforward
6. Road Maintenance ⁴
 - \$14,677 increase for encumbrance carryforward

Reappropriation for Prior Year Projects (total \$4,580,106)

1. Property Repair & Replacement ²

- \$2,999,645 increase for city hall steam replacement project (reappropriation, original budget \$3,000,000)
- \$455,000 increase for childcare project (reappropriation, original budget \$500,000)
- \$200,405 increase for city hall security project (reappropriation, original budget \$250,000)
- \$16,600 increase for polaris building project (reappropriation, original budget \$160,000)
- \$22,215 increase for city hall windows project (reappropriation, original budget \$50,000)

2. Public Works ³

- \$115,000 increase for three pickup trucks (reappropriation, original budget \$115,000)

3. Road Maintenance ⁴

- \$101,754 increase for 5th Avenue construction match (reappropriation, original budget \$478,487)
- \$669,487 increase for Minnie Street construction match (reappropriation, original budget \$669,487)

Other Expenditures (total \$140,000)

1. Property Repair & Replacement ²

- \$55,000 increase for police building heat exchanger replacement
- \$50,000 increase for polaris building redevelopment assessment

2. Public Works ³

- \$30,000 increase for street sweeper

3. Garbage Equipment Reserve

- \$5,000 increase for refuse trucks

Introduced by: Mayor David Pruhs and
Council Members Marney and Sprinkle
Introduced: February 12, 2024

ORDINANCE NO. 6276

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
SECTION 78-398, AUTHORITY TO IMPOUND VEHICLES**

WHEREAS, Fairbanks General Code Sec. 78-398 regulates the authority to tow and impound vehicles on any street, alley, right of way, or City parking lot; and

WHEREAS, illegally parked vehicles often obstruct streets, alleys, and rights-of-way; and

WHEREAS, Public Works and the Engineering Department are responsible for maintaining open streets and rights-of-way but have limited enforcement authorities; and

WHEREAS, the City of Fairbanks recognizes the need for the City Engineer and Public Works Director to be authorized to remove vehicle obstructions.

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

SECTION 1. Fairbanks General Code Sec. 78-398 is hereby amended as follows [new text in **bold/underlined** font; deleted text in ~~strikethrough~~ font]:

Sec. 78-398. Authority to impound vehicles; notice; hearing.

(a) Whenever any vehicle ~~shall be~~**is** located or is standing upon any street, alley, right-of-way, or city parking lot in violation of the provisions of this article or any rule or regulation adopted pursuant to this article, or whenever such vehicle ~~could be~~**is found to be** a traffic safety hazard, or ~~whenever any vehicle shall be found to be~~ mechanically unsafe to operate upon the street or alley, **the City Engineer, Director of Public Works, or any police officer may remove or have removed by a private towing company such vehicle to a place of storage.**

~~(b) or w~~**Whenever the driver of any vehicle shall be** **is found to be** impaired or is taken into custody by an officer for an offense involving either driving while under the influence of alcoholic beverages or controlled substances, reckless driving, negligent driving, or any felony, any police officer may remove or have removed by a private towing company such vehicle to a place of storage. **However, for any offense other than those cited in A.S. 28.35.030, A.S. 28.35.032, A.S. 28.15.291, or Fairbanks General Code Sec. 78-929, the officer shall inform the driver that the driver may elect to have another immediately available person, who is legally licensed to drive a motor vehicle, drive or otherwise remove the vehicle as the driver directs. The driver may designate the nearest available garage or tow car operator of their choosing to remove the**

vehicle. If the driver does not so indicate, the officer shall make the arrangements necessary to remove the vehicle.

(c) When the owner or authorized representative of the owner of the vehicle claims it, ~~he~~**they** shall be informed of the nature and circumstances causing the impoundment of the vehicle and where and how ~~he~~**they** may obtain its release.

(d) No person shall allow, permit, or suffer any vehicle registered in ~~his~~**their** name to stand or park upon or be operated upon any street in ~~this~~**the** city in violation of this article or any rule or regulation adopted or issued pursuant to this article.

(e) The registered owner of a vehicle impounded under this section shall be provided with notice of and an opportunity for a post-towing hearing to determine whether sufficient and probable cause existed to sustain the towing. The hearing must be requested by the owner no later than seven days after the towing and shall be heard by the mayor no later than 48 hours after the demand for hearing. The hearing may be informal but ~~shall~~**must** provide the owner and the ~~police representative~~**city official responsible for the impound** the opportunity to present evidence, including but not limited to the presentation of relevant witnesses.

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

Introduced by: Mayor David Pruhs
Introduced: February 26, 2024

RESOLUTION NO. 5102

**A RESOLUTION APPROVING A MAINTENANCE AGREEMENT
WITH THE STATE OF ALASKA DEPARTMENT OF
TRANSPORTATION AND PUBLIC FACILITIES FOR THE MORRIS
THOMPSON CULTURAL AND VISITOR CENTER ENHANCEMENTS**

WHEREAS, the State of Alaska Department of Transportation and Public Facilities (DOT&PF) is moving forward the Morris Thompson Cultural & Visitor Center and Lavery Transportation Center Enhancements Project (the Project); and

WHEREAS, the Project will install a new Rectangular Rapid Flashing Beacon (RRFB), including roadside hardware, within the existing pedestrian crosswalk located in the City maintained right of way of the Wendell Avenue / Dunkel Street intersection; and

WHEREAS, under the proposed maintenance agreement between the City and DOT&PF (Exhibit A), the City would manage and maintain all improvements made on City property, including cross walk striping, signs, ADA curb ramps, curb and gutter, and management and maintenance responsibilities for the rapid flashing beacon located at the Wendell Avenue / Dunkel Street intersection; and

WHEREAS, the Rectangular Rapid Flashing Beacon installation portion of the Project will greatly improve pedestrian safety; and

WHEREAS, the estimated cost of this maintenance agreement is \$1,070 annually.

NOW, THEREFORE, BE IT RESOLVED that the Fairbanks City Council authorizes the Mayor to execute the attached maintenance agreement with the State of Alaska Department of Transportation and Public Facilities regarding the Morris Thompson Cultural & Visitor Center and Lavery Transportation Center Enhancements Project.

PASSED and APPROVED this 26th day of February 2024.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5102

Abbreviated Title: MORRIS THOMPSON CENTER ENHANCEMENTS MAINTENANCE AGREEMENT

Department(s): ENGINEERING

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No x

2) additional support or maintenance costs? Yes _____ No x

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No x

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:				Annual
RAPID FLASHING BEACON MAINTENANCE				\$1,070
TOTAL				\$1,070

FUNDING SOURCE:				Annual
GENERAL FUND				\$1,070
TOTAL				\$1,070

The operations and maintenance costs associated with the new flashing beacon will be managed by the Engineering Department and incorporated in the annual general fund budget. The department estimates the annual electric cost to be \$350 and equipment maintenance cost to be \$720 for a total annual cost of \$1,070.

Reviewed by Finance Department:

Initial mb

Date 2/15/2024

**ASSIGNMENT OF MAINTENANCE AGREEMENT
FOR
MORRIS THOMPSON CULTURAL AND VISITOR CENTER
ENHANCEMENTS**

The City of Fairbanks, a Municipal Corporation of the State of Alaska, with an address of 800 Cushman Street, Fairbanks, Alaska 99701 (the City), and Morris Thompson Cultural & Visitors Center., with an address of 101 Dunkel St., Fairbanks, Alaska 99701 (Morris Thompson Center), recite and declare:

RECITALS

1. The City is the obligated party under that certain Maintenance Agreement between the City and the Alaska Department of Transportation, to wit:

Maintenance Agreement Between the State of Alaska Department of Transportation & Public Facilities ((ADOT & PF) and the City of Fairbanks for the Morris Thompson Cultural & Visitor Center and Lavery Transportation Center Enhancements Project, attached hereto as “Exhibit A” (the “Agreement”).

2. Under this Agreement, the City assumed maintenance of those Project Enhancements lying north of and within the Wendell Avenue right of way and east of and within the Dunkel Street right of way, Fairbanks, Alaska, as shown on the attachments as “Exhibit A.”

3. The Project is scheduled for construction in 2024.

4. It is the desire and intent of Morris Thompson Center to maintain 4 of the 5 proposed project enhancements including: (2) Electrical Vehicle (EV) Charging Stations, (2) new Pedestrian Connections, (1) new LED Electronic Messaging Sign, (21) new LED Bollard Parking Lot / Landscaping Lights and (5) new Secure Bike Lockers with an upgraded Bike Repair Station. Morris Thompson Center shall perform and bear the cost of maintaining the above-listed project enhancements.

5. The City will maintain the new Rectangular Rapid Flashing Beacon (RRFB) Project Enhancement within the City maintained right of way of the Wendell Avenue / Dunkel Street intersection per City Council Approved Resolution No. 5102.

THEREFORE, in consideration of these recitals and for other good and valuable consideration in hand paid, the City and Morris Thompson Center agree to the following:

1. Assumption of Maintenance Agreement: Morris Thompson Center agrees to assume and does assume all rights and obligations of the City described under "RECITALS" above and agrees and promises to faithfully perform all obligations of the City, specifically including maintenance of ADOT project enhancements and upgrades as attached to Exhibit “A”.

2. Duration: This agreement shall be of indefinite duration, unless terminated as shown below.

3. Termination: This agreement may be terminated by Morris Thompson Center without cause or by the City with cause, and as approved by ADOT, either party providing sixty days written notice to the other.

DATED this ____ day of _____ 2024 at Fairbanks, Alaska.

CITY OF FAIRBANKS:

MORRIS THOMPSON CENTER:

David Pruhs
Mayor

Audrey George
President / CEO

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Thomas A. Chard
City Attorney

Robert H. Pristash, P.E.
City Engineer

ACKNOWLEDGMENT - CITY OF FAIRBANKS

State of Alaska)
)
Fourth Judicial District)

Subscribed and sworn to before me this _____ day of _____ 2024.

NOTARY PUBLIC:
Commission Expires: _____

ACKNOWLEDGMENT – MORRIS THOMPSON CENTER

State of Alaska)
)
Fourth Judicial District)

Subscribed and sworn to before me this _____ day of _____ 2024.

NOTARY PUBLIC:
Commission Expires: _____

Return To:
Robert Pristash
City of Fairbanks
800 Cushman Street
Fairbanks, Alaska 99701

EXHIBIT A

**Memorandum of Agreement
for the**

**Maintenance
of the**

**Fairbanks Morris Thompson Cultural & Visitors Center and Lavery
Transportation Center Enhancements
#TBD**

Between

**The State of Alaska Department of Transportation and Public Facilities (DOT&PF)
and**

The City of Fairbanks (COF)

1. PURPOSE:

- The purpose of this Memorandum of Agreement for Maintenance (MOA) is to provide for the future maintenance of the improvements constructed by the Fairbanks Morris Thompson Cultural & Visitors Center and Lavery Transportation Center Enhancements project.
- This project will construct improvements to the above locations and will include utilities, roadside hardware, and ADA improvements.

2. THE DOT&PF AGREES TO THE FOLLOWING:

- To coordinate funding received from the Federal Highway Administration (FHWA) for the design and construction of the Fairbanks Morris Thompson Cultural & Visitors Center and Lavery Transportation Center Enhancements using Congestion Mitigation and Air Quality and Carbon Reduction funding.

3. THE COF AGREES TO THE FOLLOWING:

- To accept management and maintenance responsibilities for all improvements for this project.
- Maintenance responsibility include, but are not limited to providing electrical services, maintaining power to the displays, repairing, and replacing signs, lockers, and beacons as needed.

4. IT IS MUTUALLY AGREED THAT:

- The above parties will coordinate and participate in the design process and the review of the final design plans prior to construction.
- The above parties will coordinate and participate in the final inspection of the construction project.
- This agreement may be revised with the mutual consent of both agencies, by issuance of a written amendment, signed and dated by both agencies.

- Each agency agrees that it will be responsible for its own acts and results thereof, and each agency shall not be responsible for the acts of the other agency.
- Each agency will comply with all applicable laws, regulations, and executive orders.

Joseph P. Kemp, P.E., Acting Regional Director
Department of Transportation & Public Facilities

Date

David Pruhs, Mayor
City of Fairbanks

Date

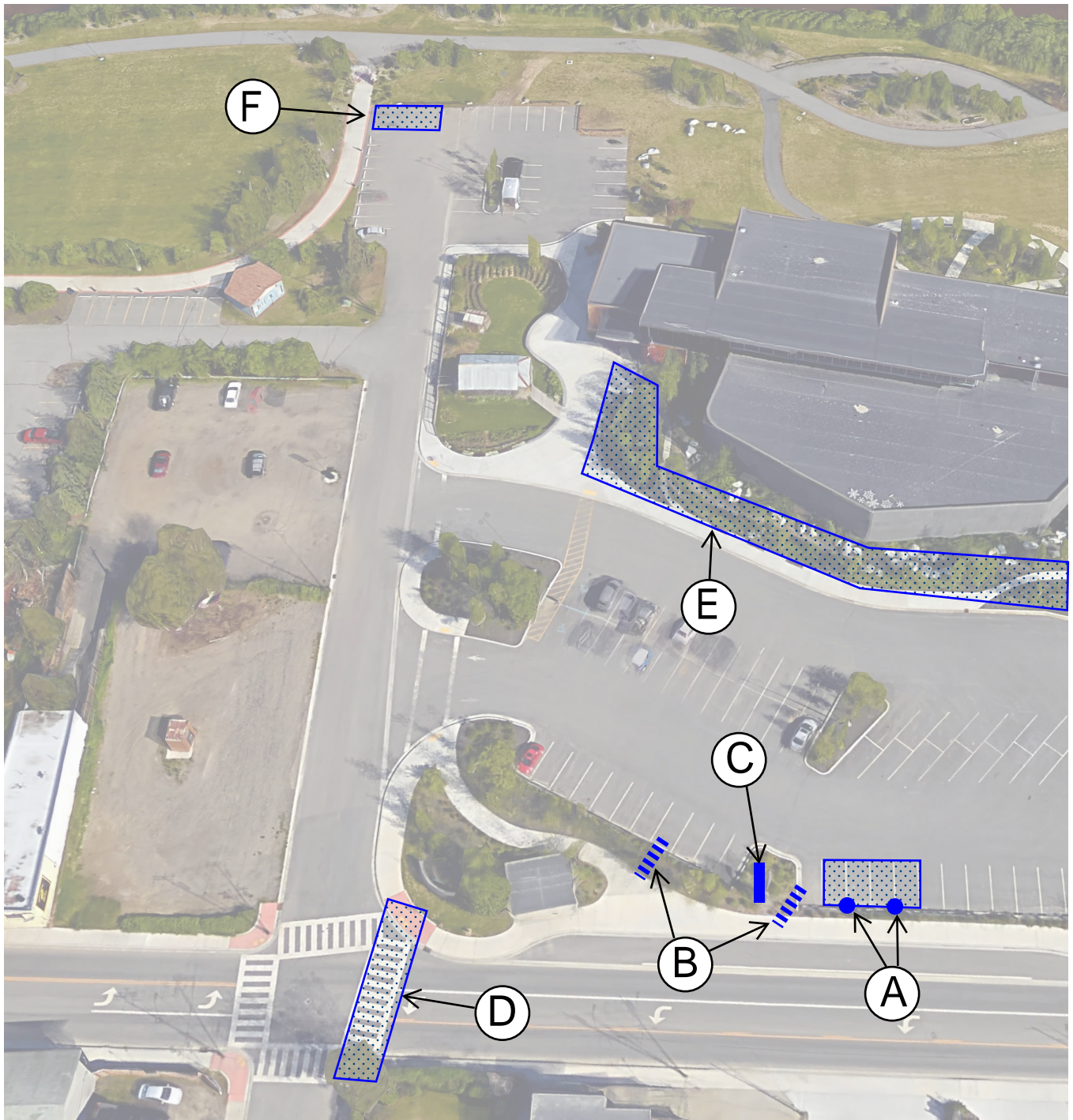
CMAQ + CRP

Morris Thompson Cultural & Visitor's Center Enhancements

Project Site Overview + Scope

- A - (2) EV Charging Stations
- B - Add Pedestrian Connections
- C - Install LED Electronic Messaging Sign
- D - Install Rectangular Rapid Flashing Beacon

- E - Replace 21 Bollard Lights with LED
- F - Add (5) Secure Bike Lockers and Upgrade Bike Repair Station



Introduced by: Mayor David Pruhs
Introduced: February 26, 2024

RESOLUTION NO. 5103

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY
FOR FUNDS FROM THE FY2025 CONGRESSIONALLY DIRECTED
SPENDING (CDS) APPROPRIATIONS**

WHEREAS, the City of Fairbanks has been notified that FY2025 Congressionally Directed Spending (CDS) Project Interest Forms are open; and

WHEREAS, the City of Fairbanks has identified a project to apply for under the FY2025 application; and

WHEREAS, the City of Fairbanks plans to use the funds to purchase a medical ambulance bus for the Fairbanks Fire Department (\$728,000.00); and

WHEREAS, the City of Fairbanks plans to request \$728,000.00 and no match is required.

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

PASSED and APPROVED this 26th Day of February 2024.

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5103

Abbreviated Title: FY2025 Congressionally Directed Spending

Department(s): FFD

Does the adoption of this ordinance or resolution authorize:

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

2) additional support or maintenance costs? Yes _____ No X

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Construction	Personnel	Total
FFD Medical Ambulance Bus	\$728,000			\$728,000
	\$728,000			\$728,000

FUNDING SOURCE:	Equipment	Construction	Personnel	Total
Grant Funds (Federal)	\$728,000			\$728,000
TOTAL	\$728,000			\$728,000

The operations and maintenance costs associated with the FFD MAB will be performed by PW and incorporated into the General Fund budget.

Reviewed by Finance Department:

Initial SF

Date 2/20/2024

Introduced by: Mayor David Pruhs
Introduced: February 26, 2024

RESOLUTION NO. 5104

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY
FOR AND ACCEPT ALASKA DEPARTMENT OF HEALTH FUNDING
FOR A COMMUNITY PARAMEDIC VEHICLE**

WHEREAS, the City of Fairbanks has been notified by the Alaska Department of Health that an application for funding community paramedic vehicles will become available; and

WHEREAS, the Fairbanks Fire Department (FFD) wishes to apply for funding to purchase and upgrade a vehicle for community paramedicine; and

WHEREAS, the vehicle would assist FFD in implementing and conducting the community paramedicine program; and

WHEREAS, the City of Fairbanks plans to request \$70,000.00 and no match is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Mayor or his designee is authorized to execute any and all documents required for requesting and accepting funds on behalf of the City for this Alaska Department of Health funding.

PASSED and APPROVED this 26th Day of February 2024.

David Pruhs, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5104

Abbreviated Title: DOH Funding for a Community Paramedic Vehicle

Department(s): FFD

Does the adoption of this ordinance or resolution authorize:

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

2) additional support or maintenance costs? Yes _____ No X

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Construction	Personnel	Total
FFD Community Paramedic Vehicle	\$70,000			\$70,000
	\$70,000	\$0		\$70,000

FUNDING SOURCE:	Equipment	Construction	Personnel	Total
Grant Funds (State)	\$70,000			\$70,000
TOTAL	\$70,000	\$0		\$70,000

The operations and maintenance costs associated with the vehicle will be performed by PW and incorporated into the General Fund budget.

Reviewed by Finance Department:

Initial SF

Date 2/21/2024



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – JANUARY 3, 2024
HELD VIA [ZOOM WEBINAR](#) AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:12 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with **Chair Aldean Kilbourn (Seat C)** and with the following members in attendance:

Members Present: George Dalton, Seat A
 Janet Richardson, Seat D (remotely)
 Julie Jones, Seat E (remotely)
 Karen Erickson, Seat F (remotely)
 Amy Stratman, Seat G
 Jeff Jacobson, Public Works Director

Absent: Dawn Milligan, Seat B

Also Present: Colt Chase, Deputy City Clerk

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of November 1, 2023

J. Jones, seconded by **J. Richardson**, moved to APPROVE the November 1, 2023 meeting minutes.

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

APPROVAL OF AGENDA

J. Richardson, seconded by **A. Stratman**, moved to APPROVE the agenda.

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

CITIZEN'S COMMENTS – None

COMMUNICATIONS TO COMMISSION – None

EVENTS & PUBLIC RELATIONS – None

FINANCIAL UPDATES

Chair Kilbourn directed attention to the provided Clay Street Cemetery financial account report included in the agenda packet. **J. Jones** noted that a recent expense of \$425 for the invoice associated with Fred Johnston, from Quiring Monuments, was not reflected in the report. She explained that Chief Financial Officer Bell had confirmed that the check went out on December 8, and the report cut off date was November 9. After making that adjustment, she indicated that the balance of the account is \$2,209.45.

UNFINISHED BUSINESS

a) Sample Sign Layout

J. Jones stated that they are waiting for the start of next summer to get a clean image of the new white crosses installed in 2023 and that once they have that, she will share a new sample graphic of the sign.

b) Quiring Monuments Orders

Chair Kilbourn indicated that they had completed a second round of review for the current batch of markers. **J. Richardson** confirmed that she had found no errors in the file that had been provided. **J. Jones** noted that the account representative they have had for years is retiring, and they are now working with a new person at the company. She explained that Quiring Monuments had come back with punctuation adjustments for consistency throughout the order, which they were amenable to; however, the most recent email from the company included a link to review the order, but none of the updates from the last communication had been implemented. **Chair Kilbourn** asked to confirm that the order was already fully paid. **J. Jones** indicated that it was. Deputy Clerk Chase confirmed that the purchase was made with the remaining funds in the capital projects account within the last couple months.

NEW BUSINESS

a) Request to City Council for Supplemental Funds (\$10,000) for Additional Markers

J. Jones indicated that the Discretionary Fund Grant award amounts still had to be approved by the City Council, but there is rarely, if ever, any hold up at that step. **Chair Kilbourn** shared that a recent newspaper article noted that one applicant received zero funding this year after the Discretionary Fund Committee's voting process and how more applications were denied than in typical years due to incomplete applications. She expressed appreciation for J. Jones' diligence in completing the process every year and stated that it is not something to take for granted. DC Chase confirmed that the Commission's award amount was \$12,254.

Chair Kilbourn explained that with this amount, barring any price increases, the Commission should be able to complete about 40 markers in 2024. She asked whether \$10,000 was the appropriate amount to request, given that the average price per marker was around \$300 and there are other associated expenses. **J. Jones** stated she believes that J. Jacobson's suggestion to request \$10,000 is prudent.

Chair Kilbourn acknowledged that she is unsure where the funds come from. **J. Jacobson** explained that there are a variety of sources and that, for a request like this, it would likely come from rollover, unexpended funds from 2023, which could be reallocated into the 2024 budget. He indicated that CFO Bell would begin preparing a budget amendment in February to present to the Council and that before then, the Commission could discuss its capital projects request with the Mayor.

Chair Kilbourn shared that she wrote a letter to members of the Council about the needs of the Commission and received a response from one individual who indicated a willingness to consider such a request, but only after it was determined how much they would receive from the Discretionary Grant process. **J. Jacobson** explained that depending on what the budget amendment entails, the Councilmember could propose an amendment when it is presented to the Council to include the Commission's request for \$10,000. **Chair Kilbourn** stated that she would be willing to have some of those conversations within the week and asked for consensus from the Commission members for this approach and the amount discussed. No objections were voiced.

b) Set Date for Pre-Memorial Day Cemetery Clean-Up

Chair Kilbourn indicated that she would like Saturday, May 18 to be the annual clean-up day at the cemetery. She expressed some concern at the chance of snow still being a possibility on that weekend but that pushing it to May 25 would be problematic as that would fall on Memorial Day weekend. Several Commission members voiced their support for the May 18 date. **Chair Kilbourn** asked that DC Chase ensure that the date be added to the City's calendar and that he create a Facebook post and/or event to generate additional volunteers. **J. Jacobson** stated that, depending on the timing of snow melt in the spring, he could also direct Public Works personnel to make visits to the cemetery as much as possible, prior to May 18, to prepare the cemetery for the clean-up day.

J. Jacobson mentioned that it may be helpful to post the event on the "Just Serve" website. **J. Jones** confirmed that she will post to that website, help ensure the Facebook effort reaches more people, and make sure there is a plug over the radio. **Chair Kilbourn** clarified that they will plan the clean-up day for 9 a.m. to 12 p.m.

OPEN AGENDA – None

NEXT MEETING DATE


The next meeting is scheduled for February 7, 2024, at 5 p.m.

ADJOURNMENT

Chair Kilbourn declared the meeting ADJOURNED at 5:33 p.m.



Aldean Kilbourn, Chair



Colt Chase, Deputy City Clerk

Transcribed by: CC



DISCRETIONARY FUND COMMITTEE
MEETING MINUTES, JANUARY 9, 2024, AT 12:00 PM
HELD VIA TELECONFERENCE AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Discretionary Fund Committee convened at 12:02 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 Council Member **Lonny Marney (Seat F)** presiding and with the following members in attendance:

Members Present: Thomas Alexander, Seat B
Samantha Kirstein, Seat C
Traci Gatewood, Seat D
Rachael Kvapil, Seat E (remotely)

Members Absent: Karen Blackburn, Seat A

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

APPROVAL OF MEETING MINUTES

a) Approval of Meeting Minutes – December 13, 2023

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

There being no objection, the minutes were APPROVED.

NEW BUSINESS

a) Allocation of Funds Over Requested Amount

Chair Marney asked Ms. Bell to start off the discussion. Ms. Bell stated she believes the amount allocated to an organization should be no more than the amount requested, because a member could possibly allocate above the requested amount to influence the award amount. All members agreed.

Mr. Alexander reflected on what had happened this year with a couple of organizations receiving more than what they requested and indicated that was fine for smaller organizations. He stated, however, that it would have been helpful to consider the issue earlier.

Chair Marney asked Ms. Bell what would be done with the extra money. Ms. Bell explained that if the Committee awards funds based on the requested amount, then they should never encounter that situation.

b) Review of Discretionary Fund Grant Application and Committee Process

Ms. Gatewood asked for clarification as to what the process includes. Ms. Bell indicated that the process includes things like the application and timing. She referenced the handout titled, "Discretionary Fund Committee Policies and Procedures."

Ms. Gatewood explained that part of the application overview says that any organization, public or private, or any person may submit a discretionary grant application and proposal. She wondered whether that statement was too broad for a small pot of money. She also asked for history on why the Committee asks the applicants to make presentations. She pointed out that application question number 9, "Briefly describe the history and goals of the applicant" should be clarified and that number 10, "Demonstrate how the funds will promote or enhance tourism, and/or contribute to economic growth in the city of Fairbanks" could be rewritten to include check boxes for "promote," "enhance," and "contribute," and to ask for a description of how the applicant plans to carry that out. **Ms. Gatewood** then asked why the Committee asks to see proof of use of the logo. She also questioned whether it would be too much to require an audit of smaller organizations. She suggested adding to the last sentence above the signature line that the signer acknowledges that an incomplete application will not be considered for grant funds.

Chair Marney clarified, regarding the requirement for an audit, that it would pertain only to applicants who are awarded \$100,000–\$500,000.

Ms. Kirstein read an article on market trends for 2024 for non-profit businesses, indicating that fundraising will not be easy in 2024. She stated that because of the trends and people may be relying too much on the City's funds, she would like to discourage people from requesting more than they need. She stated she proposed that the request amounts be set between \$0–10,000 and \$10,000–\$25,000, with the latter requiring more description and explanation, and to cap it off at \$25,000. Regarding the sections addressed by Ms. Gatewood, **Ms. Kirstein** stated that the application is straight forward. She stated that before an applicant signs the application, they must look at the checklist and the logo is on the checklist.

Ms. Kvapil stated that as someone who used to write grants, she is in favor of applicants acknowledging use of the logo. She stated that it is not difficult for a recipient to track how their activities benefit Fairbanks, and it would be fair to ask for that information. She shared that one of the things stated during the presentations that altered her scoring was when an applicant was asked how they came up with the amount they requested and they replied that they determined they were only getting a percentage of their request, so they inflated their request to try to get a larger amount.

Chair Marney stated he believes the use of the logo is important, and the City should be getting that recognition. He pointed out that, of the applications that were rejected, five were rushing to get their applications in at the last minute. He added that one of the last-minute applicants was at the City Clerk's Office at 5 p.m. on the last day. He shared that for the last two years, the City has held a question-and-answer session to try to help organizations with their applications, but it appears it has not been successful as there are still a number of denials and only two people attended the session.

Mr. Alexander agreed that use of the logo is important and should remain part of the application process. He indicated that an audit would be too much for smaller organizations. He stated that the Committee needs to stick to the application process and pointed out that others have worked hard to comply with the process and have tried to do things right.

Ms. Bell addressed some of the questions the Committee asked previously. She stated that if the Committee would like to change who may apply for the grant, it can make a recommendation to the City Council for a change to the Fairbanks General Code (FGC). Regarding the annual report, she stated that it is due in the Finance Office by October 31. In regard to the logo, Ms. Bell said she was around at the time the use of the logo was added as an application requirement and that it came about because there were organizations receiving

funds but not recognizing the funding source. In response to the issue of requiring an audit, she shared that the City Council is considering which monetary threshold would be appropriate to require an audit but that most of the agencies that apply would likely be below that level. She added that the FGC requires the submittal of employees' salary. She explained that the requirement for an explanation of income in excess of 10% was added because there were agencies reporting high miscellaneous income without explaining what it was. Ms. Bell stated, in response to the recommendation to cap the grant award amount, that there may come a time when a new project or an organization warrants a higher award than \$25,000.

Ms. Kirstein asked that the Committee focus more on the checklist.

Ms. Gatewood explained that her stance has changed in regard to the logo and that she can see that there is value in the presentation meeting. She stated the only thing she feels that can be done to help applicants is to make sure the application and checklist is as clear as possible.

Chair Marney added that Ms. Bell has an open-door policy up to the application deadline if any applicants need clarification or have questions. He asked Ms. Bell about not being able to find use of the logo by Fairbanks Economic Development Corporation (FEDC) and Explore Fairbanks. Ms. Bell explained that those organizations receive direct funding, so they do not have the same requirement to use the logo; she added that they do recognize the City.

Chair Marney asked the Committee if FEDC and Explore Fairbanks should be required to use the Discretionary Fund logo.

Mr. Alexander pointed out that if the logo is required, it should be required for everyone. The Committee agreed, and **Chair Marney** decided to take the recommendation to require use of the logo by FEDC and Explore Fairbanks to the City Council.

Ms. Gatewood stated that she disagrees with capping the request amount, because a bigger entity with a larger impact on the economic development of Fairbanks may then be limited when seeking funds to match their needs. She further indicated there is a need to be concise and direct on what is asked on the application. She suggested that question 10 be reworded to include checkboxes where the applicant would be asked to check all that apply, then explain how they will accomplish the items checked.

After some discussion regarding whether some organizations are trying to find other funding sources, **Ms. Gatewood** suggested that if the number of sponsors or degree of sponsorship is important, perhaps it could be asked on the application.

Ms. Kvapil reminded the Committee that some funding sources come with limitations on what funds may be used for, and the application would have to have room for explanations.

Chair Marney reminded the Committee that one of the goals is to simplify the application.

Ms. Bell indicated that the changes as discussed can be implemented. **Chair Marney** asked if all agreed, and the members indicated in the affirmative with a nod. Ms. Bell said that she can work with the Clerk's Office to make the changes to the application based on the Committee's conversation, and the changes could be presented at another meeting.

The Committee verified the changes would include:

- Question 9 – Briefly describe the history and goals of the organization or what is the mission statement of the organization.
- Question 10 – The funds will be used to: (Check all that apply) Promote, Enhance, Contribute, to economic growth – “Describe how you will accomplish this below.”
- Add a statement before the signature line acknowledging that an incomplete application will result in being ineligible for grant funding.

NEXT MEETING

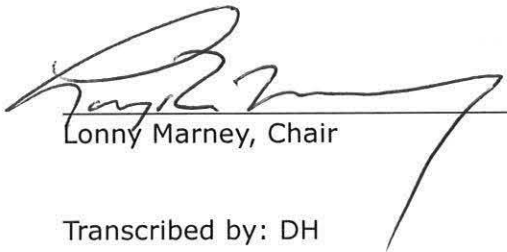
Chair Marney asked about setting a November meeting date. Clerk Hebel explained that the Clerk’s Office would send a Doodle Poll when the meeting time is closer.

Ms. Bell stated that another meeting may be needed to confirm the application changes.

Chair Marney stated that Clerk Hebel would send out a Doodle Poll for a February meeting to review and approve the application changes.

ADJOURNMENT

The meeting was declared ADJOURNED at 1:13 p.m.



Lonny Marney, Chair



Diana Hebel, Deputy City Clerk I

Transcribed by: DH