



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2024-08  
**REGULAR MEETING – APRIL 8, 2024**  
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)
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 alcohol license application for renewal. Public testimony will be taken and limited to three minutes.

Lic. #	DBA	License Type	Licensee	Address
5780	Jazz Bistro "Havana Nights"	Restaurant/Eating Place	Bluenote Create, Inc.	529 4th Avenue

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6277 – An Ordinance Authorizing Additional Matching Funds for the Cowles Street Reconstruction Project and Amending the 2024 Capital Budget. Introduced by Mayor Pruhs. **SECOND READING AND PUBLIC HEARING.**

12. NEW BUSINESS

- \*a) Resolution No. 5114 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the Alaska Highway Safety Office for FFY2025 DUI Traffic Enforcement Unit. Introduced by Mayor Pruhs.
- \*b) Resolution No. 5115 – A Resolution Requesting the Fairbanks North Star Borough Consider Exempting Its Tax of Tobacco Products Within the City of Fairbanks. Introduced by Council Members Cleworth, Sprinkle, and Marney.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- \*a) Historic Preservation Commission Meeting Minutes of December 5, 2023
- \*b) Clay Street Cemetery Commission Meeting Minutes of March 6, 2024
- \*c) Memorandum Regarding Fairbanks Police Department Budgeted Positions

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



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Fairbanks, AK 99701

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## MEMORANDUM

TO: Mayor Pruhs and City Council Members

FROM: D. Danyielle Snider, City Clerk 

SUBJECT: Alcohol License Renewal Application

DATE: April 3, 2024

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

Lic. #	DBA	License Type	Licensee	Address
5780	Jazz Bistro "Havana Nights"	Restaurant/Eating Place	Bluenote Create, Inc.	529 4th Avenue

Pursuant to FGC Sec. 14-178 the Council must determine whether to protest alcohol 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 alcohol license renewal application.

Link

Event ID

Call recv



AVL



Print



Report

Event Info

Notes

Times

R/E Log

Other

Log Entry

Ani/Ali

Patients

Employee

Names

Vehicles

Rpt #

Source

PU

EMS

Fire

Law

Resc

Othr



Loc

527 FOURTH AVE

FAIR

X-ST

Jur

Service

Agency

Stat/Beat

District

RA

Busi

JAZZ BISTRO ON 4TH AVE

Ph#

Call group

Nature

QA

Caller

A Hist

Alarm

Address

idSOS

Veh #

Send To RMS

Send Export

ONESolution CAD



No match found.

Ok

 Include delayed events Include cancelled events

View Text

Re-Open



Prev



Next



Add



Duplicate



Delete



Search



View



Exit Srch

**ORDINANCE NO. 6277**

**AN ORDINANCE AUTHORIZING ADDITIONAL MATCHING FUNDS FOR THE  
COWLES STREET RECONSTRUCTION PROJECT AND AMENDING THE  
2024 CAPITAL BUDGET**

**WHEREAS**, the City Council approved a resolution authorizing matching funds and execution of a maintenance agreement for the Cowles Street Reconstruction Project (Resolution No. 4703); and

**WHEREAS**, the Cowles Street Reconstruction Project will reconstruct Cowles Street from 1st Avenue to east Cowles, to include roadside hardware, drainage improvements, intersection improvements, ADA improvements, and utilities; and

**WHEREAS**, the project costs increased from \$7,253,668 to \$15,800,553, and the City-required match increased from \$388,227 to \$860,704; and

**WHEREAS**, the City of Fairbanks paid \$100,379 and will provide the balance of \$760,325 from the Capital Fund.

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

**SECTION 1.** That the Mayor or his designee is authorized to execute all documents required for expending funds on behalf of the City for the Cowles Street Reconstruction project.

**SECTION 2.** That the Capital Fund budget is amended to provide \$361,483 and commit \$398,842 for the Cowles Street Reconstruction project.

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

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**David Pruhs, City Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**CITY OF FAIRBANKS**  
**FISCAL NOTE**

**I. REQUEST:**

Ordinance or Resolution No: 6277

Abbreviated Title: COWLES STREET RECONSTRUCTION PROJECT MATCHING FUNDS

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:	2016 - 2022	2024	2028	TOTAL
COWLES RECONSTRUCTION PROJECT MATCH	\$100,379	\$361,483	\$398,842	\$860,704
<b>TOTAL</b>	<b>\$100,379</b>	<b>\$361,483</b>	<b>\$398,842</b>	<b>\$860,704</b>

FUNDING SOURCE:	2016 - 2022	2024	2028	TOTAL
CAPITAL FUND	\$100,379	\$361,483	\$398,842	\$860,704
<b>TOTAL</b>	<b>\$100,379</b>	<b>\$361,483</b>	<b>\$398,842</b>	<b>\$860,704</b>

The operations and maintenance costs associated with these improvements will be performed by Public Works and incorporated in the annual general fund budget.

Reviewed by Finance Department:

Initial mb

Date 3/12/2024



**RESOLUTION NO. 5114**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY  
FOR FUNDS FROM THE ALASKA HIGHWAY SAFETY OFFICE FOR  
FFY25 DUI TRAFFIC ENFORCEMENT UNIT**

**WHEREAS**, the City of Fairbanks has been notified by the Alaska Highway Safety Office that the City of Fairbanks Police Department is eligible to apply for funds that address specific traffic safety priority areas; and

**WHEREAS**, the Fairbanks Police Department's DUI Traffic Enforcement Unit will improve traffic safety by apprehending DUI offenders; and

**WHEREAS**, the City of Fairbanks has received positive citizen feedback regarding traffic enforcement and this program has been highly regarded by the Alaska Highway Safety Office due to reductions in fatal crashes in the Fairbanks area; and

**WHEREAS**, the City of Fairbanks plans to request \$277,600 to fund two Traffic Unit Officers, and the required match will be provided through in-kind personnel costs.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council that the Mayor or his designee is authorized to execute any and all agreements required for requesting funds on behalf of the City for the Alaska Highway Safety Office FFY25 grant.

**PASSED and APPROVED this 8th Day of April 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: 5114

Abbreviated Title: Alaska Highway Safety Office FFY25 DUI Traffic Unit

Department(s): Police

Does the adoption of this ordinance or resolution authorize:

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

2) additional support or maintenance costs? Yes \_\_\_\_\_ No X

If yes, what is the estimate? see below

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

If yes, how many positions? \_\_\_\_\_

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

**II. FINANCIAL DETAIL:**

PROJECTS:	Equipment	Building	Personnel	Total
Personnel Wages & Benefits (Two Traffic Unit Officers - Grant)			\$277,600	\$277,600
Personnel Wages & Benefits (Traffic Unit Supervisor)			\$56,000	\$56,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$333,600</b>	<b>\$333,600</b>

FUNDING SOURCE:	Equipment	Building	Personnel	Total
Grant Funds (Federal)			\$277,600	\$277,600
General Fund			\$56,000	\$56,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$333,600</b>	<b>\$333,600</b>

The grant requires a minimum 20% match. Traffic Unit Supervisor wages will provide a 20% in-kind match for the program.

Reviewed by Finance Department: Initial SF Date 3/22/2024

Introduced by: Councilmembers Cleworth,  
Sprinkle, and Marney  
Introduced: April 8, 2024

## **RESOLUTION NO. 5115**

### **A RESOLUTION REQUESTING THE FAIRBANKS NORTH STAR BOROUGH CONSIDER EXEMPTING ITS TAX OF TOBACCO PRODUCTS WITHIN THE CITY OF FAIRBANKS**

**WHEREAS**, the State is allowed to delegate taxing powers to organized boroughs and municipalities under Section 2, Article X of the Alaska Constitution; and

**WHEREAS**, Alaska Statute § 29.35.010(6) provides all municipalities, including boroughs, a general power to levy a tax, and in 2008 the Alaska Supreme Court held that that general power included the power to levy and collect excise taxes; and

**WHEREAS**, Alaska Statute § 29.45.650(a) allows a borough to wholly or partially exempt a source from a borough sales tax that is taxed by a city in that borough; and

**WHEREAS**, Fairbanks North Star Borough Code at Section 8.52.040 explicitly exempts the collection of Borough alcoholic beverage tax from retail sales in the City of Fairbanks and North Pole up to a certain amount; and

**WHEREAS**, with the adoption of Fairbanks North Star Borough Ordinance No. 2024-10 on March 14, 2024, the Borough's excise tax on tobacco products will increase from 8% to 20% times the wholesale price, effective June 30, 2024; and

**WHEREAS**, the Fairbanks North Star Borough does not currently exempt the excise tax on tobacco products as it does with other sales taxes, such as the tax on alcoholic beverages, so the Borough's ordinance will effectively increase excise tax in the city of Fairbanks from 28% to 40%; and

**WHEREAS**, the overwhelming number of tobacco wholesalers that will be affected by the Borough's tax increase are located in the city of Fairbanks; and

**WHEREAS**, the Borough's ordinance creates a significant competitive advantage for the relatively few tobacco wholesalers located in the Borough over those located in the city; and

**WHEREAS**, Section 1, Article X of the Alaska Constitution states that one of the purposes of the article is to "prevent duplication of tax-levying jurisdictions," so providing exemptions for taxes levied by the Borough that are stacked on top of taxes levied by the City of Fairbanks is not only the fair thing to do but is also in keeping with the Alaska Constitution's stated purpose.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fairbanks respectfully requests that the Fairbanks North Star Borough consider

exempting tobacco excise tax levied within the city of Fairbanks.

**BE IT FURTHER RESOLVED** that the City Clerk is directed to provide the Borough Clerk an executed copy of this Resolution for distribution to members of the Borough Assembly.

**PASSED and APPROVED this \_\_\_ Day of \_\_\_\_ 2024.**

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

YEAS:  
NAYS:  
ABSENT  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

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

FAIRBANKS NORTH STAR BOROUGH  
Historic Preservation Commission  
December 5, 2023  
5:30 p.m.

**A. CALL TO ORDER**

A regular meeting of the Historic Preservation Commission was held Tuesday, December 5, 2023, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

**B. ROLL CALL**

There were present:

Molly Proue (arrived 5:37 p.m.)

Martin Gutoski

Amy Viltrakis

Patricia Peirsol, Vice-Chair

Matthew Reckard, Chair

Comprising a quorum of the Commission, and

Melissa Keller, Community Planning Deputy Director

Kayde Whiteside, Long Range Planner

Alexis Fackeldey, Assistant Clerk I

Absent and Excused

NONE

**C. MESSAGES**

C.1. Citizens' Comments - limited to three (3) minutes

C.1.a. Agenda items not scheduled for public hearing

NONE

C.1.b. Items other than those appearing on the agenda

NONE

**MESSAGES – continued**

C.2. Disclosure and Statement of Conflict of Interest

Chair Reckard restated his previous conflict of interest in that he is a consultant with Design Alaska and is under contract with the Fairbanks North Star Borough regarding the S.S. Nenana.

**D. APPROVAL OF AGENDA AND CONSENT AGENDA**

Approval of consent agenda passes all routine items indicated by asterisk (\*) on the agenda. Consent agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such a request, the item is returned to the general agenda.

VILTRAKIS, moved to approve the agenda and consent  
Seconded by GUTOSKI agenda as read.

VOTE ON MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA AS READ.

Yeses: Viltrakis, Gutoski, Peirsol, Reckard

Noes: None

MOTION CARRIED 4 Yeses, 0 Noes

**E. MINUTES**

E.1. \*Historic Preservation Commission meeting minutes from September 5, 2023.

Without objection this measure was read by title and approved under the consent agenda.

**F. REPORTS**

F.1. Presentation from Maria Lewis, CLG Program Coordinator, State Historic Preservation Office on Support for Certified Local Governments.

Maria Lewis, CLG Program Coordinator, State Historic Preservation Office, reported on Certified Local Government grants and Historic Preservation grants.

## **REPORTS – continued**

### F.2. Reports and Communications to the Commission by the Community Planning Staff

Melissa Kellner, Community Planning Deputy Director, reported on the following:

- Commission vacancies.
- North Pole Grange Hall.
- The death of Pat Sackinger.

Kayde Whiteside, Long Range Planner, commented on State Historic Preservation Office training and future training that will be available.

Chair Reckard passed the gavel to Commissioner Viltrakis and left the dais due to the determined conflict of interest on the S.S. Nenana, item F.3.

### F.3. S.S. Nenana Update by Public Works Staff

Kayde Whiteside, Long Ranger Planner, reported on the repairs and construction documents.

Chair Reckard returned to the dais.

Commissioner Viltrakis passed the gavel back to Chair Reckard.

### F.4. Report from the Chair

No report provided.

## **G. NEW BUSINESS**

### G.1. Review and potential recommendations regarding Section 106 National Historic Preservation Act Consultation Letters.

No letters provided.

### G.2. Review and potential recommendations regarding Alaska Historic Preservation Act Consultation Letters.

No letters provided.

**NEW BUSINESS – continued**

G.3. Review and discuss a recommendation of resubmittal for the FNSB Community Planning Department's FY23 Historic Preservation Certified Government (CLG) Grant Applications for Historic Preservation Fund (HPF) matching grant projects.

Kayde Whiteside, Long Range Planner, provided an update on the grant application.

Maria Lewis, CLG Program Coordinator, State Historic Preservation Office, explained the deficiencies in the grant application.

Discussion ensued.

Melissa Kellner, Community Planning Deputy Director, provided an overview of the grant application.

Discussion ensued on when the application would be public and when the commission will receive it.

PROUE,  
Seconded by GUTOSKI

moved to ask that the Community Planning staff amend application as needed and resubmit the grant application in time for deadline.

VOTE ON MOTION TO ASK THAT THE COMMUNITY PLANNING STAFF AMEND APPLICATION AS NEEDED AND RESUBMIT THE GRANT APPLICATION IN TIME FOR DEADLINE.

Yeses: Proue, Viltrakis, Gutoski, Peirsol, Reckard

Noes: None

MOTION CARRIED 5 Yeses, 0 Noes

**H. EXCUSE FUTURE ABSENCES**

Commissioner Gutoski may be unavailable for the next meeting.

**I. COMMISSIONERS' COMMENTS/COMMUNICATIONS**

Commissioner Proue thanked everyone and announced it is her last meeting.



## **J. ADJOURNMENT**

There being no further business to come before the Historic Preservation Commission, the meeting was adjourned at 6:14 p.m.

APPROVED: March 5, 2024



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING MINUTES – MARCH 6, 2024  
HELD VIA [ZOOM WEBINAR](#) AND  
IN FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Clay Street Cemetery Commission convened at 5:03 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 presiding and with the following Commission members in attendance:

Members Present:           George Dalton, Seat A  
                                  Dawn Milligan, Seat B (remotely)  
                                  Aldean Kilbourn, Seat C  
                                  Janet Richardson, Seat D (remotely)  
                                  Julie Jones, Seat E (remotely)  
                                  Karen Erickson, Seat F (remotely)  
                                  Amy Stratman, Seat G

Absent:                       None

Also Present:               Jeff Jacobson, Public Works Director  
                                  Colt Chase, Deputy City Clerk

### **APPROVAL OF MEETING MINUTES**

a)       Regular Meeting Minutes of February 7, 2024

**J. Jones**, seconded by **A. Stratman**, moved to APPROVE the February 7, 2024 minutes.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the February 7, 2024 minutes, and all members voted in favor.

### **APPROVAL OF AGENDA**

**Chair Kilbourn** added “a) Discussion on Certain Markers” under Open Agenda.

**J. Jones**, seconded by **G. Dalton**, moved to APPROVE the agenda, as amended.

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

**CITIZEN’S COMMENTS** – None

### **COMMUNICATIONS TO COMMISSION**

**Chair Kilbourn** reported having been contacted by Patricia Kathy, who indicated that her parents are buried in the Elks section of the cemetery; she stated that P. Kathy would like her

ashes placed with them when she passes away. Chair Kilbourn shared that she provided P. Kathy with information on the process, along with the appropriate form, for requesting placement.

## **EVENTS & PUBLIC RELATIONS**

- a) Annual Clean-Up Day Scheduled for Saturday May 18, 2024, 9am-12pm

**J. Jones** confirmed that she will ensure a PSA is sent out prior to the event to attract more volunteers, as well as announcements via the radio station and JustServe.org. **J. Jacobson** suggested also placing event information on the reader board at the Golden Heart Plaza.

## **FINANCIAL UPDATES**

**Chair Kilbourn** referenced the financial report included in the meeting packet, noting that the only changes from the previous meeting were the deposits of \$12,454 for the bed tax grant and \$10,000 for the supplemental funds request they had made to the City Council. She asked if whether the bed tax grant amount was the full award or a 90% disbursement that groups typically receive at the start of the year. **J. Jones** stated that as far as she understands, the report shows the full amount that had been awarded, which has been the typical arrangement for the Commission in the past. She expressed appreciation that the \$10,000 was reflected in the primary account report, rather than separated as it has been in the past.

## **UNFINISHED BUSINESS**

- a) Previous Quiring Monument Order

**J. Jones** reported that the order is still in progress, with additional attention being given to consistency across all items. She shared that the new account representative was aware of the hope for the markers to be delivered before Memorial Day, so she will continue to follow up.

**Chair Kilbourn** stated she already has a commitment from Dusty and the other volunteers who helped the previous year that when the order arrives, they would happily come again to place the markers. **J. Jones** confirmed that her group is also committed again for the year, with Tuesdays working nicely for their schedule. **J. Jacobson** asked for and received input on where they would like the delivery placed when it arrives.

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

**Chair Kilbourn** noted that the item had already been discussed during Financial Updates.

## **NEW BUSINESS**

- a) Removal of July Meeting from 2024 Calendar

**G. Dalton**, seconded by **A. Stratman**, moved to REMOVE July 3 from the 2024 meeting calendar due to the proximity of that date to the Independence Day holiday.

**Chair Kilbourn** took a voice vote on the motion to REMOVE July 3 from the 2024 meeting calendar. All members voted in favor.

b) Status of 2023 Bed Tax Markers (Next Quiring Monument Order)

**J. Richardson** reported that of the 40 markers budgeted for with bed tax grant funds, 36 names are ready to go, with one additional name being paid for with a donation from a descendant.

**OPEN AGENDA**

a) Discussion on Certain Markers

**Chair Kilbourn** reported that 18 people had been taken out of the database, all of which have records in *Find-a-Grave* that include a location, birth date, and death date but may be missing something like a birth location. She shared that most are from 1905 to 1907, and she is unable to find newspapers or other records with any additional information. She asked if it would be prudent to proceed with the details they have, filling in or making any necessary corrections down the road, given the unlikelihood that additional records from that long ago would emerge.

**A. Stratman** stated that new records are constantly being indexed and uploaded to the various platforms and she believes they should wait. She gave an example of her own research efforts being bolstered by records she came across, which had only been uploaded a few months earlier.

**J. Richardson** agreed, noting that the donated marker referenced earlier had information that only came to light through direct messaging with a family member, who stated they had details about him, but nothing had been uploaded to any database. She stated that people often have information that takes a long time to find its way online.

**A. Stratman** referenced a situation in California where smaller counties report submitting their records to the State archivists, but such have not yet been scanned into the system. She acknowledged that other entities likely have similar situations.

**Chair Kilbourn** stated that there is a family by the last name Jeanette that has significant ties to France and has a great deal of records available upon request for any names that may be French connected. She shared that she gets emails from the family all the time.

**J. Jacobson** shared a booklet he came across that was associated with the cemetery and asked if it was something the Commission wanted to keep. **A. Stratman** indicated that it was a copy of something that was widely distributed and available many years ago. **Chair Kilbourn** offered to hold onto it for the time being and ensure it was not something new.

Deputy Clerk Chase shared that he had come across a large quantity of rack cards which still appear to have all correct information about the cemetery and included the bed tax grant logo. **A. Stratman** suggested that the rack cards get placed at Explore Fairbanks in the Visitors Center.

**Chair Kilbourn** offered to deliver the rack cards to the Visitors Center. **J. Jones** asked if they needed to order more rack cards. **Chair Kilbourn** stated that the amount DC Chase had found was more than enough for the year.

**J. Richardson** reminded Commission members that they need four more names to complete the 40 needed to fully utilize the bed tax grant funds. She pointed out that now that they have received the additional \$10,000 from the City Council, there is even more research work to do, so they should not be afraid to continue with research. **J. Jones** added that she would like to get the next order in as soon as possible to verify whether prices have increased since the last order.

**J. Richardson** confirmed that payment for the donated marker will be coming to the Clerk's Office, addressed to DC Chase. She asked DC Chase to let her know when it arrives.


**NEXT MEETING DATE**

The next meeting is scheduled for April 3, 2024, at 5:00 p.m. **Chair Kilbourn** indicated that she will be out of state for that meeting and may not be able to attend remotely. **J. Richardson** confirmed that she will be in town and available to chair the meeting if needed.

**ADJOURNMENT**

**Chair Kilbourn** declared the meeting ADJOURNED at 5:23 p.m.

  
\_\_\_\_\_  
Aldean Kilbourn, Chair  
Co-chair CSCC

  
\_\_\_\_\_  
Colt Chase, Deputy City Clerk

Transcribed by: CC



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# MEMORANDUM

**DATE:** March 28, 2024  
**TO:** Council Members  
**THROUGH:** Mayor Pruhs  
**FROM:** Margarita Bell  
**SUBJECT:** Fairbanks Police Department Positions

To expedite the hiring process, the police department is requesting the proposed temporary changes to the approved budgeted positions:

- Police Sergeant (2 Vacant Positions) – Hire 2 Police Officers
- Police Officer FTO (2 Vacant Positions) – Hire 2 Police Officers
- Police Officer (1 Full Time Position) – Hire 2 Part-Time Police Officers

The police department will begin the process of promoting staff for the Sergeant and FTO positions after new hires complete training.