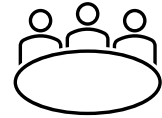




**FAIRBANKS CITY COUNCIL  
REGULAR WORK SESSION AGENDA  
TUESDAY, JANUARY 2, 2024 AT 7 A.M.**



MEETING WILL BE HELD VIA [ZOOM WEBINAR](#)  
AND AT FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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1. Roll Call
2. 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).
3. Resolution No. 5093 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adding Fees for Non-Utility Billing Credit Card Payments.
4. Resolution No. 5094 – A Resolution Authorizing the City of Fairbanks to Participate in the Network of Age-Friendly States and Communities.
5. Resolution No. 5095 – A Resolution Allocating Discretionary Funds from the Room Rental Tax in the Amount of Four Hundred Thousand Dollars (\$400,000.00).
6. Resolution No. 5096 – A Resolution Extending the Fairbanks Fire Department Education Reimbursement Program for Recruitment and Retention.
7. EMS Billing Options (discussion only)
8. Finance Committee Report
9. Mayor and Council Member Comments
10. Next Regular Work Session – Tuesday, January 16, 2024
11. Adjournment

Introduced by: Council Members  
Marney and Ringstad  
Date: December 11, 2023

**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 ~~striketrough~~ 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.**

\*\*\*\*\*

**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

Introduced by: Council Members  
Marney and Ringstad  
Date: December 11, 2023

**ORDINANCE NO. 6269, AS AMENDED**

**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 ~~striketrough~~ 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 prior year audited or reviewed financial statements by an independent certified public accountant.** ~~financial statements that have been independently reviewed by a certified public accountant.~~

\*\*\*\*\*

**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

**RESOLUTION NO. 5093**

**A RESOLUTION AMENDING THE CITY SCHEDULE OF FEES  
AND CHARGES FOR SERVICES BY ADDING FEES FOR NON-  
UTILITY BILLING CREDIT CARD AND DEBIT CARD PAYMENTS**

**WHEREAS**, the City of Fairbanks accepts credit and debit card payments as a service to citizens and as a way to accelerate collection of amounts owed; and

**WHEREAS**, the City of Fairbanks initially offered this method of payment for utility billing customers as credit card processors offer discounted rates for utility services; and

**WHEREAS**, the City of Fairbanks processing fees have significantly increased as this method of payment is used for other fees such as business licenses and building permits; and

**WHEREAS**, the City of Fairbanks through a competitive bid contracted with a processor that can apply processing fees directly to the customer for non-utility billing charges; therefore, reducing the burden of cost to taxpayers.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA**, to approve the attached version of the *Schedule of Fees and Charges for Services* relating to Credit Card Fees, effective January 1, 2024.

**PASSED** and **APPROVED** this 18th day of December 2023.

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**David Pruhs, Mayor**

AYES:

NAYS:

ABSENT:

APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

## City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5093 - Effective January 1, 2024

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
<b>Administrative</b>		Copy of Annual Budget or CAFR			Actual cost of commercial preparation
		<b>Non-Utility Credit/Debit Card Transaction Fee</b>	-	<u>2.9% of transaction</u>	<b>Fee applies to all credit and debit card payments, except utility payments</b>
	2-601	Returned Check	\$ 50.00		Per check
		Copy of Police Report	\$ 25.00		Per report (victim not charged)
		Charges for Telephonic Payments	\$ 10.00		Per payment
		Certified Copy	\$ 10.00		Per record; flat rate
		Corrective Deed	\$ 100.00		Non-Refundable Application Fee
			\$ 100.00		Recording fee
			\$ 75.00		Hourly rate for professional staff time (rounded from \$83)
		Temporary Caterer's Application	\$ 25.00		3 or more days notice (rounded from \$28)
			\$ 50.00		Less than 3 days notice
46-42	Noise Variance	\$ 100.00		Non-refundable application - permit fee	

**RESOLUTION NO. 5094**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO PARTICIPATE IN  
THE NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES**

**WHEREAS**, the City of Fairbanks has committed to provide quality essential services to all City residents to ensure Fairbanks is a vibrant place to live, work, thrive, and visit; and

**WHEREAS**, the North Star Council on Aging, Inc. produced the 2019 Senior Needs Assessment which confirmed the local population of people 65 and older is rapidly, outpacing growth in younger demographics; and

**WHEREAS**, the Foundation Health Partners' current Community Health Improvement Plan (CHIP) identified senior care and resources as a top community concern; and

**WHEREAS**, the Foundation Health Partners established the CHIP Senior Committee, composed of several local organizations, to address the identified needs of Fairbanks seniors; and

**WHEREAS**, the American Association of Retired Persons (AARP) created the Network of Age-Friendly States and Communities (NAFSC) to equip local stakeholders with the information, support, and guidance to prepare for America's rapidly aging population; and

**WHEREAS**, the CHIP Senior Committee determined gaining membership in the NAFSC to be an important next step in ensuring Fairbanks is able to meet the needs of a larger senior population; and

**WHEREAS**, the City of Fairbanks influences each of the NAFSC's "Domains of Livability"; and

**WHEREAS**, the City of Fairbanks could join the NAFSC at no cost and access NAFSC resources; and

**WHEREAS**, as a NAFSC member, the City of Fairbanks would commit to a cycle of continuous assessment and improvement to become more age-friendly.

**NOW, THEREFORE, BE IT RESOLVED 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 participating in the Network of Age-Friendly States and Communities program.

**SECTION 2.** That the effective date of this resolution is the 8<sup>th</sup> day of January 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



# AARP Network of Age-Friendly States and Communities

An age-friendly community is livable for people of *all* ages

## America's Population Is Rapidly Aging

According to the U.S. Census Bureau, by 2034 the nation will have more people age 65 or older than under 18. By 2060, nearly 1 in 4 people in the United States will be at least 65 years old.

This demographic shift presents an opportunity for communities that are prepared. Well-designed, age-friendly communities foster economic growth and make for happier, healthier residents of all ages.

The **AARP Network of Age-Friendly States and Communities** supports the work of local, regional and state governments as they prepare for the nation's changing demographics. Established in 2012, the network includes towns, cities, counties and states that have made a commitment to being more livable for people of all ages, and especially older adults.

The program's framework equips local leaders and residents with resources for assessing the needs of older adults related to housing and transportation options, access to key services, and opportunities to participate in community activities. Once identified, those needs can be incorporated into an action plan.



Age-Friendly Communities  
Are Livable for  
People of All Ages  
[aarp.org/livable](http://aarp.org/livable)

### Membership in the network:

- Serves as an organizing structure for making community improvements
- Fosters partnerships among community groups and local stakeholders
- Provides resources for identifying and assessing community needs
- Enables community improvements that benefit people of all ages

### Membership provides local leaders with:

- Access to expert-led webinars and technical assistance from livability professionals
- Connections to a national network of more than 700 enrolled communities
- A private group forum for discussions, asking questions and finding answers
- Support, guidance and best-practice resources from AARP about creating an action plan and documenting progress

Membership in the AARP Network of Age-Friendly States and Communities is *free!*

### Membership matters:

- 68% of communities successfully advanced policy changes
- 86% of communities overcame barriers
- More than 100 million people in the United States live in a community that is committed to being age-friendly.

DEMOGRAPHIC DATA: "Demographic Turning Points for the United States: Population Projections for 2020 to 2060," *Current Population Reports*, P25-1144, U.S. Census Bureau, Washington, D.C., 2020

AARP NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES DATA: 2022 Member List and Survey

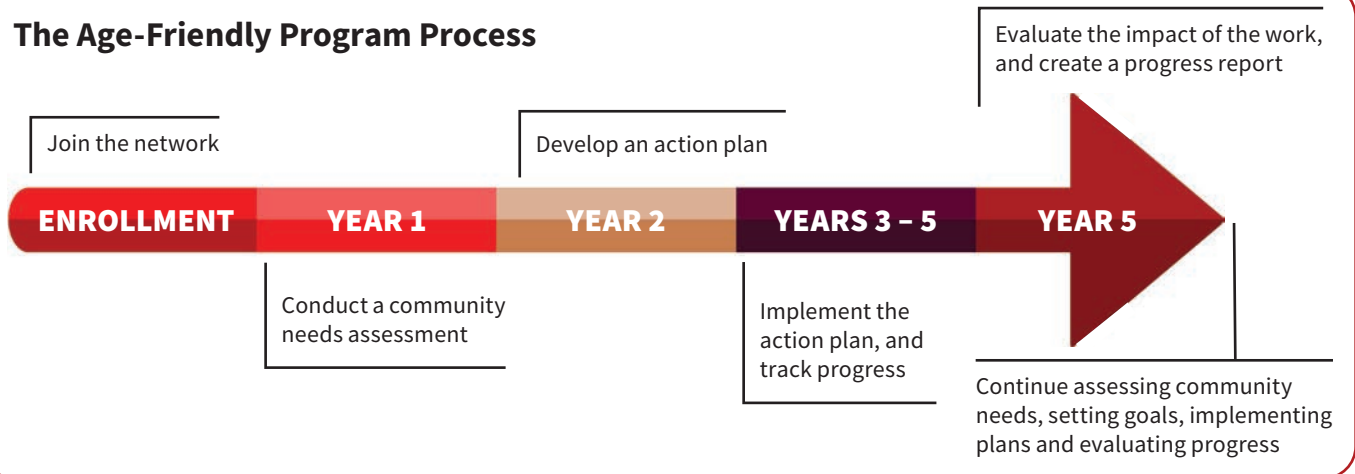


## Enrolling in the Network

Communities enroll individually or as part of a region. A governor can choose to enroll an entire state. All towns, villages, townships, boroughs, cities, counties and states seeking to enroll in the AARP Network of Age-Friendly States and Communities are required to submit a membership application. The community must also provide a letter of commitment signed by the jurisdiction's highest elected official (e.g., a governor, mayor, county executive) or a legislative body can pass and provide a resolution in support of membership.

Learn more and find the membership application via [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly).

### The Age-Friendly Program Process

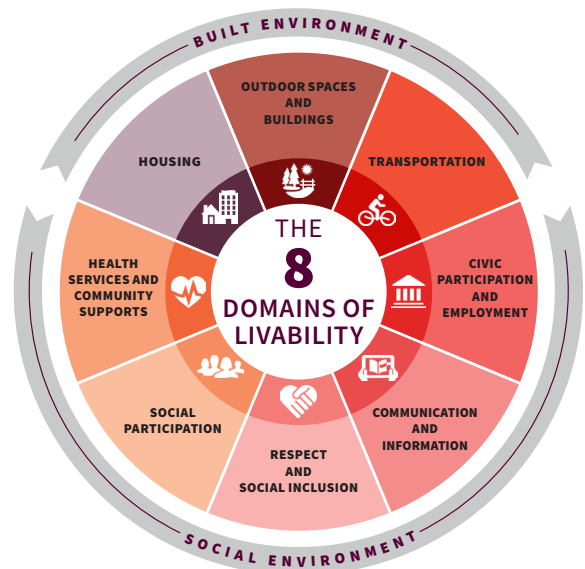


## The Program Steps

Members of the **AARP Network of Age-Friendly States and Communities** commit to an assessment process and cycle of continuous improvement, the steps of which typically require the member community to:

1. Establish a way to include older residents in all stages of the age-friendly process
2. Conduct a community needs assessment (*AARP provides survey examples and access to an online tool*)
3. Develop an action and evaluation plan based on the assessment results and submit to AARP for review
4. Implement the plan and work toward its goals
5. Assess the impact of implementing the plan and submit progress reports
6. Share solutions, successes and best practices across the age-friendly network
7. Repeat!

The **8 Domains of Livability** is the framework used by states and communities enrolled in the network to organize and prioritize their work. The availability and quality of these community features impact the well-being of older adults and people of all ages.



## LEARN MORE, GET IN TOUCH

- **Website:** [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly) or [AARP.org/Livable](https://www.aarp.org/Livable)
- **Twitter:** @AARPLivable
- **Free Newsletter:** [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe)
- **Email:** [AARPAge-FriendlyNetwork@AARP.org](mailto:AARPAge-FriendlyNetwork@AARP.org)
- **Locate Your AARP State Office:** [AARP.org/States](https://www.aarp.org/States) or call 1-888-687-2277

OR SCAN THIS CODE



D19860

**RESOLUTION NO. 5095**

**A RESOLUTION ALLOCATING DISCRETIONARY FUNDS FROM  
THE ROOM RENTAL TAX IN THE AMOUNT OF FOUR  
HUNDRED THOUSAND DOLLARS (\$400,000.00)**

**WHEREAS**, the total amount of discretionary funds from the room rental tax for the FY2024 budget is four hundred thousand dollars (\$400,000.00); and

**WHEREAS**, the Mayor appointed a Committee to review grant applications from organizations to determine how and to whom these funds should be distributed; and

**WHEREAS**, although most proposals were laudable and had merit, there is only a limited amount of funds available; and

**WHEREAS**, after due deliberation the Discretionary Fund Committee is bringing forth this recommendation for City Council consideration.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Fairbanks, that:

**Section 1.** The following named recipients are hereby allocated the total sum of four hundred thousand dollars (\$400,000.00) as follows:

	<b>Name of Organization</b>	<b>Award</b>
1	Fairbanks Youth Litter Patrol, Inc.	\$ 12,500.00
2	Alaska International Senior Games, Inc.	\$ 15,667.00
3	Pioneer Memorial Park, Inc. dba Fairbanks Pioneer Museum	\$ 24,117.00
4	Clay Street Cemetery Commission	\$ 12,454.00
5	Festival Fairbanks, Inc.	\$ 31,333.00
6	World Eskimo-Indian Olympics	\$ 22,817.00
7	Yukon Quest International, Ltd.	\$ 50,500.00
8	Tanana Yukon Historical Society	\$ 14,083.00
9	Cold Steel Pan Orchestra	\$ 2,827.00
10	Fairbanks Curling Club	\$ 13,717.00
11	Friends of Creamer's Field	\$ 14,917.00
12	Fairbanks Community Museum	\$ 21,333.00

	<b>Name of Organization (continued)</b>	<b>Award</b>
13	Fairbanks Community Band, Inc.	\$ 17,654.00
14	Alaska Dog Musher's Association, Inc.	\$ 31,367.00
15	Alaska Goldpanner Baseball, Inc.	\$ 31,832.00
16	Downtown Association of Fairbanks Community Services	\$ 13,715.00
17	Fairbanks Arts Association	\$ 69,167.00
	<b>TOTAL</b>	<b>\$ 400,000.00</b>

**Section 2.** PASSED and APPROVED this 8th day of January 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

**RESOLUTION NO. 5096**

**A RESOLUTION EXTENDING THE FAIRBANKS FIRE DEPARTMENT  
EDUCATION REIMBURSEMENT PROGRAM FOR RECRUITMENT AND  
RETENTION**

**WHEREAS**, an education reimbursement program for recruitment and hiring paramedics for the Fairbanks Fire Department (FFD) was established by the City Council on May 28, 2022, with the adoption of Ordinance No. 6204 as amended; and

**WHEREAS**, five paramedics have been recruited with this program in the past 18 months; and

**WHEREAS**, the current cost for the City of Fairbanks to send one employee to complete a paramedic program is minimally \$16,000 for tuition and up to \$120,000 in salaries, overtime, and benefits; and

**WHEREAS**, the FFD continues to have a need for the program; and

**WHEREAS**, the education reimbursement program established in Ordinance No. 6204 sunsets on December 31, 2023 unless extended by Resolution of the City Council.

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

**SECTION 1.** A Recruitment & Retention Education Reimbursement program for Fairbanks Fire Department paramedics is hereby established that provides education reimbursements of \$2,000 at the date of hire, \$2,000 after three years, and \$4,000 after five years, for eligible applicants, subject to the terms and conditions of the Recruitment & Retention Education Reimbursement Contract attached as Exhibit A.

**SECTION 2.** The education reimbursements established in this ordinance will be forward funded through Community Assistance Program funds.

**SECTION 3.** This program will sunset on December 31, 2024 unless extended by Resolution of the City Council.

**PASSED and APPROVED** this 8th day of January 2024.

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**David Pruhs, Mayor**

AYES:  
NAYS:

ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 6204  
Abbreviated Title: ORDINANCE ESTABLISHING EDUCATION REIMBURSEMENT PROGRAM

Department(s): FIRE

Does the adoption of this ordinance or resolution authorize:

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

**II. FINANCIAL DETAIL:**

<b>PROJECTS:</b>	<b>2023</b>	<b>2024</b>	<b>Total</b>
SALARY AND BENEFITS			
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>FUNDING SOURCE:</b>	<b>2023</b>	<b>2024</b>	<b>Total</b>
GENERAL FUND			
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Fairbanks Fire Department education reimbursement program will provide \$8,000 over five years from salary savings. The department will provide \$2,000 as a sign-on education reimbursement, \$2,000 after 3 years, and \$4,000 after 5 years. If the department does not have salary savings, the cost for five individuals would be \$10,000 in Year 1, \$10,000 in Year 3, and \$20,000 in Year 5. Overall, the savings in training, regular salaries and benefits, and overtime for backfill would be significant in comparison to the cost.

Reviewed by Finance Department: Initial km Date 12/26/2023