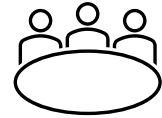




**FAIRBANKS CITY COUNCIL  
REGULAR WORK SESSION AGENDA  
TUESDAY, JANUARY 16, 2024 AT 7 A.M.**



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). [postponed to February 12]
3. Ordinance No. 6271 – An Ordinance Reestablishing the Fairbanks Fire Department Education Reimbursement Program for Recruitment and Retention. [advanced to second reading]
4. Resolution No. 5098 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adjusting Ambulance Service Fees.
5. Clay Street Cemetery Commission Request for \$10,000 Appropriation for Markers
6. Finance Committee Report
7. Mayor and Council Member Comments
8. Next Regular Work Session – Tuesday, February 6, 2024
9. 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.**

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

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**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

PROPOSED SUBSTITUTE LANGUAGE  
for Ordinance No. 6269

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

- (a) The tax on the daily rental of rooms levied by this article is for the primary purpose of funding services for the promotion of the tourist industry and other economic development, and for the funding of services for the general public.
- (b) Subject to annual appropriation, revenues collected under this article will be allocated as follows:
  - (1) The City of Fairbanks will receive 22.5 percent for fund collection, administration, and tourism impact.
  - (2) \$400,000.00 will be distributed annually as follows:
    - Fairbanks Economic Development Corporation \$100,000.00
    - Golden Heart Plaza and Barnette Landing Maintenance \$30,000.00
    - Discretionary Grants \$270,000.00
  - (3) All remaining room rental tax revenues will be distributed to the Fairbanks Convention and Visitors Bureau dba Explore Fairbanks (hereinafter "Explore Fairbanks").
- (c) Revenue collected under this article will be made available to Explore Fairbanks, the Fairbanks Economic Development Corporation, and Golden Heart Plaza and Barnette Landing Maintenance no later than the last day of the month directly following the month in which the revenues are collected by the city.
- (d) Any organization, public or private, or any person may submit a discretionary grant application and proposal to the city no later than October 31st for distribution in the next calendar year. The city council will establish standards and criteria for selection and publish them for a reasonable period before the applications are to be submitted. The mayor will appoint a committee, with city council concurrence, to review the proposals and make recommendations to the city council no later than the first regular meeting in January.
- (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.~~

**Additionally, any recipient of funding under this article receiving:**

**(1) \$100,000 or more, but less than \$500,000, must remit directly to the mayor and city council before September 1st of each year for presentation and review a complete and fully detailed:**

- A. **financial statement covering prior year's activities that has been reviewed by an independent certified public accountant,**
- B. **budget documents,**
- C. **plan outlining projected goals and objectives, and**
- D. **report of current year's progress and accomplishments.**

**(2) \$500,000 or more, must remit a complete and fully detailed copy of the items listed below directly to the mayor and city council for presentation and review:**

- A. **no later than September 1st, a financial audit of the prior year's activities, conducted by a certified public accountant using generally accepted auditing standards, along with a copy of the management letter and any organizational response to the audit, and**
  - B. **no later than November 1st, of each year, budget documents, a plan outlining projected goals and objectives, and a report of current year's progress and accomplishments.**
- (f) Discretionary grant recipients will be required to report to the CFO that funds were used exclusively for the purposes stated in the grant application. Ten percent of these appropriations will be withheld until the complete report is filed with the CFO. Prior to receiving any funding under this section, applicants must agree to reimburse the city the full amount of any grant funds not used for the purposes stated on the application. Certification that funds were used as approved is due by October 31 of the year of grant funding; funds not spent or encumbered for approved purposes must be returned by that date. An organization that fails to comply with the October 31 deadline is ineligible to seek funding for the following year, but if complete reporting and repayment is made by October 31 of the following year, the organization may reapply for future funding. An organization that does not comply within one year of the deadline is ineligible to receive funding for three additional years.
- (g) The city council establishes the following criteria and process for discretionary grants.
- (1) The primary purpose of discretionary grants is the promotion of the tourism industry and other economic development in the City of Fairbanks. Discretionary grants cannot support the following:
    - a. Loans, deficits, or debt reduction.
    - b. Endowments.
    - c. Scholarships.
    - d. Health and social services activities.
  - (2) A discretionary fund committee will be composed of five community members and a council person, who will function as the chair, all appointed by the mayor. The members of the committee will serve three-year terms with a limit of two consecutive full terms. Unless appointed to fill a vacancy, terms begin July 1 and expire June 30.
  - (3) Grant guidelines:
    - a. The applicant must complete the application in its entirety and may submit financial information in their format including:
      - 1. Balance sheet for the last fiscal year.
      - 2. Income and expense statement for the last fiscal year.
      - 3. Applicant's projected budget for the upcoming year.
      - 4. Wage and salary information for employees for current and upcoming year.
    - b. If an applicant has the disbursement responsibility for other organizations, they must list all organizations that they represent.

- c. The applicant must explain how use of the funds will contribute significantly to the growth and promotion of Fairbanks.
  - d. The applicant must explain how the funds will be used to supplement a successful ongoing program of activities or a new program that will need initial support to accomplish its stated goals.
  - e. The applicant must answer questions in the order provided but need not have the questions and answers appear on specific pages.
- (4) Grant applications approved by the discretionary fund committee will be available from the office of the city clerk and must be submitted or postmarked no later than October 31 of each year.
  - (5) Procedures for scoring proposals from applicants will be decided by the committee during its first organizational meeting. Members at this meeting will be made aware of procedures in place in case of conflicts of interest.
  - (6) A distribution meeting will be held for members to present their award for each eligible grant application. Prior to the distribution meeting, committee members must submit their award amounts to the CFO. Members will disclose their award amounts by reading them into the record during the distribution meeting. An award will be made for each eligible grant applicant by averaging the award amounts. Awards are subject to city council approval.
  - (7) Successful applicants are required to report to the CFO as stated in section 74-117(f). Ten percent of these appropriations will be withheld until a report is filed with the CFO.

( Ord. No. 6172 , § 1, 7-1-2021)

**ORDINANCE NO. 6271**

**AN ORDINANCE REESTABLISHING THE FAIRBANKS FIRE  
DEPARTMENT EDUCATION REIMBURSEMENT PROGRAM FOR  
RECRUITMENT AND RETENTION**

**WHEREAS**, an education reimbursement program for the recruitment and hiring of 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 under this program within the past 18 months; and

**WHEREAS**, the current cost for the City of Fairbanks to send one employee to complete a paramedic program is at least \$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 lapsed on December 31, 2023 and was not extended by resolution of the City Council.

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

**SECTION 1.** A Recruitment and Retention Education Reimbursement program for Fairbanks Fire Department paramedics is hereby reestablished to provide education reimbursements of \$2,000 at the date of hire, \$2,000 after three years of employment, and \$4,000 after five years of employment, for eligible applicants, subject to the terms and conditions of the Recruitment and 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.

**SECTION 4.** The effective date of this ordinance is five days after adoption.

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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



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

**I. REQUEST:**

Ordinance or Resolution No: 6271

Abbreviated Title: ORDINANCE REESTABLISHING 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:**

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

FUNDING SOURCE:	2024	Total
GENERAL FUND		
<b>TOTAL</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. Overall, the savings in training and overtime for backfill would be significant in comparison to the cost.

Reviewed by Finance Department: Initial mb Date 1/3/2024



## **Fairbanks Fire Department Recruitment and Retention Education Reimbursement Contract**

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

WHEREAS, the Employee has been offered employment for the City as a Paramedic in the Fire Department (“Department”) for the first time;

WHEREAS, the Department wishes to bestow upon the Employee an education reimbursement as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department as a Paramedic for at least five full years;

WHEREAS, Ordinance No. 6271 that reenacted the Recruitment and Retention Education Reimbursement Program specified that payment of the education reimbursement will be forward funded through Community Assistance Program funds.

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

1. The City agrees to bestow upon the Employee \$2,000 as a recruitment education reimbursement in return for the Employee accepting the City’s offer of employment, to be paid on the Employee’s first paycheck. The Employee will receive as a retention education reimbursement \$2,000 in the first paycheck following their three-year anniversary and another \$4,000 in the first paycheck following their five-year anniversary.
2. The City will apply all required federal and state tax deductions and will report all payments made under this agreement as required by federal and state law. Taxes will be withheld as bonus earnings from the Recruitment and Retention Education Reimbursement and reported to the Internal Revenue Services as income on the Employee’s Form W-2. The Recruitment and Retention Education Reimbursement is not considered “salary” and will not be included for purposes of retirement benefit calculations or salary increases.
3. The City will adhere to all relevant policies during the hiring process and in making education reimbursement payments to employees.
4. In return for accepting the Recruitment and Retention Education Reimbursement as provided in paragraph 1, the Employee agrees to work for the Department as a paramedic on a regular and full-time basis for at least five years beginning with their start date and ending on their five-year anniversary. Should the Employee resign, quit, or be terminated for cause before the ending date, the Employee may be required to repay a prorated amount of the Recruitment and Retention Education Reimbursement as provided in paragraph 5.
5. The Employee’s failure to remain employed by the Department as a paramedic for the applicable time period will trigger the Employee’s duty to repay, pro-rata, the amount paid by the City pursuant to paragraph 1 (this amount may be more than the Employee received due to taxes or other withholdings). To facilitate this repayment, the Employee, by signing below, expressly gives the City a lien on their salary, wages, and other sums payable to them by the City, subject to state and

federal law. In addition, the Employee hereby authorizes the City to withhold all amounts so due from any sum payable to the Employee by the City. The Employee also agrees that any tax consequences resulting from the repayment of the Recruitment and Retention Education Reimbursement will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain employed by the City as a paramedic for the applicable time period for reasons beyond their control (e.g., injury, illness, or death), other than termination for just cause, the City may in its sole discretion waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by both the Fire Chief and the Mayor.
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable, and the Employee agrees, represents, and warrants that they will be held to any applicable repayment of the Recruitment and Retention Education Reimbursement.
8. All Recruitment and Retention Education Reimbursement payments are conditioned on the availability of funds from the Community Assistance Program.

BY SIGNING BELOW, the Employee certifies that they have not accepted a financial incentive for accepting employment at the City, other than as described in this agreement.

IN WITNESS THEREOF:

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Signature

\_\_\_\_\_  
Date

PRINTED NAME of Employee

\_\_\_\_\_

**RESOLUTION NO. 5098**

**A RESOLUTION AMENDING THE CITY SCHEDULE OF FEES  
AND CHARGES FOR SERVICES BY ADJUSTING AMBULANCE  
SERVICE FEES**

**WHEREAS**, the Centers for Medicare and Medicaid Services (CMS) update their schedule for reimbursements for all ambulance services annually; and

**WHEREAS**, the City of Fairbanks Schedule of Fees and Charges for Services currently charges the same fee for Basic Life Support (BLS) ambulance services or Advanced Life Support (ALS) ambulance services; and

**WHEREAS**, many bills for BLS transports are rejected by Medicaid, Medicare, or other insurance because the City charges the same rate for BLS as ALS services; and

**WHEREAS**, the patient is burdened to pay the cost of any amount not covered by their insurance; and

**WHEREAS**, the current CMS schedule is higher for BLS and ALS services than what the City charges; and

**WHEREAS**, insurance would more often pay the higher amounts if the City separated charges appropriately, which would reduce the burden on the patients and make EMS in Fairbanks more sustainable

**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 section 26-111 Ambulance Services, effective April 1, 2024.

**PASSED** and **APPROVED** this 22nd 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 Schedule of Fees and Charges for Services

As of Resolution No. 5098 - Effective January 22, 2024

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
<b>Emergency Services</b>	26-111	Ambulance Services	\$ 1,000.00		<del>Advanced and Basic Life Support Transport</del>
			<b>\$ 1,300.00</b>		<b>Advanced Life Support Transport</b>
			\$ (100.00)		Discount for City of Fairbanks resident
			<b>\$ 250.00</b>		<b>Treatment Without Transport</b>
			\$ 150.00		Lift assist, after 5 within 12 weeks
		Additional Patient Transport Mileage	<del>\$ 13.50</del> \$ 16.00		Per mile; for all miles
		Non-emergency assistance to private care facilities	\$ 200.00		Per hour; one hour minimum. Physical assistance in moving patients or clients.
	30-1; 30-31	Annual Technical Inspection	\$ 15.00		In addition to the vendor fee charged to the reporter for the use of the vendor's reporting software, a fee of \$15 will be paid by the reporter, collected by the vendor, and submitted to the City.
	30-1; 30-31	Fire Inspection, investigation, technical services	\$ 125.00		Per hour, one hour minimum. One free follow up. When deficiencies are not corrected within the time specified by the Fire Inspector, fees are doubled for a second inspection and tripled on a third visit. This fee is charged only when the inspection is requested by the business owner, part of a fire investigation, or required by the State of Alaska (excluding those required for alcohol & cannabis licensing).
	30-1	Inspections in response to safety complaints	\$ -		Initial inspection no charge
			\$ 125.00		Per hour, when deficiencies are not corrected within the time specified by the Fire Inspector; fees are charged for a second inspection if substantial compliance not completed; tripled on a third visit.
		Mutual Aid			No fee
			\$ 70.00		4-hour block, Fire Training Center tower and grounds
			\$ 40.00		4-hour block, Fire Training Center conference room
			\$ 70.00		4-hour block, Fire Training Center large classroom
30-1	In-Service Inspection	\$ 50.00		Per hour; 0.5 hour minimum (only applied to uncorrected items from "no charge" first inspection)	