



**FAIRBANKS CITY COUNCIL
REGULAR WORK SESSION AGENDA
TUESDAY, FEBRUARY 6, 2024 AT 7 A.M.**



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

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. 6272 – An Ordinance Amending the Collective Bargaining Agreement Between the City of Fairbanks and the International Brotherhood of Electrical Workers (IBEW) Local 1547. [advanced to second reading]
4. Resolution No. 5100 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Congestion Mitigation & Air Quality (CMAQ) Program and Carbon Reduction Program (CRP) Allocated by Fairbanks Area Surface Transportation (FAST) Planning. [not introduced]
5. 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. [not introduced]
6. 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. [not introduced]
7. Ordinance No. 6275 – An Ordinance Amending the 2024 Operating and Capital Budgets for the First Time. [not introduced]
8. Ordinance No. 6276 – An Ordinance Amending Fairbanks General Code Section 78-398, Authority to Impound Vehicles. [not introduced]
9. Annual Asset Forfeiture Report
10. Finance Committee Report
11. Mayor and Council Member Comments
12. Next Regular Work Session – Tuesday, February 20, 2024
13. 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.

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

**ORDINANCE NO. 6269, AS AMENDED
(PROPOSED SUBSTITUTE)**

**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.~~

WHEREAS, the Room Rental Tax, formerly Hotel/Motel Tax, was first established in the City of Fairbanks by Ordinance No. 3793 adopted on August 20, 1979; and

WHEREAS, the Fairbanks Convention and Visitors Bureau, now doing business as Explore Fairbanks, was first provided dedicated funding from the Room Rental Tax in recognition of the valuable service in the promotion of economic development of the Fairbanks area through Ordinance No. 4436 adopted on June 24, 1985; and

WHEREAS, Ordinance No. 4436 also required that the Fairbanks Convention and Visitors Bureau provide the Council biannual financial statements, including both income and expenditures, as well as an annual report of goals and objectives for the year ahead; and

WHEREAS, Ordinance No. 5461, adopted on December 10, 2001, amended Fairbanks General Code Sec. 74-117(e) to add some specificity to the Fairbanks Convention and Visitors Bureau's and Fairbanks Economic Development Corporation's reporting requirements to assure compliance with the room rental tax purpose and limitations; and

WHEREAS, the City Council aims to effectively balance the burden of reporting requirements against the need for transparency and responsible use of public funds; and

WHEREAS, amending the reporting requirements included at Fairbanks General Code Sec. 74-117(e) for recipients of the Room Rental Tax will better assure compliance with the purposes and limitations of the tax.

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

SECTION 1. Fairbanks General Code Sec. 74-117(e) is hereby amended as follows [new text in **bold/underlined** font; deleted text in ~~strikethrough~~ font]:

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

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

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

SERVICE COMPARISON

General Information for
Ordinance No. 6269 Discussion

	FINANCIAL STATEMENT PREPARATION	COMPILATION	REVIEW	AUDIT
Level of assurance that the financial statements are not materially misstated	CPA does not obtain or provide any assurance that there are no material modifications that should be made to the financial statements.	CPA does not obtain or provide any assurance that there are no material modifications that should be made to the financial statements.	CPA obtains limited assurance that there are no material modifications that should be made to the financial statements.	The CPA obtains reasonable (defined as high, but not absolute) assurance about whether the financial statements are free of material misstatement.
Objective	To prepare financial statements pursuant to a specified financial reporting framework.	To apply accounting and financial reporting expertise to assist management in the presentation of financial statements.	To obtain limited assurance as a basis for reporting whether the CPA is aware of any material modifications that should be made to the financial statements for them to be in accordance with the applicable financial reporting framework, primarily through the performance of inquiry and analytical procedures.	To obtain reasonable assurance about whether the financial statements as a whole are free of material misstatement thereby enabling the CPA to express an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with an applicable financial reporting framework and to report on the financial statements in accordance with the auditor's findings.
The CPA is required to be independent	No	No — but if the CPA is not independent, the CPA is required to indicate lack of independence in the CPA's compilation report.	✓	✓

	FINANCIAL STATEMENT PREPARATION	COMPILATION	REVIEW	AUDIT
The CPA is required to obtain an understanding of the entity's internal control and assess fraud risk			✓	✓
The CPA is required to perform inquiry and analytical procedures			✓	✓
The CPA is required to perform verification and substantiation procedures			✓	✓
The CPA issues a formal report on the financial statements		✓	✓	✓
Situations requiring different levels of service	Intended for the business owner's own use to have the current information needed to know the financial standing of the business and to make business decisions accordingly. Similar to what an in-house controller or CFO would provide for management in a larger company. The financial statements may be shared with third parties.	Typically appropriate when initial or lower amounts of financing or credit are sought or there is significant collateral in place. Outside parties may appreciate the business's association with a CPA, which is readily apparent in the formal compilation report.	Typically appropriate as a business grows and is seeking larger and more complex levels of financing and credit. It is also useful when business owners themselves are seeking greater confidence in their financial statements to evaluate results and make key business decisions.	An audit is typically appropriate and often required when seeking complex or high levels of financing and credit. Also appropriate when seeking outside investors, seeking to sell the business or considering a merger.
Differences in cost for each level of service	Varies based on the financial records provided.	Least time consuming of the services in which the CPA issues a formal report.	More time consuming than a compilation but substantially less than an audit.	Involves the most work and, therefore, the most CPA time.

ORDINANCE NO. 6272

**AN ORDINANCE AMENDING THE COLLECTIVE BARGAINING
AGREEMENT BETWEEN THE CITY OF FAIRBANKS AND THE
INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS
(IBEW) LOCAL 1547**

WHEREAS, Ordinance No. 6254 ratified a Collective Bargaining Agreement (CBA) between the City of Fairbanks and the International Brotherhood of Electrical Workers (IBEW) Local 1547, effective January 1, 2024 through December 31, 2026; and

WHEREAS, Ordinance No. 6268 adopted the 2024 operating budget, which included funding for a Records Manager position in the City Clerk's Office; and

WHEREAS, the City and the IBEW agreed to amend Schedule A of the CBA to include the Records Manager position; and

WHEREAS, the Deputy Clerk II is called upon to act as the City Clerk in the City Clerk's absence, which can create a potential conflict in regard to labor negotiations between the City and the IBEW; and

WHEREAS, the Deputy Clerk II position has been described in Section 3 of Schedule A of the CBA as a position routinely "entrusted with confidential information placing them in a potential conflict of interest between their roles as City officials and bargaining unit members"; and

WHEREAS, the City and the IBEW have tentatively agreed that the Deputy Clerk II position should be removed from Schedule A of the CBA between the City and the IBEW; and

WHEREAS, the City and the IBEW agree that the Deputy Clerk I/Cashier position should be retitled as the Licensing Clerk/Cashier to better reflect the duties of the position; and

WHEREAS, the City of Fairbanks and the IBEW Local 1547 agree to amend the CBA to address the three changes described above.

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

SECTION 1. The Letters of Agreement amending the current CBA between the City of Fairbanks and the International Brotherhood of Electrical Workers, attached as Exhibits A and B, are approved.

SECTION 2. The effective date of this Ordinance is March 1, 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

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6272

Abbreviated Title: ORDINANCE AMENDING IBEW COLLECTIVE BARGAINING AGREEMENT

Department(s): ALL

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:	Total
SALARY AND BENEFITS	
TOTAL	

FUNDING SOURCE:	Total
GENERAL FUND	
TOTAL	

The Letter of Agreement between the City of Fairbanks and the International Brotherhood of Electrical Workers (IBEW) Local 1547 will add the Records Manager position, change the title of the Deputy City Clerk I/Cashier to Licensing Clerk/Cashier, and move the Deputy City Clerk from IBEW to FGC (Fairbanks General Code Non-Union). The Deputy City Clerk will receive the same total compensation package with changes in salary to compensate for loss in benefits.

Reviewed by Finance Department: Initial mb Date 1/16/2024

Exhibit B to Ordinance No. 6272

Letter of Agreement
between the
City of Fairbanks
and the
International Brotherhood of Electrical Workers Local 1547

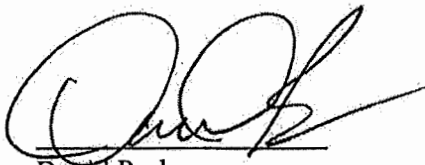
The City of Fairbanks and the International Brotherhood of Electrical Workers (IBEW) Local 1547 agree to remove the Deputy Clerk II position from the union to avoid a potential conflict of interest related to duties when acting as the City Clerk. The City and IBEW further agree to change the title of the Deputy Clerk I/Cashier to Licensing Clerk/Cashier to more accurately describe the position.

David Pruhs
Mayor
City of Fairbanks

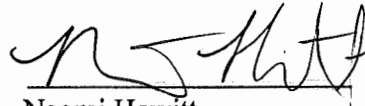
Naomi Hewitt
Business Representative
IBEW Local 1547

Letter of Agreement
between the
City of Fairbanks
and the
International Brotherhood of Electrical Workers Local 1547

The City of Fairbanks and the International Brotherhood of Electrical Workers (IBEW) Local 1547 agree to establish a Records Manager position within the City Clerk's Office. This position has been funded for the first time in the City of Fairbanks 2024 budget. This Letter of Agreement modifies Schedule A of the Collective Bargaining Agreement between the City of Fairbanks and the IBEW by adding a new Records Manager position. Please see attached Schedule A and Records Manager job description.



David Pruhs
Mayor
City of Fairbanks



Naomi Hewitt
Business Representative
IBEW Local 1547

IBEW SCHEDULE A

EFFECTIVE 03-01-2024

POSITION CLASSIFICATION	RANGE A 90%	RANGE B 92.5%	RANGE C 95%	RANGE D 97.5%	RANGE E 100%	RANGE F 102.5%	RANGE G 105%	RANGE H 107.5%	RANGE I 110%	PACKAGE RATE BASED ON RANGE E
Administrative Assistant	27.37	28.13	28.89	29.65	30.41	31.17	31.93	32.69	33.45	47.79
HR Generalist	30.20	31.04	31.88	32.72	33.56	34.40	35.24	36.08	36.92	50.94
Legal Secretary	32.18	33.07	33.96	34.86	35.75	36.64	37.54	38.43	39.33	53.13
Deputy City Clerk #	34.53	35.49	36.45	37.44	38.37	39.33	40.29	41.25	42.24	56.75
Records Manager	29.93	30.76	31.59	32.42	33.25	34.08	34.91	35.74	36.58	50.63
Licensing Clerk/Cashier	27.37	28.13	28.89	29.65	30.41	31.17	31.93	32.69	33.45	47.79
City Engineer	56.14	57.70	59.26	60.82	62.38	63.94	65.50	67.06	68.62	79.76
Engineer III	46.13	47.41	48.69	49.97	51.25	52.53	53.81	55.09	56.38	68.63
Engineer II	41.02	42.16	43.30	44.44	45.58	46.72	47.86	49.00	50.14	62.96
Engineer I	37.31	38.35	39.39	40.42	41.46	42.50	43.53	44.57	45.61	58.84
Engineer Assistant II	36.23	37.23	38.24	39.24	40.25	41.26	42.26	43.27	44.28	57.63
Engineer Assistant I	33.00	33.92	34.84	35.75	36.67	37.59	38.50	39.42	40.34	54.05
Surveyor	45.36	46.62	47.88	49.14	50.40	51.66	52.92	54.18	55.44	67.78
Environmental Analyst	43.70	44.91	46.12	47.34	48.55	49.76	50.98	52.19	53.41	65.93
Quality Control Officer	31.76	32.64	33.53	34.41	35.29	36.17	37.05	37.94	38.82	52.67
Public Works Director	56.14	57.70	59.26	60.82	62.38	63.94	65.50	67.06	68.62	79.76
Building Official	50.76	52.17	53.58	54.99	56.40	57.81	59.22	60.63	62.04	73.78
Combination Building Inspector	37.07	38.10	39.13	40.16	41.19	42.22	43.25	44.28	45.31	58.57
Plans Examiner	37.31	38.35	39.39	40.42	41.46	42.50	43.53	44.57	45.61	58.84
Senior Structural Plan Check Engineer	46.13	47.41	48.69	49.97	51.25	52.53	53.81	55.09	56.38	68.63
Code Compliance Inspector	36.03	37.03	38.03	39.03	40.03	41.03	42.03	43.03	44.03	57.41
Police Chief	56.14	57.70	59.26	60.82	62.38	63.94	65.50	67.06	68.62	79.76
Emergency Dispatch Center Manager	44.02	45.24	46.46	47.69	48.91	50.13	51.36	52.58	53.80	66.29
Fire Chief	56.14	57.70	59.26	60.82	62.38	63.94	65.50	67.06	68.62	79.76
Assistant Fire Chief	46.23	47.52	48.80	50.09	51.37	52.65	53.94	55.22	56.51	68.75
Controller #	45.59	46.86	48.13	49.39	50.66	51.93	53.19	54.46	55.73	68.04
Grants & Contracts Administration Manager	38.39	39.45	40.52	41.58	42.65	43.72	44.78	45.85	46.92	60.03
Accounting Specialist	30.38	31.22	32.06	32.91	33.75	34.59	35.44	36.28	37.13	51.13
INACTIVE REPRESENTED POSITIONS LISTED BELOW										
Engineer IV	45.60	46.87	48.14	49.40	50.67	51.94	53.20	54.47	55.74	68.05
Property Development Manager	41.13	42.27	43.42	44.56	45.70	46.84	47.99	49.13	50.27	63.08
General Ledger Accountant/Grants Manager	42.80	43.99	45.18	46.37	47.56	48.75	49.94	51.13	52.32	64.94

NOTES:

Police Chief does not participate in IBEW pension plan.

Deputy City Clerk with CMC certification receive an additional \$2.42 per hour on benchmark wage.

Package includes \$10.13 per hour for health care and \$7.25 per hour for pension.

Section 2.

After the package rate is set effective January 1, as provided in Section 16.1 and after the Union designates allocation to Pension and H&W, employees will be paid at the benchmark Range E unless, based upon merit evaluation of employee experience, knowledge and skills, dedication, and performance, the Mayor finds that individual wages should be adjusted to the following ranges:

Range A	Range B	Range C	Range D	Range E	Range F	Range G	Range H	Range I
90%	92.5%	95%	97.5%	100%	102.5%	105%	107.5%	110%

Range A & B are meant to be the starting wage for employees whose knowledge, experience, or skills are still developing. It is also meant to apply to employees whose knowledge, skills, or performance have declined to the minimally acceptable level.

Range C & D are meant to apply to employees whose knowledge, skills, and experience are progressing but have not yet reached the average. It is also meant to apply to employees whose knowledge, skills, and performance have slipped below average.

Range F & G are meant to apply to employees whose knowledge, skills, and experience are above average and for employees whose performance is above average.

Range H & I are meant to apply to employees with extensive knowledge, skills, and ability whose performance is superior.

While initial range placement and subsequent range advances to a higher range are at the discretion of the Mayor, employee(s) may not be moved from a higher to a lower Range without just cause subject to the following:

- a. In the event the Mayor has concerns about the adequacy of an employee's work performance which may trigger a decision of a reduction in pay range, the performance issue(s) will first be orally discussed by the employee, the Department Head, and the Mayor.
- b. After said meeting, a written "performance improvement plan" identifying the area(s) needed for improvement will be provided to the employee. Follow up meetings will be held at the request of the employee.
- c. Six calendar months or more will be allowed to elapse after the issuance of the performance improvement plan before any decision to reduce pay range is made.
- d. Prior to the Mayor's decision to reduce pay, a pre-disciplinary meeting will be held with the employee, the Department Head, the Mayor, and any other persons the employee wishes to attend so that the issue can be discussed.
- e. Prior to the Mayor's decision to reduce pay, the Mayor will inform the Union Business Agent of the decision and provide 30-days notice before the reduction is made.

- f. Should the employee elect to grieve the matter, they will remain at the prior pay range until the grievance is resolved under the terms of this collective bargaining agreement.

If an employee is involuntarily moved to a lower pay range, that demotion will not last longer than one calendar year. If the Mayor wishes to again reduce the pay range, the above procedure will be followed.

Section 3.

Classifications marked with # will routinely be entrusted with confidential information, placing them in a potential conflict of interest between their roles as City officials and bargaining unit members. In such situations, the employees' duty as a public official will prevent any disclosure of information subject to the provisions of law.

RESOLUTION NO. 5100

A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO ACCEPT FUNDS FROM THE CONGESTION MITIGATION & AIR QUALITY (CMAQ) PROGRAM AND CARBON REDUCTION PROGRAM (CRP) ALLOCATED BY FAIRBANKS AREA SURFACE TRANSPORTATION (FAST) PLANNING

WHEREAS, the CMAQ Program and CRP provides a flexible funding source to state and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act; and

WHEREAS, the City of Fairbanks project nomination to purchase a Trackless MT7 Sidewalk Tractor with attachments to remove snow from sidewalks was selected for funding by FAST Planning; and

WHEREAS, the new equipment will decrease maintenance costs and clear sidewalks more effectively to encourage walking and biking; and

WHEREAS, a \$32,298.00 match is required, and the City will provide matching funds from the Capital Contingency Fund.

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 accepting funds on behalf of the City for the Congestion Mitigation and Air Quality Program and the Carbon Reduction Program, allocated by FAST Planning.

PASSED and APPROVED this 12th 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: 5100

Abbreviated Title: Congestion Mitigation & Air Quality and Carbon Reduction Program

Department(s): Public Works

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	Other	Total
Trackless Sidewalk Tractor	\$210,000			\$210,000
State Administrative Costs			\$13,335	\$13,335
TOTAL	\$210,000		\$13,335	\$223,335

FUNDING SOURCE:	Equipment	Building	Other	Total
Grant Funds (Federal)	\$191,037			\$191,037
Capital Fund (Contingency)	\$18,963		\$13,335	\$32,298
TOTAL	\$210,000		\$13,335	\$223,335

The operations and maintenance costs associated with this equipment will be performed by Public Works and incorporated in the annual General Fund budget.

Reviewed by Finance Department: Initial SF Date 1/25/2024

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 East-West 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

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

ORDINANCE NO. 6275

**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	5,265,138	(5,000,000)	265,138
Total revenue appropriation	<u>\$ 47,532,563</u>	<u>\$ (5,000,000)</u>	<u>\$ 42,532,563</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	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	791,590	-	791,590
Total expenditure appropriation	<u>\$ 46,093,007</u>	<u>\$ 215,961</u>	<u>\$ 46,308,968</u>
2023 unassigned fund balance	\$ 19,762,798	\$ -	\$ 19,762,798
Prior year encumbrances	-	(155,961)	(155,961)
Transfers to other funds	-	(5,000,000)	(5,000,000)
Other changes to the budget	1,439,556	(60,000)	1,379,556
2024 estimated unassigned balance	<u>\$ 21,202,354</u>	<u>\$ (5,215,961)</u>	<u>\$ 15,986,393</u>

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

\$ 9,261,794

CAPITAL FUND

<u>REVENUE</u>	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 709,992	\$ -	\$ 709,992
Transfer from General Fund	-	5,000,000	5,000,000
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
Total revenue appropriation	<u>\$ 2,494,792</u>	<u>\$ 5,000,000</u>	<u>\$ 7,494,792</u>
 <u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 1,060,000	\$ 4,702,454	\$ 5,762,454
Public Works Department	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	1,189,100	785,918	1,975,018
Total expenditure appropriation	<u>\$ 6,893,060</u>	<u>\$ 7,884,896</u>	<u>\$ 14,777,956</u>
Estimated capital fund unassigned balance	\$ 4,783,898	\$ 4,105,780	\$ 8,889,678
Estimated capital fund assigned balance	9,834,148	(6,990,676)	2,843,472
2024 estimated fund balance	<u>\$ 14,618,046</u>	<u>\$ (2,884,896)</u>	<u>\$ 11,733,150</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 26h 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, City Attorney

FISCAL NOTE
ORDINANCE NO. 6275
AMENDING THE 2024 OPERATING AND CAPITAL BUDGETS
FOR THE FIRST TIME

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

Revenue

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

Expenditures

1. Mayor & Council
2. City Attorney's Office
3. City Clerk's Office
4. Finance Department
5. Information Technology
 - \$65,760 increase for encumbrance carryforward
6. General Account
 - \$50,000 increase for encumbrance carryforward
 - \$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
7. Police Department

- \$6,389 increase for encumbrance carryforward
- 8. Communications Center
- 9. Fire Department
 - \$18,512 increase for encumbrance carryforward
- 10. Public Works
 - \$15,300 increase for encumbrance carryforward
- 11. Engineering
- 12. Building Department

CAPITAL FUND
\$5,000,000 Increase in Revenue
\$7,884,896 Increase in Expenditures

Revenue

1. Other Financing Sources
 - \$5,000,000 transfer from general fund to capital fund

Expenditures

1. Property Repair & Replacement
 - \$953,589 increase for encumbrance carryforward
 - \$55,000 increase for police building heat exchanger replacement
 - \$2,999,645 increase for city hall steam replacement project (reappropriation)
 - \$455,000 increase for childcare project (reappropriation)
 - \$200,405 increase for city hall security project (reappropriation)
 - \$16,600 increase for polaris building project (reappropriation)
 - \$22,215 increase for city hall windows project (reappropriation)
2. Public Works
 - \$920,904 increase for encumbrance carryforward
 - \$115,000 increase for three pickup trucks (reappropriation)
 - \$30,000 increase for street sweeper

3. Garbage Equipment Reserve
 - \$5,000 increase for refuse trucks
4. IT Department
 - \$70,962 increase for encumbrance carryforward
5. Police Department
 - \$653,716 increase for encumbrance carryforward
6. Communications Center
7. Fire Department
 - \$600,942 increase for encumbrance carryforward
8. Road Maintenance
 - \$14,677 increase for encumbrance carryforward
 - \$101,754 increase for 5th Avenue construction match (reappropriation)
 - \$669,487 increase for Minnie Street construction match (reappropriation)

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 ~~strike through~~ 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



Equitable Sharing Agreement and Certification



NCIC/ORI/Tracking Number: AK0010200
Agency Name: Fairbanks Police Department
Mailing Address: 800 Cushman Street
 Fairbanks, AK 99701

Type: Police Department

Agency Finance Contact

Name: Fuerst, Sarah
Phone: 907-459-6707 **Email:** sfuerst@fairbanks.us

Jurisdiction Finance Contact

Name: Bell, Margarita
Phone: 907-459-6788 **Email:** mbell@fairbanks.us

ESAC Preparer

Name: Fuerst, Sarah
Phone: 907-459-6707 **Email:** sfuerst@fairbanks.us

FY End Date: 12/31/2023

Agency FY 2024 Budget: \$8,515,530.00

Annual Certification Report

	Justice Funds ¹	Treasury Funds ²
1 Beginning Equitable Sharing Fund Balance	\$35,475.01	\$1,131.81
2 Equitable Sharing Funds Received	\$27,455.46	\$0.00
3 Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Force	\$0.00	\$0.00
4 Other Income	\$13.48	\$0.20
5 Interest Income	\$225.13	\$1.13
6 Total Equitable Sharing Funds Received (total of lines 2-5)	\$27,694.07	\$1.33
7 Equitable Sharing Funds Spent (total of lines a - n)	\$0.00	\$0.00
8 Ending Equitable Sharing Funds Balance (difference between line 7 and the sum of lines 1 and 6)	\$63,169.08	\$1,133.14

¹Department of Justice Asset Forfeiture Program Investigative Agency participants are: FBI, DEA, ATF, USPIA, USDA, DCIS, DSS, and FDA

²Department of the Treasury Asset Forfeiture Program participants are: IRS-CI, ICE, CBP and USSS.

	Justice Funds	Treasury Funds
a Law Enforcement Operations and Investigations	\$0.00	\$0.00
b Training and Education	\$0.00	\$0.00
c Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d Law Enforcement Equipment	\$0.00	\$0.00
e Joint Law Enforcement/Public Safety Equipment and Operations	\$0.00	\$0.00
f Contracts for Services	\$0.00	\$0.00
g Law Enforcement Travel and Per Diem	\$0.00	\$0.00
h Law Enforcement Awards and Memorials	\$0.00	\$0.00
i Drug, Gang, and Other Education or Awareness Programs	\$0.00	\$0.00
j Matching Grants	\$0.00	\$0.00
k Transfers to Other Participating Law Enforcement Agencies	\$0.00	\$0.00
l Support of Community-Based Programs	\$0.00	\$0.00
m Non-Categorized Expenditures	\$0.00	\$0.00
n Salaries	\$0.00	\$0.00
Total	\$0.00	\$0.00

Equitable Sharing Funds Received From Other Agencies

Transferring Agency Name	Justice Funds	Treasury Funds

Other Income

Other Income Type	Justice Funds	Treasury Funds
Adjustment	\$13.48	\$0.20

Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Transfers to Other Participating Law Enforcement Agencies

Receiving Agency Name	Justice Funds	Treasury Funds

Support of Community-Based Programs

Recipient	Justice Funds	

Non-Categorized Expenditures

Description	Justice Funds	Treasury Funds

Salaries

Salary Type	Justice Funds	Treasury Funds

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Single Audit Information**Independent Auditor****Name:** Moore, Kara**Company:** Alliance CPAs LLC**Phone:** 907-456-7762**Email:** kmoore@alliancecpaak.com



City of Fairbanks Finance Committee Meeting Report January 25, 2024

Committee Members Present: Margarita Bell
Alesia Kruckenberg
Council Member Ringstad
Michael Sanders
Council Member Sprinkle (online)

Committee Member Absent: Joshua Church

Other Present: Council Member Jerry Cleworth
Katie McConnachie

Committee members reviewed the following preliminary reports as of December 31, 2023:

- Balance Sheet with an unassigned fund balance of \$19.7 million for the General Fund and \$6.9 million for the Capital Fund
- Revenues and Expenditures Report with revenues of \$40.8 million for the General Fund and \$1.1 million for the Capital Fund and expenditures of \$40.5 million for the General Fund and \$3.1 million for the Capital Fund
- Cash Flow Report with balance of \$39.3 million

Committee members reviewed a 10-year history of revenues and expenditures and a 10-year equipment and infrastructure upgrade report for the Capital Fund. Committee members discussed future funding for the Capital Fund and a recommendation for transfer to the Capital Fund.

Committee members discussed various methods for maintaining the Capital Fund to include the following:

- transfer General Fund unassigned fund balance in excess of \$13 million to the Capital Fund;
- maintain an unassigned balance of \$10 million in the Capital Fund;
- apply interest income generated from the respective account in the Capital Fund;
- apply sale of capital assets in the Capital Fund; and
- apply lease payment from property developed with capital funds in the Capital Fund.

Committee members proposed a transfer of \$5 million to the Capital Fund in the first budget amendment.