



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2016-08  
**REGULAR MEETING APRIL 25, 2016**  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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REGULAR MEETING

7:00 P.M.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CITIZENS COMMENTS, oral communications to Council on any item not up for Public Hearing. Testimony is limited to five minutes. Any person wishing to speak needs to complete the register located in the hallway. Normal standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, kindly silence all cell phones and electronic devices.
5. APPROVAL OF AGENDA AND CONSENT AGENDA  

Approval of Consent Agenda passes all routine items indicated by an asterisk (\*). Consent Agenda items are not considered separately unless a Council Member so requests. In the event of such a request, the item is returned to the General Agenda.
6. APPROVAL OF PREVIOUS MINUTES
  - \*a) Regular Meeting Minutes of February 8, 2016

## 7. SPECIAL ORDERS

- a) The Fairbanks City Council will consider the question of whether to veto the decision of the Fairbanks North Star Borough (FNSB) Planning Commission to rename Terminal Street to Citizens Way:

NR001-16 – A request by the FNSB on December 31, 2015, to rename Terminal Street (within Section 10 T1S R1W, FM) to Citizens Way. On January 20, 2016, the Platting Board denied the request. The FNSB appealed the decision to the Planning Commission (AP001-16). On April 5, 2016, the Planning Commission approved the appeal, thereby approving the renaming of Terminal Street to Citizens Way. Since Terminal Street lies within City limits, the City Council may veto the decision to rename the street. If no veto is received by the Borough within a 30-day period, the consent of the City Council is assumed.

- b) The Fairbanks City Council will convene as a Board of Adjustment in the matter of the below-stated administrative decision of the Fairbanks North Star Borough Planning Commission:

A request by Annie Dougherty on behalf of the Chugach School District for conditional use approval of a school administrative office and classroom facility with related guest facilities for short-term stays (FOCUS Homeschool) in the Two-Family Residential (TF) zone on Lots 1, 3, W5, & E5, Block 05, Charles Slater Subdivision and Lots 20 & 21, Block 01, Charles Slater Subdivision (located at 200 & 210 Well Street at the east end).

An appeal to the Planning Commission's decision was filed by Christopher Zimmerman on behalf of numerous appellants.

**NOTE:** The Board will not hear arguments nor take additional testimony or evidence. Only the material contained in the appeal packet will be considered.

## 8. MAYOR'S COMMENTS AND REPORT

## 9. UNFINISHED BUSINESS

- a) Ordinance No. 6008, as Amended – An Ordinance Amending the 2016 Operating and Capital Budgets for the Second Time. Introduced by Mayor Eberhart. **SECOND READING AND PUBLIC HEARING.**

- b) Ordinance No. 6009 – An Ordinance Amending Fairbanks General Code Section 50-461(c) Political Activity, to Clarify the Prohibition on Use of City Resources to Support Proposed Legislation. Introduced by Council Member Cleworth. SECOND READING AND PUBLIC HEARING.

10. NEW BUSINESS

- \*a) Resolution No. 4727 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the United States Department of Justice for the FFY2016 Bulletproof Vest Partnership Grant. Introduced by Mayor Eberhart.
- \*b) Resolution No. 4728 – A Resolution to Apply for Funding from the Office of Community Oriented Policing Services (COPS) for the FFY2016 Community Policing Development (CPD) Program. Introduced by Mayor Eberhart.
- \*c) Resolution No. 4729 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Alaska Highway Safety Office for the FFY2017 Traffic Safety Programs. Introduced by Mayor Eberhart.
- \*d) Resolution No. 4730 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the Alaska Highway Safety Office for the FFY2017 DUI Traffic Enforcement Unit. Introduced by Mayor Eberhart.
- \*e) Resolution No. 4731 – A Resolution Approving Participation by the City of Fairbanks in the AMLJIA Loss Control Incentive Program. Introduced by Mayor Eberhart.

11. DISCUSSION ITEMS (INFORMATION AND REPORT)

- a) Committee Reports

12. COMMUNICATIONS TO COUNCIL

- \*a) Fairbanks Diversity Council Meeting Minutes of March 8, 2016
- \*b) Chena Riverfront Commission Meeting Minutes of December 9, 2015
- \*c) Chena Riverfront Commission Meeting Minutes of February 10, 2016
- \*d) Chena Riverfront Commission Meeting Minutes of March 9, 2016
- \*e) Reappointments to the Fairbanks Diversity Council

13. COUNCIL MEMBERS' COMMENTS

14. CITY CLERK'S REPORT

15. CITY ATTORNEY'S REPORT

16. EXECUTIVE SESSION

a) Fairbanks Firefighters Union (FFU) Labor Negotiations

b) Gavora, Inc. v. City of Fairbanks, Case No. 4:15-cv-00015-SLG – Litigation Strategy

17. ADJOURNMENT



FAIRBANKS CITY COUNCIL  
REGULAR MEETING MINUTES, FEBRUARY 8, 2016  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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The City Council convened at 7:00 p.m. on the above date to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor John Eberhart presiding and with the following Council Members in attendance:

Council Members Present: Perry Walley, Seat B  
Bernard Gatewood, Seat C  
Jim Matherly, Seat D  
Jerry Cleworth, Seat E  
David Pruhs, Seat F

Absent: Joy Huntington, Seat A (out sick)

Also Present: Clem Clooten, Building Official  
Ernie Misewicz, Assistant Fire Chief  
Margarita Bell, Grants Administrator  
Paul Ewers, City Attorney  
D. Danyielle Snider, City Clerk  
Emily Braniff, Deputy City Clerk  
Stephanie Johnson, Dispatch Center Manager  
Carmen Randle, Chief Financial Officer  
Ben Barrio, IT Director  
Angela Foster-Snow, HR Director  
Pat Smith, Development Manager  
Randall Aragon, Police Chief  
Verg Scott, Public Works General Foreman  
Bob Pristash, City Engineer  
Shannon Kumpula, Purchasing Agent/Risk Manager

### **INVOCATION**

The Invocation was given by City Clerk Danyielle Snider.

### **FLAG SALUTATION**

**Mayor Eberhart** led the Flag Salutation.

### **CITIZEN'S COMMENTS**

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger thanked the Fairbanks Police Department (FPD) and Police Chief Randall Aragon for helping his friend who was burglarized twice by the same people. He stated that the thieves were apprehended quickly and that 90-95% of the property was returned to his friend. He stated that it is now political season and all the

republican and democratic candidates are making promises to the public. Mr. Buberger stated that the candidates running for Mayor should make a promise to get public restrooms inside City limits. He stated that there are pre-fab restrooms that are relatively vandal-proof that could be placed throughout the City. He stated that Executive Sessions should be open to the public.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney welcomed the group from Fanano, Italy and invited them all to visit Mary Pedro’s grave at the Clay Street Cemetery. He spoke to the controversial death of Felix Pedro and stated that he was not poisoned. He requested that the City send a laborer over to the Clay Street Cemetery to snow blow a path to Mary Pedro’s grave. Mr. Turney asked if there was a Fairbanks Diversity Council (FDC) Meeting the following evening, and **Mayor Eberhart** confirmed that there would be a meeting. He applauded Mayor Eberhart for bringing the FDC to the City and that the healing meetings regarding the Fairbanks Four/John Hartman case have been helpful to the community. Mr. Turney stated he will continue to encourage the Mayor to organize an independent investigation of the FPD in the handling of the murder case. He shared the importance of updating the Manual of Directives for FPD officers.

Scott McCrea, 2965 Westgate Place, Fairbanks – Mr. McCrea stated he is attending the meeting as a representative of Explore Fairbanks and reported on tourism in 2015. He stated that two international charters were added in 2015 which brought a total of 1,300 visitors to the Interior in December. He reported how pleased the tourists were with the great display of northern lights and that they appreciated Explore Fairbanks’ welcome party at the airport. Mr. McCrea stated that Anchorage is hosting the 2016 Annual Go West Conference which has never been held in Alaska. He shared that the conference is attended internationally and that it will bring tour operators from all over the world. He welcomed the Italian visitors to Fairbanks and thanked the Council for reinvesting bed tax dollars into destination marketing.

Darlene Herbert, 906 Woodlawn Road, Fairbanks – Ms. Herbert asked if she could make comments on the Unfinished Business on the agenda. **Mayor Eberhart** stated that she could speak to New Business but that she would have to wait until the Unfinished Business items came up during the meeting to speak to them. Ms. Herbert spoke to Resolution No. 4015 relating to garbage collection fees and asked why the fees go up every month. She stated that it would be cheaper for her to haul her own garbage because every month the cost goes up a dollar. She asked why it keeps going up and asked if the City needs more money or if the drivers need more money. She stated that she would comment later on Ordinance No. 6005.

Hearing no more requests for public comment, **Mayor Eberhart** declared Public Testimony closed.

### **APPROVAL OF AGENDA AND CONSENT AGENDA**

**Mr. Matherly**, seconded by **Mr. Gatewood**, moved to APPROVE the Agenda and Consent Agenda.

**Mr. Cleworth** pulled Resolution No. 4715 and Ordinance No. 6006 from the Consent Agenda.

**Mayor Eberhart** called for objection and, hearing none, so ORDERED.

City Clerk Snider read the Consent Agenda, as Amended, into the record.

### **APPROVAL OF PREVIOUS MINUTES**

- a) Regular Meeting Minutes of October 19, 2015.

APPROVED on the CONSENT AGENDA.

- b) Regular Meeting Minutes of November 9, 2015.

APPROVED on the CONSENT AGENDA.

### **MAYOR'S COMMENTS AND REPORT**

**Mayor Eberhart** stated that the City retained some engineers last year and had them look at Bjerremark Subdivision to suggest some improvements. He stated that there have been a number of community meetings and there has been a lot of feedback on their suggestions. **Mayor Eberhart** reported that Fairbanks is the only municipality in the State that has a high school work study program and that this is the fifth semester the City has put on the program. He introduced Jennifer Campbell from West Valley High School and reported that she will be working in the Human Resources (HR) Department. He introduced Denzel Harris and Olivia James from Lathrop High School and reported that they would be working in the Mayor's Office. He stated that the other interns were not able to make it to the Council meeting. **Mayor Eberhart** stated that Fanano, Italy is Fairbanks, Alaska's Sister City; he stated that Felice Pedroni ("Felix Pedro") came from Fanano and discovered gold in Fairbanks, putting Fairbanks on the map. He stated that Mayor Strle was the first Mayor to make a Sister City trip in 2003 and that he was happy he was able to visit Fanano the past summer. **Mayor Eberhart** reported on some of the activities he participated in while in Fanano and gave a brief history of the town. He stated the Sister City relationship has become stronger in recent years and he introduced the Mayor of Fanano, Stefano Muzzarelli and his interpreter, as well as the other members of the Italian group. **Mayor Eberhart** presented Mayor Muzzarelli with a City of Fairbanks gold pan.

Mayor Muzzarelli stated he is happy to be in Fairbanks and thanked everyone who volunteered to help with the visit. He stated that Fanano is a small place and invited Fairbanksans to come and visit again. Mr. Muzzarelli stated Mayor Eberhart's visit strengthened the relationship of the two cities. He presented Mayor Eberhart with some photos from his September visit to Fanano; he presented Police Chief Randall Aragon with a flag and State Trooper Wall with a plaque. Trooper Wall presented the Fanano group with some patches and State Trooper stickers.

**Mayor Eberhart** stated that Council Member Pruhs is an Italian chef and stated that maybe next trip they could have a cook-off. He thanked all those who contributed to the success of the visit for their efforts. He asked for a round of applause for the volunteers who helped. **Mayor Eberhart** reported the many activities of his office since the last Regular City Council Meeting. He spoke to the possibility of the City establishing a sleep-off center and to his fear that the State will stop allowing officers to take inebriates to the jail to sober up. **Mayor Eberhart** spoke

about the Fairbanks Economic Development Commission (FEDC) retreat he attended at Chena Hot Springs and stated it was a very productive event.

### **UNFINISHED BUSINESS**

- a) Ordinance No. 6003 An Ordinance Amending the 2016 Operating and Capital Budgets for the First Time. Introduced by Mayor Eberhart. SECOND READING AND PUBLIC HEARING.

**Mr. Cleworth**, seconded by **Mr. Matherly**, moved to ADOPT Ordinance No. 6003.

**Mayor Eberhart** called for Public Testimony and, hearing none, declared Public Testimony closed.

**Mr. Pruhs**, seconded by **Mr. Cleworth**, moved to SUBSTITUE Ordinance No. 6003, as Amended, for Ordinance No. 6003.

**Mr. Cleworth** explained that the substituted version introduced by him, Matherly and Pruhs is identical to the original ordinance except for the transfer of \$500,000 into the Permanent Fund and \$2.2 million into the Capital Fund. He stated the substituted ordinance restores \$600,000.00 to the Public Works 2016 budget and another \$60,000.00 for the Police budget in case they replace vehicles. **Mr. Cleworth** stated these changes were discussed at the Finance Committee meeting and would leave a good cushion in the General Fund of \$10 million.

**Mr. Matherly** stated putting money into the Permanent Fund is a wise investment in the future of the City.

**Mr. Gatewood** asked if the numbers in the ordinance were based on the true up.

**Mr. Cleworth** stated that the audit is not yet complete but that the numbers should not change in a dramatic way after completion.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO SUBSTITUTE ORDINANCE NO. 6003, AS AMENDED, FOR ORDINANCE NO. 6003 AS FOLLOWS:

YEAS: Gatewood, Walley, Pruhs, Matherly, Cleworth  
NAYS: None  
ABSENT: Huntington  
**Mayor Eberhart** declared the MOTION CARRIED.

**Mr. Cleworth** asked Ms. Randle to report on the temporary hire numbers. Ms. Randle stated that Public Works' approved 2016 budget for temporary hire was \$776,000.00.

**Mr. Cleworth**, seconded by **Mr. Pruhs**, moved to AMEND Ordinance No. 6003, as Amended, by adding \$50,000.00 to the Public Works temporary hire budget.



Ms. Randle clarified that the \$2.2 million dollars being transferred from the General Fund to the Capital Fund cannot be used for expenditures after it is transferred without a budget amendment.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6003, AS AMENDED, AS FOLLOWS:

YEAS: Matherly, Cleworth, Walley, Gatewood, Pruhs  
NAYS: None  
ABSENT: Huntington  
**Mayor Eberhart** declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6003, AS AMENDED, AS FOLLOWS;

YEAS: Pruhs, Gatewood, Cleworth, Matherly, Walley  
NAYS: None  
ABSENT: Huntington  
**Mayor Eberhart** declared Ordinance No. 6003, as Amended, ADOPTED.

- b) Ordinance No. 6004 – An Ordinance Ratifying a Labor Agreement Between the City of Fairbanks and IBEW Local 1547. Introduced by Council Member Pruhs. SECOND READING AND PUBLIC HEARING..

**Mr. Gatewood**, seconded by **Mr. Pruhs**, moved to ADOPT Ordinance No. 6004.

**Mayor Eberhart** called for Public Testimony and, hearing none, declared Public Testimony closed.

**Mr. Cleworth** asked if another ordinance would be presented to amend the budget if the IBEW ordinance was adopted. **Mayor Eberhart** confirmed that another ordinance would be presented.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6004 AS FOLLOWS:

YEAS: Walley, Matherly, Gatewood, Pruhs, Cleworth  
NAYS: None  
ABSENT: Huntington  
**Mayor Eberhart** declared the MOTION CARRIED and Ordinance No. 6004 ADOPTED.

- c) Ordinance No. 6005 – An Ordinance Establishing an Incentive Bonus Program with Fairbanks Police Department for Recruitment, Hiring and Retention. Introduced by Mayor Eberhart. SECOND READING AND PUBLIC HEARING.

**Mayor Eberhart** shared that after the ordinance was introduced, the Public Safety Employees Association (PSEA) indicated that the issue was a mandatory subject of bargaining and

demanded negotiations on the item. He recommended that Ordinance No. 6005 be postponed until the City could negotiate with the PSEA.

**Mr. Matherly**, seconded by **Mr. Walley**, moved to adopt Ordinance No. 6005.

**Mayor Eberhart** called for Public Testimony.

Darlene Herbert, 906 Woodlawn Road, Fairbanks – Ms. Herbert stated she did not understand the ordinance and she did not understand why an active employee would get a bonus. She stated the police officers are already being paid high wages and that she did not understand the bonus plan. Ms. Herbert stated that there are lots of people looking for work and that she does not support giving officers more money. She stated that everyone is having problems and throwing more money at officers is not a good solution for retention. She stated that the cold case victims deserve dignity and the bonus money should go toward hiring another cold case officer. Ms. Herbert asked why an administrative week off would be awarded to an officer and commented they already get enough time off. She stated that if the Council keeps throwing money at officers that they will never leave FPD which will not allow the City to hire new, fresh officers. Ms. Hebert stated that there is something is wrong with the ordinance and that she will study it more and get others community members' perspectives on the issue.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney requested that a Council Member give an honest break down of the ordinance.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger stated that the Council should give him a \$5,000.00 bonus to not attend a Council meeting for the rest of the year. He stated that the police officers are getting paid well enough and that they do not need bonuses. He asked exactly what the ordinance means and requested that someone give him an explanation. He stated the Council should put together money to build public restrooms. Mr. Buberger suggested that the City use the bonus money to lower the cost of garbage collection service. He stated officers make enough money and do not even work 40-hour weeks. He stated that next officers are going to ask to work 20 hour weeks, and then ask to work from home and have the City mail them paychecks. Mr. Buberger stated the Council needs to quit throwing so much money at the Police and Fire Departments.

Hearing no more requests for public comment, **Mayor Eberhart** declared Public Testimony closed.

**Mr. Gatewood** asked why the bonus ordinance is an item that needs to be negotiated with the union.

City Attorney Paul Ewers stated that he is not sure that it is an item that needs to be negotiated but that the City does not wish to put something forward that could cause an unnecessary dispute.

**Mr. Cleworth** asked whether Ordinance No. 6005 should be defeated or postponed.

**Mayor Eberhart** directed Mr. Cleworth's question to City Attorney Ewers. Mr. Ewers recommended that the ordinance be postponed to the March 7, 2016 meeting. He stated that should give the union enough time to review the proposed bonus program.

**Mr. Cleworth** stated that he would like to see the items discussed by the Council incorporated into an "as Amended" version when the ordinance comes back up for adoption.

**Mr. Pruhs**, seconded by **Mr. Gatewood**, moved to POSTPONE Ordinance No.6005 to the Regular City Council Meeting of March 7, 2016.

**Mayor Eberhart** asked Police Chief Randall Aragon to give a staff report on Ordinance No. 6005.

Chief Aragon stated that FPD is short staffed by six officers which makes up for 14% of FPD's staff. He stated that in 2016 he will lose three more officers to retirement, relocation and continued education. He stated that in 2017 there are five individuals scheduled for retirement and that FPD needs to attract veteran police officers. Chief Aragon stated that other agencies are paying \$10,000.00-\$15,000.00 bonuses to attract veteran officers and that the City of Fairbanks cannot afford that. He spoke to the importance of hiring experienced officers because new hires need extensive training; he added that it is not safe to have an entirely fresh police force. He stated that HR is working very hard to attract veteran officers by advertising everywhere they can. Chief Aragon stated that bonuses would come out of an unspent salary account from all the vacant positions. He pleaded for help in attracting applicants to FPD. He spoke to the difficulty in training new officers and explained how many candidates are eliminated through the background and drug testing process.

**Mr. Walley** stated that the State Troopers and Anchorage Police Department are in the same boat as the City and that they will be aggressively recruiting.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO POSTPONE ORDINANCE NO.. 6005 UNTIL THE REGULAR COUNCIL MEETING OF MARCH 7, 2016 AS FOLLOWS:

YEAS: Cleworth, Pruhs, Walley, Matherly, Gatewood

NAYS: None

ABSENT: Huntington

**Mayor Eberhart** declared the MOTION CARRIED.

## **NEW BUSINESS**

- a) Resolution No. 4715 – A Resolution Amending the Schedule of Fees and Charges for Services by Adjusting Garbage Collection Rates. Introduced by Mayor Eberhart.

**Mr. Matherly**, seconded by **Mr. Gatewood** moved to APPROVE Resolution No. 4715.

**Mr. Cleworth** spoke to the Fairbanks General Code requirement to review costs yearly for services the City provides. He stated that the cost change associated with garbage service would only be going up \$0.81 per customer; he suggested not changing garbage rates in 2016.

**Mr. Pruhs** echoed Mr. Cleworth's thoughts on not raising the garbage collection rates for 2016. He stated that the Council just re-appropriated a significant amount of money from the General Fund and that it would not be right to raise each customer's garbage rate by \$1.00.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 4715 AS FOLLOWS;

YEAS: None  
NAYS: Pruhs, Gatewood, Cleworth, Matherly, Walley  
ABSENT: Huntington  
**Mayor Eberhart** declared the MOTION FAILED.

- b) Resolution No. 4716 – A Resolution Re-Designating Check Signing Authority for Banking and Investment Accounts of the City of Fairbanks, Alaska. Introduced by Mayor Eberhart.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Resolution No. 4717 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the Alaska Division of Homeland Security for the FFY2016 State Homeland Security Program. Introduced by Mayor Eberhart.

PASSED and APPROVED on the CONSENT AGENDA.

- d) Resolution No. 4718 – A Resolution Regarding Appointments to the Deferred Compensation Committee. Introduced by Mayor Eberhart.

PASSED and APPROVED on the CONSENT AGENDA.

- e) Ordinance No. 6006 – An Ordinance Ratifying a Labor Agreement Between the City of Fairbanks and the AFL-CIO Crafts Council. Introduced by Council Member Pruhs.

**Mr. Pruhs**, seconded by **Mr. Cleworth**, moved to ADVANCE Ordinance No. 6006.

**Mr. Cleworth** asked City Attorney Ewers to clarify the effective dates of the labor contract.

Mr. Ewers explained that part of the reason for extending the contract through the end 2017 was to help the Crafts Council with the Laborer's Pension Fund rehab plan. He stated that everything will be open for discussion with the bargaining unit in the fall but that the contract would be good through December of 2017.

**Mr. Cleworth** stated he did not understand why the ordinance needs to be adopted if there is an Evergreen Clause in the contract.

Mr. Ewers stated that the agreement would help the AFL-CIO without any cost to the City.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6006 AS FOLLOWS:

YEAS: Gatewood, Walley, Pruhs, Matherly, Cleworth  
NAYS: None  
ABSENT: Huntington  
**Mayor Eberhart** declared the MOTION CARRIED.

### **COMMUNICATIONS TO COUNCIL**

- a) Permanent Fund Review Board Meeting Minutes of November 4, 2015

ACCEPTED on the CONSENT AGENDA.

- b) Clay Street Cemetery Commission Meeting Minutes of November 4, 2015

ACCEPTED on the CONSENT AGENDA.

- c) Re-appointment to the Building Code Review & Appeals Commission

APPROVED on the CONSENT AGENDA.

### **COUNCIL MEMBERS' COMMENTS**

**Mr. Pruhs** complimented the City Clerk's staff on dealing with a difficult member of the public and commended the Police Department for their prompt response to the call for assistance. He stated that Deputy Chief Eric Jewkes suggested to the gentleman that he come and speak at the next Regular Council Meeting about his issues. **Mr. Pruhs** stated that he worries about building security after witnessing the incident and suggested that the City get updated cameras. He commended Mayor Eberhart for the wonderful job he did of hosting the Fanano group and complimented Chief of Staff Jeff Jacobson for rapidly coming up to speed in his new position.

**Mr. Cleworth** sent well wishes to Council Member Joy Huntington and stated he hopes to see her back in action soon. He stated that he received a complaint that a City vehicle was seen at Harding Lake; he requested that the new Fire Chief not allow staff to do that. **Mr. Cleworth** spoke to the restoration of City Hall and requested that the downstairs hallway and corridor be overhauled. He requested that it be put on the Finance Committee agenda as an item of importance. He commended FPD for their negotiating abilities in tough situations and for their grace under pressure.

**Mr. Matherly** stated that he had no comments.

**Mr. Walley** stated that he had no comments.

**Mr. Gatewood** shared his appreciation for the student interns and thanked them for attending the meeting. He shared that the program will pay dividends down the road and suggested that law enforcement come up with a similar "farming" system for future recruits. **Mr. Gatewood** stated

that he is happy to hear discussion about the possibility of building a much needed sleep-off center. **Mr. Gatewood** stated Fairbanks is the only major city in Alaska that does not have a sleep-off center and that it is a community issue that needs a solution.

**Mr. Matherly**, seconded by **Mr. Walley**, moved to go into Executive Session for the purpose of discussing FFU Labor Negotiations.

**Mayor Eberhart** called for objection and, hearing none, so ORDERED.

**Mayor Eberhart** called for a five minute recess.

### **EXECUTIVE SESSION**

a) IBEW Labor Contract Negotiations

*NOTE: During the Approval of Agenda, Mr. Cleworth asked whether the Executive Session for IBEW Negotiations was necessary. City Attorney Ewers advised that the session would not be necessary unless the Ordinance No. 6004 failed. Since the ordinance was adopted, the Council did not hold an Executive Session on this item.*

b) FFU Labor Contract Negotiations

The City Council met in Executive Session to discuss FFU Labor Negotiations. Direction was given to staff and no action was taken.

### **ADJOURNMENT**

**Mr. Matherly**, seconded by **Mr. Walley**, moved to ADJOURN the meeting.

**Mayor Eberhart** called for objection and, hearing none, so ORDERED.

**Mayor Eberhart** declared the Meeting adjourned at 9:12 p.m.

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JOHN EBERHART, MAYOR

ATTEST:

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D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



## FAIRBANKS NORTH STAR BOROUGH

809 Pioneer Road \* P.O. Box 71267 \* Fairbanks, Alaska 99707-1267

(907) 459-1260 \* FAX (907) 459-1255

### MEMORANDUM

TO: Fairbanks City Council

THROUGH: Karl Kassel, Borough Mayor *KK*  
Jim Williams, Chief of Staff

FROM: Christine Nelson, Director *CEN*  
Community Planning

DATE: April 25, 2016

SUBJECT: ROAD RENAMING OF TERMINAL STREET (NR001-16 / AP001-16)

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At its regular meeting of January 20, 2016 the Platting Board of the Fairbanks North Star Borough denied NR001-16, a request by the Fairbanks North Star Borough to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

The Fairbanks North Star Borough appealed the Platting Board's decision to the Planning Commission of the Fairbanks North Star Borough as AP001-16, the appeal of NR001-16. At its regular meeting of April 5, 2016 the Planning Commission approved the appeal, thereby approving the request to rename Terminal Street to Citizens Way.

Fairbanks North Star Borough Subdivision Ordinance 17.40.070.H.1 states that the City Council shall have thirty (30) calendar days from the decision of the board in which to veto that decision. If no veto is received within the thirty-day period, the consent of the City Council shall be deemed to have been given.

CN/11

Attachments: Public Road Naming Application Packet  
Platting Board Packet and Action Letter  
Planning Commission Packet and Resolution

- NOT vetoed by City Council
- Vetoed by City Council

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Signature of City Council Clerk

Date

# FNSB Dept of Community Planning

809 Pioneer Road

PO Box 71267

Fairbanks, Alaska 99707-1267

(907) 459-1260

FAX 459-1255

## PUBLIC ROAD NAMING APPLICATION

APPLICATION CANNOT BE ACCEPTED UNLESS ACCOMPANIED BY **Comm. Planning Dept**

1. Petition signed by at least 75% of the adjoining property owners. -OK W.W.
2. Listing of favored street name and two alternate names. -OK W.W.
3. FNSB map depicting the road and surrounding area. OK W.W.
4. Appropriate fee. -

DEC 31 2015

RECEIVED

PLEASE PRINT CLEARLY

Applicant: Fairbanks North Star Borough Phone (8 am-5 pm): (907) 459-1000

Mailing Address: PO Box 71267, Fairbanks, AK ZIP: 99707-1267

Legal description of parcels adjoining the road to be named (tax lot descriptions are acceptable if the application is accompanied by an assessor's map):

LOT 1A BLOCK 7 BRANDT OUT OF PTN 2&3 BLOCK 7 BRANDT

Sec: S10 Twn T1S Rng R1W Map FAIRBANKS

Road Service Area: City of Fairbanks

Existing Road Name: Terminal St

List three suggested names for the road in order of preference. Street names shall not be duplicates of any existing street name nor be subject to confusion in the spelling or pronunciation.

1. Citizens Way *OK. W.W. 12/31/2015*
2. ~~Citizens Dr~~ *no*
3. ~~Citizens St~~ *no*

### PROCEDURE

- Within five working days after scheduled submittal date, the application will be accepted or returned with a list of deficiencies.
- All adjoining property owners will be notified of the request prior to the public hearing.
- The application will be considered by the Platting Board within 30 working days after acceptance of the application.
- Written notification of the Platting Board's decision will be issued to all adjoining property owners.
- Applicant will be required to provide and install standard street name sign(s) on standard post(s). **New road name will not become effective until photo verification is submitted to the Dept of Community Planning that the sign(s) has (have) been installed.**

*Processing timelines follow from deadline date, not date of submittal.*

Signature *James O. Miller* Date 12/11/2015

<http://co.fairbanks.ak.us/CommunityPlanning/>

Platting/Forms/App-nr rev 10/01

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.



## PETITION FOR NAMING A ROAD

Signatures of legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

①

Name (print): 206 Driveway LLC Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: PO Box 72813, Fairbanks, AK ZIP: 99707-2813

Legal Description of Property Owned: NORTH ADDITION 02 01

②

Name (print): 206 Driveway LLC Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: PO Box 72813, Fairbanks, AK ZIP: 99707-2813

Legal Description of Property Owned: NORTH ADDITION 02 02

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

## PETITION FOR NAMING A ROAD

Signatures of legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

(23) Name (print): State of Alaska DOT & PF Phone: 907-451-5426

Signature: 

Mailing Address: 2301 Peger Rd MS 2553, Fairbanks, AK ZIP: 99709-5399

Legal Description of Property Owned: NORTH ADDITION 01 05

(4) Name (print): State of Alaska DOT & PF Phone: 907-451-5426

Signature: 

Mailing Address: 2301 Peger Rd MS 2553, Fairbanks, AK ZIP: 99709-5399

Legal Description of Property Owned: NORTH ADDITION 01 01&

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

PETITION FOR NAMING A ROAD

Signatures of legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

5

Name (print): Fairbanks Daily News Miner Phone: 907-459-7511

Signature: [Signature]

Mailing Address: PO Box 70710, Fairbanks, AK ZIP: 99707-0710

Legal Description of Property Owned: RAILROAD UNSUBDIVIDED 19&



MARTI BUSCAGLIA  
Publisher

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Fax (907) 459-9040  
E-mail: mto@dailynewsminer.com

newsminer.com  
200 N. Cushman St. • P.O. Box 70710 • Fairbanks, AK 99707-9989

Phone: \_\_\_\_\_  
ZIP: \_\_\_\_\_  
Phone: \_\_\_\_\_  
ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

## PETITION FOR NAMING A ROAD

Signatures of legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

(6) Name (print): Alaska Railroad Corporation Phone: 265-2428  
Signature: [Handwritten Signature] - LLP. Real Estate  
Mailing Address: PO Box 70710, Fairbanks, AK ZIP: 99707-0710  
Legal Description of Property Owned: RAILROAD UNSUBDIVIDED 19&

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Legal Description of Property Owned: \_\_\_\_\_

## PETITION FOR NAMING A ROAD

Signatures of legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

Name (print): Fairbanks North Star Borough Phone: (907)459-1000

Signature: *Jandra Wagner*

Mailing Address: PO Box 71267, Fairbanks, AK ZIP: 99707-1267

Legal Description of Property Owned: BRANDT 07 01A

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

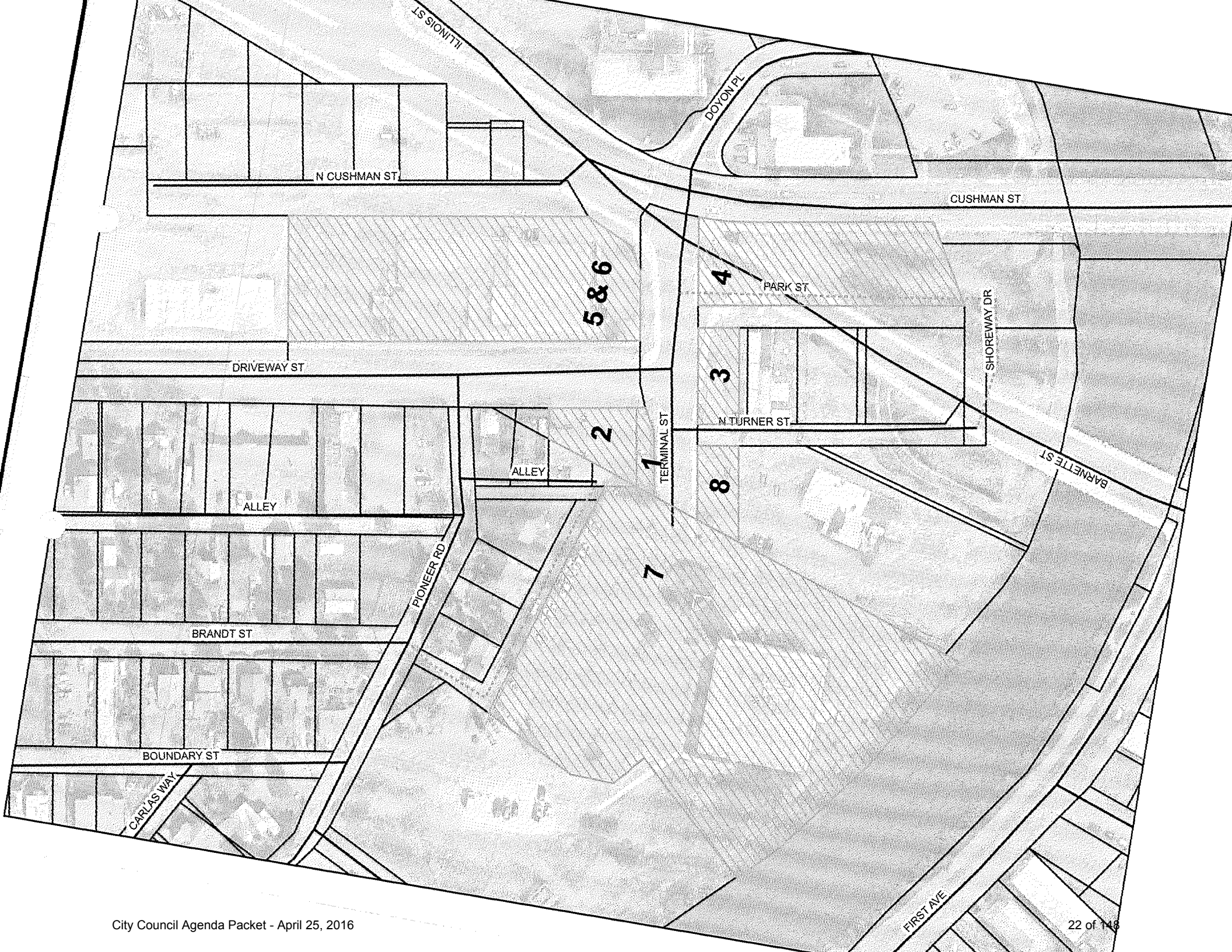
Legal Description of Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Legal Description of Property Owned: \_\_\_\_\_



ILINOIS ST

DOYON PL

N CUSHMAN ST

CUSHMAN ST

5 & 6

4

PARK ST

DRIVEWAY ST

SHOREWAY DR

3

N TURNER ST

2

1

TERMINAL ST

8

ALLEY

ALLEY

BARNETTE ST

7

PIONEER RD

BRANDT ST



BOUNDARY ST




CARLAS WAY

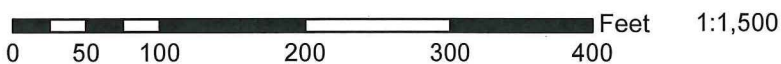
FIRST AVE



**Legend**

- |  |  |   |
|--|--|---|
|  206 DRIVEWAY LLC |  ARR/DNM                |  JV PARTNERS |
|  FNSB             |  STATE OF ALASKA DOT&PF |   |

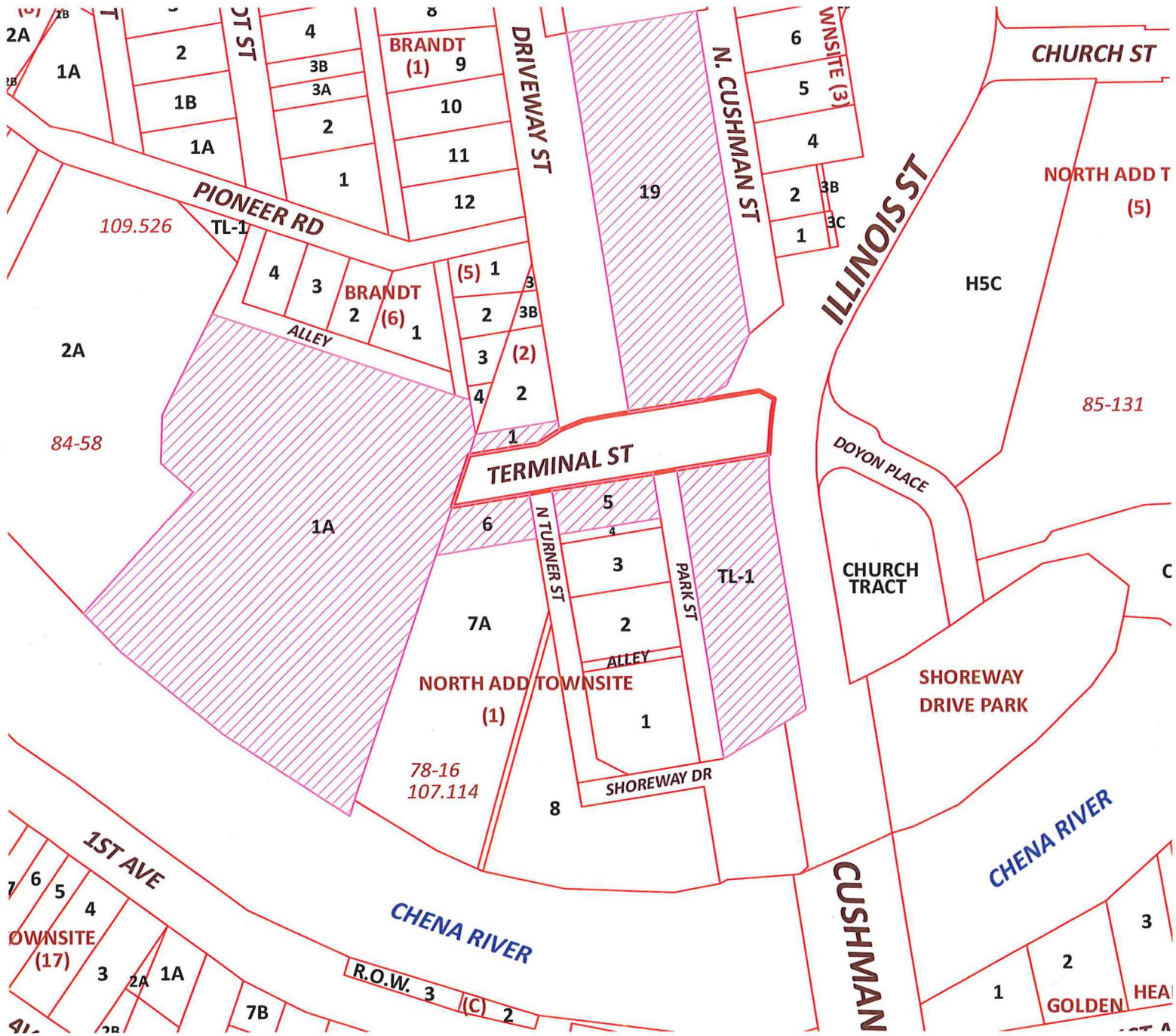
-  Site Access Point
-  Site Address with Access Point
-  Site Address Point without Access Point



**PARCELS ADDRESSABLE OFF TERMINAL ST**

Editor: KS

12/3/2015





## George Stefan

---

**From:** Kim Streeter  
**Sent:** Thursday, January 14, 2016 3:21 PM  
**To:** George Stefan  
**Subject:** FW: Terminal St Rename

See below

---

**From:** John Eberhart [<mailto:john.eberhart@ci.fairbanks.ak.us>]  
**Sent:** Wednesday, December 16, 2015 9:31 AM  
**To:** Kim Streeter  
**Subject:** FW: Terminal St Rename

Kim,  
Hope you are well. I do not have any comments or concerns. Thanks. Have a good day.  
John Eberhart

---

**From:** Amber B. Courtney  
**Sent:** Wednesday, December 16, 2015 9:27 AM  
**To:** John Eberhart  
**Subject:** FW: Terminal St Rename

Sorry, this came in Friday at 4:00 and I don't think I've sent it to you yet...

Amber  
907.459.6793

---

**From:** Kim Streeter [<mailto:KStreeter@fnsb.us>]  
**Sent:** Friday, December 11, 2015 4:06 PM  
**To:** Mayor  
**Subject:** Terminal St Rename

Good Afternoon Mayor Eberhart,

I would like to notify you on behalf of the Borough that we are intending to submit a road renaming application to rename Terminal St. The proposed name that the borough would like to suggest is Citizens Way. The borough's Juanita Helms Administration Center should have a Terminal St address. The purpose of this renaming is so the borough can fix their address while also not using a street name that has been deemed to have morbid and dreary connotations.

Bill Witte wrote, "My opinion is that Citizen Way infers a double meaning on the word "way" – the word can be both a "road, track, or path" or a "method, style, or manner of doing something". This road leads to the place (specifically the assembly chambers) within which the citizens of the FNSB decide their manner of doing things."

If you have any comments or concerns please let us know.

Regards,

Kim

Kim Streeter

**FNSB PLATTING BOARD**  
**JANUARY 20, 2016**

**NR001-16**  
**(TERMINAL STREET)**

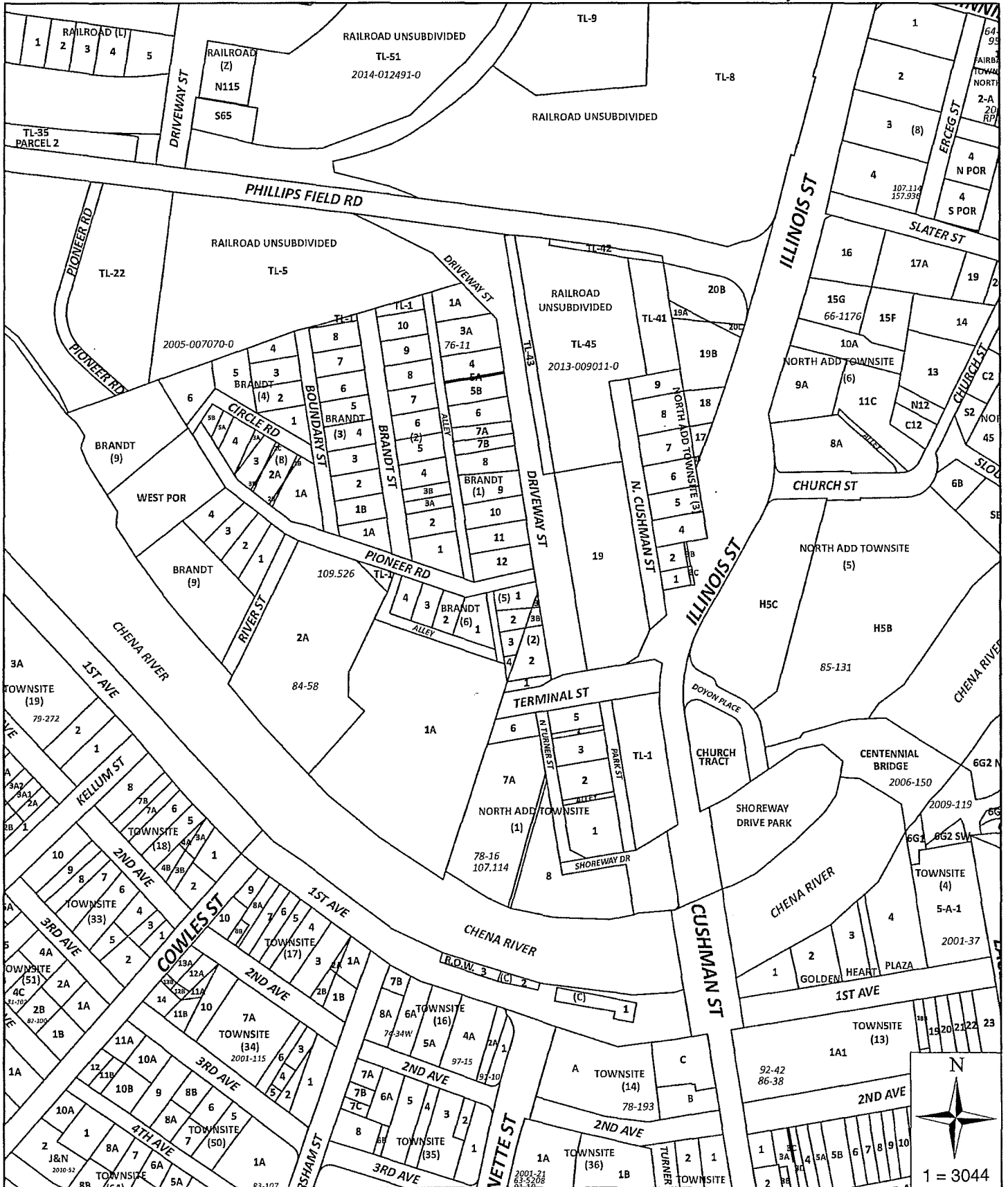




# FNSB Dept. Of Community Planning Plating Board

Printed on: Jan 5, 2016

## NR 001-16, Terminal Street



1 = 3044

Prepared 01-06-2016  
by  
George Stefan  
Platting Officer

**STAFF REPORT**  
**FNSB PLATTING BOARD**

**January 20, 2016**

**NR001-16 Terminal Street**

**Applicant:** Fairbanks North Star Borough  
PO Box 71267  
Fairbanks, AK 99707

**Adjoining Owners:** 206 Driveway LLC                      State of Alaska DOT&PF  
PO Box 72813                                      2301 Peger Rd MS 2553  
Fairbanks, AK 99707                              Fairbanks, AK 99709

Fairbanks Daily News Miner                      Alaska Railroad Corporation  
PO Box 70710                                      PO Box 70710  
Fairbanks, AK 99707                              Fairbanks, AK 99707

Fairbanks North Star Borough                      JV Partners LLC  
Land Management                                      2824 Chief Alexander Dr  
PO Box 71267                                      Fairbanks, AK 99709  
Fairbanks, AK 99707

**Specific Request/  
Legal Description:** To rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

**Location:** Intersects with Barnette Street, just north of the Chena River

**Road Service Area:** No road service area. Lies within the City of Fairbanks.

**History:** The right-of-way which eventually was named Terminal Street was created by the North Addition to Fairbanks Townsite, U.S. Survey No. 2159, on May 20, 1935. Currently, Terminal Street is approximately 300ft long, intersecting with Barnette Street at its east end and terminating at the entry to the Borough's Juanita Helms Administration Center at its west end.

**Analysis:** There are eight parcels which front Terminal Street. For purposes of naming or renaming a public road per FNSBC 17.40.060.A, a petition signed by at least 75 percent of the adjoining property owners must be submitted. This has been satisfied, as the owners of six adjoining properties have signed the road naming application.

The proposed non-duplicate road name is Citizens Way. FNSBC 17.40.050.C.1 states, "All generally coursing east-west thoroughfares shall be designated Avenue" so it would seem the proposed road name should be Citizens Avenue. There is, however, some flexibility allowed for tag names per 17.40.050.D, "Nothing in this section should be construed so as to prevent the platting board from consideration of other tag names for unique or historical purposes." The tag name "Way" is appropriate since it is the Right-of-Way for the public to access the Borough's Juanita Helms Administration Center.

FNSBC 17.40.070.I requires the applicant to be responsible for replacing and installing all street name signs if the new road name is approved. Title 17.60.190.D further details the requirements for road signs and states in part,

2. The applicant shall be responsible for any and all road signs required by the new improvements. The applicant shall follow the Alaska Traffic manual prepared by the State of Alaska Department of Transportation and Public Facilities, Manual of Uniform

Traffic Control Devices prepared by the U.S. Department of Transportation, or authorities having jurisdiction for design of traffic control signs.

3. All signs and support columns shall be of metal construction and conform to the State of Alaska DOT/PF Standard Specifications for Highway Construction or other standards adopted by the platting board.

**Recommendation:** Staff recommends preliminary approval of the request to rename Terminal Street to Citizens Way with the following conditions:

1. The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
2. Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

**Findings of fact:** Staff further recommends adoption of the following findings:

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) 75% of the adjoining land owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Recommended Motion:**

*I move to approve the renaming of Terminal Street to Citizens Way with the two conditions as recommended by staff and to adopt the staff report and the five findings of fact as recommended by staff.*

GS/L3

DPOs sent	6	Parcels notified	8
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# **FNSB PLATTING BOARD MEETING**

**JANUARY 20, 2016**

## **AGENDA ADDENDUM ITEMS**

- **SD017-16**

### **Lazelle Estates North Addition**

Transportation Comments

Preliminary Plat

- **MD003-16 / SD008-13 / RP017-13**

### **Morning Sun Subdivision First Addition**

Additions to Staff Report

Memo from Tom Scarborough, Surveyor

- **NR001-16**

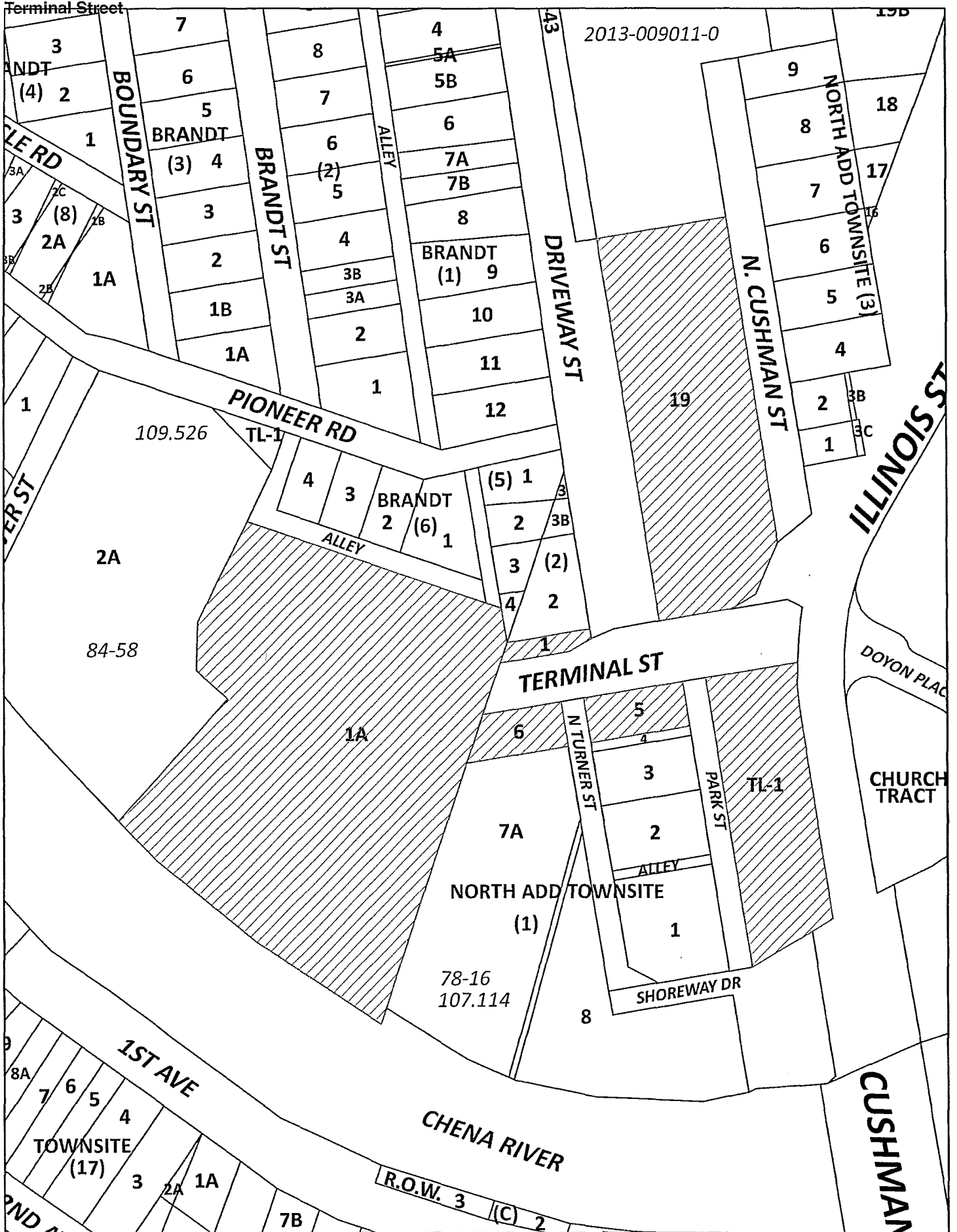
### **(Terminal Street)**

Correction to Staff Report

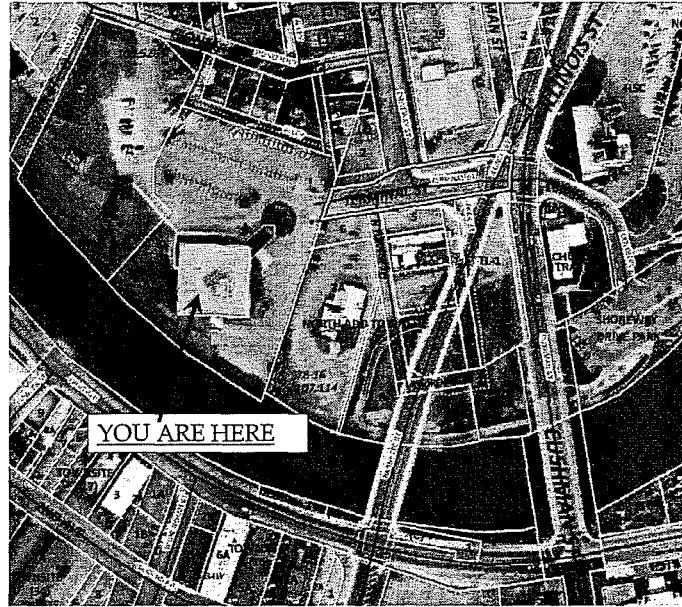


**NR001-16 (Terminal Street)**

Correction to Staff Report: There are six parcels which front Terminal Street. Owners of five of the six parcels (83%) signed the road-naming application, which is greater than the 75% requirement of Title 17. Additionally a representative of the Fairbanks Daily News-Miner signed the application, as the newspaper leases property from the Alaska Railroad Company which fronts Terminal Street.

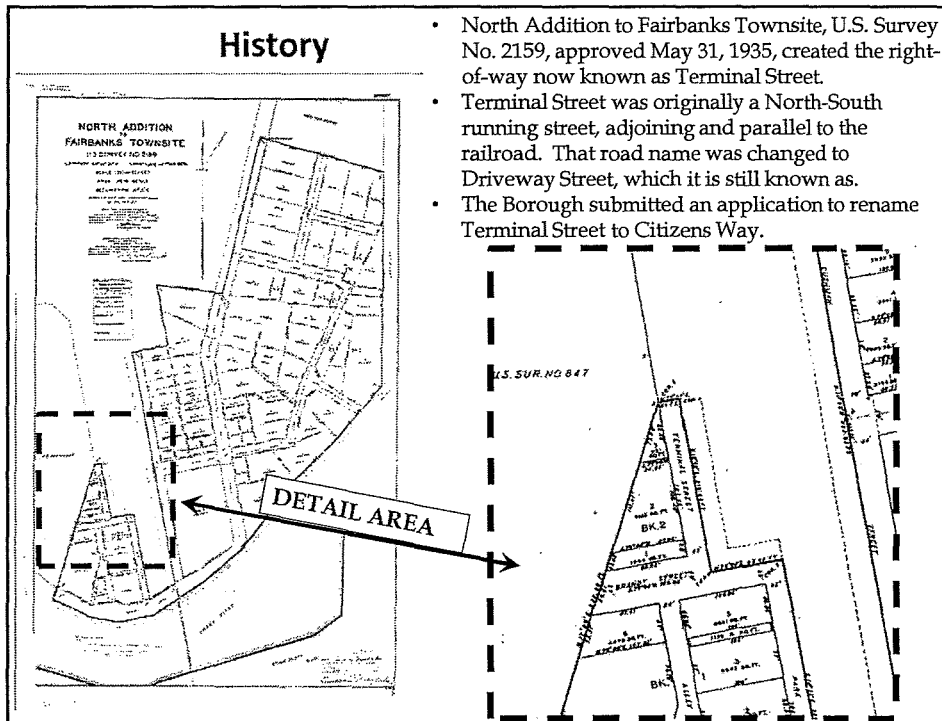


**NR001-16 (Terminal Street)**



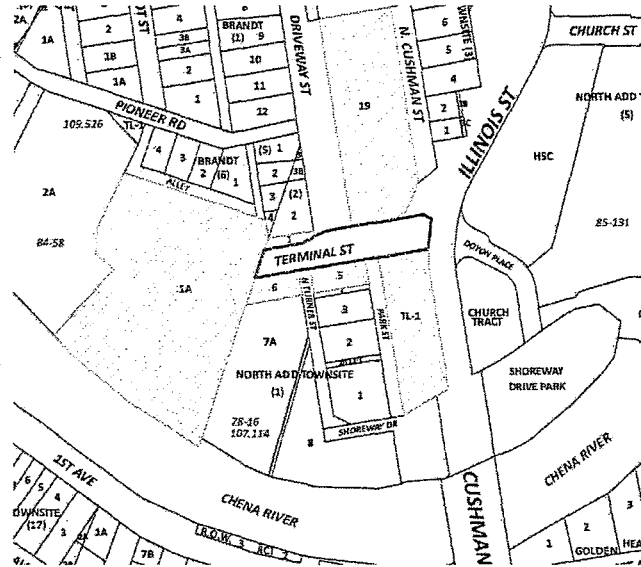
**History**

- North Addition to Fairbanks Townsite, U.S. Survey No. 2159, approved May 31, 1935, created the right-of-way now known as Terminal Street.
- Terminal Street was originally a North-South running street, adjoining and parallel to the railroad. That road name was changed to Driveway Street, which it is still known as.
- The Borough submitted an application to rename Terminal Street to Citizens Way.



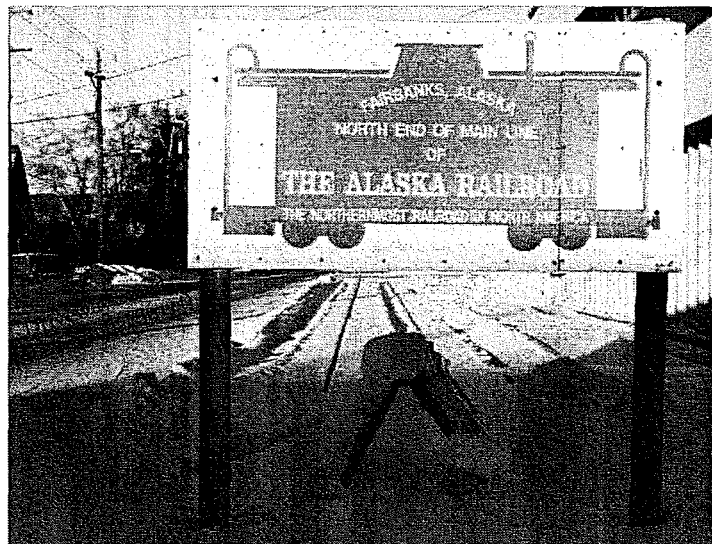
### Road-Naming Requirements

- A petition, or the application, must be signed by at least 75% of the adjoining property owners. Five of the six owners signed (83%).
- For purpose of verbal testimony only, "interested persons" include any citizen of the FNSB since FNSB is the applicant.
- The Fairbanks City Council shall have 30 calendar days from the decision of the Board in which to veto the Board's decision. If the Board's decision is not vetoed within the 30-day period, the consent of the City Council shall be deemed to have been given.



### Historical Significance?

- Today's Terminal Street was not the name originally platted by U.S. Survey No. 2159.
- The original platted Terminal Street is now a portion of Driveway Street.



## Recommendations

Staff recommends preliminary approval of the request to rename Terminal Street to Citizens Way with the following conditions:

1. The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
2. Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

Staff further recommends adoption of the staff report and the following findings:

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

January 20, 2016

Fairbanks North Star Borough Platting Board

File # NR001-16

## Recommended Motion

*I move to approve the renaming of Terminal Street to Citizens Way with the two conditions as recommended by staff and to adopt the staff report and the five findings of fact as recommended by staff.*

January 20, 2016

Fairbanks North Star Borough Platting Board

File # NR001-16

**FNSB PLATTING BOARD**  
**MINUTES from NR001-16 (Terminal Street)**  
**January 20, 2016**

- 4. NR001-16 (Terminal Street)** A request by the Fairbanks North Star Borough to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

**Stefan** gave the staff report; staff recommended preliminary approval of the subdivision with the following conditions:

1. The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
2. Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

Staff further recommended adoption of the following findings:

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Jim Williams**, FNSB Chief of Staff, addressed the Platting Board. He stated that he did not have much to add to the staff report but he did want to convey to the Board how this application came to be.

In October when Mayor Kassel took office, he immediately engaged employees about what needs to change and what kind of things needed to happen in the Borough. Several employees made a comment that the Borough building is rather hard to find. **Mr. Williams** continued to explain, with the help of Google maps, the difficulty that some have finding the Borough building.

**Mr. Williams** further commented that the Pioneer Road does not pass near the building. With the proposal to rename Terminal Street to Citizens Way, there were some factors that went into it. One of them was the street address number, 907, which according to the Planning Department is right in the block naming convention and it fits perfectly. It is in the 900 block area. The Citizens Way title is what the staff came up with. They polled the borough staff with a survey and they decided that they would like the name Citizens Way.

**Mr. Williams** continued that they chose the name Citizens Way because it speaks to the idea or the vision that we are all public servants here in the building. We serve the Community. The other reason that they chose Citizens Way is that it reinforces the culture that the Mayor and he

are trying to establish within the Borough, that we are all public servants and this is the citizens' place.

The cost to make the change is nominal. There is some street signage that will have to be taken care of. That will be done a.s.a.p. Administrative costs such as letterheads and business cards will continue to be utilized until they are gone and will be replaced with updated materials. Web pages and social media pages are easy changes to make.

**Mr. Williams** made himself available for questions.

**Mr. Bandopadhyay** queried why it wasn't suggested to name the road "Citizens Highway". **Mr. Williams** replied that they stuck to their word that they would choose from staff suggestions and Citizens Way was what the staff wanted.

**Mr. Mendenhall** asked how many adjoining properties are affected by this application. **Mr. Stefan** replied that six properties are adjoining. **Mr. Mendenhall** asked if the old St. Joseph Hospital building had any input into the name selection or the Big I building. **Mr. Stefan** responded that adjoining property owners does not include those on the opposite side of Illinois Street. Because this is just right-of-way that merges into other rights-of-way they strictly looked at their definition of adjoining property owners. As far as the JV Partners LLC, they are the Big I.

**Mr. Mendenhall** asked if the NewsMiner was involved in any way. **Mr. Stefan** replied that the NewsMiner is a Lessee of the Alaska Railroad Corporation. As Lessee, they did sign the application for the name change.

**Mr. Mendenhall** asked for clarification. He wanted to know if by signing the application, one was implying that they are in favor of the name change. **Mr. Stefan** confirmed this. **Mr. Stefan** added that Mayor Eberhart at the City of Fairbanks had no objection and is in support of this name change.

**Ms. Kniffen** commented that having no comment is not necessarily concurring. **Ms. Kniffen** then spoke regarding the naming of Pioneer Way many years ago which caused Pioneer Way in the Westwood Subdivision to have to be renamed Old Pioneer Way of which the residents did not care for. It was explained that the purpose of the renaming was so that emergency services at the time may not be able to find the right location in an emergency. There were about 50 different streets that were renamed around this time.

**Ms. Kniffen** continued that she does not really think that it is necessary to change it again. The Borough property actually touches on Pioneer Road, though you have to hunt for it. **Ms. Kniffen** stated that she does not feel that it is necessary to change the name of the road again. The Borough parking lot actually touches Pioneer Road. She inquired if this is a request from Borough staff or was there a great upwelling of desire to change the address.

**Mr. Williams** replied that this was in response to staff comments which came from general frustration from the public on how to find the building. **Ms. Nelson** added that the suggestion was actually made by our Emergency Services addressing staff. Even prior to Mayor Kassel's coming in to office, we have had concerns and issues because not only is the building number not completely accurate but it is in fact a duplicate which we continue to try and remove. It is very confusing for the public. She stated that she has dealt with multiple people who have had trouble finding the borough building.

**Mr. Mendenhall** inquired what the current borough address is at this time. **Ms. Nelson** responded that the current borough address is 809 Pioneer Road.

**Mr. Marcinkowski** inquired who the six owners were. **Mr. Stefan** replied that 206 Driveway LLC is Lunch Café, the State of Alaska DOT&PF, Alaska Railroad Corporation, the Borough and JV Partners LLC which is the Big I and the Fairbanks Daily NewsMiner as a Lessee from the Alaska Railroad Corporation.

**Mr. Pitney** inquired if there was any thought in having the Borough residents weigh in on this name change and added that he is not opposed to the name change.

#### PUBLIC HEARING CLOSED

*A motion was made by **Mr. Mendenhall**, seconded by **Mr. Marcinkowski**, to approve the road name change with the two conditions, to adopt the staff report and the five findings of fact as recommended by staff.*

**Mr. Mendenhall** questioned if this request could be modified to include public input into the name change. **Ms. Nelson** stated that this public hearing was the opportunity for the citizens to weigh in. **Ms. Nelson** further commented that this recommendation will go before the City Council for approval and adoption. **Ms. Klepaski** further commented that a letter will go to the City Council stating what the Platting Board has recommended. They will then have 30 days to veto the recommendation. If they do nothing, it is approved by them.

*A motion amendment was made by **Mr. Bandopadhyay**, to rename Terminal Street "Citizens Expressway" with the two conditions as recommended by staff. The motion failed for a lack of a second.*

**Ms. Kniffen** noted that even though the terminal is not there anymore as a terminal, the road did not go to the terminal anyway. For that reason she stated that the name is probably not appropriate. As for Citizens Way, she liked the idea of having some entity other than the residents of this building involved in the name change. **Mr. Pitney** responded that it was not his idea, only a question.

*A roll call vote was taken on the motion to approve the road renaming to Citizens Way.*

**Mr. Pitney** requested to "pass" on his vote at the moment to further discuss the issue. **Ms. Klepaski** responded that one cannot stop in the middle of a vote to discuss the matter further.

*The motion was approved 3-2 with **Mr. Bandopadhyay**, **Mr. Marcinkowski** and **Mr. Pitney** voting to approve and **Ms. Kniffen** and **Mr. Mendenhall** voting to deny.*

**Ms. Klepaski** clarified that this decision is appealable. Under the current code, it does say that it goes to the City Council and the City Council could veto it. But, it also states that it is appealable. (17.40.070.G)

**Mr. Pitney** warned the Platting Board that for any items that can be appealed, the Platting Board should refrain from discussing the issue amongst themselves.

**Mr. Mendenhall** interjected that he objects to the fact that public comment was not obtained. **Mr. Pitney** inquired if Mr. Mendenhall would like to put a reconsideration vote out there. **Mr. Mendenhall** replied that he would.

*A motion was made by **Mr. Mendenhall**, seconded by **Mr. Marcinkowski** to reconsider the prior vote.*



**Mr. Mendenhall** stated that he is not especially supporting Pioneer versus some other name but to create one name that affects one small building is, he feels, more confusing. People have more idea where Terminal Street is. They have a hunch it means something, the old railroad terminal, but to hear Citizens Way, a little short street that nobody ever heard of and it doesn't connect with anything. He further stated that he would like to see more discussion or more public input. He would like to have the Board comment.

**Mr. Pitney** inquired of Ms. Klepaski if reconsiderations are discussed. **Ms. Klepaski** replied that you can discuss why you want to reconsider but you need to vote on the reconsideration before you discuss the underlying reason(s).

**Mr. Pitney**, in the sake of fairness, thought that he had asked for comments and discussion. To be fair, he will vote in favor of the reconsideration so that a full discussion is had.

*A roll call vote was taken on the motion to reconsider the prior vote. The motion was approved 3-2 with **Ms. Kniffen**, **Mr. Marcinkowski** and **Mr. Mendenhall** voting to approve and **Mr. Bandopadhyay** and **Mr. Pitney** voting to deny.*

**Mr. Pitney** announced that the Board will go back to the original motion for reconsideration.

**Mr. Mendenhall** added that he would like to see an informal public vote. He reiterated that he has nothing against "Citizens" but to create a name that doesn't locate anything is not right. He added that this will not make locating the Borough building any better than it is right now.

**Mr. Bandopadhyay** added that the application was in the NewsMiner as an item on the Agenda for this meeting. If anybody wanted to object they could have come to this meeting.

**Ms. Kniffen** commented that she was not against re-naming; she just did not like the name that was proposed.

**Ms. Klepaski** added that the Platting Board makes the decision one way or the other. The Platting Board could recommend that there be an informal vote, but you couldn't require a vote be placed out in the public. It is up to the Platting Board to make the decision on a particular name but you cannot require that the Borough go about in any particular manner.

**Ms. Nelson** commented that the Chief of Staff for the Borough is here and she believes that he understands some of the Platting Boards' concerns. **Ms. Klepaski** added that another name would have to be recommended if the Platting Board votes this application down and if the Borough wants to go ahead with another application. **Ms. Nelson** clarified that there were probably 2-3 dozen suggested names that employees recommended.

**Mr. Mendenhall** expressed that he did not like the fact that only the employees in the JHAC were given the chance to offer suggested names. He does not feel that that is fair.

**Ms. Nelson** questioned Mr. Stefan if the six property owners knew what the name was suggested to be changed to. **Mr. Stefan** confirmed that the application which was sent to the owners lists three recommended suggestions in order of preference. The three (3) recommended suggestions were: 1) Citizens Way, 2) Citizens Drive and 3) Citizens Street.

*A roll call vote was taken on the motion to approve the road renaming to Citizens Way. The motion was denied 2-3 with **Mr. Bandopadhyay**, and **Mr. Pitney** voting to approve and **Ms. Kniffen**, **Mr. Marcinkowski** and **Mr. Mendenhall** voting to deny.*

**Mr. Pitney** announced that the Platting Board will have to come up with findings as to why they denied this application. A short break was taken to develop findings for denial.

The Platting Board developed the following findings in support of denial of this application:

1. The Board would like more public involvement in the process.
2. More than just Borough employees weighing in on public road name options.
3. Adjoining property owners having more than one option to choose from on the primary road name.
4. The proposed name does not help locate the Borough building.

*A motion was made by **Ms. Kniffen**, seconded by **Mr. Marcinkowski** to accept the four findings in support of denial of this application.*

**Ms. Nelson** questioned if there was anything else that the Platting Board wanted to add to the aforementioned findings.

**Mr. Mendenhall** questioned if this was something that the City should be handling. **Ms. Klepaski** clarified that street namings are a Borough Platting duty. Had the Platting Board approved the name change, the request would then go to the City Council for a possible veto.

**Mr. Bandopadhyay** questioned what kind of process to include the public that the Platting Board is looking for. **Ms. Klepaski** clarified that the Platting Board cannot force anyone to do other type of involvement. The Platting Board can say that they would like to see more involvement. In the end, it is the Platting Board decision.

**Mr. Marcinkowski** added that he would like to see school kids be involved with the renaming process.

**Mr. Mendenhall** questioned if members of the Platting Board could choose to do something personally with regard to the name change. **Ms. Nelson** responded that if this is appealed, you cannot go as a public citizen because you sat in on the vote. However, if the Borough or the City chose to have a greater public process, as a citizen you could be involved in those. **Ms. Klepaski** added that you would have to be careful because it could come back to you again with a new name and then all of a sudden you were out there supporting a different name. You might have a conflict then.

**Mr. Pitney** asked if this is appealed, will it go to the Planning Commission. **Ms. Nelson** confirmed this. **Ms. Klepaski** added that the Planning Commission can remand the item back to the Platting Board, overturn the Platting Board decision or uphold the Platting Board decision. The Planning Commission has those three options.

*A roll call vote was taken on the motion to accept the four findings in support of denial of this application. The motion was approved 3-2 with **Ms. Kniffen**, **Mr. Mendenhall** and **Mr. Marcinkowski** voting to approve and **Mr. Bandopadhyay** and **Mr. Pitney** voting to deny.*

**DENIED**

**OLD BUSINESS**

**NEW BUSINESS**

**Mr. Mendenhall** questioned what the date of the February 2016 Platting Board meeting will be. **Ms. Nelson** clarified that staff will have to find out the availability of the Chambers. **Mr. Pitney** added that the change will have to fit the schedule of the Platting Board members as well.

**Mr. Pitney** inquired when staff would be out of town. **Mr. Stefan** responded that they will be out of town February 15<sup>th</sup> through the 19<sup>th</sup>. **Mr. Pitney** inquired if the Platting staff could fly back for the evening to attend a meeting. **Ms. Nelson** responded "Not on our dime."

**Mr. Pitney** expressed that the Platting Board should have been given more notification. **Ms. Nelson** responded that the Mapping and Surveying Conference is held every year and the Platting staff attends every year. We only know the dates when they are provided. We just found out about the specific date of this conference.

**Mr. Mendenhall** called for a vote of hands to determine who will be able to attend the meeting on February 24<sup>th</sup>.

The Recording Clerk polled each Platting Board member to determine when they are and are not available during the month of February.

**Ms. Nelson** questioned how many items are scheduled for the February meeting. **Ms. Parker** responded that there is only one item scheduled for the meeting and that there is a possibility that it could be postponed because the surveyor does have a couple of deficiencies that they need to submit and they will have until Friday to do so.

**Ms. Nelson** added that depending on the item, she might be able to brief the Platting Board with the Staff Report but would have to rely heavily on Mr. Bredlie for questions. It is a potential option if there are absolutely no other options that work. **Ms. Nelson** concluded by stating that a decision will be made by close of business on the 22<sup>nd</sup> as to whether there will be a February meeting or not. **Mr. Pitney** replied "Perfect."

**Mr. Pitney** questioned when the March meeting is expected to be held. **Ms. Parker** replied that it will be held on March 16<sup>th</sup>. **Mr. Pitney** inquired if staff knew of any other months in 2016 when the Platting Board will not be meeting on the usual 3<sup>rd</sup> Wednesday of the month.

#### EXCUSE ABSENT MEMBERS

The absences of **Mr. Meyer** and **Ms. Hills** were excused without objection.

#### COMMENTS

##### Citizens

No one asked to speak during this time.

##### Platting Staff

No one asked to speak during this time.

##### Board Members

No one asked to speak during this time.

**ADJOURNMENT**

The meeting was adjourned at 10:15 p.m.

**FNSB PLATTING BOARD WORK SESSION**

**\*Immediately following the regular Platting Board meeting\***

**The Platting Board will hold a work session regarding private easements and other forms of legal access to the boundary of a subdivision.**

**January 20, 2016**

**Juanita Helms Administrative Center, 809 Pioneer Road**

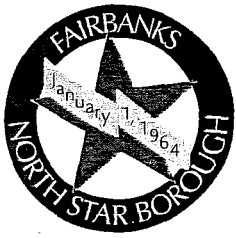
*A motion was made by **Ms. Kniffen**, seconded by **Mr. Marcinkowski** to postpone the FNSB Platting Board Work Session regarding private easement and other forms of legal access to the boundary of a subdivision.*

**Mr. Stefan** commented that he feels that postponing the work session is a good idea as Mr. Meyer was the one who pursued this possible ordinance and it would be appropriate for him to be part of the discussion.

**Mr. Pitney** questioned that if a February meeting was not held would it affect this work session. **Ms. Nelson** replied that this issue is not time sensitive.

**Mr. Mendenhall** mentioned the fact that Platting Board members are not paid and with the economy in the state that it is these days, he questioned who controls the pay of the other boards such as the Planning Commission. **Ms. Nelson** replied that no boards or commissions are getting any sort of stipend or reimbursement at this time. Boards and Commissions are lucky to get fed.

*All Platting Board members were in agreement to postpone the work session. There were no objections.*



# Fairbanks North Star Borough

809 Pioneer Road

PO Box 71267

Fairbanks, Alaska 99707-1267

907/459-1000

www.co.fairbanks.ak.us

January 22, 2016

Fairbanks North Star Borough  
Attn: Jim Williams, Chief of Staff  
P.O. Box 71267  
Fairbanks, AK 99707

**MAYOR'S OFFICE**

**JAN 22 2016**  
**RECEIVED**

Re: **NR001-16 (Terminal Street)**

Dear Mr. Williams,

At its regular meeting on January 20, 2016 the Platting Board of the Fairbanks North Star Borough considered your request to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

The Platting Board denied your request.

If you have any question regarding this matter, please contact the Fairbanks North Star Borough Department of Community Planning at 809 Pioneer Road, 459-1260.

Sincerely,

D. Christine Nelson, AICP, Director  
Department of Community Planning

cc: 206 Driveway, LLC  
State of Alaska DOT&PF  
Alaska Railroad Corporation  
JV Partners, LLC  
FNSB Land Management  
Fairbanks Daily NewsMiner

FNSB Community Planning  
PO Box 71267, Fairbanks, AK 99707  
(907) 459-1260

Appeal File # AP001-16

Appeal Fee Amount & Date paid: n/a

Tentative Appeal Meeting Date: March 1, 2016

## APPEAL APPLICATION

Appellant (print): James O. Williams for FNSB

Signature: *James O. Williams* Date: 1/22/2016

Mailing Address: PO Box 71267 Fairbanks, AK 99707

Phone: wk 459-1305 hm \_\_\_\_\_ FAX 459-1102 e-mail jwilliams@fnsb.us

Appellant (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ **Comm. Planning Dept**

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_ e-mail \_\_\_\_\_

JAN 22 2016

File Number / File Name: NR001-16 (Terminal Street)

**RECEIVED**

Legal description:

Request to rename Terminal Street to Citizens Way, within section 10T1S R1W, FM.

Address: \_\_\_\_\_

Date of decision being appealed: 1/20/2016

Approval \_\_\_\_\_ Denial X

Specific grounds or reasons for appeal: 1. Conduct of debate & Discussion per FNSBC 2.09.060 J.1 and J.2.

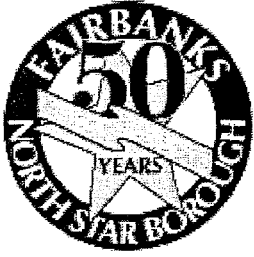
A. Board member on non-prevailing side introduced motion to reconsider immediately after board approved original motion, motion to reconsider reversed original by 2-3 vote.

B. Reconsider vote did not pass by 2/3 majority.

Cite Title provisions to support appeal: 2. Failure to adopt specific findings of fact and reasons for actions per FNSBC 17.40; 070. E. 2 (A-C).

Appellant is X applicant \_\_\_\_\_ adjoining property owner \_\_\_\_\_ other interested party (utility, agency, etc)

*Appeal must be accompanied by appropriate fee. This fee is refundable to a successful appellant.*



## Fairbanks North Star Borough Mayor's Office

809 Pioneer Road PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

TO: FNSB Community Planning  
FNSB Planning Commission

FROM: Jim Williams, Chief of Staff *JW*

DATE: February 11, 2016

SUBJECT: Addendum for Appeal, AP001-16 (Terminal Street Renaming)

On behalf of the Fairbanks North Star Borough, please accept the following amendments:

1. Conduct of debate and discussion. In the original appeal, the borough incorrectly cited FNSB code section 2.09.060 rules of procedure. Rules of procedure for boards and commissions are governed by Roberts Rules of Order, which is referenced in FNSB code section 2.21.150.A. The borough continues to hold the position that the motion to reconsider, introduced by a non-prevailing board member immediately following the approval of the original motion was inappropriate and out of order.
2. Reconsideration of vote not passing by a 2/3 majority. The borough wishes to withdraw this specific reason on the grounds that FNSB code section 2.090.060 does not apply.
3. Clarify FNSB Title 17 rational to read as follows: "Failure to adopt specific findings of fact that meet the technical requirements of FNSB code section 17.40.070"

# PLANNING COMMISSION MEETING

March 1, 2016

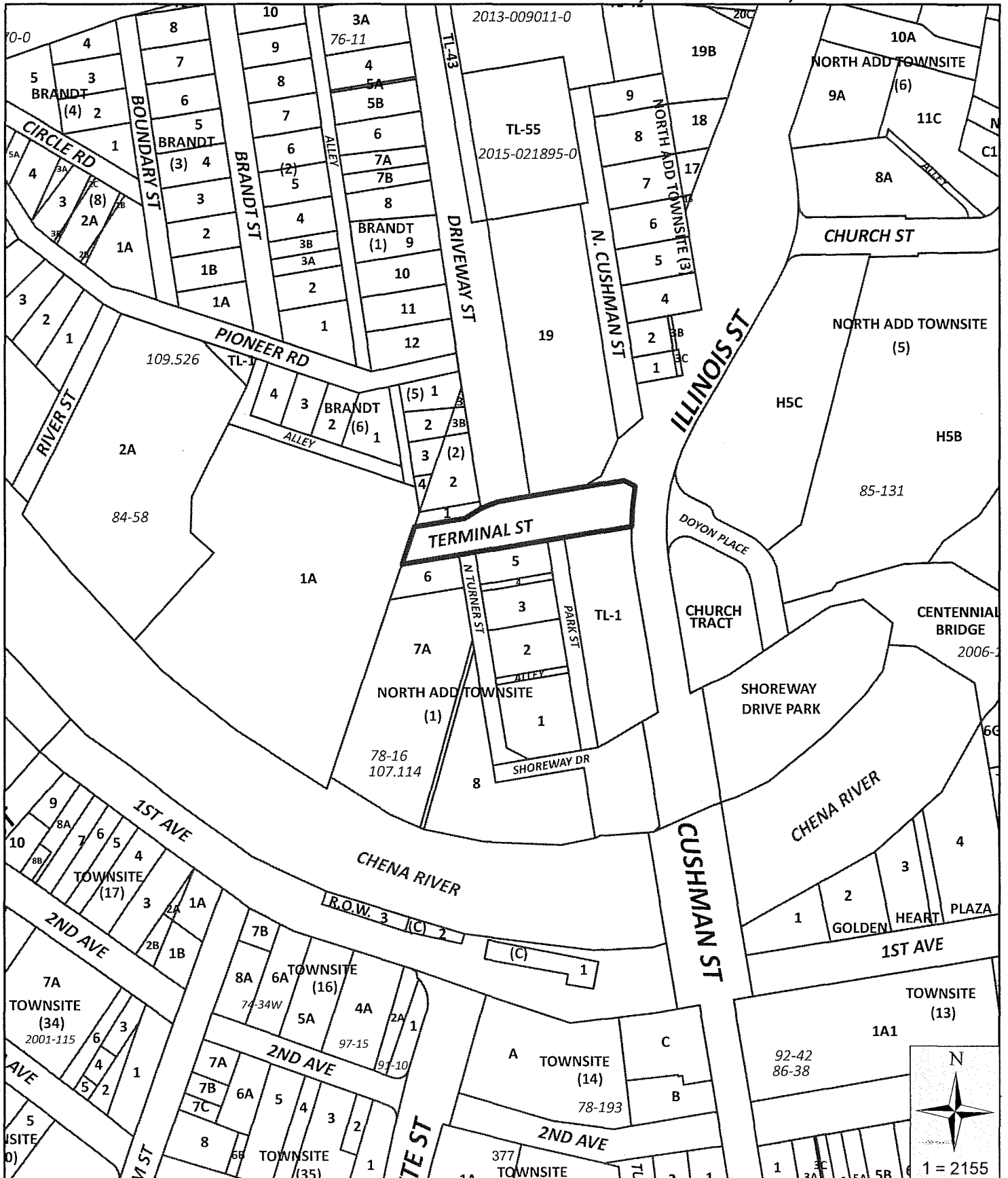


# STAFF REPORT

## AP001-16



**AP 001-16, NR 001-16, Terminal Street**



## APPEAL STAFF REPORT

**TO:** PLANNING COMMISSION  
**FROM:** George Stefan, Platting Officer  
Community Planning  
**SUBJ:** **APPEAL: AP001-16 (NR001-16 Terminal Street)**  
**DATE:** March 01, 2016

*This is an appeal of the FNSB Platting Board's denial on January 20, 2016 of a request by the Fairbanks North Star Borough to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.*

**Platting Board Vote:** Aye: 2 No: 3 (5 members present; Ms. Hills and Mr. Meyer excused)

**Appellant:** Jim Williams, Chief of Staff  
Fairbanks North Star Borough  
PO Box 71267  
Fairbanks, AK 99707

### **History of Street Renaming Request:**

The request to rename Terminal Street to Citizens Way has its origin in the incorrect street address assigned to the Borough's main administrative center, now known as the Juanita Helms Administrative Center. Currently this building is incorrectly addressed as 809 Pioneer Road. The lot, however, only has right-of-way frontage on Terminal Street. This problem was made known to Mayor Karl Kassel at his first employee "chat", an informal gathering, with borough employees. As discussion progressed during the chat, staff questioned the Terminal Street name itself, as the old railroad terminal does not front Terminal Street. Additionally it was opined the street name has morbid and dreary connotations. Further, no adjoining lot to the street has a Terminal Street address. It was then decided to involve the borough's employees in submitting suggestions for a new address and road name. Staff offered numerous suggestions, and the street name choices were narrowed down, eventually resulting with the new street name of Citizens Way.

FNSB Title 17 Subdivision Ordinance, specifically Article 2 of 17.40, provides a mechanism by which previously dedicated streets may be named or renamed with the approval of the platting board. Per 17.40.060 a street naming application is required to be submitted. An application was submitted and met the following requirements:

- 1) The petition, or application, must be signed by at least 75 percent of the adjoining property owners. Five of the six (83%) owners of adjoining properties signed the application (Exhibit 1).
- 2) The application must list the favored street name and two alternate names. No street name currently in use or used within the last five years within the borough may be considered.

The application listed, in order of preference, the following street names: Citizens Way, Citizens Dr, and Citizens St. The proposed names do not duplicate nor are subject to confusion with the spelling or the pronunciation of any existing street in the borough, a requirement of FNSBC 17.40.050.B. Additionally, although 17.40.050.C requires the tag name "Avenue" to be attached to an east-west primary road name, 17.40.050.D allows the platting board to consider other tag names for unique or historical purposes. "Way" was chosen as the tag name, with the unique purpose of being the right-of-way for the public to access their main administrative center.

- 3) A map depicting the location of the road must be submitted with the application. Exhibit 2 is the map that was submitted.
- 4) The appropriate fee must accompany the application. This did not apply since the applicant was the borough.

The street naming request was considered by the platting board at its January 20, 2016 meeting. Since the FNSB was the applicant, any citizen of the borough could have offered verbal testimony per 17.20.010 which states, *“For purposes of verbal testimony only, interested persons include, when the applicant is a public entity (including an agency, political subdivision or other component unit of the public entity), the citizens of that public entity.”* No citizen of the borough gave testimony at the meeting. In fact, the only testimony offered other than Community Planning staff was that of Jim Williams, FNSB Chief of Staff, who represented the applicant. His testimony may be found in the attached minutes from the meeting (Exhibit 3).

Ultimately the street renaming request was denied by the platting board with a vote of 2-3. The action letter (Exhibit 4) was mailed out as official notification to the adjoining property owners per FNSBC 17.40.070.F. An appeal application (Exhibit 5) was subsequently submitted by Jim Williams within seven days of the January 20, 2016 platting board meeting per the appeal requirements of FNSBC Chapter 17.80. Mr. Williams submitted an application addendum (Exhibit 6) on February 11, 2016 to clarify several statements. Specifics from the January 20, 2016 platting board meeting follow, including staff's recommendations and the board's findings for denial.

**Staff's Recommended Conditions for Approving the Public Street Renaming:**

The following recommended conditions were part of the staff report presented to the platting board at the January 20, 2016 meeting (Exhibit 7).

- 1) The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
- 2) Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

**Staff's Recommended Findings for Approving the Public Street Renaming:**

The following recommended findings were part of the staff report and addendum presented to the platting board at the January 20, 2016 meeting (Exhibits 7 and 8).

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Findings for Denying the Public Street Renaming by the Platting Board:**

The following findings were approved by the platting board at the January 20, 2016 meeting.

- 1) The Board would like more public involvement in the process.
- 2) More than just Borough employees weighing in on public road name options.
- 3) Adjoining property owners having more than one option to choose from on the primary road name.
- 4) The proposed name does not help locate the Borough building.

## **March 1, 2016 Appeal (AP001-16): Participation Requirements, Appellant's Statements and Citations with Staff Response, Staff's Analysis, Conclusion and Recommendation**

### **Participation Requirements for Appeal 001-16:**

Per FNSBC 17.80.020.E, "After acceptance of an appeal, notice of the appeal must be sent to all parties and "interested persons" who participated in the hearing before the platting board notifying them of the right to request participation in the appeal on or before the deadline established by the chair or by the rules of the commission." That is, only a party or interested person who testified at the platting board meeting may participate in the appeal. Jim Williams, representing the applicant, and Community Planning staff were the only persons who participated in the platting board meeting.

### **Appellant's Statements of Appeal and Staff Response:**

- 1) *The appellant submitted an application (Exhibit 5) stating,*  
"Conduct of debate & Discussion per FNSBC 2.09.060.J.1 and J.2.  
A. Board member on non-prevailing side introduced motion to reconsider immediately after board approved original motion, motion to reconsider reversed original by 2-3 vote."

*The appellant submitted an addendum (Exhibit 6) to his application stating,*  
"1. Conduct of debate and discussion. In the original appeal, the borough incorrectly cited FNSB code section 2.09.060 rules of procedure. Rules of procedure for boards and commissions are governed by Roberts Rules of Order, which is referenced in FNSB code section 2.21.150.A. The borough continues to hold the position that the motion to reconsider, introduced by a non-prevailing board member immediately following the approval of the original motion was inappropriate and out of order."

**Staff Response:** *Following its deliberation, the Platting Board voted on a motion to approve the renaming of Terminal Street to Citizens Way with the two conditions as recommended by staff and to adopt the staff report and the five findings of fact as recommended by staff. The motion was approved 3-2 with Mr. Bandopadhyay, Mr. Marcinkowski and Mr. Pitney voting to approve and Mr. Mendenhall and Ms. Kniffen voting to deny.*

*Mr. Mendenhall, who was not on the original motion's prevailing side, made a motion to reconsider. The motion to reconsider was approved 3-2 with Ms. Kniffen, Mr. Marcinkowski and Mr. Mendenhall voting to approve and Mr. Bandopadhyay and Mr. Pitney voting to deny.*

*The original motion was reconsidered, and the street renaming was denied 2-3 with Mr. Bandopadhyay and Mr. Pitney voting to approve and Ms. Kniffen, Mr. Marcinkowski and Mr. Mendenhall voting to deny.*

*Per FNSBC 2.21.150.A. "Notwithstanding any language to the contrary, all boards and commissions shall follow, as a minimum, the procedural rules set forth in this section. A board or commission may adopt other rules but those rules may not conflict with this section. In all matters of procedure not covered by this or other code sections or rules adopted by the board or commission, Robert's Rules of Order, as revised, shall be applicable and shall govern."*

*Robert's Rules of Order Newly Revised, 11<sup>th</sup> edition, requires that a motion to reconsider "must be moved by one who voted with the prevailing side." This is in harmony with the Platting Board's Rule #40, "A notice of reconsideration may be made only by a member who voted on the prevailing side."*

Conclusion: Mr. Mendenhall's motion to reconsider was out of order. Therefore the approval of the original motion to rename Terminal Street to Citizens Way was the only legitimate vote taken and should be upheld.

- 2) The appellant submitted an application (Exhibit 5) stating, "B. Reconsider vote did not pass by 2/3 majority."  
The appellant submitted an addendum (Exhibit 6) to his application stating, "Reconsideration of vote not passing by a 2/3 majority. The borough wishes to withdraw this specific reason on the grounds that FNSB code section 2.090.060 does not apply."

**Appellants Citations of Title 17 to Support Appeal:**

The appellant submitted an application (Exhibit 5) stating, "Failure to adopt specific findings of fact and reasons for actions per FNSBC 17.40.070.E.2(A-C)."  
The appellant submitted an addendum (Exhibit 6) to his application stating, "Clarify FNSB Title 17 rational to read as follows: "Failure to adopt specific findings of fact that meet the technical requirements of FNSB code section 17.40.070."

**Staff Response:** FNSBC 17.40.070, Action on street naming application, describes the procedure for a street naming application from its submittal to final action. In particular FNSBC 17.40.070.E.2 requires the board to adopt specific findings of fact and reasons for its action if the board denies the application. As previously stated, the board adopted the following findings for denying the public street renaming:

- 1) The Board would like more public involvement in the process.
- 2) More than just Borough employees weighing in on public road name options.
- 3) Adjoining property owners having more than one option to choose from on the primary road name.
- 4) The proposed name does not help locate the Borough building.

The above findings do not meet the technical requirements of Title 17 in that none of them offer a substantive reason to deny the street renaming per the applicable criteria. All Title 17 requirements for the street naming application were met, namely:

- 1) The application was signed by at least 75 percent of the adjoining property owners.
- 2) The application listed the favored street name and two alternate names: Citizens Way, Citizens Dr., and Citizens St.
- 3) A map depicting the location of the road was submitted with the application.
- 4) The appropriate fee was waived since the borough was the applicant.
- 5) The proposed street name(s) do not duplicate nor are subject to confusion with the spelling or the pronunciation of any existing street in the borough.
- 6) The alternate tag name, "Way", may be considered by the platting board for unique or historical purposes. As explained in the attached staff report to the platting board, the tag name "Way" is appropriate since it is the right-of-way for the public to access their main administrative center, the Juanita Helms Administrative Center.

For the last several years, the platting board chair has read scripted statements into the record prior to the public hearing items. One statement is, "The Platting Board's review is limited to the technical requirements of Title 17, state subdivision requirements and any applicable codes." The findings adopted by the board do not reflect this statement.

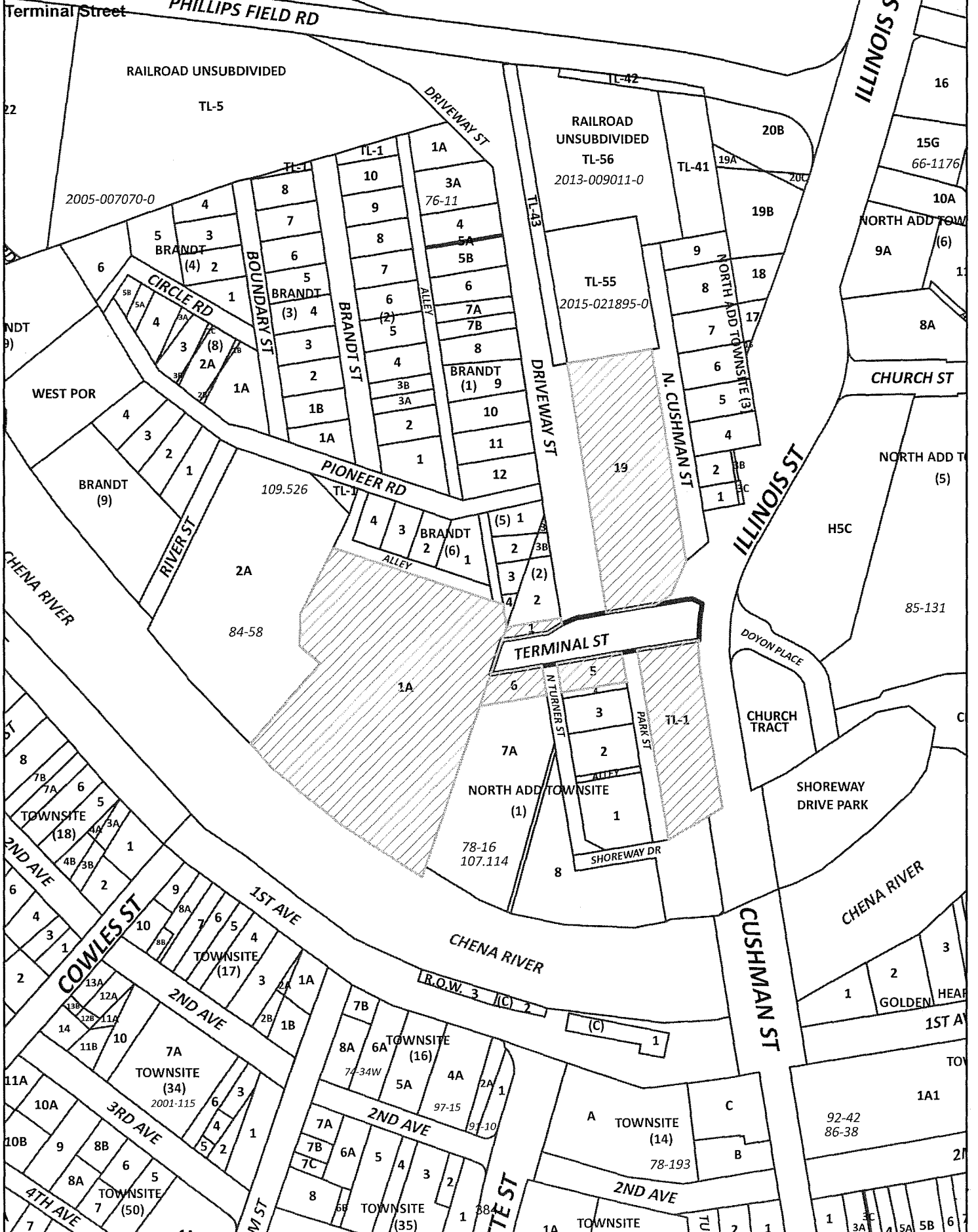
**Staff Analysis:** Approval of the appeal of NR001-16 Terminal Street is justified in two ways:

1. The motion to reconsider was made by Mr. Mendenhall, who did not vote with the prevailing side on the original motion. The original approval of the street renaming should remain valid.
2. The findings of fact adopted by the platting board for denying the street renaming are not based on the technical requirements of Title 17, state subdivision requirements and any applicable codes.

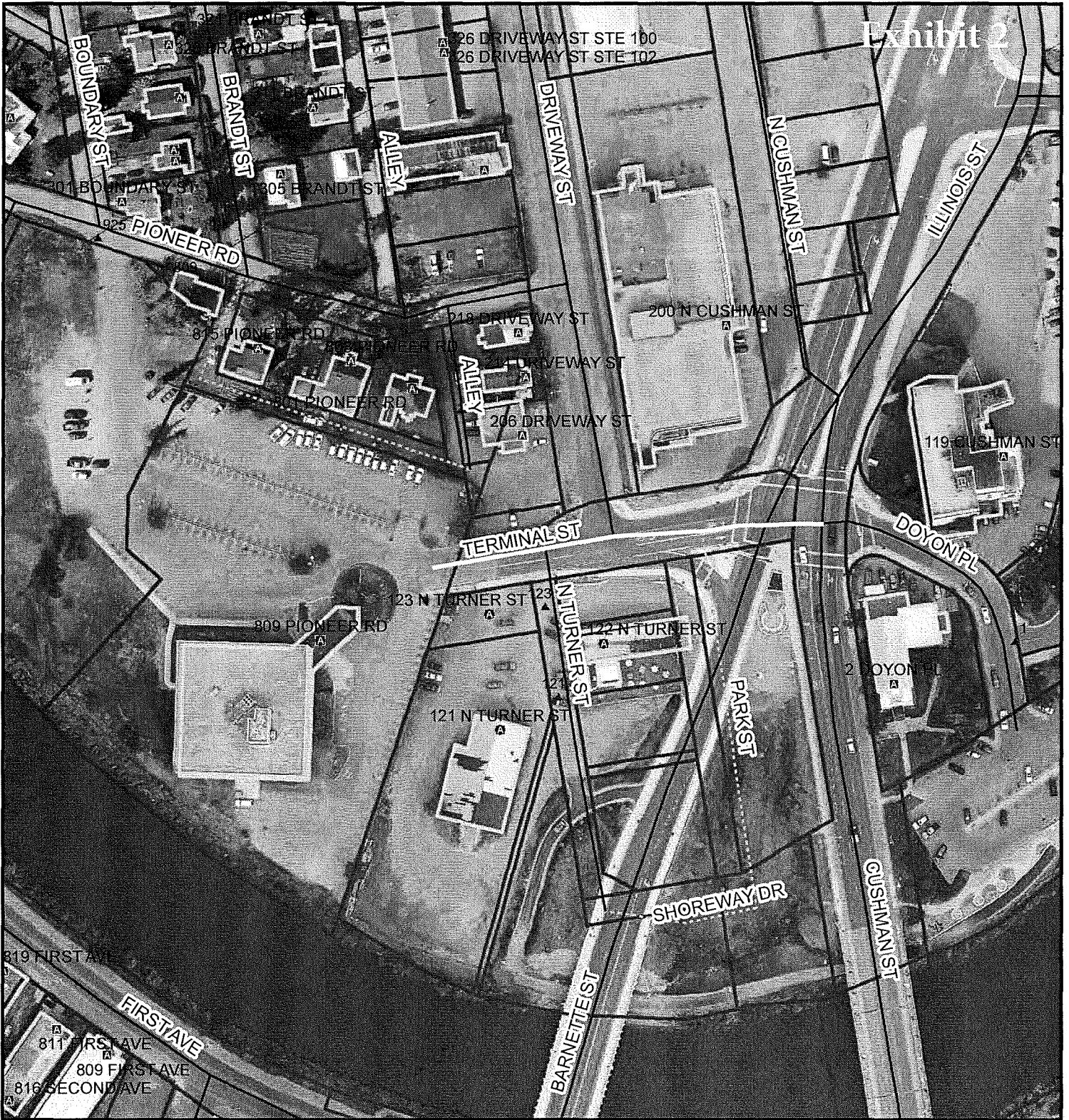
**Staff Conclusion:** The Platting Board did not correctly follow the parliamentary procedures adopted by the Platting Board and as established by Roberts Rules of Order when Mr. Mendenhall made the motion to reconsider the original motion. Findings of fact based on fact and the applicable criteria were not adopted for denial of the street renaming request.

**Recommendation:** Staff recommends the Planning Commission reverse the action of the Platting Board and approve the renaming of Terminal Street to Citizens Way, with the two conditions and five findings of fact as recommended by staff.

NR 001-16







**Legend**

- |                       |         |                        |
|-----------------------|---------|------------------------|
| <b>PROPERTY OWNER</b> | ARR/DNM | JV PARTNERS            |
| 206 DRIVEWAY LLC      | FNSB    | STATE OF ALASKA DOT&PF |

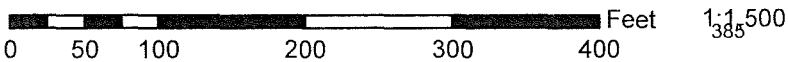
- Site Access Point
- Site Address with Access Point
- Site Address Point without Access Point



**PARCELS ADDRESSABLE OFF TERMINAL ST**

Editor: KS

12/3/2015



**FNSB PLATTING BOARD**  
**MINUTES from NR001-16 (Terminal Street)**  
**January 20, 2016**

- 4. NR001-16 (Terminal Street)** A request by the Fairbanks North Star Borough to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

**Stefan** gave the staff report; staff recommended preliminary approval of the subdivision with the following conditions:

1. The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
2. Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

Staff further recommended adoption of the following findings:

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Jim Williams**, FNSB Chief of Staff, addressed the Platting Board. He stated that he did not have much to add to the staff report but he did want to convey to the Board how this application came to be.

In October when Mayor Kassel took office, he immediately engaged employees about what needs to change and what kind of things needed to happen in the Borough. Several employees made a comment that the Borough building is rather hard to find. **Mr. Williams** continued to explain, with the help of Google maps, the difficulty that some have finding the Borough building.

**Mr. Williams** further commented that the Pioneer Road does not pass near the building. With the proposal to rename Terminal Street to Citizens Way, there were some factors that went into it. One of them was the street address number, 907, which according to the Planning Department is right in the block naming convention and it fits perfectly. It is in the 900 block area. The Citizens Way title is what the staff came up with. They polled the borough staff with a survey and they decided that they would like the name Citizens Way.

**Mr. Williams** continued that they chose the name Citizens Way because it speaks to the idea or the vision that we are all public servants here in the building. We serve the Community. The other reason that they chose Citizens Way is that it reinforces the culture that the Mayor and he

are trying to establish within the Borough, that we are all public servants and this is the citizens' place.

The cost to make the change is nominal. There is some street signage that will have to be taken care of. That will be done a.s.a.p. Administrative costs such as letterheads and business cards will continue to be utilized until they are gone and will be replaced with updated materials. Web pages and social media pages are easy changes to make.

**Mr. Williams** made himself available for questions.

**Mr. Bandopadhyay** queried why it wasn't suggested to name the road "Citizens Highway". **Mr. Williams** replied that they stuck to their word that they would choose from staff suggestions and Citizens Way was what the staff wanted.

**Mr. Mendenhall** asked how many adjoining properties are affected by this application. **Mr. Stefan** replied that six properties are adjoining. **Mr. Mendenhall** asked if the old St. Joseph Hospital building had any input into the name selection or the Big I building. **Mr. Stefan** responded that adjoining property owners does not include those on the opposite side of Illinois Street. Because this is just right-of-way that merges into other rights-of-way they strictly looked at their definition of adjoining property owners. As far as the JV Partners LLC, they are the Big I.

**Mr. Mendenhall** asked if the NewsMiner was involved in any way. **Mr. Stefan** replied that the NewsMiner is a Lessee of the Alaska Railroad Corporation. As Lessee, they did sign the application for the name change.

**Mr. Mendenhall** asked for clarification. He wanted to know if by signing the application, one was implying that they are in favor of the name change. **Mr. Stefan** confirmed this. **Mr. Stefan** added that Mayor Eberhart at the City of Fairbanks had no objection and is in support of this name change.

**Ms. Kniffen** commented that having no comment is not necessarily concurring. **Ms. Kniffen** then spoke regarding the naming of Pioneer Way many years ago which caused Pioneer Way in the Westwood Subdivision to have to be renamed Old Pioneer Way of which the residents did not care for. It was explained that the purpose of the renaming was so that emergency services at the time may not be able to find the right location in an emergency. There were about 50 different streets that were renamed around this time.

**Ms. Kniffen** continued that she does not really think that it is necessary to change it again. The Borough property actually touches on Pioneer Road, though you have to hunt for it. **Ms. Kniffen** stated that she does not feel that it is necessary to change the name of the road again. The Borough parking lot actually touches Pioneer Road. She inquired if this is a request from Borough staff or was there a great upwelling of desire to change the address.

**Mr. Williams** replied that this was in response to staff comments which came from general frustration from the public on how to find the building. **Ms. Nelson** added that the suggestion was actually made by our Emergency Services addressing staff. Even prior to Mayor Kassel's coming in to office, we have had concerns and issues because not only is the building number not completely accurate but it is in fact a duplicate which we continue to try and remove. It is very confusing for the public. She stated that she has dealt with multiple people who have had trouble finding the borough building.

**Mr. Mendenhall** inquired what the current borough address is at this time. **Ms. Nelson** responded that the current borough address is 809 Pioneer Road.

**Mr. Marcinkowski** inquired who the six owners were. **Mr. Stefan** replied that 206 Driveway LLC is Lunch Café, the State of Alaska DOT&PF, Alaska Railroad Corporation, the Borough and JV Partners LLC which is the Big I and the Fairbanks Daily NewsMiner as a Lessee from the Alaska Railroad Corporation.

**Mr. Pitney** inquired if there was any thought in having the Borough residents weigh in on this name change and added that he is not opposed to the name change.

PUBLIC HEARING CLOSED

*A motion was made by **Mr. Mendenhall**, seconded by **Mr. Marcinkowski**, to approve the road name change with the two conditions, to adopt the staff report and the five findings of fact as recommended by staff.*

**Mr. Mendenhall** questioned if this request could be modified to include public input into the name change. **Ms. Nelson** stated that this public hearing was the opportunity for the citizens to weigh in. **Ms. Nelson** further commented that this recommendation will go before the City Council for approval and adoption. **Ms. Klepaski** further commented that a letter will go to the City Council stating what the Platting Board has recommended. They will then have 30 days to veto the recommendation. If they do nothing, it is approved by them.

*A motion amendment was made by **Mr. Bandopadhyay**, to rename Terminal Street "Citizens Expressway" with the two conditions as recommended by staff. The motion failed for a lack of a second.*

**Ms. Kniffen** noted that even though the terminal is not there anymore as a terminal, the road did not go to the terminal anyway. For that reason she stated that the name is probably not appropriate. As for Citizens Way, she liked the idea of having some entity other than the residents of this building involved in the name change. **Mr. Pitney** responded that it was not his idea, only a question.

*A roll call vote was taken on the motion to approve the road renaming to Citizens Way.*

**Mr. Pitney** requested to "pass" on his vote at the moment to further discuss the issue. **Ms. Klepaski** responded that one cannot stop in the middle of a vote to discuss the matter further.

*The motion was approved 3-2 with **Mr. Bandopadhyay**, **Mr. Marcinkowski** and **Mr. Pitney** voting to approve and **Ms. Kniffen** and **Mr. Mendenhall** voting to deny.*

**Ms. Klepaski** clarified that this decision is appealable. Under the current code, it does say that it goes to the City Council and the City Council could veto it. But, it also states that it is appealable. (17.40.070:G)

**Mr. Pitney** warned the Platting Board that for any items that can be appealed, the Platting Board should refrain from discussing the issue amongst themselves.

**Mr. Mendenhall** interjected that he objects to the fact that public comment was not obtained. **Mr. Pitney** inquired if Mr. Mendenhall would like to put a reconsideration vote out there. **Mr. Mendenhall** replied that he would.

*A motion was made by **Mr. Mendenhall**, seconded by **Mr. Marcinkowski** to reconsider the prior vote.*

**Mr. Mendenhall** stated that he is not especially supporting Pioneer versus some other name but to create one name that affects one small building is, he feels, more confusing. People have more idea where Terminal Street is. They have a hunch it means something, the old railroad terminal, but to hear Citizens Way, a little short street that nobody ever heard of and it doesn't connect with anything. He further stated that he would like to see more discussion or more public input. He would like to have the Board comment.

**Mr. Pitney** inquired of Ms. Klepaski if reconsiderations are discussed. **Ms. Klepaski** replied that you can discuss why you want to reconsider but you need to vote on the reconsideration before you discuss the underlying reason(s).

**Mr. Pitney**, in the sake of fairness, thought that he had asked for comments and discussion. To be fair, he will vote in favor of the reconsideration so that a full discussion is had.

*A roll call vote was taken on the motion to reconsider the prior vote. The motion was approved 3-2 with **Ms. Kniffen**, **Mr. Marcinkowski** and **Mr. Mendenhall** voting to approve and **Mr. Bandopadhyay** and **Mr. Pitney** voting to deny.*

**Mr. Pitney** announced that the Board will go back to the original motion for reconsideration.

**Mr. Mendenhall** added that he would like to see an informal public vote. He reiterated that he has nothing against "Citizens" but to create a name that doesn't locate anything is not right. He added that this will not make locating the Borough building any better than it is right now.

**Mr. Bandopadhyay** added that the application was in the NewsMiner as an item on the Agenda for this meeting. If anybody wanted to object they could have come to this meeting.

**Ms. Kniffen** commented that she was not against re-naming; she just did not like the name that was proposed.

**Ms. Klepaski** added that the Platting Board makes the decision one way or the other. The Platting Board could recommend that there be an informal vote, but you couldn't require a vote be placed out in the public. It is up to the Platting Board to make the decision on a particular name but you cannot require that the Borough go about in any particular manner.

**Ms. Nelson** commented that the Chief of Staff for the Borough is here and she believes that he understands some of the Platting Boards' concerns. **Ms. Klepaski** added that another name would have to be recommended if the Platting Board votes this application down and if the Borough wants to go ahead with another application. **Ms. Nelson** clarified that there were probably 2-3 dozen suggested names that employees recommended.

**Mr. Mendenhall** expressed that he did not like the fact that only the employees in the JHAC were given the chance to offer suggested names. He does not feel that that is fair.

**Ms. Nelson** questioned Mr. Stefan if the six property owners knew what the name was suggested to be changed to. **Mr. Stefan** confirmed that the application which was sent to the owners lists three recommended suggestions in order of preference. The three (3) recommended suggestions were: 1) Citizens Way, 2) Citizens Drive and 3) Citizens Street.

*A roll call vote was taken on the motion to approve the road renaming to Citizens Way. The motion was denied 2-3 with **Mr. Bandopadhyay**, and **Mr. Pitney** voting to approve and **Ms. Kniffen**, **Mr. Marcinkowski** and **Mr. Mendenhall** voting to deny.*

**Mr. Pitney** announced that the Platting Board will have to come up with findings as to why they denied this application. A short break was taken to develop findings for denial.

The Platting Board developed the following findings in support of denial of this application:

1. The Board would like more public involvement in the process.
2. More than just Borough employees weighing in on public road name options.
3. Adjoining property owners having more than one option to choose from on the primary road name.
4. The proposed name does not help locate the Borough building.

*A motion was made by **Ms. Kniffen**, seconded by **Mr. Marcinkowski** to accept the four findings in support of denial of this application.*

**Ms. Nelson** questioned if there was anything else that the Platting Board wanted to add to the aforementioned findings.

**Mr. Mendenhall** questioned if this was something that the City should be handling. **Ms. Klepaski** clarified that street namings are a Borough Platting duty. Had the Platting Board approved the name change, the request would then go to the City Council for a possible veto.

**Mr. Bandopadhyay** questioned what kind of process to include the public that the Platting Board is looking for. **Ms. Klepaski** clarified that the Platting Board cannot force anyone to do other type of involvement. The Platting Board can say that they would like to see more involvement. In the end, it is the Platting Board decision.

**Mr. Marcinkowski** added that he would like to see school kids be involved with the renaming process.

**Mr. Mendenhall** questioned if members of the Platting Board could choose to do something personally with regard to the name change. **Ms. Nelson** responded that if this is appealed, you cannot go as a public citizen because you sat in on the vote. However, if the Borough or the City chose to have a greater public process, as a citizen you could be involved in those. **Ms. Klepaski** added that you would have to be careful because it could come back to you again with a new name and then all of a sudden you were out there supporting a different name. You might have a conflict then.

**Mr. Pitney** asked if this is appealed, will it go to the Planning Commission. **Ms. Nelson** confirmed this. **Ms. Klepaski** added that the Planning Commission can remand the item back to the Platting Board, overturn the Platting Board decision or uphold the Platting Board decision. The Planning Commission has those three options.

*A roll call vote was taken on the motion to accept the four findings in support of denial of this application. The motion was approved 3-2 with **Ms. Kniffen**, **Mr. Mendenhall** and **Mr. Marcinkowski** voting to approve and **Mr. Bandopadhyay** and **Mr. Pitney** voting to deny.*

**DENIED**

**OLD BUSINESS**

**NEW BUSINESS**



# Fairbanks North Star Borough

809 Pioneer Road

PO Box 71267

Fairbanks, Alaska 99707-1267

907/459-1000

www.co.fairbanks.ak.us

January 22, 2016

Fairbanks North Star Borough  
Attn: Jim Williams, Chief of Staff  
P.O. Box 71267  
Fairbanks, AK 99707

**MAYOR'S OFFICE**

**JAN 22 2016**  
**RECEIVED**

Re: **NR001-16 (Terminal Street)**

Dear Mr. Williams,

At its regular meeting on January 20, 2016 the Platting Board of the Fairbanks North Star Borough considered your request to rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

The Platting Board denied your request.

If you have any question regarding this matter, please contact the Fairbanks North Star Borough Department of Community Planning at 809 Pioneer Road, 459-1260.

Sincerely,

A handwritten signature in cursive script that reads "D. Christine Nelson".

D. Christine Nelson, AICP, Director  
Department of Community Planning

cc: 206 Driveway, LLC  
State of Alaska DOT&PF  
Alaska Railroad Corporation  
JV Partners, LLC  
FNSB Land Management  
Fairbanks Daily NewsMiner

Exhibit 5

Appeal File # AP001-16

FNSB Community Planning  
PO Box 71267, Fairbanks, AK 99707  
(907) 459-1260

Appeal Fee Amount & Date paid: n/a

Tentative Appeal Meeting Date: March 1, 2016

**APPEAL APPLICATION**

Appellant (print): James O. Williams for FNSB

Signature: *James O. Williams* Date: 1/22/2016

Mailing Address: PO Box 71267 Fairbanks, AK 99707

Phone: wk 459-1305 hm \_\_\_\_\_ FAX 459-1102 e-mail jwilliams@fnsb.us

Appellant (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

**Comm. Planning Dept**

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_ e-mail \_\_\_\_\_

**JAN 22 2016**

File Number / File Name: NR001-16 (Terminal Street)

**RECEIVED**

Legal description:

Request to rename Terminal Street to Citizens Way, within section 10T1S R1W, FM.

Address: \_\_\_\_\_

Date of decision being appealed: 1/20/2016

Approval \_\_\_\_\_ Denial X

Specific grounds or reasons for appeal: 1. Conduct of debate & Discussion per FNSBC 2.09.060 J.1 and J.2.

A. Board member on non-prevailing side introduced motion to reconsider immediately after board approved original motion, motion to reconsider reversed original by 2-3 vote.

B. Reconsider vote did not pass by 2/3 majority.

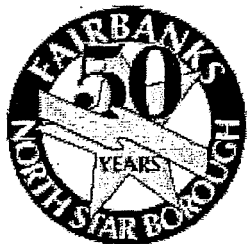
Cite Title provisions to support appeal: 2. Failure to adopt specific findings of fact and reasons for actions per FNSBC 17.40; 070. E. 2 (A-C).

Appellant is X applicant \_\_\_\_\_ adjoining property owner \_\_\_\_\_ other interested party (utility, agency, etc)

Appeal must be accompanied by appropriate fee. This fee is refundable to a successful appellant.



## Exhibit 6



# Fairbanks North Star Borough Mayor's Office

809 Pioneer Road PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

TO: FNSB Community Planning  
FNSB Planning Commission

FROM: Jim Williams, Chief of Staff *JW*

DATE: February 11, 2016

SUBJECT: Addendum for Appeal, AP001-16 (Terminal Street Renaming)

On behalf of the Fairbanks North Star Borough, please accept the following amendments:

1. Conduct of debate and discussion. In the original appeal, the borough incorrectly cited FNSB code section 2.09.060 rules of procedure. Rules of procedure for boards and commissions are governed by Roberts Rules of Order, which is referenced in FNSB code section 2.21.150.A. The borough continues to hold the position that the motion to reconsider, introduced by a non-prevailing board member immediately following the approval of the original motion was inappropriate and out of order.
2. Reconsideration of vote not passing by a 2/3 majority. The borough wishes to withdraw this specific reason on the grounds that FNSB code section 2.090.060 does not apply.
3. Clarify FNSB Title 17 rational to read as follows: "Failure to adopt specific findings of fact that meet the technical requirements of FNSB code section 17.40.070"

# Exhibit 7

Prepared 01-06-2016  
by  
George Stefan  
Platting Officer

## STAFF REPORT FNSB PLATTING BOARD

January 20, 2016

NR001-16 Terminal Street

**Applicant:** Fairbanks North Star Borough  
PO Box 71267  
Fairbanks, AK 99707

**Adjoining Owners:** 206 Driveway LLC  
PO Box 72813  
Fairbanks, AK 99707

State of Alaska DOT&PF  
2301 Peger Rd MS 2553  
Fairbanks, AK 99709

Fairbanks Daily News Miner  
PO Box 70710  
Fairbanks, AK 99707

Alaska Railroad Corporation  
PO Box 70710  
Fairbanks, AK 99707

Fairbanks North Star Borough  
Land Management  
PO Box 71267  
Fairbanks, AK 99707

JV Partners LLC  
2824 Chief Alexander Dr  
Fairbanks, AK 99709

**Specific Request/  
Legal Description:** To rename Terminal Street to Citizens Way, within Section 10 T1S R1W, FM.

**Location:** Intersects with Barnette Street, just north of the Chena River

**Road Service Area:** No road service area. Lies within the City of Fairbanks.

**History:** The right-of-way which eventually was named Terminal Street was created by the North Addition to Fairbanks Townsite, U.S. Survey No. 2159, on May 20, 1935. Currently, Terminal Street is approximately 300ft long, intersecting with Barnette Street at its east end and terminating at the entry to the Borough's Juanita Helms Administration Center at its west end.

**Analysis:** There are eight parcels which front Terminal Street. For purposes of naming or renaming a public road per FNSBC 17.40.060.A, a petition signed by at least 75 percent of the adjoining property owners must be submitted. This has been satisfied, as the owners of six adjoining properties have signed the road naming application.

The proposed non-duplicate road name is Citizens Way. FNSBC 17.40.050.C.1 states, "All generally coursing east-west thoroughfares shall be designated Avenue" so it would seem the proposed road name should be Citizens Avenue. There is, however, some flexibility allowed for tag names per 17.40.050.D, "Nothing in this section should be construed so as to prevent the platting board from consideration of other tag names for unique or historical purposes." The tag name "Way" is appropriate since it is the Right-of-Way for the public to access the Borough's Juanita Helms Administration Center.

FNSBC 17.40.070.I requires the applicant to be responsible for replacing and installing all street name signs if the new road name is approved. Title 17.60.190.D further details the requirements for road signs and states in part,

2. The applicant shall be responsible for any and all road signs required by the new improvements. The applicant shall follow the Alaska Traffic manual prepared by the State of Alaska Department of Transportation and Public Facilities, Manual of Uniform

## Exhibit 7

NR001-16

-2-

January 20, 2016

Traffic Control Devices prepared by the U.S. Department of Transportation, or authorities having jurisdiction for design of traffic control signs.

3. All signs and support columns shall be of metal construction and conform to the State of Alaska DOT/PF Standard Specifications for Highway Construction or other standards adopted by the platting board.

**Recommendation:** Staff recommends preliminary approval of the request to rename Terminal Street to Citizens Way with the following conditions:

1. The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
2. Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

**Findings of fact:** Staff further recommends adoption of the following findings:

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) ~~75% of the adjoining land owners have signed the road naming application.~~  
At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Recommended Motion:**

*I move to approve the renaming of Terminal Street to Citizens Way with the two conditions as recommended by staff and to adopt the staff report and the five findings of fact as recommended by staff.*

GS/L3

DPOs sent	6	Parcels notified	8
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## Exhibit 8

### NR001-16 (Terminal Street)

Correction to Staff Report: There are six parcels which front Terminal Street. Owners of five of the six parcels (83%) signed the road-naming application, which is greater than the 75% requirement of Title 17. Additionally a representative of the Fairbanks Daily News-Miner signed the application, as the newspaper leases property from the Alaska Railroad Company which fronts Terminal Street.

FAIRBANKS NORTH STAR BOROUGH PLANNING COMMISSION

MINUTES  
March 1, 2016

A regular meeting of the Fairbanks North Star Borough Planning Commission was held in the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administration Center, 809 Pioneer Road, Fairbanks, Alaska. The meeting was called to order at 6:00 p.m. by Chris Guinn, Chairman.

MEMBERS PRESENT: Chris Guinn Pat Thayer  
Sean Reilly Mindy O'Neill  
Charles Whitaker Robert Peterson  
John Perreault Wendy Presler  
Mark Billingsley

MEMBERS ABSENT: Troy Bouffard

OTHERS PRESENT: Christine Nelson, Director of Community Planning  
Stacy Wasinger, Planner III  
Manish Singh, Planner II  
Melissa Kellner, Planner IV  
George Stefan, Platting Officer  
Wendy Doxey, Asst. Borough Attorney  
Tanya Hughes, Administrative Assistant I

A. ROLL CALL

B. MESSAGES

1. Chairperson's Comments:

**Mr. Guinn** requested disclosure of potential Conflict of interests.

**Ms. Presler** stated that she had a friendship with John Poirrier, who was involved in correspondence regarding **AP001-16 (Appeal of NR001-16 Terminal Street)**. She did not feel the friendship created a conflict.

**Mr. Guinn** inquired if she was able to be unbiased.

**Ms. Presler** responded "Yes."

**NO CONFLICT OF INTEREST FOR MS. PRESLER**

circuits across the United States are applying this. She stated that she feels certain that this is what the courts in Alaska would apply.

**Mr. Billingsley** stated that he will be voting in favor of approval of the Conditional Use permit.

### **ROLL CALL**

Six (6) in Favor: **Ms. Presler, Mr. Billingsley, Mr. Reilly, Mr. Perrault, Ms. Thayer and Mr. Guinn**

Three (3) Opposed: **Mr. Whitaker, Mr. Peterson and Ms. O'Neall,**

### **MOTION APPROVED**

**MOTION** Move to continue the meeting until 1:15 a.m. by **Ms. Presler** seconded by **Mr. Whitaker**. All were in favor. There were no objections.

### **H. APPEALS**

**AP001-16 (Appeal of NR001-16 Terminal Street)** An appeal by the Fairbanks North Star Borough of the Platting Board decision of a request by the Fairbanks North Star Borough to rename Terminal Street to Citizen's Way. (**Located within Section 10 T1S R1W, F.M.**)

**Mr. Guinn** addressed the sole member of the public that was seated at the testimony table. **Mr. Gutoski** was reminded that he did not testify at the original hearing of this item, therefore he would not be able to provide public testimony at this hearing.

**Mr. Gutoski** stated that he understands this and yet he still feels that he has an interest in it that should be heard.

**Ms. Doxey** stated that it is not legally allowed.

**Mr. Guinn** clarified for the Planning Commission that testimony can only be allowed from those who testified at the original hearing.

**Jim Williams**, FNSB Chief of Staff addressed the Planning Commission. He stated that he is representing the Borough in this appeal.

**Mr. Williams** stated that the genesis of this whole application started with the Mayor engaging Borough employees to become involved with changes that they felt needed to be addressed. Through this outreach, it was discovered that employees felt that the address for the Borough was incorrect and that made it hard for the public to find the building.

**Mr. Williams** continued that the initial application is in alignment with one of the Mayors expectations, that being that employees of the Borough are citizens' servants. He stated that this is the message that the current Mayors administration wants to convey to the public.

**Mr. Williams** stated that this appeal also involved some employee involvement. Immediately following the decision by the Platting Board to not approve the road rename, employees of the Borough were notified that the application had failed. He stated that he received a multitude of

responses in response to his e-mail. Some were in favor and others encouraged him to continue with the appeal. The request to continue on were based on the following two principle rules:

- The rules were not followed.
- Was the Borough, as an applicant, treated any differently than a regular citizen should have been?

**Mr. Williams** continued that the employees of the Borough made it clear to him that they too are citizens of the Borough.

**Mr. Whitaker** inquired of the ratio of support to opposition. Mr. Williams replied that about two-thirds of the responses were in support of the appeal.

**Mr. Whitaker** questioned how much this name change will cost. Mr. Williams replied that the sign will be the most expensive part. The stationery and other items that the Borough currently has will be used up and replaced with new.

**Ms. Doxey** stated that she would like to let the Commissioners know the parameters of this application. She stated those parameters to the Commission.

**Mr. Stefan** presented the staff report. Based upon Staff analysis, Staff recommends the Planning Commission reverse the action of the Platting Board and **approve** the renaming of Terminal Street to Citizens Way with the following two (2) conditions and five (5) findings of fact as recommended by staff.

**Staff's Recommended Conditions for Approving the Public Street Renaming:**

The following recommended conditions were part of the staff report presented to the platting board at the January 20, 2016 meeting.

- 1) The applicant shall replace the current signage with new signs which meet the requirements of Title 17.60.190.D for road name signs.
- 2) Photo verification shall be submitted by January 20, 2018 showing that all required signage has been installed.

**Staff's Recommended Findings for Approving the Public Street Renaming:**

The following recommended findings were part of the staff report and addendum presented to the platting board at the January 20, 2016 meeting.

- a) FNSBC 17.40.070.I requires that the applicant replace and install all street name signs if the road naming request is approved.
- b) At least 75% of the adjoining property owners have signed the road naming application.
- c) The proposed name does not conflict with any existing street names.
- d) Title 17.60.190.D provides specific regulations on road signs and support structures.
- e) With the two conditions recommended by staff, this public road naming request meets all applicable requirements of Title 17.

**Ms. Doxey** reminded Mr. Stefan that all that the Planning Commission is not considering any procedural errors. All that the Planning Commission should be hearing about is the criteria that needs to be applied to these Title 17 code provisions to determine if they have been met.

**Mr. Stefan** questioned of Ms. Doxey if he should proceed with what the appellant placed in their application. **Ms. Doxey** responded that there is no need to. There is no decision being made on any procedural errors. They are simply applying just as if they were the Platting Board hearing it for the first time. The Planning Commission is simply deciding whether the rename application complies with Title 17 standards.

**Ms. Doxey** added that if conditions are to reflect a deadline, there needs to be a reason. **Mr. Stefan** stated that typically any preliminary plat that is approved by the Platting Board is given two years to submit a final plat application. We have used that same criteria for the road signage evidence. This two year criteria has also been used in other road naming applications that the Platting Board has approved.

**Ms. Presler** questioned if Citizens Way was a duplicate name. **Mr. Stefan** responded that it has not been used in the last five years.

**Ms. O'Neill** inquired of any historical context regarding Terminal Street. **Mr. Stefan** stated that he could not, other than what is in the old Fairbanks townsite plats.

**Ms. Doxey** stated that the reason for the tag name needs to be read into the record. **Mr. Stefan** stated that 17.40.050.D allows the Platting Board to consider other tag names for unique or historical purposes.

**MOTION** Move to deny **AP001-16** with two (2) Findings of Fact by **Mr. Perrault** seconded by **Ms. O'Neill**

**Discussion**

**Mr. Perrault** stated that he made this motion because Terminal Street is at the terminus of the Alaska Railroad.

**Ms. Doxey** countered that it is not legal criteria to consider the history of the name that it is being changed from.

**Mr. Perrault** countered that he is addressing the causing confusion. There is a historical precedent for why it is called that and to change it to something that does not have a historical association with that location would cause confusion because it has been used that way for 80 years. He further commented that this is his reason to make the motion to deny.

**ROLL CALL**

Five (5) in Favor: Mr. Perrault, Mr. Peterson, Mr. Billingsley, Mr. Reilly and Ms. Thayer

Four (4) Opposed: Ms. Presler, Mr. Whitaker, Ms. O'Neill and Mr. Guinn

**MOTION CARRIED**

**Ms. Doxey** interrupted and again commented that this is not a legal basis for denial. Code criteria says "confusion due to the spelling or pronunciation of any existing street name in the Borough" not confusion because of historical use of the name.



**MOTION** Adjourn and revisit this item at a later Planning Commission meeting by **Mr. Reilly** seconded by **Mr. Billingsley**

**Ms. Doxey** stated that if there needs to be revisiting of this, and there does, there is a limited time to do a motion to reconsider. She suggested that the Planning Commission extend for 5 minutes, move to reconsider, vote to reconsider and then pick up in 4 weeks (two Planning Commission meetings) on this topic. As it stands right now, the Planning Commission has an illegal decision.

**Ms. Doxey** stated that there is time to vote down the motion to adjourn and move to extend by five minutes.

**ROLL CALL**

Four (4) in Favor: **Mr. Billingsley, Mr. Reilly, Mr. Perrault, Mr. Whitaker**

Five (5) Opposed: **Ms. Presler, Mr. Peterson, Ms. O'Neall, Ms. Thayer and Mr. Guinn**

**MOTION FAILED**

**MOTION** To extend meeting for 5 minutes by **Mr. Peterson** seconded by **Ms. Thayer**

**ROLL CALL**

Nine (9) in Favor: **Mr. Whitaker, Mr. Peterson, Ms. Presler, Mr. Reilly, Mr. Perrault, Ms. O'Neall, Mr. Billingsley, Ms. Thayer and Mr. Guinn**

Zero (0) Opposed:

**MOTION APPROVED**

**MOTION** To reconsider by **Ms. Thayer** seconded by **Mr. Peterson**

**Discussion**

**Mr. Guinn** questioned what a "Yes" vote or a "No" vote means. **Ms. Doxey** clarified that a "Yes" vote means to reconsider the motion to deny.

**ROLL CALL**

Five (5) in Favor: **Ms. Presler, Mr. Peterson, Ms. O'Neall, Ms. Thayer and Mr. Guinn**

Four (4) Opposed: **Mr. Reilly, Mr. Perrault, Mr. Whitaker and Mr. Billingsley**

**MOTION APPROVED**

**THE ITEM IS POSTPONED UNTIL A LATER PLANNING COMMISSION MEETING.**

The meeting was adjourned. All were in favor. None were opposed.

L. **ADJOURNMENT**

# **PLANNING COMMISSION MEETING**

**APRIL 5, 2016**

FAIRBANKS NORTH STAR BOROUGH PLANNING COMMISSION

MINUTES  
April 5, 2016

A regular meeting of the Fairbanks North Star Borough Planning Commission was held in the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administration Center, 809 Pioneer Road, Fairbanks, Alaska. The meeting was called to order at 6:30 p.m. by Chris Guinn, Chairman.

MEMBERS PRESENT: Chris Guinn Mark Billingsley  
Sean Reilly Mindy O'Neall  
Charles Whitaker Robert Peterson  
John Perreault Wendy Presler  
Pat Thayer

MEMBERS ABSENT: Troy Bouffard

OTHERS PRESENT: Christine Nelson, Director of Community Planning  
Kellen Spillman, Deputy Director of Community Planning  
Manish Singh, Planner II  
Wendy Doxey, Asst. Borough Attorney  
George Stefan, Platting Officer  
Tanya Hughes, Administrative Assistant

A. ROLL CALL

B. MESSAGES

1. Chairperson's Comments

**Mr. Guinn** suggested the unfinished business appeal item be moved to just after approval of the agenda and consent agenda.

**MOTION:** To move item "I (1)" on the agenda to go after item "C" by **Ms. Thayer**, seconded by **Mr. Whitaker**.

**CARRIED WITHOUT OBJECTION**

2. Commissioner Comments  
None

3. Communications to the Planning Commission

**Ms. Nelson** informed the commission that the May 17<sup>th</sup> meeting was cancelled, a new procedure using dual screens during Public Meetings, and that criteria for determination of Findings of Fact would be shown on screen.

4. Citizens' Comments – limited to three (3) minutes
  - a. Agenda items not scheduled for public hearing.  
None
  - b. Items other than those appearing on the agenda.  
None
5. Disclosure & Statement of Conflict  
None

**C. \* APPROVAL OF AGENDA AND CONSENT AGENDA**

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

**MOTION:** To approve the Agenda and Consent Agenda with the exception of the March 15, 2016 minutes by **Ms. Thayer**, seconded by **Mr. Reilly**.

**CARRIED WITHOUT OBJECTION**

**D. MINUTES**

1. \*Minutes from February 2, 2016 PC Meeting
2. \*Minutes from March 1, 2016 PC Meeting

**E. CONSENT AGENDA ITEMS**

NONE

**I. UNFINISHED BUSINESS**

**AP001-16 (Appeal of NR001-16 Terminal Street)** An appeal by the Fairbanks North Star Borough of the Platting Board decision of a request by the Fairbanks North Star Borough to rename Terminal Street to Citizen's Way. (Located within Section 10 T1S R1W, F.M.) Continued from March 1, 2016 Planning Commission meeting.

**MOTION ON THE FLOOR:** To deny AP001-16 with two (2) findings of fact by **Mr. Perreault**, seconded by **Ms. O'Neill**.

**Ms. Doxey** advised the commission that there was no justification on the record as a basis for denial. Items for consideration in cases like this were: was the street name duplicate, would the proposed name cause confusion due to the spelling or pronunciation similar to an existing street name, would the proposed name utilize a name that was vacated in the last three years, and/or is the tag name (avenue, court, way, etc.) appropriate pursuant either to the guidelines set forth in Title 17 or due to unique or historical purposes.

**Motion:** To withdraw the motion to deny AP001-16 with two (2) findings by **Mr. Perreault**

**CARRIED WITHOUT OBJECTION**

**Motion:** To approve AP001-16 to rename Terminal Street to Citizen's Way based on the three things we are allowed to consider;

- the name does not duplicate another name or cause pronunciation confusion with an existing street
- the name has not been reused or vacated within the last three years
- and the tag "Way" was appropriate

by **Ms. Presler**, seconded by **Ms. Thayer**.

**The Planning Commission** discussed what findings they needed to consider.

**Motion:** To amend and include the following findings of fact and Resolution 2016-001 by **Ms. Thayer**, seconded by **Mr. Billingsley**.

1. Appellant FNSB's application for the renaming of Terminal Street complies with FNSBC 17.40 Article 2;
  - a. It was demonstrated at the hearing on this matter that the new street name does not duplicate an existing street name, nor will it create confusion with any other existing street name within the FNSB, both of which are required considerations under FNSBC 17.40.050(B). Community Planning staff presented testimony that no similarly named road exists in the FNSB. Staff additionally presented testimony that Appellant's proposed road name does not reuse a road that has been vacated within the last three years;
  - b. Although Appellant's tag name of "Way" does not strictly conform to the provisions of FNSBC 17.40.050(C), the Appellant presented evidence that the proposed tag name should be allowed for unique reasons as allowed by FNSBC 17.40.050(D). Specifically, because the road being renamed ends in the parking lot for the FNBS's Juanita Helms Administrative Center, the seat of the Borough government, the testimony established that naming the road "Citizens Way" is a nod to the concept that the Borough acts for and on behalf of the people of the Borough; and

2. Community Planning staff testified that the Appellant's application was properly submitted, including obtaining signatures of at least 75 percent of the adjoining property owners in support of the road renaming, as required by FNSBC 17.40.060; and
3. Community Planning staff testified that Title 17 of FNSB code requires the Appellant to replace the current road name signs with new signs and further testified that it was necessary to require the Appellant to submit photo verification of compliance with the sign-replacement requirements by January 20, 2018, which is a deadline typically applied to all road name applicants.

**The Planning Commission** discussion included the following as a basis for decision: the Findings of Fact as stated in the Resolution, while expressing concern that Appellant's tag name of "Way" does not strictly conform to the provisions of FNSBC 17.40.050, no true alternatives were suggested as required.

### **ROLL CALL ON MAIN MOTION AND AMENDMENT**

Seven (7) in Favor: **Ms. O'Neill, Mr. Billingsley, Ms. Presler, Mr. Whitaker, Mr. Peterson, Ms. Thayer, and Mr. Guinn**

Two (2) Opposed: **Mr. Reilly, and Mr. Perreault**

**MOTION CARRIED**

### **F. QUASI-JUDICIAL HEARING**

**CU2016-009** A request by Travis Fraser for conditional use approval of a commercial indoor large marijuana cultivation facility in the General Commercial (GC) zone on E1/2, Lot 8, Block 5, Rickert Subdivision. (Located at 1550 South Cushman Street, on the northwest corner of South Cushman Street and Sixteenth Avenue)

**OATH GIVEN**

**Mr. Singh** presented the staff report. Based on the staff analysis, the Department of Community Planning recommends approval of the conditional use permit request for an indoor large commercial marijuana cultivation facility in the GC zone with six (6) conditions and three (3) findings of fact.

**The Planning Commission** questioned what the current use was, who owned the subject property, the parking, the relation to the building behind the subject property, and if parking on the subject property was being used by patrons of the motel.

1 RESOLUTION NO. 2016-01

2  
3 A RESOLUTION REVERSING THE PLATTING BOARD DECISION OF JANUARY 20,  
4 2016 AND GRANTING THE FAIRBANKS NORTH STAR BOROUGH'S APPLICATION  
5 TO RENAME TERMINAL STREET TO CITIZENS WAY  
6

7 WHEREAS, on March 1, 2016, the Fairbanks North Star Borough's  
8 (FNSB) Planning Commission heard AP001-16, an appeal from the Platting Board's  
9 decision to deny the FNSB's application to rename Terminal Street;

10  
11 WHEREAS, the FNSB Planning Commission is required to set forth its  
12 decision in the form of a resolution expressing specific findings of fact and reasons why  
13 the action was taken, including reference specifically to the record upon which any  
14 disputed questions of fact have been resolved and provisions of code or statute which  
15 support such findings;

16  
17 NOW, THEREFORE, BE IT RESOLVED that the Planning Commission  
18 sets forth the following specific findings of fact:

- 19 1. Appellant FNSB's application for the renaming of Terminal Street complies with  
20 FNSBC 17.40 Article 2;
- 21 a. It was demonstrated at the hearing on this matter that the new street  
22 name does not duplicate an existing street name, nor will it create  
23 confusion with any other existing street name within the FNSB, both of  
24 which are required considerations under FNSBC 17.40.050(B).  
25 Community Planning staff presented testimony that no similarly named  
26 road exists in the FNSB. Staff additionally presented testimony that  
27 Appellant's proposed road name does not reuse a road that has been  
28 vacated within the last three years;
- 29 b. Although Appellant's tag name of "Way" does not strictly conform to the  
30 provisions of FNSBC 17.40.050(C), the Appellant presented evidence that  
31 the proposed tag name should be allowed for unique reasons as allowed

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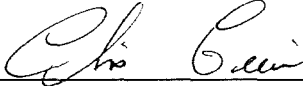
by FNSBC 17.40.050(D). Specifically, because the road being renamed ends in the parking lot for the FNBS's Juanita Helms Administrative Center, the seat of the Borough government, the testimony established that naming the road "Citizens Way" is a nod to the concept that the Borough acts for and on behalf of the people of the Borough; and

- 2. Community Planning staff testified that the Appellant's application was properly submitted, including obtaining signatures of at least 75 percent of the adjoining property owners in support of the road renaming, as required by FNSBC 17.40.060; and
- 3. Community Planning staff testified that Title 17 of FNSB code requires the Appellant to replace the current road name signs with new signs and further testified that it was necessary to require the Appellant to submit photo verification of compliance with the sign-replacement requirements by January 20, 2018, which is a deadline typically applied to all road name applicants.

BE IT FURTHER RESOLVED that the Planning Commission reverses the Platting Board's determination of January 20, 2016 and hereby grants the Appellant's application to rename Terminal Street to Citizens Way and imposes the following condition:

- 1. That Appellant shall replace all current road signs with new signs meeting the requirements of Title 17 for road name signs. Appellant shall submit proof to Community Planning staff that this condition has been complied with by January 20, 2018.

THIS 13<sup>TH</sup> DAY OF APRIL, 2016.

  
 \_\_\_\_\_  
 Chris Guinn, Chair  
 FNSB Planning Commission



## Article 2 Street Naming of Public Roads

### 17.40.050 Street naming guidelines.

A. The purpose of the street naming procedure is to provide a mechanism by which previously dedicated streets may be named or renamed with the approval of the platting board.

B. Street names shall neither duplicate nor be subject to confusion with the spelling or the pronunciation of any existing street name in the borough.

1. For the purpose of this chapter, a different tag name (Avenue, Court, etc.) or directional (North, East, etc.) shall not be sufficient to avoid a duplicate name.

2. When named streets have been vacated, the name may not be reused for three years from date of vacation.

C. All new and renamed streets (public thoroughfares and other public ways) shall be given tag names as follows:

1. All generally coursing east-west thoroughfares shall be designated "Avenue."

2. All generally coursing north-south thoroughfares shall be designated "Street."

3. All major state-maintained primary system thoroughfares shall be designated "Highway."

4. Thoroughfares which follow a curving course, thus making multiple directional changes, shall be designated "Drive" or "Road."

5. Thoroughfares branching off another thoroughfare and returning to that same thoroughfare shall be designated "Circle" or "Loop."

6. Roadways terminating in a cul-de-sac and with low probability of future extension shall be designated "Court."

7. Private easements or travelways recognized for numbering purposes shall be designated "Lane."

D. Nothing in this section should be construed so as to prevent the platting board from consideration of other tag names for unique or historical purposes.

E. An existing road name shall be continued when the new road extends the alignment of an existing road. (Ord. 2005-10 § 2, 2005)

### 17.40.060 Street naming application.

An informal preapplication conference by appointment with borough staff prior to the submittal of the application is encouraged. The application shall be submitted on a form provided for that purpose by the borough and shall be accompanied by the following:

A. A petition meeting the following criteria:

1. Signed by at least 75 percent of the adjoining property owners;
2. Listing the favored street name and two alternate names. (No street name currently in use or used within the last five years within the borough will be considered.)

B. A map depicting the location of the road.

C. The appropriate fee. (Ord. 2005-10 § 2, 2005)

**17.40.070 Action on street naming application.**

A. Street naming applications must be submitted at least 45 calendar days before the meeting of the platting board at which the application will be considered.

B. Within 25 calendar days after submittal of the application, the platting officer shall review the application and supporting materials and do one of the following:

1. If the application is complete, accept the application for review and action by the platting board;
2. If the application is incomplete, return it to the applicant with a written list of deficiencies to be satisfied for acceptance.

C. After acceptance of the application and at least 14 calendar days prior to the time set for the platting board review and action the platting officer will:

1. Prepare a staff report that includes a recommendation for approval or denial of the application;
2. Send notice of the application to adjoining property owners.
  - a. Individuals may respond in writing prior to the platting board meeting.
  - b. Verbal testimony may be given at the platting board meeting.
3. No revisions to the application will be considered which are subsequent to the preparation of the staff report and notice of the proposal to adjoining property owners. Any such revisions will be treated as a new application and reviewed at the next regularly scheduled meeting of the platting board.
4. All plans, data, and other supporting material shall be available for public inspection at the department of community planning at least 14 calendar days prior to the time set for platting board review.

D. Notice of the application shall be published in a newspaper of general circulation not less than five calendar days prior to consideration by the platting board.

E. An accepted application shall be placed on the agenda of the next regularly scheduled platting board meeting.

1. The platting board may impose such conditions as it deems necessary to ensure compliance with this title.
2. The board shall adopt specific findings of fact and reasons for its action if any of the following occurs:
  - a. The board denies the application;
  - b. The board imposes conditions opposed by the applicant;
  - c. The board grants approval over the objection of any person or agency.

F. Following the public hearing, written notification will be issued to the adjoining property owners, informing them of the board's action.

G. Anyone who objects to a decision on a street naming issue may appeal the decision by submitting written notice of appeal as provided in Chapter 17.80 FNSBC.

H. Platting board action on streets located within the cities of Fairbanks or North Pole shall be made known by letter to the respective city council.

1. The city council shall have 30 calendar days from the decision of the board in which to veto the board's decision.
2. If the board's decision is not vetoed within the 30-day period, the consent of the city council shall be deemed to have been given.

I. If a request is approved, the applicant will be responsible for replacing and installing all street name signs.

J. A request for renaming may not be brought before the platting board for five years following a board action to name/rename the same street unless a duplication has occurred. (Ord. 2013-51 § 6, 2013; Ord. 2007-77 § 5, 2008; Ord. 2005-10 § 2, 2005)

#### **17.40.080 Petition waiver.**


At the request of the community planning director or emergency services director, the platting board may for good cause waive the petition requirements of FNSBC 17.40.060(A)(1), and the platting board may change, rename, or name an existing street, road easement, or newly established street within the boundaries of the borough at any time upon notification of adjoining property owners of record, after public hearing, and after consultation with any other municipality directly affected thereby. (Ord. 2005-10 § 2, 2005)

# MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

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TO: Mayor Eberhart and City Council Members  
FROM: D. Danyielle Snider, CMC, City Clerk   
SUBJECT: Board of Adjustment Appeal (Christopher Zimmerman et al.)  
DATE: April 20, 2016

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The attached memo from Borough Clerk Nanci Ashford-Bingham contains important information on the appeal process for Board of Adjustment appeal CU2016-001. The City Clerk's Office received the 800+ page appeal packet on March 21 and distributed copies to the Mayor, Council Members, and the City Attorney. At the regular City Council meeting of March 7, the Council voted to hear the appeal at the April 25, 2016 Council meeting. **Due to the size of the appeal packet, it is not included in this agenda packet.**

Per FNSB Code 18.54.070, the City Council will sit as a Board of Adjustment and decide the matter on the written material contained in the hearing packet; it will not hear arguments or accept additional testimony or other evidence.

The Council may affirm or reverse the decision of the Planning Commission in whole or in part. The decision must be based upon findings and conclusions adopted by the Council. In the past, the Council has adopted written findings and conclusions. Based upon the Council's deliberations at the hearing, the City Attorney will prepare draft findings which will be presented at the May 9, 2016 City Council meeting for review and approval by the Council.



# Fairbanks North Star Borough

Borough Clerk

809 Pioneer Road \* PO Box 71267 \* Fairbanks, Alaska 99707-1267 \* (907)459-1401 FAX 459-1224

## MEMORANDUM

**TO:** D. Danyielle Snider, CMC  
Fairbanks City Clerk

**FROM:** Nanci Ashford-Bingham, MMC *NAB*  
Borough Clerk

**DATE:** March 21, 2016

**SUBJECT:** Board of Adjustment Appeal Regarding  
Planning Commission's Decision of CU2016-001

---

You have advised us the Fairbanks City Council will sit as the Board of Adjustment for consideration of the following appeal on **Monday, April 25, 2016 at 7:00 p.m.** in the Fairbanks City Council Chambers, 800 Cushman Street.

An appeal filed by Christopher Zimmerman on behalf of multiple appellants appealing the Planning Commission's decision to grant the following conditional use permit:

CU2016-001. A request by Annie Dougherty on behalf of the Chugach School District for conditional use approval of a school administrative office and classroom facility with related guest facilities for short-term stays (FOCUS Homeschool) in the Two-Family residential (TF) zone on Lots 1, 3, W5 & E5, Block 05, Charles Slater Subdivision and Lots 20 & 21, Block 01, Charles Slater Subdivision. (Located at 200 and 210 Well Street, at the East end of Well Street).

Ex parte contacts shall be prohibited. Board members shall be impartial in all appeal matters, both in fact and in appearance. No board member shall receive or otherwise engage in ex parte contact with the appellant, other parties adversely affected by the appeal, or members of the public concerning the appeal.

Note: The board shall not hear arguments nor take additional testimony or other evidence. Only the material contained in the appeal packet shall be considered.

Attached are 9 copies of the Appeal Packet, 1 each for your board, the City Attorney and yourself. Copies of this packet were distributed today to the Appellant Mr. Zimmerman, and appellee's the FNSB Department of Community Planning and Annie Dougherty.

**ORDINANCE NO. 6008, AS AMENDED**

**AN ORDINANCE AMENDING THE 2016 OPERATING AND  
CAPITAL BUDGETS FOR THE SECOND TIME**

**WHEREAS**, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2016 operating and capital budgets; and

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

**SECTION 1.** There is hereby appropriated to the 2016 General Fund and the 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 January 1, 2016 and ending December 31, 2016 (see pages 2 and 3) [changes shown in **bold** font]. [amendments shown in **bold underlined** font; deleted text or amounts in ~~strikethrough~~ font]:

## GENERAL FUND

<u>REVENUE</u>	2016 ADOPTED BUDGET	INCREASE (DECREASE)	AS AMENDED
Taxes, (all sources)	\$ 21,319,723	\$ -	\$ 21,319,723
Charges for Services	4,638,809	-	4,638,809
Intergovernmental Revenues	3,143,100	4,100	3,147,200
Licenses & Permits	1,863,700	-	1,863,700
Fines, Forfeitures & Penalties	787,075	-	787,075
Interest & Penalties	115,000	-	115,000
Rental & Lease Income	168,550	-	168,550
Other Revenues	222,600	-	222,600
Other Financing Sources	1,280,585	-	1,280,585
Total revenue appropriation	<u>\$ 33,539,142</u>	<u>\$ 4,100</u>	<u>\$ 33,543,242</u>
 <u>EXPENDITURES</u>			
Mayor and Council	\$ 611,663	\$ 2,325	\$ 613,988
Office of the City Attorney	183,601	1,187	184,788
Office of the City Clerk	348,978	2,196	351,174
Finance Department	948,407	10,264	958,671
Information Technology	1,977,023	7,994	1,985,017
General Account	5,536,053		5,536,053
Risk Management	1,434,987	-	1,434,987
Police Department	7,024,083	7,022	7,031,105
Dispatch Center	2,160,495	1,512	2,162,007
Fire Department	6,392,577	<b>3,769</b>	<b>6,396,346</b>
Public Works Department	7,814,111	84,408	7,898,519
Engineering Department	620,780	119,814	740,594
Building Department	689,303	8,091	697,394
Total expenditure appropriation	<u>\$ 35,742,061</u>	<u>\$ 248,582</u>	<u>\$ 35,990,643</u>
12/31/15 estimated general fund balance	\$ 12,159,122	\$ -	\$ 12,159,122
Increase (Decrease) to fund balance	901,425	<b>(244,482)</b>	656,943
Prior Year encumbrances	(404,344)	-	(404,344)
Transfer to capital and permanent funds	(2,700,000)	-	(2,700,000)
12/31/16 Unassigned balance	<u>\$ 9,956,203</u>	<u>\$ (244,482)</u>	<u>\$ 9,711,721</u>
Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$4,000,000.			<u>\$ 7,198,129</u>

## CAPITAL FUND

<u>REVENUE</u>	2016 ADOPTED BUDGET	INCREASE (DECREASE)	AS AMENDED
Transfer from Permanent Fund	\$ 541,254	17,883	\$ 559,137
Transfer from General Fund	1,032,509	-	1,032,509
Public Works	775,000	-	775,000
Building	10,000	-	10,000
Engineering	10,000	-	10,000
Police	240,000	-	240,000
Dispatch	140,000	-	140,000
Fire	250,000	-	250,000
IT	156,086	-	156,086
Property Repair & Replacement	145,000	-	145,000
Road Maintenance	1,000,000	-	1,000,000
Internal Transfer to Road Maintenance	2,197,830	-	2,197,830
Total revenues	<u>\$ 6,497,679</u>	<u>\$ 17,883</u>	<u>\$ 6,515,562</u>
 <u>EXPENDITURES</u>			
IT Department	\$ 247,808	\$ -	\$ 247,808
Dispatch	82,532	-	82,532
Police Department	327,896	60,000	387,896
Fire Department	462,751	56,417	519,168
Public Works Department	845,500	-	845,500
Property Repair & Replacement	1,205,191	-	1,205,191
Road Maintenance	2,297,830	1,398,256	3,696,086
Total expenditures	<u>\$ 5,469,508</u>	<u>1,514,673</u>	<u>6,984,181</u>
 12/31/15 capital fund balance	 \$ 4,462,080	 \$ -	 \$ 4,462,080
Increase (Decrease) to fund balance	 1,028,171	 (1,496,790)	 (468,619)
12/31/16 assigned fund balance	<u>\$ 5,490,251</u>	<u>\$ (1,496,790)</u>	<u>\$ 3,993,461</u>

**SECTION 2.** 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, 2016 and ending December 31, 2016.



**SECTION 3.** The effective date of this ordinance shall be the \_\_\_\_ day of April 2016.

\_\_\_\_\_  
**JOHN EBERHART, MAYOR**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Paul J. Ewers, City Attorney

**FISCAL NOTE**  
ORDINANCE NO. 6008, AS AMENDED  
AMENDING THE 2016 OPERATING AND CAPITAL BUDGETS  
FOR THE SECOND TIME

**General Fund – \$4,100 Change in Revenue**  
**\$248,582 Increase in Expenditures**

**Revenue – \$No Change**

1. Taxes
2. Charges for Services
3. Intergovernmental Revenues
  - \$4,100 increase in State of Alaska Liquor Tax revenue sharing proceeds
4. Licenses & Permits
5. Fines, Forfeitures & Penalties
6. Interest & Penalties
7. Rental & Lease Income
8. Other Revenues
9. Other Financing Sources & (Uses)

**Expenditures-\$248,582 Increase**

1. Mayor & Council
  - \$1,075 due to 1.3% IBEW CBA increase
  - \$1,250 increase to match the “Trust” Alaska Mental Health Trust Authority grant being sought by Tanana Chiefs Conference to conduct a feasibility study for a Fairbanks Sobering Center.
2. City Attorney’s Office
  - \$1,187 due to 1.3% IBEW CBA increase
3. City Clerk’s Office
  - \$2,196 due to 1.3% IBEW CBA increase
4. Finance Department
  - \$10,264 due to 1.3% IBEW CBA increase
5. Information Technology
  - \$7,994 due to 1.3% IBEW CBA increase

6. General Account

7. Risk Management

8. Police Department

- \$2,022 due to 1.3% IBEW CBA increase
- \$2,500 increase to Community Promotions to provide food and beverages for individuals volunteering for commissions and boards as well as community member lunches with the Chief of Police
- (\$2,500) decrease in operating supplies to establish the Community Promotions account
- \$5,000 increase to Uniforms & Equipment to replace rifle sights. A \$5,000 refund check will be received from EOtech for the returned sights (coded to misc revenue due to prior years' purchase).

9. Dispatch

- \$1,512 due to 1.3% IBEW CBA increase
- \$500 increase to Community Promotions to provide food and beverages for individuals volunteering for commissions and boards
- (\$500) decrease in operating supplies to establish the Community Promotions account
- 

10. Fire Department

- \$3,769 due to 1.3% IBEW CBA increase
- **~~\$11,353 increase to Fire Chief benefits (5.38X2080=11,190.4\*1.45% medicare=11,352.66)~~**

11. Public Works

- \$1,370 due to 1.3% IBEW CBA increase
- \$45,630 due to 1.1% AFLCIO CBA increase
- \$4,825 a 5% "Acting" increase salaries & wages to compensate the General Forman for performing PW Director duties from April 1, 2015 through April 30, 2016.
- \$23,453 increase to salaries and wages for 25% of the cost of a PW/City Engineer Position

- \$9,130 increase to benefits for 25% of the cost of a PW/City Engineer Position

#### 12. Engineering

- \$7,064 due to 1.3% IBEW CBA increase
- \$493 due to 1.1% AFLCIO CBA increase
- \$70,357 increase to salaries and wages for 75% the cost of a PW/City Engineer Position
- \$27,391 increase to benefits for 75% the cost of a PW/City Engineer Position
- \$14,302 increase salaries and wages (20%) to attract a level 3 Surveyor
- \$207 increase to benefits to attract a level 3 Surveyor

#### 13. Building Department

- \$8,091 due to 1.3% IBEW CBA increase

**Capital Fund - \$17,883 Increase in Revenues  
\$1,514,673 Increase in Expenditures**

1. REVENUES

- \$17,883 Increase in Permanent Fund transfer

2. OTHER FINANCING SOURCES (USES)

3. INTERNAL TRANSFER

4. EXPENDITURES

- \$56,417 increase in Fire expenditures for HLS grant match (approved in 2015 Resolution 4687)
- \$60,000 increase for an additional police vehicle
- \$1,398,256 increase for the Gateway and Rickert projects

**2016 Summary GENERAL FUND Budget Changes**

<b>Date</b>	<b>Account</b>	<b>Description</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Net Income</b>
12/07/15		Ord. 5998 Adopting the 2016 Operating and Capital Budget	\$ 36,250,394	\$ (35,260,917)	\$ 989,477
02/01/16	Wages	Ord. 6003* Amending the 2016 Budget for the first time *Includes fund balance transfer of \$2,700,000 and \$404,344 for prior year encumbrances, \$754,903 of nonspendable inventory, and an \$178,750 decrease in self-insurance assignments	(11,252)	(76,800)	(88,052)
03/25/16		Ord 6008	4,100	(248,582)	(244,482)

<u>\$ 36,243,242</u>	<u>\$ (35,586,299)</u>	<u>\$ 656,943</u>
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**Note:** Does not include encumbrances which are funded by prior year Fund Balance or interfund transfers subsequent to the original budget.

**2016 Summary CAPITAL FUND Budget Changes**

<b>Date</b>	<b>Account</b>	<b>Description</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Net Income</b>
12/07/15		Ord. 5998 Adopting the 2016 Operating and Capital Budget	\$ 2,099,849	\$ (1,676,586)	\$ 423,263
		Ord. 6003* Amending the 2016 Budget for the first time *Includes fund balance changes of \$1,545,092 for prior year encumbrances and \$2,197,830 commitment to the Rickert St. project and \$50,000 for Fire Chief vehicle	4,397,830	(3,792,922)	604,908
03/25/16		Ord 6008	17,883	(1,514,673)	(1,496,790)

<u>\$ 6,515,562</u>	<u>\$ (6,984,181)</u>	<u>\$ (468,619)</u>
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**Note:** Does not include encumbrances which are funded by prior year Fund Balance.

**ORDINANCE NO. 6008, AS AMENDED  
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE AMENDING THE 2016 OPERATING AND  
CAPITAL BUDGETS FOR THE SECOND TIME**

**WHEREAS**, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2016 operating and capital budgets; and

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

**SECTION 1.** There is hereby appropriated to the 2016 General Fund and the 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 January 1, 2016 and ending December 31, 2016 (see pages 2 and 3) [changes shown in **bold** font]. [amendments shown in **bold underlined** font; deleted text or amounts in ~~striketrough~~ font]:



## GENERAL FUND

<u>REVENUE</u>	2016 REVISED BUDGET	INCREASE (DECREASE)	AS AMENDED
Taxes, (all sources)	\$ 21,319,723	\$ -	\$ 21,319,723
Charges for Services	4,638,809	<b>33,013</b>	<b>4,671,822</b>
Intergovernmental Revenues	3,143,100	4,100	3,147,200
Licenses & Permits	1,863,700	-	1,863,700
Fines, Forfeitures & Penalties	787,075	-	787,075
Interest & Penalties	115,000	-	115,000
Rental & Lease Income	168,550	-	168,550
Other Revenues	222,600	-	222,600
Other Financing Sources	1,280,585	-	1,280,585
Total revenue appropriation	<u>\$ 33,539,142</u>	<u>\$ 37,113</u>	<u>\$ 33,576,255</u>
 <u>EXPENDITURES</u>			
Mayor and Council	\$ 611,663	\$ 2,325	\$ 613,988
Office of the City Attorney	183,601	1,187	184,788
Office of the City Clerk	348,978	2,196	351,174
Finance Department	948,407	10,264	958,671
Information Technology	1,977,023	7,994	1,985,017
General Account	5,536,053		5,536,053
Risk Management	1,434,987	-	1,434,987
Police Department	7,024,083	7,022	7,031,105
Dispatch Center	2,160,495	1,512	2,162,007
Fire Department	6,392,577	<b>3,769</b>	<b>6,396,346</b>
Public Works Department	7,814,111	84,408	7,898,519
Engineering Department	620,780	<b>74,510</b>	<b>695,290</b>
Building Department	689,303	8,091	697,394
Total expenditure appropriation	<u>\$ 35,742,061</u>	<u>\$ 203,278</u>	<u>\$ 35,945,339</u>
12/31/15 estimated general fund balance	\$ 12,159,122	\$ -	\$ 12,159,122
Increase (Decrease) to fund balance	901,425	<b>(166,165)</b>	735,260
Prior Year encumbrances	(404,344)	-	(404,344)
Transfer to capital and permanent funds	(2,700,000)	-	(2,700,000)
12/31/16 Unassigned balance	<u>\$ 9,956,203</u>	<u>\$ (166,165)</u>	<u>\$ 9,790,038</u>
Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$4,000,000.			<u>\$ 7,189,068</u>

## CAPITAL FUND

<u>REVENUE</u>	2016 REVISED BUDGET	INCREASE (DECREASE)	AS AMENDED
Transfer from Permanent Fund	\$ 541,254	17,883	\$ 559,137
Transfer from General Fund	1,032,509	-	1,032,509
Public Works	775,000	-	775,000
Building	10,000	-	10,000
Engineering	10,000	-	10,000
Police	240,000	-	240,000
Dispatch	140,000	-	140,000
Fire	250,000	-	250,000
IT	156,086	-	156,086
Property Repair & Replacement	145,000	-	145,000
Road Maintenance	1,000,000	-	1,000,000
Internal Transfer to Road Maintenance	2,197,830	-	2,197,830
<b>Total revenues</b>	<b>\$ 6,497,679</b>	<b>\$ 17,883</b>	<b>\$ 6,515,562</b>
 <b>EXPENDITURES</b>			
IT Department	\$ 247,808	\$ -	\$ 247,808
Dispatch	82,532	-	82,532
Police Department	327,896	60,000	387,896
Fire Department	462,751	56,417	519,168
Public Works Department	845,500	-	845,500
Property Repair & Replacement	1,205,191	<b>120,535</b>	<b>1,325,726</b>
Road Maintenance	2,297,830	1,298,256	3,596,086
<b>Total expenditures</b>	<b>\$ 5,469,508</b>	<b>1,535,208</b>	<b>7,004,716</b>
 12/31/15 capital fund balance	 \$ 4,462,080	 \$ -	 \$ 4,462,080
Increase (Decrease) to fund balance	1,028,171	<b>(1,517,325)</b>	<b>(489,154)</b>
<b>12/31/16 assigned fund balance</b>	<b>\$ 5,490,251</b>	<b>\$ (1,517,325)</b>	<b>\$ 3,972,926</b>

**SECTION 2.** 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, 2016 and ending December 31, 2016.

**SECTION 3.** The effective date of this ordinance shall be the \_\_\_\_ day of April 2016.

\_\_\_\_\_  
**JOHN EBERHART, MAYOR**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Paul J. Ewers, City Attorney

**FISCAL NOTE**  
ORDINANCE NO. 6008, AS AMENDED  
AMENDING THE 2016 OPERATING AND CAPITAL BUDGETS  
FOR THE SECOND TIME

**General Fund – \$ 37,113 Change in Revenue**  
**\$203,278 Increase in Expenditures**

**Revenue – \$37,113 Increase**

1. Taxes
2. Charges for Services
  - **\$33,013 increase to Engineering Grant Recovery**
3. Intergovernmental Revenues
  - \$4,100 increase in State of Alaska Liquor Tax revenue sharing proceeds
4. Licenses & Permits
5. Fines, Forfeitures & Penalties
6. Interest & Penalties
7. Rental & Lease Income
8. Other Revenues
9. Other Financing Sources & (Uses)

**Expenditures-\$203,278 Increase**

1. Mayor & Council
  - \$1,075 due to 1.3% IBEW CBA increase
  - \$1,250 increase to match the “Trust” Alaska Mental Health Trust Authority grant being sought by Tanana Chiefs Conference to conduct a feasibility study for a Fairbanks Sobering Center.
2. City Attorney’s Office
  - \$1,187 due to 1.3% IBEW CBA increase
3. City Clerk’s Office
  - \$2,196 due to 1.3% IBEW CBA increase
4. Finance Department
  - \$10,264 due to 1.3% IBEW CBA increase
5. Information Technology

- \$7,994 due to 1.3% IBEW CBA increase
6. General Account
  7. Risk Management
  8. Police Department
    - \$2,022 due to 1.3% IBEW CBA increase
    - \$2,500 increase to Community Promotions to provide food and beverages for individuals volunteering for commissions and boards as well as community member lunches with the Chief of Police
    - (\$2,500) decrease in operating supplies to establish the Community Promotions account
    - \$5,000 increase to Uniforms & Equipment to replace rifle sights. A \$5,000 refund check will be received from EOtech for the returned sights (coded to misc revenue due to prior years' purchase).
  9. Dispatch
    - \$1,512 due to 1.3% IBEW CBA increase
    - \$500 increase to Community Promotions to provide food and beverages for individuals volunteering for commissions and boards
    - (\$500) decrease in operating supplies to establish the Community Promotions account
  10. Fire Department
    - \$3,769 due to 1.3% IBEW CBA increase
    - **~~\$11,353 increase to Fire Chief benefits (5.38X2080=11,190.4\*1.45% medicare=11,352.66)~~**
  11. Public Works
    - \$1,370 due to 1.3% IBEW CBA increase
    - \$45,630 due to 1.1% AFLCIO CBA increase
    - \$4,825 a 5% "Acting" increase salaries & wages to compensate the General Forman for performing PW Director duties from April 1, 2015 through April 30, 2016.
    - \$23,453 increase to salaries and wages for 25% of the cost of a PW/City Engineer position

- \$9,130 increase to benefits for 25% of the cost of a PW/City Engineer position

#### 12. Engineering

- \$7,064 due to 1.3% IBEW CBA increase
- \$493 due to 1.1% AFLCIO CBA increase
- **(23,453) decrease to salaries and wages reallocated to PW for their share of the PW/City Engineer position (75% Engineering, 25% Public Works)**
- **\$73,500 net increase to salaries and to reclass the Engineer IV position previously budgeted at the City Engineer position.**
- **\$7,151 increase salaries and wages (20%) to attract a level 3 Surveyor (net grant share)**
- **\$9,755 net increase to benefits due the PW/City Engineer reallocation, the Engineer IV reallocation and the increased Surveyor position.**

#### 13. Building Department

- \$8,091 due to 1.3% IBEW CBA increase

**Capital Fund - \$17,883 Increase in Revenues  
\$1,535,208 Increase in Expenditures**

1. REVENUES

- \$17,883 Increase in Permanent Fund transfer

2. OTHER FINANCING SOURCES (USES)

3. INTERNAL TRANSFER

4. EXPENDITURES

- **\$39,462 Increase in Property Replacement for citywide security upgrades**
- **\$81,073 Increase in Property Replacement for parking garage security upgrades**
- \$56,417 increase in Fire expenditures for HLS grant match (approved in 2015 Resolution 4687)
- \$60,000 increase for an additional police vehicle
- **\$1,298,256 increase for the Gateway and Rickert projects**

**2016 Summary GENERAL FUND Budget Changes**

<b>Date</b>	<b>Account</b>	<b>Description</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Net Income</b>
12/07/15		Ord. 5998 Adopting the 2016 Operating and Capital Budget	\$ 36,250,394	\$ (35,260,917)	\$ 989,477
02/01/16	Wages	Ord. 6003* Amending the 2016 Budget for the first time *Includes fund balance transfer of \$2,700,000 and \$404,344 for prior year encumbrances, \$754,903 of nonspendable inventory, and an \$178,750 decrease in self-insurance assignments	(11,252)	(76,800)	(88,052)
03/25/16		Ord 6008	37,113	(203,278)	(166,165)

<u>\$ 36,276,255</u>	<u>\$ (35,540,995)</u>	<u>\$ 735,260</u>
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**Note:** Does not include encumbrances which are funded by prior year Fund Balance or interfund transfers subsequent to the original budget.



**2016 Summary CAPITAL FUND Budget Changes**

<b>Date</b>	<b>Account</b>	<b>Description</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Net Income</b>
12/07/15		Ord. 5998 Adopting the 2016 Operating and Capital Budget	\$ 2,099,849	\$ (1,676,586)	\$ 423,263
		Ord. 6003* Amending the 2016 Budget for the first time *Includes fund balance changes of \$1,545,092 for prior year encumbrances and \$2,197,830 commitment to the Rickert St. project and \$50,000 for Fire Chief vehicle	4,397,830	(3,792,922)	604,908
03/25/16		Ord 6008	17,883	(1,535,208)	(1,517,325)

<u>\$ 6,515,562</u>	<u>\$ (7,004,716)</u>	<u>\$ (489,154)</u>
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Note: Does not include encumbrances which are funded by prior year Fund Balance.

**ORDINANCE NO. 6009**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SECTION 50-461(c) POLITICAL ACTIVITY, TO CLARIFY THE PROHIBITION ON USE OF CITY RESOURCES TO SUPPORT PROPOSED LEGISLATION**

**WHEREAS**, Fairbanks General Code Chapter 50, Article XIII, Section 50-461 regulates political activity by city employees and elected officials; and

**WHEREAS**, as currently written, FGC Sec. 50-461(c) prohibits city employees and elected officials from using city property, material, or resource on behalf of any political organization or candidate; and

**WHEREAS**, Sec. 50-461(c) allows the city council to adopt a motion or resolution in support of a change of law, a ballot proposition, or other issue; and

**WHEREAS**, as currently written, Sec. 50-461(c) leaves open the possibility of an employee or elected official using city property, material, or resource to support a change of law, a ballot proposition, or other issues; and

**WHEREAS**, the current wording of Sec. 50-461(c) does not comport to the spirit of the ordinance; and

**WHEREAS**, the proposed amendment does not inhibit the free speech rights of employees and elected officials;

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

**Section 1.** Fairbanks General Code Chapter 50, Article XIII, PROHIBITIONS, Section 50.461. Political activity, subsection (c), is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~strikethrough~~ font]:

**ARTICLE XIII. PROHIBITIONS**

**Sec. 50-461. Political activity.**

\* \* \* \* \*

(c) No city employee or elected official shall use any city property, material, or resource on behalf of any political organization or candidate **or to take a position on any change of law, ballot proposition, or any other issue.** ~~provided that~~ ~~†~~The city council may by adopted motion or resolution direct that a position be taken on a change of law, a ballot proposition, or any other issue. However, no public funds will be spent to advocate a

position in an attempt to influence an election. Nothing in this section limits the free speech rights of employees or elected officials.

\* \* \* \* \*

**Section 2.** That the effective date of this ordinance shall be the \_\_\_\_ day of April 2016.

\_\_\_\_\_  
**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Paul Ewers, City Attorney

**RESOLUTION NO. 4727**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO ACCEPT FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE FOR THE FFY2016 BULLETPROOF VEST PARTNERSHIP GRANT**

**WHEREAS**, the City of Fairbanks has been notified by the Bureau of Justice Assistance of the United States Department of Justice that the City of Fairbanks is eligible for funding for reimbursement of body armor purchases; and

**WHEREAS**, the City of Fairbanks has a policy that all Fairbanks Police Officers must wear ballistic vests; and

**WHEREAS**, the Bulletproof Vest Partnership grant provides 50% of the retail cost for ballistic vests; and

**WHEREAS**, the City of Fairbanks is eligible to receive \$5,500 to supplement the purchase of vests for newly hired officers and to replace out-dated vests;

**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 this grant.

**PASSED and APPROVED this 25th Day of April 2016.**

\_\_\_\_\_  
**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Paul J. Ewers, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 4727

Abbreviated Title: FFY16 BULLETPROOF VEST PARTNERSHIP GRANT

Department(s): POLICE DEPARTMENT

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	Contracts	Personnel	Total
Ballistic Vests (10 vests @ \$1,100)	\$11,000			\$11,000
				\$0
				\$0
				\$0
				\$0
				\$0
<b>TOTAL</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,000</b>

FUNDING SOURCE:	Equipment	Contracts	Personnel	Total
United States Department of Justice (Federal Funds)	\$5,500			\$5,500
City of Fairbanks (General Fund)	\$5,500			\$5,500
				\$0
<b>TOTAL</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,000</b>

The City does not anticipate additional costs associated with this project.

Reviewed by Finance Department:

Initial mb

Date 4/8/2016

**RESOLUTION NO. 4728**

**A RESOLUTION TO APPLY FOR FUNDING FROM THE OFFICE OF  
COMMUNITY ORIENTED POLICING SERVICES (COPS) FOR THE  
FFY2016 COMMUNITY POLICING DEVELOPMENT (CPD) PROGRAM**

**WHEREAS**, the City of Fairbanks has received notification that funding is available through the Office of Community Oriented Policing Services for the Community Policing Development Program to advance public safety through community policing in an effort to prevent or reduce crime and violence; and

**WHEREAS**, the City of Fairbanks Police Department has had success in contracting with Volunteers In Policing to assist in our community policing efforts; and

**WHEREAS**, the City of Fairbanks Police Department would like to request funds to continue contracting with Volunteers In Policing or another appropriate entity to continue to expand our community policing efforts in the Fairbanks area; and

**WHEREAS**, the City of Fairbanks plans to request \$150,000, and a match is not required;

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

**PASSED and APPROVED this 25th day of April 2016.**

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**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, CMC, City Clerk

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Paul J. Ewers, City Attorney

**CITY OF FAIRBANKS**

**FISCAL NOTE**

**I. REQUEST:**

Ordinance or Resolution No: 4728

Abbreviated Title: FFY2016 COMMUNITY POLICING DEVELOPMENT (CPD) GRANT

Department(s): POLICE

Does the adoption of this ordinance or resolution authorize:

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

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

If yes, what is the estimate? see below

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

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

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

**II. FINANCIAL DETAIL:**

<b>PROJECTS:</b>	<b>Equipment</b>	<b>Contracts</b>	<b>Personnel</b>	<b>Total</b>
Volunteers In Policing Contractual Services		\$150,000		\$150,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$150,000</b>

<b>FUNDING SOURCE:</b>	<b>Equipment</b>	<b>Contracts</b>	<b>Personnel</b>	<b>Total</b>
United States Department of Justice (COPS)		\$150,000		\$150,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$150,000</b>

The City estimates no additional costs in association with this contract.

Reviewed by Finance Department:

Initial mb

Date 4/8/2016

**RESOLUTION NO. 4729**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO ACCEPT FUNDS FROM THE ALASKA HIGHWAY SAFETY OFFICE FOR THE FFY2017 TRAFFIC SAFETY PROGRAMS**

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

**WHEREAS**, the City of Fairbanks has received supplemental funding from AHSO for local traffic enforcement; and

**WHEREAS**, the City of Fairbanks is eligible to receive \$12,000 to participate in High Visibility Enforcement activities to reduce accidents and injuries by impaired drivers by conducting seat belt and DUI enforcement, and no match is required; and

**WHEREAS**, the City of Fairbanks is eligible to receive \$10,000 to attend highway safety conferences and events, and no match is required;

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

**PASSED and APPROVED this 25th Day of April 2016.**

---

**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, CMC, City Clerk

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Paul J. Ewers, City Attorney



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

**I. REQUEST:**

Ordinance or Resolution No: 4729

Abbreviated Title: FFY17 ALASKA HIGHWAY SAFETY OFFICE TRAFFIC PROGRAMS

Department(s): POLICE DEPARTMENT

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>Equipment</b>	<b>Contracts</b>	<b>Personnel</b>	<b>Total</b>
Personnel OT Wages & Benefits			\$12,000	\$12,000
Travel & Training Costs		\$10,000		\$10,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>\$22,000</b>

<b>FUNDING SOURCE:</b>	<b>Equipment</b>	<b>Contracts</b>	<b>Personnel</b>	<b>Total</b>
Alaska Highway Safety Grant (Federal Funds)		\$10,000	\$12,000	\$22,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$12,000</b>	<b>\$22,000</b>

The City estimates no additional costs in association with this grant.

Reviewed by Finance Department:

Initial mb

Date 4/8/2016

**RESOLUTION NO. 4730**

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS FROM THE ALASKA HIGHWAY SAFETY OFFICE FOR THE FFY2017 DUI TRAFFIC ENFORCEMENT UNIT**

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

**WHEREAS**, the City of Fairbanks has received funding for local law enforcement, particularly in the apprehension of DUI offenders; and

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

**WHEREAS**, the City of Fairbanks plans to request \$275,510, and the required match of \$275,510 will be provided through in-kind personnel costs;

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

**PASSED and APPROVED this 25th day of April 2016.**

---

**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, CMC, City Clerk

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Paul J. Ewers, City Attorney

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

**I. REQUEST:**

Ordinance or Resolution No: 4730

Abbreviated Title: FFY17 ALASKA HIGHWAY SAFETY OFFICE TRAFFIC UNIT

Department(s): POLICE DEPARTMENT

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	Contracts	Personnel	Total
Personnel Wages & Benefits (Traffic Unit Officer - Grant)			\$137,755	\$137,755
Personnel Wages & Benefits (Traffic Unit Officer - Grant)			\$137,755	\$137,755
Personnel Wages & Benefits (Traffic Unit Supervisor)			\$130,818	\$130,818
Personnel Wages & Benefits (Traffic Unit Lieutenant)			\$144,692	\$144,692
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$551,020</b>	<b>\$551,020</b>

FUNDING SOURCE:	Equipment	Contracts	Personnel	Total
Alaska Highway Safety Grant (Federal Funds)			\$275,510	\$275,510
City of Fairbanks (General Funds In-Kind)			\$275,510	\$275,510
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$551,020</b>	<b>\$551,020</b>

The City will use currently budgeted staff to meet the matching requirements for the grant.

Reviewed by Finance Department:

Initial mb

Date 4/8/2016

**RESOLUTION NO. 4731**

**A RESOLUTION APPROVING PARTICIPATION BY THE CITY OF FAIRBANKS IN THE AMLJIA LOSS CONTROL INCENTIVE PROGRAM**

**WHEREAS**, the City of Fairbanks is a member of the Alaska Municipal League Joint Insurance Association (“AMLJIA”); and

**WHEREAS**, the AMLJIA provides comprehensive risk management assistance and workers’ compensation, liability and property coverage for the City of Fairbanks; and

**WHEREAS**, the AMLJIA developed the Loss Control Incentive Program to help reduce member losses individually and pool-wide; and

**WHEREAS**, pool members that participate in the Loss Control Incentive Program and complete the required activities will have the opportunity to earn a discount on their contribution; and

**WHEREAS**, it is the City’s policy to provide a safe environment for its employees, citizens, and the visiting public; and

**WHEREAS**, the Loss Control Incentive Program will enhance such an environment.

**NOW, THEREFORE BE IT RESOLVED BY THE** City of Fairbanks to approve participation in the AMLJIA Loss Control Incentive Program for the 2015-2016 policy year.

**PASSED, APPROVED, and EFFECTIVE this 25th day of April, 2016.**

\_\_\_\_\_  
**John Eberhart, City Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
Paul J. Ewers, City Attorney



FAIRBANKS DIVERSITY COUNCIL  
 REGULAR MEETING MINUTES  
 MARCH 8, 2016 – 5:30 PM  
 FAIRBANKS CITY COUNCIL CHAMBERS  
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Fairbanks Diversity Council (FDC) convened at 5:30 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor John Eberhart presiding and with the following members in attendance:

- |                  |   |  |
|------------------|---|--|
| Members Present: | Shirley Lee, Seat B<br>Montean Jackson, Seat C<br>June Rogers, Seat D (telephonic)<br>Travis Cole, Seat E<br>Rosalind Kan, Seat H<br>Douglas Toelle, Seat J | Jo Ann Borges, Seat K<br>Rita Davis, Seat L<br>Jeff Walters, Seat M<br>Kelvin Lee, Seat O<br>Angela Foster-Snow, HR Director |
| Members Absent:  | Ana Maria Richards, Seat A<br>Trina Bailey, Seat F<br>Doris Lenahan, Seat G   | Kathleen Wattum, Seat I<br>Amanda Frank, Seat N<br>Bernard Gatewood, Council Member  |
| Also Present:    | D. Danyielle Snider, City Clerk<br>Randall Aragon, Chief of Police  | Eric Jewkes, Deputy Chief of Police<br>Phil James, FPD Officer   |

**CALL TO ORDER**

**Chair Eberhart** called the meeting to order and asked Ms. Jackson to read aloud the mission statement of the FDC.

**APPROVAL OF AGENDA**

**Ms. Davis**, seconded by **Mr. Toelle**, moved to APPROVE the Agenda.

**Chair Eberhart** requested that Resolution No. 2016-01 be added to the agenda as the first item of New Business. No members objected to the addition.

Clerk Snider stated that Mr. Kelvin Lee needs to leave the meeting at 7:30. **Chair Eberhart** requested that Mr. Lee’s committee assignment be moved up on the agenda to be heard just before Unfinished Business. No members objected to the change in the order of the agenda.

**Chair Eberhart** called for objection to the APPROVAL of the Agenda, as Amended and, hearing none, declared the MOTION CARRIED.

**CITIZENS COMMENTS** (Limited to 3 Minutes)

Police Chief Randall Aragon spoke concerning potential barriers that are keeping individuals from applying for employment at FPD. He spoke of the limited amount of diversity at the department and stated that FPD is not the only agency that is having difficulty attracting officers. He spoke to the various reasons that there is a lack of law enforcement applicants: highly-competitive job market,

negative media, military recruitment, etc. He stated that he does not believe Fairbanks has more barriers to applying compared to other agencies. Chief Aragon indicated that some individuals belonging to a minority group may feel that they will no longer be a part of their culture if they become a police officer. He shared his own experiences with discrimination and stated that he is trying to erase any barriers that do exist. He spoke to the concept of immersion and stated that officers who volunteered for the program are assigned to work with certain local minority populations. He introduced Officer Phil James who is currently working with the African American community.

Ofc. James stated that when the idea was proposed, he had to consider whether it was something he wanted to do and whether he would be accepted. He stated that across the country, police officers are not accepted by the general public because people have a bad impression of police. Ofc. James stated that Fairbanks has been an enjoyable community to work in and that he has not encountered too many problems as a police officer. He shared that he is the only African American officer at FPD and that he is trying to help increase diversity in his workplace. Ofc. James stated that applicants should think in terms of how they can make the Fairbanks community better and not focus on being a minority at the department. He stated that FPD is open to diversity.

**Ms. Jackson** asked Ofc. James whether he has ever had an African American approach him with concerns on interacting with local law enforcement.

Ofc. James replied affirmatively. He stated that police officers are often stereotyped and that many people think they are not there to help, only to arrest. He stated it is a difficult barrier to overcome.

Chief Aragon stated that Ofc. James volunteered for the photo cutout that is now at Wal-Mart. He explained that Wal-Mart paid for the life-sized cutouts and is using them as an experiment in crime reduction.

**Ms. Borges** asked Chief Aragon to speak to the rumor that the cutouts were stolen.

Chief Aragon replied that they cutouts were missing the day after they were put up but that they were not stolen; he stated that the temporarily-missing cutouts turned out to be a practical joke on Ofc. James.

Hearing no more requests for public comment, **Chair Eberhart** declared Citizen's Comments closed.

### **APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of February 9, 2016

**Mr. Toelle**, seconded by **Mr. Cole**, moved to APPROVE the Meeting Minutes of February 9, 2016.

**Mr. Lee** pointed out that he was present at the last meeting, but that is not reflected in the minutes.

**Mr. Walters** asked that the reference to the "justice system" be clarified on page three of the minutes to specifically identify the Federal Department of Justice.

**Chair Eberhart** called for objection to the APPROVAL of the minutes, as corrected and, hearing none, declared the MOTION CARRIED.

## FDC COMMITTEE REPORTS

- a) FDC Committee Assignment for Mr. Lee (*this item was moved up during "Approval of Agenda" with no objection from members.*)

**Mr. Lee** indicated that he would like to join the Policies and Procedures Committee.

**Chair Eberhart** called for objection to the APPOINTMENT of Mr. Lee to the FDC Policies and Procedures Committee and, hearing none, so ORDERED.

## UNFINISHED BUSINESS

- a) Diversity Action Plan (DAP)

**Mr. Walters** stated that some members of the Education & Outreach/Media & Communications Committee met recently to discuss the DAP; he stated that the group reviewed three sections of the Plan for updates and wording. He referenced the handout Ms. Foster-Snow provided showing a markup of the committee's work. He spoke briefly to the additional community meetings that have been taking place and suggested that there be a trained mediator to take care of those meetings in case a situation arises in the future. He suggested that FDC members take the draft Plan home to review it then it can be brought back for discussion at the April FDC meeting. He stated that if the group meets again before the end of the month they may be able to get through the rest of the Plan and the FDC may be able to finalize the Plan in April or May.

Members had no objection to Mr. Walters' recommendation.

## NEW BUSINESS

- a) Resolution No. 2016-01 – A Resolution by the Fairbanks Diversity Council Urging the Fairbanks City Council to Support State Senate Bill 91 Pertaining to Comprehensive Criminal Justice Reform (*this item was added with no objection from members under "Approval of Agenda"*).

**Chair Eberhart** stated that Ms. Rogers requested that the resolution be drafted and adopted in support of Senate Bill (SB) 91.

**Ms. Rogers** stated that the bill was a priority when she recently travelled to Juneau. She stated that she spoke with legislators about the bill, Senator Coghill particularly. She stated that she admires Coghill's approach with the bill and that she believes it is appropriate for the FDC to endorse it. She stated that she is personally supporting the legislation by writing letters.

**Mr. Lee** shared that he works with people every day who are coming out of the prison system. He stated that there are lots of barriers eliminated last year with SB 64 and that this bill will take it a bit further. He spoke to discretionary parole which allows offenders of lesser crimes to avoid incarceration, freeing up the "hard beds" for more serious criminals. **Mr. Lee** stated that SB 91 would also create more opportunity for those who are released from incarceration. He stated that the misdemeanor population needs attention as well. He expressed his belief that supporting the bill is a good idea and spoke to other aspects of the bill that would help convicts be more successful in reentering society.

**Ms. Lee** stated her support for the resolution.

**Mr. Walters** asked if there have been any issues of concern with the bill.

**Ms. Rogers** stated that an Anchorage officer made some specific suggestions for the bill that were discussed recently. She stated that was the only criticism she has been aware of.

Chief Aragon gave some history on similar legislative bills and referred to SB 91 as a "reinvestment bill" He spoke to the cyclic behavior of the criminal justice system across various states, stating that it swings like a pendulum. He indicated that there are some glitches in the bill that his department is working with Senator Coghill's office on.

Deputy Police Chief Eric Jewkes stated that there was a meeting on the earlier in the day and that he is not familiar with the most recent changes to the legislation. He stated that the challenge has always been how to punish bad people versus how to punish good people who simply made a bad choice. He stated that after meeting with some victims' rights groups, there is concern for ensuring adequate punishment for low level crimes and appropriate justice for more serious crimes. Deputy Jewkes spoke to the discussion about grouping all substances into one category and other particulars of SB 91 that he is concerned with. He stated that FPD will meet with other local law enforcement agencies and the District Attorney's Office on March 9 to discuss the bill.

**Ms. Kan** questioned why the bill is being discussed by the FDC.

**Ms. Lee** stated that there are a disproportionate number of minorities incarcerated. **Mr. Toelle** mentioned the need to separate mental health issues from the criminal justice system. **Ms. Jackson** stated that the issue centers on diversity and commented that a great deal of money is spent every day to incarcerate people.

**Ms. Kan** stated that she can understand why the FDC should look at the bill but that she will not be able to spend the time to read and understand the entire bill. She suggested that more input and recommendations be brought forward before voting on the issue.

**Mr. Cole** spoke in support of the resolution and shared his own experience with incarceration over a minor offense. He stated that first-time offenders serving time with hard criminals may be influenced into a criminal lifestyle that they should not have to be exposed to.

Members discussed with Deputy Jewkes the difficulties in determining appropriate punishment and in recognizing when the offender is a good person that simply made a mistake.

**Mr. Lee** stated that the Alaska prison system has been about warehousing and that people of color happen to stay incarcerated for longer periods of time. He stated that now there is some attention being given to the real problems and he spoke to reentry into society after incarceration.

**Mr. Cole** shared his own success story after incarceration and stated that people who have committed a crime should not believe that they have to be a criminal for the rest of their life.



**Mr. Lee** stated that he is glad representatives from FPD are present to provide a different view. He stated that the police have a job to do and that sometimes people can go too far in trying to take care of one population. He stated that FPD's presence shows their willingness to see the redemptive side of man and indicated that all sides need to be taken into consideration.

**Mr. Walters** stated that even though the bill may change, he believes he can support it. He stated he has faith that people will come up with something helpful for the justice system.

Ray DeWilde – Mr. DeWilde stated that he is a citizen who has worked in addictions treatment; he expressed interest in the topic at hand. He stated that many times people coming out of incarceration have addictions based on mental health issues and that addiction and criminal activity are very closely correlated. He questioned whether the prison system is being used to treat mental illness. Mr. DeWilde explained that there has been a steady move towards treating mental illness instead of imprisonment and he stated that he supports SB 91. He expressed his belief that there are very few truly evil human beings.

**Ms. Lee**, seconded by **Ms. Jackson**, moved to APPROVE Resolution No. 2016-01.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 2016-01 AS FOLLOWS:

YEAS: Davis, K. Lee, Toelle, Rogers, S. Lee, Walters, Jackson, Cole

NAYS: Borges, Kan

**Chair Eberhart** declared the MOTION CARRIED and Resolution No. 2016-01 APPROVED.

b) "Humans of Fairbanks" Project (Renamed "Diversity Fairbanks")

**Ms. Foster-Snow** stated that there is a Facebook group in Fairbanks that is already doing something similar to the "Humans of Fairbanks" idea. She suggested that the FDC come up with a different title and shared some ideas on how she envisions getting the project started. She proposed that FDC members could each take a turn being spotlighted to tell their personal story; she stated that then community members may want to share their own stories. **Ms. Foster-Snow** commented that diversity is about more than color. She suggested that a team be put together to work on the "Diversity Fairbanks" project and added that it may be a way to reach many people.

**Ms. Davis**, seconded by **Mr. Cole**, moved to MOVE FORWARD with the "Diversity Fairbanks" project.

**Mr. Cole** suggested that someone come up with a format of questions to help people know what to write about for the spotlight.

The group discussed similar Facebook pages and how to go about getting started.

**Chair Eberhart** distributed a handout from Ms. Richards of an annual calendar of and information about national and local cultural celebrations. He spoke briefly to the handout and thanked Ms. Richards for putting together the information.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO MOVE FORWARD WITH THE “DIVERSITY FAIRBANKS” PROJECT AS FOLLOWS:

**Chair Eberhart** called for objection to the motion to MOVE FORWARD with the “Diversity Fairbanks” project and, hearing none, declared the MOTION CARRIED.

c) Open Meetings Act Presentation, City Clerk

City Clerk Snider referenced the Open Meetings Act (OMA) handout in the FDC agenda packet. She gave a presentation on key points of the OMA and spoke to how the Act affects the FDC.

d) Diversity Day

**Chair Eberhart** and FDC Members discussed ideas for a Diversity Day and whether to combine/partner with an event like Juneteenth. **Ms. Foster-Snow** stated that Sean Rice is a co-coordinator for the Juneteenth Celebration and that he would like to come and speak to the FDC about the upcoming event.

**Ms. Jackson** spoke to the importance of doing something well and stated that, if necessary, she would be willing to wait until next year to kick-off a Diversity Day event. **K. Lee** suggested that, at a minimum, the FDC set up a booth at the Juneteenth Celebration.

**Chair Eberhart** called for objection to INVITING Sean Rice to speak about Juneteenth at the next FDC meeting and, hearing none, so ORDERED.

**Mr. Walters** asked for clarification as to how the Juneteenth Celebration is different than International Friendship Day.

**Ms. Davis** provided some history on how the Juneteenth event came about; she stated that it is a national event that has been happening in Fairbanks for more than 30 years.

e) FDC Publicity (newspaper ad, group photo, etc.)

**Chair Eberhart** stated that a group photograph has been mentioned; he stated that a new assistant will begin working in the Mayor’s on May 1. He shared that he has earmarked some 2016 budget funds for the FDC and that the funds may be used for publicity and other items. He added that the empty seats in the audience show that not many people are aware the FDC exists.

Members discussed various ideas on how to increase publicity and on how to best spend the budgeted funds.

**CITIZENS COMMENTS CONTINUED** (Limited to 3 Minutes)

**Frank Turney** – Mr. Turney stated that after spending 8-9 years in the Oregon prison system and after serving on the Governor’s task force and an advisory committee, he learned that the treatment of prisoners during incarceration will affect how they behave after their release. He stated that the tendency is to spend more money on incarceration and less on re-entry. He suggested that it would be a

good idea for those in the criminal justice system to spend a week in jail and walk in the shoes of a felon. He spoke to jury nullification and diversity; he stated that it would be nice if a survey could be done to see how people belonging to minorities have felt when they have been removed from service on a jury. He commented that he would like to become better acquainted with Mr. Cole.

Victor Buberger – Mr. Buberger stated that he would like to see the FDC communicate with the public, Mayor, City Council and the Chief of Police to increase diversity at FPD. He stated that since 1975, he has not seen an Eskimo or Indian officer on the Fairbanks police force. He suggested that some of the Native organizations work to identify more applicants. Mr. Buberger stated that FPD officers are earning over \$100,000 per year.

### **FDC MEMBERS COMMENTS**

**Mr. Lee** commented that it was an interesting meeting.

**Ms. Borges** referenced the day's News Miner article on the proposed incentive bonus program for hiring at FPD. She stated that the program is a good start.

**Mr. Walters** stated that he appreciates Chief Aragon and Deputy Jewkes' presence at the meeting. He stated that he had the opportunity to serve with Ms. Davis on the interview panel for FPD hiring and commented that it was a good learning experience. He encouraged others to participate in the process.

**Ms. Jackson** stated that she had no comments.

**Ms. Foster-Snow** thanked Mr. Walters and Ms. Davis for being a part of the oral boards. She expressed appreciation for the discussion on SB 91 and stated that while she supports the bill, she does not want to see mental health services become another unfunded mandate passed down to municipalities by the State of Alaska. She spoke to the importance of advocating for behavioral and mental health services.

**Ms. Davis** thanked the City for the opportunity to participate in FPD's hiring process. She expressed concern that Mr. Gatewood has not been present at an FDC meeting so far in 2016.

**Chair Eberhart** stated that Mr. Gatewood has missed several meetings and that his term on the City Council will end in October. He stated that he would look into the matter.

**Mr. Toelle** stated that he was hoping to get Chief Aragon involved in the Northern Hope Center, a peer-based support clubhouse for individuals with mental illness. He stated that the Chief has already visited the organization and thanked him for doing that.

**Ms. Kan** stated that it is a great idea to talk about Diversity Day. She stated that International Friendship Day will be celebrating its 30<sup>th</sup> anniversary in 2016 and spoke to her hope that the FDC will be involved in this year's event.

**Mr. Cole** thanked Chief Aragon and his officers for being present. He stated that everyone is trying to figure out how to improve the criminal justice system and increase diversity at FPD. He stated that the FDC is a great way to bridge gaps between the community and law enforcement. **Mr. Cole** stated that people have to become the change they want to see.

**Ms. Lee** apologized for missing the last couple meetings; she stated that she has not been well. She commented that the Adopt-a-Cop program seems like a good opportunity for community members to get to know the police as people, not just a badge or uniform. She stated that she hopes to bring the issue back up at the next meeting. **Ms. Lee** reminded everyone that on April 24 there will be a gathering of remembrance for Sophie Sergie and other victims of unsolved homicides.

**Ms. Rogers** thanked everyone for engaging in such lively discussion regarding criminal justice. She spoke to the importance of investing in people before problems occur and to taking a preventative instead of reactive approach. She expressed hope that the meticulous budget process will cause people to spend state money more wisely. **Ms. Rogers** stated that she is encouraged to see new leadership even during difficult times. She commented that the FDC is becoming a more solidly-connected group.

**Chair Eberhart**, in response to Mr. Buberger's earlier comments on diversity at FPD, stated that HR has been working diligently to gain new and diverse FPD applicants. He provided examples of how the City is reaching out to Native organizations specifically. He stated that someone spoke earlier in the meeting about the stigma amongst certain groups in becoming a police officer; he commented that there has been a huge rift between police and Alaska Natives since the late 1990's. **Chair Eberhart** stated that the City has already seen results from the addition of the cold case investigator position at FPD in progress made on the Nathaniel case. He spoke to the issue of an independent review of FPD and gave members an update. He spoke to concerns with the incapacitated person problem in Fairbanks and strongly stressed the need for a sleep off center. He stated that Fairbanks is the only major city in Alaska that does not currently have a sleep off center. **Chair Eberhart** stated that there will be a meeting on March 9 with the Center for Non-Violent Living to address homelessness and discuss solutions.


### MEETING DATES

- a) The next Regular Meeting of the FDC is schedule for Tuesday, April 12, 2016.

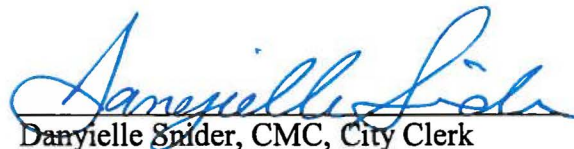
### ADJOURNMENT

**Ms. Davis**, seconded by **Mr. Cole**, moved to ADJOURN the meeting.

**Chair Eberhart** called for objection to adjourning the meeting and, hearing none, declared the meeting ADJOURNED at 7:57 p.m.



\_\_\_\_\_  
Mayor John Eberhart, Chair



\_\_\_\_\_  
Daniëlle Snyder, CMC, City Clerk

Transcribed by: DS

**Fairbanks North Star Borough / City of Fairbanks  
CHENA RIVERFRONT COMMISSION  
MINUTES**

**December 9, 2015**

**Mayors Salcha Conference Room, Juanita Helms Administrative Center**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, December 9, 2015 Chair Plager presiding. The following Commission members were in attendance: Julie Jones, Lee Wood, Bob Henszey, Kelley Hegarty-Lammers, Ian Olson and Buki Wright.

Also present were: Christine Nelson; FNSB Community Planning Director; Barry Hooper, DOT; Donna Gardino, FMATS; and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Plager** called the meeting to order at 12:06 p.m.

**2. APPROVAL OF AGENDA**

**Wood** suggested a correction to the minutes of November 12, 2015 to reflect that "Doxey responded that more than three members of the Commission meeting together constitutes a "public meeting" and would need to be noticed to comply with the Open Meetings Act.

*A motion was made by **Henszey**, seconded by **Wright** to approve the agenda for the December 9, 2015 meeting. There were no objections.*

**3. APPROVAL OF MINUTES OF**

*A motion was made by **Jones**, seconded by **Henszey**, to approve the minutes of the November 12, 2015 as corrected. All were in favor. There were no objections*

**4. COMMUNICATIONS TO THE COMMISSION**

**Nelson** reminded the Commission that when responding to any electronic communication from Ms. McLean, please do not respond "Reply All."

**Nelson** added that we will begin posting the "packet" and the Commission will also receive a "packet" via e-mail. This is in an effort to reduce the amount of paper produced wastefully for each meeting. Additionally, if there is anything that you would like to see distributed via hard copy, please contact Ms. McLean and she will see what can be done.

**Jones** commented that the information desk at the front reception area does not always know where this meeting is being held at. **Ms. Nelson** suggested that the front desk be given an Agenda on each meeting date to help direct the public.

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

None

## 7. UNFINISHED BUSINESS

### 1. Wendy Doxey – Liasons; Amendment to Rule 17

**Ms. Doxey** addressed the Commission regarding Rule 17, Ex-Officios and Liasons. **Ms. Doxey** commented that her only suggested change to that draft language is in the "Participation" paragraph. The last sentence which refers to the hearing to be "Open Meetings Act" she suggests that language be changed to "their service does not carry the weight of Commission membership for any purpose, including but not limited to constituting a quorum or for voting privileges". That just makes it clear that they are not members and that will address the Open Meetings Act.

*A motion was made by **Hegarty-Lammers**, seconded by **Olson**, to Amend Rule 17 as suggested by **Ms. Doxey**. All were in favor. There were no objections.*

**Ms. Doxey** excused herself from the meeting.

### 2. CRFC Plan update

**Jones** announced that at the City Council meeting the Chena Riverfront Plan was brought forward on the Consent Agenda, Ordinance No. 5995, to adopt the new Plan. There were some questions. Councilman Cleworth had questions. **Ms. Nelson** will report on that. Both **Ms. Jones** and **Ms. Nelson** made themselves available for questions. Both attended this past Monday and Ordinance No. 5995 was adopted meaning that the Chena Riverfront Plan went forward with the City.

**Wood** inquired if that was unanimously. **Jones** said that it was.

**Nelson** commented that Mr. Cleworth had three questions. She focused on one.

One of Mr. Cleworths questions was what got implemented and if it had been implemented, why was that goal still in the Plan. **Ms. Nelson** stated that she knew that the 200' review process had implemented but she thought it had gone in the Zoning Code. It has not. It is in the CRFC Rules and there is a process that all have approved. She is not certain that this Commission is following that at this point. **Ms. Nelson** stated that she will include the Rules into the February meeting packet. Between now and then she will have chance to look at it and see, based on our new processes, if we are following that or not.

**Wood** questioned if Planning was not following that. **Ms. Nelson** replied that she believes that the Commission is being notified, but she is not sure that all steps are being taken.

**Nelson** commented that Community Planning has changed their internal processes a fair amount in recent weeks because of Quasi-Judicial issues, Legal Department requirements, staffing, etc. Things are very different than they were before a year ago at this time.

**Wood** questioned that **Nelson** understood that that represents a huge amount of this Commissions time. **Nelson** state that she understood and there will continue be a review process. We may have to tweak a few things that are in there, or timing because they may not meet the timelines that we need to have for the Planning Commission.

**Wood** commented that this was all done with Mr. Hernandez guiding them every step of the way. **Nelson** stated that she understood that but a lot has changed since he has left and timing issues are primarily the piece that she is speaking to. She has not had a chance to review those yet to see if there are timing issues or not and that is what will be discussed in

February. **Nelson** stated that she will look at it and will know if there are any sections that need to be adjusted and how we can do it.

**Wood** asked if that information could be disseminated to the Commission. **Nelson** stated that she did not anticipate it at all but that at a minimum, it will be in the packet. If she gets more information sooner than that, she will try to get it out.

With regard to the new non-motorized boat launch here on the river **Plager** questioned how the Commission was to find out about projects along the riverbank. Is there a way for the Commission to find out about projects along the riverbank? **Jones** commented that she did not necessarily agree. Certain Contractors will not start projects without a Corps of Engineers permit. **Nelson** stated that with her discussion with Ms. Durham, she stated that she had not received a Floodplain Permit or and Army Corps of Engineers Permit before construction had begun. **Jones** clarified that the Borough had not received the permit however the property owner had applied for the permit 90 days in advance. **Nelson** commented that that might be true but the Borough had not been notified.

**Henszey** stated that he believed that that particular notice is what is called a G-Pack which is an agency notification. He further commented that his agency most likely received it too but it did not come down to him. If Community Planning did receive it, you would only have about 10 days to look at it. **Nelson** agreed. She further stated that she has found no evidence of this being sent to Community Planning.

**Plager** countered stating that she had called the Army Corps of Engineers and said that they gave her the names of two people in the Borough who were sent notice. **Nelson** questioned who the two were. **Henszey** stated that it is called a "Nationwide Permit" which follows general requirements. It is intended to be speedy.

**Plager** stated that it went to "Denise." **Nelson** questioned who Plager spoke with at Army Corps of Engineers. **Plager** stated that she spoke with their Administrator "Diana". **Nelson** stated that she will speak with Durham. **Plager** stated that when she spoke to Durham she also indicated that she did not know anything.

**Plager** stated that she is working with Diana at the Army Corps to see if they can add the CRFC onto their direct notification list for these Nationwide Permits. **Plager** added that Wood has volunteered to be the contact for the CRFC.

**Nelson** added that the existing rules only address Rezones, Variances and Conditional Uses. It is specific. If the Commission wants to do some other process for other types of projects, processes will most likely have to be established in writing.

**Nelson** added that Mr. Cleworths questions also included how to implement the CRFC Plan into Title 18 Zoning a process by which a property owner provides amenities that they may get certain benefits or flexibility. But in order to go forward with such a zoning code amendment, it needs to be discussed as a group.

**Hegarty-Lammers** commented that each year the Commission discusses priorities for the year.

**Jones** pointed out that at this time they are discussing the Regulatory section. The policy to Objective "A" was the specific objective to modify FNSB Code to include an optional river influence area that offers greater flexibility to river front property owners in exchange for certain public amenities.

**Nelson** added that there was another setback requirement. **Jones** added that that was Objective "B" and on the same regulatory policy "create a rational and variable river setback distance based on consideration of river erosion rates, bank stability, aesthetics and habitat.

**Nelson** stated that he was not necessarily promoting those as priorities he just had questions about whether they had been implemented or what the status was.

Further discussion was had. In conclusion, **Plager** suggested that next time there should be a section in the Plan that has the Commissions' accomplishments and desired future projects.

**Nelson** stated that the Commission wants an Accomplishments List that shows that you have actually made progress. **Plager** concurred with Nelson.

**Hegarty-Lammers** stated that there is a list that is current to within 6-8 months ago.

**Jones** added that Councilperson Huntington questioned why the CRFC decided to change it to a 10 year update. **Nelson** responded to Huntington generally that is the trend due to Planning resources. **Jones** added that it had taken over 1 1/2 years to do this update and we would be constantly updating. When it was identified that things needed to be looked at or changed, the Commission would get involved.

The Commission thanked Jones for her commitment.

**Nelson** announced that the updated Plan is tentatively scheduled for introduction on January 14<sup>th</sup>, then to the Committee of the Whole on the 21<sup>st</sup> and Public Hearing on the 28<sup>th</sup>. Hopefully by the February CRFC meeting the Plan will be adopted.

**Hegarty-Lammers** inquired if a CRFC Powerpoint presentation could be used. **Nelson** stated that it could but advised to keep it short as there are several other items on the agenda. **Nelson** suggested 10 minutes. **Wood** objected to this minimal amount of time.

**Nelson** stated that this project is not complex although there has been a lot of outreach. Between what is put on the screen and what is said, you can convey. Additionally they will get previous Staff Reports. Also, a Powerpoint presentation is given at the Public Hearing which is even shorter than that given to the Assembly.

**Plager** stated that she will be out of state for the month of January. **Hegarty-Lammers** volunteered to attend the Assembly meetings.

### 3. APA Great Places

**Nelson** announced that Spillman has asked Patrick Cotter, the American Planning Association Region Representative, to attend the February meeting of the CRFC to discuss the process. He will bring the application with him so that it will be a joint APA/CRFC application. Mr. Cotter will explain the program in more detail at that time.

### 4. Melinda Harris, Interested member of the public

Ms. Harris did not attend the meeting. **Plager** will attempt to contact her for a future meeting. The Commission was encouraged to spread the word to friends and associates that there is an open seat on the CRFC. **Hegarty-Lammers** added that getting Native representation on the Commission is desired.



## 5. Key Components

**Plager** stated that this document basically says that there are two components that the CRFC would like for any developer on the riverfront to consider. The first is to conserve the integrity of the rivers natural system. The second is the Commission is supportive of any access along the river. **Plager** further commented that she is not sure how this document will be used but feels that it is important to have something for developers can refer to.

**Jones** questioned where the public would have access to this document. **Plager** stated that that is open for discussion. She feels that it ties into how the Planning Department gets the CRFC involved early on with projects. **Plager** anticipates that when people are developing something along the riverfront that this document will be provided to them in the beginning. This document is not ready to be distributed to the public yet. It is just a draft version.

**Wood** questioned if this would go with the pamphlet. **Plager** responded that it will replace the pamphlet. **Jones** suggested that this be more geared to the internet or social media sites.

**Nelson** had suggestions for the document.

**Hegarty-Lammers** stated that she worries that someone will see this document and think that this is all that is required to be in compliance with the Plan. She feels that it could be misunderstood. She suggested noting on the document that this is not the complete Plan.

**Wood** questioned who would be posting the document to the social media sites. **Nelson** stated that it would be the responsibility of Community Planning.

Further discussion was had regarding the layout of the document.

**Plager** questioned what the process is with the brochure when people come to the counter and are interested in developing property along the river. **Nelson** stated that she will have to ask the staff. **McLean** added that the brochures ran out last year and none were reproduced as the Plan was being updated.

**Wood** inquired how many people look at the Borough Facebook page. **Nelson** stated that she will have to ask the intern who is managing all of the social media connections.

This item will be tabled for now until after the Plan is adopted.

Conversation was had regarding the Borough e-mail addresses which were assigned to the Commission.

**Hegarty-Lammers** commented that the Borough should think about the Commission losing volunteers if their job becomes too cumbersome referring to the new e-mail addresses.

**Nelson** added that it is Borough policy. **Hegarty-Lammers** queried when that happened. **Nelson** stated that it has been a policy for quite some time and why this Commission was overlooked she does not know. All Boards and Commissions that are doing government business are supposed to use Borough e-mail accounts. This is an official Board or Commission subject to the open meetings act. Personal e-mail accounts become open for public records requests if you do not use your Borough e-mail.

## 6. Meeting with Mayor Kassel update – Wright

**Wright** announced that they have not had the meeting with Mayor Kassel yet but it is scheduled for the 15<sup>th</sup> of December. Henszey, Gardino and Wright are attending the meeting. Wright stated that he will report back at the February meeting.

## 7. DOT Update

**Hooper** addressed the Commission to give an update on the Airport Way West project. He stated that they are still negotiating with a consultant on that. They are anticipating that there will be a contract with a consultant before the end of the year.

**Wright** inquired what kind of consultant. **Hooper** responded a design consultant of which landscaping is a component of.

In conclusion, **Hooper** commented that he will be able to provide more information at the February meeting. **Plager** questioned what the expected timing of construction was. **Hooper** responded that it is planned to be obligated in 2017 so that would mean that construction would begin in 2018.

**Hooper** also commented on the project on University Avenue. This project is also expected to move forward for 2018 construction.

**Plager** stated that this Commission has not seen anything regarding this project in terms of design. **Hooper** responded that this Commission will be seeing something in the future. **Plager** asked when this Commission will get the opportunity to share their thoughts on what would be important considerations for the design. **Hooper** responded that those types of questions should go directly to the Project Manager, Sarah Schacher. **Plager** commented that it would be nice if **Hooper** would take the initiative for the Commission and contact Ms. Schacher. **Hooper** stated that he would do this.

**Plager** stated that the way that DOT worked with the Commission regarding the Wendell Street Bridge was appreciated. This Commission would also like to work with DOT in the same manner on this project as well.

**Olson** asked if the CRFC Plan gives guidance to DOT on these types of issues. **Plager** replied not directly.

**Hooper** spoke to the Commission regarding the Cushman Street bridge. He stated that this project is tentatively scheduled to coincide with the Wendell Street bridge project. There will be discussions as to the timing of these two projects. **Plager** stated that she does not believe that possible as Wendell Street has been in discussion for over two years. **Hooper** stated that Cushman went through the environmental process back in 2005 and Wendell was a State funded project which moves a lot faster. **Hooper** added that the Cushman Street bridge is the last leg of the Illinois Street project. **Gardino** added that right now there is no funding for the Cushman Street bridge. Because of this, she does not see timing as an issue. She expects Wendell Street to be built first.

**Hooper** added that all three of the projects that he has reported on today are Ms. Schachers projects. All questions should be directed to her. Scheduling questions should also go to her.

**Gardino** added that the bridge over the Noyes Slough in Aurora is to be replaced. It has not started yet but **Gardino** will keep the Commission informed.

## 8. STAFF AND LIASION COMMENTS

**Gardino** gave a brief update regarding what is going on with FMATS.

**Gardino** stated that crews are still working along Cushman Street.

**Jones** advised **Gardino** of a potential hazard in the sidewalk in front of Arctic Travelers Gift Shop. **Gardino** stated that she will look into this and report back.

## 9. COMMISSIONERS COMMENTS

**Jones** commented that she is still confused about the efforts to save paper with the Commission. She feels that the Borough can afford to provide an agenda.

**Jones** suggested that a document be made available for the public which explains the permitting process when working/building along the river. Some type of a flow chart.

**Wood** expressed that she is a volunteer and feels that the Borough could afford some paper in trade of her time.

**Henszey** stated that in the past there was a combined packet for all the different permitting agencies before the Borough began requiring Floodplain Permits. This document is nowhere to be found now. It was available in the past and the reason that it went away was that no one ever used it.

**Nelson** added that this is a great idea and that Community Planning is working towards this goal.

**Jones** also commented that Festival Fairbanks is looking for two new Board members and they are also holding a fundraiser at the Big I this evening.

**Wright** wished everyone a wonderful holiday.

**Hegarty-Lammers** had nothing to add.

**Olson** announced that he has forwarded his Borough e-mail account to his personal e-mail.

**Henszey** announced that the data that says that the Chena River is the second most important and the Salcha is the most important on the US side of the Yukon drainage is incorrect. The Canadian Rivers that were being compared to were comparable to the Tanana River. It is his understanding that the Tanana River is the most important river in the Yukon drainage for producing Chinook salmon.

**Plager** commented that she has made arrangements for Life Long Learnings to sponsor a course that she will be coordinating in the spring on the Chena River. She will have more information forthcoming.

## 10. AGENDA SETTING FOR February 10, 2016 COMMISSION MEETING

### 11. EXCUSED COMMISSIONERS

The absences of Rainey, McEnteer and Schlosser were not addressed.

### 12. ADJOURNMENT

A motion was made by **Hegarty-Lammers**, seconded by **Jones**, to adjourn. There were no objections. All were in favor.

/I

**Fairbanks North Star Borough / City of Fairbanks  
CHENA RIVERFRONT COMMISSION  
MINUTES  
February 10, 2016**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, February 10, 2016, with Vice-Chair Olson presiding. The following Commission members were in attendance: Lee Wood, Bob Henszey, Sue Rainey and Vice-Chair Olson.

Also present were: Christine Nelson; FNSB Community Planning Director; Nancy Durham, FNSB Planner; Barry Hooper, DOT; Donna Gardino, FMATS; Jackson Fox, City of Fairbanks; Patrick Cotter, APA Great Spaces; Laura Minski, TVWA and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Olson** called the meeting to order at 12:04 p.m.

**2. APPROVAL OF AGENDA**

A quorum was not met therefore Approval of the Agenda could not be allowed.

**3. APPROVAL OF MINUTES OF December 9, 2015**

A quorum was not met; therefore the minutes of December 9, 2015 were not approved at this meeting.

**4. COMMUNICATIONS TO THE COMMISSION**

None

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

A. Chena Riverfront Trust

**Ms. Nelson** addressed the CRFC. She stated that it was brought to the attention of the Department of Community Planning that when the Commission was created in 1992 there was also a Chena Riverfront Trust created and established within the Borough Land Enterprise Fund. **Ms. Nelson** provided copies of the ordinance to the Commission.

**Ms. Nelson** stated that she has inquiries into the Finance Department regarding this issue. She will report back at a future meeting what she was able to find out.

**Mr. Olson** questioned if the Commission could spend this money as he thought that this Commission was barred from spending any Borough money. **Ms. Nelson** stated that that is what she intends to find out. Again, she will report back at a future meeting.

**7. UNFINISHED BUSINESS**

A. CRFC Plan Update

**Ms. Durham** addressed the CRFC. She thanked particular members of the CRFC for their assistance during the process of getting the updated CRFC plan approved.

She further commented that the Ordinance has been approved by the Borough Assembly and the City of Fairbanks.

**Ms. Nelson** added that the Assembly was very complimentary for all of the work that was done.

B. APA Great Places – Patrick Cotter

**Patrick Cotter**, APA Representative, addressed the Commission. He stated that the Alaska Chapter of the APA would be happy to support an application to nominate the Chena River as a candidate. He explained the process for nominating the Chena River for one of the awards. Nominations are taken year round.

**Ms. Rainey** inquired what would be Mr. Cotter's recommendation for a Great Place. **Mr. Cotter** replied that an area that serves all kinds of use of the river that would draw the public and gather the public would be an example of public use.

**Mr. Olson** questioned that if over time if the space changed, could the application be amended. **Mr. Cotter** replied that they would probably want to see something more.

Further discussion was had regarding this topic.

**Ms. Nelson** suggested that several public spaces along the river could be pointed out.

Further ideas were "discussed". There was not a conclusion as to the direction that the CRFC wanted to follow.

**Mr. Olson** called on Ms. Gardino for her comments however, due to her proximity to the recording equipment, her comments were inaudible.

**Mr. Olson** questioned Mr. Cotter as to the timeline for applying. **Mr. Cotter** replied that they take the suggestions throughout the year. It is his understanding that once an application is submitted to him he can then facilitate the application through the Alaska Chapter. A response will follow.

**Ms. Gardino** and **Mr. Olson** volunteered to assist Mr. Cotter with the application.

It was questioned if a motion would be necessary to continue.

Discussion ensued. It was determined that this item would be addressed at a later date.

C. Meeting with Mayor Kassel – Wright

**Mr. Henszey** reported on his meeting with Mayor Kassel, Donna Gardino, Buki Wright and himself.

**Mr. Henszey** elaborated further on the meeting with Mayor Kassel regarding the Airport Way West project. A report will follow at a future meeting.

Further discussion and ideas were exchanged as to how this project could proceed.

**Mr. Henszey** concluded that he felt that their meeting with Mayor Kassel was very productive.

## 8. STAFF AND LIASION COMMENTS

**Ms. Minski**, TVWA, addressed the Commission. She invited the Commission to support TVWA, the City of Fairbanks and FMATS with the Green Streets Project.

She also conveyed that TVWA hopes to be able to work with this Commission to identify green infrastructure areas along the Chena River.

Discussion was had regarding Ms. Minski's request. Suggestions were exchanged. More information will be available at a later date.

**Ms. Minski** closed with stating that TVWA would love to get this Commission's Letter of Support but understands that as there is not a quorum, such cannot be done. **Mr. Olson** clarified that as there is not a quorum, the Commission cannot make a motion to act on such a request. Furthermore, it was not advertised as an action item so it could not be motioned or voted on.

**Jackson Fox**, City of Fairbanks, added that perhaps at the next meeting Ms. Minski could talk about one of the projects that TVWA hopes to construct this summer and that is to fix up the boat launch at Pioneer Park.

In summary, the idea is to limit the area to pedestrian traffic only to lessen the impact on the beach area. TVWA has concepts to help remedy the issue. It was requested that this item be added to the agenda for the next CRFC meeting.

## 9. COMMISSIONERS COMMENTS

**Ms. Wood** questioned the membership of the Commission. **Ms. McLean** stated that Ms. McEnteer was reaffirmed for the Commission. That will leave one vacancy.

**Ms. Rainey** commented that she feels that at some point a discussion should be had about how this Commission can be a Commission that can accommodate good Commission members. Some of her thoughts were there are too many meetings, are the meetings being held at the wrong time of day and are the meetings lasting too long. These are thoughts that she had regarding this Commission. She questioned if other Commission meetings are monthly. She stated that these thoughts, she feels, warrant a conversation.

**Ms. Wood** stated that the Commission has an obligation to the public to review applications which fall within the 200' corridor of the center line of the river.

**Mr. Olson** added that he appreciates the phone call and e-mail to remind him of the meetings but also added that he has added this commitment to his calendar and knows that the meetings are normally held on the 2<sup>nd</sup> Wednesday of each month. If he knows he is going to be out of town, he can notify the Commission well in advance rather than just not show up. He questioned why the Commission has to have reminders about the meetings.

**Mr. Olson** also commented that he noticed recently that there is a place along the river behind the Carlson Center that appears that people are feeding the ducks at. He wonders if this is acceptable.

**Mr. Fox** commented that several years ago he called the Troopers to inquire about state law and feeding the ducks. They referred him to a Wildlife Trooper. The Wildlife Trooper clarified that it is not illegal to feed the ducks unless you are baiting them in to hunt them.

**10. AGENDA SETTING FOR March 9, 2016 COMMISSION MEETING**

**Chena Riverfront Trust  
TVWA Improvements at Pioneer Park  
Meeting times and dates  
APA Great Places**

**11. ADJOURNMENT**

**Fairbanks North Star Borough / City of Fairbanks  
CHENA RIVERFRONT COMMISSION  
MINUTES  
March 9, 2016**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, March 9, 2016 with Chair Anna Plager presiding. The following Commission members were in attendance: Ian Olson, Kelley Hegarty-Lammers, Bob Henszey, Sue Rainey, Gordy Schlosser, Lee Wood and Buki Wright

Also present were: Jewelz Barker, TVWA; Donna Gardino, FMATS; Jackson Fox, City of Fairbanks; Nancy Durham, FNSB Planner and Laura McLean, FNSB Recording Clerk.

Absent Commissioners were: Carrie McEnteer and Julie Jones

**1. CALL TO ORDER**

**Ms. Plager** called the meeting to order at 12:04 p.m.

**2. APPROVAL OF AGENDA**

**Ms. Plager** requested to add “identifying liasions” to New Business

*A motion was made by **Ms. Hegarty-Lammers**, seconded by **Mr. Henszey** to approve the amended Agenda for March 9, 2016. There were no objections.*

**3. APPROVAL OF MINUTES OF December 9, 2015**

There were a couple of typographical errors for correction.

*A motion was made by **Ms. Rainey**, seconded by **Ms. Wood** to approve the minutes for December 9, 2015 as amended. There were no objections.*

**APPROVAL OF MINUTES OF February 10, 2016**

**Ms. Rainey** clarified that her comments regarding the meetings of this Commission were taken out of context. She wanted to clarify that these are some “housekeeping” items that she would like for the Commission to consider for future discussion.

There were a couple of typographical errors for correction.

*A motion was made by **Ms. Hegarty-Lammers**, seconded by **Mr. Wright** to approve the minutes for February 10, 2016 as amended. There were no objections.*

**4. COMMUNICATIONS TO THE COMMISSION**

**Ms. Durham** informed the Commission that the updated Chena Riverfront Plan is now available on the new Borough webpage.

**Ms. Plager** presented the Commission with a flyer inviting them to a class about the Chena River that she is coordinating through UAF.



**Ms. McLean** stated that Mr. Spillman wanted to be sure that the Commission was aware of an invitation to participate in the Public Review Process for the Elodea Eradication Project in Interior Alaska. A letter that Mr. Spillman received was included in the packet for this meeting.

**Ms. Durham** stated that she attended a meeting at City Hall regarding this topic.

**Ms. Hegarty-Lammers** inquired if there was concern from the City Council expressed. **Mr. Fox** stated that he does not anticipate that the City Council will not support this.

Further discussion was had regarding this topic. It was decided that this item will be added to a future agenda.

## 5. PUBLIC COMMENTS

**Melinda Harris**, member of the public addressed the Commission. **Ms. Harris** commented that she is looking forward to having more time to commit to this Commission in the future.

## 6. NEW BUSINESS

### 1. Meetings, times, etc.

**Ms. Plager** queried the Commission to find out if the meeting dates, times and locations are still agreeable to the Commissioners. None were in opposition. It was determined that the meetings will continue to be held on the second Wednesday of each month at noon.

**Ms. Rainey** suggested that a short "exit interview" be conducted when a Commissioner leaves the Commission to see if there are any changes to the practices of the Commission which might need to be addressed.

**Mr. Olson** questioned what the timeline is for getting items on the agenda. **Ms. Plager** responded two weeks minimum for action items to be added to the agenda.

### 2. TVWA Improvements at Pioneer Park

**Ms. Barker** gave a report to the Commission regarding the Master Plan at Pioneer Park. With a visual aid, she was able to convey to the Commission the Master Plan for improvements at the "mud hole," the river access near the Peger Road bridge.

**Mr. Fox** clarified that this area of the river is very shallow and would have to be dredged out in order to install a motorized boat launch at this location. At this time, the Borough does not have funding to carry out the Master Plan. DEC is worried about water quality issues in this area. TVWA is looking at installing green infrastructure to help in this area. **Ms. Minski**, TVWA, provided a drawing of the proposed green infrastructure.

**Ms. Rainey** asked if this area had been dredged in the past. **Ms. Barker** responded that there is a Corps of Engineers issue that has been identified. They are aware of the situation and something different will have to be done or they will have to keep dredging.

**Mr. Fox** added that the State is very much in favor of getting rid of the "mud hole."

**Ms. Plager** questioned where the motorized vehicles would launch. **Ms. Barker** replied that right now this is not a designated motorized boat launch facility.

**Ms. Barker** queried the Commission to see if this is something that the Commission would like TVWA to pursue. **Ms. Plager** suggested that TVWA come back when they are a few steps closer to having a design that they feel is sellable.

**Mr. Olson** asked if Ms. Barker felt there needs to be a liaison from this Commission at the discussion table. **Ms. Barker** stated that she would like the Commission to be as informed as possible and have input where they want.

**Ms. Hegarty-Lammers** commented that she does not feel that there is anything within this project that is not in alignment with the Chena Riverfront Plan.

**Ms. Rainey** questioned if the Peger Road bridge was going to be replaced. **Ms. Gardino** clarified that it is not being replaced. Peger Road is being repaved, but the bridge is not being replaced.

**Mr. Wright** thanked Mr. Fox and Ms. Barker for all of their efforts with this project.

## 7. UNFINISHED BUSINESS

### A. APA Great Places\*

**Mr. Olson** reported that Patrick Cotter had attended the February CRFC meeting to talk about the application process. It was determined that Ms. Gardino, Ms. Plager and Mr. Olson will meet as a sub-committee and work on the application process. **Ms. Gardino** added that applications received prior to April 29<sup>th</sup> will be considered as 2016 APA Great Places. However, applications are taken year round.

**Ms. Hegarty-Lammers** reminded the sub-committee to find out if there are any other applications for this in the Fairbanks area.

### B. Chena Riverfront Commission Land Trust\*

**Ms. Durham** addressed the Commission. She stated that it has been brought to her attention that there is \$1,933 in the Chena Riverfront Commission Land Trust. She has questioned the Finance department about how it can be used. The funds are appropriated by the Commission. Requests for the funds would have to go before the Assembly before they could be appropriated.

**Ms. Hegarty-Lammers** stated that the purpose of this trust was to give the CRFC a tool for a 501c3 type trust that would allow the Commission to fund things that would not actually go through local government. This was an alternative to spending governmental money. She gave a brief history regarding this trust.

**Ms. Rainey** questioned if there were funds available in the Snedden Trust.

**Ms. Wood** stated that she would like to have the legal department weigh in on this.

**Mr. Olson** stated that he had questions about how to spend this money.

It was determined that this topic will be discussed at a later date.

## 8. STAFF AND LIASION COMMENTS

**Ms. Gardino** distributed a draft of a Letter of Support of FMAT's Green Streets Policy. She requested the Commission issue this letter of support for this project.

**Ms. Gardino** also commented on a T.I.G.E.R (Transportation Investment Generating Economic Recovery) grant which is a Federal Highway Administration grant. They have

applied for this grant for the reconstruction of the Cushman Street Bridge. Ms. Gardino did not have any further information at this time regarding this grant but would like this item to be added to the agenda for the next meeting so that a Letter of Support can be issued for this project as well.

**Ms. Gardino** questioned why she would be provided a Borough e-mail address. She is not a Commissioner. She does not want to have a Borough e-mail address.

**Ms. Hegarty-Lammers** suggested that "Borough E-mail addresses" be added to the agenda for the next meeting.

A motion was made by **Ms. Hegarty-Lammers**, seconded by **Mr. Olson** to extend the meeting for seven minutes. All were in favor. None were opposed.

## 9. COMMISSIONERS COMMENTS

**Mr. Olson** noted that there were corrections that needed to be made to the phone listing roster. Others had corrections/changes. **Ms. Durham** noted the changes/corrections and will forward it to Ms. McLean.

## 10. AGENDA SETTING FOR April 13, 2016 COMMISSION MEETING

1. New Liaisons
2. Resolution of Support – FMATS
  - T.I.G.E.R Grant letter
  - Green Streets Policy letter
3. Chena Riverfront Commission Land Trust
4. E-mail communications protocol
5. APA Great Places

## 11. ADJOURNMENT

/I

*City of Fairbanks*



MEMORANDUM

To: City Council Members  
From: John Eberhart, City Mayor  
Subject: Request for Concurrence – Fairbanks Diversity Council  
Date: April 17, 2016

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The terms of Seat G and Seat H on the Fairbanks Diversity Council currently filled by Ms. Doris Lenahan and Ms. Rosalind Kan, respectively, will expire on June 30, 2016.

Both individuals have expressed an interest in remaining on the Council. I hereby request your concurrence to the following **re-appointments**:

Seat G: Ms. Doris Lenahan Term to Expire: June 30, 2019

Seat H: Ms. Rosalind Kan Term to Expire: June 30, 2019

The applications of each incumbent are attached.


Thank you.

dds/




# FAIRBANKS DIVERSITY COUNCIL


## BOARD DETAILS




**OVERVIEW**



**SIZE** 18 Seats



**TERM LENGTH** 3 Years



**TERM LIMIT** N/A

The purpose of the Fairbanks Diversity Council (FDC) is to provide a citizens' forum to the City Council and the Borough Assembly, provide advice and recommendations to promote equal opportunity for all members of the public, serve as a diversity advisory board, and recommend adoption of a Diversity Action Plan.



### DETAILS

#### BOARD/COMMISSION CHARACTERISTICS

The FDC will consist of 15 voting members, 12 of which will be appointed by the City Mayor and subject to approval by the City Council. Eight of those 12 members must be residents of the City of Fairbanks. Three of the voting members will be appointed by the Fairbanks North Star Borough (FNSB) Mayor, subject to confirmation by the Borough Assembly. All appointments of the public members shall be for three-year terms, without compensation. The City Mayor shall serve as non-voting Chairperson. A Vice-Chairperson shall be appointed by the City Mayor from the membership, subject to the approval of the FDC. The Vice-Chairperson's term shall be for three years. No person shall serve more than two full consecutive terms as Vice-Chairperson. The FDC may organize committees and adopt administrative rules and procedures to accomplish its purposes.

#### MEETINGS

A quorum shall be necessary to conduct a meeting. A quorum shall consist of eight public voting members of the FDC. The business of the FDC shall be transacted by a majority vote of voting members present after a quorum is established. All meetings shall be held, and notices and agendas shall be posted, in compliance with the Alaska Open Meetings Act. Meetings are held on the second Tuesday of each month at 5:30 p.m. in the City Council Chambers at City Hall. Minutes of FDC proceedings shall be kept and filed in accordance with applicable laws dealing with public records. In all matters of parliamentary procedure not covered by rules and procedures adopted under Ordinance No. 5939, the current version of Robert's Rules of Order will govern. The FDC shall keep permanent records or minutes of all meetings. The minutes shall promptly be filed in the office of the City Clerk and shall be open to public inspection. The City Clerk shall supply the FDC with administrative support.

[Meeting Minutes](#)

#### ENACTING LEGISLATION

FGC 2-231 through 2-235

#### ENACTING LEGISLATION WEBSITE

<http://bit.ly/1sG9Rfd>

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**JOINT COMMISSION DETAILS**

The FDC shall include 15 public voting members broadly selected to represent the diverse people of Fairbanks. Twelve members, at least eight of whom must be residents of the City of Fairbanks, shall be appointed by the City Mayor subject to the approval of the City Council. Three members shall be appointed by the Fairbanks North Star Borough Mayor subject to the approval of the Fairbanks North Star Borough Assembly.

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**EMAIL THE COMMISSION MEMBERS**

[diversitycouncil@ci.fairbanks.ak.us](mailto:diversitycouncil@ci.fairbanks.ak.us)

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### Profile

Doris

First Name

Lenahan

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

### Mailing Address

[Redacted]

### City Resident

What district do you live in?

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

DOC/NWS

Employer

Administrative Assistant

Job Title

### Which Boards would you like to apply for?

Fairbanks Diversity Council

### Interests & Experiences

Question applies to Fairbanks Diversity Council.

**Please tell us how your diversity will benefit and contribute to the mission and purpose of the Diversity Council.**

In order for a Diversity Council to be effective and successful, it's crucial that the body of the council mirror the diversity within the organization by including individuals of different genders, ages, generation, sexual identification, disability status as well as their cultural and ethnic backgrounds. The mix of set of skills from a diverse team representation have a more positive impact to the council when discussing and seeking for alternatives on the issue of diversity and inclusion. A very complex and nuance process. By being part of the body, I feel more committed to address and help mitigate with some of the diversity issues in our city such as

the huge gap between the number of Caucasian employed in the Fairbanks Police and Fire Department compare to the number of hired police enforcement and fire fighters from other diverse groups.

**Why are you interested in serving on a board or commission? What life experience can you contribute to the benefit of the board or commission?**

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I'm interested in serving on the Fairbanks Diversity Council (FDC) to help support the goal of council. We need to have a more diverse, and more representative workforce of the different cultural groups that made up our community. There are still huge gaps that need to be filled in terms of a more inclusive workforce in Fairbanks.

**Brief Personal Biography (or attach resume):**

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I was borned in Panama City, Panama. I fled Panama in July of 1988 to avoid iiving under the dictatorship government Manuel Noriega. I'm a single mom who raised two daughters ages 22 and 20. I attended the University of Alaska Fairbanks and graduated in a two years degree program as an office management and technology in1996. After I graduated, I worked for different local business between 1996 and 2002 and in 2002 I applied and was hired as an Administrative Assistant for the National Park Service

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Upload a Resume

**Professional Licenses/Training:**

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## Profile

Rosalind

First Name

Kan

Last Name

[Redacted]  
Email Address

[Redacted]  
Street Address

[Redacted]  
Suite or Apt

Fairbanks

City

AK

State

[Redacted]  
Postal Code

## Mailing Address

## City Resident

What district do you live in?

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

retired from DOT & now part-time  
at UAF

Employer

retired engineer & now lecturer of  
Chinese

Job Title

## Which Boards would you like to apply for?

Fairbanks Diversity Council

## Interests & Experiences

Question applies to Fairbanks Diversity Council.

**Please tell us how your diversity will benefit and contribute to the mission and purpose of the Diversity Council.**

I am a first generation immigrant from China/Taiwan, and have been living in the US for several dozens of years with 40+ years in Fairbanks. I came to this country after I graduated from college in Taiwan to pursue post graduate studies. Not leaving my native country until adulthood, and being in this country for several decades, I consider myself well rooted in both cultures – Chinese and American. I feel comfortable going back and forth between these two cultures. Being a woman engineer worked in a male dominated profession for over 30years, I have experienced first-hand the subtlety of unequal treatment intentionally or unintentionally

executed. I believe that my bi-culture living and my experience in traditional women role of raising a family, as well as a long tenure in a male dominated workplace give me a broad understanding of diversity and unequal treatment. I believe my understanding in this topic of diversity will benefit and have a definite contribution to the mission and purpose of this Council.

**Why are you interested in serving on a board or commission? What life experience can you contribute to the benefit of the board or commission?**

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Fairbanks is a diverse city with some 30+ languages spoken. Most of us would readily say positive word about diversity, and recognize it as an asset, yet, do not know how to alleviate conflicts caused by our differences or for some don't even realize unequal treatment existed in our community. I am glad to see that our city leadership is taking the leap to form a commission to focus on this issue. I am just like most of the people not fond of meetings. I hesitated and did not step forward to serve at the start of this Council. I realized that I should not just stay within my comfort zone after a couple of people urged me to serve. I know I'll find my time well spent with people on this Council.

**Brief Personal Biography (or attach resume):**

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See attached resume ( I can't get the prompt to answer the second question -Please tell us about yourself and why you want to serve. I am answering it under this prompt: I have been living in Fairbanks for over forty years, and consider Fairbanks home. I have benefited from many community services and community events. As my children growing up, my family had been in the receiving position for all those years. I feel obligated and have no hesitation to serve and offer what I have to make Fairbanks a better place to live.)

  
Upload a Resume

**Professional Licenses/Training:**

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## Resume of Rosalind J. Kan, P.E.

**Name:** Rosalind J. Kan, P.E.

**Business/Professional Affiliation:**

Lecturer of Chinese at University of Alaska, Fairbanks  
Visiting Lecturer at Center for Space Science & Applied Research in Beijing,  
Chinese Academy of Sciences  
Visiting Associate Professor at Beijing University of Technology  
Engineering Manager at Alaska State Department of Transportation

**Address:** [REDACTED]

**Phone:** [REDACTED]

**Email:** [REDACTED]

**Brief Biography:** Born in China, and later moved to Taiwan, then to the United States.

**Education:**

- M. S. in Physics, Washington State University, Washington
- B. S. in Physics, Cheng Kung University, Taiwan

**License and Honors**

- Holds Professional Engineer (P.E.) license in Civil Engineering
- Honored as Woman of Distinction of 2006
- Recognized for Excellence in Teaching by the University of Alaska Honors Program in year 2000.

**Work Experience**

- University of Alaska Fairbanks (year 1999 to present, 16 years) -  
Teaches 4 consecutive Chinese Language courses at UAF.
- West Valley High School (2008 to 2012)  
Taught Chinese 1
- Beijing Center for Space Science & Applied Research, Chinese Academy of Sciences (summer 2011)  
Taught a summer course, Developing English Fluency.
- Beijing University of Technology (BJUT) (May and June of 2007) -
  - a. Lectured on American culture.
  - b. Served as an advisor and editor for the publication of the BJUT Handbook of Olympic Games.
- Alaska State Department of Transportation (Year 1974 to 2007, 30+ years) -  
Worked at the Alaska state Department of Transportation since 1974. Retired in 2007 as an Engineering Manager responsible for designing rural and urban highways. During her tenure of 30 plus years, Mrs. Kan produced about 30 highway design plans and contract documents. Those projects ranged from roads in remote Alaskan villages, to major highways that require moving large earthwork quantities, to complicated urban projects with interchanges located in Fairbanks, Alaska.
- Canaan College (year 1970 to 1972) -  
Taught General Physics and Optics at Canaan College in New Hampshire, USA.
- Rohr Corporation (year 1966 to 1969) -  
As a research engineer at Rohr Corporation in Chula Vista, California, Mrs. Kan studied and

analyzed the aircraft engine cowling anti-icing system and the thrust reversers for commercial aircraft. She successfully developed two numerical simulation programs for analyzing load distribution and performance of thrust reversers for different aircraft engine operating conditions.

**Duties and Obligations Outside of her full time professional duties:**

- She spearheaded and established Fairbanks Chinese Language School, a weekend school for learning Chinese. She served as Principal and a teacher until the end of the school in year 2000.
- In addition to her full time professional duties at the Alaska Department of Transportation, Mrs. Rosalind Kan was and still is a tireless supporter and organizer of cross-cultural activities in the Fairbanks community. She is the principal coordinator for many of the community's multicultural events such as the Fairbanks Annual International Friendship Day, and the Chinese New Year Celebration.
- She also served for 7 years (1994 to 2001) as a board of director for Literacy Council of Alaska, a nonprofit organization who provides free tutoring services to promote basic literacy skills.

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