

AS CORRECTED



FAIRBANKS CITY COUNCIL
AGENDA NO. 2015-22
REGULAR MEETING NOVEMBER 23, 2015
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

PRELIMINARY MEETING

5:30 p.m. Work Session – 2016 City Budget Review

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
7. SPECIAL ORDERS

AS CORRECTED

8. MAYOR'S COMMENTS AND REPORT

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- *a) Resolution No. 4698 – A Resolution to Extend the City's Contract with Alaska Permanent Capital Management as the Permanent Fund Investment Manager. Introduced by Council Member Gatewood.
- *b) Ordinance No. 5994 – An Ordinance to Amend Fairbanks General Code Chapter 14, Article XIII Business Licensing. Introduced by Mayor Eberhart.
- *c) Ordinance No. 5995 – An Ordinance Adopting the Goals, Policies and Objectives of the Chena Riverfront Plan. Introduced by Mayor Eberhart.
- *d) Ordinance No. 5996 – An Ordinance to Amend FGC Section 2-654 to Restrict the Transfer of Wages/Benefits to Non-Wage Accounts. Introduced by Council Members Cleworth and Matherly.

11. DISCUSSION ITEMS (INFORMATION AND REPORT)

- a) Committee Reports

12. COMMUNICATIONS TO COUNCIL

- *a) Clay Street Cemetery Commission Meeting Minutes of August 5, 2015
- *b) Fairbanks Diversity Council Meeting Minutes of October 13, 2015
- *c) Re-appointment to the Public Safety Commission
- *d) Appointment of the City Fire Chief

13. COUNCIL MEMBERS' COMMENTS

14. CITY CLERK'S REPORT

15. CITY ATTORNEY'S REPORT

16. ADJOURNMENT

RESOLUTION NO. 4698

**A RESOLUTION TO EXTEND THE CITY'S CONTRACT WITH ALASKA
PERMANENT CAPITAL MANAGEMENT AS THE PERMANENT FUND
INVESTMENT MANAGER**

WHEREAS, FGC Section 2.260(g) was amended in October of 2009 to limit the duration of the contact with the professional investment manager of the City's Permanent Fund to five years and to require a new RFP be issued during the final year of that contract; and

WHEREAS, this amendment to FGC Sec. 2.260(g) was not included in the code updates done by Municode, the publisher of the City's Code; and

WHEREAS, the contract with Alaska Permanent Capital Management (APCM), the current Permanent Fund investment manager, is set to expire on December 31, 2015; and

WHEREAS, the RFP requirement was overlooked, and it is not possible to issue an RFP before the expiration of the current contract with APCM; and

WHEREAS, in order to provide continuity in the management of the City's Permanent Fund and in order to facilitate the proper consideration of the RFP for professional investment managers, an extension of the current contract with APCM is needed,

NOW, THEREFORE, BE IT RESOLVED, by the Fairbanks City Council, that the current contract between the City and Alaska Permanent Capital Management for professional investment manager services for the City's Permanent Fund is hereby extend until such time as the City has completed the RFP process and awarded the contract for professional investment services pursuant to that RFP.

PASSED and **APPROVED** this 23rd day of November 2015.

John Eberhart, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul Ewers, City Attorney

ORDINANCE NO. 5994

**AN ORDINANCE TO AMEND FAIRBANKS GENERAL CODE
CHAPTER 14, ARTICLE XIII BUSINESS LICENSING**

WHEREAS, on September 21, 2015, the City Council approved Resolution No. 4690, amending the City's Fee Schedule to increase business license fees effective January 1, 2016; and

WHEREAS, Resolution No. 4690 increased the minimum business license fee from \$25.00 to \$40.00; and

WHEREAS, FGC Sec. 14-602(a) states that the minimum business license fee shall remain at \$25.00 until further amendment by ordinance.

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

Section 1. That Fairbanks General Code Chapter 14, Article XIII, Section 14-602(a) is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

Sec. 14.602. – License fee registration.

(a) The annual license registration shall be based on gross receipts from the prior year regardless of the number of physical locations in the city where the business is conducted. The fee schedule shall be adjusted as part of the annual budget estimate by the estimated annual change in the Anchorage Consumer Price Index (CPI-U) with subsequent year adjustment to reflect the actual change and shall be published in the City Schedule of Fees and Charges for Service with fees rounded to the nearest dollar. The minimum license fee shall remain at ~~\$25~~**40**.00 until further amendment by ordinance.

(b) Any business entity that does not have an established business premises in the Fairbanks North Star Borough but that provides one-time or intermittent contractual products or services within the city must obtain a City of Fairbanks business license prior to delivery of such products or services. The business license fee amount shall be calculated based upon the estimated gross proceeds (receipts) of the products/services provided under each contract.

Section 2. That the effective date of this ordinance shall be the ____ day of December 2015.

JOHN EBERHART, MAYOR

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul Ewers, City Attorney

ORDINANCE NO. 5995

AN ORDINANCE ADOPTING THE GOALS, POLICIES AND OBJECTIVES OF THE CHENA RIVERFRONT PLAN

WHEREAS, the Joint City of Fairbanks/Fairbanks North Star Borough Riverfront Commission was established for purposes of planning and fostering the development of riverfront property along the Chena River; and

WHEREAS, the Commission was also established because there is a strong consensus in the Fairbanks community that the Chena River is a very special attribute and resource; and

WHEREAS, the Chena Riverfront Plan Section II, Goals, Policies and Objectives was adopted July 10, 1997, as an element of the Borough Comprehensive Land Use Plan; and

WHEREAS, the Fairbanks North Star Borough Assembly adopted Ordinance No. 2009-08 with updated amendments on March 12, 2009; and

WHEREAS, the proposed plan update represents public input collected and documented by the Chena Riverfront Commission members in five community meetings; and

WHEREAS, the Chena Riverfront Commission has reviewed and recommended adoption of the proposed amendments to the goals, policies, and objectives of the Chena Riverfront Plan; and

WHEREAS, the Fairbanks North Star Borough Parks and Recreation Commission reviewed and recommended approval of the proposed amendments on September 21, 2015; and

WHEREAS, on November 10, 2015, the Planning Commission held a public hearing and voted to recommend approval of the proposed amendments;

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

Section 1. That the attached Goals, Policies and Objectives of the Chena Riverfront Plan are hereby adopted by the City of Fairbanks.

Section 2. That the effective date of this ordinance shall be the ____ day of December 2015.

John Eberhart, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:


D. Danyielle Snider, CMC, City Clerk


Paul Ewers, City Attorney



M E M O R A N D U M

TO: Fairbanks City Council

THROUGH: D. Christine Nelson, Director 
 Department of Community Planning

FROM: Nancy Durham, MURP, CFM, Planner III 
 Department of Community Planning

DATE: November 13, 2015

SUBJECT: PA2014-002
 An ordinance amending Section II, Goals, Policies and Objectives of the Chena Riverfront Plan.

The Fairbanks North Star Borough (FNSB) Code Title 2, Section 2.37.080(B), requires that the Chena Riverfront Plan be revised “from time to time”. After the Parks and Recreation Commission and Planning Commission reviews and makes recommendations for the Plan, then the proposed revisions are to be adopted by the Fairbanks City Council and the FNSB Assembly. Currently, the Plan itself calls for updates every five (5) years. However, one proposed revision to the Plan is to change the time frame to “at least every ten (10) years”.

The Chena Riverfront Commission (CRFC) held several presentations to introduce the Plan updates to the public. The CRFC was the Keynote Speaker at the Chena Riverfront Summit, sponsored by the Tanana Valley Watershed Association. The proposed revisions to the Plan were presented to various community service groups. These groups include the Fairbanks Downtown Rotary, College Rotary and North Pole Rotary. An open house was held at the Noel Wien Library’s Auditorium on July 9, 2014. In addition, the Plan was presented in a work session to the Fairbanks City Council on August 25, 2014.

The CRFC voted to approve all revisions to the Plan on October 8, 2014.

The Plan was presented to the Parks and Recreation Commission on September 21, 2015 for review. The Parks and Recreation Commission had no revisions and approved the Plan update. Their approved meeting minutes are attached as **Exhibit 1**.

The final draft of the Chena Riverfront Plan Update was reviewed by the Planning Commission on November 10, 2015. The Planning Commission made a recommendation of approval with no revisions (**Exhibits 2 & 3**).

After the Fairbanks City Council’s public hearing to review and adopt the Plan, a public hearing will be scheduled before the FNSB Assembly for adoption. The proposed ordinance for the FNSB Assembly is attached as **Exhibit 4**.



Fairbanks North Star Borough Parks & Recreation

1920 Lathrop Street • PO Box 71267 • Fairbanks, Alaska 99707-1267 • (907) 459-1070 FAX 459-1072

FAIRBANKS NORTH STAR BOROUGH PARKS AND RECREATION ADVISORY COMMISSION MEETING

A regular meeting of the Parks and Recreation Advisory Commission occurred on September 22, 2015, at 5:00 p.m. in the Big Dipper Ice Arena conference room.

Vice Chair Nickles called the meeting to order at 5:00 p.m.

PRESENT

Judy Stoop
Clutch Lounsbury
Pete Haggland
Gerry Collins
Mary Ann Nickles
Judy Shiffler
Joy McDonald
Dave Welborn

ALSO PRESENT

Mike Bork, Director, Parks & Recreation
Laura Graham, Administrative Assistant III
Nancy Durham, FNSB Community Planning
Julie Jones, Chena Riverfront Commission

ABSENT/EXCUSED

Allen Shaw
Bill Chace
Leona McDaniels

REVIEW OF AGENDA - Commissioner Collins moved to accept the agenda as written. Seconded by Commissioner Nickles. Motion passed unanimously.

APPROVAL OF MINUTES - Commissioner Collins moved to accept the meeting minutes from June’s meeting. Seconded by Commissioner McDonald. Motion passed unanimously.

PUBLIC COMMENTS – None

INTRODUCTIONS – Mike Bork introduced our new Commissioner Dave Welborn. Nancy Durham from FNSB Community Planning Department and Julie Jones from the Chena Riverfront Commission introduced themselves.

OLD BUSINESS - None

NEW BUSINESS – Chena Riverfront Commission Plan Update; Julie Jones briefly explained the highlighted changes to the Chena Riverfront Plan. **Commissioner McDonald motioned to approve the Chena Riverfront Plan 5-Year Update, seconded by Commissioner Lounsbury. Commissioner McDonald moved to amend her motion to approve the Chena Riverfront Plan 5-Year Update and suspend the two meeting rule, seconded by Commissioner Lounsbury. Motion Passed unanimously.**

REPORTS

Weeks Field - Commissioner Nickles reported that park is looking very good, but they are discussing possibly changing the markers.

Staff Reports - Monthly Operations Report - Reviewed and stands as presented.

Directors Comments – The Mayor asked Mike to mention a proposed land sale for two parcels adjacent to Birch Hill, which would be used for recreational purposes. It will be discussed at the next Assembly meeting on September 24, and encourages the Commission to attend if they have any question on the proposal.



November 12, 2015

Chena Riverfront Commission
c/o Fairbanks North Star Borough
Department of Community Planning
PO Box 71267
Fairbanks, AK 99707-1267

RE: Chena Riverfront Plan Update
PA2014-002 An ordinance amending Section II, Goals, Policies and Objectives of the Chena Riverfront Plan.

Dear Chena Riverfront Commission:

At its regular meeting of November 10, 2015, the Planning Commission of the Fairbanks North Star Borough considered your request to recommend approval of the Chena Riverfront Plan Update to the Assembly.

The Commission voted seven (7) in favor, zero (0) opposed, resulting in a Planning Commission recommendation for **approval** of your request. The Fairbanks City Council and the Fairbanks North Star Borough Assembly will be holding a public hearing on this matter sometime in the near future.

If you have any questions regarding this matter, please feel free to contact the Department of Community Planning, Division of Planning and Zoning, 809 Pioneer Road, or call 459-1260.

Sincerely,

A handwritten signature in blue ink that reads 'D. Christine Nelson'.

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

DCN/nd

Cc: Fairbanks City Council, Attn: D. Danyielle Snider, CMC, 800 Cushman Street, Fairbanks, AK 99701
Fairbanks North Star Borough Assembly, Attn: Nancy A. Ashford-Bingham, MMC, 809 Pioneer Road, Fairbanks, AK 99701

Chena Riverfront Plan

5-Year UPDATE

DRAFT

Planning Commission Review
September 16, 2014

LEGEND:

Edits in blue lettering are *technical edits* (format, grammar, consistency, correcting mistakes).

Edits with **yellow highlighting** are more *substantive edits* (5 new policies/objectives proposed).

~~II.~~ GOALS, POLICIES, and OBJECTIVES: The Riverfront Tomorrow

This section ~~will~~ presents GOALS, POLICIES and OBJECTIVES focused on five key issues affecting the riverfront: VALUE, OPPORTUNITIES, PARTICIPATION, ACCESS and STEWARDSHIP. Each goal statement is followed by general policy statements and specific objectives intended to carry out that goal. ~~Section II-This section~~ represents the ~~proposed~~ public policy concerning the Chena River.

VALUE: Recognize and Restore the river as the crown jewel of the community.

OPPORTUNITIES: Develop &and integrate the river's multiple orientations to create an integrated whole.

PARTICIPATION: ~~Create an environment and framework that enables people to contribute to the riverfront~~Encourage full participation by the entire community participation in implementing the Chena Riverfront Plan.

ACCESS: Create and enhance physical and visual access to the river for all people.

STEWARDSHIP: Ensure that appropriate elements of public safety, protection of private property values and river planning efforts are maintained.

VALUE

Intent

The Fairbanks community has both treated and mistreated the Chena River in several ways over the years. It is time now for Fairbanks to recognize the river as its crown jewel and to make sure it takes its rightful place as the central focus of the community. The time has come for all area residents and visitors to do what they can to promote the health and sustainability of the Chena River, the second, most productive young King Salmon (Chinook) stream in the Alaskan portion of the Yukon River.

GOAL I: RECOGNIZE AND RESTORE THE RIVER AS THE CROWN JEWEL OF THE COMMUNITY.

1. **POLICY:** Encourage the creation and maintenance of areas of natural and man-made beauty along the river corridor.
 - A. **OBJECTIVE:** Develop voluntary riverbank management guidelines to assist property owners with erosion control and landscaping concerns.
 - B. **OBJECTIVE:** Implement ~~annual~~ litter control and river cleanup projects.
2. **POLICY:** Conserve as much as feasible the integrity of the river's natural system.
 - A. **OBJECTIVE:** Identify and inventory ~~important~~~~critical~~ habitats within the river corridor.
 - B. **OBJECTIVE:** Create and maintain greenbelts in the watershed and river corridor.
 - C. **OBJECTIVE:** Consider ~~H~~ hydrologic and sediment transport impacts of new bridge construction ~~must also be considered~~.
3. **POLICY:** Evaluate and review public and private development projects in the context of how well the project meets the adopted goals and objectives of the Chena Riverfront Plan~~incorporates the river into the project's design~~.
 - A. **OBJECTIVE:** Create voluntary architectural and landscaping design guidelines for use along the river corridor.
 - B. **OBJECTIVE:** ~~Landscaping will be r~~Required landscaping of all borough funded projects, request landscaping for all other publicly funded projects along the corridor and strongly recommended landscaping for all private commercial and industrial projects.
4. **POLICY:** Maintain riverfront residential property land use through use of consistent zoning.

5. **POLICY:** Reduce pollution of the river.

A. **OBJECTIVE:** Apply economically achievable, best available technology to mitigate the effects of invasive aquatic species such as Elodea and possible pollutants, including those borne in storm-water runoff, on the river, as well as those potentially born in storm water runoff and invasive aquatic species, such as Elodea.

B. **OBJECTIVE:** Encourage riverfront property owners (public and private) to use shoreline practices that provide for healthy fish and wildlife habitat, such as: retaining some natural stream bank vegetation to filter upland run-off and reduce erosion; properly disposing yard waste by avoiding the river or riverbank; and minimizing upland pollutants that could wash into the river.

6. **POLICY:** Support Chena River recreational fishery and habitat improvement efforts, such as supporting river cleanup efforts; improving filtration methods for storm-water runoff and educating riverfront property owners about pollution sources.

7. **POLICY:** Enhance recreation value by encouraging incorporation of the river into the various other uses, such as community events, recreation and fisheries.

8. **POLICY:** Update the Chena Riverfront Plan at least every ten (10) five (5) years.

OPPORTUNITIES

Intent

The intent of this goal is to take advantage of present and future opportunities as they relate to new economic investments, expanded historical/cultural awareness and recreational uses.

The Chena River presents numerous opportunities to the Fairbanks community. The Main Street Fairbanks (now called the Downtown Association) Chena Riverfront Design Workshop of 1990 representing a broad cross section of the community, identified the following three:

- 1) Economic linkages between existing developments can be strengthened. Tourism expansion can be enhanced by how we treat the river.
- 2) Historical and cultural ties to the river have been lost over the years. A sense of place developed through the river will promote Fairbanks' identity and image as a desirable place to live, visit and do business.
- 3) Opportunities to improve recreational uses exist up and down the river in both the urban and rural contexts.

GOAL II: DEVELOP AND INTEGRATE THE RIVER'S MULTIPLE ORIENTATIONS TO CREATE AN INTEGRATED WHOLE.

ECONOMIC DEVELOPMENT OPPORTUNITIES

1. **POLICY:** Encourage strategies to stimulate new private sector riverfront development.
 - A. **OBJECTIVE:** Develop methods by which use of property tax codes can provide incentives and encouragement for riverfront property enhancementsimprovements.
 - B. **OBJECTIVE:** Use public land resources and facilities to enhance river-oriented business opportunities.
 - C. **OBJECTIVE:** Develop a marketing plan that centers on the river to be used in attracting new private sector investment.
 - D. **OBJECTIVE:** Expand river-related winter tourism.

- 2. **POLICY:** ~~Establish~~ the Chena Riverfront ~~should be~~ a major focus of downtown core area revitalization.
- 3. **POLICY:** ~~Borough funding of economic development groups may~~ Give strong consideration for Borough funding of economic development to those who further the economic development elements of the Chena Riverfront Plan.

HISTORICAL / CULTURAL OPPORTUNITIES

- 4. **POLICY:** Celebrate the river’s contribution to Fairbanks history.
 - A. **OBJECTIVE:** Develop appropriate signage for historic buildings and districts, natural features and associated points of interest within the riverfront corridor.
 - B. **OBJECTIVE:** Support and promote the designation and restoration of historic districts, ~~and~~ historic site restorations sites, and historic buildings within the riverfront corridor.
- 5. **POLICY:** Support the creation and development of a native cultural center at an appropriate location.

RECREATIONAL OPPORTUNITIES

- 6. **POLICY:** Build upon and increase the recreational opportunities of the river for individual, public, and commercial purposes.
 - A. **OBJECTIVE:** Expand winter tourism through use of a variety of creative concepts.
 - B. **OBJECTIVE:** Provide linkages between parks through use of greenbelts, designated pathways, conservation easements or consistent landscaping.
- 7. **POLICY:** Focus existing riverfront properties such as Pioneer Park and Griffin Park toward the river.
 - A. **OBJECTIVE:** Maintain and enhance year-round public access to the river at Griffin Park, the park greenspace at the FNSB administrative center, Golden Heart Plaza and additional access points in order to enhance their contributions to the Yukon Quest, the Open North American, cross country ski races, Golden Days and other river-related activities.
- 8. **POLICY:** Plan for both passive and active year-round recreation on the riverfront and the river.

PARTICIPATION

Intent

The success of any plan is measured by the degree to which the plan is implemented. All aspects of the Chena Riverfront Plan must, therefore, involve people from the community. The goal ~~is to promote~~s and encourages formal participation by community groups and individuals in the riverfront planning process ~~by community groups and individuals~~ now and in the future.

GOAL III: ENCOURAGE FULL PARTICIPATION BY THE ENTIRE COMMUNITY IN IMPLEMENTING THE CHENA RIVERFRONT PLAN.

1. **POLICY:** Provide for community-wide involvement of volunteers and civic organizations in the development, improvement and implementation of existing and future riverfront projects.
 - A. **OBJECTIVE:** Establish a volunteer database.
 - B. **OBJECTIVE:** Develop educational programs about the river's cultural and natural history.
 - C. **OBJECTIVE:** Develop a task list to implement the Plan's goals, policies and objectives.
2. **POLICY:** Encourage marketing assistance for businesses that cooperate with design and riverbank management.
3. **POLICY:** Inspire a riverfront-promotions campaign that involves some aspects of the river into various celebrations or events of all seasons.
 - A. **OBJECTIVE:** Support ongoing growth and development of riverfront events such as ice/snow sculpting, dog mushing, canoe races, ski races and other races.
4. **POLICY:** Develop a review procedure for the Chena Riverfront Commission to review development in the river corridor in order to determine consistency with this Plan.
5. **POLICY:** Provide the FNSB Planning Commission and the Fairbanks City Council with annual updates on progress and challenges in implementing the Chena Riverfront Plan.

ACCESS

Intent

Making physical connections between town and river is fundamental to any riverfront planning effort. Parks, greenways, trails, boating access points and other public lands can guarantee that people can reach the water. Landowners also can make useful connections by 1) orienting uses to the water in ways that result in a heightened awareness of river qualities, and 2) encouraging public access to and along the river ~~through private property~~ to establish continuous connections for public trail systems. The ~~r~~Riverfront ~~p~~Plan does not advocate the use of eminent domain or inverse condemnation on property to achieve its goals, policies or projects and, instead, the Plan advocates the use of incentives, negotiated agreements and other positive inducements to implement the ~~p~~Plan.

GOAL IV: CREATE AND ENHANCE PHYSICAL AND VISUAL ACCESS TO THE RIVER FOR ALL PEOPLE.

1. **POLICY:** Incorporate the river into the community's daily life by increasing visual and physical access to and along the river when it is compatible with riverfront habitat sustainability.
 - A. **OBJECTIVE:** Improve existing access points with landscaping, parking, signage, maps and seating where practical.
 - B. **OBJECTIVE:** Create a safe environment for public riverfront use through additional lighting, appropriate landscaping and maintenance.
 - C. **OBJECTIVE:** Add new public access points to the river designed to accommodate public use for year-round summer fishing and wintertime sports and recreation activities.
 - D. **OBJECTIVE:** Construct new paths along, above, and as close as possible to the riverbank in order to take full advantage of river views.
 - E. **OBJECTIVE:** Enhance boat accessibility to and along the Chena River downtown and elsewhere.
 - F. **OBJECTIVE:** Enhance trails along the riverfront.

- 2. POLICY:** Encourage public and private partnerships that facilitate appropriate access to, on and along the river.
- A. OBJECTIVE:** Provide for and encourage multi-modal transportation options, such as boat launches, canoe/kayak launch sites and river marina.
 - B. OBJECTIVE:** Develop year-round transportation and design linkages that will serve and connect riverfront attractions to other nearby attractions with emphasis on the downtown core area.
 - C. OBJECTIVE:** Develop appropriate incentives for landowners who provide public access along the river.
 - D. OBJECTIVE:** Develop new bike path routes that are compatible with adjacent land use and are safe and relaxing to use.
 - E. OBJECTIVE:** Support beneficial projects that will utilize waste heat from the AuroraChena River power plant.
 - F. OBJECTIVE:** Encourage and assist commercial property owners to seek public funding to develop boat launches.
 - G. OBJECTIVE:** Work to enhance the connection between river corridor from Pioneer Park and to downtown along the river corridor.
- 3. POLICY:** Ensure that the urban riverfront corridor is pedestrian friendly.
- A. OBJECTIVE:** Encourage riverfront development that gives aesthetic consideration to all new and existing facilities within the riverfront corridor, including transportation projects.
 - B. OBJECTIVE:** Encourage proposed riverfront development be consistent with the adopted Chena Riverfront Plan.
 - C. OBJECTIVE:** Support public events scheduled along roadways adjacent to the river, including events that involve pedestrian-only roadway use.
- 4. POLICY:** Consider the aesthetic effect of all new bridge construction and evaluate new bridge projects from the perspective to the river as well as from the river.
- 5. POLICY:** Refer to comprehensive road plan policies for all new transportation projects planned within the river corridor.

STEWARDSHIP

Intent

Coordinating with agencies, groups and organizations that have interest in the river is a fundamental responsibility of the Commission. Many functions are well-established and others are continually evolving. This Plan advocates for actions that will improve and sustain the riverine health of the river, without adding additional regulatory oversight. Working within existing legal and policy structures, the Plan will continue to promote the well-being of the river and its riverfront for all Borough residents.

GOAL V: ENSURE THAT APPROPRIATE ELEMENTS OF PUBLIC SAFETY, PROTECTION OF PRIVATE PROPERTY VALUES AND RIVER PLANNING EFFORTS ARE MAINTAINED.

FLOOD-PLAIN MANAGEMENT

1. **POLICY:** Support and encourage local flood-plain management efforts related to land use planning for the areas affected by the flood control project, ~~which should~~ include ~~ing~~ riparian zone management, channel capacity, impacts to fisheries, and public awareness programs related to flood hazards.
 - A. **OBJECTIVE:** Work proactively to pursue a plan to educate the public on ~~harm caused to the river by~~ sedimentation ~~dynamics~~.
 - B. **OBJECTIVE:** Work proactively to pursue a plan to avoid sedimentation buildup within the Chena River.
 - C. **OBJECTIVE:** Support pertinent local, state and federal agencies in gathering new information on the basic physical and habitat characteristics of the Chena River through cost-shared studies, such as the 1997 USGS Chena River Watershed Study for future planning purposes.

REGULATORY

2. **POLICY:** Support appropriate comprehensive planning and zoning to achieve development that is consistent with this plan.

- A. **OBJECTIVE:** Modify the FNSB zoning code to include an optional “Riverfront Influence Area” that offers greater flexibility to riverfront property owners in exchange for certain public amenities.
- B. **OBJECTIVE:** Create a rational and variable river setback distance based on consideration of river erosion rates, bank stability, aesthetics and habitat.
- C. **OBJECTIVE:** Promote provision of a comprehensive, public source of all waterway regulations by all agencies affecting development and use within the riverfront corridor.

COORDINATE ON PROACTIVELY WITH OTHER AGENCIES ON PROACTIVE EDUCATION

- 3. **POLICY:** Coordinate with other river-interested parties to minimize duplication of regulatory and educational effort.
 - A. **OBJECTIVE:** Support further development of collaborative programs to assist property owners with bank erosion control guidelines.
 - B. **OBJECTIVE:** In cooperation with the US Coast Guard and other enforcement agencies (including ADF&G and USFWS), create and implement a series of short courses and a signage program that address boat safety, multi-use courtesy and navigational hazards of the river.
 - C. **OBJECTIVE:** Work with appropriate local, state and federal agencies, and the private sector to plan for the implementation of NPDES Storm Water regulations in both urban and rural areas along the Chena River corridor.
 - D. **OBJECTIVE:** Support the continuation of studies on the basic physical and biological habitat of the Chena River Watershed.
 - E. **OBJECTIVE:** Support corrective action to increase the water flow through the Chena River Watershed, including Badger (Chena) Slough and Noyes Slough.
 - F. **OBJECTIVE:** Coordinate closely with the Tanana Valley Watershed Association (TVWA) to enhance the progress of both the Chena Riverfront Commission and the TVWA.

END

Introduced By: Council Member Cleworth
Council Member Matherly
Introduced: November 23, 2015

ORDINANCE NO. 5996

**AN ORDINANCE TO AMEND FGC SECTION 2-654 TO RESTRICT THE
TRANSFER OF WAGES/BENEFITS TO NON-WAGE ACCOUNTS**

WHEREAS, each department has the leeway to change budgeted expense accounts within its department, but unused wages/benefits should lapse to the general fund;

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

SECTION 1. FGC Section 2-654 is amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 2-654. Sec. 2-654. - Unexpended appropriations; intradepartmental transfers.

(a) All appropriations covered by the budget lapse at the end of the budget year to the extent they have not been expended or lawfully encumbered.

(b) The mayor may approve intradepartmental transfers of appropriated funds except for the following transfers which require a budget amendment:

- (1) Capital funds.
- (2) Non-wage accounts used for wages/benefits **and wage/benefit accounts used for non-wage accounts.**
- (3) Overtime.
- (4) All interdepartmental transfers of appropriated funds shall be by ordinance of the city council.

SECTION 2. The effective date of this ordinance will be the ____ day of December 2015.

JOHN EBERHART, MAYOR

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES, AUGUST 5, 2015
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:00 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Chair Bill Robertson presiding and with the following members in attendance:

Members Present: Anne Castle, Seat C
Frank Turney, Seat D
David Mann, Seat F
Scott McCrea, Seat G

Absent: Dave Erickson, Seat A
Jevon Stone, Seat B

Also Present: D. Danyielle Snider, City Clerk
Emily Braniff, Deputy City Clerk
Phil Sanders, Facilities Manager

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of July 1, 2015

Ms. Castle, seconded by **Mr. McCrea**, moved to APPROVE the Meeting Minutes of July 1, 2015.

Chair Robertson called for objection and, hearing none, so ORDERED.

APPROVAL OF AGENDA

Ms. Castle, seconded by **Mr. McCrea**, moved to APPROVE the Agenda.

CITIZENS COMMENTS

Chair Robertson called for Public Testimony and, hearing none, declared Public Testimony closed.

UNFINISHED BUSINESS

a) Work Group & Date for Marker Placement

Chair Robertson stated that a date needs to be set if the rain will subside. He stated that the concrete blocks are onsite and covered; he stated that all 110 markers are also at the cemetery.

Chair Robertson stated that he hoped to set a Saturday work date if the Boy Scouts are available. He stated that he would check with Mr. Stone to see if he has made contact with the Boy Scouts.

Ms. Snider offered to help get the word out to the public on the work date(s) if the Commission set specific times.

Mr. Sanders stated that Public Works Director Verg Scott has offered to lend labor for digging holes for the bases and adding pea gravel to get the project moving forward. He stated that the Director has offered the labor for Thursdays in August. He stated that the weather will not affect the ability to dig the holes.

Members discussed potential work dates in August.

Ms. Castle provided a brief history of the marker placement process for new member David Mann.

Members agreed to have Ms. Snider advertise August 15, 22 and 29 as work dates at the cemetery and provide Chair Robertson's phone number to the public as a contact.

b) Update on New Kiosk

Chair Robertson stated that the kiosk structure is complete and that Eagle Scout Kyle Williams received his badge. He stated that he is working with Kyle on the wording and placement for a thank you plaque to recognize Spenard Builder's Supply as a donor of the project materials.

c) Update on GPS Survey

Ms. Castle stated that there are two sections of the cemetery left to be done before the GPS survey project is complete. She stated that everything is flagged and ready for City Surveyor Winfred Hipp to shoot. She stated he will get her a map so that she can do a walk through to make sure everything was captured. **Ms. Castle** stated that the project is going well. **Chair Robertson** asked Ms. Castle if she had thought of a good replacement for her seat on the Commission; **Ms. Castle** replied that she has not thought of anyone yet, but that she would ask at the Genealogical Society meeting in September if anyone has a recommendation.

OPEN AGENDA

Mr. Turney stated that last time City Attorney Paul Ewers attended a Clay Street Commission meeting he indicated that City was awaiting a letter from the Ketzler family to see if they wanted the exhumed remains reinterred. **Mr. Turney** stated that he recently talked to Betty who indicated that the decision is out of the family's hands. He stated that he is unsure whether the family will write a letter or not. He stated that Representative Guttenberg's office said the marker for Private John White will have to wait until next summer due to some errors; he stated that they wanted to ensure that the dog tag is in safekeeping in the meantime. **Mr. Turney**

commented that there may have been a mistake made in the placement of Captain Richard Bennet's marker in 2012. He stated that he found a small marker near the site with the name "Richard H Bennet" on it while he was doing lawn work recently. **Mr. Turney** stated that recently there was a lady looking for a headstone with the name Fannie Quigley and that he could not find burial listings by that last name in his book. **Ms. Castle** stated that Ms. Quigley was not buried at the Clay Street Cemetery.

Mr. Sanders stated that the Public Works Director has offered to provide labor to reinter the remains at the cemetery once everyone is in agreement and all the paperwork is in order.

Ms. Snider stated that City Attorney Ewers is still working on the issue. **Chair Robertson** asked what the boxes at UAF contain. Ms. Snider replied that to the best of her knowledge, there is one box of bones and one box of artifacts.

NEXT MEETING DATE

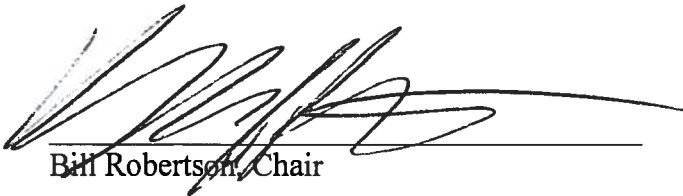
The next meeting of the Clay Street Cemetery Commission is scheduled for September 2, 2015.

ADJOURNMENT

Ms. Castle, seconded by **Mr. McCrea**, moved to ADJOURN the meeting.

Chair Robertson called for objection and, hearing none, so ORDERED.

Chair Robertson declared the meeting adjourned at 5:36 p.m.



Bill Robertson, Chair



D. Danyielle Snider, CMC, City Clerk

Transcribed by: DS



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 OCTOBER 13, 2015 – 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 Vice Chair Ana Richards presiding and with the following members in attendance:

- | | |
|--|--|
| <p>Members Present:</p> <ul style="list-style-type: none"> Montean Jackson, Seat C June Rogers, Seat D Travis Cole, Seat E Trina Bailey, Seat F Doris Lenahan, Seat G <p>Absent:</p> <ul style="list-style-type: none"> Shirley Lee, Seat B Jeff Walters, Seat M Amanda Frank, Seat N Mayonka Green, Seat O <p>Also Present:</p> <ul style="list-style-type: none"> Randall Aragon, Chief of Police | <ul style="list-style-type: none"> Rosalind Kan, Seat H Kathleen Wattum, Seat I Douglas Toelle, Seat J Jo Ann Borges, Seat K Rita Davis, Seat L <ul style="list-style-type: none"> Mayor John Eberhart, Chair Bernard Gatewood, Council Member Angela Foster-Snow, HR Director <ul style="list-style-type: none"> D. Danyielle Snider, City Clerk |
|--|--|

ROLL CALL

- a) Welcome to New Member, Travis Cole

Vice Chair Richards welcomed new member, Travis Cole. **Mr. Cole** introduced himself and provided a brief background on himself to the Council.

APPROVAL OF AGENDA

Ms. Davis, seconded by **Ms. Rogers**, moved to APPROVE the Agenda.

Ms. Kan, seconded by **Ms. Bailey**, requested that “International Friendship Day” be added as a new item under Unfinished Business [Item 7(c)].

No Members objected to the change to the Agenda or to the APPROVAL of the Agenda, as Amended.

CITIZENS COMMENTS (Limited to 3 Minutes)

Police Chief Randall Aragon gave an update on diversity and immersion training plans at the Fairbanks Police Department (FPD).

Members and Chief Aragon discussed cultural awareness and recruitment and retention at FPD.

Hearing no more requests for public comment, **Vice Chair Richards** declared Citizens Comments closed.

APPROVAL OF PREVIOUS MINUTES

- a) Meeting Minutes of September 8, 2015

Ms. Bailey, seconded by **Mr. Toelle**, moved to APPROVE the Regular Meeting Minutes of September 8, 2015.

Ms. Kan stated that the date of International Friendship Day on page six of the minutes should be corrected to be October 17.

No Members objected to the correction to the Minutes or to the APPROVAL of the Minutes, as Corrected.

GUEST SPEAKER

- a) **Michelle Stalder**, Dean – UAF Community and Technical College (CTC): Discussion on Increasing Diversity in the Local Labor Pool

Dean Stalder spoke about the functions and curriculum of the CTC. She discussed student body statistics and to the changes in the data in recent years. FDC Members spoke to forming a partnership between the UAF CTC and the City's Police Department and possibly other City departments.

Community member **Mr. Thomas Maillelle** spoke to the possibility of recruitment from other school districts throughout Alaska.

FDC Members asked questions of Dean Stalder and discussed collaboration between the CTC and organizations within the Fairbanks community.

UNFINISHED BUSINESS

- a) Meeting Attendance; Quorum; Council Guidelines

Members discussed the struggle with gaining a quorum for meetings. They debated the need for differentiating between excused and unexcused absences.

Ms. Bailey moved to allow only three unexcused and six total absences within a calendar year, with *excused* meaning that the member informed City administration of their absence prior to the meeting.

Ms. Rogers spoke to standard attendance policies for other boards and committees she has served on. She stated that the standard seems to be to allow three unexcused absences per year. She opposed implementing a policy that is too complex.

Ms. Bailey WITHDREW her motion.

Ms. Wattum, seconded by **Ms. Bailey**, moved to allow a member only three total absences per year, then action may be taken.

Ms. Kan spoke in opposition to the motion stating that the policy would be too strict.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ALLOW A MEMBER ONLY THREE TOTAL ABSENCES PER YEAR, THEN ACTION MAY BE TAKEN AS FOLLOWS:

YEAS: Toelle, Davis, Wattum, Richards, Lenahan, Bailey, Cole

NAYS: Rogers, Jackson, Kan

ABSTAIN: Borges

Vice Chair Richards declared the MOTION CARRIED.

Members discussed whether the FDC should meet every month in a calendar year; a consensus was reached that the group would meet once per month.

Ms. Rogers cautioned members on sending a “reply all” to emails.

b) Diversity Action Plan (DAP)

Members did not object to carrying over the DAP discussion to the next meeting due to the absence of Media and Communications Committee Chair Amanda Frank. **Vice Chair Richards** handed out a progress checklist to track the tasks of the FDC per the draft DAP.

c) International Friendship Day

Ms. Kan spoke to the upcoming celebration, reviewing all the events on the schedule she distributed to members. She stated that Mayor Eberhart will be there in the afternoon. Members discussed recognizing Mayor Eberhart during the event for his efforts in promoting diversity in the Fairbanks community. **Ms. Kan** stated that she would recognize the Mayor and ask him to say a few words.

NEW BUSINESS

Ms. Wattum stated that she was impressed to see that Governor Walker recognized Indigenous People’s Day in Alaska.

FDC COMMITTEE REPORTS

Ms. Bailey stated that the Education and Community Outreach Committee will meet every fourth Friday at noon at City Hall.

Members discussed the appointment of Mr. Cole to an FDC Committee. It was decided that Mr. Cole would serve on the Media & Communications Committee. Ms. Jackson was assigned to the Accessibility Committee.

Mr. Toelle provided the group with the minutes from the October 9 Accessibility Committee meeting. He briefed members on what was discussed at the meeting.

FDC MEMBERS COMMENTS

Ms. Jackson stated that she had no comments.

Ms. Rogers reminded fellow members of proper meeting etiquette and decorum.

Ms. Kan stated that she likes the quote, “Social change is better achieved by being for something than against something.”

Ms. Davis welcomed Mr. Cole. She stated that she had no other comments.

Ms. Lenahan stated that it was a good meeting and that she was pleased with the guest speaker. She expressed satisfaction that a decision on attendance was reached.

Ms. Wattum stated that she was happy to see Indigenous People's Day recognized by Governor Walker. She stated that this October week marks the one-year anniversary of marriage equality in Alaska.

Ms. Borges distributed a copy of Golden Valley Electric Association's (GVEA) Statement of Nondiscrimination. She spoke in support of such a statement.

Mr. Toelle stated that he had no comments.

Ms. Bailey stated that the UAF English Department and the Midnight Sun Writers will host a writing event on Oct 23 and 24; she stated that the event kickoff will take place at the CTC Ruth Lister Student Gathering area. She stated that there will be a guest speaker/writer as well as others from the local community doing something similar to TED talks. She stated that she will be speaking at the public library from 11 – 3 on Saturday.

Mr. Cole stated that he is excited to be at the meeting and thanked fellow members for sharing. He provided more information about his background and life experiences. He expressed excitement to be a part of the FDC Media and Communications Committee. He stated that Fairbanks is turning into a culturally-sensitive community and that the Native community is trying hard to involve more of the community in Native events.

Ms. Richards thanked Mr. Cole for sharing and again welcomed him to the FDC. She encouraged everyone to support the JP Jones Community Center.

Ms. Jackson provided a brief history and a summary of activities that take place at the JP Jones Community Center.

Ms. Richards stated that she recently joined the board for Interior Alaska Center for Non-violent Living; she stated that she invited a representative to come speak to the FDC about the Green Dot Program.

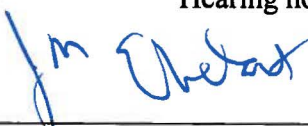
MEETING DATES

a) Next Meeting Date – November 10, 2015

ADJOURNMENT

Mr. Toelle, seconded by **Ms. Bailey**; moved to ADJOURN the meeting.

Hearing no objection, the meeting was ADJOURNED at 7:48 p.m.



Mayor John Eberhart, Chair



Danyielle Snider, CMC, City Clerk

Transcribed by: DS

City of Fairbanks



MEMORANDUM

To: City Council Members
From: John Eberhart, City Mayor
Subject: Request for Concurrence – Public Safety Commission
Date: November 13, 2015

The term of Seat B on the Public Safety Commission currently filled by Mr. Thomas Temple will expire on December 31, 2015. Mr. Temple has expressed an interest in continued service.

I hereby request your concurrence to the following **re-appointment** to the Public Safety Commission:

Seat B Mr. Thomas Temple Term to expire: December 31, 2018

Mr. Temple's application is attached.

Thank you.


dds/


A handwritten signature in blue ink, appearing to read "John Eberhart".





PUBLIC SAFETY COMMISSION

BOARD DETAILS

 **OVERVIEW**


 **SIZE** 8 Seats


 **TERM LENGTH** 3 Years


 **TERM LIMIT** N/A


The purpose of the Public Safety Commission is:


- 1) To research issues that are delegated by the Mayor and/or City Council and provide advice to the Mayor or City Council on referred issues,
- 2) To advise the Mayor and City Council regarding police, fire suppression and prevention, emergency medical services and operation of emergency dispatch services, and
- 3) To receive and analyze public comments and complaints and make recommendations to the Mayor and City Council.

 **CONTACT**

 Office of the City Clerk

 (907) 459-6771

 cityclerk@ci.fairbanks.ak.us

 **DETAILS**

BOARD/COMMISSION CHARACTERISTICS

There shall be seven voting members of the Public Safety Commission, appointed by the City Mayor and confirmed by the City Council. A chairperson shall be selected from among the voting members and all voting members shall serve three-year terms. One City Council Member shall be a non-voting member of the Commission, nominated by the Mayor and confirmed by the City Council. The City shall ensure the following staff are available to attend meetings: Chief of Police or his/her designee; one current police department employee; Fire Chief or his/her designee; one current fire department employee; Emergency Services Dispatch Director or his/her designee; one current dispatch employee.

MEETINGS

The Public Safety Commission is a Committee operating under the authority as described in Fairbanks General Code 2-471 through 2-474. Meetings of the Commission are held quarterly or on an "as needed" basis and all meetings are open to the public. The Commission does not have the power to meet privately in executive session. Please contact the Office of the City Clerk for meeting locations and time.

[Meeting Minutes](#)

ENACTING LEGISLATION

FGC 2-471 through 2-474

ENACTING LEGISLATION WEBSITE

<http://bit.ly/1sG9Rfd>

JOINT COMMISSION DETAILS

N/A

Application Form

Status: appointed

Profile

Please note that profile information may be available to the public.

Thomas

First Name

Temple

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Non-Resident

Choose your residency status.

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Satterberg Law Office

Employer

Attorney

Job Title

Which Boards would you like to apply for?

Public Safety Commission

Interests & Experiences

Please tell us about yourself and why you want to serve.

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?

I would like to serve on the Public Safety Commission with the goal of improving public safety in our

community.

Brief Personal Biography (or attach resume):

I enlisted in the Marines at age seventeen, serving as a machine gunner during the Gulf War. Subsequently, I worked various jobs to pay my way through college and law school at George Mason University. After law school, I moved to Alaska and served as a prosecutor with the District Attorney's Offices in Fairbanks, Anchorage and Barrow. Since 2004, I have been in private practice with the Satterberg Law Offices in Fairbanks, focusing on criminal defense and civil litigation. I have tried cases in Fairbanks, Anchorage, Unalaska, Barrow, and Delta Junction. I enjoy camping, fishing, gardening, shooting competitively, or otherwise enjoying life in Alaska with Amy, my wife of twenty years, and our five children, ages three through eleven. My family is, indeed, my finest personal accomplishment. I am blessed to be an Alaskan, and would be honored to serve on the City of Fairbanks Public Safety Commission.

Upload a Resume

Professional Licenses/Training:

Attorney licensed in Alaska since 2001



CITY OF FAIRBANKS

MEMORANDUM

To: City Council Members

From: John Eberhart, City Mayor

Through: Angela Foster-Snow, Acting City Mayor *AFS*

Subject: Request for Concurrence – City Fire Chief

Date: November 18, 2015

Former City Fire Chief Warren Cummings retired from the City of Fairbanks on November 1, 2015. The position was advertised both internally and externally and, after a thorough screening and interview process, an applicant was selected for nomination.

I hereby request your concurrence to the appointment of Mr. Jim Styers for the position of City Fire Chief, effective December 1, 2015.

Mr. Styers' resume and cover letter are attached along with a job description for the position.

Thank you.

dds/

Jim Styers

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Mayor John Eberhart
City Hall
800 Cushman Street
Fairbanks, AK 99701

September 8, 2015

Dear Mayor Eberhart,

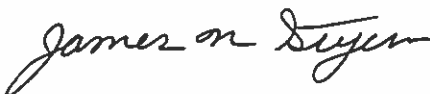
I am responding in regards to the recent job announcement for the position of Fire Chief at the City of Fairbanks Fire Department, as advertised on the City of Fairbanks website. I have been apart of the fire service for 32 years and currently hold the Battalion Chief position at the University Fire Department. I began my career in August 1983 at the North Star Volunteer Fire Department until attending University of Alaska Fairbanks where I joined the student firefighter program. After graduating with my Associate's in fire science, I moved to Kansas City where I worked as a fire fighter for the next five years. Then 1991, I returned to Fairbanks and the University Fire Department where I was hired as a Captain.

I earned my Bachelor's Degree in Business Administration in Human Resources from University of Alaska Southeast in 2012. I continued my education and in 2014 earned a Master's Degree in Public Administration also from University of Alaska Southeast. In addition I will be attending the final year of the Executive Fire Officer Program (EFOP) at the National Fire Academy in November this year.

During my time with University Fire Department, I had the unique opportunity to be appointed as Interim Fire Chief for six months. In my short time as Fire Chief I accomplished several unique tasks for the department in addition to the general day-to-day responsibilities. These tasks included a full evaluation by the Insurance Services Office (ISO), staff officer representation by the IAFF Union, and new fire marshal position approval. The full evaluation of the department by the ISO was a success. To accomplish this, I coordinated tasks across the entire department in order to achieve our common goal and organized the final report to the ISO. At the same time the officers of the department had voted to join the IAFF Union. Throughout this process I worked alongside the Vice Chancellor as an expert regarding the department's work rules. In addition the department's Fire Marshal position was vacant, resulting in my duties to include those of the Fire Marshal. I was able to work with the University in filling this position. For those six months, I was able to understand the complexity of the role of a Fire Chief and the importance of how one works alongside leaders of the community, such as the University, IAFF Union, and the State Fire Marshal's Office.

I believe that my education and experience over the last 32 years will make me a great fit as the Fire Chief for the City of Fairbanks Fire Department. My City of Fairbanks application and resume are enclosed. Should you need any other documentation please contact me at anytime via phone or email. Thank you for the opportunity to apply for the Fire Chief position at the City of Fairbanks. I look forward to hearing from you about the next steps in the application process.

Sincerely,



James N. Styers, MPA, BA

James N. Styers

[REDACTED]
[REDACTED]

[REDACTED]

OBJECTIVE

To attain the position of Fire Chief at City of Fairbanks, develop a long-term strategic plan to provide stability for the department and lead the organization into the future by focusing on City of Fairbanks' goals and visions.

SUMMARY OF QUALIFICATIONS

- Thirty two years of experience as a fire fighter, from fire fighter to interim Fire Chief
- Experience and ability to develop and implement projects and manage critical programs and operations
- Certified/Licensed Paramedic with extensive experience of instruction of medics and firefighters
- Ability to plan and adapt to meet benchmarks set by superiors
- Work well with others as a team player and a leader
- Ability to develop and manage a budget and fiscal records
- Ability to accurately forecast and control expenditures for multiple contracts
- Understanding of the Fairbanks North Star Borough emergency operations structure and goals as they relate to the fire department

EXPERIENCE

University Fire Department, Fairbanks Alaska, November 1991 to present

Interim Fire Chief, June 2010 to October 2010

- Directing the Insurance Service Office evaluation and rating review of the University Fire Department. Preparing all required documentation based on the rate schedule and coordinating with the ISO evaluator.
- Hiring manager for the Fire Marshal position recruitment
- Developing and coordinating department's disaster and emergency alert planning with the University Police Department and SW Emergency Preparedness Office. Investigating with the Patrol and Dispatch supervisor and Chief of Police the options for a Computer Aided Dispatch (CAD) system that meets Police and Fire department requirements to integrate all response and existing software into a one entry interfaced system.

- Collaborating with University of Alaska Community and Technical College directors for Fire Science and the Paramedic/EMS program to develop option and begin planning to align and possibly integrate the student firefighter program with the existing academic programs to better utilize resources, increase tuition revenues and meet UA's core themes of educating and preparing students and task force recommendations for student success, enrollment and retention and community engagement.
- Actively engaged in the contract extensions and renewals of the Fairbanks North Star Borough EMS and Fire contracts. Administering as Principal Investigator the current extended contract and working with the FNSB University Fire Service Area Commission to ensure an efficient transfer of administration and to ensure all changes proposed in the new contracts are met. Providing commission with needed reports on operations and budgetary matters.
- In the process of reviewing and analyzing FY11 budgets. Working with administrative manager to ensure budget is properly developed and needed corrections are made to ensure program goals are met and proper controls are in place for accountability to UAF and the FNSB contracts. Reviewing all spending plans to determine best use of resources and service levels. Working to identify opportunities for process improvement within the department and the associated cost savings from implementation.

Battalion Chief, 2002 to present

- Carefully manage one-third of the organization. Maintain operational readiness for certifications, apparatus maintenance, personnel training, and shift scheduling.
- Assist in development and responsible for implementation of departmental policy and procedures and establishing operational standards.
- Assisted fire chief in developing budgets and future goals, prepare and participate in fire prevention activities.
- Incident commander on emergencies. Routinely make command decisions to reduce the loss of life, injury, and property in emergency situations. As incident commander on emergencies, worked with the fire marshal to determine cause and origin of all fires.
- Assisted Fire Marshal in inspections of all on and off campus buildings. Coordinate and direct all on campus hydrant testing.
- Responsible for all training and procedure policies relating to the response and medics on ambulance calls.
- As a Fire Instructor, provide instruction in the fire department for fire tactics & strategy, MVA ops, apparatus driving and Blood borne pathogens.
- As a paramedic, instruct EMT 1-3 level classes and am the only staff member who can provide advanced, beyond EMT 3, level medical skills training.
- Inventory manager for the FNSB EMS and Fire contracts and UAF controlled equipment.

Captain, 1991- 2002

- Supervise crew under supervision of the Battalion Chief. Provide training for the student fire fighters with lectures and hands on evolutions. Assist Battalion Chief in his special assigned duties. Act as incident commander on emergencies until the arrival of a chief officer.

Tanana Valley College (TVC) and Interior Region EMS Council (IREMS) Instructor

- Firefighter 1 instructor- TVC- 1992-1999
- EMT 1 instructor- TVC 1993-1995
- EMT 2 and 3 instructor – IREMS and TVC 1996-present

Kansas City Fire Department, Kansas City, Kansas, June 1986 to November 1991

Fire Fighter

- After a six-month fire academy, attaining first in class, provided emergency duties to the city of Kansas City. These include responses to structure fires, medical emergencies, motor vehicle accidents, rescues, and many other type of emergency call.

University of Alaska Fairbanks, Fairbanks, Alaska, 1983-1986

Student Fire Fighter

- After high school graduation, joined the University Fire Department’s student program. Attained Associates degree in Fire Science and moved to Kansas City to find full time employment as a fire fighter.

EDUCATION

University of Alaska Sitka, 2012-2014

Major: Masters of Public Administration (Cumulative GPA 3.94)

Specialization: Public Administration

University of Alaska Sitka, 2006- 2012

Major: Business Administration (Cumulative GPA 3.7)

Specialization: Human Resources

Tidewater Community College, Virginia Beach, VA., Paramedic Licensure, May 1997

Major: Paramedic

Tanana Valley Community College, Associates degree, May 1987

Major: Fire Science

National Fire Academy Training

Executive Fire Officer Program (Complete November 2015)

Chief Officers training (120 hours)

Strategic analysis of community risk reduction

Threat and risk assessment

Various leadership courses

Certifications and Licenses:

State of Alaska Fire Instructor 2

Certified Firefighter I, II, III

ICS 100, 200, 300,400,700, & 800

Licensed Paramedic (State of Alaska)

Hazardous Materials Operations Level

Additional:

Appointed by the FNSB Mayor to the Fire Commission for North Star Fire Department



Douglas Schrage, Fire Chief
907-474-5770
907-474-5999 fax
drschrage@alaska.edu
www.uaf.edu/fire

P.O. Box 755540, Fairbanks, Alaska 99775-7540

Fairbanks City Council
City Hall
800 Cushman Street
Fairbanks, AK 99701

Honorable Councilwoman and Councilmen:

I am writing to lend my support to the appointment of James Styers to the position of Fire Chief for the City of Fairbanks. I regret that I am unable to make these remarks in person, as I teach classes at UAF on Monday nights. I hope that you will take them into consideration.

It was my honor to be included in the selection process for a replacement fire chief. Our committee was a diverse group of community members and officials. Our process was a rigorous one that whittled the initial pool of 12 qualified applicants down to six, then three, and finally one top candidate. I am satisfied that the process resulted in the best possible candidate for the City of Fairbanks.

I am, of course, well acquainted with Mr. Styers as he is currently one of my direct reports. James is a highly capable, experienced, and dedicated community servant who has worked very hard to position himself for this opportunity. I have supported his efforts in pursuit of his graduate degree in public administration and the elite designation as an Executive Fire Officer from the prestigious National Fire Academy. James has been an effective officer, manager, and leader at the University Fire Department. He is a long-term resident of Interior Alaska and has earned the respect of his colleagues and members of the public throughout the City of Fairbanks, the Fairbanks North Star Borough, and, in particular, the members of the Fairbanks Fire Department.

I am fully committed to working with Chief Styers and the City of Fairbanks during this transition period and beyond. I appreciate the accommodations the administration has shown. I believe that we can work together to make this transition as smooth and as effective as possible.

If you would like to discuss this with me further, I welcome you to contact me by any means.

Warm Regards,

A handwritten signature in blue ink that reads "Doug Schrage". The signature is fluid and cursive, with the first name "Doug" being particularly prominent.

Doug Schrage

Naturally Inspiring.



CITY OF FAIRBANKS JOB DESCRIPTION

JOB TITLE: Chief
CLASSIFICATION NO: 2000-00
DEPARTMENT: Fairbanks Fire Department
STATUS: Exempt
POSITION REPORTS TO: Mayor
UNION: IBEW

JOB SUMMARY

The Fire Chief is responsible to the Mayor for the administration and operational oversight of multiple divisions of the Fairbanks Fire Department, providing overall direction of a department that employs personnel serving City of Fairbanks residents. The Fairbanks Fire Department provides administration, inspection, prevention, suppression, emergency medical/advanced life support, rescue and emergency management services. The Fire Chief is a key member of the City's senior management team and is expected to contribute to the strategic direction of the City.

ESSENTIAL JOB FUNCTIONS

- 1) Direct the administrative activities of the department.
- 2) Provide supervision for subordinate personnel.
- 3) Develop and maintain capital and operating budgets.
- 4) Coordinate creation, modification and review of policies and procedures.
- 5) Interpret rules, contractual agreements, and standing protocols which affect the operations of the department.
- 6) Respond to major emergencies and multi-alarm operations and provide direction as needed.
- 7) Represent the Mayor with the public, in assigned areas.

The above examples are representative of assignments performed by this class and are not intended to be inclusive.

KNOWLEDGE, SKILLS AND ABILITIES

These factors will be the basis for selecting those qualified candidates to be interviewed. Candidates hired must satisfactorily demonstrate these factors during a prescribed probationary period for continued employment:

- 1) Maintain a high degree of confidentiality.¹
- 2) Knowledge of the principles, practices and procedures of fire and public administration.
- 3) Knowledge of firefighting and prevention, and emergency medical services.
- 4) Ability to effectively oversee the functions of assigned areas.
- 5) Ability to take charge and direct operations at emergency scenes.

MINIMUM REQUIREMENTS

Persons applying for this position must have the following:

- 1) A minimum of ten years of progressive, relevant experience in professional emergency services management and firefighting, which shall include five years in a supervisory position of Battalion Chief or above. Additional years of experience, in addition to the ten years, may substitute for supervisory experience. Supervisory experience in a collective bargaining environment is preferred.
 - 2) Possess extensive knowledge of all aspects of firefighting and emergency services management, to include code enforcement, public education, fire investigation, suppression methods, EMS, communications, training, and disaster preparedness.
 - 3) Completion of the National Fire Academy Executive Officer Program and National Incident Management System Courses 100 - 800 is highly desirable.
 - 4) Bachelor's degree in fire science, emergency management, para-medicine or appropriate discipline is required. Master's degree is preferred. The City may substitute comparable experience for degree requirements at its discretion.
 - 5) Possess and maintain a valid State of Alaska driver's license throughout the duration of employment.
 - 6) All applicants should be motivated, diplomatic, highly skilled, and possess excellent communication skills. Demonstrated history of achieving positive organizational development, financial management, labor relations, including working knowledge of a union organization, as well as public communication skills are highly desirable.
-

- 7) Fire Chief must actively support and work on cooperative efforts with neighboring jurisdictions.

I, _____, have received, reviewed and completely understand the entire contents of this job description.

Signature of Employee

Date

Signature of Supervisor

Date

¹ The employee is expected to protect the privacy of all patient information in accordance with Fire Department privacy policies, procedures and practices, as required by federal and state law and in accordance with general principles of professionalism. Failure to comply with the Department's policies, procedures, and practices on patient privacy may result in disciplinary action up to and including termination of employment.

The employee may access protected health information and other patient information only to the extent necessary to complete their duties. The employee may only share such information with those who have a need to know specific patient information in order to complete job responsibilities related to treatment, payment or other Fire Department operations.

The employee is encouraged and expected to report, without threat of retaliation, any concerns regarding Fire Department policies, procedures, and practices on patient privacy and any observed practices in violation of the policy to the designated Privacy Officer.

The employee is expected to actively participate in the Fire Department's privacy training and is required to communicate privacy policy information to co-workers, students, patients and others in accordance with Fire Department policy.

The City of Fairbanks is an Equal Opportunity Employer.

John M. Eberhart
City Mayor
08/15