



FAIRBANKS CITY COUNCIL  
AGENDA NO. 2013-16  
**REGULAR MEETING August 19, 2013**  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

---

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 (5) 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 phone, electronic and messaging 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  

The Fairbanks City Council, Sitting as a Committee of the Whole, will hear interested citizens concerned with the following Appeal of Denied Application for new Chauffeur License. Public Testimony will be taken and limited to five (5) minutes.

Applicant: Joshua Lee Moneer

8. MAYOR'S COMMENTS AND REPORT

9. UNFINISHED BUSINESS

Ordinance No. 5922 – An Ordinance Amending the 2013 Operating and Capital Budgets for the Second Time. Introduced by Mayor Cleworth. SECOND READING AND PUBLIC HEARING.

10. NEW BUSINESS

\*a) Ordinance No. 5923 – An Ordinance to Repeal Fairbanks General Code Sections 14-31 through 14-40 Regarding Licensing of Security Guards. Introduced by Mayor Cleworth.

\*b) Ordinance No. 5924 – An Ordinance Authorizing Grant of Easement to Cure a Survey Defect at “Old City Hall”. Introduced by Mayor Cleworth.

11. DISCUSSION ITEMS (INFORMATION AND REPORT)

Committee Reports

12. COMMUNICATIONS TO COUNCIL

\*a) Chena Riverfront Commission Meeting Minutes of February 13, 2013

\*b) Chena Riverfront Commission Meeting Minutes of March 13, 2013

\*c) Chena Riverfront Commission Meeting Minutes of April 10, 2013

\*d) Chena Riverfront Commission Meeting Minutes of May 8, 2013

\*e) Letter of Appreciation for Bed Tax Funds for Clay Street Cemetery Marker

13. COUNCIL MEMBERS' COMMENTS

14. CITY ATTORNEY'S REPORT

15. CITY CLERK'S REPORT


16. ADJOURNMENT

# MEMORANDUM

City of Fairbanks Clerk's Office

Janey Hovenden, City Clerk

---

Date: August 14, 2013  
To: Mayor Jerry Cleworth  
City Council Members  
From: Janey Hovenden, CMC, City Clerk   
Re: Denial of Application for New City of Fairbanks Chauffeur License – Joshua L Moneer

---

Attached is a copy of **Mr. Joshua Moneer's** application for a new City of Fairbanks Chauffeur License. The City Clerk has denied this request for license pursuant to FGC Section 86-77(6)(b) (attached). Please refer to page two of his application for licensure where he responded affirmatively to "Any offense under AS Title 11, Chapter 71, Controlled Substances". Please also see the report generated by criminalbackgroundrecords.com which the City Clerk uses to conduct background checks, which indicates that on May 28, 2010, Mr. Moneer was convicted of Controlled Substance Use/Display Any Amount VIA – Class B Misdemeanor.

Mr. Moneer was informed of the option to appeal the decision of the City Clerk to the City Council, and requested to be placed on this agenda for your consideration.

If you have any questions, please call me at 459-6774

Attachments: Chauffeur Application Packet  
FGC Section 86-77(6)(b)

PART II - CODE OF ORDINANCES  
Chapter 86 - VEHICLES FOR HIRE  
ARTICLE II. - COMMERCIAL TRANSPORT VEHICLE

DIVISION 3. DRIVERS

**Sec. 86-77. Application for chauffeur's license.**

- (a) All applications for issuance or renewal of a chauffeur's license shall be made upon forms provided for this purpose by the city clerk, and the applications shall be submitted to the city clerk for review. The requirements to be fulfilled prior to issuance of a chauffeur's license shall be as follows:
- (1) The applicant must be 21 years of age or older and furnish proof if requested.
  - (2) The applicant must be able to read, write and speak the English language.
  - (3) The applicant must be in possession of a current Alaska State Driver's License.
  - (4) The applicant must not have had a conviction within 24 months of:
    - a. A moving traffic violation which results in suspension or revocation of the applicant's driver's license pursuant to AS 28.15.221 through 28.15.261;
    - b. Reckless or negligent driving;
    - c. Driving while license is limited, suspended or revoked;
  - (5) The applicant must not have had his driver's license suspended or revoked within two years prior to the application date.
  - (6) Except as otherwise provided in this subsection, the applicant must not have had a felony conviction within eight years or a misdemeanor conviction within four years of:
    - a. Prostitution or promotion of prostitution;
    - b. Any offense under AS Title 11, Chapter 71 Controlled Substances.
    - c. Any felony or misdemeanor which includes as an element the use or threat of force upon a person;
    - d. Burglary, felony larceny, fraud or embezzlement;
    - e. Any sexual offense;
    - f. Any homicide or assault involving operation of a motor vehicle;
    - g. Two separate felony convictions of any type;
    - h. Operation or driving a vehicle while intoxicated within five years or within eight years for a felony conviction;
    - i. Refusal to submit to a chemical test as defined in AS 28.35.032 within five years or within eight years for a felony conviction.
  - (7) The applicant must not be addicted to the use of intoxicants or narcotics.
  - (8) The applicant must be of good moral character and repute.
  - (9) The applicant must not be a sex offender or kidnapper subject to the registration requirements of AS Title 12, Chapter 63.
- (b) The city clerk's office shall procure an online criminal history report for each applicant, the cost of which will be included in the chauffeur license application fee in the city schedule of fees and charges for services.



# City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715

Fax (907)459-6710

## REQUEST FOR APPEAL FORM

DATE: 8/13/2013

TO: Janey Hovenden, City Clerk

FROM: Joshua Lee Mosever  
(Please Print)

RE: Request for Appeal Hearing (Chauffeur's License)

Please consider this document a request for an APPEAL HEARING before the Fairbanks City Council in regards to the denial of my Chauffeur's License Application. I understand that the City Council will not consider an appeal if the reason for the denial is a conviction for a sexual offense, for a felony drug offense, for driving while intoxicated, for refusal within the time indicated in Sec. 86-77, or if the applicant has more than one conviction for offenses listed in Sec. 86-77(6)(a)-(g) within the time indicated.

I can be present at the City Council Meeting scheduled for:

Monday, August 19, 2013 at 7:00 P.M.

(Meetings are held in the Council Chambers located at 800 Cushman Street, 2<sup>nd</sup> Floor)

By signing below, I understand that the information and supporting documentation contained in my Chauffeur's License Application will be copied and provided to the Fairbanks City Council. I understand that there will be a public hearing, on the above date, at which time the Council will discuss my appeal. I understand that the public hearing may be reproduced electronically, digitally, and/or transmitted over the air waves. I understand that I have no right to expect privacy of the records or information contained in my application, or of any discussions that may occur during the public hearing.

Acknowledgement by Applicant

Official Use Only: Clerk's Initials: \_\_\_\_\_

Date Received: \_\_\_\_\_

Visit Us on the Web at [www.fairbanksalaska.us](http://www.fairbanksalaska.us)



# CITY OF FAIRBANKS

## CHAUFFEUR LICENSE APPLICATION

Office of the City Clerk, 800 Cushman Street  
Fairbanks, AK 99701, (907) 459-6702

TYPE OF LICENSE: NEW  RENEWAL  FEES DUE/COLLECTED: \$75.00

Name: Joshua Lee Moneer	Other Name(s) Used:
Physical Address: [Redacted]	City, State, Zip: Fairbanks A.K. 99701
Mailing Address: [Redacted]	City, State, Zip: Fairbanks A.K. 99701
Home Phone: [Redacted]	Work/Cell Phone: [Redacted]
AK Driver's License No: [Redacted]	E-mail Address: [Redacted]
Date of Birth: [Redacted] SSN: [Redacted]	Place of Birth: [Redacted]

**Application Requirements**

\$75.00 Non-Refundable Application Fee for New Applications and Renewals  
 \$100.00 Biennial License Fee for New Applications and Renewals  
 Complete Application, Including Authorization to Obtain Criminal History Record  
 Copy of Current State of Alaska Driver's License

**Length of Residency**

Length of Alaska Residency in Consecutive Years 11 Length of FNSB Residency in Consecutive Years \_\_\_\_\_

**Previous Address(es)**

Previous City and State of residence, other than Fairbanks, for the past 8 years:

[Redacted]	From: 8/10	To: 6/11
[Redacted]	From: 6/09	To: 8/10
[Redacted]	From: 8/08	To: 6/09

**Employment**

Cab Company Applying for or Employed By: Arctic Taxi

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

Date Employment Began or Will Begin: \_\_\_\_\_ Phone: \_\_\_\_\_

Previous Chauffeur License Held (City & State): \_\_\_\_\_

<b>Record of Conviction(s)</b>	
<b>PLEASE ANSWER YES OR NO TO THE FOLLOWING QUESTIONS:</b>	
Within the past <b>24 months</b> , have you had a conviction for any of the following:	<b>YES or NO</b>
<ul style="list-style-type: none"> <li>• A moving violation which resulted in the suspension or revocation of your driver's license pursuant to AS 28.15.221 - AS 28.15.261?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Reckless or negligent driving?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Driving while license is limited, suspended, or revoked?</li> </ul>	NO
Within the past <b>5 years</b> (or within the past 8 years if a felony conviction) have you received a conviction for either of the following:	NO
<ul style="list-style-type: none"> <li>• Operating or driving a vehicle while intoxicated?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Refusing to submit to a chemical test as defined in AS 28.35.032?</li> </ul>	
Within the past <b>8 years</b> have you had a felony or within <b>4 years</b> a misdemeanor conviction for any of the following:	NO
<ul style="list-style-type: none"> <li>• Prostitution or promotion of prostitution?</li> </ul>	YES
<ul style="list-style-type: none"> <li>• Any offense under AS Title 11, Chapter 71, Controlled Substances?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Any crime which includes as an element of the offense, the use or threat of force upon a person?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Burglary, felony larceny, fraud, or embezzlement?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Any sexual offense?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Any homicide or assault involving operation of a motor vehicle?</li> </ul>	NO
<ul style="list-style-type: none"> <li>• Two separate felony convictions of any type?</li> </ul>	NO
Are you subject to the registration requirements of AS 12.63 (sex offender or kidnapper)?	
An Answer of YES to any of the above questions regarding your criminal history and/or driving record is grounds for denial of a Chauffeur License. Please explain on a separate sheet of paper any convictions that meet the look-back criteria as noted above; including charges, places, dates, and sentences imposed. An Applicant may have the right to appeal a denial by the City Clerk after submission of a completed application and payment of the application fee. An Appeal Form can be obtained at the City Clerk's Office. See FGC Section 86-95 to determine if you are eligible for an appeal.	
<b>Citizenship Status</b>	
Are you a natural born or fully naturalized citizen of the United States? <u>YES</u>	
If not, where did you obtain a permit or visa? _____	
Date of entry into the United States: _____	Alien Registration No. _____

The Fairbanks General Code is attached to this application for your convenience; it is provided as a courtesy, but is the responsibility of the Applicant to understand the requirements and to be compliant. The Applicant, through signing of the above Oath, acknowledges having read the Code and certifies that he/she understands it. If the Applicant has any questions regarding those responsibilities, the questions should be asked prior to issuance of a license.

**Please make all necessary copies for your records before submission of your application to the Clerk's Office.** There will be a per page charge for any copying requested in accordance with FGC Sec. 2-775. Thank you in advance for your cooperation.

The City Clerk's Office may require 24 hours to process applications and does not accept licensing applications after 4:00 PM. Hours of operation are Monday through Friday, 8:00 AM to 5:00 PM. The City of Fairbanks observes national and state holidays.

### Applicant's Statement for Chauffeur License and Authorization Statement for Criminal History Record Check

I, Joshua Moneer, being first duly sworn, depose and state that I am the individual making application for license and that the answers to the foregoing questions and other statements contained herein are true and complete to the best of my knowledge and belief. I understand that any materially false statement on this application may be subject to revocation or denial of a license.

I certify that I am at least 21 years of age or older, that I can read, write, and speak the English language, that I am not addicted to the use of intoxicants or narcotics, that I am of good moral character and repute, that I have been a resident within the Fairbanks area for a minimum of 30 days immediately prior to this application, that I am not subject to the registration requirements of AS 12.63 (sex offender or kidnapper), that I have read and understand Fairbanks General Code Sections 86-76 thru 86-96, and that I understand the requirements for licensure.

Further, I hereby authorize the City of Fairbanks to obtain information pertaining to any charges and/or convictions I may have had for violation of municipal, county, state or federal laws. This information will include, but not be limited to, allegations regarding, and convictions for, crimes committed upon minors. I understand that this information will be gathered from any law enforcement agency of this state or any state or federal government, or from third-party providers of information originally obtained from law enforcement or court records.

As an applicant for a chauffeur license, I hereby attest to the truthfulness of the representations I have made. Except as I have disclosed, I have not been found guilty of, or entered a plea of nolo contendere or guilty to any offense.

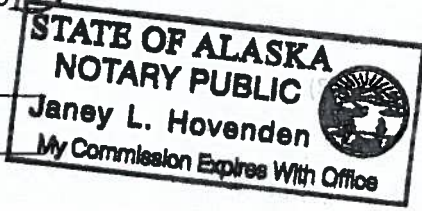
I understand that I must be truthful and, if any statement I have made is found to be false, I will be denied the license for which I am making application.

[Signature]  
Signature of Applicant

8/12/13  
Date

Sworn to before me this 12<sup>th</sup> day of August, 2013

[Signature]  
Notary Public for the State of Alaska  
My Commission Expires: with office



#### Administrative Use Only

Approved By: <u>[Signature]</u>	Date:
Denied By: <u>[Signature]</u>	Date: <u>8/12/2013</u>
Reason for Denial: <u>AS 11.71.060(A)(1) Controlled Substance Conviction 5/28/2010</u>	

For additional information and/or forms, please visit the City of Fairbanks web site at:  
[www.fairbanksalaska.us](http://www.fairbanksalaska.us)





CRIMINALBACKGROUNDRECORDS.COM  
An Information Enterprises™ Solution

**PERSON INVESTIGATED**

Name: JOSHUA L MONEER  
Date of Birth: [REDACTED]  
SS#: [REDACTED]

Order Number: 435353  
Order Date: 8/12/2013  
Member: 518213

Please verify that the following record(s) are indeed the person you are investigating. If the record(s) below do not match the subject you are investigating, then there is No Records Found based on the search criteria you submitted.

**Record Details**

**Alaska Criminal**

**Identity**

Name: JOSHUA L MONEER  
Offender Record ID: 4FA-1002146CR  
Age: 24 [REDACTED]  
Eye color:  
Hair Color:  
Height:  
Weight:  
Race:  
Remarks: DFNDT

**Cases**

Case Number: 4FA-1002146CR  
Appealed From Lower Court: No  
Filing Date: 2010-05-26  
Type: CRIMINAL

**Offenses**

Description: AS11.71.060(A)(1): CNTRLD SUBS 6 USE/DISPLAY ANY AMT VIA  
Type:  
Date Committed:  
Date Ended:  
Disposition: Description: G  
Date: 2010-05-28

**Charges**

Number: AS1171060A1-V1  
Description: AS11.71.060(A)(1): CNTRLD SUBS 6 USE/DISPLAY ANY AMT VIA

**Courts**

Description: Fairbanks  
Type: UNK

Please send questions or inquires regarding this order (including order number) to:  
[service@CriminalBackgroundRecords.com](mailto:service@CriminalBackgroundRecords.com)

CriminalBackgroundRecords.com uses the best available methods of retrieving eviction and criminal records data throughout the United States. Depending on the location being searched, the depth of information available from the courts may vary by state. The records obtained from this search must be used in compliance with the Fair Credit Reporting Act, Fair and Accurate Credit Transactions Act and any other laws governing the use of public records. Final verification of the applicant's identity and proper use of these reports is the responsibility of you, the customer.

**ORDINANCE NO. 5922**

**AN ORDINANCE AMENDING THE 2013  
OPERATING AND CAPITAL BUDGETS FOR THE SECOND TIME**

**WHEREAS**, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2013 operating and capital budgets,

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows** [amendments shown in **bold** font]:

**SECTION 1.** There is hereby appropriated to the 2013 General Fund budget from the following sources of revenue for the City of Fairbanks in the amount indicated 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 January 1, 2013, and ending December 31, 2013:

	<b>APPROVED BUDGET</b>	<b>AS AMENDED</b>
Taxes, (all sources)	\$ 19,570,990	\$ <b>19,770,990</b>
Charges for Services	4,319,431	<b>4,340,375</b>
Intergovernmental Revenues	4,393,126	<b>4,360,518</b>
Licenses & Permits	1,678,239	<b>1,705,849</b>
Fines, Forfeitures & Penalties	987,075	<b>1,023,119</b>
Interest & Penalties	142,500	142,500
Rental & Lease Income	160,319	160,319
Other Revenues	212,500	212,500
Other Financing Sources (OFS)	3,454,110	<b>2,543,402</b>
	<hr/>	<hr/>
Total appropriation	\$ 34,918,290	\$ <b>34,259,572</b>

**SECTION 2.** There is hereby appropriated to the 2013 General Fund budget, expenditures for the City of Fairbanks in the amount indicated:

<b>DEPT</b>	<b>DESCRIPTION</b>	<b>APPROVED BUDGET</b>	<b>AS AMENDED</b>
10	Mayor and Council	\$ 495,271	\$ 493,257
11	Office of the City Attorney	172,281	168,237
12	Office of the City Clerk	347,537	349,003
13	Finance Department	902,267	901,039
14	Information Technology	1,498,351	1,497,801
15	General Account	6,321,337	6,331,337
16	Risk Management	1,406,448	1,400,148
20	Police Department	6,873,628	6,873,129
21	Dispatch Center	1,985,861	1,985,861
30	Fire Department	6,380,751	6,380,262
50	Public Works Department	7,280,971	7,280,767
51	Engineering Department	508,671	507,092
60	Building Department	656,136	705,055
	<b>Total appropriation</b>	<b>\$ 34,829,510</b>	<b>\$ 34,872,988</b>
	Total Revenues and OFS	\$ 34,918,290	\$ 34,259,572
	2012 Assigned Fund Balance for encumbrances	250,589	250,589
	Total Revenues, OFS and prior year assignments	35,168,879	34,510,161
	Total Appropriation	34,829,510	34,872,988
	Increase (Decrease) to General Fund balance	\$ 339,369	\$ (362,827)
	12/31/12 General Fund balance	\$ 12,018,108	\$ 12,018,108
	Decrease to fund balance	339,369	(362,827)
	2012 Assigned for encumbrances	(250,589)	(250,589)
	Committed for snow removal	(250,000)	(250,000)
	Committed self insurance reserve	(640,787)	(640,787)
	Nonspendable - prepaid assets	(394,735)	(394,735)
	12/31/13 Unassigned balance	\$ 10,821,366	\$ 10,119,170

**SECTION 3.** There is hereby appropriated to the 2013 Capital Fund budget from the following sources of revenue for the City of Fairbanks in the amount indicated 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 January 1, 2013, and ending December 31, 2013.

	<b>APPROVED BUDGET</b>	<b>AS AMENDED</b>
Transfer from Permanent Fund	\$ 486,835	\$ 486,835
Transfer from General Fund	150,000	<b>639,434</b>
Transfer Ambulance Mileage from General Fund	65,000	65,000
Budgeted Garbage Equipment Replacement	225,574	225,574
Equipment Replacement - Public Works	250,000	250,000
Equipment Replacement - Building Department	10,000	10,000
Equipment Replacement - Police	180,000	180,000
Equipment Replacement - Dispatch	75,000	75,000
Equipment Replacement - Fire	250,000	250,000
Equipment Replacement - IT	105,000	105,000
Property Repair & Replacement	145,000	145,000
Miscellaneous Revenue	-	<b>78,822</b>
	<hr/>	<hr/>
Total appropriation	\$ 1,942,409	\$ <b>2,510,665</b>

**SECTION 4.** There is hereby appropriated to the 2013 Capital Fund budget, expenditures for the City of Fairbanks in the amount indicated:

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>	<u>AS AMENDED</u>
14	Information Tech. Department	322,525	322,525
20	Police Department	439,575	439,575
21	Dispatch Department	49,964	49,964
30	Fire Department	643,622	643,622
50	Public Works Department	1,832,231	<b>2,142,231</b>
	Total appropriation	<u>\$ 3,287,917</u>	<u>\$ <b>3,597,917</b></u>
Total Revenues and OFS		\$ 1,942,409	\$ <b>2,510,665</b>
2012 Assigned Fund Balance for encumbrances		<u>715,116</u>	<u>715,116</u>
Total Revenues, OFS and prior year assignments		<u>2,657,525</u>	<u><b>3,225,781</b></u>
Total Appropriation		<u>3,287,917</u>	<u>3,597,917</u>
Decrease to capital fund assigned fund balance		<u>\$ (630,392)</u>	<u>\$ <b>(372,136)</b></u>
12/31/12 capital fund balance		5,780,451	5,780,451
Decrease to fund balance		(630,392)	<b>(372,136)</b>
2012 Assigned for encumbrances		<u>(715,116)</u>	<u>(715,116)</u>
12/31/13 Assigned fund balance		<u>4,434,943</u>	<u><b>4,693,199</b></u>

**SECTION 5.** 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 January 1, 2013, and ending December 31, 2013.

**SECTION 6.** The effective date of this ordinance shall be the \_\_\_\_\_ day of \_\_\_\_\_ 2013.

---

**JERRY CLEWORTH, MAYOR**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM

---

Janey Hovenden, CMC, City Clerk

---

Paul J. Ewers, City Attorney

## FISCAL NOTE

### ORDINANCE 5922, AMENDING THE 2013 GENERAL AND CAPITAL BUDGETS FOR THE 2ND TIME

#### General Fund

REVENUES and OTHER FINANCING SOURCES (USES)  
(\$658,718) *Decrease*

1. Taxes – \$200,000 increase for 2013 mill levy
  
2. Charges for Services - \$20,944 Increase
  - \$2,991 increase for Fire recovery grants
  - \$17,337 increase for Engineering recovery non grant
  - \$ 616 increase for PW recovery non grant
  
3. Intergovernmental Revenues – (\$32,608) *Decrease*
  - \$13,487 *decrease* to fire bond reimbursement to adjust to actual
  - \$29,695 *decrease* for Rest Easy PILT
  - \$ 1,800 increase for SART examination reimbursement
  - \$ 8,774 increase for SOA revenue sharing to adjust to actual
  
4. Licenses and Permits - \$27,610 increase for business licenses
  
5. Fines, Forfeitures & Penalties - \$36,044 Increase
  - \$ 85 increase for parking violations
  - \$35,959 increase for City forfeitures
  
6. Other Financing Sources (Uses) – (\$910,708) *Decrease*
  - \$489,434 *decrease* for transfer to the Permanent Fund
  - \$489,434 *decrease* for transfer to the Capital Fund for road maintenance
  - \$ 68,160 increase for sale of assets

## FISCAL NOTE CONTINUED

### General Fund

#### EXPENDITURES

\$43,478 Increase

1. Mayor Department – (\$2,014) Decrease
  - \$2,014 *decrease* to leave accrual – donations
  - \$1,101 *decrease* to salaries for risk vacancy
  - \$ 146 *decrease* to benefits for risk vacancy
  - \$ 1,101 increase to salaries for \$2.11 an hour wage increase for executive secretary effective October 1, 2013
  - \$ 146 increase to benefits for wage increase noted above
  
2. City Attorney – (\$4,044) Decrease
  - \$4,044 *decrease* to leave accrual – donations
  
3. City Clerk - \$1,466 Increase
  - \$2,000 increase to overtime
  - \$ 534 *decrease* to leave accrual – donations
  
4. Finance Department – (\$1,228) Decrease
  - \$1,228 *decrease* to leave accrual – donations
  
5. Information Technology – (\$550) Decrease
  - \$ 550 *decrease* to leave accrual – donations
  
6. General Account – \$10,000 Increase
  - \$10,000 increase to professional services - deferred compensation advisor



**FISCAL NOTE CONTINUED**  
**General Fund**  
**EXPENDITURES CONTINUED**

7. Risk Department – (\$6,300)
  - \$6,300 *decrease* to adjust to 2013 mill levy
  
8. Police Department – (\$499) Decrease
  - \$499 *decrease* to leave accrual – donations
  
9. Dispatch – No Change
  
10. Fire Department – (\$489) Decrease
  - \$489 *decrease* to leave accrual - donations
  
11. Public Works – (\$204) Decrease
  - \$204 *decrease* to leave accrual – donations
  
12. Engineering – (\$1,579) Decrease
  - \$1,579 *decrease* to leave accrual – donations
  
13. Building Department - \$48,919 Increase
  - \$11,141 increase to salaries - leave donations
  - \$15,372 increase to salaries – plans examiner training
  - \$ 7,406 increase to benefits – plans examiner training
  - \$15,000 increase to outside contracts – plans examiner

## FISCAL NOTE CONTINUED

### Capital Fund

#### REVENUES and OTHER FINANCING SOURCES (USES)

\$568,256 Increase

##### 1. REVENUES

- \$78,822 increase for miscellaneous revenues

##### 2. OTHER FINANCING SOURCES (USES)

- \$489,434 transfer from General Fund

#### EXPENDITURES

\$310,000 Increase

##### 1. Property Management - \$310,000 increase

- \$200,000 increase - Snow Storage Site
- \$ 45,000 increase - Phase 11 Environmental
- \$ 65,000 increase - Police Station Server Room Project

#### INTERNAL TRANSFERS

- \$258,256 transfer to Road Maintenance

**ORDINANCE NO. 5923**

**AN ORDINANCE TO REPEAL FAIRBANKS GENERAL CODE  
SECTIONS 14-31 THROUGH 14-40 REGARDING LICENSING OF  
SECURITY GUARDS**

**WHEREAS**, the City currently requires security guards and security guard businesses to be licensed; and

**WHEREAS**, the State of Alaska also licenses security guards and security guard agencies under AS 18.65.400 through 18.65.490; and

**WHEREAS**, current state regulations provide adequate safeguards for the public;

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

Section 1. That Fairbanks General Code Sections 14-31 through 14-40 are hereby repealed.

Section 2. That the effective date of this ordinance shall be the \_\_\_\_\_ day of August 2013.

\_\_\_\_\_  
Jerry Cleworth, Mayor

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Janey Hovenden, CMC, City Clerk

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

### **Sec. 14-31. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Security guard* means any person engaged in the business of watching, guarding or protecting any premises, property or person; however, the term shall not include any individual who has only one employer, and who is employed to watch, guard or protect only the premises, property or person of that employer, or any common carrier engaged in interstate commerce, or any individual employed by any such carrier to watch, guard or protect premises, property or persons for such carrier.

*(Code 1960, § 4.101)*

**Cross reference**— *Definitions generally, § 1-2.*

### **Sec. 14-32. License required.**

It shall be unlawful for any person to own or operate a security guard business, or engage in business as a security guard except as provided in and authorized by this article, and without first having obtained a license from the city.

*(Code 1960, § 4.102)*

### **Sec. 14-33. License application.**

Before any license is issued pursuant to this article, the applicant shall submit to the city clerk a written application for the license, which application shall include the following information:

(1)

An affidavit signed and sworn to before a notary public, setting out the full name, age, residence, present occupation and occupations for the preceding five years of the applicant, shall be submitted by any such person proposing to engage in the business of security guard. The affidavit shall be reviewed by the city clerk and shall show facts sufficient to prove to the satisfaction of the city clerk the good character, competency and integrity of each such affiant, and shall list any previous arrests and convictions of or for a crime. Conviction of a felony, or for a misdemeanor involving moral turpitude, shall disqualify the applicant for a license.

(2)

Each affidavit shall be supported by statements in writing from not less than three reputable citizens, each of whom shall certify that he has personally

known the affiant for a period of at least five years prior to the filing of the affidavit, and that he believes the affiant is competent, honest and of good character, and that he would recommend to the city council that the affiant is suitable to engage in a security guard business.

(3)

The applicant must submit a current criminal history report obtained from the state department of public safety if a state resident, or, if not, a current record obtained from the state of residency.

*(Code 1960, § 4.103)*

#### **Sec. 14-34. Report.**

If the city clerk shall find, after investigation, that the applicant is qualified and meets all requirements, he shall submit a written report, with his recommendation to the city council, that the license be granted or denied.

*(Code 1960, § 4.104)*

#### **Sec. 14-35. License fee.**

The fees for security guard license are as set forth in the city's schedule of fees and charges for services.

*(Code 1960, §§ 1.115(3), 4.106; Ord. No. 5744, § 24, 7-1-2008)*

#### **Sec. 14-36. Issuance of license; renewal.**

(a)

A new license shall be issued by the city council, through the city clerk, who shall only issue the license upon motion made and passed by the city council. If the city council authorizes and directs the issuing of the license, the applicant shall thereupon pay to the city clerk the license fee.

(b)

The city clerk may renew a license if it is determined that the applicant is qualified and meets all the requirements under this article. Renewal may be granted upon the submission by the licensee of an application for renewal, which shall be accompanied by an application fee half the amount of a new application and the payment of the annual license fee. The application for renewal must be accompanied by a current criminal history report obtained from the state department of public safety if a state resident, or, if not, a current record obtained from the state of residency.

(c)

The denial by the city clerk to renew a license may be appealed to the city council.

*(Code 1960, § 4.105; Ord. No. 5744, § 24, 7-1-2008)*

**Sec. 14-37. Proof of insurance.**

The licensee or applicant shall, before receiving the license, provide proof of insurance in a form and amount acceptable to the city attorney. Such insurance shall protect those who suffer from negligence, default or other damages.

*(Code 1960, § 4.107; Ord. No. 5744, § 24, 7-1-2008)*

**Sec. 14-38. Revocation.**

If at any time the licensee is found to have violated any of the ordinances of the city or the laws of Alaska, or the United States; or fails to comply with the requirements of this article; or makes a false statement in his application; or at any time fails to meet those qualifications required to obtain a license, the license may be revoked. Whenever there is reason to believe that the license should be revoked, the city clerk shall serve notice upon the licensee that a hearing will be held before the city clerk for the purpose of determining whether the license should be revoked. If the city clerk determines that the license should be revoked, the licensee may appeal to the city council within 15 days from the date the licensee receives notice of the decision.

*(Code 1960, § 4.108)*

**Sec. 14-39. Rules of city council.**

The city council may issue and promulgate rules and regulations to protect the health, safety and peace of the citizens of the city in relation to the security guard business. Such rules may require reports to be furnished to the director of public safety concerning the licensee and those employed by the licensee.

*(Code 1960, § 4.109)*

**Sec. 14-40. Uniforms.**

It shall be unlawful for any security guard or other licensee regulated by this article, and not a member of the department of public safety, to wear a uniform, cap, badge or buttons similar to or in imitation of the department of public safety.

*(Code 1960, § 4.111)*

## **AS 18.65.400. License as Security Guard.**

A person may not be employed as a security guard or security guard agency until the person has obtained a license from the commissioner of public safety under AS [18.65.400](#) - [18.65.490](#).

## **AS 18.65.410. Applications.**

(a) Application for a license as a security guard must be made on forms provided by the commissioner. The application must require the furnishing of information reasonably required by the commissioner to carry out the provisions of AS [18.65.400](#) - [18.65.490](#), including classifiable fingerprints and the fees required under AS [12.62.160](#) for criminal justice information under AS [12.62](#) and a national criminal history record check under AS [12.62.400](#) to determine if the applicant has a criminal record. The application must be accompanied by a nonrefundable application fee of \$50 for a security guard and \$200 for a security guard agency.

(b) Upon request, the commissioner shall provide a social security number provided under (a) of this section to the child support services agency created in AS [25.27.010](#), or the child support enforcement agency of another state, for child support purposes authorized under law.

## **AS 18.65.420. Bonding and Insurance.**

As a condition to issuance of a license, the applicant or the applicant's employer must furnish a bond or proof of a policy of insurance to protect the state and its residents from damages arising out of the acts of the licensee.

## **AS 18.65.430. Duration of License.**

A security guard license issued under AS [18.65.400](#) - [18.65.490](#) is valid for a period of two years and may be renewed for additional two-year terms. A renewal fee of \$50 shall be paid for each renewal.

## **AS 18.65.440. Revocation of License.**

A security guard license issued under AS [18.65.400](#) - [18.65.490](#) is subject to revocation in accordance with AS [44.62](#) (Administrative Procedure Act) for the following reasons:

- (1) false statements in an application issued under AS [18.65.400](#) - [18.65.490](#);
- (2) violation of a provision of AS [18.65.400](#) - [18.65.490](#) or a regulation adopted under AS [18.65.450](#) ;
- (3) conviction of a felony or a crime involving moral turpitude while licensed;
- (4) knowing impersonation of a law enforcement officer; or
- (5) knowingly continuing the employment of an individual as a security guard who has been convicted of a felony or a crime involving moral turpitude, or who has impersonated a law enforcement officer while employed by the licensee.

## **AS 18.65.450. Regulations.**

The commissioner shall adopt regulations necessary to implement AS [18.65.400](#) - [18.65.490](#), including provisions specifying the amount of bond or insurance required and the types of uniforms, badges, and insignia that may be used.

## **AS 18.65.460. Exceptions to Licensure.**

An employer is not required to seek licensure for the employer's employees who provide unarmed plant security on that employer's premises.

## **AS 18.65.470. Firearms Training.**

Security guards licensed under AS [18.65.400](#) - [18.65.490](#) may not be armed with a firearm for the purpose of protecting property until they have completed firearms training acceptable to the commissioner.

## **AS 18.65.480. Penalty.**

A violation of a provision of AS [18.65.400](#) - [18.65.490](#) or a regulation adopted under AS [18.65.450](#) is a misdemeanor and upon conviction is punishable by imprisonment for not more than 60 days, or by a fine of not more than \$1,000, or by both.

## **AS 18.65.490. Definitions.**

In AS [18.65.400](#) - [18.65.490](#),

- (1) "commissioner" means the commissioner of public safety;
- (2) "security guard" means a person in the business of being a private watchman, providing patrol services, or providing other services designed to prevent the theft, misappropriation, or concealment of goods, money, or valuable documents;
- (3) "security guard agency" means a person in the business of furnishing for hire private watchmen, patrol services, or other services designed to prevent the theft, misappropriation, or concealment of goods, money, or valuable documents.



Introduced By: Mayor Jerry Cleworth  
Date: August 19, 2013

**ORDINANCE NO. 5924**

**AN ORDINANCE AUTHORIZING GRANT OF EASEMENT TO CURE A  
SURVEY DEFECT AT "OLD CITY HALL"**

**WHEREAS**, the City is the owner of Old City Hall, located at 410 Cushman Street, which property is currently being advertised for sale pursuant to Ordinance 5886; and

**WHEREAS**, staff research conducted in support of the proposed sale of Old City Hall has disclosed an apparent defect in the subdivision plat of the property, being Lot 4 of Block 66A of the Plat of the Resubdivision of Blocks 48, 66, 75 and 86, Townsite of Fairbanks, dated 1959; and

**WHEREAS**, said Lot 4 is configured with a "flag handle" which extends in front of adjoining Lot 3, located at 406 Cushman Street, depriving said lot of legal access to the public right of way; and

**WHEREAS**, the City is prohibited from creating a land-locked parcel; and

**WHEREAS**, said adjoining Lot 3 is privately owned by City employee William Rogers, who operates McCafferty's Coffee House on the premises; and

**WHEREAS**, McCafferty's Coffee House was first constructed as the Gladys Morris dress shop in 1959 (the same year as said Plat), the east five feet of which building is located on the Lot 4 "flag handle" mentioned above; and

**WHEREAS**, an expedient short term solution is desired to enable sale of Old City Hall and cure the land-lock and encroachment conditions, which can be effected by prompt grant of easement providing legal access for private Lot 3 over City Lot 4, with cost to be borne by the City; and

**WHEREAS**, a long term solution is best addressed by re-plat of the properties involved, which cost shall be borne by the owner of said Lot 3.

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

SECTION 1. DETERMINATION: That grant of the easement shown on attached "Exhibit A" is approved by Council, and that the City will participate in a future replat, for the purposes described above.

SECTION 2 PERMISSIVE REFERENDUM: Any conveyance of real property is subject to the right of the voters, within thirty-days of sale, to reject a sale by permissive referendum period under F.G.C. 70-42, and the City Charter.

SECTION 3. MAYORS AUTHORIZATION: That the Mayor is hereby authorized and empowered to execute said easement and future replat and such other instruments as necessary to complete the transaction.

SECTION 4: That the effective date of this ordinance shall be the \_\_\_\_\_ day of September 2013.

\_\_\_\_\_  
**JERRY CLEWORTH, Mayor**

AYES:  
NAYS:  
ABSTAIN:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
JANEY HOVENDEN, CMC, City Clerk

\_\_\_\_\_  
PAUL EWERS, City Attorney

## EXHIBIT A TO ORDINANCE No 5924

Record: Fairbanks Recording District

### GRANT OF EASEMENT

THIS Easement entered into this \_\_\_\_ day of \_\_\_\_\_ 2013, by and between the CITY OF FAIRBANKS, a municipal corporation of the State of Alaska, with address of 800 Cushman Street, Fairbanks, Alaska, 99701, as GRANTOR, and William K. Rogers and Betty June Rogers, husband and wife, with address of 806 Cushman Street, Fairbanks, Alaska 99701, as GRANTEE,

WITNESSETH:

The GRANTOR, for good and valuable consideration, being seized in title, and duly authorized has this day granted an easement to GRANTEE (the "**Easement**") for the purposes of access to a public right of way and authorization of a building encroachment and all uses associated therewith, above, below and upon the following described parcel of land:

### EASEMENT PARCEL

A strip of ground comprising a portion of Lot Four (4), Block Sixty-Six "A" (66A), of the Resubdivision of Blocks 48, 66, 75 and 86, TOWNSITE OF FAIRBANKS according to the plat filed November 30, 1959 as Instrument Number 195.411, records of the Fairbanks Recording District, described as follows:

Commencing at the Southeast Corner of said Lot 4, proceed N 10° 48' 15" W along the eastern lot line of said Lot 4 a distance of 57.22 feet to a point, and True Point of Beginning, continue thence N 10° 48' 15" W 1.00' to the Southeast Corner of Lot 3 of said plat, thence N 10° 48' 15" W 22.00' along the east boundary of Lot 3 to the Northeast Corner of Lot 3, thence N 79° 11' 50" E 5.00' to the Northeast corner of Lot 4, thence S 10° 48' 15" E to a point, thence S 79° 11' 45" W 5.00' to the True Point of Beginning, as shown on the attached drawing.

To Have and to Hold for so long as such easement is used or useful to the Grantee, subject to the following condition subsequent: that, pursuant to City of Fairbanks Ordinance No. 5924, Grantor and Grantee shall enter into a replat of the said Lots 3 and 4 of Block 66A, which replat shall serve the purposes of this easement. Said condition subsequent shall be binding upon the heirs and assigns of Grantor and Grantee. Upon recording of such plat in the Fairbanks Recording District, this easement shall automatically terminate.

IN WITNESS WHEREOF, the GRANTOR has caused this instrument to be executed on the day and year first written above.

**GRANTOR  
CITY OF FAIRBANKS**

\_\_\_\_\_  
**JERRY CLEWORTH, Mayor**

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
**JANE HOVENDEN, City Clerk**

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

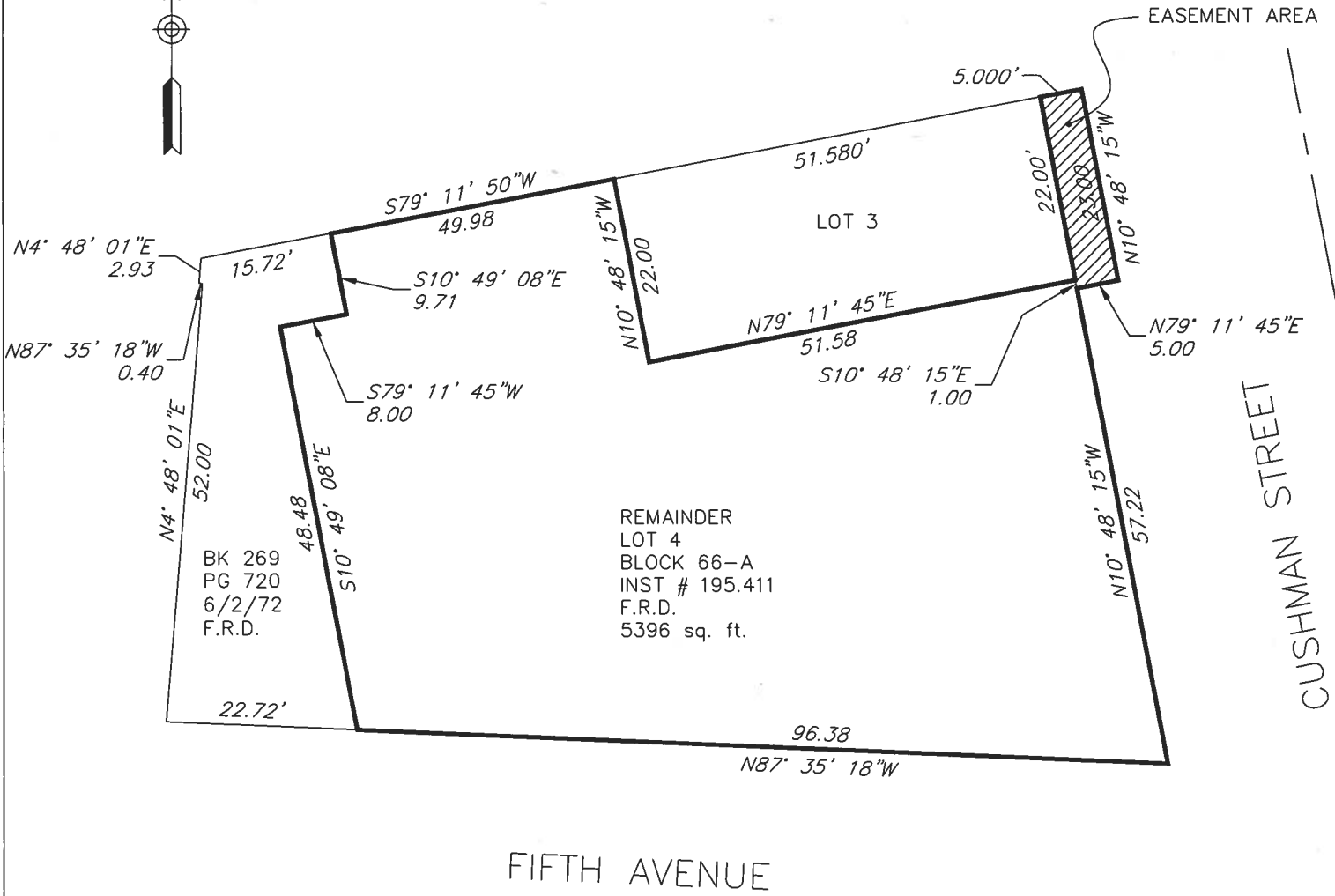
ACKNOWLEDGMENT

STATE OF ALASKA                    )  
  )ss  
FOURTH JUDICIAL DISTRICT        )

THIS IS TO CERTIFY that on this \_\_\_\_\_ day of \_\_\_\_\_ 2013, before me, the undersigned, a NOTARY PUBLIC in and for the State of Alaska, personally appeared Jerry Cleworth, the Mayor of the City of Fairbanks, and Janey Hovenden, the City Clerk of the City of Fairbanks, and that they acknowledged before me that they executed same on behalf of said municipal corporation. IN WITNESS WHEREOF, my hand and seal.

\_\_\_\_\_  
NOTARY PUBLIC:  
Commission Expires:

After recording, return to:  
William Rogers  
806 Cushman Street  
Fairbanks, Alaska 99701



# EXHIBIT A

**Fairbanks North Star Borough / City of Fairbanks  
CHENA RIVERFRONT COMMISSION  
MINUTES  
February 13, 2013**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, February 13, 2013 with Vice Chair Hegarty-Lammers presiding. The following Commission members were in attendance: Anna Plager (via phone), Julie Jones, Matt Wilken, Buki Wright and Bob Henszey.

Also present were: Russ Johnson, DOT; Heather Gappert, Rezone Applicant; Bernardo Hernandez, FNSB Community Planning; Jewelz Nutter, TVWA; Barry Hooper, DOT; Brandy Schade, FNSB Community Planning; Nancy Durham, FNSB Community Planning; Donna Gardino, FMATS; Jackson Fox, City of Fairbanks; and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Hegarty-Lammers** called the meeting to order at 12:05 p.m.

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES OF November 14, 2012 and December 12, 2012**

*A motion was made by Wright, seconded by Henszey to approve the minutes for November 14, 2012 and December 12, 2012. There were no objections. The motion passed unanimously.*

**4. COMMUNICATIONS TO THE COMMISSION**

**Hegarty-Lammers** commented that she was contacted by Bernardo Hernandez, FNSB Director of Community Planning regarding the rezone request which will be discussed at this meeting.

**Hegarty-Lammers** also commented that we have three new commission members and suggested that the current members introduce themselves and explain briefly their interest in the Chena River and the Chena Riverfront Commission. This was done.

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

A. RZ 2013-006 Heather Gappert

**Schade** distributed several maps pertaining to the area of the proposed rezone and gave a brief staff report. This rezone is comprised of 15 lots and Brandy Schade gave demographics of the lots and their sizes. The current zone is Two Family and the applicant is wishing to rezone the area to Multiple Family / Professional Office.

**Plager** asked what one might envision this property to look like compared to what it looks like now. **Gappert** responded that she does not feel that it will look much different than it does now. **Schade** responded that because most of the fifteen lots are already built upon, the look and the intensity doesn't really have that much opportunity to physically change. The option that will be available with this rezone is Multiple Family Office allows not only residential uses but also some professional office uses. It is very much in line with smart growth principles which is an urban planning practice. The look is very much the same but the potential will strengthen the downtown and insulate some of the single family properties behind it from 1<sup>st</sup> Avenue.

**Rainey** asked how parking fits in with this request. **Schade** replied that required parking is based upon use and that is how required parking is calculated. **Gappert** added that there is quite a bit of parking in the back of the building off of 2<sup>nd</sup> Avenue. **Henszey** asked if the proposed rezone area was all businesses. **Gappert** responded that prior to Kellum (heading west) there are businesses along 1<sup>st</sup> Avenue. **Gappert** stated that she has spoken to all of the property owners who this rezone will affect and they are all on board though the church was the most difficult to convince. She attended a church board meeting and they did give their approval. **Wright** asked if the building on 1<sup>st</sup> and Kellum (the house) was occupied as a single family residence. **Gappert** replied "Yes. Ray Sandberg owns the house". The only other lot that is used as a single family residence is on the opposite end of the proposed rezone area and the owner, who is a geological surveyor, would consider moving his office to that location if the rezone were to go through.

**Plager** asked if there were any landscape regulations that would be applicable in this instance for the parking area if this rezone were to go through. **Hernandez** responded that he believes the city has its own landscape regulations and as this property is within city boundaries, their rules would be applicable.

**Hegarty-Lammers** read an e-mail that she received from Lee Wood expressing her concerns with rezoning this property to MFO. **Hegarty-Lammers** also stated that she reminded Lee that while the CRFC members individually may have strong feelings regarding the river and the downtown area, the mission of the CRFC are the goals and objectives that are within the Chena Riverfront Plan. She further stated that the Downtown Association Board decided not to take any action regarding this rezone. They feel that because the applicant had done such a good job researching this and because the affected land owners are not objecting, they feel that it is not the Downtown Associations place to do otherwise. **Wright** added that a major reason that the Downtown Association is not becoming involved in this matter is because this property, though in the downtown vicinity, is not within the boundaries that the Downtown Association oversees. **Schade** added that this rezone request is to be heard on March 5, 2013, by the Planning Commission.

**Gappert** spoke to the Commission and stated her reasons for the rezone. She has been wanting to move her practice to another location for a while and this will be the perfect solution to her many problems if she can just get the property rezoned to be in compliance with the Borough.

**Wright** asked why Gappert was having to change the zoning on the property when, in fact the building was used for a business when it was originally built. **Schade** replied that the business that was in the structure when it was originally built was a home occupation office. **Wright** asked if Gappert planned to live in the structure. **Gappert** replied "Yes".

**Plager** asked if by rezoning the property would anyone be affected negatively.

**Hernandez** and **Gappert** replied "No". **Jones** questioned if the CRFC had any authority to take any action regarding this matter. **Hegarty-Lammers** responded that the CRFC has

the opportunity to do a resolution which is a communication to both the City and the Borough that states that the CRFC either supports or doesn't support this request. **Hegarty-Lammers** stated that she is very reluctant to take any action on this request based on the strong e-mail that she received from Lee Wood. She further stated that she feels the appropriate thing to do is to take no action. There were no objections.

B. Draft Letter of Support for Tanana Valley Watershed

**Nutter** communicated to the commission that TVWA is applying for another Green Infrastructure Project grant from the Department of Environmental Conservation, Alaska Clean Water Action Grant Program, and is requesting a letter of support from the Chena Riverfront Commission for the TVWA application. She provided a copy of the draft version of this letter. The grant will provide filtration before surface runoff reached the river, plus other details such as Demonstration Project, tours, etc. that can be achieved with this grant.

**Hegarty-Lammers** asked if with this letter of support, might the CRFC be able to view the draft publication when received. **Nutter** replied "Absolutely". **Hegarty-Lammers** proposed making three changes to the letter to which **Nutter** agreed.

***Hegarty-Lammers** motioned to provide a letter of support for the grant. **Henszey** seconded the motion. There were no objections.*

C. Chena Small Tracts Project

**Russ Johnson**, P.E. with ADOT & PF, gave a presentation on the proposed Chena Small Tracts project that he is working on to provide a pedestrian walkway/bike path along the north side of Chena Small Tracts Road. The walkway/bike path will terminate near the Chena River at the end of Chena Small Tracts Road.

**Plager** asked what the design is for the end of the path nearest the Chena River. **Johnson** responded that the path will stop near the entrance to the park. A boat launch will not be created. The path will terminate approximately 100' from the river.

***Wright** motioned that the Chena Riverfront Commission support this project and provide a letter of support to Russ Johnson. **Jones** seconded the motion. There were no objections.*

## 7. UNFINISHED BUSINESS

A. Revised Project Review Guidelines

Postponed due to lack of time. **Hernandez** suggested a sub-committee to work out the final details to get a process in place. **Hegarty-Lammers** set a goal of having final guidelines to vote on at the next CRFC meeting. **Plager** and **Hegarty-Lammers** will work to finalize the process.

B. CRFC Representative for the Chena River Summit

**Nutter** spoke to the CRFC and indicated that at the upcoming Summit, **Jones** plans to represent Festival Fairbanks. **Jackovich** will be representing a downtown business and **Wilken** will be representing Golden Heart Utilities. **Henszey** volunteered to represent the CRFC at the summit. There was discussion about whether or not the CRFC would have a table at the Summit. **Nutter** confirmed that the summit will be held May 1, 2013.



C. Coordinated Signage Project Update

**Hegarty-Lammers** asked for an update from **Gardino** regarding the status of signage for the new greenspace triangle created between the Cushman and Barnette bridges. **Gardino** responded that the committee has not yet met. A Steering Committee meeting for the Way Finding Project is scheduled for March 5, 2013. They will be meeting to propose conceptual designs for the Way Finding Signs. **Hegarty-Lammers** reiterated concerns about building continuity for the signage around the fine art project in the green triangle with the historic signs around downtown and the Way Finding project.

D. Project List Review

Postponed due to lack of time.

E. Chena Riverwalk Update

**Jones** gave an update and stated that the project is now in the permitting process with the railroad. The permit excludes Lot 5 and Festival Fairbanks has submitted a new permit to connect the walking bridge at Pioneer Park with a small parking area on the other side.

**8. STAFF AND LIASION COMMENTS**

**9. COMMISSIONERS COMMENTS**

**10. AGENDA SETTING FOR March 13, 2013 COMMISSION MEETING**

- A. Revised Project Review Guidelines
- B. Chena River Summit
- C. Coordinated Signage Project Update
- D. Chena Riverwalk Update
- E. Shoreway Park

**11. ADJOURNMENT**

/I

**Fairbanks North Star Borough / City of Fairbanks**  
**CHENA RIVERFRONT COMMISSION**  
**MINUTES**  
**March 13, 2013**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, March 13, 2013 with Vice Chair Hegarty-Lammers presiding. The following Commission members were in attendance: Anna Plager (via phone), Julie Jones, Lee Wood; John Jackovich and Bob Henszey.

Also present were: Bernardo Hernandez, FNSB Community Planning; Jewelz Nutter, TVWA; Barry Hooper, DOT; Brandy Schade, FNSB Community Planning; Donna Gardino, FMATS; Steve Taylor, FNSB Parks & Recreation; and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Hegarty-Lammers** called the meeting to order at 12:05 p.m.

**2. APPROVAL OF AGENDA**

*A motion was made by Wood, seconded by Henszey to approve the Agenda for March 13, 2013. There were no objections.*

**3. APPROVAL OF MINUTES OF February 13, 2013**

*A motion was made by Jones, seconded by Wood to approve the minutes for February 13, 2013. There were no objections.*

**4. COMMUNICATIONS TO THE COMMISSION**

**Plager** requested that copies of the letters that the CRFC sent in support of the Chena Small Tracts Project through DOT and the TVWA Green Infrastructure grant application be sent via e-mail to all of the Commissioners for their records. Jones suggested that in the future letters such as these can be included with the packets which are e-mailed prior to each months meeting.

**Hegarty-Lammers** welcomed and introduced the newest member of the Commission, John Jackovich.

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

None

**7. UNFINISHED BUSINESS**

A. Revised Project Review Guidelines

**Hernandez** commented that he has taken this Project Review Guideline to the borough attorneys to get their input. He further commented that he feels that the guidelines need to

specify more clearly where the process begins and ends along the Chena River. Where will these guidelines be in effect along the river? **Hegarty-Lammers** commented that designating in the process a more definitive beginning and end is a good idea. **Wood** asked how many rezones, conditional uses and variances does this area usually see in a year. **Hernandez** replied that the last time there was a rezone east of Ft. Wainwright might be 10 years ago. **Henszey** asked the same question about the Chena Slough. **Hernandez** replied that he can't think of anything recently, but most of that property is GU-1 zoning. **Henszey** suggested that the designation should refer to the main stem of the Chena River. **Jackovich** suggested that the designation could start at the Moose Creek Dam and end at the confluence of the Chena and Tanana Rivers. After much discussion, it was decided that the process will apply along the Chena to property beginning just downstream of the Moose Creek dam and end at the confluence of the Chena and Tanana Rivers.

**Wood** questioned why Community Planning would want to limit the length of the corridor that the Project Review Guidelines would apply to. **Hernandez** responded that he would like to see the area limited to begin with so that the process can be tested.

**Hernandez** added that he will be contacting the boroughs' Computer Services Department to have them add a layer to the GIS that draws a line down the center of the Chena River. This will help the Planning Department to know when a parcel is within the river corridor and is affected by the Project Review Guideline process.

**Hegarty-Lammers** added that based on the fact that the highest growth rate for the borough in the last five years has been in the North Pole area, she would like to see the "line in the river" begin at the Moose Creek dam and continue to the confluence of the Tanana and Chena Rivers.

**Hernandez** questioned what happens if the CRFC doesn't contact the clerk within 2 days as stated in Step 3. **Hegarty-Lammers** responded that that time frame is in place so that the CRFC is not holding up the progress of the rezone, conditional use or variance application. **Henszey** asked if that were two calendar days or two working days. **Hernandez** replied that it was two working days.

***Jones** motioned to adopt the Project Review Guidelines including the new language as proposed by Bernardo Hernandez. **Henszey** seconded the motion. The motion was adopted unanimously.*

**Plager** suggested that the Project Review Guideline process be adopted as one of the operating rules for the Chena Riverfront Commission.

***Hegarty-Lammers** motioned that the Chena Riverfront Project Review Guidelines process, as adopted, be added to the Chena Riverfront Rules and Procedures. **Wood** seconded the motion. There was no objection.*

#### B. Chena River Summit CRFC Opportunities

**Henszey** stated that he attended the meeting last month as a representative of the CRFC. **Hegarty-Lammers** asked if there was discussion about the CRFC having a table at the Summit. **Nutter** added that there will be a trade show. She further explained that each of the five sub-committees that were formed will focus on specific topics: Recreation, Economics, Critters, Storm Water and Water Quality/Erosion Of the twenty or so ideas that the sub-committees came up with, only two or three will make it on to the agenda for the Summit. **Nutter** will meet with a chair and co-chair for each sub-committee at a later date to set the agenda. They meet the third Wednesday of each month. The Summit will take place May 1, 2013. The Summit Steering Committee will be determining if there will be a charge for a booth at the trade show and if so, how much.

### C. Coordinated Signage Project Update

**Gardino** spoke to the commission regarding the Historical plaques and the Wayfinding Project. For the Wayfinding Project she presented information to the commission that Jackson Fox had prepared, based on the findings from the contractor of Bettisworht, plus a group from Traverse City, Michigan. There are two concepts that have been accepted and a decision will be made soon as to which one the committee will choose. She stated that the reason that the Wayfinding project is limiting itself to the city is that it is a little more challenging to put the Wayfinding signs up on DOT roads and highways. The DOT rules will be a lot more stringent. **Hooper** also commented that there is nothing like this project in the state, so Fairbanks will be taking the lead for the state looking for a process for placing Wayfinding signs on expressways etc. This could potentially have ramifications for placing signs throughout the state. **Gardino** added that the state adheres to the Uniform Traffic Control Device Manual (MUTCD) and the state has a supplement to that manual that covers everything to do with traffic control devices. They often append this larger manual with the Alaska version, but they have not appended this larger manual with Wayfinding for Alaska yet.

In describing the two different concepts, **Gardino** stated that concept number one is the preferred choice and would tie in better with the "Complete Streets" concept.

**Jackovich** commented that the Downtown Association and the Chamber of Commerce produce maps of the downtown area and indicate certain points of interest with a numbering system. He suggested that perhaps this project could somehow correlate with their system to make things more uniform. **Nutter** asked if hypothetically an interpretive sign were to be placed at Shoreway Drive Park, would the group placing said sign be able to order the sign with the same specifications as the Wayfinding signs. **Gardino** replied "Yes". **Gardino** further stated that there will be design documents for the signs by April 29, 2013, and will be available to anyone who wants the specifications. **Hegarty-Lammers** commented that the specifications are intended to be a template, so that anyone wanting to place a sign can be consistent with what is already erected. **Gardino** also stated that there is only \$70,000 for this project.

**Gardino** also reported that the Historical Committee met again and they talked about where to physically place their signs/plaques for the "Triangle space" between the Cushman Street bridge and the Barnette Street bridge. The exact location will be determined at a later date. However, more importantly, they came up with some themes for the signs/plaques including the transportation hub, the bridges, gatherings and trade. The committee, Pat Sackinger, George Lounsbury and Candy Waugaman, is looking for pictures depicting why the founding fathers chose this location to develop the town of Fairbanks and have been working very hard to find pictures to use for this purpose. Their hope is to place five signs/plaques at the "Triangle" location. **Plager** asked if the Historic Commission had someone on the team who has professional expertise in historic interpretation for this project. **Gardino** responded that Pat Sackinger is on the Historic Commission and is very involved though she is not sure of Ms. Sackingers professional status. **Hernandez** further stated that Ms. Sackinger has put together signs for two different projects in the community. **Hegarty-Lammers** and **Plager** emphasized the importance of having professionally-trained interpretive specialists to design or to review the proposed interpretive signs to create informative, appealing displays according to long-standing techniques proven to improve audience involvement. **Plager** mentioned perhaps the Alaska State Park interpretive staff could be tapped for professional review.

### D. Chena Riverwalk Update

**Jones** commented that Festival Fairbanks has submitted the two million dollar Chena Riverwalk through the CAPSIS program. If anyone knows any legislative folks, they are encouraged to contact them to endorse this project. Also, they are still in the permitting process with Alaska Railroad. The permits will come up before the AKRR Board of Directors in

May. Public endorsement and support of this project is greatly appreciated. Additionally, FMATS moved forward some funding for the design of the Chena Riverwalk. **Hegarty-Lammers** asked if Festival Fairbanks is considering using the same design and color concepts that the Wayfinding project is using and **Jones** replied "Absolutely."

**Hernandez** asked if there was a particular legislative member that is championing this project. **Jones** replied that Steve Thompson is the one who put it forward for Festival Fairbanks but he also sits on their Board of Directors so he has to be somewhat cautious. At this time, they really don't have anyone. **Gardino** further added that there is money from FMATS to do the design for the project, but the DOT will not allow the project to move forward until there is a signed maintenance agreement with whomever is going to maintain the riverwalk. That responsibility is still being determined.

**Plager** asked about the project and wanted to know if the funding included money to build bridges. **Jones** responded that the total funding for the project is over 3 million dollars and does include bridges. Currently the plan is to build three bridges and there are also funding requests elsewhere.

**Jones** expects there will be a budget request to the FNSB Assembly in April. She indicated she will let Laura know, so she can alert the CRFC members when comments are open for the State Legislature and the FNSB Assemble.

*Plager moved to extend the meeting for 15 minutes to accommodate the last item on the agenda. Woods seconded the motion. There was no objection.*

#### E. Shoreway Drive Parking Lot

**Chandra McGee** from the Department of Environmental Conservation addressed the commission and stated that the DEC is in support of a proposal that the Tanana Valley Watershed Association put in with the National Fish and Wildlife Foundation to fund a storm water fix for the drainage for this parking lot. The plan is to basically take out the chute and repair the riparian area where the chute currently is. The proposal includes a storm water catch basin. It also includes a grated walkway for pedestrian traffic. The proposal also includes funding for signage for the project. **Nutter** added that this project is "a go" and **McGee** added that it is slated for construction this summer. **Hegarty-Lammers** asked if the existing signage that recognized folks who have worked on Shoreline Park in the past has been removed and **Hooper** responded that the signage will remain.

### 8. STAFF AND LIASION COMMENTS

**Hooper** commented that on March 27<sup>th</sup>, 2013, from 5:00 to 7:00 p.m. there will be a public open house at the Morris Thompson Cultural Center regarding the Wendell Street Bridge replacement project. There will be several meetings on this matter throughout the summer.

### 9. COMMISSIONERS COMMENTS

**Wood** commented that if a commissioner happens to miss a meeting, the clerk can make arrangements for the recording to be available on line for a limited time.

**Jones** commented that because Festival Fairbanks is planning on having a booth at the Chena River Summit, she will not be available to man a booth on behalf of the Chena Riverfront Commission at the Summit.

**10. AGENDA SETTING FOR April 10, 2013 COMMISSION MEETING**

- A. Revised Project Review Guidelines
- B. Chena River Summit
- C. Project List Review
- D. Coordinated Signage Project Update
- E. Chena Riverwalk
- F. Barnette Street Bridge update
- G. Chena River Salmon Study Report (TVWA)

**11. ADJOURNMENT**

/I

**Fairbanks North Star Borough / City of Fairbanks**  
**CHENA RIVERFRONT COMMISSION**  
**MINUTES**  
**April 10, 2013**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, April 10, 2013 with Chair Anna Plager presiding. The following Commission members were in attendance: Kelley Hegarty-Lammers, Susan Rainey, Gordon Schlosser, Buki Wright, Julie Jones, Lee Wood; John Jackovich and Bob Henszey.

Also present were: Jae Hill, FNSB Community Planning; Jewelz Nutter, TVWA; Barry Hooper, DOT; Brandy Schade, FNSB Community Planning; Donna Gardino, FMATS; Jackson Fox, City of Fairbanks; and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Plager** called the meeting to order at 12:05 p.m.

**2. APPROVAL OF AGENDA**

*A motion was made by Wright, seconded by Henszey to approve the Agenda for April 10, 2013. There were no objections.*

**3. APPROVAL OF MINUTES OF March 13, 2013**

*A motion was made by Jones, seconded by Hegarty-Lammers to approve the minutes for March 13, 2013. There was one typographical error noted.*

**4. COMMUNICATIONS TO THE COMMISSION**

**Plager** stated that due to time constraints, Brandy Schade was not added to the agenda for today's meeting, but would be speaking to the commission regarding a rezone request that was recently received in Community Planning. This will be under "Staff Reports".

**Plager** commented that it was nice to see our new members present.

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

None

**7. UNFINISHED BUSINESS**

A. Revised Project Review Guidelines

**Plager** commented that the Revised Project Review Guidelines is finally complete. **Plager** asked for suggestions for imbedding this Guideline into the rules and procedures for the CRFC. She further questioned if this procedure should become Rule #16. It was agreed that this would be acceptable and it will be appended to the existing Rules and Procedures document.

***Schlosser** motioned to adopt the Project Review Guidelines as Rule Number 16. **Wright** seconded the motion. The motion was adopted unanimously.*

**Hegarty-Lammers** suggested that one-page copies of the document be made available to developers. **Plager** commented that this is not intended for developers. **Henszey** noted that by placing the procedure as Rule #16, it would be putting it under the heading of "Suspension of Rules". He questioned if this was an appropriate place to put this. **Plager** suggested giving it a new heading and call it "Process for Project Review".

***Henszey** motioned that the Chena Riverfront Project Review Guidelines process, as adopted, be amended to read "Process for Project Review" and be listed as Rule No. 16. **Hegarty-Lammers** seconded the motion. All were in favor. There was no objection.*

**Plager** stated that in the materials offered today, there is a copy of the Project List that she would like everyone to review and be prepared for discussion at meeting next month.

#### B. Chena River Summit CRFC Opportunities

**Henszey** reported that a Steering committee meeting was held and at that meeting the group came up with 10 topics that will be in three sessions with 2-3 sessions running concurrent at the Summit. The presentations will be from 10:00 a.m. to 4:00 p.m. There is a registration fee for attendees. There will also be a tradeshow from 4:00 p.m. to 7:00 p.m. that is open to the public. **Plager** questioned if perhaps it may be too late to pull together a presentation for the tradeshow. **Nutter** commented that she would love to see the CRFC represented at this function. **Plager** stated that she can't think of anything else which would meet the mission of the commission better. **Jackovich** added that he is supportive of the CRFC having a booth at the tradeshow and volunteered for a time slot to represent the CRFC. **Hegarty-Lammers** commented that she too is supportive of this and had several suggestions for the booth at the Summit. **Schlosser** also commented that he is supportive of this as well. **Plager** suggested that a committee be formed that can meet for an hour to discuss the details of the CRFC booth at the Summit. **Hegarty-Lammers** volunteered to chair the committee. **Jackovich**, **Henszey** and **Schlosser** also volunteered for the committee. Commission members also signed up to man the booth during the Summit. **Wood** commented that it would be nice to have a list of all of the projects that the CRFC has been involved in over the years.

#### C. Coordinated Signage Project Update

**Gardino** addressed the Commission and spoke regarding the Historical sign project. They will be meeting again this afternoon to narrow down the photo selections and develop verbiage for the photos that they select. They also went before the Policy Committee and the Policy Committee would like to see five signs at two separate locations, so they are increasing their contribution to allow for ten signs rather than five. **Gardino** further commented that because the concrete plaza is not ADA accessible, a revised drawing will go before the Policy Committee next week. Basically, the stairs will be gone but the sitting wall will remain with flower boxes attached and there will be a pathway that goes through to the other side to view the plaques and the river. **Plager** asked if the idea was to have all ten plaques in the apex feature. **Gardino** stated that there will now be 5 plaques in the semi-circle area and 5 additional plaques in the exposed aggregate sidewalk area. **Hegarty-Lammers** asked if **Gardino** was ever able to contact a landscape architect who has specific expertise in signage. **Gardino** stated that they did not contact a landscape architect, but they did work with DOT and they have a landscape architect from Design Alaska who has done many interpretive sign projects and they have received authorization to use Design Alaska for sign review and layout.

**Fox** addressed the Commission and gave an update on the Wayfinding sign project. He commented that the last steering committee meeting for this project was held April 2<sup>nd</sup> and **Bettisworth** presented them with the final design concept. He brought with him, to this meeting, pictures of what the final design will look like. He further stated that there will be some minor



revisions to both the signs and the destination listing, but that will be finalized by the end of April. He will bring prints of the final design to next month's CRFC meeting. He will also forward it to the Recording Clerk so that she can forward it electronically to Commission members and Liaisons. **Plager** asked Nutter if the signs for TVWA are similar to these and Nutter stated that the TVWA signs are the State DNR signs. They will be on display at the Summit. The TVWA signs will be as coordinated with the Wayfinding signs as possible.

#### D. Chena Riverwalk Update

**Jones** spoke to the Commission and stated that the project is still on hold. The next meeting of the Board of Directors for the Railroad is May 23<sup>rd</sup> and hopefully the permit application will be approved at said meeting. At this point there has been no word from the Railroads' Real Estate department when public testimony will be heard on this application. Additionally, she is having some difficulty finding out what the procedure is for the application process. **Jones** further stated that a representative for the Railroad, Robert Hahn, did come to Fairbanks to meet with the City and Festival Fairbanks regarding the application.

On the State level, Festival Fairbanks has applied for \$2 million in the Capital budget. This did not end up in the Senate appropriations. Steve Thompson is going to oversee this as one of his personal "pet projects" in the House. The good side of not moving forward with the Chena Riverwalk project, with State money, is that there might be an opportunity to bring in more private funding which will keep the project out of DOT's hands and will allow the project to move ahead a lot faster and cheaper. **Plager** asked where one goes for private funding. **Jones** replied that foundations and large corporate sponsorships are one way to obtain private funding. Festival Fairbanks has applied to the Stroecker Foundation but has not heard back from them as of yet. Furthermore, they are planning on naming one of the walking bridges after Bill Stroecker as he was very supportive of Festival Fairbanks.

**Rainey** asked where one could find more information regarding this project. **Jones** replied that it is a Festival Fairbanks project so they should contact Festival Fairbanks with any questions.

**Henszey** asked if any of the grant programs have been explored. **Jones** responded that if anyone knows of any grants being offered, please let her know. **Rainey** asked if Festival Fairbanks is or has worked with anyone from the University. **Jones** replied that they haven't. **Schlosser** questioned if the University would have to work in conjunction with Fish & Game. **Henszey** asked if there was some sort of program through DOT. **Gardino** clarified that the name of the program is Mac 21. Their transportation enhancement program went away and now all they have is an alternative program, but the State has not figured out how to distribute money from this program yet. It is a potential for trails, however.

**Jones** also stated that the biggest hurdle for this project is the maintenance agreement. All of the interested parties want the Chena riverwalk but no one wants the maintenance agreement to maintain the Chena riverwalk. **Hegarty-Lammers** asked what the options for maintenance were and **Jones** replied the City of Fairbanks, Fairbanks North Star Borough Parks and Recreation, Festival Fairbanks and Alaska Railroad.

*Plager moved to extend the meeting for 15 minutes to accommodate the last item on the agenda. Woods seconded the motion. There was no objection.*

#### E. Shoreline Park

**Nutter** addressed the commission and stated that TVWA is waiting until April 22<sup>nd</sup> to find out if they will be awarded the National Fish and Wildlife Foundation grant that they have applied for. If they are successful in receiving this grant, they will be able to make the improvements (grass, interpretive signage etc.) to the park that they would like to make. **Fox** added that if the

grant is not awarded, the City of Fairbanks will still follow through with the improvements and DOT has offered to extend the bike path to make the connection between the two paths.

F. Ice Park Rezone

**Schade** commented that there was no change to the Ice Alaska Rezone request and no new information to report.

## 8. STAFF AND LIAISON COMMENTS

**Hooper** commented that the DOT meeting to discuss the Wendell Street bridge went well and that there will be another meeting in May.

**Schade** handed out maps and gave a brief synopsis of the rezone that is coming before the Planning Commission on May 7<sup>th</sup> for Schilling subdivision on the Chena River in the vicinity of Birch Lane and Fairbanks Street. Two adjacent parcels owned by the same owner are being reconfigured to better balance the riverfront access for each. She further commented that this is a “test-run” for the new Process for Project Review. **Wright** asked Schade if she felt this rezone request was controversial. **Schade** commented that she did not feel this rezone request is controversial. **Plager** asked if the Commission felt a special meeting should be scheduled to discuss this application further. No one requested a special meeting to discuss this matter.

**Wright** commented that there are two services that have in the past or do presently exist in the downtown area. The first is the “Clean Team” and it is currently non-existent. The other, “Community Service Patrol” is currently in existence. Funding has always been a challenge for both of these programs. Community Service Patrol is currently funded through the Downtown Association. There was an ordinance forwarded by Vivian Stiver, when she was still with the City Council, which would allow a “local improvement district” to assess itself for services that it desires. This ordinance passed which meant property owners in this district could decide if they wanted to assess themselves for services. This went to a vote of the people and the vote failed. Subsequently another ordinance was forwarded that changed the way the ordinance was voted to allow the decision to be made by those who vote. . There will probably be more information regarding this issue in the future. Wright just wanted to make the Commission aware of this matter as it does affect the river to some degree.

## 9. COMMISSIONERS COMMENTS

**Plager** commented that she felt that the DOT did a great job with their Wendell Street Bridge meeting.

## 10. AGENDA SETTING FOR May 8, 2013 COMMISSION MEETING

- A. Chena Summit – Post Report
- B. Project List Review
- C. Chena River Salmon Study Report
- D. Coordinated Signage Project Update
- E. Chena Riverwalk
- F. Barnette Street Bridge Update
- G. Local Improvement District

## 11. ADJOURNMENT

/I

**Fairbanks North Star Borough / City of Fairbanks  
CHENA RIVERFRONT COMMISSION  
MINUTES  
May 8, 2013**

The Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission (CRFC) met on Wednesday, May 8, 2013 with Chair Anna Plager presiding. The following Commission members were in attendance: Kelley Hegarty-Lammers, Susan Rainey, Gordon Schlosser, Julie Jones, John Jackovich, Wayne Jeffries and Bob Henszey.

Also present were: Jae Hill, FNSB Community Planning; Jewelz Nutter, TWVA; Al Beck, DOT; Brandy Schade, FNSB Community Planning; Donna Gardino, FMATS; Jackson Fox, City of Fairbanks; Steve Taylor, FNSB Parks & Rec; Jimmy Fox, US Fish & Wildlife and Laura McLean, FNSB Recording Clerk.

**1. CALL TO ORDER**

**Plager** called the meeting to order at 12:05 p.m.

**2. APPROVAL OF AGENDA**

*A motion was made by Rainey, seconded by Hegarty-Lammers to approve the Agenda for May 8, 2013. Hegarty-Lammers suggested adjusting the order of items to accommodate our visitors. There were no objections.*

*Plager suggested that since Buki Wright was not present at the meeting, that the Local Improvement District item be removed from the agenda as well. There were no objections.*

**3. APPROVAL OF MINUTES OF April 10, 2013**

*A motion was made by Hegarty-Lammers, seconded by Jones to approve the minutes for April 10, 2013. There were no objections.*

**4. COMMUNICATIONS TO THE COMMISSION**

**Plager** welcomed the guests at the meeting and asked them to introduce themselves.

**5. PUBLIC COMMENTS**

None

**6. NEW BUSINESS**

None

**7. UNFINISHED BUSINESS**

A. Chena Summit – Post Report

**Nutter** reported that the Summit was a huge success thanks to a lot of folks who participated and volunteered their time. **Plager** commented that there was a big turnout of CRFC Commissioners at the event as well as Liaisons and Staff participation. She further stated that she picked up the annual report from the Tanana Valley Watershed Association and is really impressed with what this organization does for the community. Each

Commissioner/Liaison who attended the summit was asked to comment on what their favorite part of the summit was.

**Nutter** commented on an idea that Jay Ramras has for getting visitors to enjoy the river more and spend some time when they are visiting Fairbanks fishing the Chena River.

**Plager** commented that what she is seeing is an interest in visitors to the Chena River and groups like the CRFC, and others who stand to benefit from use of the Chena River, need to think about river access.

**Jimmy Fox** also commented that what the Summit lacked in quantity, it made up for in quality. He was very pleased with the turnout and the various booths that attended.

**Rainey** commented that she was not able to attend the summit, but wondered where she might be able to access the information and presentations that were presented. **Nutter** responded that TVWA will have all of the information on their website though not right away.

#### B. Chena River Salmon Study Report

**Nutter** gave a presentation to the Commission which described some of the projects and partnerships that TVWA will be involved with in 2013. One of the projects that the TVWA is involved with will be the Chena Riverwalk which is an event for youth and their families in partnership with the City of Fairbanks. This year the Riverwalk will be held on June 8<sup>th</sup> from 10 a.m. until 2 p.m. at the Carlson Center. TVWA works with the Stormwater Advisory Committee and have sought funding through the US Fish and Wildlife Service for this event. She also spoke about ACWA (Alaska Clean Waters Act) which is a grant program in which TVWA has done several projects under. Further, she stated that this year's ACWA grant is Green Infrastructure. The intent of the TVWA is to produce a living river resource guide. This project will start July 1<sup>st</sup>.

**Nutter** also spoke about the Chena River Salmon project, which is a partner project with the US Fish and Wildlife Service, that entails working together with the public to gather information regarding the Chinook Salmon in the Chena River. Jimmy Fox added that about 50% of the salmon returning up the Yukon River from the ocean and are headed to Canada. The remaining 50% are returning to Alaskan rivers.

**Nutter** concluded with stating that the Adopt-A-Stream project will have a training day on May 18<sup>th</sup> to teach volunteers how to count fish at various locations along the river, do water quality sampling as well as gather other information which is useful to understanding the return of the Chinook salmon. **Plager** asked how long TVWA plans to continue the program and who goes with the kids to gather this information. **Nutter** responded that this will continue until the money runs out and that the staff of TVWA accompanies the kids.

#### C. Coordinated Signage Project Update

**Jackson Fox** addressed the Commission and brought hand-outs of the final version of the design for the Wayfinding project signs. He commented that some of the signs will be installed beginning this summer and additional signs during the next two summers. He further confirmed that this will work in conjunction with the Complete Streets project. He stated that the signs will be installed by the City of Fairbanks Public Works department. **Fox** further stated that DOT will have to approve the final design in order to install the signs on Airport Way and the Steese Highway. **Hegarty-Lammers** asked who makes the decisions at DOT regarding signs. **Beck** stated that Pam Golden is the Regional Traffic Engineer and that DOT follows the MUTCD, a uniform manual for traffic control devices.

He further commented that Alaska has an Alaska Traffic Manual which is a supplement to the MUTCD. Beck also commented that only a few signs will be within DOT right-of-ways. The majority of the signs will be within city limits. **Jackovich** questioned if the locations for placement of the signs has been determined. **Fox** replied that a destination list has been produced but they are still waiting for specific placement locations to be determined.

**Schloesser** commented that he feels that the designers did a great job of taking feedback from everyone and also a big accolade to the design committee for their work.

**Jones** commented that as a Wayfinding Committee member, the design team was wonderful to work with and that Jackson Fox did a great job putting together a committee to get this project accomplished very quickly.

**Gardino** gave an update on the historical plaque project that will be placed at the apex between Cushman and Barnette Streets. She stated that they are moving forward and already have three plaques that they have the verbiage for at this point. The next meeting is scheduled for May 23<sup>rd</sup>. She also stated that the Pioneers' representative is George Lounsbury and that he keeps sending more and more photos for them to view and possibly use. Rainey suggested that if even more photos were necessary, the committee should contact Pam Wulkia as she owns the building that was the original curling club here in Fairbanks.

#### D. Chena Riverwalk

**Jones** reported that the Alaska Railroad has given notice that they are open for public comment during the AKRR board meeting in Anchorage on May 21<sup>st</sup>, which is an opportunity for comments supporting the Chena Riverwalk, Phase 2 and the railroad's permit for the trail. Jones provided petitions that the Commissioners and Liaisons can take with them to have signed. She also stated that written comments can be submitted before May 20<sup>th</sup> to be heard at the meeting. You may also travel to Anchorage and give oral comments as well. She further commented that they have met with the Borough Mayor to discuss the maintenance issues. The Mayor is speaking in support of having the borough take on some of the responsibility for maintenance of the riverwalk.

**Jones** also reported that they are still in need of additional funding, but cannot necessarily determine how much until the design is completed, which creates a "Catch 22". But they are moving forward with this project. It is her feeling that the riverwalk, which is to be built on railroad property, will most likely not break ground this year. She also stated that Fish and Game will do a walk through to determine what kind of assistance that they can contribute to the project. Jones also added that she will be flying down to Anchorage to attend the meeting, so if anyone wanted to return their petitions to her, she can hand carry them down and present them at the meeting in person. She also invited others to attend as well.

**Jackovich** asked what exactly is it that we are asking for from the ARRC. **Jones** replied that there is a permit request in with the ARRC and all we are asking for is for them to say yes and grant the permit.

**Jones** also commented that she is working with Fish and Wildlife to see about possibly getting the dock that was located near Golden Heart Plaza put back in the river. She will hopefully have more information at the next meeting.

#### E. Barnette Street Bridge Update

**Henszey** stated that he has been using the bike path under the bridges and has encountered ice under them. **Plager** asked Steve Taylor what the solution to the problem

might be. **Taylor** replied that they had looked at the problem and they feel that perhaps some of the storm water protection measures may be keeping some of the water on the path. Once the project is complete and the storm water protection measures are removed, it should alleviate the problem. **Gardino** stated that she contacted DOT regarding the Peger Road bridge problem.

F. Project List Review

Deferred to the first item on the agenda for the June 12<sup>th</sup> meeting

G. Local Improvement District

This item was removed from the agenda as Buki Wright was not present at the meeting.

## 8. STAFF AND LIAISON COMMENTS

**Beck** commented that if more information was needed regarding the Open House for the Wendell Street Bridge project, one could go to the website or check the local paper.

Jackson **Fox** handed out flyers for this years' Spring Clean-up event.

**Schade** thought that the summit went well and thanked all that participated.

**Jackovich** also commended those who worked to make the summit a success.

**Henszey** commented that he was impressed with the work that was done for the summit and commented that he was glad that the CRFC now has a wonderful map for future purposes.

**Jones** thanked everyone for supporting the Chena Riverwalk concept.

**Hegarty-Lammers** thanked staff for their continued support of the CRFC.

## 9. COMMISSIONERS COMMENTS

No comments were made

## 10. AGENDA SETTING FOR June 12, 2013 COMMISSION MEETING

- A. Project List Review
- B. Chena Riverwalk permit update
- C. Wendell Street bridge update
- D. Planning projects poster (Schade)
- E. Historical sign project update
- F. Local Improvement District

## 11. ADJOURNMENT

A motion to adjourn was made by **Hegarty-Lammers** and was seconded by **Henszey**. All were in favor.

/I

August 9, 2013

2012 City Bed Tax Funds

800 Cushman Street

Fairbanks, AK

Attn: Finance Dept.

This is in regards to the wonderful gesture, of the grant, for the grave marker placed on our grand-father, Samuel W. Harper's grave. I wanted to thank you on behalf of my family (Harper, Blair and Denton). I wasn't sure what kind of marker to choose and how to collect for it. He worked for the Alaska Railroad and was relocated from Nenana to work here, in Fairbanks. His family was the second native family to settle in Fairbanks. I've been trying to figure out, besides the kind of marker, the information, what to engrave on it and how to pay for it. You've solved all of this. From his 10 sons and daughters, there's 1 daughter left and 37 grandchildren. Again, thank you, from my family.

Sincerely,



Sue Courtillet (Blair)