



HOTEL/MOTEL DISCRETIONARY FUND COMMITTEE  
SPECIAL MEETING MINUTES – FEBRUARY 28, 2020, 12:00 P.M.  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



SPECIAL MEETING

The Hotel-Motel Discretionary Fund Committee convened at 12:06 p.m. on the above date to conduct a Special Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Council Member June Rogers (Seat F) presiding and with the following members in attendance:

Members Present:                    Kathryn Fitzgerald, Seat A  
    Ron Woolf, Seat B  
    Jim Soileau, Seat E

Absent:                                    John Nobles, Seat C  
    John Kohler, Jr., Seat D

Also Present:                            Diana Hebel, Deputy City Clerk I  
    Margaretta Bell, Chief Financial Officer

**APPROVAL OF MEETING MINUTES**

a)        Regular Meeting Minutes of January 10, 2020

**Ms. Fitzgerald**, seconded by **Mr. Soileau**, moved to APPROVE the Regular Meeting Minutes of January 10, 2020.

**Chair Rogers** called for objection and hearing none, so ORDERED.

**UNFINISHED BUSINESS**

a)        Approval of Hotel/Motel Discretionary Fund Logo

After reviewing the process taken to rework the Hotel/Motel Discretionary Fund Logo, **Chair Rogers** asked for a motion to approve the use of the logo as it currently stands.

**Mr. Woolf**, seconded by **Ms. Fitzgerald**, moved to APPROVE the use of the current logo.

**Chair Rogers** called for objection and hearing none, so ORDERED.

**NEW BUSINESS**

- a) Discussion on whether to Update Grant Application – Re: Committee Non-Participation in Events as Sponsor

**Chair Rogers** explained that from the perspective of the City, kickbacks are not allowed, and the grant application may need to be updated in this regard. After giving a few examples of kickbacks, special gifts, and invitations, **Chair Rogers** asked for ideas or thoughts from members, specifically about their understanding of the subject.

**Mr. Woolf** stated that he has never attended anything that was sponsored but noted that it is difficult not to be connected in some way through work or social acquaintance in Fairbanks. He stated there are times where there could be a conflict of interest.

**Mr. Soileau** questioned, for sake of clarification, when participation in an event would be considered a kickback and when it would not be.

**Ms. Fitzgerald** also asked for clarification on the difference between being a patron at an event and receiving a kickback.

City Chief Financial Officer Margarita Bell stated that on page 4 of the application, the second check mark of the grant application states, “The grant recipient agrees to acknowledge the City of Fairbanks Hotel-Motel Discretionary Fund Grant as a sponsor”, and that language would cause the applicant to treat the City’s Discretionary Fund as a sponsor. She stated they could add language to make it clear that the Committee is not accepting gifts or special treatment as a sponsor.

**Chair Rogers** spoke on the importance of this statement on the application; she clarified, however, that it is the City of Fairbanks that is considered a sponsor and not the Committee. She stated the Mayor would be the appropriate person to represent the City as the sponsor.

After some consideration amongst Committee members, **Chair Rogers** read from page 4, “The grant recipient agrees to acknowledge the City of Fairbanks Hotel Motel Discretionary Fund Grant as a sponsor...” and asked if this was to be considered an accurate statement for all involved in the process. She stated that the “City of Fairbanks Hotel Motel Discretionary Fund Grant” demonstrates that the sponsorship comes from the City.

Ms. Bell stated the issue might be better addressed when the recipient signs the grant agreement when they obtain the awarded funds. She suggested a statement could be added that to say that Committee members are not allowed to receive gifts, or something similar, and that way it will not impact the application.

**Chair Rogers** asked for a motion to add a statement to the grant acceptance document stating that grantees are not allowed to give gifts to Committee members.

**Mr. Woolf**, seconded by **Mr. Soileau**, moved to APPROVE the addition of such a statement to the grant acceptance document.

**Chair Rogers** called for objection and hearing none, so ORDERED.

**NEXT MEETING** – November 2020 (exact date to be determined by the Committee)

**Ms. Fitzgerald** stated she would not be available the week of November 16 through the 19.

All agreed that a November meeting date at noon would work with the specific date to be decided.

**ADJOURNMENT**

**Mr. Soileau**, seconded by **Mr. Woolf**, moved to ADJOURN the meeting.

Without an order to adjourn and continued discussion, the meeting continued.

**Chair Rogers** asked Mr. Soileau to summarize what was just said.

**Mr. Soileau** reiterated that when the grantee is fulfilling the requirement of using the Hotel Motel Discretionary Fund logo, the older logo should be accepted if used instead of the most recent one.

**Chair Rogers** asked for a motion that an official City logo is an official City logo, whether it is current or not.

**Ms. Fitzgerald** stated there should be a requirement that the new, official logo be in use by a specific date.

**Chair Rogers** asked for a second amended motion that would take that requirement under consideration.

**Ms. Fitzgerald**, with no Second, moved that the Committee accept any Hotel/Motel Discretionary Fund logo, whether current or not, with a requirement that the newest logo be used by 2022.

**Chair Rogers** suggested reviewing the requirement of using the new logo in the next year.

**Chair Rogers** asked for a vote to APPROVE that the use any official logo is acceptable to fulfill the requirement in the application.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THAT THE USE ANY OFFICIAL LOGO IS ACCEPTABLE TO FULFILL THE REQUIREMENT IN THE APPLICATION AS FOLLOWS:

YEAS: Rogers, Woolf, Soileau

NAYS: Fitzgerald

**Chair Rogers** declared the MOTION CARRIED.

**Mr. Soileau**, seconded by **Mr. Woolf**, moved to APPROVE adding a statement to the grant acceptance document that any previously approved logo be allowed until such a time that it can be updated to the most recent logo.

**Chair Rogers** called for objection and hearing none, so ORDERED.

**Mr. Soileau**, seconded by **Ms. Fitzgerald**, moved to ADJOURN the meeting.

Hearing no objection, **Chair Rogers**, declared the meeting  
ADJOURNED at 12:53 p.m.

  
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June Rogers, Chair

for   
\_\_\_\_\_  
Diana Hebel, Deputy City Clerk I

Transcribed by: DH