



HOTEL-MOTEL DISCRETIONARY FUND COMMITTEE
MEETING MINUTES, DECEMBER 15, 2020, 5:30 PM
HELD VIA TELECONFERENCE AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Hotel-Motel Discretionary Fund Committee convened at 5:31 p.m. on the above date to conduct a **Presentation Meeting** at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska and via teleconference with Council Member June Rogers (Seat F) presiding (remotely) and with the following members in attendance:

Members Present: Kathryn Fitzgerald, Seat A (remotely)
Ron Woolf, Seat B (remotely)
Samantha Kirstein, Seat C
Traci Gatewood, Seat D (remotely)
Randi Carnahan, Seat E (remotely)

Also Present: Lonny Marney, City Council Member (remotely)
D. Danyielle Snider, City Clerk
Diana Hebel, Deputy City Clerk I
Margarita Bell, Chief Financial Officer

APPROVAL OF AGENDA

Ms. Gatewood, seconded by **Ms. Fitzgerald**, moved to APPROVE Agenda.

With no objection, the agenda was APPROVED.

APPROVAL OF MEETING MINUTES

a) Meeting Minutes of November 16, 2020

Ms. Fitzgerald, seconded by **Ms. Gatewood**, moved to APPROVE the meeting minutes.

Hearing no objection, **Chair Rogers** declared the minutes APPROVED.

PRESENTATIONS BY APPLICANTS

Chair Rogers noted the special circumstances surrounding the meeting this year and thanked everyone for making the meeting happen. She recognized the efforts of the representatives of the organizations presenting and offering support to others. **Chair Rogers** then read the declined applications into the record, explaining that the organizations have been sent a letter explaining the Committee's decision to eliminate their applications from consideration:

- Fairbanks Curling Club
- Greater Fairbanks Chamber of Commerce
- Junior Dog Mushers of Interior Alaska

Chair Rogers asked for a declaration of conflict of interest from any Committee members, if applicable. **Ms. Kirstein** declared her concern over having served (within the past year) on the board of the Tanana Valley State Fair Association. **Chair Rogers** stated she did not believe that would constitute a conflict of interest; she asked for thoughts on the matter from other members. No member expressed a belief that Ms. Kirstein would have a conflict of interest, and **Chair Rogers** declared Ms. Kirstein able to review the Tanana Valley State Fair Association application.

Chair Rogers explained that there is a formula for determining the amounts awarded to each applicant and asked Ms. Bell to explain the ‘zeroing out’ process. Ms. Bell explained that if there are three or more Committee members who allocate zero to the same applicant, that applicant would no longer be considered for funding.

Chair Rogers called attention to the program, *Mask Up with Matherly*; a program encouraging mask-wearing throughout the community. She stated that mask-wearing is required in City Hall, and City staff are successfully social distancing and handwashing. She stated that for the safety of the public, all City meetings are held according to those protocols.

Chair Rogers pointed out that each organization will have three minutes to present and two minutes for questions, giving each presenter a total of five minutes. She then asked each representative to state their name at the beginning of their presentation.

Applicants presented in the following order:

a) Fairbanks Litter Patrol (Zoom)	j) Alaska Songbird Institute (Zoom)
b) Fairbanks Racing Lions Club, Inc. (Zoom)	k) Tanana Valley State Fair Association (In Person)
c) World Eskimo-Indian Olympics, Inc. (Zoom)	l) Fairbanks Community Museum (In Person)
d) Literacy Council of Alaska (Zoom)	m) Cold Steel Pan Orchestra (Zoom)
e) World I.C.E. Association, d/b/a ICE Alaska (In Person)	n) Georgeson Botanical Garden Friends (Zoom)
f) Alaska Dog Musers Association (Zoom)	o) Festival Fairbanks, Inc. (In Person)
g) Fairbanks Community Band, Inc. (Zoom)	p) Clay Street Cemetery (Commission) (In Person)
h) Fairbank Youth Soccer Association (In Person)	q) University of Alaska Museum of the North (Zoom)
i) Friends of Creamers Field (Zoom)	r) Fairbanks Art Association (Zoom)

Chair Rogers ended the presentations by applauding the organizations for their attention to the importance of the impacts of COVID-19 and for utilizing their knowledge, creativity, and resources to continue doing their good work.

Chair Rogers asked Ms. Bell to speak about the process by which funds are awarded. Ms. Bell explained that the City Clerk’s Office has sent a scoring spreadsheet out to each Committee member, and the spreadsheet needs to be returned to Finance for score compilation by 10:00 a.m., Monday, December 21. She stated the results will be read at the next meeting.

Chair Rogers asked if any Committee member allocated a zero to any applicant. **Ms. Kirstein** declared that she may be giving a zero to two agencies. Ms. Bell explained that she does not need to know which agencies they are unless there are more than two zeros for any one agency in total. **Ms. Gatewood** indicated she would potentially be giving out zeros to a couple of agencies as well.

Ms. Bell stated they would only address which agencies if there is another member issuing a zero. No other members indicated that they intended to allocate a zero to any applicant.

Ms. Kirstein indicated that while she may be allocating a zero, she was still impressed with all the presentations. She explained that she is only considering a zero because some agencies seemed to be in more need than others.

Ms. Carnahan stated that she lost connectivity to the meeting a number of times, but she did not miss any of the presentations completely – only some parts. Clerk Snider explained that if a member has missed any one of the presentations, by Committee rules the member should not score applications. **Ms. Carnahan** stated that she heard every presenter and most of each's presentation.

After some discussion, the Committee agreed that they did not feel that Ms. Carnahan had missed too much of any one presentation and that she should be permitted to score applications.

Clerk Snider indicated that the meetings are recorded, and the recordings should be available to the public via the City of Fairbanks website within 24 hours. She further stated that grant awards are not official until approved by the City Council at its Regular Meeting on January 11, 2021.

NEXT MEETING

Chair Rogers reiterated that the Distribution Meeting will be held on Monday, December 21, 2020 at 12:00 p.m. and reminded members to submit their scores no later than 10 a.m. that day.

ADJOURNMENT

With no further business to address, **Chair Rogers** declared meeting adjourned at 7:39 p.m.


June Rogers, Chair


Diana Hebel, Deputy City Clerk I

Transcribed by: DH