



FAIRBANKS CITY COUNCIL
AGENDA NO. 2017-21
REGULAR MEETING NOVEMBER 6, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

PRELIMINARY MEETING

6:00 p.m. Work Session – Explore Fairbanks Annual Report

It is the mission of the City of Fairbanks to provide essential services to the residents of the City that increase the desirability of the City as a place to live, work, and visit. Essential services include not just the visible activities of police, fire, and public works employees, but also the creation and maintenance of community infrastructure, promotion of safe housing and construction standards, and the sound management of community assets.

REGULAR MEETING

7:00 P.M.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS on consent agenda items indicated by an asterisk (*). Testimony is limited to five minutes. Any person wishing to speak needs to complete the register located in the hallway. Normal standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, please silence all cell phones and electronic devices.

6. 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.

7. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

*a) Regular Meeting Minutes of August 7, 2017

*b) Regular Meeting Minutes of August 21, 2017

8. SPECIAL ORDERS

9. MAYOR'S COMMENTS AND REPORT

a) Special Reports

10. UNFINISHED BUSINESS

a) Ordinance No. 6063 – An Ordinance Amending the 2017 Operating Budget for the Fifth Time and the Capital Budget for the Third Time. Introduced by Mayor Matherly. SECOND READING AND PUBLIC HEARING.

b) Ordinance No. 6064 – An Ordinance Amending Fairbanks General Code Section 2-233(a) Regarding Fairbanks Diversity Council Vice-Chairperson. Introduced by Mayor Matherly and Council Member Rogers. SECOND READING AND PUBLIC HEARING.

11. NEW BUSINESS

*a) Resolution No. 4814 – A Resolution Authorizing the City of Fairbanks to Participate in the FFY2017 Community Development Block Grant (CDBG) Program. Introduced by Mayor Matherly.

*b) Resolution No. 4815 – A Resolution Authorizing the City of Fairbanks to Apply for a Community-Wide Brownfields Assessment Grant. Introduced by Mayor Matherly.

12. DISCUSSION ITEMS (Information and Reports)
 - a) Committee Reports

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL
 - *a) Memo Regarding Change Order to Water Main Extension & Service Connections Project, ITB 17-09
 - *b) Recommendation for Reappointment to the FNSB Planning Commission
 - *c) Reappointment to the Permanent Fund Review Board
 - *d) Reappointment to the City Finance Committee
 - *e) Clay Street Cemetery Commission Meeting Minutes of October 4, 2017

14. CITIZENS' COMMENTS, oral communications to the City Council on any item not up for public hearing. Testimony is limited to five minutes.

15. COUNCIL MEMBERS' COMMENTS

16. CITY CLERK'S REPORT

17. CITY ATTORNEY'S REPORT

18. EXECUTIVE SESSION
 - *a) IBEW Labor Negotiations

19. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, AUGUST 7, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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

Council Members Present: June Rogers, Seat B
Valerie Therrien, Seat C
Johnathan Bagwill, Seat D
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: Joy Huntington, Seat A (Excused)

Also Present: Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Stephanie Johnson, Dispatch Center Manager
Eric Jewkes, Police Chief
Jackson Fox, City Engineer
Jim Styers, Fire Chief

City Clerk Danyielle Snider read aloud the Mission Statement of the City of Fairbanks.

Mr. Cleworth, seconded by **Mr. Pruhs**, moved to EXCUSE Ms. Huntington from meeting.

Mayor Matherly called for objection, and hearing none, so ORDERED.

INVOCATION

The Invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

Mayor Matherly led the Flag Salutation.

OATH OF OFFICE

a) Mr. Jonathan Bagwill, Appointed to City Council Seat D on July 24, 2017

City Clerk Snider swore in newly-appointed Council Member Jonathan Bagwill, and he assumed his seat on the Council.

Mr. Bagwill introduced his family and members of his church to the Council and community.

CITIZEN'S COMMENTS

Brittany Smart, 907 Terminal Street, Fairbanks – Ms. Smart reported on the progress of the Central Recycling Facility and invited everyone to the ribbon cutting ceremony on September 1 at 11 a.m. She invited everyone to attend the upcoming air quality events and stated registration and a tentative schedule of events is available online.

Charity Gadapee, 1576 Madeline Street, North Pole – Ms. Gadapee stated she is the Director of Visitor Services for Explore Fairbanks, and she spoke to the many events the organization has been involved with. She spoke to the establishment of a Tourism Hall of Fame that recognizes outstanding people who have made iconic and significant contributions to the local tourism industry. She spoke to the citizens who were honored the previous year.

Tim Berg, 3536 Vian Way, Fairbanks – Mr. Berg spoke to an email he sent Council Members the previous week, and he thanked Ms. Rogers for responding. He stated he filled out the well testing paperwork, and Shannon & Wilson came out and tested the two wells he has on his property. Mr. Berg stated City Engineer Jackson Fox and Engineer III Tim Zinza have been extremely helpful in keeping him informed as to what is going on with the contamination project. He stated he has hauled water for years, but he hoped that would not cause him to be left out of the remediation project. He asked the Council whether they intend to approach other entities that used the Fire Training Center and contributed to the groundwater contamination.

Mr. Cleworth thanked Mr. Berg for his testimony and apologized for missing his email. He stated he would search his email. **Ms. Rogers** thanked Mr. Berg for contacting the Council and creating a dialogue. **Mr. Pruhs** thanked Mr. Berg for coming to the meeting; he stated that the City is still determining the depth of the contamination.

Toni Abbey, 3538 Vian Way, Fairbanks – Ms. Abbey stated she is a resident of the contaminated area whose property recently tested above the threshold for perfluorinated compounds (PFCs). She stated the Engineering Department has been very helpful, and they have made a troubling situation as positive of an experience as it could be. She asked the Council to hook up everyone on Vian Way at once instead of a few homes at a time so as to not inconvenience the residents. She asked the Council to improve infrastructure and make Fairbanks a better place to live.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney spoke of a quote he saw on a sign that made him think about nepotism in the Fairbanks Police Department (FPD). He stated former Police Chief Randall Aragon told him he has never seen such nepotism in any of the departments he has worked. Mr. Turney stated he wants to know how many City employees are related to each other and asked if the polygraph tester is related to a City employee. He welcomed Mr. Bagwill to the Council and mentioned Bagwill's quote in the newspaper which stated that he would be willing to go down any "rabbit hole" to look into matters. Mr. Turney stated it is silly to keep the front door to Council Chambers closed because it is too hot and people may need to step out of the meeting quickly.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger stated he had hoped the pothole problem would be solved under a new Mayor, but it is not. He suggested changing the name of Fairbanks to Pothole City. He stated too many people are concerned about smoking pot but that they should be focusing on pothole repair. Mr. Buberger stated the temporary pothole filling only lasts until the

next time it rains. He stated the Public Works department is repairing the holes with a temporary solution so they can stay on the payroll with their buddies. He spoke to the shrubs, bushes, and other objects blocking some intersections and stated they should be trimmed back. He stated he is going to drive around and write down where the potholes are so he can share the information at a public meeting.

Michael Farrell, P.O. Box 83327, Fairbanks – Mr. Farrell spoke to the need to look into the salaries of some of the employees in organizations that receive City bed tax funds. He reported that one of the employees is paid \$144,000 per year; and another went from \$128,000 in 2014, to \$138,442 in 2015, and then up to \$142,595 in 2016. Mr. Farrell reported that those numbers are for salary only and do not include travel or reimbursements. He stated taxpayers deserve to know how tax dollars are being spent. He stated that when the City writes a check on the taxpayer's behalf, it should be getting the most out of those dollars. He added that some employees in those organizations are making more in salary than the industry average.

Ms. Rogers asked Mr. Farrell if he understands that anyone can apply for bed tax funds. Mr. Farrell stated he is aware of the process and knows someone who is working on an application for bed tax funds. **Ms. Rogers** encouraged Mr. Farrell to attend the Hotel/Motel Discretionary Fund Meetings; Mr. Farrell expressed interest in attending the meetings.

Mr. Cleworth stated that he believes Mr. Farrell's concerns lie more with the City Code that states how the tax dollars will be allocated each year; he stated it would be up to the Council to amend the Code. He asked Mr. Farrell if he had ever visited Golden Valley Electrical Association's (GVEA) webpage where they disclose tax forms. **Mr. Cleworth** stated that there are half-a-million dollar employee compensations listed there. Mr. Farrell stated the rabbit holes run deep, and he asked the Council to look into them.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

Ms. Therrien, seconded by **Mr. Pruhs**, moved to APPROVE the Agenda and Consent Agenda.

Mayor Matherly called for objection and, hearing none, so ORDERED.

City Clerk Snider read the Consent Agenda into the record.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of May 8, 2017.

APPROVED on the CONSENT AGENDA.

b) Regular Meeting Minutes of May 22, 2017

APPROVED on the CONSENT AGENDA.

c) Correction to page 4 of Regular Meeting Minutes of February 6, 2017.

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

- a) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Application for Transfer of Ownership:

Type: Beverage Dispensary, License #426
DBA: Composite Holdings
Applicant: Composite Holdings, LLC
No Premises
From: Frontier Club / Boulder Investments, Inc.
No Premises

Mr. Pruhs, seconded by **Mr. Cleworth**, moved to WAIVE PROTEST on the Liquor License Application for Transfer of Ownership.

Robert Christian, 290 Woodland Avenue, Fairbanks – Mr. Christian reported that Composite Holdings is negotiating with a national chain that is interested in the building, and they are working with a legal team to secure a liquor license for the property.

Mr. Bagwill asked whether the legal battle referenced at a previous meeting had been resolved; **Ms. Therrien** replied that the legal issue was in regard to a different liquor license.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER OF OWNERSHIP AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Bagwill, Therrien
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

- b) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Application for Transfer of Ownership, Location, Name Change and Restaurant Designation Permit:

Type: Restaurant/Eating Place, License #3381
DBA: Beijing Hot Pot Asian Cuisine
Applicant: C J Hot Pot & Asian Cuisine, Inc.
1694 Airport Way, Fairbanks, Alaska
From: Food Factory / CNR Enterprise, LLC
275 Bentley Trust Road, Fairbanks, Alaska

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to WAIVE PROTEST on the Liquor License Application for Transfer of Ownership, Location, Name Change and Restaurant Designation Permit.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER OF OWNERSHIP, LOCATION, NAME CHANGE AND RESTAURANT DESIGNATION PERMIT AS FOLLOWS:

YEAS: Bagwill, Cleworth, Rogers, Therrien, Pruhs
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

- c) The Fairbanks City Council heard interested citizens concerned with the following New Liquor License Application and Restaurant Designation Permit:

Type: Restaurant/Eating Place, License #5585
DBA: Jazz Bistro on 4th
Applicant: Bluenote Create, Inc.
527 4th Avenue, Suite B, Fairbanks, Alaska

Mr. Pruhs, seconded by **Mr. Cleworth**, moved to WAIVE PROTEST on the Application for a New Liquor License and Restaurant Designation Permit.

Dorothy Bradshaw, P.O. Box 72426, Fairbanks – Ms. Bradshaw stated she is a senior citizen and a widow; she reported she purchased the property where the proposed liquor license would be located in 2004. She stated she lived in the building until recently when moved to a senior care facility. Ms. Bradshaw stated she holds a lease with Jazz Bistro and that she has no idea who Bluenote Create is; she stated that the entity has no lease agreement with her. She stated she bought the building after selling her personal residence and that she has been making improvements to the building ever since. She stated when she lived in the building she could check the halls every night to ensure that it was secure. Ms. Bradshaw stated the doors of Jazz Bistro are open to access the rest of the building, and she shared her concern with building security. She indicated that she has tenants in the building who should not have access to alcohol. She stated she has occasionally found the door left unlocked after 10 p.m. which is against the rules in the lease agreement. Ms. Bradshaw stated that tenants are now reporting that people are sleeping in the hallway and on the front doorstep. She stated her facility is too close to the School District Administrative building and that children should not be subjected to alcohol. She stated she rents to single women and that rape and alcoholism rates are high in Alaska. She requested that Bluenote Create, Inc. not be approved for a liquor license at the location. She repeated that she does not know who Bluenote Create, Inc. is.

Mayor Matherly asked Ms. Bradshaw if she leases to Jazz Bistro. Ms. Bradshaw stated she has a lease agreement with Jazz Bistro and that she does not know who the other entity is. **Mayor Matherly** stated it was his understanding that the Jazz Bistro was owned by a parent company. Ms. Bradshaw stated she is the owner of the building and that she has no idea who they are; she stated that she does not want them to pull a fast one on her. **Mayor Matherly** asked if there was anyone representing Jazz Bistro in the audience; no one responded.

Ms. Therrien asked if there are other tenants in the building and whether the property goes all the way from Fourth to Fifth Avenue. Ms. Bradshaw stated she has other tenants in the building and that Jazz Bistro goes all the way from Fourth to Fifth Avenue. **Ms. Therrien** asked how many rentals there are in the upstairs of Ms. Bradshaw's building. Ms. Bradshaw stated she has five private rentals upstairs in her building, but there could be more if she fixed up other rooms. **Ms. Therrien** asked whether Jazz Bistro is a good tenant; Ms. Bradshaw stated they have not always been truthful with her. She stated that she has asked to be called when an inspector comes because she would like to be there for it. Ms. Bradshaw stated the inspector came, and she was never informed.

Mr. Cleworth asked Ms. Bradshaw if either party has the right to terminate the lease at any time. Ms. Bradshaw stated the contract is a little flaky because her husband had just passed away, and she did not have an attorney at the time the contract was signed. She stated she has an attorney now who advised her that the lease is a little unclear. Ms. Bradshaw stated she usually has her daughter deal with the tenants at Jazz Bistro.

Frank Turney – Mr. Turney suggested the City Council and the Mayor put the liquor license on hold until the landlord and tenant issue is cleared up.

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

Ms. Therrien, seconded by **Mr. Pruhs**, moved to POSTPONE the Application for a New Liquor License and Restaurant Designation Permit.

Mr. Pruhs asked whether the Council would be able to hear public testimony again if it is postponed to the next Council meeting. **Mayor Matherly** answered that the Council could allow for public comment again in order to hear from the liquor license applicant(s).

A ROLL CALL VOTE WAS TAKEN ON THE MOTION POSTPONE THE APPLICATION FOR A NEW LIQUOR LICENSE AND RESTAURANT DESIGNATION PERMIT AS FOLLOWS:

YEAS: Pruhs, Therrien, Cleworth, Bagwill, Rogers
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly thanked the Public Works Department for hand-delivering letters to garbage customers concerning employees' safety. He stated the letter addresses how to properly dispose of garbage because too many employees are getting stuck with needles and cut with glass. He reported that trash thrown in the compactor oozes out and sometimes sprays on workers. **Mayor Matherly** stated the 5th Annual "Run from the Cops" event was held in honor of the late Sgt. Allen Brandt; he stated that a record number of participants showed up—270 people. He stated it was a five kilometer run, and some people showed up in costumes. He stated that it was a fun, family event, and he thanked Mr. Bagwill for helping out. He asked Police Chief Eric Jewkes to come forward and provide an update to the Council and public.

Chief Jewkes thanked Kristi Merideth for all her work in organizing the “Run from the Cops” event. He spoke to the statistics for violent crimes across the country compared to Alaska, and he stated that Alaska has a higher per capita ratio for those types of crimes. He stated that there were eight homicides in the City of Fairbanks in 2016, and there have been seven so far in 2017. Chief Jewkes stated that Fairbanks’ homicide rate is 7.5 times higher than the national average, and he compared it to the homicide rate in Detroit, Michigan. He spoke to the most recent officer-involved shooting where the gunman was covered in body amour. Chief Jewkes stated that the call volume per officer has increased 25% per month because there are so many crimes being committed. He stated lower level crimes do not even get followed up with because the department is inundated with violent crime calls. He stated many employees left the department in 2015 and 2016, and he hopes the hiring bonus will help fill the vacancies. Chief Jewkes stated he needs police officers who will stay with the department and remain engaged and focused on their jobs. He stated that officers are being required to work lots of overtime; he shared that there are seven total officers in training but still six department vacancies. He stated that FPD has had to disband its traffic unit and suspend the property crimes investigator assignment to deal with more urgent issues. He stated the demand for public safety is high nationwide, and part of the crisis was created by a national narrative that works negatively against law enforcement. He stated that he feels fortunate that FPD is embraced by the community. Chief Jewkes stated he understands the City and State are in challenging times but that he needs a competitive recruitment package to attract officers. He stated he is not asking funds right now or for an immediate answer but that he would like to work with the Council to come up with a solution.

Ms. Rogers asked Chief Jewkes if he had read the article in the newspaper regarding the suicide rate; Chief Jewkes replied affirmatively. **Ms. Rogers** spoke to the anguish in the community due to suicide and thanked Chief Jewkes for FPD’s outreach in the community.

Ms. Therrien asked if FPD has received any applicants after the Council approved the bonus. Chief Jewkes stated they have one applicant in field training who will qualify for the bonus if he is successful.

Mr. Pruhs thanked Chief Jewkes for the update and for leading from the front; he stated that FPD is the last line of defense with social issues that have been placed upon them. He stated it is important to get FPD fully-staffed and get employees home safe to their families each night.

Mr. Cleworth asked if there had been eight homicides in 2017; Chief Jewkes stated there were eight in 2016 and there have been seven so far in 2017. **Mr. Cleworth** asked how many of this year’s homicides have been solved. Chief Jewkes stated that two of the seven homicides are still open and under investigation. **Mr. Cleworth** acknowledged the issue of police departments not being able to work at full staff because of the national climate.

Mr. Bagwill thanked Chief Jewkes for speaking and for the opportunity that he has been given to work with the FPD. He stated he makes the same commitment to the City and that the Council needs to find ways to fund essential services of the City.

Mayor Matherly stated it is an honor to work alongside Chief Jewkes, and he is happy the department trusts in its Chief.

Mayor Matherly called for a five minute recess.

UNFINISHED BUSINESS

- a) Ordinance No. 6056 – An Ordinance Amending FGC Sec. 2-655 Multiyear Contracts and FGC Sec. 2-149 Fiscal Note on Ordinances and Resolutions to Add Additional Requirements. Introduced by Council Members Cleworth and Pruhs. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Mr. Cleworth**, moved to ADOPT Ordinance No. 6056.

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

Mr. Pruhs pointed out that there is no fiscal note attached to the ordinance, but it is a reminder that when legislation is presented that affect the finances of the City, a fiscal note is required.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6056 AS FOLLOWS:

YEAS: Pruhs, Bagwill, Cleworth, Matherly

NAYS: Therrien, Rogers

ABSENT: Huntington

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6056 ADOPTED.

NEW BUSINESS

- a) Resolution No 4802 – A Resolution Encouraging Congress to Create a Reliable, Predictable Stream of Resources to Address Deferred Maintenance Needs in America's National Park System. Introduced by Council Member Therrien.

PASSED and APPROVED on the CONSENT AGENDA.

- b) Resolution No. 4803 – A Resolution Awarding a Contract to Exclusive Paving for the Fairbanks Water Main Extensions & Service Connections Project ITB-17-09 in the Amount of \$1,499,479. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Ordinance No. 6057 – An Ordinance Amending the 2017 Operating Budget for the Fourth Time and Amending the Capital Budget for the Second Time. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

- d) Ordinance No. 6058 – An Ordinance Amending Fairbanks General Code Sections 2-260 and 2-261 Regarding the Authorized Index Language and Asset Allocations in the City Permanent Fund Investment Policy. Introduced by Council Member Therrien.

ADVANCED on the CONSENT AGENDA.

- e) Ordinance No. 6059 – An Ordinance Amending Fairbanks General Code Section 2-654 Unexpended Appropriations; Intradepartmental Transfers. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

COMMUNICATIONS TO COUNCIL

- a) Memo Regarding Demographics on Diversity Council Application

Mayor Matherly spoke to the reasons why he would like to update the Diversity Council application to request demographics from applicants. He stated each question would have a “prefer not to say” option.

Mr. Cleworth stated he did not have any issue with the demographic questions except that he does not think it is appropriate to ask for someone’s sexual orientation. He stated if someone answers “prefer not to say” it puts them in an awkward position.

Mayor Matherly justified the reasoning behind the need for the information on the application.

Mr. Cleworth asked Mayor Matherly if he is asking the Council for approval of the memo. **Mayor Matherly** replied he would like the Council to approve the memo, but no matter what he intends to meet with each applicant.

Ms. Therrien stated the question that allows the applicant to provide a narrative is sufficient.

Mr. Bagwill spoke against the demographics being added to the Diversity Council application.

Mr. Pruhs thanked the Mayor for addressing such a difficult issue with the best of intentions and stated he trusts the Mayor’s judgment to do what is right.

Ms. Rogers stated she attends the Diversity Council meetings and that she understands the other Council members’ concerns.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE the memo regarding demographics on the Diversity Council application.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MEMO REGARDING DEMOGRAPHICS ON THE DIVERSITY COUNCIL APPLICATION AS FOLLOWS:

YEAS: Pruhs
NAYS: Bagwill, Therrien, Cleworth, Rogers
ABSENT: Huntington
Mayor Matherly declared the motion FAILED.

- b) Memo to Approve Update to Information on City Ballot Proposition B

City Attorney Paul Ewers reported that since the adoption of the ordinance to place Proposition B on the ballot, there was an additional appropriation from Juneau to increase the City's share of what has commonly been referred to as revenue sharing. He stated that the new appropriation would technically make the ballot proposition language proposition incorrect, and the memo authorizes the language to be corrected to present accurate information to voters.

A motion on this agenda item was overlooked; the error in procedure was noticed and corrected prior to adjournment of the Council Meeting. See page 12.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE UPDATE TO THE INFORMATION ON CITY BALLOT PROPOSITION B AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Bagwill, Therrien
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

c) Re-appointment to the Clay Street Cemetery Commission

APPROVED on the CONSENT AGENDA.

d) Re-appointment to the Hotel/Motel Discretionary Fund

APPROVED on the CONSENT AGENDA.

e) Appointments to the Fairbanks Diversity Council

APPROVED on the CONSENT AGENDA.

f) Permanent Fund Review Board Meeting Minutes of May 4, 2017

ACCEPTED on the CONSENT AGENDA.

g) Clay Street Cemetery Commission Meeting Minutes of July 5, 2017

ACCEPTED on the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS

Mr. Bagwill stated he is thankful to be part of the Council, and he is looking forward to serving.

Mr. Cleworth spoke to Mr. Berg's question regarding groundwater contamination; he stated that the City intends to go after other entities that used the Fire Training Center (FTC). He spoke in support of changing the order of business for Council meetings so that the Council can respond to citizens' questions and concerns more expeditiously. He stated that he would like to see more information about a proposed order of business at a Finance Committee meeting. **Mr. Cleworth** asked Ms. Rogers and Ms. Therrien during their comments to explain their reasons for voting

against Ordinance No. 6056. He stated he has heard that a couple of unfair labor practices (ULPs) have been filed by PSEA, and he asked Mr. Ewers to address the issue.

Mr. Ewers stated that recently he has seen only one ULP from PSEA, the basis of which dealt with an email sent to PSEA employees by the Communications Director/Executive Assistant regarding potential health care options. Mr. Ewers reported when Union President Jake Metcalf saw the email he immediately requested that the City cease communications with PSEA employees about the issue. He reported that the Chief of Staff responded the same day and agreed that there would be no further communications on the issue. Mr. Ewers stated there was no more discussion on the issue, but the ULP was filed 4 – 5 weeks later. **Mr. Cleworth** stated he heard there was a problem relating to the lateral transfer bonus program; Mr. Ewers replied that he had not received a ULP regarding that issue.

Chief of Staff Mike Meeks addressed the lateral hire issue. He explained that the PSEA asked him and the Mayor to meet; they had some issues with the wording in the ordinance adopted by the Council and wanted clarification on some other items, including the definition of the term “lateral.” Mr. Meeks reported that the administration has submitted some information to PSEA and are awaiting a response. **Mr. Cleworth** asked what was confusing about the term “lateral.” Mr. Meeks explained that under the existing language, in theory, someone could qualify for the lateral hire bonus without any actual experience as a police officer.

Mr. Pruhs thanked City Engineer Jackson Fox for his expedience in have speed signs posted on Lathrop Street as school will be starting soon. He requested an update on insurance coverage for the families of fallen officers because they have a limited time period to opt in or out with the State of Alaska. **Mr. Pruhs** stated the Council needs to set up a long-term solution for the healthcare of Sergeant Brandt’s family’s because it is the Council’s obligation. He stated the City has committed to funding it for another full year but that it is time to come up with a more permanent solution. He stated he and Mr. Bagwill will start working with the Risk Manager and Mr. Meeks on a solution.

Mr. Meeks stated the City has opted in but that the State regulations are not yet written. He reported the City of Fairbanks is the first in the que to be contacted when more information is available. He stated the Mayor has asked him to continue looking into other healthcare options.

Ms. Therrien welcomed Mr. Bagwill to the Council. She thanked Housing and Homeless Coordinator Mike Sanders and his assistant for participating in the Rotary Golf Tournament. She stated she would like to get a side-by-side comparison of the two different healthcare options for IBEW employees. Mr. Meeks provided Ms. Therrien with the side-by-side comparison.

Ms. Rogers welcomed Mr. Bagwill and thanked Toni Abbey for complimenting City staff during such a difficult time. In response to Mr. Cleworth’s request for her to address her reasons for not supporting Ordinance No. 6056, she stated she did not have an issue with the way the existing Code was written; she stated that she did not feel the changes were necessary. **Ms. Rogers** requested to be excused from the Regular City Council Meeting of August 21, 2017.

Mayor Matherly called for objection to EXCUSING Ms. Rogers from the Regular City Council Meeting of August 21, 2017 and, hearing none, so ORDERED.

Ms. Snider stated there is one housekeeping item needing attention. She stated that a roll call vote was taken on the Memo to Approve an Update to the Information on City Ballot Proposition B, but there was never a motion. She requested a motion.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE the Update to the Information on City Ballot Proposition B.

Clerk Snider stated that the roll call vote taken previously in the meeting would stand unless a Council member objected. No members objected.

CITY CLERK'S REPORT

Ms. Snider reported that the candidate withdrawal period ended earlier in the day, and City Council candidate Aaron Gibson chose to withdraw from the race for Seat F.

CITY ATTORNEY'S REPORT

Mr. Ewers stated he hopes to hire a new Deputy City Attorney soon.

ADJOURNMENT

Mr. Pruhs, seconded by **Ms. Therrien**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 9:21 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, AUGUST 21, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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

Council Members Present: Joy Huntington, Seat A
Valerie Therrien, Seat C
Jonathan Bagwill, Seat D
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: June Rogers, Seat B (Excused)

Also Present: Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Stephanie Johnson, Dispatch Center Manager
Carmen Randle, Chief Financial Officer
Michael Sanders, Housing & Homeless Coordinator
Angela Foster-Snow, HR Director
Eric Jewkes, Police Chief
Jackson Fox, City Engineer
Jim Styers, Fire Chief

City Clerk Danyielle Snider read aloud the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by City Clerk Snider.

FLAG SALUTATION

Ms. Huntington led the Flag Salutation.

CITIZEN'S COMMENTS

Brittany Smart, 907 Terminal Street, Fairbanks – Ms. Smart reported that Borough Mayor and staff recently returned from an Alaska Municipal League (AML) Conference in Haines, Alaska. She stated that the Alaska Municipal Managers Association (AMMA) is exploring ways to build and train the municipal manager workforce on the local level. She stated that Governor Walker attended and spoke at the conference. She provided an update on VISTA projects at the Fairbanks North Star Borough (FNSB). She introduced VISTA State Program Officer Alyssa Bostian to the Council.

Alyssa Bostian, Corporation for National and Community Service (CNCS) – Ms. Bostian stated that the CNCS is a federal agency most commonly referred to as AmeriCorps. She stated that she has been visiting VISTA sites in the Fairbanks area and will continue to visit more. She thanked the Council for having national service programs in Fairbanks.

Christine Charron, 1214 20th Avenue, Fairbanks – She stated that she is an AmeriCorps VISTA hosted by Access Alaska for the Pre-employment Transition Services Program. She updated the Council on the organization’s Summer Work Program; she thanked local businesses, individuals, and organizations who supported the program. She stated that sixteen students from five different high schools participated in the program and she talked about some of the activities the program involves. She introduced a student named Adrien who participated in the program.

Mr. Bagwill asked whether the program is provided annually.

Ms. Charron stated that it is her first year being involved with the program, but it is the second year for the program itself. She stated the program would continue as long as there is funding.

Adrien Johnson, 1522 Farmers Loop Road, Fairbanks – Mr. Johnson stated that he has gained patience and experience from the program. He stated that he has also gotten his first job because of the program. He stated that the program teaches young people about how to write a resume, and it promotes a positive attitude. He stated that his first job is at Old Navy. He stated that he attends West Valley High School as a senior.

Meagan Scheer, 100 10th Avenue, Fairbanks – Ms. Scheer stated that Access Alaska is a center for independent living which assists the elderly and people with disabilities. She stated that she is very proud of the students who participated in the Summer Work Program. She spoke about how the program helped showcase the skills of Fairbanks youth to local businesses. She stated that the program was a huge success. Ms. Scheer stated that they plan to start the Pre-employment Transition Services Program in September which will teach students about self-advocacy, interview skills, resumes, job shadowing and other things. She thanked everyone in the community who helped make the program possible.

Margaret McLean, 1522 Farmers Loop Road, Fairbanks – Ms. McLean stated that she is Adrien’s grandmother. She expressed appreciation for all that the program did for her grandson; she stated that Adrien’s confidence level and abilities have grown enormously.

Cheryl LaFollette, Fairbanks Senior Center Senior Companion Program Coordinator – Ms. LaFollette stated that the Center was excited to receive the grant last September, and she listed the accomplishments of the organization since receiving the grant. She stated that the program currently has fourteen volunteers serving twenty clients. She stated that her program is in need of more volunteers, and she listed the criteria for volunteering. She stated she is proud to be a part of the program.

Steve Mitchell, 615 2nd Street, Fairbanks – Mr. Mitchell stated that he is the Vice President of the Fairbanks Drama Association (FDA) and Fairbanks Children’s Theater. He stated that he has served as a volunteer bar manager at the FDA for adult productions; he stated that the bar is

never open during children's theater productions. He stated that the bar service received caterer's permits through the Big I for forty years but has received the permits through Bobby's Downtown for the past ten years. Mr. Mitchell stated that all proceeds from the bar go towards operating expenses of the FDA. He stated that the Alcohol and Marijuana Control Office (AMCO) processes the caterer's permits and that the permit fees have increased drastically over the years. He indicated that the bar has been a fundraising source for theater, but the increased fees are hampering those efforts. Mr. Mitchell stated someone recently recommended a Theater License through the AMCO office which would allow Bobby's Downtown to obtain the required liquor licensing for the theater at a much lesser cost to the organization. He stated that the license would also eliminate 430 pages of paperwork over a two-year period. He encouraged the City Council to approve of the license when it comes before them. He stated that he will speak with the City Clerk about how to get the item on the agenda.

Brenda Sadler, 3831 Kensington Avenue, North Pole – Ms. Sadler stated that she began teaching in 1969 and retired from the FNSB School District in 2013. She introduced the Council to a program called "Classroom Grandparents" which is a program that has evolved from an older program called "Foster Grandparents." She stated that although she is retired she still serves as a substitute teacher in the district. Ms. Sadler shared that, due to budget cuts, some elementary schools have lost programs that provide extra instruction and help to struggling students. She stated that the district does not provide aides to elementary classes unless there are over 30 students. She stated that the Classroom Grandparents program is looking for qualified senior citizens who have a passion for children and want to work in the classroom. She distributed a brochure to City Council Members outlining the criteria a senior citizen must meet to participate. She stated she is nearly 70 years old, but she loves to substitute teach.

Darlene Supplee, 218 Betty Street, Fairbanks – Ms. Supplee stated she is the Executive Director at the Senior Center, and she gave a report on their construction project. She reported they have applied for a grant that will allow for the dish room to be redone. She stated they are also looking into grants to fund a restroom remodel and a security system.

Kelley Hegarty, 501 Prospectors Trail, Fairbanks – Ms. Hegarty stated she is a member of the Arcadis Team that has been selected to draft the Eielson Regional Growth Plan. She stated that as many as 3,000 new people will be coming to Eielson when the F-35s arrive, so preparations are already being made for housing. She spoke to the many meetings she has attended while working to prepare for the increased population. She stated the military has been a wonderful partner to work with, and they have been active at every meeting.

Ms. Huntington asked Ms. Hegarty to speak to the likelihood of local people filling new jobs at Eielson. Ms. Hegarty stated that they are looking into the current unemployment rate and the qualifications of those who are unemployed to see how people might match up with new jobs. She indicated that there will be some highly technical civilian jobs that are likely to be filled from the outside. She offered to present at a Council work session to give a full update.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger stated he noticed the ducks are already flying south, and he encouraged Public Works to hurry up and fill the potholes. He stated the City applies for grants for everything under the sun and asked why nobody has applied for a pothole grant. He stated he has driven in Council Members' neighborhoods, and they never

have pothole problems in their neighborhood. He stated that Barnette Street is full of potholes. He stated the Council wants to raise taxes but not fill potholes.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney stated it is too bad that the cannabis tax revenues could not be used for pothole repair. He spoke favorably about Officer Elzey and the positive rapport he has with the people downtown. He spoke to poor voter turnout locally, and he encouraged everyone to “don’t be a dope, get out and vote” on October 3. He stated that he ate four fudge cannabis brownies before the meeting, and he feels very relaxed.

Jeff Jacobson, 2121 Peger Road, Fairbanks – Mr. Jacobson stated he drove through the South Side to check out the pothole situation, and he has directed his staff to focus on the area. He stated it was a very wet August, and the roads were affected greatly.

Ms. Therrien asked if Public Works would be going down South Cushman to fill potholes. Mr. Jacobson replied that they would fill as many potholes as possible before it gets too cold.

Michael Farrell, P.O. Box 83327, Fairbanks – Mr. Farrell welcomed Mr. Bagwill to the Council and shared that he appreciated his comments at the last meeting. Mr. Farrell stated he is an Uber driver, and he has had many clients ask him to take them to a marijuana store. He stated he appreciates the conversations he has had with the Mayor regarding bed taxes, but it is a conversation he would like to have with the entire Council. He stated he does not think that an employee of a non-profit which accepts City funds should have a higher wage than the Mayor.

Randy Griffin, P.O. Box 73653, Fairbanks – Mr. Griffin distributed handouts he prepared in 2012 and 2013 regarding Schaeffer Cox; the materials contained photographs of other notable people such as Congressman Don Young and Representative Tammie Wilson. Mr. Griffin referenced a recent newspaper article relating to Cox’s conviction; he reported that federal court judges discussed what may happen if one of Cox’s most serious convictions were thrown out. He stated that the judges were particularly critical of the government’s case for Cox’s conviction of solicitation to commit murder. He stated that a person should not be convicted of such a charge if the people being conspired against do not actually exist. He stated that Mr. Cox has been rotting in jail for over six years, and he has a family; he indicated he may write the appeals court. He stated he believes Mr. Cox is a harmless, smart man but that he does not believe he would have actually killed anyone.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

Ms. Therrien, seconded by **Ms. Huntington**, moved to APPROVE the Agenda and Consent Agenda.

Mr. Pruhs pulled the Recommendation for Appointment to the FNSB Planning Commission under Communications to Council from the Consent Agenda.

Mayor Matherly called for objection and, hearing none, so ORDERED.

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

APPROVAL OF PREVIOUS MINUTES

- a) Regular Meeting Minutes of June 5, 2017

APPROVED on the CONSENT AGENDA.

- b) Regular Meeting Minutes of June 19, 2017.

APPROVED on the CONSENT AGENDA.

MAYOR’S COMMENTS AND REPORT

Mayor Matherly recognized Lead Emergency Dispatcher and Supervisor Bonnie Nolan who has worked in Dispatch since 1987. He stated Ms. Nolan will soon be retiring, and she and her husband plan to travel the United States. He spoke to some recent events he attended, and he thanked Julie Jones for putting together the 50-year commemoration of the flood; he thanked all those involved in putting up the high-water markers that were installed.

UNFINISHED BUSINESS

- a) The Fairbanks City Council considered the following New Liquor License Application and Restaurant Designation Permit. POSTPONED from the Regular Meeting of August 7, 2017; a public hearing was held at that time.

Type: Restaurant/Eating Place, License #5585
DBA: Jazz Bistro on 4th
Applicant: Bluenote Create, Inc.
537 4th Avenue, Suite B, Fairbanks, Alaska

Mayor Matherly asked Council members if it would be okay to reopen public hearing to hear from the restaurant owner. No members objected.

Lenora Byam, 527 4th Avenue, Suite B, Fairbanks – Ms. Byam, representative for Jazz Bistro, stated she met with Chief of Staff Mike Meeks and provided the Clerk with a copy of the lease agreement. She stated the restaurant loses a lot of business because they cannot sell beer and wine onsite. She stated the Jazz Bistro is a unique restaurant with an emphasis on music. She stated she does not intend to promote a destructive environment at the establishment.

Mr. Pruhs asked how long Jazz Bistro has been in business; Ms. Byam replied they have been open for nearly two years. She stated that upon signing the property lease, it was understood that at some point they would like to add a beer and wine license to the restaurant.

Ms. Therrien stated the landlord was concerned with people going upstairs to harass her tenants. Ms. Byam stated she locks the door to the business every day; she stated that the restaurant

shares a foyer with the tenants. **Ms. Therrien** asked whether the owner, Dorothy Bradshaw, still objects to the liquor license. Ms. Bradshaw stated that she no longer objects.

Mr. Bagwill, seconded by **Mr. Pruhs**, moved to WAIVE PROTEST on the New Liquor License Application and Restaurant Designation Permit.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney asked the Council why they are not concerned with the tenants living in the building who are participating in the wellness program.

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

Mr. Cleworth stated that he appreciates both parties working toward a solution together.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE NEW LIQUOR LICENSE APPLICATION AND RESTAURANT DESIGNATION PERMIT AS FOLLOWS:

YEAS: Huntington, Bagwill, Therrien, Pruhs, Cleworth
NAYS: None
ABSENT: Rogers
Mayor Matherly declared the MOTION CARRIED.

b) Ordinance No. 6057 – An Ordinance Amending the 2017 Operating Budget for the Fourth Time and Amending the Capital Budget for the Second Time. Introduced by Mayor Matherly. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to ADOPT Ordinance No. 6057.

Mr. Pruhs, seconded by **Ms. Huntington**, moved to SUBSTITUTE Ordinance No. 6057, as Amended, for Ordinance No. 6057.

Mayor Matherly called for objection and, hearing none, so ORDERED.

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

Mr. Cleworth asked Chief Financial Officer Carmen Randle to explain the \$85,000 decrease to Engineering Grant Recovery. Ms. Randle stated that unless the project speeds up, she does not see how they can recover those funds in time. **Mr. Cleworth** asked if she could go back and log hours on the contamination claim. Ms. Randle stated that would go into the newly-established claims and judgments account, not the grant.

Mr. Pruhs asked how much unappropriated money is left in the Capital Fund. Ms. Randle stated there is a very small amount left.

Mr. Cleworth stated that at the beginning of the year there was \$127,000 in unappropriated funds.

Mr. Pruhs stated it looks like the Council is going to need a plan for setting aside funding for projects in 2018, 2019, and 2020. He requested that Mr. Fox work with members of the Finance Committee to identify how much the Council needs to set aside each year to plan for the projects.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6057, AS AMENDED, AS FOLLOWS:

YEAS: Cleworth, Pruhs, Huntington, Bagwill, Therrien

NAYS: None

ABSENT: Rogers

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6057, as Amended, ADOPTED.

- c) Ordinance No. 6058 – An Ordinance Amending Fairbanks General Code Sections 2-260 and 2-261 Regarding the Authorized Index Language and Asset Allocations in the City Permanent Fund Investment Policy. Introduced by Council Member Therrien. SECOND READING AND PUBLIC HEARING.

Ms. Therrien, seconded by **Ms. Huntington**, moved to ADOPT Ordinance No. 6058.

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

Ms. Therrien, seconded by **Mr. Cleworth**, moved to AMEND Ordinance No. 6058 by changing the references in Section 2-260(b)(10) and 2-261(c)(6) from the “Dow Jones-UBS Commodity Index” to “Bloomberg Commodity Index.”

Ms. Therrien explained that the index was renamed, so it should be updated in the ordinance.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6058 AS FOLLOWS:

YEAS: Huntington, Bagwill, Therrien, Pruhs, Cleworth

NAYS: None

ABSENT: Rogers

Mayor Matherly declared the MOTION CARRIED.

Mr. Cleworth questioned whether the language in item (14) on page 3 should match up with the language in item (10) on page 4. Ms. Randle stated that one section addresses policy and the other addresses the allocation plan and performance targets. **Mr. Cleworth** recommended that the Council go ahead and vote on the ordinance; he asked Ms. Randle to bring the issue up to the Board to ensure that the difference in language was not an oversight.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6058, AS AMENDED, AS FOLLOWS:

YEAS: Therrien, Pruhs, Bagwill, Huntington, Cleworth

NAYS: None

ABSENT: Rogers

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6058, as Amended, ADOPTED.

- d) Ordinance No. 6059 – An Ordinance Amending Fairbanks General Code Section 2-654 Unexpended Appropriations; Intradepartmental Transfers. Introduced by Mayor Matherly. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to ADOPT Ordinance No. 6059.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6059 AS FOLLOWS:

YEAS: Cleworth, Pruhs, Huntington, Bagwill, Therrien

NAYS: None

ABSENT: Rogers

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6059 ADOPTED.

NEW BUSINESS

- a) Resolution No. 4804 – A Resolution Authorizing Matching Funds and Execution of a Maintenance Agreement for the FMATS Improvement Program FY18. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- b) Resolution No. 4805 – A Resolution Authorizing the City of Fairbanks to Apply for and Accept Funds for the Second Year from the Alaska Mental Health Trust Authority for the Fairbanks Homeless and Housing Services Coordinator. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Resolution No. 4806 – A Resolution to Accept Funding from the Bureau of Justice Assistance for the FFY2017 Edward Byrne Memorial Justice Assistance Grant. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- d) Resolution No. 4807 – A Resolution Authorizing the City of Fairbanks to Apply for and Accept Funds from the Alaska Division of Homeland Security for the FFY2017 Hazard Mitigation Grant Program. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

DISCUSSION ITEMS

- a) Committee Reports

FMATS Policy Board – **Mr. Cleworth** stated he attended another FMATS meeting, and they will be looking for a new director because Donna Gardino will soon retire. He stated there was not a City representative on the panel initially, but that was corrected at the last meeting.

Ms. Huntington asked Mr. Cleworth about the target date for hiring a replacement. **Mr. Cleworth** stated Ms. Gardino is retiring on November 1, 2017, so that date is the goal.

COMMUNICATIONS TO COUNCIL

- a) Re-appointment to the Clay Street Cemetery Commission

APPROVED on the CONSENT AGENDA.

- b) Recommendation for Appointment to the FNSB Planning Commission

Mr. Pruhs, seconded by **Ms. Huntington**, moved to APPROVE the Recommendation for Appointment to the FNSB Planning Commission.

Mr. Pruhs, seconded by **Ms. Huntington**, moved to POSTPONE the Recommendation for Appointment to the FNSB Planning Commission.

Mr. Pruhs stated he wanted to be sure that there is no conflict of interest relating to the FOCUS Homeschool zoning issue. He stated that since Mr. Sims is a former Borough employee, he wants to be sure there would be no conflict in Mr. Sims serving on the Planning Commission.

Mayor Matherly called for objection to POSTPONING the Recommendation and, hearing none, so ORDERED.

COUNCIL MEMBERS' COMMENTS

Mr. Bagwill spoke to the huge learning curve he has experienced since taking his seat on the Council. He stated there are lots of good things happening in the City, and it is a good time to live in Fairbanks. He spoke to the positive feedback he has received from community members about the quality of City police officers. He stated he appreciated Mr. Turney's concern for people in the wellness program in close proximity to a liquor establishment.

Mr. Cleworth complimented Julie Jones of Festival Fairbanks for the work she did on the flood commemoration. He encouraged citizens to call Public Works to report potholes. He stated that heavy rainfall is every Mayor's nightmare because it tears up the road surface. He stated the age of the roads in Fairbanks make them extremely susceptible to damage from water.

Mr. Pruhs spoke to the ongoing construction issue on Turner Street and stated that he brought the issue up a year ago. He asked Mr. Ewers to contact the company doing the work and put them on notice that if it is not taken care of by the next Council Meeting, he will introduce an ordinance or a resolution naming them an unresponsive bidder. **Mr. Pruhs** stated that it is time to do something about it for the residents that live in that area. He stated he was awoken early the morning before by a fire on Cushman Street. He stated that he spoke with the Battalion Chief who told him that Dispatch was able to contact a person who was sleeping in an upstairs apartment of the building to inform them to exit the building. He thanked the Dispatch department for saving a person's life.

Ms. Therrien stated she would be out of town until September 1 celebrating her father's 100th birthday.

Ms. Huntington requested to be excused from the Regular City Council meeting of September 25, 2017.

Mayor Matherly called for objection to Ms. Huntington's request to be excused on September 25, 2017, and hearing none, so ORDERED.

Ms. Huntington spoke to the start of the new school year and reminded everyone to be safety-conscious. She expressed condolences for the recent loss Joe Redington, a prominent Alaskan whose father helped start the Iditarod. She stated the Redingtons have a strong legacy in Alaska.

Mr. Cleworth shared that he understands that Bonnie Nolan does not want a celebration, but he asked Stephanie Johnson to relay the Council's appreciation for her years of service to the City.

Mr. Pruhs, seconded by **Ms. Huntington**, moved to go into Executive Session for the purpose of discussing IBEW Labor Negotiations and the Gavora, Inc. v. City of Fairbanks, 4:15-CV-00015SLG: possible appeal.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly called for a brief recess.

EXECUTIVE SESSION

- a) IBEW Labor Negotiations
- b) Gavora, Inc. v. City of Fairbanks, 4:15-CV-00015SLG: possible appeal

The City Council met in Executive Session to discuss the above-listed items. Direction was given to the negotiating team and the Legal Department, respectively, and no action was taken.

ADJOURNMENT

Mr. Pruhs, seconded by **Ms. Huntington**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 9:40 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: DS & EB

Introduced By: Mayor Jim Matherly
Finance Committee Review: October 17, 2017
Introduced: October 23, 2017

ORDINANCE NO. 6063

**AN ORDINANCE AMENDING THE 2017 OPERATING BUDGET
FOR THE FIFTH TIME AND CAPITAL BUDGET FOR THE THIRD
TIME**

WHEREAS, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2017 operating and capital budgets; and

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

SECTION 1. There is hereby appropriated to the 2017 General Fund and the Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing January 1, 2017 and ending December 31, 2017 (see pages 2 and 3) [changes shown in **bold** font]. [amendments shown in **bold underlined** font; deleted text or amounts in ~~strikethrough~~ font]:

GENERAL FUND

<u>REVENUE</u>	<u>COUNCIL APPROPRIATED</u>	<u>REVIEW PERIOD INCREASE (DECREASE)</u>	<u>PROPOSED COUNCIL APPROPRIATION</u>
Taxes, (all sources)	\$ 20,333,159	\$ 235,000	\$ 20,568,159
Charges for Services	5,074,464	(109,000)	4,965,464
Intergovernmental Revenues	3,772,581	(8,328)	3,764,253
Licenses & Permits	1,609,092	14,400	1,623,492
Fines, Forfeitures & Penalties	595,515	(67,196)	528,319
Interest & Penalties	106,700	42,000	148,700
Rental & Lease Income	126,234	9,000	135,234
Other Revenues	221,000	36,750	257,750
Other Financing Sources	2,394,009	40,500	2,434,509
Total revenue appropriation	\$ 34,232,754	\$ 193,126	\$ 34,425,880
<u>EXPENDITURES</u>			
Mayor and Council	\$ 600,093	\$ -	\$ 600,093
Office of the City Attorney	219,914	-	219,914
Office of the City Clerk	353,135	-	353,135
Finance Department	997,087	-	997,087
Information Technology	1,959,460	-	1,959,460
General Account	6,565,608	144,500	6,710,108
Police Department	7,268,983	-	7,268,983
Dispatch Center	2,289,966	-	2,289,966
Fire Department	6,533,702	-	6,533,702
Public Works Department	8,263,560	-	8,263,560
Engineering Department	702,842	-	702,842
Building Department	684,743	15,424	700,167
Total expenditure appropriation	\$ 36,439,093	\$ 159,924	\$ 36,599,017
Estimated general fund balance	\$ 11,306,798	\$ -	\$ 11,306,798
Increase (Decrease) to fund balance	131,692	33,202	164,894
Prior year encumbrances	(588,031)		(588,031)
Transfer to other funds	(1,750,000)	-	(1,750,000)
12/31/17 Unassigned balance	\$ 9,100,459	\$ 33,202	\$ 9,133,661

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$4,000,000.

\$ 7,319,803

CAPITAL FUND

<u>REVENUE</u>	COUNCIL APPROPRIATION	REVIEW PERIOD INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 578,185	\$ -	\$ 578,185
Transfer from General Fund	1,927,509	-	1,927,509
Public Works	250,000	-	250,000
Building	10,000	-	10,000
Engineering	10,000	-	10,000
Police	180,000	-	180,000
Dispatch	140,000	-	140,000
Fire	313,960	-	313,960
IT	86,688	-	86,688
Property Repair & Replacement	145,000	-	145,000
Total revenue appropriation	<u>\$ 3,641,342</u>	<u>\$ -</u>	<u>\$ 3,641,342</u>
 <u>EXPENDITURES</u>			
Public Works Department	\$ 1,151,966	\$ -	\$ 1,151,966
Engineering Department	28,307	-	28,307
Police Department	330,525	-	330,525
Dispatch Department	48,253	-	48,253
Fire Department	293,406	10,000	303,406
IT Department	173,946	-	173,946
Road Maintenance	1,638,313	-	1,638,313
Property Repair & Replacement	255,000	-	255,000
Total expenditure appropriation	<u>\$ 3,919,716</u>	<u>\$ 10,000</u>	<u>\$ 3,929,716</u>
12/31/16 capital fund balance	\$ 6,652,039	\$ -	\$ 6,652,039
Increase (Decrease) to fund balance	<u>(278,374)</u>	<u>(10,000)</u>	<u>(288,374)</u>
12/31/16 assigned fund balance	<u>\$ 6,373,665</u>	<u>\$ (10,000)</u>	<u>\$ 6,363,665</u>

SECTION 2. All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2017 and ending December 31, 2017.

SECTION 3. The effective date of this ordinance shall be the ____ day of ____ 2017.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

FISCAL NOTE
ORDINANCE NO. 6063
AMENDING THE 2017 OPERATING BUDGET FOR THE FIFTH
TIME AND CAPITAL BUDGET FOR THE THIRD TIME

General Fund– \$ 193,126 Increase in Revenue
\$ 159,924 Increase in Expenditures

Revenue– \$193,126 Increase

1. Taxes- \$235,000 Increase
 - \$100,000 increase in Hotel/Motel Tax
 - \$135,000 increase in Marijuana Tax
2. Charges for Services- (\$109,000) Decrease
 - (\$100,000) decrease in Ambulance Services
 - (\$9,000) decrease in Fire Recovery from Grants
3. Intergovernmental Revenues – (\$8,328) Decrease
 - (\$9,800) decrease in State of Alaska Liquor License payments
 - \$1,472 increase in Rest Easy Pilt
4. Licenses & Permits- \$14,400 Increase
 - (\$8,000) decrease in Fire Code Inspections
 - (\$8,500) decrease in Mechanical Permits
 - (\$20,000) decrease in Plumbing Permits
 - (\$37,000) decrease in Electrical Permits
 - \$46,000 increase in Commercial Building Permits
 - \$33,000 increase in Residential Building Permits
 - \$4,100 increase in Right Of Way Permits
 - \$4,800 increase in Private Detective License
5. Fines, Forfeitures & Penalties- (\$67,196) Decrease
 - (\$73,000) decrease in Moving Traffic Violations
 - (\$12,000) decrease in City Forfeitures
 - \$2,312 increase in Correctional Facility Surcharge
 - \$7,000 increase in Vehicle Towing Storage Access

- \$8,492 increase in Traffic Collection Fee
6. Interest & Penalties- \$42,000 Increase
 - \$30,000 increase in Interest on Demand Deposits
 - \$12,000 increase in Property Tax Interest & Penalties
 7. Rental & Lease Income- \$9,000 Increase
 - \$9,000 increase in Fire Training Center Rental
 8. Other Revenues- \$36,750 Increase
 - \$20,000 increase in Abatement Recovery
 - \$16,750 increase in Miscellaneous Revenue
 9. Other Financing Sources & (Uses)- \$40,500 Increase
 - \$40,500 increase in Sale of Assets (auction proceeds)

Expenditures– \$159,924 Increase

1. Mayor & Council
2. City Attorney’s Office
3. City Clerk’s Office
4. Finance Department– No Change
 - Reduce 1 payroll position and allocate responsibilities across three remaining accounting specialists and the controller. In return all accounting specialists and controller wages will increase. Overall estimated net savings of \$11,185 (estimated savings \$14,650 less \$3,465 estimated wage increases).
5. Information Technology
6. General Account- \$144,500 Increase
 - \$77,500 increase in contributions to outside agencies (Explore Fairbanks) due to the projected increase in hotel/motel taxes
 - \$54,000 increase due to higher facility electrical costs
 - \$8,000 increase in Street Lighting electricity
 - \$5,000 increase in Traffic Signals electricity
7. Police Department
8. Dispatch

9. Fire Department

10. Public Works- No Change

- Transfer (\$38,500) from Repair & Construction and (\$19,670) from Outside Contracts to increase Temporary Wages & Benefits \$58,170

11. Engineering

12. Building Department- \$15,424 Increase

- \$15,424 increase to provide a temporary administrative employee while the permanent employee is on extended leave.

**Capital Fund - No change in Revenue/Other Financing Sources (Uses)
\$10,000 increase in Expenditures**

REVENUES

OTHER FINANCING SOURCES (USES)

EXPENDITURES- \$10,000 INCREASE

1. Public Works
2. Police Department
3. Fire Department- \$10,000 Increase
 - \$10,000 increase to replace the Fit Tester
4. IT Department
5. Road Maintenance
6. Property Repair & Replacement –No Change
 - Reallocate \$27,867.35 savings resulting from 2017 budgeted equipment costs being realized at lower prices. This savings will be used to purchase a tractor to pull the turf rake used for cleaning city snow storage sites. A \$13,600 summer rental credit has been applied to the purchase price by the vendor. Approval of this purchase indicates sole source allowance by the City Council.

Introduced By: Mayor Matherly
Council Member Cleworth
Finance Committee Review: October 17, 2017
Introduced: October 23, 2017

**ORDINANCE NO. 6063, AS AMENDED
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE AMENDING THE 2017 OPERATING BUDGET FOR
THE FIFTH TIME AND CAPITAL BUDGET FOR THE THIRD TIME**

WHEREAS, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2017 operating and capital budgets; and

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

SECTION 1. There is hereby appropriated to the 2017 General Fund and the Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing January 1, 2017 and ending December 31, 2017 (see pages 2 and 3) [changes shown in **bold** font]. [amendments shown in **bold underlined** font; deleted text or amounts in ~~strikethrough~~ font]:

GENERAL FUND

REVENUE	COUNCIL APPROPRIATED	REVIEW PERIOD INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes, (all sources)	\$ 20,333,159	\$ 235,000	\$ 20,568,159
Charges for Services	5,074,464	(109,000)	4,965,464
Intergovernmental Revenues	3,772,581	(8,328)	3,764,253
Licenses & Permits	1,609,092	14,400	1,623,492
Fines, Forfeitures & Penalties	595,515	(67,196)	528,319
Interest & Penalties	106,700	42,000	148,700
Rental & Lease Income	126,234	9,000	135,234
Other Revenues	221,000	36,750	257,750
Other Financing Sources	2,394,009	40,500	2,434,509
Total revenue appropriation	\$ 34,232,754	\$ 193,126	\$ 34,425,880
EXPENDITURES			
Mayor and Council	\$ 600,093	\$ 6,498	\$ 606,591
Office of the City Attorney	219,914	2,952	222,866
Office of the City Clerk	353,135	3,724	356,859
Finance Department	997,087	8,108	1,005,195
Information Technology	1,959,460	-	1,959,460
General Account	6,565,608	144,500	6,710,108
Police Department	7,268,983	1,200	7,270,183
Dispatch Center	2,289,966	1,200	2,291,166
Fire Department	6,533,702	1,800	6,535,502
Public Works Department	8,263,560	2,400	8,265,960
Engineering Department	702,842	13,800	716,642
Building Department	684,743	22,624	707,367
Total expenditure appropriation	\$ 36,439,093	\$ 208,806	\$ 36,647,899
Estimated general fund balance	\$ 11,306,798	\$ -	\$ 11,306,798
Increase (Decrease) to fund balance	131,692	(15,680)	116,012
Prior year encumbrances	(588,031)		(588,031)
Transfer to other funds	(1,750,000)	-	(1,750,000)
12/31/17 Unassigned balance	\$ 9,100,459	\$ (15,680)	\$ 9,084,779

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$4,000,000.

\$ 7,329,580

CAPITAL FUND

<u>REVENUE</u>	COUNCIL APPROPRIATION	REVIEW PERIOD INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 578,185	\$ -	\$ 578,185
Transfer from General Fund	1,927,509	-	1,927,509
Public Works	250,000	-	250,000
Building	10,000	-	10,000
Engineering	10,000	-	10,000
Police	180,000	-	180,000
Dispatch	140,000	-	140,000
Fire	313,960	-	313,960
IT	86,688	-	86,688
Property Repair & Replacement	145,000	-	145,000
Total revenue appropriation	<u>\$ 3,641,342</u>	<u>\$ -</u>	<u>\$ 3,641,342</u>
 <u>EXPENDITURES</u>			
Public Works Department	\$ 1,151,966	\$ 24,827	\$ 1,176,793
Engineering Department	28,307	70,952	99,259
Police Department	330,525	-	330,525
Dispatch Department	48,253	-	48,253
Fire Department	293,406	10,000	303,406
IT Department	173,946	-	173,946
Road Maintenance	1,638,313	-	1,638,313
Property Repair & Replacement	255,000	-	255,000
Total expenditure appropriation	<u>\$ 3,919,716</u>	<u>\$ 105,779</u>	<u>\$ 4,025,495</u>
12/31/16 capital fund balance	\$ 6,652,039	\$ -	\$ 6,652,039
Increase (Decrease) to fund balance	<u>(278,374)</u>	<u>(105,779)</u>	<u>(384,153)</u>
12/31/16 assigned fund balance	<u>\$ 6,373,665</u>	<u>\$ (105,779)</u>	<u>\$ 6,267,886</u>

SECTION 2. All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2017 and ending December 31, 2017.

SECTION 3. The effective date of this ordinance shall be the ____ day of November 2017.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

FISCAL NOTE
ORDINANCE NO. 6063, AS AMENDED
AMENDING THE 2017 OPERATING BUDGET FOR THE FIFTH
TIME AND CAPITAL BUDGET FOR THE THIRD TIME

General Fund– \$ 193,126 Increase in Revenue
\$ 208,806 Increase in Expenditures

Revenue– \$193,126 Increase

1. Taxes- \$235,000 Increase
 - \$100,000 increase in Hotel/Motel Tax
 - \$135,000 increase in Marijuana Tax
2. Charges for Services- (\$109,000) Decrease
 - (\$100,000) decrease in Ambulance Services
 - (\$9,000) decrease in Fire Recovery from Grants
3. Intergovernmental Revenues – (\$8,328) Decrease
 - (\$9,800) decrease in State of Alaska Liquor License payments
 - \$1,472 increase in Rest Easy Pilt
4. Licenses & Permits- \$14,400 Increase
 - (\$8,000) decrease in Fire Code Inspections
 - (\$8,500) decrease in Mechanical Permits
 - (\$20,000) decrease in Plumbing Permits
 - (\$37,000) decrease in Electrical Permits
 - \$46,000 increase in Commercial Building Permits
 - \$33,000 increase in Residential Building Permits
 - \$4,100 increase in Right Of Way Permits
 - \$4,800 increase in Private Detective License
5. Fines, Forfeitures & Penalties- (\$67,196) Decrease
 - (\$73,000) decrease in Moving Traffic Violations
 - (\$12,000) decrease in City Forfeitures
 - \$2,312 increase in Correctional Facility Surcharge
 - \$7,000 increase in Vehicle Towing Storage Access

- \$8,492 increase in Traffic Collection Fee
6. Interest & Penalties- \$42,000 Increase
 - \$30,000 increase in Interest on Demand Deposits
 - \$12,000 increase in Property Tax Interest & Penalties
 7. Rental & Lease Income- \$9,000 Increase
 - \$9,000 increase in Fire Training Center Rental
 8. Other Revenues- \$36,750 Increase
 - \$20,000 increase in Abatement Recovery
 - \$16,750 increase in Miscellaneous Revenue
 9. Other Financing Sources & (Uses)- \$40,500 Increase
 - \$40,500 increase in Sale of Assets (auction proceeds)

Expenditures– \$208,806 Increase

1. Mayor & Council- **\$6,498 Increase**
 - **\$6,000 increase to reimburse health insurance cost**
 - **\$ 498 increase to non-bargaining wages; 1.4% for one month**
2. City Attorney’s Office- **\$2,952 Increase**
 - **\$2,800 increase to reimburse health insurance cost**
 - **\$ 152 increase to non-bargaining wages; 1.4% for one month (excludes Deputy Attorney)**
3. City Clerk’s Office- **\$3,724 Increase**
 - **\$3,600 increase to reimburse health insurance cost**
 - **\$ 124 increase to non-bargaining wages; 1.4% for one month**
4. Finance Department- **\$8,108 Increase**
 - Reduce 1 payroll position and allocate responsibilities across three remaining accounting specialists and the controller. In return all accounting specialists and controller wages will increase. Overall estimated net savings of \$11,185 (estimated savings \$14,650 less \$3,465 estimated wage increases).
 - **\$8,000 increase to reimburse health insurance cost**

- **\$ 108 increase to non-bargaining (Purchasing Agent) wage; 1.4% for one month**
5. Information Technology
 6. General Account- \$144,500 Increase
 - \$77,500 increase in contributions to outside agencies (Explore Fairbanks) due to the projected increase in hotel/motel taxes
 - \$54,000 increase due to higher facility electrical costs
 - \$8,000 increase in Street Lighting electricity
 - \$5,000 increase in Traffic Signals electricity
 7. Police Department- **\$1,200 Increase**
 - **\$1,200 increase to reimburse health insurance cost**
 8. Dispatch- **\$1,200 Increase**
 - **\$1,200 increase to reimburse health insurance cost**
 9. Fire Department- **\$1,800 Increase**
 - **\$1,800 increase to reimburse health insurance cost**
 10. Public Works- **\$2,400 Increase**
 - Transfer (\$38,500) from Repair & Construction and (\$19,670) from Outside Contracts to increase Temporary Wages & Benefits \$58,170
 - **\$2,400 increase to reimburse health insurance cost**
 11. Engineering- **\$13,800 Increase**
 - **\$13,800 increase to reimburse health insurance cost**
 12. Building Department- **\$22,624 Increase**
 - \$15,424 increase to provide a temporary administrative employee while the permanent employee is on extended leave.
 - **\$7,200 increase to reimburse health insurance cost**

**Capital Fund - No change in Revenue/Other Financing Sources (Uses)
\$105,779 increase in Expenditures**

REVENUES

OTHER FINANCING SOURCES (USES)

EXPENDITURES- \$105,779 INCREASE

1. Public Works
2. Police Department
3. Fire Department- \$10,000 Increase
 - \$10,000 increase to replace the Fit Tester
4. IT Department
5. Road Maintenance
6. Property Repair & Replacement –**\$24,827 Increase**
 - Reallocate \$27,867.35 savings resulting from 2017 budgeted equipment costs being realized at lower prices. This savings will be used to purchase a tractor to pull the turf rake used for cleaning city snow storage sites. A \$13,600 summer rental credit has been applied to the purchase price by the vendor. Approval of this purchase indicates sole source allowance by the City Council
 - **\$24,827 increase for status control systems (PXC36 & PXC24) for the new boiler and warm storage building at Public Works**
7. Engineering-Increase \$70,952
 - **\$70,952 increase for a new GPS Base Station used for surveying**

ORDINANCE NO. 6064

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SECTION
2-233(a), REGARDING FAIRBANKS DIVERSITY COUNCIL VICE-
CHAIRPERSON**

WHEREAS, the Fairbanks Diversity Council (FDC) was established on March 10, 2014, by the City Council's adoption of Ordinance No. 5939; and

WHEREAS, the Fairbanks General Code states that the City Mayor will serve as a non-voting chairperson of the FDC, and a vice chairperson will be appointed by the Mayor, subject to approval of the FDC; and

WHEREAS, at its Regular Meeting of August 8, 2017, the FDC voted to recommend a change to FGC Sec. 2-233(a) which would create a progression in the vice-chairperson office and shorten the term of the vice-chairperson to help members transition more smoothly into the position.

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

SECTION 1. Fairbanks General Code Section 2-233(a) is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

Sec. 2-233. – Chairperson; committees; quorum; meetings.

(a) The city mayor shall serve as non-voting chairperson. A **first** vice-chairperson **and a second vice-chairperson** shall **initially** be appointed by the city mayor from the membership, subject to the approval of the FDC. ~~The vice chairperson's term shall be for three years.~~ **Following initial appointments, vice-chairpersons will serve one year in each position progressively: second vice-chairperson, first vice-chairperson, then past vice-chairperson. No person shall serve more than two full consecutive terms as vice chairperson. A new second vice-chairperson will be appointed by the city mayor every July, with approval of the membership. Upon approval of the appointment, the progression of vice-chairpersons will take place. If a vice-chairperson vacates their position before the progression is complete, the city mayor will appoint a replacement, subject to the approval of the membership.**

(b) The FDC may organize committees and adopt administrative rules and procedures to accomplish its purposes.

(c) A quorum shall be necessary to conduct a meeting. A quorum shall consist of eight public voting members of the FDC. The business of the FDC shall be transacted by a majority vote of voting members present after a quorum is established.

(d) All meetings shall be held, and notices and agendas shall be posted, in compliance with the Alaska Open Meetings Act. Minutes of FDC proceedings shall be kept and filed in accordance with applicable laws dealing with public records. In all matters of parliamentary procedure not covered by rules and procedures adopted under subsection (b) above, the current version of Robert's Rules of Order will govern.

SECTION 2. That the effective date of this Ordinance shall be the ____ day of November 2017.

Jim Matherly, City Mayor

YEAS:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

RESOLUTION NO. 4814

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO PARTICIPATE
IN THE FFY2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROGRAM**

WHEREAS, a public hearing was held by the City of Fairbanks on July 27, 2017, and a record of that meeting is attached; and

WHEREAS, community members expressed support to apply for funds to conduct a feasibility study and prepare plans for a day shelter in the City of Fairbanks, but the project was suspended; and

WHEREAS, community members had expressed support to purchase a platform fire engine; and

WHEREAS, the City of Fairbanks is eligible to apply for a grant in the amount of \$850,000 from the Alaska Department of Commerce, Community, and Economic Development under the CDBG program; and

WHEREAS, the City of Fairbanks is providing a match in the amount of \$450,000 from the Capital Fund;

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Mayor or his designee is hereby authorized to request funds from the CDBG Program and to negotiate and execute any and all documents required for granting and managing funds on behalf of the City of Fairbanks.

The Mayor or his designee is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

PASSED and APPROVED this 6th Day of November 2017.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS

CDBG PUBLIC HEARING

JULY 27, 2017

CITY COUNCIL CHAMBERS

2:00 p.m.

Carrie Peterson, Grants Administrator for the City of Fairbanks, opened the meeting to wrap up the Bjerremark Subdivision Revitalization Project, seek recommendations for projects and to select a project to apply for funding under the Alaska Community Development Block Grant (CDBG) Program.

Carrie Peterson informed the attendees that the FFY15 CDBG Block Grant Project in the Bjerremark Neighborhood was wrapping up and that construction had been completed with just a few clean-up items remaining and that we were closing out the project. She then turned the time over to Jackson Fox.

Jackson Fox presented an overview of the Bjerremark Project outlining the changes completed in the Bjerremark Neighborhood with the current CDBG funding. These changes included the following: traffic circles, sidewalks, signage, gateways, re-paving Bjerremark, diverters and radar speed signs.

Carrie Peterson called for comments regarding the Bjerremark Project: there were no comments.

As there were no comments Carrie announced that the meeting would shift from the closeout of the Bjerremark Project, to ideas for projects to apply for in the FFY17 grant period.

Carrie Peterson informed attendees that the CDBG is a federal program funded by the Housing and Urban Development (HUD) and that the State of Alaska plans to award \$2.3 million in CDBG funds for FFY17. She explained that the State of Alaska is accepting applications from municipal government and cities for a single project with a maximum request of \$850,000 and recommended match of 25%. She also explained that the grants are awarded on a competitive basis and must benefit low and moderate income persons.

A list of eligible activities were presented and described from the FFY17 CDBG Application Handbook. Carrie Peterson explained that the City of Fairbanks would not seek projects involving special economic development due to the length of time it would take to accomplish the project or non-city owned construction of facilities due to the 20 year public use requirement.

Carrie Peterson informed the attendees that funds were used in previous years to construct ADA compliant sidewalks on 23rd Avenue, to build a homeless shelter for youth and to construct improvements to revitalize the Bjerremark Subdivision. She informed the attendees that one project was recommended for the purchase of a fire apparatus.

Ron Templeton shared information about the need for a platform fire engine. He pointed out that many low income people reside in apartment buildings that would be serviced by the platform truck if selected as the project.

Carrie Peterson requested additional recommendations. Additional recommendations were made by Mike Sanders the Homeless and Housing Coordinator for a feasibility study and planning towards a day shelter. He pointed out that a day shelter is necessary for the Fairbanks Community as most people residing in the shelters are required to leave the shelters during the day. He pointed out that a day shelter would allow the Homeless Coalition to utilize some of the space to centralize services for the homeless.

The attendees voted and recommended the Day Shelter planning and feasibility project to City Council for approval to apply for FFY17 CDBG funds. The hearing was adjourned at 2:20 p.m.

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4814

Abbreviated Title: PARTICIPATION IN FFY17 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Department(s): FIRE DEPARTMENT

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No X

2) additional support or maintenance costs? Yes _____ No X

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Building	Personnel	Total
Platform Fire Engine	\$1,300,000			\$1,300,000
				\$0
				\$0
				\$0
				\$0
				\$0
TOTAL	\$1,300,000	\$0	\$0	\$1,300,000

FUNDING SOURCE:	Equipment	Building	Personnel	Total
CDBG	\$850,000			\$850,000
Capital Fund	\$450,000			\$450,000
				\$0
TOTAL	\$1,300,000	\$0	\$0	\$1,300,000

The City of Fairbanks will maintain the Platform Fire Engine. The maintenance costs will be covered in the Fire Department General Budget and should be significantly lower than the maintenance costs for the 25 year old platform engine being replaced. The capital fund match of \$450,000 will come from \$250,000 committed in a prior budget and \$200,000 is requested in the 2018 budget.

Reviewed by Finance Department: Initial cp Date 10/25/2017

Introduced by: Mayor Jim Matherly
Introduced: November 6, 2017

RESOLUTION NO. 4815

A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS FROM THE ENVIRONMENTAL PROTECTION AGENCY (EPA) FOR A COMMUNITY-WIDE BROWNFIELDS ASSESSMENT GRANT

WHEREAS, the City of Fairbanks has been notified by Region 10 of the EPA that funds are available for Brownfields Community-Wide Assessment Grants; and

WHEREAS, the City of Fairbanks understands the importance of identifying and mitigating environmental pollution of all varieties and the potential impacts upon residents and businesses; and

WHEREAS, EPA Brownfields Assessment Grants provide \$300,000 towards community-wide assessments by local municipalities with no match required;

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

PASSED and APPROVED this 6th Day of November 2017.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4815

Abbreviated Title: ENVIRONMENTAL PROTECTION AGENCY BROWNFIELDS ASSESSMENT GRANT

Department(s): ENGINEERING DEPARTMENT

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No X

2) additional support or maintenance costs? Yes _____ No X

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	Contracts	Building	Personnel	Total
Community Assessment Program	\$300,000			\$300,000
				\$0
				\$0
				\$0
				\$0
TOTAL	\$300,000	\$0	\$0	\$300,000

FUNDING SOURCE:	Contracts	Building	Personnel	Total
EPA Brownfields Assessment Grant	\$300,000			\$300,000
				\$0
				\$0
TOTAL	\$300,000	\$0	\$0	\$300,000

There is no match required for this grant and no expected costs to the City. Assessment Grants provide funding for developing inventories of brownfields, prioritizing sites, conducting community involvement activities, conducting site assessments, and developing cleanup plans and reuse plans related to brownfields sites. Community-wide proposals are appropriate when a specific site is not identified and the applicant plans to spend grant funds on more than one brownfield in its community.

Reviewed by Finance Department: Initial cp Date 10/25/2017



City of Fairbanks

MEMORANDUM

TO: Mayor Matherly and City Council Members

FROM: Kerry Kirby, Purchasing Agent (via Engineering)

A handwritten signature in black ink, appearing to be "Kerry Kirby", written over a horizontal line.

SUBJECT: Notification regarding a Change Order to the Fairbanks Water Main Extension & Service Connections Project (ITB 17-09)

Date: November 6, 2017

Pursuant to Ordinance 6060, the Engineering Department added six additional water service connections and re-routed a water main using time and material estimate of \$340,720 from the contractor. This change order was also necessary to complete the work by December 31, 2017. At this time all Category 1 properties are connected to the public water service.

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence – FNSB Planning Commission
Date: October 24, 2017

One of the terms of the three City-recommended seats on the FNSB Planning Commission will expire on December 31, 2017.

On September 11, 2017, the Council concurred with my recommendation to appoint Mr. Doug Sims to fill a vacancy on the Commission, and the Borough Assembly concurred with the appointment on September 28, 2017. Mr. Sims wishes to continue service on the Commission.

FNSB Code of Ordinances Section 2.40.011(A) states:

Members (of the Planning Commission) shall be appointed by the borough mayor, subject to confirmation by the assembly. The appointments of members from the cities shall be selected from a list of recommendations submitted to the borough mayor by the city councils.

I hereby request your concurrence to recommending the following reappointment to the FNSB Planning Commission:

Mr. Doug Sims Seat D Term to Expire: December 31, 2020

Mr. Sims' application is attached.


Thank you.


dds/





FNSB - PLANNING COMMISSION

BOARD DETAILS

 OVERVIEW

 **SIZE** 3 Seats

 **TERM LENGTH** 3 Years

 **TERM LIMIT** N/A

The powers and duties of the Fairbanks North Star Borough (FNSB) Planning Commission are as outlined in FNSBC Chapter 4.80.



DETAILS

BOARD/COMMISSION CHARACTERISTICS

The FNSB Planning Commission shall consist of 11 members. Commission membership shall be apportioned so that the number of members from the cities of Fairbanks and North Pole reflects the proportion of the Borough population residing within those cities as determined by the Borough Assembly from time to time. Members shall be appointed by the Borough Mayor, subject to confirmation by the Assembly. The appointments of members from the cities shall be selected from a list of recommendations submitted to the Borough Mayor by the City Councils. Members appointed from outside the cities shall be as representative of the various geographic areas of the Borough as practical. The Borough Mayor, Planning Director and Engineer shall be ex officio members of the Commission with privilege of the floor but shall have no vote on any matter. In addition to the eligibility and qualifications requirements in FNSBC 4.04.040, the assembly shall not confirm the appointment or selection of a local elected official serving on the assembly or a mayor. Any sitting planning commissioner who is elected or appointed as an assembly member or mayor shall resign as a planning commissioner on or prior to being sworn in to the new position.

MEETINGS

The Commission shall annually elect from its membership a chairman and vice chairman and shall adopt rules for the conduct of its meetings. Robert's Rules of Order (newly revised) shall apply unless different rules are adopted by the Commission and approved by the Assembly. Meetings of the Commission are public in accordance with AS 44.62 and minutes shall be kept. Minutes of the Commission shall be filed with the Borough Clerk. Records of the Commission shall be retained as public records within the Planning Department. Six members of the Commission shall constitute a quorum. All Commission actions shall be by vote of a majority of the Commission's membership who are present and voting.

<http://bit.ly/2ghzhiX>

ENACTING LEGISLATION

FNSBC 4.80.010 - 4.80.060

ENACTING LEGISLATION WEBSITE

<http://bit.ly/2fxl4MA>

JOINT COMMISSION DETAILS

The Planning Commission is a FNSB Commission with appointments from multiple jurisdictions. Only City-recommended seats are listed on the City's membership roster. If there is a vacancy for one of the two City-recommended seats, you may apply through this website. For a complete member listing, visit the Fairbanks North Star Borough website at <http://fnsb.us/>.

EMAIL THE COMMISSION MEMBERS

N/A

Profile

DOUG

First Name

SIMS

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

FAIRBANKS

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

Yes

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Employer

Job Title

Which Boards would you like to apply for?

FNSB - Planning Commission: Appointed

Interests and Experiences

Why are you interested in serving on a City board or commission? What experiences can you contribute to the benefit of the board or commission?

30 year employee at FNSB as assistant, associate planner that included 5 years as the FNSB Floodplain Adm. I've seen a fair amount of change within the community & believe I grasp an understanding of its physical, social and economic qualities. I started at the Borough in 1985 and was involved in a wide variety of planning issues/projects over the years such as Chena Riverfront Commission and Davis Road neighborhood rezoning.

Please provide a brief personal biography in the space below, or attach a resume.

I have actually spent my entire professional land use planning career, 30 years, here in the FNSB. I have only become a City resident within the last 5 years. Serving on the Borough Planning Commission as City rep is exciting to imagine in face of continued growth & change within the City & Borough.

Upload a Resume


List any professional licenses or training you believe are relevant to the seat you are applying for.

M.S. Land Use Planning, UAA

City of Fairbanks

MEMORANDUM



To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence – Permanent Fund Review Board
Date: October 24, 2017

The three-year term of Seat E on the Permanent Fund Review Board currently filled by Mr. David Owen will expire on December 31, 2017. Mr. Owen has applied to continue his service on the Board.

I hereby request your concurrence to the following **reappointment** to the Permanent Fund Review Board:

Seat E Mr. David Owen Term to Expire: December 31, 2020

Mr. Owen's application is attached.

Thank you.

dds/

Profile

David

First Name

Owen

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

Yes

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Walsh Kelliher & Sharp

Employer

senior accountant

Job Title

Which Boards would you like to apply for?

Permanent Fund Review Board: Submitted

Interests and Experiences

Why are you interested in serving on a City board or commission? What experiences can you contribute to the benefit of the board or commission?

Re-applying to continue service. I have several years experience with financial matters and investing.

Please provide a brief personal biography in the space below, or attach a resume.

I have been a City of Fairbanks resident since 1972. I have forty years of combined experience in both public and private accounting.

Upload a Resume


List any professional licenses or training you believe are relevant to the seat you are applying for.


Certified Public Accountant





PERMANENT FUND REVIEW BOARD

BOARD DETAILS

 **OVERVIEW**

 **SIZE** 5 Seats

 **TERM LENGTH** 3 Years

 **TERM LIMIT** N/A

The Permanent Fund Review Board shall advise and make recommendations to the City Council concerning investment policy, strategy, and asset selection and allocation of the permanent fund. The Board may use the services of a professional investment advisor/manager in rendering its advice and recommendations to the City Council.



DETAILS

BOARD/COMMISSION CHARACTERISTICS

The Mayor, with confirmation from the City Council, shall appoint five members to the Permanent Fund Review Board. Members shall possess some background in any one or more fields in accounting, banking, financial investment advisement, securities regulation, public finance, or other similar professional fields regulated by the State of Alaska or other professional or national organizations. Each member shall serve a three-year term.

MEETINGS

The Permanent Fund Review Board was formed in accordance with the Fairbanks Home Rule Charter, Section 8.8(b). Meetings are held quarterly at City Hall in the Council Chambers and are open to the public. Special meetings may be called by the chairman or by a majority of the members. A majority of the board shall constitute a quorum and a majority shall be necessary to carry any question. Minutes shall be kept as a permanent record of all meetings and shall be filed in the Office of the City Clerk.

[Meeting Minutes](#)

ENACTING LEGISLATION

FGC 2-256 through 2-262

ENACTING LEGISLATION WEBSITE

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

JOINT COMMISSION DETAILS

N/A


**EMAIL THE COMMISSION
MEMBERS**

permanentfundadvisoryboard@fairbanks.us

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence – City Finance Committee
Date: October 24, 2017

The three-year term of one of the non-voting positions on the City Finance Committee currently filled by Mr. Jim Soileau will expire on December 31, 2017. Mr. Soileau has applied to continue his service on the Committee.

I hereby request your concurrence to the following **reappointment** to the City Finance Committee:

Mr. Jim Soileau Term to Expire: December 31, 2020

Mr. Soileau's application and resume are attached.


Thank you.

dds/



FINANCE COMMITTEE

BOARD DETAILS



OVERVIEW

- SIZE** 11 Seats
- TERM LENGTH** 3 Years
- TERM LIMIT** N/A

The Finance Committee shall consider all matters relating to the fiscal operation of the City and shall make recommendations regarding fiscal matters to the full City Council on matters such as budget requests, ordinances amending the budget estimate, applications for grants, and annual audits.



DETAILS

BOARD/COMMISSION CHARACTERISTICS

The Finance Committee shall consist of the City Mayor, all current members of the City Council and two non-voting public members with experience in finance, accounting or management appointed by the City Mayor for a term of three years subject to confirmation by the City Council. Council members whose term of office is concluded shall be replaced. The City Chief Financial Officer and Chief of Staff shall be ex-officio members of the Committee.

MEETINGS

The Finance Committee shall meet at regular times in compliance with section 2-118.

[Meeting Minutes](#)

ENACTING LEGISLATION

FGC 2-118.1

ENACTING LEGISLATION WEBSITE

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

JOINT COMMISSION DETAILS

N/A

EMAIL THE COMMISSION MEMBERS

financecommittee@fairbanks.us

Profile

James

First Name

Soileau

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

No

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Mt. McKinley Bank

Employer

SVP/CFO

Job Title

Which Boards would you like to apply for?

Finance Committee: Appointed

Interests and Experiences

Why are you interested in serving on a City board or commission? What experiences can you contribute to the benefit of the board or commission?

I was the COF Controller from February 2002 - March 2008, then the CFO from 2008 through October 2015. I am a CPA and have extensive knowledge of the City's financial processes, City Code and how the Departments operate together. I thoroughly enjoy the government process and feel I can contribute my expertise to the Finance Committee.

Please provide a brief personal biography in the space below, or attach a resume.

Attached



Upload a Resume

List any professional licenses or training you believe are relevant to the seat you are applying for.

Certified Public Accountant, Certified Fixed Income Practitioner

JAMES NEIL SOILEAU, CPA

OBJECTIVE: Seeking position as Chief Financial Officer

SENIOR VICE PRESIDENT/CHIEF FINANCIAL OFFICER – MT. MCKINLEY BANK –
NOVEMBER 2, 2015 – PRESENT

- Chief custodian of the assets and investments of the bank. Applies care and responsible judgment in the handling of the investments of the bank.
- Oversees the Accounting Department activities via the Controller.
- Oversees all internal and external financial reporting via the Controller.
- Attends all board meetings and presents the Statement of Condition and other financial reporting as requested or required.
- Serves as primary staff to the Funds Management Committee (ALCO). Ensures that the bank employs sound asset and liability management.
- Oversees the interest rate risk assessment process.
- Oversees the annual budgeting process.
- Working with the Controller and outside agencies, oversees the financial audit processes.
- Develops and implements financial institution fiscal plans and policies.
- Conducts employee evaluations, disciplinary actions, and interviewing of candidates for Controller position.
- Oversees the Human Resource Department activities via the Human Resource Manager.
- Maintains knowledge of applicable federal and state employment laws and practices to ensure compliance.
- Complies with all applicable regulations and laws pertinent to banking.

CHIEF FINANCIAL OFFICER – CITY OF FAIRBANKS – MARCH 2008 –OCTOBER 2015

- Responsible for providing finance administration including treasury operations,

budgeting, financial reporting, issuing and administering debt, revenue collection and customer service, accounts payable, payroll, over-site of the annual financial audit, data processing operations, grants administration and long range fiscal planning

- Supervise and oversee the professional development of the accounting department's seven team members
- Responsible for the timely completion of the annual independent audit and the development of the annual budget
- Provide service-oriented approach to interacting and responding to City staff, news media, elected officials and the public
- Oversee the operations of the City's Permanent Fund. The fund is currently valued at approximately \$118,000,000
- Prepare the agenda and Chair the City's Finance Committee meetings

CONTROLLER – CITY OF FAIRBANKS – MARCH 2002 – FEBRUARY 2008

- Responsible for providing professional accounting direction, control and review of the City's accounting activities
- Assisted the CFO in the management of the day-to-day activities of the finance team
- Ensured the City's finance function is organized, efficient and produced financial reports in accordance with the Generally Accepted Accounting Principles (GAAP)
- Provided assistance and direction to the City's Department Directors with their accounting issues and budgetary positions
- Assisted the CFO in directing and overseeing the professional development of the accounting staff
- Prepared and reviewed all activities related to accounting and financial reporting, both external and internal
- Monitored federal, state, and local accounting related legislation and related compliance issues and regulations
- Assisted the CFO for the timely completion of the annual independent audit and assisted in the development of the annual budget

AUDITOR/TAX PREPARER – COOK & HAUGEBOG LLC CPAS – JANUARY 1998 – MARCH 2002

- Supervised and performed audits and accounting services for local governments, school districts, nonprofit and for profit corporations
- Performed single audits of federal and state grants, prepared financial statements and prepared corporate, non-profit and individual tax returns

Education: University of Alaska, Fairbanks, AK – BBA Accounting, Magna Cum Laude

Activities:

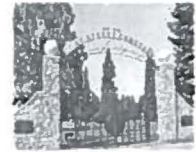
- Board Member of the University of Alaska Accounting Program Advisory Board
- Finance Officer for 71st Composite Squadron, Civil Air Patrol Eielson AFB, AK.
- Member of Alaska Society of Certified Public Accountants
- Member of the Air Force Association
- Served as a Board member of the Alaska Municipal League Investment Pool 2011 - 2015
- Served on the Board of the Alaska Finance Officers Association 2011 - 2015

References:

- █ [Redacted]
- █ [Redacted]
- █ [Redacted]
- █ [Redacted]



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES, OCTOBER 4, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



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

Members Present: George Dalton, Seat A
 Michael Gibson, Seat B
 Julie Jones, Seat E
 Karen Erickson, Seat F

Absent: Frank Turney, Seat D
 David Erickson, Seat G (excused)

Also Present: Emily Braniff, Deputy City Clerk
 Jeff Jacobson, Public Works Director
 John Voytilla, Citizen

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of August 2, 2017

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of August 2, 2017.

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

b) Regular Meeting Minutes of September 6, 2017

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of September 6, 2017.

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

APPROVAL OF AGENDA

Ms. Jones, seconded by **Ms. Erickson**, moved to APPROVE the Agenda as presented.

Ms. Erickson requested that Chief Nagita be added to the Agenda under Unfinished Business.

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

COMMUNICATIONS TO COMMISSION

Public Works Director Jeff Jacobson provided the Commission with an update on the privacy fence that was installed at the cemetery. He reported the slat color that was installed was not the correct color based on the order, so the company will fix it and change it to green. **Chair Kilbourn** stated that pea gravel was supposed to be delivered, but Public Works delivered sand. Mr. Jacobson and **Mr. Gibson** stated sand could be used for the bases, and they would be secure. Mr. Jacobson stated his staff will finish picking up all the leaves at the cemetery before snowfall.

UNFINISHED BUSINESS

- a) Unidentifiable Graves – Plaques and Benches

Mr. Gibson, seconded by **Ms. Erickson**, moved to ORDER the four memorial benches in black.

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

- b) Coleman Johnson Update

Chair Kilbourn reported on the progress of Mr. Johnson's Eagle Scout project; she shared that he only has eight more graves to mark.

- c) Fence Installation Update

This item was addressed under Communications to Commission.

- d) Private John White New Headstone

Ms. Erickson shared pictures of Private John White, his grave, and a very old photo of the cemetery grounds.

- e) Letter to the Pioneers

Ms. Jones read aloud the letter to the Pioneers and collaborated with Commission members on the wording. Commission members agreed that the Pioneers should inform the Commission when they place markers at the cemetery in order to avoid double orders and wasted resources.

- f) 1963 Map

Chair Kilbourn and **Ms. Erickson** discussed issues with the conflicting maps of the cemetery.

- g) Chief Nagita

Ms. Erickson asked if there was a reinterment; **Chair Kilbourn** replied that Chief Nagita had been reinterred at Clay Street Cemetery.

NEW BUSINESS

- a) Replacing the Roof to the Kiosk

Ms. Erickson, seconded by **Mr. Dalton**, moved to FIX the kiosk and to use metal on the roof.

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

OPEN AGENDA

Ms. Jones recommended the Commission do something to recognize Bill Robertson for all the work he has done in the community—especially at the Clay Street Cemetery.

David Inman updated the Commission on the progress of his Eagle Scout project; members were very pleased to hear that he had nearly completed the database project.

NEXT MEETING DATE

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for November 1, 2017.


ADJOURNMENT

Mr. Gibson, seconded by **Mr. Dalton**, moved to ADJOURN the meeting.

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

Chair Kilbourn declared the meeting adjourned at 6:10 p.m.


Aldean Kilbourn, Chair


Emily Braniff, Deputy Clerk

Transcribed by: EB