DISCRETIONARY FUND COMMITTEE
MEETING AGENDA, NOVEMBER 18, 2026, AT 6:00 PM
HELD VIA TELECONFERENCE AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

PRESENTATION MEETING

1. Roll Call

2. Approval of Meeting Minutes – November 12, 2026

3. Presentation by Applicants

a) Alaska International Senior Games, Inc.
b) Interior Alaska Center for Non-Violent Living
c) Festival Fairbanks
d) Nordic Ski Club of Fairbanks
e) Tanana Yukon Historical Society
f) Fairbanks Concert Association
g) Kids Voting North Alaska
h) Fairbanks Shakespeare Theatre
i) Tanana Valley State Fair Association
j) Alaska Songbird Institute
k) World Eskimo-Indian Olympics
l) World Ice Art Championships dba Ice Alaska
m) North Star Dance Foundation (dba) North Star Ballet
n) Fairbanks Community Band
o) Clay Street Cemetery (Commission)
p) Alaska Dog Mushers Association, LLC

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q) Fairbanks Red Hackle Pipe Band
r) The Folk School
s) Midnight Sun Intertribal Powwow
t) Fairbanks Community Museum
u) Literacy Council of Alaska
v) Yukon Quest International, Ltd. (Yukon Quest Alaska)
w) Green Star of Interior Alaska (formerly Fairbanks Litter Patrol)
x) Fairbanks Drama Association & Fairbanks Children's Theater
y) Fairbanks Arts Association
z) Alaska Goldpanner Baseball, Inc.
aa) Downtown Association of Fairbanks Community Services
bb) Golden Heart Consulting
cc) Fairbanks Summer Arts Festival
dd) Fairbanks Queer Collective, Fiscally Sponsored by Native Movement
ee) University of Alaska Fairbanks – Festival of Native Arts

4. Check for Zero Allocations by Committee Members

5. Next meeting (Distribution Meeting) – Friday, November 20, 2026, 2:00 P.M.

6. Adjournment

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DISCRETIONARY FUND COMMITTEE AGENDA
PRELIMINARY MEETING – NOVEMBER 12, 2026, 12:00 P.M
HELD VIA TELECONFERENCE AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The Discretionary Fund Committee convened at 12:03 P.M. on the above date to conduct a Preliminary Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via Zoom with Councilmember **Sue Sprinkle (Seat F)** presiding and with the following members in attendance:

Members' Present:	Thomas Alexander, Seat B Brenda Riley, Seat C Traci Gatewood, Seat D (Remote) Victoria Dowling, Seat E
Members Absent:	Karen Blackburn, Seat A
Also Present:	Diana Hebel, Licensing Clerk/Cashier D. Danyielle Snider, City Clerk Jennifer Payan, Grants Administrator Margarita Bell, CFO

APPROVAL OF MEETING MINUTES

a) Approval of Meeting Minutes – January 9, 2026

Mr. Alexander, seconded by **Ms. Dowling**, moved to APPROVE the meeting minutes.

There being no objection, the minutes were APPROVED.

NEW BUSINESS

a) Introduction of Committee Members

Chair Sprinkle asked that members introduce themselves, and each member did.

b) Report from Chair Sprinkle

Chair Sprinkle indicated that she intends for the Committee to discuss the mandatory Q&A session, among other things, at the wrap-up meeting in January.

c) Committee Policies and Procedures (tardiness, absences, presentation format etc.)

Chair Sprinkle verified that everyone understood the policies and asked if anyone had concerns.

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Ms. Dowling asked if the Committee was going to discuss the mandatory Q&A session or if there was going to be a discussion later in the meeting.

Ms. Payan indicated that after she provides the financial report, there will be an opportunity for Committee discussion.

d) Financial Report by Jennifer Payan, Grants Administrator

Ms. Payan introduced herself as the City's Grants Administrator. She noted the following in her financial report on the 2026 applications: five organizations were flagged for not having a representative attend the mandatory Q&A session; one applicant included their certification form instead of the required annual report; one applicant was missing their FY2025 income and expense statement; and one applicant had an incomplete income and expense statement (missing pages). Ms. Payan also noted that there were several applications with errors in financials, but she was still able to glean the required information from them.

Chair Sprinkle asked what the meaning of "error" was in this case. Ms. Payan explained that there were errors in how the reports and numbers matched up.

Ms. Dowling asked if they were the types of errors that the Committee had hoped would be avoided by making the Q&A session mandatory. It was indicated that that was not the case.

Ms. Payan explained that her report was open for discussion, and the Committee may decide whether to disqualify the applicants or allow them to continue in the process. She stated that after the Committee makes those determinations, she would disclose the identities of the applicants.

Ms. Gatewood explained that the process is set up to eliminate the Committee's own biases. She shared that past practice has been to share the errors and deficiencies first, without disclosing the identity of the applicants, then having the Committee determine whether to disqualify an applicant. She shared that she does not recall a time when an exception had been made. She added that the Committee has been strict on keeping with the policies that govern the process.

Ms. Payan provided each grouping of applicants from her report, one at a time, and the Committee provided consensus on whether to disqualify them or allow them to continue. Names of organizations were not revealed until after the Committee had made its determination on each grouping.

Ms. Payan read the list of disqualified applicants into the record as follows:

- Pioneer Memorial Park Inc. dba Fairbanks Pioneer Museum
- Cold Steel Pan Orchestra
- Greater Fairbanks Chamber of Commerce
- Friends of Creamer's Field
- Fairbanks Center for Creative Learning dba Fairbanks Children's Museum
- Georgeson Botanical Garden Friends
- Alaska Wild Lights LLC dba AK Wildlife Guide
- Fairbanks 2028 Arctic Winter Games Host Society

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For the benefit of new members, there was some discussion on how member scoring is done on the spreadsheet, what members look for when examining applications, and what they take into consideration when making their allocations.

e) Disclosure of Conflicts of Interest by Members

Ms. Dowling stated a conflict of interest with Golden Heart Consulting.

Ms. Sprinkle stated a conflict of interest with Festival Fairbanks, Fairbanks Concert Association, and the Downtown Association.

Ms. Gatewood stated that she was unsure if she had a conflict of interest, because she did not have a list of applicants to review. She stated that after the Clerk's Office emails the spreadsheet, she would review it and send the Finance Department the applicant(s) she has a conflict with, if any.

There were no other disclosures.

It was understood that any member who declared a conflict of interest for an application would abstain from scoring that application. For the purpose of score allocation, the conflicted member's score would be calculated using the average of the scores submitted by the remaining, non-conflicted members.

COMMITTEE MEMBER COMMENTS

With no other comments from members, **Chair Sprinkle** stated that the work of the Committee is fun and terrifying at the same time.

DATES OF NEXT MEETINGS

The Presentation Meeting was set for Wednesday, November 18, 2026, at 6 p.m., and the Distribution Meeting was set for Friday, November 20, 2026, at 2 p.m.

ADJOURNMENT

The meeting was declared ADJOURNED at 12:57 P.M.

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Sue Sprinkle, Chair Diana Hebel, Licensing Clerk / Cashier

Transcribed by: DH

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