



FAIRBANKS CITY COUNCIL
AGENDA NO. 2025-24
REGULAR MEETING – DECEMBER 15, 2025
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

REGULAR MEETING

6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
 - a) FPD Swearing in Ceremony
 - b) Reading of the Bill of Rights
5. CITIZENS' COMMENTS (oral communications to the City Council on items pertaining to City business that are not up for public hearing). The total comment period is up to one hour, and testimony is limited to three minutes. Any person wishing to speak needs to sign up on the list located in the hallway or must have signed up in advance using the procedures for providing online testimony found at the City's website. Respectful 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 Councilmember or member of the staff. In consideration of others, please silence all cell phones and electronic devices.
6. APPROVAL OF AGENDA AND CONSENT AGENDA

Consent agenda items are indicated by asterisks (*). Consent agenda items are considered together unless a councilmember requests that the item be returned to the general agenda. Ordinances on the approved consent agenda are automatically advanced to the next regular meeting for second reading and public hearing. All other items on the approved consent agenda are passed as final.

7. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- *a) Regular Meeting Minutes of November 24, 2025

8. SPECIAL ORDERS

- a) The Fairbanks City Council will hear interested citizens concerned with the following marijuana license applications for renewal. Public testimony will be taken and limited to three minutes.

Lic. #	DBA	License Type	Licensee	Address
10112	Great Alaskan Bud Company	Standard Marijuana Cultivation Facility	SP&C Enterprises, LLC	1905 Livengood Avenue
10113	Great Alaskan Bud Company	Retail Marijuana Store	SP&C Enterprises, LLC	1905 Livengood Avenue
13479	North Star Fire	Standard Marijuana Cultivation Facility	North Star Fire, LLC	3780 Leasure Street, Suite 3

- b) The Fairbanks City Council will hear interested citizens concerned with the following Hotel or Motel Endorsement Application. Public Testimony will be taken and limited to three minutes.

Type/ID: Hotel or Motel Endorsement, App. ID 1023
Primary Lic.#: Beverage Dispensary Tourism, #2424
DBA: Hyatt Place Fairbanks
Applicant: Fairbanks Hospitality, LLC
Location: 400 Merhar Avenue, Fairbanks

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCILMEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6330 – An Ordinance Amending the Collective Bargaining Agreement Between the City of Fairbanks and the Fairbanks Fire Fighters Union (FFU) IAFF Local 1324. Sponsored by Mayor O’Neall. (Postponed from the Regular Meeting of November 24.)
- b) The Fairbanks City Council will consider the following marijuana license applications for renewal. (Postponed from the Regular Meeting of December 1.)

Lic. #	DBA	License Type	Licensee	Address
10958	Green Life Supply, LLC	Standard Marijuana Cultivation Facility	Green Life Supply, LLC	511 30th Avenue
11924	Green Life Supply, LLC	Retail Marijuana Store	Green Life Supply, LLC	511 30th Avenue

- c) Ordinance No. 6331 – An Ordinance Adopting the 2026 Operating and Capital Budgets. Sponsored by Mayor O’Neill.
- d) Ordinance No. 6332 – An Ordinance Amending Fairbanks General Code Section 2-119(a), Order of Business, Requiring a Land Acknowledgement at Every Regular Council Meeting. Sponsored by Councilmembers Therrien and Tidwell and Mayor O’Neill.

12. NEW BUSINESS

- *a) Ordinance No. 6333 – An Ordinance Partially Releasing a Restrictive Covenant for the Noel Wien Library Lot. Sponsored by Mayor O’Neill.
- *b) Ordinance No. 6334 – An Ordinance Amending Fairbanks General Code Section 2-119(a), Order of Business, Adding a Set Time During the Second Council Meeting of Each Month for Receiving a Report from Leadership in Our Community, Including Denakkanaaga, Fairbanks Native Association, Tanana Chiefs Conference, Doyon, or Other Designated Groups. Sponsored by Councilmembers Sprinkle and Cleworth.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Reappointment to the Interior Gas Utility Board of Directors
- *b) Appointment to the Joint City/FNSB Chena Riverfront Commission
- *c) Historic Preservation Commission Special Meeting Minutes of August 13, 2025
- *d) Clay Street Cemetery Commission Meeting Minutes of November 5, 2025

14. COMMITTEE REPORTS AND COUNCILMEMBERS’ COMMENTS

15. CITY CLERK’S REPORT

16. CITY ATTORNEY’S REPORT

17. EXECUTIVE SESSION

18. ADJOURNMENT

THE BILL OF RIGHTS

Amendment 1 - Freedom of Religion, Press, Expression. Ratified 12/15/1791.

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.

Amendment 2 - Right to Bear Arms. Ratified 12/15/1791.

A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.

Amendment 3 - Quartering of Soldiers. Ratified 12/15/1791.

No Soldier shall, in time of peace be quartered in any house, without the consent of the Owner, nor in time of war, but in a manner to be prescribed by law.

Amendment 4 - Search and Seizure. Ratified 12/15/1791.

The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized.

Amendment 5 - Trial and Punishment, Compensation for Takings. Ratified 12/15/1791.

No person shall be held to answer for a capital, or otherwise infamous crime, unless on a presentment or indictment of a Grand Jury, except in cases arising in the land or naval forces, or in the Militia, when in actual service in time of War or public danger; nor shall any person be subject for the same offense to be twice put in jeopardy of life or limb; nor shall be compelled in any criminal case to be a witness against himself, nor be deprived of life, liberty, or property, without due process of law; nor shall private property be taken for public use, without just compensation.

Amendment 6 - Right to Speedy Trial, Confrontation of Witnesses. Ratified 12/15/1791.

In all criminal prosecutions, the accused shall enjoy the right to a speedy and public trial, by an impartial jury of the State and district wherein the crime shall have been committed, which district shall have been previously ascertained by law, and to be informed of the nature and cause of the accusation; to be confronted with the witnesses against him; to have compulsory process for obtaining witnesses in his favor, and to have the Assistance of Counsel for his defence.

Amendment 7 - Trial by Jury in Civil Cases. Ratified 12/15/1791.

In Suits at common law, where the value in controversy shall exceed twenty dollars, the right of trial by jury shall be preserved, and no fact tried by a jury, shall be otherwise reexamined in any Court of the United States, than according to the rules of the common law.

Amendment 8 - Cruel and Unusual Punishment. Ratified 12/15/1791.

Excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishments inflicted.

Amendment 9 - Construction of Constitution. Ratified 12/15/1791.

The enumeration in the Constitution, of certain rights, shall not be construed to deny or disparage others retained by the people.

Amendment 10 - Powers of the States and People. Ratified 12/15/1791.

The powers not delegated to the United States by the Constitution, nor prohibited by it to the States, are reserved to the States respectively, or to the people.



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, NOVEMBER 24, 2025
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date, following a 5:00 p.m. Work Session on 2026 City Legislative & Capital Priorities Discussion with Interior Delegation, to conduct a Regular Meeting of the Fairbanks City Council via Zoom webinar and in the City Council Chambers at 800 Cushman Street, Fairbanks, Alaska, with Mayor Mindy O'Neill presiding and the following Councilmembers in attendance:

Councilmembers Present: Jerry Cleworth, Seat A
Valerie Therrien, Seat B
Sue Sprinkle, Seat C
Crystal Tidwell, Seat D
Lonny Marney, Seat E
John Ringstad, Seat F

Absent: None

Also Present: D. Danyielle Snider, City Clerk
Thomas Chard, City Attorney
Michael Sanders, Chief of Staff
Jake Merritt, Human Resources Director (remotely)
Ron Dupee, Police Chief
Richard Sweet, Deputy Police Chief (remotely)
Andrew Coccaro, Fire Chief
Jeremiah Cotter, Public Works Director
Robert Pristash, City Engineer
Kristi Merideth, FECC Manager (remotely)
Nick Clark, Fire Battalion Chief
Danny Lee, Laborer Foreman
Josh Sheen, Labor Lead
Jennifer Payan, Accounting Specialist (remotely)
Brenda McFarlane, Crisis Now Coordinator (remotely)

INVOCATION

The invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

Mayor O'Neill led the flag salutation.

CITIZENS' COMMENTS

[Clerk Note: Names of citizens who provide comments may not be spelled correctly if their name was illegible on the physical sign-up sheet.]

Rochelle Jackson, Program Director of Northern Hope Center – R. Jackson expressed support for the Community Paramedic program that operates under the Fairbanks Fire Department (FFD). She spoke highly of Community Paramedic Melody Smith and described how her interventions had helped divert individuals from unnecessary emergency room visits, ambulance utilization, and law enforcement involvement. She stated that this is the exact kind of community-based program Fairbanks needs and encouraged the Council to continue supporting the program.

Ms. Tidwell spoke of discussions regarding adding another community paramedic position and asked R. Jackson if she thought the current staffing level was sufficient. R. Jackson reported that they have gone from 40 clients a day to over 80, and she believes increasing the staff is critical.

Ms. Sprinkle asked R. Jackson for more information about her organization. R. Jackson explained that Northern Hope Center, across the street from City Hall, serves those with mental health and housing challenges. She gave a summary of the services they provide and their overall mission.

Mr. Cleworth asked about the Center's funding source. R. Jackson stated that she was not privy to those details of the organization.

Victor Buberger – V. Buberger shared that it had been five years since Frank Turney had passed away and asked that people keep his memory in mind. He spoke of the slippery roads and highlighted certain roundabouts as particularly problematic areas.

Mayor O'Neill, hearing no more requests for comment, declared Citizens' Comments closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Ms. Therrien, seconded by **Ms. Tidwell**, moved to APPROVE the agenda and consent agenda.

Mr. Cleworth pulled item 12(a), Resolution No. 5193, from the consent agenda.

Mr. Ringstad pulled item 13(c), FDC Resolution No. 2025-01, from the consent agenda.

Mayor O'Neill called for objection to the APPROVAL of the agenda and the consent agenda, as amended, and, hearing none, so ORDERED.

Clerk Snider read the consent agenda, as amended, into the record.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

a) Regular Meeting Minutes of November 10, 2025

APPROVED on the CONSENT AGENDA

SPECIAL ORDERS

a) The Fairbanks City Council held a public hearing and considered the following alcohol license application for renewal:

Lic.	DBA	License Type	Licensee	Address
4465	Roundup Steak House	Beverage Dispensary	Com1, LLC	2701 S. Cushman Street

Mayor O’Neill called for testimony.

Gene Lunney – G. Lunney shared that he manages the Roundup Steak House and that he was available if any Councilmembers had questions.

Ms. Therrien expressed appreciation to G. Lunney for attending, noting that many licensees do not.

There being no more comments, **Mayor O’Neill** closed the public hearing.

Mr. Cleworth, seconded by **Mr. Ringstad**, moved to WAIVE PROTEST on the alcohol license application for renewal.

Ms. Sprinkle discussed the changes the Council had implemented in the past year to make the review process for license renewal applications more efficient. City Attorney Thomas Chard provided additional details on the updated process, pointing out the information provided in the memo from the City Clerk. He highlighted that the Fairbanks General Code (FGC) also provides for the Mayor to add any additional context or recommendations for the Council to consider.

Ms. Therrien requested that the Mayor add input on each application going forward, even if just a single statement as to whether or not the Mayor recommends the Council protest the application.

Mayor O’Neill called for objection to the motion to WAIVE PROTEST on the alcohol license application for renewal and, hearing none, declared the MOTION CARRIED.

MAYOR’S COMMENTS AND REPORT

Mayor O’Neill invited Community Paramedic Melody Smith to give a report.

M. Smith thanked the Council for the opportunity she had been given the previous year to establish the Community Paramedic program with ample leeway. She asserted that she had known what was needed in the community and had been focusing on preventative medicine, education, and helping individuals establish care with providers and available services. She highlighted the reduction in non-emergency calls to 9-1-1 and the lessened burden on first responder services.

Ms. Tidwell asked M. Smith how she felt about the current staffing level. M. Smith stated that the workload would be appropriate for two individuals rather than just herself. She discussed the perception of gaps in services that occur on her days off which hinder clients’ progress.

Ms. Sprinkle asked about her caseload. M. Smith indicated that she is at capacity for one person. She discussed the challenge of being a solo operation and how not having even a small team is unheard of in the medical field. She discussed the importance of a second set of eyes catching potential mistakes and synergy of care from complimentary skills. **Ms. Sprinkle** asked M. Smith

if she has control over her schedule. M. Smith confirmed that she does and that she appreciates the flexibility to meet clients' needs. She spoke of the importance of preventative medicine.

Ms. Therrien recounted that the Fire Chief had requested a new clerk position in the 2026 budget. She asked how many hours a day she spends on paperwork. M. Smith reported that she is overloaded with new patient follow-ups and has resorted to asking the clerk and others for assistance with paperwork and tasks which she recognizes are outside the scope of their work. **Ms. Therrien** asked to confirm that while she is doing paperwork she is not out doing her actual paramedic job. M. Smith confirmed this was correct and that while she understands the importance of paperwork, particularly insurance forms, she often has to prioritize urgent medical care needs.

Mr. Marney expressed appreciation for M. Smith's dedication and hoped she would not burn out.

COUNCILMEMBERS' COMMENTS

Ms. Therrien gave a land acknowledgment.

Mr. Cleworth discussed a letter a citizen sent to all Councilmembers regarding concern over the use of salt on the roadways. He clarified that the City does not use salt on its roads, although the State Department of Transportation (DOT) does. He concurred that salt is corrosive and that input from Public Works employees could help lead to drafting a resolution to ask the State to change.

Mr. Marney shared details about a food box giveaway that would occur that Wednesday.

UNFINISHED BUSINESS

- a) Ordinance No. 6329 – An Ordinance Ratifying a Collective Bargaining Agreement Between the City of Fairbanks and the AFL-CIO Crafts Council. Introduced by Mayor O'Neill. SECOND READING AND PUBLIC HEARING.

Mayor O'Neill called for Public Testimony.

Lake Williams – L. Williams stated that he is the district representative for the Operating Engineers Local 302 and had served as lead negotiator during the process. He confirmed that the Union membership had voted to approve the collective bargaining agreement (CBA) and were grateful for those involved. He discussed items added to the CBA, particularly classifications that support longevity in critical positions.

Sean Rice – S. Rice shared that although he had retired from Public Works in 2024 after 22 years, he had kept tabs on the CBA process and was pleasantly surprised. He stated that this CBA had often been handled last, with less consideration than others, which had not been the case this time. He spoke fondly of his time working at the City and suggested that many others feel the same.

There being no more comments, **Mayor O'Neill** closed the public hearing.

Ms. Therrien, seconded by **Ms. Sprinkle**, moved to ADOPT Ordinance No. 6329.

Ms. Tidwell reminded the Council that she had a conflict of interest, given her employment by the Operating Engineers Local 302. She stated she would abstain from any discussion or vote. **Mayor O’Neill** confirmed the conflict of interest.

Mr. Cleworth thanked Chief of Staff Michael Sanders for the work he had put into the CBA. He spoke fondly of S. Rice as a problem solver and valuable presence at the department.

Mr. Marney thanked Public Works Director Jeremiah Cotter for his performance in his role.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6329 AS FOLLOWS:

YEAS: Cleworth, Marney, Ringstad, Sprinkle, Therrien

NAYS: None

ABSTAIN: Tidwell

Mayor O’Neill declared the MOTION PASSED and Ordinance No. 6329 ADOPTED.

- b) Ordinance No. 6330 – An Ordinance Amending the Collective Bargaining Agreement Between the City of Fairbanks and the Fairbanks Firefighters Union (FFU) IAFF Local 1324. Introduced by Mayor O’Neill. SECOND READING AND PUBLIC HEARING.

Mayor O’Neill called for Public Testimony.

Benjamin Nance – B. Nance shared that he serves in many capacities in the local medical field but that he was not speaking in any official capacity other than as a community physician and a graduate of the local paramedic training program offered through the University of Alaska (UA) Community Technical College (CTC). He discussed the significance of the program and the promise made to the eight current students who had begun their journey to become paramedics. He pointed out that the current situation had many of them questioning whether they would even succeed in the program after the FFU membership had voted not to approve the proposed agreement. B. Nance stated that he had never seen something like this happen and rebuked the organization for turning its backs on aspiring students. He recounted that FFU president Nick Clark had spoken to the Council at the last meeting, suggesting major concerns with the agreement. He declared that despite the claims, no written record of any issues or complaints existed from the more-than-20 years of the program. B. Nance asserted that the complaints were vague and without supporting documentation. He noted that the impact to the program would equate to a one-third reduction of Alaskan-produced paramedics. B. Nance’s allotted time expired. **Ms. Sprinkle** asked if B. Nance could be permitted to finish his comments, and **Mayor O’Neill** allowed it. B. Nance reported that he had been present in other meetings where a one-sided perspective of the negotiations and overall agreement had been shared, with important details omitted. He recounted one statement had been that the City and the Fairbanks Fire Department (FFD) did not “get enough” from the agreement and suggested that most Alaskans would disagree. He reported that the matter would be getting escalated to multiple entities as the issue was bigger than the City of Fairbanks and affected the Alaska’s ability to produce paramedics. B. Nance declared that the City and the Union will have to defend their actions and show what they each stand for. He reiterated that the eight students had seen commitments pulled midway through their training and had listened to their dreams be treated as collective bargaining chips.

Mr. Ringstad pointed out that the amount of money that would be committed by the City is relatively small. He asked how the program is generally funded. B. Nance was not able to answer the question, as his role with the program was not one related to funding. **Mr. Ringstad** asked B. Nance how he felt about the quality of the program. B. Nance shared that he graduated from the program and credited it, as well as the predecessors of current FFU members, for the majority of his career. He shared details about the program's structure and curriculum.

Mr. Marney asked if the Council's hands were tied since the FFU membership had voted down the agreement. Attorney Chard confirmed that even if the Council voted to adopt the ordinance, the lack of approval from FFU would prevent any progression of the matter. **Ms. Sprinkle** asked what options the Council would have to proceed. **Mr. Cleworth** called a point of order to note that the Council was still taking public testimony. **Mayor O'Neill** concurred and directed that the Council only ask questions of those providing public comment. **Ms. Sprinkle** asked if there was any way to salvage the situation and keep the program alive. B. Nance indicated that there was but that the clock was ticking for students to get their required hours in the field. He spoke of the bigger picture and expressed his belief that the issues can and will be worked out.

Ms. Therrien asked if there would be a way for parties to resolve the outstanding concerns should the Council postpone the ordinance. B. Nance clarified that he serves only in a peripheral role and could not speak on behalf of those involved with negotiations. **Ms. Therrien** asked B. Nance if he believed that some individuals in the CTC program administration had been unwilling to meet and work with the FFU negotiation team. B. Nance stated that he had gotten involved only upon hearing that his students' training was being compromised. He shared that he had heard proposals from the opposite side which could not be agreed to as they would have been contrary to accreditation requirements. He acknowledged not being privy to other discussions.

Mr. Ringstad asked where else the students could go to receive required field hours. B. Nance stated that other agencies had expressed willingness to accept students but explained that most did not have sufficient call volumes or the necessary paramedic preceptors to meet requirements. He stated that if the students could not be served by FFD they would have to pursue out-of-state options. He pointed out that they already have 480 hours of other out-of-state training and asking them to be away for another six weeks only puts more of a financial burden on the students.

Nick Clark, Battalion Chief at Fairbanks Fire Department (FFD) – N. Clark expressed appreciation for B. Nance's comments and attendance, noting that, to his understanding, he was the only person from the program to do so. He stated that one important missing detail is that FFU's existing contract already allows for students to ride along with FFD crews up to 24 hours each month. He added that he was unsure why that had not been taken advantage of from the start. N. Clark affirmed that FFU members and the FFD administration want to continue talks with the university and help precept paramedic students. He explained that the FFU membership felt their concerns were falling on deaf ears, so they chose to use their vote to seek a change.

Ms. Therrien asked if there was any possibility that things could be resolved in the near future if the Council postponed the ordinance. N. Clark suggested that conversations would already be taking place and acknowledged that the biggest challenge was the loss of time for students to get required hours as negotiations dragged on. He reiterated that he was unsure why students were not already being directed to take advantage of the existing ride along opportunity.

Ms. Sprinkle indicated that the situation had come as a surprise to the Council, being presented with it for the first time just one week prior. She expressed disappointment that the Council would be unable to help given the current status. N. Clark shared that some of the main issues revolved around safety, such as having too many students scheduled at a time and overcrowded ambulances. He recounted that FFU members had felt overworked for some time given staffing shortages, mandatory overtime, and increased call volumes. N. Clark repeated the sentiment that concerns had not been taken seriously, which led to the agreement being voted down. He added that in the past there had been little-to-no communication from the program and sometimes staff would show up to work to find they had paramedic students who were supposed to be precepted that day.

Ms. Tidwell pointed out that there was still eight months left in the program cycle and that ride longs could still happen. N. Clark clarified that students leave in the spring for an externship which takes away from the available months for the 240 hours to be completed.

Mr. Cleworth asked how long the program had been going. N. Clark stated that it began before his time and recounted that B. Nance had referenced participating as far back as 2005. **Mr. Cleworth** indicated that he had not heard of any problems with the program in the past. N. Clark suggested that firefighters are often accustomed to accepting less-than-ideal situations and had just been taking it in stride for years. He discussed generational changes regarding working parameters over the last 20 years and the impact of such on the views of current firefighters.

Mr. Marney asked if he would share FFU members' concerns to the Council in writing. N. Clark stated that he would.

There being no more comments, **Mayor O'Neill** closed the public hearing.

Ms. Therrien, seconded by **Mr. Cleworth**, moved to ADOPT Ordinance No. 6330.

Ms. Therrien, seconded by **Ms. Sprinkle**, moved to POSTPONE Ordinance No. 6330 to the Regular Meeting of December 15, 2025.

Ms. Therrien suggested that a lot of communication was in order and that she was concerned for the current students. She expressed hope that the extra weeks could provide a chance for resolution.

Mayor O'Neill asked for clarification on the process should discussions be fruitful. Attorney Chard stated that he was unsure of FFU's specific procedures for the situation. He advised that if an agreement is reached, the ordinance could be amended accordingly.

Ms. Tidwell concurred that by postponing the ordinance, the Council would be sending a message that it is requesting that both sides seek a way forward, with urgency.

Ms. Therrien agreed postponing would create the best chance for things to be in place by 2026.

Mr. Cleworth pointed out that there was a fiscal note tied to the ordinance which would change with postponement. He expressed support for a prompt resolution between the parties.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO POSTPONE ORDINANCE NO. 6330 TO THE REGULAR MEETING OF DECEMBER 15, 2025 AS FOLLOWS:

YEAS: Sprinkle, Ringstad, Cleworth, Tidwell, Marney, Therrien
NAYS: None
Mayor O'Neill declared the MOTION CARRIED.

NEW BUSINESS

- a) Resolution No. 5193 – A Resolution Authorizing the City of Fairbanks Fire Department (FFD) to Participate in the U.S. Department of Justice Bureau of Alcohol, Tobacco, Firearms (ATF), and Explosives National Canine Division's (NCD) Canine Program Application. Introduced by Mayor O'Neill.

Ms. Therrien, seconded by **Ms. Tidwell**, moved to APPROVE Resolution No. 5193.

Mr. Cleworth spoke against the resolution, noting that the timing of the request is during the Council's 2026 budget work and that the proposed program would commit significant funds. He spoke against departments pursuing new endeavors through an avenue such as this rather than including them in their budget requests. He asserted that he was not ready to commit \$60,000 to something new while there are all the other departments' requests to consider.

Mr. Ringstad agreed with Mr. Cleworth.

Ms. Therrien suggested that there was money in the Capital Fund to cover the cost of retrofitting a vehicle. She expressed hope that the Council would not dismiss the idea outright.

Mr. Cleworth noted risks involved with K9 law enforcement units, recounting that an Alaska State Trooper K9 had once bitten someone, outside of their trained parameters, which cost the State a lot in a lawsuit. He discussed other costs associated with maintaining a K9 program which are sometimes not considered up front. He suggested that the funds may be better spent elsewhere.

Ms. Tidwell discussed possibilities that would allow for costs to be recouped. She expressed the belief that it was a worthwhile program and that some grant money could be available.

Mr. Ringstad pointed out that the Council would discuss the needs of all departments and make tough decisions over the next few weeks and that it was not the time to start a new, costly program.

Mayor O'Neill pointed out that the grant application had not yet been submitted and that the City could still have the option to decline the grant, if awarded.

Mr. Marney indicated that if he had to choose between funding a second position for the Community Paramedic program or authorizing this new K9 program, he knew how he would vote.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 5193 AS FOLLOWS:

YEAS: Therrien, Tidwell
NAYS: Marney, Sprinkle, Cleworth, Ringstad
Mayor O'Neill declared the MOTION FAILED.

WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- a) Discretionary Fund Committee Meeting Minutes of January 8, 2025

ACCEPTED on the CONSENT AGENDA

- b) Fairbanks Diversity Council Meeting Minutes of October 14, 2025

ACCEPTED on the CONSENT AGENDA

- c) Fairbanks Diversity Council Resolution No. 2025-01 Recommending the Reading of a Land Acknowledgement at City Council Meetings.

Mr. Ringstad indicated that he had pulled the item as he was unclear on what action would have taken effect if the item had passed on the Consent Agenda. Clerk Snider explained that by accepting the item, the Council would simply be acknowledging receipt of the resolution.

Mr. Cleworth, seconded by **Mr. Ringstad**, moved to ACCEPT Fairbanks Diversity Council Resolution No. 2025-01.

Mayor O'Neill called for objection to the motion to ACCEPT Fairbanks Diversity Council Resolution No. 2025-01 and, hearing none, declared the MOTION CARRIED.

- d) Reappointment to the Council Finance Committee

APPROVED on the CONSENT AGENDA

COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

Mr. Cleworth reported that the Finance Committee had reviewed its three-year outlook, and grim forecasts for future years remain. He indicated that a copy of the report would be provided to the Council soon but that a primary focus was a need for static staffing in years to come. He discussed an upcoming rate hike from Golden Valley Electric Association (GVEA) which would have a significant impact on the City and residents. He expressed concern for GVEA's overhead, citing the CEO's half-million-dollar salary and benefits package and other high compensation for upper-level management. He noted that in the past, the Council approved resolutions to oppose similar items and suggested that if it desired to do so in this case, now would be the time to draft something.

Ms. Therrien thanked the FDC for its resolution to recommend the reading of a land acknowledgement at City Council meetings. She stated that she would be putting forth an ordinance on the matter for introduction on December 1. She expressed hope that something could be worked out between FFU and the CTC.

Ms. Sprinkle reported that the Greater Fairbanks Chamber of Commerce had been reorganizing its various committees and drafting legislative priorities. She expressed appreciation for the Community Paramedic and for Mr. Marney's work with the Thanksgiving the food box program.

Mr. Marney reported that the Discretionary Fund Committee met recently and did a preliminary review of about 30 grant applications, a few of which had been disqualified due to deficiencies. He recommended everyone attend the presentation meeting the following week and noted that awards would be announced the day after that meeting. He thanked Mayor O'Neill for attending the most recent FDC recent meeting.

Ms. Tidwell shared that she had attended her first meeting of the Fairbanks Area Surface Transportation (FAST) Planning Policy Board which had primarily involved discussion over the tension between the DOT and FAST Planning's operating agreement. She reported that the issue had been dragging on for two years but was reportedly making headway.

Mayor O'Neill expressed disappointment that Resolution No. 5193 had failed. She suggested that comparing a Community Paramedic to a K9 program was like comparing apples to oranges. She stated that if the City wants to grow and empower departments to seek out grants for programs, the Council cannot get caught up in hypotheticals and stop a process before it even begins. She noted that the Council could opt to not proceed with the grant if the details did not work out but that the City would remain 20 years behind if it did not even apply for grant opportunities.

CITY CLERK'S REPORT

Clerk Snider clarified that she had not been helping the Community Paramedic with paperwork and suggested that M. Smith may have been referring to a clerk at the Fire Department. She shared that Deputy Clerk Colt Chase would be present for the work session the following morning.

CITY ATTORNEY'S REPORT

Attorney Chard indicated that he had nothing to report.

EXECUTIVE SESSION

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to ENTER into an Executive Session to discuss *Chapman v. City of Fairbanks*.

Mayor O'Neill called for objection and, hearing none, so ORDERED.

Mayor O'Neill called for a brief recess at 8:15 p.m., after which the City Council reconvened in Executive Session.

- a) *Chapman v. City of Fairbanks* [permissible under State law, including the provision at AS 44.62.310(c)(3)]

The Executive Session was entered at 8:26 p.m. Those present included: Mayor O'Neill, Mr. Cleworth, Ms. Therrien, Ms. Sprinkle, Mr. Marney, Mr. Ringstad, Ms. Tidwell, Clerk Snider, Attorney Chard, and Chief of Staff Sanders. The Executive Session ended at 8:53 p.m.

Mr. Cleworth stated that the Council met in an Executive Session to discuss *Chapman v. City of Fairbanks*. He affirmed that no formal action had been taken.

ADJOURNMENT

Mayor O’Neall declared the meeting adjourned at 8:53 p.m.

MINDY O’NEALL, MAYOR

ATTEST:

D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: CC




800 Cushman Street
Fairbanks, AK 99701

Telephone (907) 459-6702
Fax (907) 459-6710

MEMORANDUM

TO: Mayor O'Neill and City Council Members

FROM: D. Danyielle Snider, City Clerk 

SUBJECT: Marijuana License Renewal Applications

DATE: December 11, 2025

Notice has been received from the State Alcohol & Marijuana Control Office (AMCO) for the following marijuana license renewal applications:

Lic. #	DBA	License Type	Licensee	Address
10112	Great Alaskan Bud Company	Standard Marijuana Cultivation Facility	SP&C Enterprises, LLC	1905 Livengood Avenue
10113	Great Alaskan Bud Company	Retail Marijuana Store	SP&C Enterprises, LLC	1905 Livengood Avenue
13479	North Star Fire	Standard Marijuana Cultivation Facility	North Star Fire, LLC	3780 Leasure Street, Suite 3

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council may determine whether to protest a marijuana license renewal application after holding a public hearing. As required by FGC Sec. 14-214(b), I have sent written notice of the public hearing to the above-listed licensees. The 60-day response deadline to AMCO for these marijuana license renewal applications is January 12, 2026.

Pursuant to FGC Sec. 14-215(b)(12), I have inquired about complaints filed within the past 12 months with the Fairbanks North Star Borough (FNSB) and AMCO in regard to these marijuana establishments. AMCO reported no complaints.

The City of Fairbanks (although not included in the complaint recipient list) and the FNSB received the attached complaint on October 21, 2025 for license numbers 10112 and 10113. Because the complainant is involved in pending litigation with the business owner, the attached complaint has been redacted.

There are no department-recommended protests for these license renewal applications.

Theresa Favero
1900 W Bogey Drive
Mission, Texas 78572

[REDACTED]

Date: Oct. 21, 2025

To: Alaska Attorney General
Alaska Marijuana Control Board
Alaska Real Estate Commission
Fairbanks North Star Borough
State of Alaska Division of Motor Vehicles

Re: Complaint Regarding Fraudulent and Unlawful Conduct by Shawn Patrick Coyle, dba Great Alaskan Bud Company (License #10112 and #10113), Digital Alaska, Next Home Arctic Sun (Real Estate License #203699)

To Whom It May Concern:

This formal complaint regards Shawn Patrick Coyle, whose recurrent pattern of what I believe to be fraudulent activity, contract breaches, and financial misconduct has impacted my family, the community, and various commercial entities. Mr. Coyle's actions demonstrate a blatant disregard for lawful obligations and regulatory oversight, creating harm to private individuals as well as to public trust in regulated industries, including real estate and commercial marijuana operations.

Given the broad range of misconduct and the multiple jurisdictions in which it falls, I am submitting this documentation to several agencies simultaneously, as a matter of public concern, so each agency can review and act on the issues within its respective purview.

Specific Documented Incidents

[REDACTED]

[REDACTED]

[REDACTED]

3. Defaults Under Contract for Deed and Personal Loan

Mr. Coyle is in default on a commercial property contract for deed agreement financed by the business owned by my late husband and me (and which we ran for years before retiring out of state), as well as being in default on a personal loan that we extended to him. He has failed to respond to inquiries for information and payment, as well as notices of default and demands for payment or possession from my attorney. He is no longer authorized to be in the building or to cultivate marijuana or operate a retail business on this property.

[REDACTED]

[REDACTED]

In summary, the cumulative record of Mr. Coyle's willful disregard of his financial obligations and, in my opinion, fraudulent deceptive actions illustrate a deliberate pattern of misconduct that undermines lawful business practices, threatens the stability of the community that my late husband and I have remained a part of, even following our retirement and move out of state, and causes direct financial harm to individuals and institutions.

For these reasons, I respectfully request that your offices investigate Mr. Coyle's conduct, enforce applicable laws and regulations, and take any appropriate disciplinary actions available within your jurisdiction.

This information and the attached documentation are true and accurate to the best of my knowledge and belief. Should you require additional documentation and testimony in your investigation, I am available and can also provide contact information to others who have been negatively impacted by his actions.

Sincerely,
Theresa Favero




800 Cushman Street
Fairbanks, AK 99701

Telephone (907) 459-6702
Fax (907) 459-6710

MEMORANDUM

TO: Mayor O'Neill and City Council Members

FROM: D. Danyielle Snider, MMC, City Clerk 

SUBJECT: Application for Hotel or Motel Endorsement

DATE: December 11, 2025

An application has been received from the State of Alaska Alcohol and Marijuana Control Office (AMCO) for the following Hotel or Motel Endorsement:

Primary License #: **5927**
 License Type: Beverage Dispensary Tourism
 Application ID: 1023
 D.B.A.: **Hyatt Place Fairbanks**
 Licensee/Applicant: Fairbanks Hospitality, LLC
 Physical Location: 400 Merhar Avenue, Fairbanks

Corp/LLC Agent	Mailing Address	Date and State of Ltd/Partner/Corp	Good Standing?
Fairbanks Hospitality, LLC Jolynn Lund	1606 Cara Loop Anchorage, AK 99515	05/24/2007 – WA	Yes

Shareholders:

Member/Officer/Director	Title/Shares (%)
AAWL, LLC	Member – 71%
Hope Holdings, LLC	Member – 20%
Christopher Rudy Ashenbrener	Affiliate
William Jay Lawson	Affiliate

Per AS 04.09.430, a Hotel or Motel Endorsement authorizes the holder of a beverage dispensary license that is a hotel, motel, resort, or similar business premises to sell or serve alcoholic beverages on the licensed premises, including in a dining room, banquet room, and in guest rooms.

The Council may determine whether to protest a Hotel or Motel Endorsement application within 60 days of the City's receipt of notification of the application. The 60-day deadline for the City's response to AMCO is January 16, 2026.

There are no department-recommended protests for this alcohol license endorsement application.

ORDINANCE NO. 6330

**AN ORDINANCE AMENDING THE COLLECTIVE BARGAINING
AGREEMENT BETWEEN THE CITY OF FAIRBANKS AND THE
FAIRBANKS FIRE FIGHTERS UNION (FFU) IAFF LOCAL 1324**

WHEREAS, Ordinance No. 6322 ratified a Collective Bargaining Agreement (CBA) between the City of Fairbanks and the Fairbanks Fire Fighters Union (FFU) IAFF Local 1324, effective December 1, 2024 through November 30, 2027; and

WHEREAS, arbitrated language prevents the local paramedic school from having students gain required hours of ambulance experience through the Fairbanks Fire Department (FFD); and

WHEREAS, if the students cannot ride along on FFD ambulance calls, the program would not be able to continue in Fairbanks; and

WHEREAS, neither the City nor FFU wish for the local paramedic program to close; and

WHEREAS, the City of Fairbanks and the Fairbanks Fire Fighters Union (FFU) IAFF Local 1324, agree to amend the Collective Bargaining Agreement to allow for paramedic students to ride along on FFD ambulance calls.

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

SECTION 1. The Letter of Agreement amending the current CBA between the City of Fairbanks and the Fairbanks Fire Fighters Union (FFU) IAFF Local 1324, attached as Exhibit A, is approved.

SECTION 2. The effective date of this Ordinance is six days after adoption.

Mindy O'Neill, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6330

Abbreviated Title: FAIRBANKS FIREFIGHTERS UNION LETTER OF AGREEMENT CTC PROGRAM

Department(s): FIRE

Does the adoption of this ordinance or resolution authorize:

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

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:

EXPENDITURES:	2025	2026	2027	TOTAL
WAGES AND BENEFITS - UNTIL JULY 2026	\$ -	\$ 30,800	\$ -	\$ 30,800
TOTAL	\$ -	\$ 30,800	\$ -	\$ 30,800

FUNDING SOURCE:	2025	2026	2027	TOTAL
GENERAL FUND [FIRE]	\$ -	\$ 30,800	\$ -	\$ 30,800
TOTAL	\$ -	\$ 30,800	\$ -	\$ 30,800

This fiscal note includes preceptor pay for a Firefighter to provide ride-along training for paramedic students. The training includes 240 hours per student for two semesters.

Prepared by Finance Department:

Initial mb

Date 11/5/2025

LETTER OF AGREEMENT
City of Fairbanks and IAFF, Local 1324

The City and Union agree to modify the current 2025-2027 collective bargaining agreement to allow CTC Paramedic students to be precepted by Members covered by this CBA. Article 6, Section 6.12.A will be modified as follows: This agreement will expire July 1st, 2026 if it's not renewed by both parties.

6.12 Ride-Alongs

- A.** Ride-alongs include, but are not limited to, non-fire department city staff, officials, ~~paramedic students~~, non-intern fire science students, and members of other fire departments.
- B.** Ride-alongs are permitted on every staffed apparatus.
- C.** A maximum of one ride-along or intern is allowed per apparatus.
- D.** Fire department members will not be expected to train ride-alongs.
- E.** Each ride-along is only permitted one 24-hour shift every month.

6.13 Paramedic and AEMT Students

- A.** **UAF-CTC Paramedic and AEMT students may be precepted by Members of Local 1324. The Fairbanks Fire Department must have a signed contract governing the preceptorship in effect with UAF-CTC. That contract is authorized by, and subject to, this Collective Bargaining Agreement.**
- B.** **A Lead Paramedic precepting a preceptee will receive the precepting Special Duty Pay while precepting.**
- C.** **FFD Paramedics will not be required to have a preceptee if they are on mandatory overtime or have been assigned to the ambulance for more than 48 hours.**
- D.** **A maximum of one student or intern is allowed per apparatus per day (24-hour period). This also includes Ride-Alongs in 6.12. Only one Ride-Along, or student is allowed at any given time.**
- E.** **Only two students or interns are allowed per day (24-hour period).**

Furthermore, the Chief will publish an operating memorandum or SOP describing the following:

1. FFD Paramedics will prioritize precepting FFD employees.
2. The Battalion Chief will work to reasonably accommodate preceptors and students when necessary.
3. Preceptors will report any issues to the Battalion Chief who will forward up the chain of command when necessary. This will include issues relating to:

- a. Safety
 - b. Poor performance
 - c. Inappropriate actions
 - d. Any ongoing issues deemed necessary for further follow up with CTC Paramedic Leadership.
5. The Battalion Chief can send a student away and document the reason via platinum planner.
4. All FFD Paramedics will be required to attend an orientation provided by CTC. CTC students will be required to attend an orientation by FFD.
5. FFD will make available guidelines and expectations to follow while precepting UAF-CTC students. FFD paramedics will still follow department SOP, standing orders, and any other applicable city or department policy while on duty, but will proctor and fill out student-related paperwork per CTC's requirements.
6. Any requirements for a preceptorship will be mutually agreed upon by FFD and UAF-CTC.

Mayor, Mindy O'Neall

Date: _____


FFU President, Nick Clark

Date: _____



MEMORANDUM

TO: Mayor O'Neill and City Council Members

FROM: D. Danyielle Snider, City Clerk 

SUBJECT: Marijuana License Renewal Applications

DATE: November 26, 2025

Notice has been received from the State Alcohol & Marijuana Control Office (AMCO) for the following marijuana license renewal applications:

Lic. #	DBA	License Type	Licensee	Address
10958	Green Life Supply, LLC	Standard Marijuana Cultivation Facility	Green Life Supply, LLC	511 30th Avenue
11927	Green Life Supply, LLC	Retail Marijuana Store	Green Life Supply, LLC	511 30th Avenue

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council may determine whether to protest a marijuana license renewal application after holding a public hearing. As required by FGC Sec. 14-214(b), I have sent written notice of the public hearing to the above-listed licensee. The 60-day response deadline to AMCO for these marijuana license renewal applications is January 7, 2026.

Pursuant to FGC Sec. 14-215(b)(12), I have inquired about complaints filed within the past 12 months with the Fairbanks North Star Borough (FNSB) and AMCO in regard to these marijuana establishments. FNSB reported no complaints.

AMCO provided the attached advisory notice for license no. 11927 issued in March 2025. I made contact with a manager at the retail store who claimed that the signage issue had been resolved to AMCO's satisfaction. I was not able to obtain a copy of the documentation to support that by the publishing of this agenda packet.

There are no department-recommended protests for these license renewal applications. However, the Building Official noted that the cultivation facility "must address outstanding comments prior to next year's inspection. Backflow preventor at water service needs to be tested and certified."

Advisory Notice

(3AAC 306.805)

Date: 3-6-25

25-0193

Licensee: Nathan Davis

DBA: Green Life Supply

License #/Type: 11927 / Retail Marijuana Store

Address: 511 30th Ave, Fairbanks, AK

This is a notice to you as licensee that an incident has occurred or a defect is noted that could result in a violation of a statute, regulation or municipal ordinance.

Note: This is not an accusation or a criminal complaint.

On 2-26-25, an inspection was conducted at your establishment. Of particular note were two violations. Your "No one under 21 years of age allowed" at the entrance to the facility does not meet regulatory requirements. Lastly, the entrance to the restricted access area, which leads into the retail store, does not have the "Restricted access area. Visitors must be escorted" sign posted.

Your attention is directed to 3 AAC 306.325: Access restricted at retail marijuana store which reads in part, "(b) Each entry to a retail marijuana store must be posted with a sign that says "No one under 21 years of age allowed." The sign must be not less than 12 inches long and 12 inches wide, with letters at least one-half inch in height in high contrast to the background of the sign... and 3 AAC 306.710: Restricted access areas which also reads in part, "(b) Except as provided in 3 AAC 306.325 for a retail marijuana store, each entrance to a restricted access area must be marked by a sign that says "Restricted access area. Visitors must be escorted." A marijuana establishment shall limit the number of visitors to not more than five visitors for each licensee, employee, or agent of the licensee who is actively engaged in supervising those visitors.....

Issuing Investigator: J. Hamilton

Received by:

SIGNATURE: *F.R. HAMILTON*

SIGNATURE:

Delivered VIA: Email

Date:

CITY OF FAIRBANKS

800 Cushman Street
Fairbanks, AK 99701



CITY CLERK'S OFFICE

Telephone (907) 459-6702
Fax (907) 459-6710

MARIJUANA LICENSE RESPONSE FORM

TO: ☐ FINANCE DEPARTMENT
☐ FIRE DEPARTMENT
☐ POLICE DEPARTMENT
☒ BUILDING DEPARTMENT

DATE: 11/10/2025

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – RENEWAL

Date Notice Received at Clerks Office: 11/07/25

60 DAY DUE DATE: 01/07/2026

DATE RESPONSE DUE: 11/25/2025 for City Council Meeting of 12/01/2025

Lic. #	DBA	License Type	Licensee	Phone	Address
10958	Green Life Supply, LLC	Standard Marijuana Cultivation Facility	Green Life Supply, LLC	907-322-5310	511 30th Avenue
11927	Green Life Supply, LLC	Retail Marijuana Store	Green Life Supply, LLC	907-322-5310	511 30th Avenue

11/10 - called, scheduled for 11/17 11AM

☒ NO PROTEST: *

☐ PROTEST

ON SITE INSPECT ON 11/17.

* REASONS OR COMMENTS: MUST ADDRESS OUTSTANDING COMMENTS PRIOR TO NEXT YEAR'S INSPECTION. BACKFLOW PREVENTOR AT WATER SERVICE NEEDS TO BE TESTED AND CERTIFIED.

DEPARTMENT
SIGNEE:

CHRISTOPA FAYE
SIGNATURE

11/25/25
DATE

ORDINANCE NO. 6331

**AN ORDINANCE ADOPTING THE 2026 OPERATING
AND CAPITAL BUDGETS**

WHEREAS, pursuant to City Charter Section 5.2, on October 31, 2025, Mayor O'Neill presented a recommended annual operating and capital budget estimate for 2026; and

WHEREAS, the proposed budget was reviewed by the City Council with Department Directors, and the City Council's suggested changes to the Mayor's recommended budget are disclosed in the increase (decrease) columns.

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

SECTION 1. There is hereby appropriated to the 2026 General Fund and 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 on January 1, 2026, and ending December 31, 2026 (see pages 2 and 3).

GENERAL FUND

REVENUE	MAYOR PROPOSED BUDGET	INCREASE (DECREASE)	COUNCIL PROPOSED APPROPRIATION
Taxes (all sources)	\$ 29,686,055	\$ -	\$ 29,686,055
Charges for Services	6,895,700	-	6,895,700
Intergovernmental Revenues	3,612,630	-	3,612,630
Licenses and Permits	2,313,060	-	2,313,060
Fines and Forfeitures	526,500	-	526,500
Interest and Penalties	1,625,000	-	1,625,000
Rental and Lease Income	143,659	-	143,659
Other Revenues	250,000	-	250,000
Total revenue appropriation	\$ 45,052,604	\$ -	\$ 45,052,604
EXPENDITURES			
Mayor Department	\$ 1,118,510	\$ (191,760)	\$ 926,750
Legal Department	271,210	-	271,210
Office of the City Clerk	655,630	-	655,630
Finance Department	1,049,700	-	1,049,700
Information Technology	3,378,470	(158,470)	3,220,000
General Account	6,964,000	(5,000)	6,959,000
Police Department	8,960,500	10,000	8,970,500
Communications Center	3,603,570	(6,000)	3,597,570
Fire Department	11,145,310	(144,600)	11,000,710
Public Works Department	10,218,190	599,900	10,818,090
Engineering Department	1,210,930	-	1,210,930
Building Department	884,470	(50,000)	834,470
Total expenditure appropriation	\$ 49,460,490	\$ 54,070	\$ 49,514,560
OTHER FINANCING SOURCES (USES)			
Other Financing Sources	\$ 5,526,978	\$ -	\$ 5,526,978
Total other financing appropriation	\$ 5,526,978	\$ -	\$ 5,526,978
2025 estimated unassigned fund balance	\$ 11,050,507	\$ -	\$ 11,050,507
Other changes to the budget	1,119,092	(54,070)	1,065,022
2026 estimated unassigned fund balance	<u>\$ 12,169,599</u>	<u>\$ (54,070)</u>	<u>\$ 12,115,529</u>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$10,000,000. 20% of budgeted annual expenditures is \$ 9,902,912

CAPITAL FUND

<u>REVENUE</u>	MAYOR PROPOSED BUDGET	INCREASE (DECREASE)	COUNCIL PROPOSED APPROPRIATION
Property Repair & Replacement	\$ 150,000	\$ -	\$ 150,000
Public Works	300,000	-	300,000
IT	75,000	-	75,000
Police	300,000	-	300,000
Communications Center	140,000	-	140,000
Fire	250,000	-	250,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 1,225,000</u>	<u>\$ -</u>	<u>\$ 1,225,000</u>
<u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 445,000	\$ 680,000	\$ 1,125,000
Public Works Department	651,000	(365,000)	286,000
Garbage Equipment Reserve	-	180,000	180,000
IT Department	113,300	-	113,300
Police Department	350,000	(50,000)	300,000
Communications Center	1,596,960	-	1,596,960
Fire Department	844,000	-	844,000
Engineering Department	23,000	(23,000)	-
Road Maintenance	1,480,000	-	1,480,000
Total expenditure appropriation	<u>\$ 5,503,260</u>	<u>\$ 422,000</u>	<u>\$ 5,925,260</u>
<u>OTHER FINANCING SOURCES (USES)</u>			
Transfer from Permanent Fund	\$ 735,388	\$ -	\$ 735,388
Transfer from General Fund - Ambulance	150,000	-	150,000
Transfer from General Fund - Garbage	295,200	-	295,200
Total other financing appropriation	<u>\$ 1,180,588</u>	<u>\$ -</u>	<u>\$ 1,180,588</u>
2025 estimated fund balance	\$ 15,572,931	\$ -	\$ 15,572,931
Other changes to the budget	<u>(3,097,672)</u>	<u>(422,000)</u>	<u>(3,519,672)</u>
2026 estimated fund balance	<u><u>\$ 12,475,259</u></u>	<u><u>\$ (422,000)</u></u>	<u><u>\$ 12,053,259</u></u>

Estimated unassigned capital fund balance for projects	<u><u>\$ 4,000,548</u></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, 2026 and ending December 31, 2026.

SECTION 3. The effective date of this ordinance is six days after adoption.

Mindy O'Neill, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

Clerk Note: Amendments were made to Ordinance No. 6331 on December 1, 2025, but because the changes did not affect the bottom line of any department or fund, the ordinance advanced to a second reading unamended.

2026 GENERAL FUND SUPPLEMENTAL BUDGET REQUESTS

DEPARTMENT	REQUEST	MAYOR	COUNCIL
MAYOR			
PROPOSED - COMM RESP COORD [NEW, JULY 1]	\$ 68,650	\$ 68,650	\$ -
PROPOSED - PUBLIC INFO OFFICER [NEW, JULY 1]	61,040	61,040	-
PROPOSED - COMMUNITY PROMOTIONS	34,500	34,500	-
PROPOSED- TEMP ADMIN ASST [NEW]	39,830	27,570	-
	<u>\$ 204,020</u>	<u>\$ 191,760</u>	<u>\$ -</u>
LEGAL			
REQUEST - TRAINING	\$ 4,000	\$ 4,000	\$ 4,000
	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>
CLERKS			
REQUEST - ELECTION EXPENSES	\$ 690	\$ 690	\$ 690
REQUEST - RECORDS MGR [PAY INCREASE]	1,810	1,810	1,810
REQUEST - CITY CLERK [PAY INCREASE]	5,980	5,980	5,980
	<u>\$ 8,480</u>	<u>\$ 8,480</u>	<u>\$ 8,480</u>
FINANCE			
REQUEST - TEMP ACCT SPECIALISTS	\$ 21,160	\$ 21,160	\$ 21,160
	<u>\$ 21,160</u>	<u>\$ 21,160</u>	<u>\$ 21,160</u>
IT			
REQUEST - NON CAPITAL EQUIPMENT	\$ 232,362	\$ 195,000	\$ 195,000
REQUEST - OTHER OUTSIDE CONTRACTS	100,000	-	-
REQUEST - IT DIRECTOR [NEW]	158,470	158,470	-
	<u>\$ 490,832</u>	<u>\$ 353,470</u>	<u>\$ 195,000</u>
GENERAL			
PROPOSED - CONTINGENCY	\$ 5,000	\$ 5,000	\$ -
	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ -</u>
POLICE			
REQUEST - TRAINING	\$ 45,000	\$ -	\$ 45,000
REQUEST - UNIFORMS AND EQUIPMENT	25,000	25,000	25,000
REQUEST - OPERATING SUPPLIES	40,000	-	-
REQUEST - ADVERTISING	15,000	-	-
REQUEST - INVESTIGATIVE EXPENSES	35,000	35,000	-
REQUEST - POLICE CHIEF [PAY INCREASE]	20,940	-	-
	<u>\$ 180,940</u>	<u>\$ 60,000</u>	<u>\$ 70,000</u>
FECC			
REQUEST - TRAINING	\$ 6,000	\$ 6,000	\$ -
	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ -</u>
FIRE			
REQUEST - ASST FIRE CHIEF [PAY INCREASE]	\$ 5,490	\$ 5,490	\$ 5,490
REQUEST - COMM PARAMEDIC [NEW]	144,600	144,600	-
REQUEST - CLERK [NEW]	101,720	-	-
REQUEST - DEP FIRE MARSHAL [NEW]	116,580	-	-
REQUEST - DRIVER WHEELCHAIR VAN [NEW]	114,680	-	-
REQUEST - OPERATING SUPPLIES [HAZMAT UNIT]	125,000	-	-
	<u>\$ 608,070</u>	<u>\$ 150,090</u>	<u>\$ 5,490</u>

2026 GENERAL FUND SUPPLEMENTAL BUDGET REQUESTS

DEPARTMENT	REQUEST	MAYOR	COUNCIL
PUBLIC WORKS			
REQUEST - CUSTODIAN [NEW]	\$ 83,110	\$ -	\$ -
REQUEST - LABORER [NEW]	106,050	106,050	-
REQUEST - LABORER [NEW]	106,050	106,050	-
REQUEST - PACKER DRIVER [POSITION CHG]	8,310	8,310	8,310
REQUEST - TEMP WAGES AND BENEFITS	400,000	(200,000)	-
REQUEST - ASPHALT RAP	125,000	115,000	115,000
	<u>\$ 828,520</u>	<u>\$ 135,410</u>	<u>\$ 123,310</u>
ENGINEERING			
REQUEST - ENGINEER III [PROMOTION]	\$ 760	\$ 760	\$ 760
	<u>\$ 760</u>	<u>\$ 760</u>	<u>\$ 760</u>
BUILDING			
REQUEST - INSPECTOR ELEC [PAY INCREASE]	\$ 2,750	\$ 2,750	\$ 2,750
REQUEST - INSPECTOR MECH [PAY INCREASE]	2,750	2,750	2,750
REQUEST - PROFESSIONAL SERVICES	6,000	6,000	6,000
REQUEST - PROFESSIONAL SERVICES	34,000	50,000	-
	<u>\$ 45,500</u>	<u>\$ 61,500</u>	<u>\$ 11,500</u>
TOTAL SUPPLEMENTAL REQUESTS	\$ 2,403,282	\$ 997,630	\$ 439,700
AVAILABLE FUNDS	\$ (2,116,722)	\$ (2,116,722)	\$ (2,116,722)
AMOUNT IN EXCESS OF AVAILABLE FUNDS	\$ 286,560	\$ (1,119,092)	\$ (1,677,022)
AFLCIO CONTRACT		\$ 612,000	\$ 612,000
BUDGET SURPLUS		\$ (507,092)	\$ (1,065,022)

2026 CAPITAL FUND SUPPLEMENTAL BUDGET REQUESTS

DEPARTMENT	REQUEST	MAYOR	COUNCIL
PROPERTY REPLACEMENT			
City Hall Steam Heat System	\$ 1,517,041	\$ -	\$ -
Roof Membrane Replacement Section B	700,000	-	680,000
Facility Improvements (Fire - Bldg Space)	325,000	-	-
	<u>\$ 2,542,041</u>	<u>\$ -</u>	<u>\$ 680,000</u>
PUBLIC WORKS			
Semi Tractor	\$ 250,000	\$ 250,000	\$ -
Chassis Cab replace P-086	180,000	-	-
Pick-Up Cab replace F-006	56,000	-	-
Pick-Up Cab replace F-007	56,000	-	-
Arm Mower for Sidewalk Machine	58,000	58,000	-
Pick-Up Cab replace P-081	57,000	57,000	-
	<u>\$ 657,000</u>	<u>\$ 365,000</u>	<u>\$ -</u>
POLICE			
Vehicle replace VIP-06	\$ 50,000	\$ 50,000	\$ -
	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ -</u>
FIRE			
Haz-Mat Unit Van	\$ 140,000	\$ -	\$ -
Meridian Barriers	980,000	-	-
	<u>\$ 1,120,000</u>	<u>\$ -</u>	<u>\$ -</u>
ENGINEERING			
Surveying Equipment	\$ 23,000	\$ 23,000	\$ -
	<u>\$ 23,000</u>	<u>\$ 23,000</u>	<u>\$ -</u>
ROAD IMPROVEMENTS			
Shannon Drive Storm Drain	\$ 280,000	\$ 280,000	\$ 280,000
7th Avenue Road Improvements	65,000	65,000	65,000
6th & 7th Sidewalk Improvements	200,000	200,000	200,000
B Street Storm Drain	400,000	400,000	400,000
City Sidewalk Improvements	100,000	100,000	100,000
Juneau Avenue Storm Drain	165,000	165,000	165,000
Holt Road Improvements	115,000	115,000	115,000
Shannon Surface Improvements	55,000	55,000	55,000
	<u>\$ 1,380,000</u>	<u>\$ 1,380,000</u>	<u>\$ 1,380,000</u>
TOTAL SUPPLEMENTAL REQUESTS	\$ 5,772,041	\$ 1,818,000	\$ 2,060,000
AVAILABLE FUNDS	\$ (2,060,548)	\$ (2,060,548)	\$ (2,060,548)
AMOUNT IN EXCESS OF AVAILABLE FUNDS	\$ 3,711,493	\$ (242,548)	\$ (548)

ORDINANCE NO. 6332

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
SECTION 2-119(a), ORDER OF BUSINESS, REQUIRING A LAND
ACKNOWLEDGMENT AT EVERY REGULAR COUNCIL MEETING**

WHEREAS, in 2021 and 2022, the Fairbanks City Council worked with Denakkanaaga Elders to create a land acknowledgment that would be appropriate for the City to offer on its publications, signage, and prior to meetings and conferences; and

WHEREAS, Resolution No. 4981 was proposed to add the land acknowledgment at the beginning of regular City Council meetings and, at the request of the City Council, the Fairbanks Diversity Council reviewed the Resolution and voted unanimously to recommend the Resolution be approved; and

WHEREAS, the City Council recognizes that a Land Acknowledgment, by itself, is a small gesture but it becomes meaningful when coupled with authentic relationships and informed actions and that a Land Acknowledgment can function as a living celebration of Indigenous communities; and

WHEREAS, although Resolution No. 4981 was ultimately not enacted, the recommended Land Acknowledgment was posted at the entrance to the City Council Chambers for all to see.

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

Section 1. Fairbanks General Code at Section 2-119(a) is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 2-119. - Order of business; citizens addressing city council.

- (a) At every regular meeting of the city council, the order of business shall be as follows:
 - (1) Roll call.
 - (2) **Land Acknowledgment: We respectfully acknowledge the Dena people upon whose traditional lands we reside. We honor the Dena who have been the stewards of Interior lands and waters for centuries, the Elders who lived here before, the Dena people of today, and future generations to come. We also recognize that Alaskan Native people would traditionally gather here and harvest Native foods.**
 - (23) Invocation.
 - (34) Flag salutation.

- (45) Ceremonial matters (proclamations, introductions, recognitions, and awards).
- (56) Citizens' comments (oral communications to the city council on items not up for public hearing). The comment period will not exceed a total of one hour unless extended by a council vote.
- (67) Approval of agenda and consent agenda. Consent agenda items are indicated by asterisks (*). Consent agenda items are considered together unless a council member requests that the item be returned to the general agenda. Ordinances on the approved consent agenda are automatically advanced to the next regular meeting for second reading and public hearing. All other items on the approved consent agenda are passed as final.
- (78) Approval of minutes of previous meetings.
- (89) Special orders.
- (910) Mayor's comments and report.
- (1011) Council members' comments.
- (1112) Unfinished business.
- (1213) New business.
- (1314) Written communication to the city council.
- (1415) Committee reports and council members' comments.
- (1516) City clerk's report.
- (1617) City attorney's report.
- (1718) Executive session (if necessary).
- (1819) Adjournment.

Section 2. The effective date of this ordinance is six days after adoption.

Mindy O'Neill, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

ORDINANCE NO. 6333

**AN ORDINANCE PARTIALLY RELEASING A RESTRICTIVE
COVENANT FOR THE NOEL WIEN LIBRARY LOT**

WHEREAS, On December 13, 1974, the City of Fairbanks conveyed approximately 18 acres, whereupon the Noel Wien Library is situated, to the Fairbanks North Star Borough; and

WHEREAS, the deed used to convey the property was recorded in the Fairbanks District of the State Recorder's Office in Book 0283 at Page 323 as instrument 401-1974-024549-0 (recorded deed attached for reference); and

WHEREAS, the deed included a revisionary interest whereby the City of Fairbanks has a possibility of reverter if the property ceased to be used solely for library and park purposes, facilities for organized athletics were ever constructed, or the Borough exceeded a certain portion of the total acreage allowable for library purposes; and

WHEREAS, the restrictive covenants originally included in the December 1974 deed have been updated, most recently in the Substitute Deed dated June 12, 1996 and filed with the Fairbanks District of the State Recorder's Office in Book 0957 at Page 085 as instrument 401-1996-011059-0 (recorded deed attached for reference); and

WHEREAS, the State of Alaska, Department of Transportation and Public Facilities requires approximately 187 square feet of the property for the Cowles Street Reconstruction Project (detail attached as Exhibit A, Alaska Project 0641003); and

WHEREAS, the Fairbanks North Star Borough is interested in conveying the approximately 187 square foot portion of the property required to the State of Alaska for the Cowles Street Reconstruction Project; and

WHEREAS, Fairbanks General Code Sec. 70-42(b) provides that the disposition of the City's interest requires the approval of the City Council by ordinance.

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

SECTION 1. The restrictive covenants originally included in the December 13, 1974 deed, updated most recently in the Substitute Deed dated June 12, 1996, between the City of Fairbanks and Fairbanks North Star Borough, are released, but only to the extent necessary for the Fairbanks North Star Borough to convey the portion of property required by the State of Alaska for the described Cowles Street Reconstruction Project and for the State to complete the Project.

SECTION 2. The Mayor is authorized to execute any and all instruments, approved as to form by the City Attorney, necessary to execute this release.

SECTION 3. The effective date of this Ordinance is six days after adoption.

MINDY O'NEALL, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

DEEDS

BOOK 283 PAGE 323
Fairbanks Recording Dist.

QUITCLAIM DEED

This indenture made this 12th day of December, 1974,
between the CITY OF FAIRBANKS, a municipal corporation of
the State of Alaska, Grantor, and

The FAIRBANKS NORTH STAR BOROUGH,
a municipal corporation of the
State of Alaska, Grantee,

WITNESSETH:

WHEREAS, an ordinance authorizing and directing
the conveyance of the land hereinafter described, subject to
the conditions hereinafter stated, was duly initiated in
accordance with Article XII of the Home Rule Charter of the
City of Fairbanks, and duly enacted at the annual general
election held in the City of Fairbanks on October 8, 1974.

NOW, THEREFORE, the Grantor does hereby convey and
quitclaim to Grantee all interest which it has in the following
described real estate:

A parcel of land situated within the SW
1/4 of Section 10, T1S, R1W, F.M., which
is bound by Ninth Avenue and Smythe Street
on the north, Barnette School and property
owned by Green Construction Company on
the east, Wien Park and Airport Way on the
South, and Cowles Street on the west,
containing eighteen (18) acres, more or
less, also known as tax lot 30 and tax
lot 22 of U.S. Survey 438 of the original
townsite of Fairbanks, Alaska, and also
known as east Weeks Field,

SUBJECT TO the following conditions, the breach of any of
which shall cause the property automatically to revert to
the Grantor without further action on the part of the
Grantor:

- a) The property shall be used solely for park and
library purposes;
- b) No facilities for organized athletics, such as
football, baseball, or track and field, et cetera shall be
constructed on the property;

c) No more than two (2) acres shall be used for library purposes.

IN WITNESS WHEREOF, the City of Fairbanks has on the date first written above executed this deed and affixed its corporate seal.

CITY OF FAIRBANKS, ALASKA

(SEAL)

ATTEST:

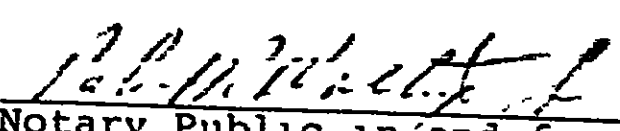

HAROLD GILLAM, Mayor


KATHLEEN I. DAY, City Clerk

STATE OF ALASKA)
FOURTH JUDICIAL DISTRICT) ss.

On this 13th day of December, 1974, before me, ROBERT R. WOLTING, a notary public in and for the State of Alaska, residing therein, duly commissioned and sworn, personally appeared HAROLD GILLAM, known to me to be the Mayor, and KATHLEEN I. DAY, known to me to be the City Clerk of the City of Fairbanks, the corporation that executed the within instrument, and acknowledged to me that such corporation executed the same.

In Witness Whereof, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.


Notary Public in and for the State of Alaska. My commission expires 12-14-77

APPROVED AS TO FORM:


FRANCIS van T. KERNAN City Attorney

APPROVED AS TO SUBSTANCE:


W. C. PROSZ City Manager

OFFICE OF THE
CITY ATTORNEY
P.O. BOX 790
FAIRBANKS, ALASKA
99701
907-455-6124

DEC 16 2 02 PM '74

410
7 lbs.

EXHIBIT "A"
SUBSTITUTE DEED

THIS INDENTURE made and entered into this 12 day of JUNE 1996 between the CITY OF FAIRBANKS, a municipal corporation of the State of Alaska, with address of 800 Cushman Street, Fairbanks, Alaska 99701, hereinafter called Grantor, and Fairbanks North Star Borough, a municipal corporation of the State of Alaska, with address of 809 Pioneer Road, Fairbanks, Alaska 99701, hereinafter called Grantee.

WITNESSETH:

WHEREAS, City Ordinance No. 5242 authorized and directed the conveyance of the property described herein.

NOW, THEREFORE, the Grantor, for and in consideration of One Dollar and other good and valuable consideration receipt of which is hereby acknowledged, does hereby quitclaim and convey without warranty to Grantee the following described property.

A parcel of land situated within the SW ¼ of Section 10, T.1S., R.1W., F.M., which is bounded by Ninth Avenue and Smythe Street on the north, Barnette School and property owned by Green Construction Company on the east, Wien Park and Airport Way on the south, and Cowles Street on the west, containing eighteen (18) acres, more or less, also known as Tax Lot 30 and Tax Lot 22 of U.S Survey 438 of the original Townsite of Fairbanks, Alaska, and also known as east Weeks Field, Fourth Judicial District, Fairbanks Recording District, State of Alaska.

SUBJECT TO to the following conditions, the breach of any of which shall cause the property to automatically revert to the Grantor without further action on the part of the Grantor:

- (a) The property shall be used solely for park and library purposes;
- (b) No facilities for organized athletics, such as football, baseball or track and field et cetera shall be constructed on the property;
- (c) No more than **nine (9)** acres shall be used for library purposes.

IN WITNESS WHEREOF, the Grantor has on the date first written above executed this deed and affixed its corporate seal.

CITY OF FAIRBANKS, ALASKA

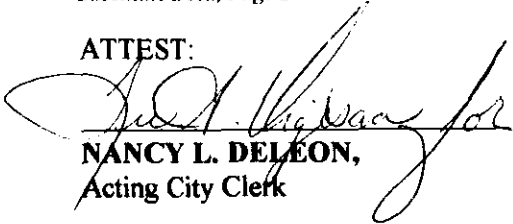

JAMES C. HAYES, Mayor

(CITY SEAL)

BK0957PG086

Substitute Deed, Page 2

ATTEST:


NANCY L. DELEON,
Acting City Clerk

APPROVED AS TO FORM:


HERB KUSS, City Attorney

ACKNOWLEDGMENT

State of Alaska

)

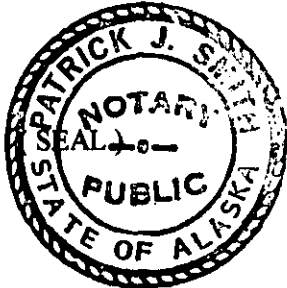
) ss

Fourth Judicial District

)

THIS IS TO CERTIFY that on this 12 day of JUNE 1996, before me, the undersigned, a NOTARY PUBLIC in and for the State of Alaska, duly commissioned and sworn as such, personally appeared **James C. Hayes**, known to me to be the Mayor of the City of Fairbanks, and **Nancy L. Deleon**, known to me to be the City Clerk of the City of Fairbanks, the municipal corporation named in the foregoing instrument, and that they acknowledged before me that they executed the same for and on behalf of said municipal corporation and under authority of said municipal corporation so granted by the Fairbanks City Council as the free and voluntary act and deed of said corporation.

IN WITNESS WHEREOF, I have set my hand and affixed my official seal the day and year above written.




NOTARY PUBLIC: Patrick J. Smith
Commission Expires: 04/16/97

After Recording Return To:

Patrick Smith
Right of Way Section
City of Fairbanks
800 Cushman Street
Fairbanks, Alaska 99701-4615

9641059

18
CC

FAIRBANKS REC. DISTRICT
REQUESTED BY ENSB

'96 JUN 20 AM 10 33

EXHIBIT A
LEGAL DESCRIPTION AND PARCEL PLAT FOR
PARCEL 2

ALASKA PROJECT 0641003/NFHWY00126
COWLES STREET RECONSTRUCTION



ALASKA DOT&PF
NORTHERN REGION
2301 PEGER ROAD
FAIRBANKS, AK
99709 (907)-451-5400

Parcel 2

A portion of Lot 30, Weeks Field East, described in the Deed filed May 3rd, 1985 in Book 429, Page 978, Fairbanks Recording District, Fourth Judicial District, State of Alaska; and as shown in the unrecorded survey Weeks Field East (doc. No. C5088), held in City of Fairbanks archives, surveyed by the City of Fairbanks in 1968; known as Parcel No. 2 of Alaska Project No. 0641003/NFHWY00126 and more particularly described as follows:

COMMENCING at a point on the Easterly right of way of Cowles Street perpendicular to Station 29+21.50 of Alignment "L1" of the alignment depicted in ADOT & PF project Cowles Street Reconstruction (0641003/NFHWY00126) a distance of 30.02 feet to the **TRUE POINT OF BEGINNING**;

THENCE N 32°13'12" E a distance of 41.52 feet to a point; to Station: 29+63.59, Offset: 35.82' Right.

THENCE N 24°33'39" E a distance of 36.56 feet to a point on the existing Easterly right of way of Cowles Street; to Station: 30+01.08, Offset: 35.03' Right.

THENCE Southerly along the existing ROW line of Cowles Street through a curve to the left with a chord that bears S 26°30'10" W and a chord length of 3.34 feet. having a radius of 1375.00 feet, a central angle of 0°08'21", an arc length of 3.34 feet; to Station: 29+97.66, Offset: 35.03' Right.

THENCE Southerly along the existing ROW line of Cowles Street S 31°41'30" W a distance of 46.19 feet; to Station: 29+50.66, Offset: 30.03' Right.

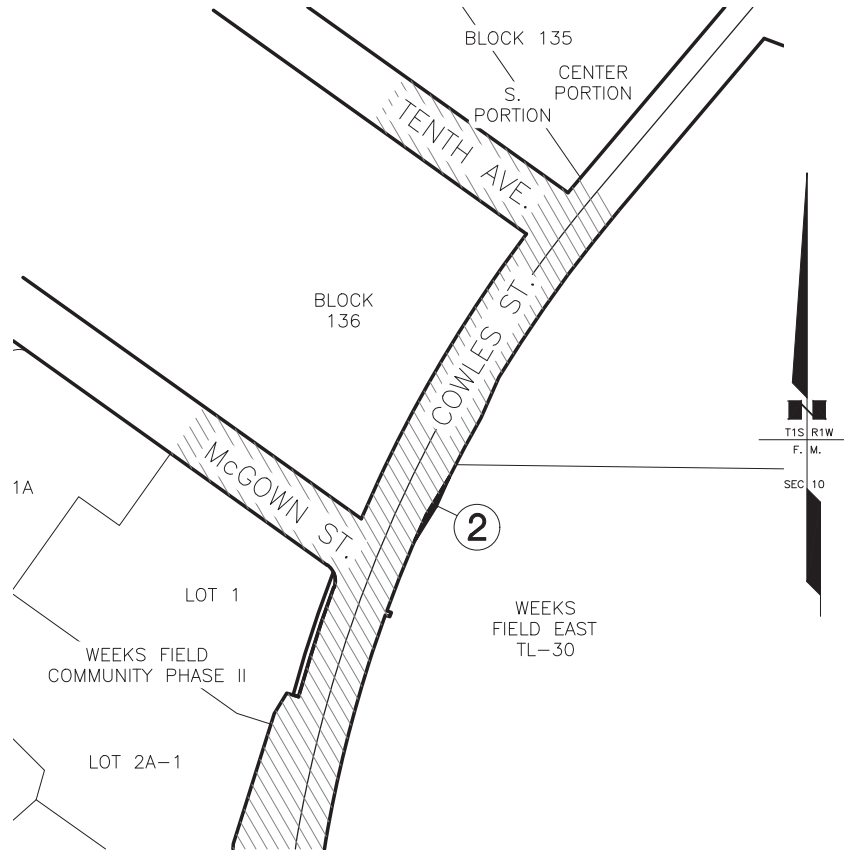
THENCE along the existing ROW line of Cowles Street through a curve to the left with a chord that bears S 23°55'51" W and a chord length of 28.53 feet. having a radius of 1380.00 feet, a central angle of 1°11'05", an arc length of 28.54 feet, and the **TRUE POINT OF BEGINNING**.

Containing 187 Square Feet, more or less.

EXHIBIT A

STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
&
PUBLIC FACILITIES

RIGHT OF WAY MAP
0641003/NFHWY00126
COWLES STREET RECONSTRUCTION



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC FACILITIES

RIGHT OF WAY REQUIRED FOR
COWLES STREET RECONSTRUCTION

EXHIBIT A

DRAWING

PROJECT NO. 0641003/NFHWY00126

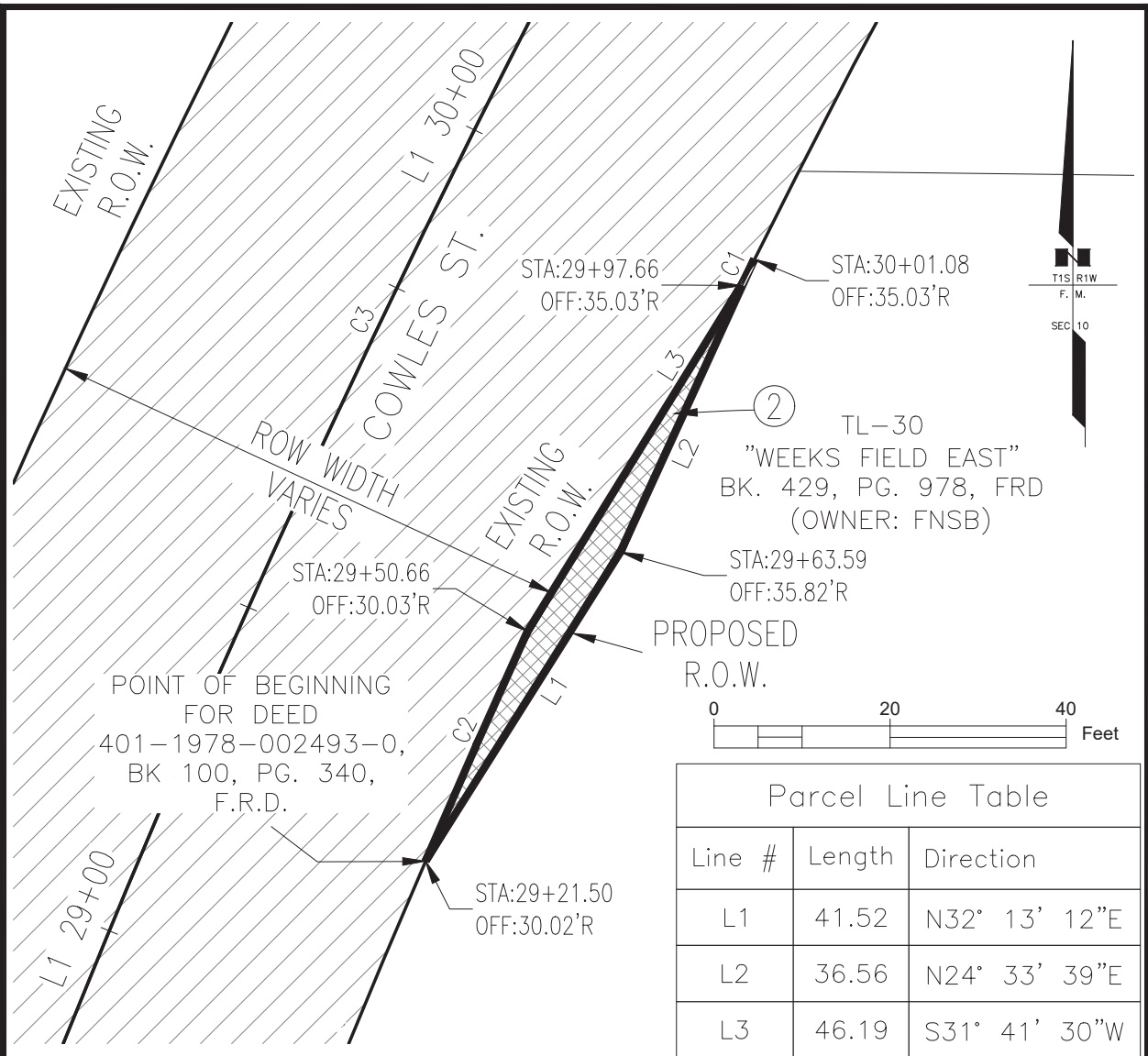
AREA 187 S.F. PARCEL NO. 2

INITIAL DATE

1 OF 2

SCALE 1" = 200' DATE 01/18/21

P:\51357 COWLES Reconstruct\Civil3D Drawing Files\L3Production\PARCEL PLAT 02.dwg Jun 09, 2021 - 4:45pm



Curve Table				
CURVE NO.	RADIUS	DELTA	LENGTH	CHORD BEARING
C1	1375.00	0°08'21"	3.34	S26° 30' 10"W
C2	1380.00	1°11'05"	28.54	S23° 55' 51"W
C3	1410.00	39°28'26"	971.42	S20° 26' 46"W

STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES		RIGHT OF WAY REQUIRED FOR COWLES STREET RECONSTRUCTION	
EXHIBIT A		DRAWING	PROJECT NO. <u>641003/NFHwy00126</u>
INITIAL	DATE	<u>2</u> OF <u>2</u>	AREA <u>187</u> S.F. PARCEL NO. <u>2</u>
		SCALE <u>1" = 20'</u>	DATE <u>1/18/21</u>

ORDINANCE NO. 6334

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SECTION 2-119(a),
ORDER OF BUSINESS, ADDING A SET TIME DURING THE SECOND COUNCIL
MEETING OF EACH MONTH FOR RECEIVING A REPORT FROM LEADERSHIP
IN OUR COMMUNITY INCLUDING DENAKKANAAGA, FAIRBANKS NATIVE
ASSOCIATION, TANANA CHIEFS CONFERENCE, DOYON, OR OTHER
DESIGNATED GROUPS**

WHEREAS, it would be extremely beneficial for both the City of Fairbanks and leadership from the local Native community to have an ongoing dialogue covering issues that impact both entities; and

WHEREAS, a set meeting time each month at a regularly scheduled City Council meeting established for presentations, reports, and identifying potential problems and successes would be desirable.

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

Section 1. Fairbanks General Code at Section 2-119(a) is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 2-119. - Order of business; citizens addressing city council.

- (a) At every regular meeting of the city council, the order of business shall be as follows:
 - (1) Roll call.
 - (2) Invocation.
 - (3) Flag salutation.
 - (4) Ceremonial matters (proclamations, introductions, recognitions, and awards).
 - (5) Citizens' comments (oral communications to the city council on items not up for public hearing). The comment period will not exceed a total of one hour unless extended by a council vote.
 - (6) Approval of agenda and consent agenda. Consent agenda items are indicated by asterisks (*). Consent agenda items are considered together unless a council member requests that the item be returned to the general agenda. Ordinances on the approved consent agenda are automatically advanced to the next regular meeting for second reading and public hearing. All other items on the approved consent agenda are passed as final.

- (7) Approval of minutes of previous meetings.
- (8) Special orders.
- (9) Report from Fairbanks Native Organizations (second meeting of each month only)**
- (~~9~~10) Mayor's comments and report.
- (~~10~~11) Council members' comments.
- (~~11~~12) Unfinished business.
- (~~12~~13) New business.
- (~~13~~14) Written communication to the city council.
- (~~14~~15) Committee reports and council members' comments.
- (~~15~~16) City clerk's report.
- (~~16~~17) City attorney's report.
- (~~17~~18) Executive session (if necessary).
- (~~18~~19) Adjournment.

* * * * *

Section 2. The effective date of this ordinance is six days after adoption.

Mindy O'Neill, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney



City of Fairbanks

MEMORANDUM

To: City Council Members

From: Mindy O'Neal, City Mayor

Subject: Request for Concurrence – Appointment to the Interior Gas Utility Board

Date: December 5, 2025

Mr. Gary Wilken currently serves as the City-appointed representative to the Interior Gas Utility (IGU) Board, and his term will expire December 31, 2025. Mr. Wilken has applied for reappointment.

As a former State Senator, a former Alaska Industrial Development and Export Authority (AIDEA) board member, and a member of the IGU Board since 2018, Mr. Wilken has a wealth of knowledge regarding the Interior Energy Project and understands the challenges of bringing affordable gas to the Interior.

FNSBC 11.04.020(B): *The initial appointments to the board shall be made as follows: three by the Borough Mayor, one by the Assembly Presiding Officer, one by the City of North Pole and two by the City of Fairbanks, each confirmed by the respective governing body. Appointments shall be made for staggered terms (in a manner that ensures each city has an appointment on the board) with two members serving for two years, two serving for three years and three serving for four years with their terms ending when their successors are elected or appointed. Upon the expiration of the first four initial appointed terms of office, their successors shall be elected at large by the voters of the Fairbanks North Star Borough. Upon expiration of the last three initial appointed terms, their successors shall be appointed, one by the Borough Mayor, one by the city of North Pole Mayor and one by the City of Fairbanks Mayor, each subject to confirmation by the respective governing body. After the expiration of their initial terms all shall thereafter serve a term of three years.*

I hereby request your concurrence to the following reappointment to the IGU Board:

Mr. Gary Wilken

Term to Expire: December 31, 2028

Mr. Wilken's application and resume are attached.

Thank you.



CITY OF FAIRBANKS
Office of the City Clerk
800 Cushman Street
Fairbanks, Alaska 99701
Ph 907-459-6774 | Fax 907-459-6710
cityclerk@fairbanks.us

CITY BOARD AND COMMISSION APPLICATION FORM

Please note that profile information may be available to the public.

First Name **Gary** Last Name **Wilken** Date **12/01/2025**

Email Address [REDACTED]

Board/Committee

Phone Number [REDACTED] Alternate Number

Residence Address [REDACTED]

City **Fairbanks** State **AK** Zip Code **99709**

Mailing Address **same**

City **same** State **AK** Zip Code **99709**

Employer (if applicable) **Retired** Job Title **n/a**

Interests & Experiences - Please tell us about yourself and why you want to serve. Why are you interested in serving on a board or commission? What life experience can you contribute to the benefit of the board or commission?

This application is made to respectively apply for renewal of membership on the Interior Gas Utility (IGU) board of directors.

Brief Personal Biography (or attach resume)

Resume' as requested has been provided under separate cover to Ms. Snider 11/21/25. Please advise if I need to resend.

Professional Licenses/Training

None

Resume

Gary R. Wilken

Fairbanks, Alaska
99709

Occupation:

Small business owner: retired 2005
State senator representing Fairbanks & Ft.
Wainwright 1997 to 2009

Age:

65 Years

Birth date:

Fairbanks Resident:

Spouse:

Sue Sherwood Wilken
Married

September 14, 1968

Children:

Grandchildren:

Education:

High School:

Lathrop High – Fairbanks
Class of 1964

College:

B.S.

Business & Technology

Minor: Petroleum Geology

Oregon State University – 1968

MBA

Minor: Industrial Psychology

Oregon State University – 1970

Basketball: Athletic Scholarship (4 Years)

D-1 Intercollegiate Basketball

Oregon State University

Work History:

Manufacturing Management - Bucyrus-Erie Co.	
South Milwaukee, WI	1970 - 1975
Purchased Husky Foods - Fairbanks, AK	1975
Purchased Fairbanks Distributors	1976
(Frito-Lay, Inc. Distributor)	
Purchased Great Alaskan Food Co.	1983
(Wonder Bread, Hostess, Oroweat Distributor)	
Retired	2005
State senator – Fairbanks (retired 2009)	1997 - 2009

Memberships, Awards, Activities

Rotary Club of Fairbanks	
Member	1977 - Present
President	1986 - 1987
Rotarian of the Year	1990
Chairman 100% Paul Harris Drive	1990
Fairbanks Daily News-Miner Community Service	
Award	1990
City of Fairbanks - Public Utility Board	1983 - 1995
Fairbanks Youth Sports, LLC Board of Directors	1981 - 2010
Tanana Valley Youth Sports Foundation, Inc.	1988 – Present
Founder & President	1988 - 2011
Alaska Council on Economic Education	
Northern Region Vice-President	1984 - 1996
Lathrop High School Boys Basketball Boosters	
President	1987 - 1989
Soviet Russia Team Tour Leader (LHS basketball)	1989
School District Budget Review Committee	1989
Organizer - Freedom Weekend Military	
Appreciation Harding Lake B-B-Q	1993 - 1999
Fairbanks Greater Chamber of Commerce	1993 - 2024
Board of Directors	1983 - 1993
Chairman of the Board	1991 - 1992
Co-Chair: Military Affairs Committee	1994 - 1996
Alaska Chamber of Commerce	
Committee on Strategic Planning	1988
Alaska Center for Children & Adults	
Board of Directors	1989 - 1995

Interior Youth Basketball Coach	1976 - 1994
Rookie of the Year - Oregon State men's basketball	1964 - 1965
Oregon State University Sports Hall of Fame (Team)	1993
Member - Sigma Alpha Epsilon (SAE) Fraternity	1965 - Present
Kodak International Newspaper Photography Contest:	
1st Place Color Award	1989
Major Corporate Co-Sponsor: UAF Mt. McKinley expedition	1994
Lt. General USAF - Civilian Advisory Board (AK)	1994 - Present
University of Alaska – Fairbanks: Business Leader of the Year Award	1995
First United Methodist Church - Pastor Parish Relations Committee, Chair	1993 - 1995
Member	1993 - 1996
KIAK News Radio Basketball	
Play-by-Play/Color Announcer	1990 – 1995
State Arts Council – Legislator of the Year award	2004
Alaska State High School Sports Hall of Fame	2006
State of Oregon Sports Hall of Fame (Team)	2006
University of Alaska – UAF: Meritorious Service Award	2016
State of Alaska Industrial Development & Export Authority (AIDEA) Public Board Member	2010 – 2018
State of Alaska Energy Authority (AEA) Public Board Member	2010 – 2018
Fairbanks Norrh Star Borough – Interior Gas Utility, inc.	2018 – present
Chairman of the Board	2011- 2013

Gary Wilken

____/S/____

11/23/25



City of Fairbanks

MEMORANDUM

To: City Council Members
From: Mindy O'Neill, City Mayor
Subject: Request for Concurrence – Joint FNSB Chena Riverfront Commission
Date: December 5, 2025

The Joint FNSB Chena Riverfront Commission includes nine Borough residents, four of which are appointed by the City Mayor and confirmed by the City Council to represent the City. Of these four seats, one is currently vacant. Stacey Fritz has applied to serve.

I hereby request your concurrence to the following **appointment** to the Joint FNSB - Chena Riverfront Commission:

Ms. Stacey Fritz

Term Expires: December 31, 2026

Ms. Fritz's cover letter, application, and bio are attached.

Thank you.



Alaska Adaptable Housing LLC
Suite 413, 516 2nd Ave
Fairbanks, Alaska 99701
Email: Admin@AKAdaptable.com
Phone: (907) 687-6549

12/04/2025

City Hall
800 Cushman St
Fairbanks, AK 99701

Dear Fairbanks City Council,

Thank you for considering this application to serve on the Joint FNSB Chena Riverfront Commission as a City of Fairbanks appointee.

I've lived in Fairbanks since '94 and am active in community and downtown enhancement/small scale development planning and my small business is a member of the Downtown Association. I'm an applied anthropologist of arctic infrastructure, and while I mainly focus on climate resilient housing, I'm passionate about all aspects of Fairbanks and the vitality of the Chena. Our office is adjacent to Golden Heart Plaza, I regularly enjoy the riverside paths, I canoe the Chena, I'm interested in Fairbanks history, and my partner and I have long advocated for exploring if and how Fairbanks could return to a frozen Chena River in wintertime and the many benefits that would have for residents as well as serve as a great draw for tourism. This seems to align with the Chena Riverfront Plan.

From what I understand, it's not feasible to stop Aurora power plant's warm water, but there may be an opportunity to stop the Westmark Hotel (or new owners) from dumping its warm water into the Chena directly behind Morris Thompson Cultural Center. This would allow the river to freeze at least through the heart of town, which would be safer and present opportunities for dog mushing races, ice skating, etc. I appreciate the vision of the riverfront area that FAST Planning has been sharing, replete with kayaks and docks, and would like to help Fairbanks explore a similarly vibrant vision for our river in wintertime. I was a bit concerned about city plans to remove trees from the riverbank and would like to understand more about the pros and cons of that plan.

I would be a responsible and productive member of the Commission and would be honored to serve and to represent the interests of the city and borough residents. I would be glad to provide any other information the city council would like when considering this application.

Thank you very much,

Stacey Fritz



CITY OF FAIRBANKS
Office of the City Clerk
800 Cushman Street
Fairbanks, Alaska 99701
Ph 907-459-6774 | Fax 907-459-6710
cityclerk@fairbanks.us

Please complete this form and submit it to the City Clerk's Office.

CITY BOARD AND COMMISSION APPLICATION FORM

Please note that profile information may be available to the public.

First Name **Stacey** Last Name **Fritz** Date _____

Email Address **[REDACTED]**

Board/Committee **Joint FNSB Chena Riverfront Commission**

Phone Number **[REDACTED]** Alternate Number _____

Residence Address **[REDACTED]**

City **Fairbanks** State **AK** Zip Code **99709**

Mailing Address **[REDACTED]**

City **Fairbanks** State **AK** Zip Code **99708**

Employer (if applicable) **Self- Alaska Adaptable Housing LLC** Job Title **Manager/Anthropologist**

Interests & Experiences - Please tell us about yourself and why you want to serve. Why are you interested in serving on a board or commission? What life experience can you contribute to the benefit of the board or commission?

Please see my attached cover letter

Brief Personal Biography (or attach resume)

Please see my attached CV

Professional Licenses/Training

Please see my attached CV

IDENTIFYING INFORMATION:

NAME: Fritz, Stacey Anne

POSITION TITLE: CEO/Anthropologist

PRIMARY ORGANIZATION AND LOCATION: Alaska Adaptable Housing LLC, Fairbanks, Alaska, United States

Professional Preparation:

ORGANIZATION AND LOCATION	DEGREE (if applicable)	RECEIPT DATE	FIELD OF STUDY
University of Alaska Fairbanks, Fairbanks, Alaska, United States	PHD	12/2010	Cultural Anthropology
University of Alaska Fairbanks, Fairbanks, Alaska, United States	MA	12/2002	Northern Studies
University of Montana, Missoula, Montana, United States	BA	05/1993	History and French Language

Appointments and Positions

2023 - present CEO/Anthropologist, Alaska Adaptable Housing LLC, Fairbanks, Alaska, United States

2020 - 2023 Project Manager II-CCHRC - Research, National Renewable Energy Lab Alaska Center, Fairbanks, Alaska, United States

2010 - 2020 Anthropologist/Subsistence Specialist, U.S. Department of Interior Bureau of Land Management, Fairbanks, Alaska, United States

Products**Products Most Closely Related to the Proposed Project**

1. Fritz S, Tinsley R, Coakley M. Final Report Engineered timber structural frame components for an innovative modular building system. [Other]. Fairbanks, Alaska: USDA Forest Service Wood Innovation Grant Agreement Number: 21-DG-11100106-804 Recipient: Cold Climate Housing Research Center, Inc.; 2024 January.
2. Nicewonger T, Fritz S, McNair L, Tinsley R, Armstrong T. Spectrum of Modularity: An Alaskan Case Study of Modular Housing Types. [Internet]. Blacksburg, Virginia: VTechWorks; 2023 August. Available from: <http://hdl.handle.net/10919/116256>
3. Fritz S, Tinsley R. Final Report: Adaptable: A High-Efficiency Vacuum Insulated Panel Modular Building System. [Other]. Fairbanks, Alaska: Cold Climate Housing Research Center, Inc.; 2023 June.
4. Fritz S, Tinsley R, Nelson H. Poster: Adaptable: Sustainable Housing Solutions for Every Climate. Department of Energy Office of Energy Efficiency and Renewable Energy Peer Review; 2023 April; Washington DC, DC, United States of America. Available from: <https://www.energy.gov/sites/default/files/2023-05/bto-peer-2023-adaptable.pdf>

5. Nicewonger T, Fritz S, McNair L, Supple L, Criss-Carboy L. COVID-19 and Housing Security in Remote Alaska Native Communities Subtitle:An annotated bibliography. [Internet]. Blacksburg, Virginia: Pressbooks at Virginia Tech; 2023. Intro and 3 sections. Available from: <https://pressbooks.lib.vt.edu/alaskanative/>

Other Significant Products. Whether or Not Related to the Proposed Project

1. Fritz S, Tinsley R, Coakley M. Final Report: Adaptable Interior Kit Furnishings. [Other]. Fairbanks, Alaska: Cold Climate Housing Research Center; 2023 February.
2. Nicewonger T, Fritz S, McNair L. Complexities in Alaskan Housing: Critical reflections on social forces shaping cold climate building projects. [Internet]. Minneapolis, MN: American Society for Engineering Education; 2022 August. Available from: <https://strategy.asee.org/complexities-in-alaskan-housing-critical-reflections-on-social-forces-shaping-cold-climate-building-projects>
3. Nicewonger T, Fritz S, McNair L. Houselessness: Myths vs. Data. The Arctic Institute; 2022 June. 3. Available from: <http://hdl.handle.net/10919/112796>
4. Fritz S. Prefabricating Alaska Housing Security. Alaska Anthropological Association annual conference; 2022 March 01; Fairbanks, AK, United States.
5. Arp CD, Whitman MS, Jones BM, Nigro DA., Alexeev VA, Gädeke A, Fritz S, Daanen R, Liljedahl AK., Adams FJ., Gaglioti BV., Gross G, Heim KJ, Beaver JR, Cai L, Engram M, Uher-Koch HR. Ice roads through lake-rich Arctic watersheds: Integrating climate uncertainty and freshwater habitat responses into adaptive management. Arctic, Antarctic, and Alpine Research. 2019; 51(1):9-23. DOI: 10.1080/15230430.2018.1560839

Certification:

I certify that the information provided is current, accurate, and complete. This includes but is not limited to information related to domestic and foreign appointments and positions.

I also certify that, at the time of submission, I am not a party to a malign foreign talent recruitment program.

Misrepresentations and/or omissions may be subject to prosecution and liability pursuant to, but not limited to, 18 U.S.C. §§ 287, 1001, 1031 and 31 U.S.C. §§ 3729-3733 and 3802.

Certified by Fritz, Stacey Anne in SciENcv on 2025-11-25 16:51:07

FAIRBANKS NORTH STAR BOROUGH
Special Historic Preservation Commission
August 13, 2025
5:30 p.m.

A. CALL TO ORDER

A special meeting of the Historic Preservation Commission was held Wednesday, August 13, 2025, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

B. ROLL CALL

There were present:

Martin Gutoski	Amy Viltrakis
John Poirrier	Joshua Reuther
Patricia Peirsol, Vice-Chair	Matthew Reckard, Chair

Comprising a quorum of the Commission, and

Kayde Whiteside, Long-Range Planner III
Allison Emmett, Assistant Clerk I

Absent and Excused

NONE

C. MESSAGES

C.1. Citizens' Comments - limited to three (3) minutes

C.1.a. Agenda items not scheduled for public hearing

NONE

C.1.b. Items other than those appearing on the agenda

NONE

C.2. Disclosure and Statement of Conflict of Interest

NONE

D. APPROVAL OF AGENDA

GUTOSKI,
Seconded by POIRRIER

moved to approve the agenda.

VOTE ON MOTION TO APPROVE THE AGENDA.

Yeses: Viltrakis, Poirrier, Gutoski, Reuther,
Peirsol, Reckard

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

E. NEW BUSINESS

E.1. Review and potential recommendations on Asphalt Repair of Taxiway Kilo (3130-1R AF/2025-00478); a request from the United States Air Force 354th Fighter Wing at Eielson Air Force Base to repair the asphalt of Taxiway Killo at the south end of Facility 1131, Runway, (FAI-00649).

Kayde Whiteside, Long Range Planner III, presented information on the request, repair plans and how no historic properties would be affected.

No discussion ensued.

No action was taken.

E.2. Review and potential recommendations on Lift Station Generator Pads (3BO-IR AF 2025-00616); a request from the United States Air Force 354th Fighter Wing at Eielson Air Force Base to construct six lift station generator pads across the installation for standby generators.

Kayde Whiteside, Long Range Planner III, presented information on the request, construction and pad repair plans, and how no historic resources or structures would be affected.

No discussion ensued.

No action was taken.

NEW BUSINESS – continued

- E.3. Review and potential recommendations on Emergency Notification of Wildfire Near Birch Lake Air Force Recreation Annex (3130-1R AF/2025-00715); a notification from the United States Air Force 354th Fighter Wing at Eielson Air Force Base of an emergency decision that could not meet the typical Section 106 noticing requirements regarding a wildfire near the Birch Lake Air Force Recreation Area.

Kayde Whiteside, Long Range Planner III, presented information on the notification, ground disturbance, Section 106 noticing requirement deadlines, and the comment period.

Discussion ensued on the date of the notice, location of the fire, and updates on work progress.

No action was taken.

- E.4. Review and potential recommendations on Polaris Building Demolition MOA Final Pamphlet Submittal; a deliverable required by the Polaris Building Memorandum of Agreement, a pamphlet created by a Secretary of the Interior qualified historian regarding the Polaris Tower.

Kayde Whiteside, Long Range Planner III, presented information on the pamphlet and the comment period.

Discussion ensued on potential changes to the final draft after the comment period is closed, educating the public, and plans for publication and distribution of the final pamphlet.

No action was taken.

F. ADJOURNMENT

There being no further business to come before the Historic Preservation Commission, the meeting was adjourned at 5:56 p.m.

APPROVED: September 2, 2025.



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – November 5, 2025
HELD VIA ZOOM WEBINAR AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Clay Street Cemetery Commission convened at 5:02 p.m. on the above date to conduct a Regular Meeting in the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference, with **Chair Aldean Kilbourn** presiding and the following Commission members in attendance:

Members Present: George Dalton, Seat A
Aldean Kilbourn, Seat C
Janet Richardson, Seat D (remotely)
Julie Jones, Seat E
Amy Stratman, Seat G (remotely)
Jeremiah Cotter, Public Works Director (remotely)

Absent: Jessica Desmond, Seat B
Karen Erickson, Seat F

Also Present: Colt Chase, Deputy City Clerk

APPROVAL OF REGULAR MEETING MINUTES

a) Regular Meeting Minutes of October 1, 2025

J. Jones, seconded by **J. Cotter**, moved to APPROVE the October 1, 2025 minutes.

Chair Kilbourn took a voice vote on the motion to APPROVE the October 1, 2025 minutes and all members voted in favor.

APPROVAL OF AGENDA

J. Jones added “d) Bed Tax Grant Application” under Unfinished Business.

J. Jones, seconded by **G. Dalton**, moved to APPROVE the agenda, as Amended.

Chair Kilbourn took a voice vote on the motion to APPROVE the agenda, as Amended, and all members voted in favor.

CITIZENS COMMENTS – None

COMMUNICATIONS TO COMMISSION – None

Chair Kilbourn asked if the unused grass collector attachment had been removed from the shed. **J. Cotter** confirmed that this had been completed before the snow had come.

EVENTS & PUBLIC RELATIONS – None

FINANCIAL UPDATE

Chair Kilbourn referenced the financial report and noted the current account balance of \$2,279.89. She proposed that, given the increase in shipping costs, the donation amount for any future monument requests should be raised from \$250 to \$325. All members present concurred with this adjustment.

J. Jones confirmed that the cost per unit on their last order came to \$308. She stated that she would also speak with the company about the large variance in shipping charges, which have ranged from \$500 to \$1,700 despite the actual orders being not drastically different in overall size.

UNFINISHED BUSINESS

a) Cemetery Rack Card Redesign

C. Chase shared four design drafts, which had been produced by J. Desmond since the October meeting, on the overhead screen in the meeting room and for those on Zoom. The various iterations were reviewed and input regarding design preferences were discussed including color scheme, border styles, image selection, text and photo placement, and more formatting choices. It was unanimously decided that the inclusion of a hashtag would not be used in the design. **J. Jones** shared revised text that she had drafted for consideration and there was concurrence to adopt said language. She took specific notes on all input from various Commission members. **C. Chase** offered to complete an updated version of the rack card for consideration, using the initial draft produced by J. Desmond and incorporating the design preferences that had just been discussed. **Chair Kilbourn** requested that they have an updated draft to review at the December meeting.

b) Quiring Monuments Order

Chair Kilbourn confirmed that the most recent order had been placed, paid for, and should be received prior to the summer 2026 season.

c) Summer 2026 Groundskeeping

Chair Kilbourn asked if Public Works was expecting to have funds for additional labor in the coming year. **J. Cotter** stated that they should have money for extra help but that many budget decisions are still undecided. He reported that the mower attachment that had been in the shed all this time was in fact a sweeper and not a bagger. He shared that Public Works would be looking at getting a bagging attachment for the current mower. He expressed concern that the current model would attach to the side of the machine and may be too wide to fit between the rows of markers. He stated that they are considering purchasing a different mower with a bagging setup that would work for all areas of the cemetery.

Chair Kilbourn asked if the request for funds to cover contracted labor through the Commission had been included in the recent bed tax grant application. **J. Jones** stated that she had neglected to include this specific request and apologized for the oversight. She noted that the language of their application is broad enough that it could be justified to use any awarded amount for the purpose of contracted work but acknowledged that the requested amount was similar to the previous year, with nothing added for labor.

J. Cotter stated that while it would be nice to have the additional support with contracted labor handling some of the groundskeeping, it would ultimately be good to first see what the department could do with their plan for bagging grass with the mower. He added that he would also hope for the Commission to be unburdened of labor costs and thus able to use its limited funds for other important needs. **Chair Kilbourn** asked C. Chase to have this agenda item return as Unfinished Business for a spring 2026 meeting.

d) Bed Tax Grant Application

J. Jones reported that she had successfully completed the application and submitted it by the deadline. She shared that the requested amount was \$13,225 and that the Discretionary Fund Committee would soon meet to schedule the annual applicant presentation meeting. She committed to sharing the dates of any meetings for this process with the rest of the Commission, in case any other members would like to attend. **Chair Kilbourn** indicated that she would be out of town from the 19th to 28th of December but would be present if the meetings take place when she is otherwise available. J. Jones stated that she would attend the presentation meeting to provide testimony if Chair Kilbourn was unable.

NEW BUSINESS

a) CSC Marker Year Donations Through 2025

Chair Kilbourn referenced the pdf version that had been included in the meeting packet and asked if the original spreadsheet version could be shared. **C. Chase** stated that he would email them the original file.

OPEN AGENDA

J. Jones suggested they have a discussion in the near future about opportunities to solicit additional donations from the community and other organizations.

NEXT MEETING DATES – December 3, 2025 & January 7, 2026

Chair Kilbourn acknowledged that they sometimes cancel their regularly scheduled meeting for the months of December and/or January. She noted that she would be available for both meeting dates. All other members present confirmed that they too would be available.

ADJOURNMENT

Chair Kilbourn declared the meeting ADJOURNED at 5:40 p.m.



Aldean Kilbourn, Chair



Colt Chase, CMC, Deputy City Clerk

Transcribed by: CC