



FAIRBANKS CITY COUNCIL
AGENDA NO. 2025-15
REGULAR MEETING – AUGUST 11, 2025
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

SPECIAL WORK SESSION
5:00 p.m. – Target-Based Budgeting Core Allocation

REGULAR MEETING
6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
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 July 28, 2025

8. SPECIAL ORDERS

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

Lic. #	DBA	Type	Licensee	Address
426	The Bakery Restaurant	Beverage Dispensary	The Bakery Restaurant, Inc.	44 College Road, Suite A
4314	Gallo's Mexican Restaurant	Beverage Dispensary	Northern Lights Business, Inc.	60 College Road
556	International Hotel and Bar	Beverage Dispensary	Hard Work, LLC	122 N. Turner Street

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCILMEMBERS' COMMENTS

11. UNFINISHED BUSINESS

12. NEW BUSINESS

- *a) Resolution No. 5182 – A Resolution Requiring That the Polaris Working Group Meetings Be Publicly Noticed and Open to Public Participation. Introduced by Councilmembers Therrien, Tidwell, and Marney.
- *b) Ordinance No. 6322 – An Ordinance Funding the Collective Bargaining Agreement Between the City of Fairbanks and Fairbanks Firefighters Union and Amending the 2025 City Operating Budget. Introduced by Mayor Pruhs.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Permanent Fund Review Board Meeting Minutes of April 30, 2025
- *b) Clay Street Cemetery Commission Meeting Minutes of July 2, 2025

14. COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS
15. CITY CLERK'S REPORT
16. CITY ATTORNEY'S REPORT
17. EXECUTIVE SESSION
 - a) AFL-CIO Labor Negotiations [permissible under State law, including the provision at AS 44.62.310(c)(1)]
18. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, JULY 28, 2025
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date to conduct a Regular Meeting of the Fairbanks City Council via Zoom webinar and in City Council Chambers at 800 Cushman Street, Fairbanks, Alaska, with Mayor David Pruhs 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
Margarita Bell, Chief Financial Officer
Jake Merritt, Human Resources Director
Richard Sweet, Deputy Police Chief
Andrew Cocco, Fire Chief
Kristi Merideth, FECC Manager
Jeremiah Cotter, Public Works Director
Bob Pristash, City Engineer

INVOCATION

The invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

At the request of Mayor Pruhs, City Attorney Thomas Chard 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.]

Susan Anderson, CEO of Boys & Girls Club of Alaska (BGCA) – S. Anderson shared that she was hired as the CEO of BGCA in May 2024 and served in an interim capacity prior to that. She reported that the BGCA operates 20 clubs across Alaska, including the local program that rents

the back portion of the City Hall building. She discussed the recent financial struggles of many nonprofit organizations, including the BGCA, and the transition period they are undergoing due to income sources disappearing or diminishing. S. Anderson requested forgiveness of the BGCA's past due rent as well as a reduction in their monthly rent. She asked that the Council view the action as an investment in children and to do so with a spirit of partnership for the benefit of youth. She stated the BGCA's membership represents 20% of kids in out-of-school care across the state.

Mayor Pruhs stated that he will be waiving \$9,090 in past due rent, with the expectation that the BGCA continue paying as normal going forward. He noted that the BGCA has been a stalwart tenant in the building since 1992 and that there was no alternate tenant readily available to replace them presently. He acknowledged the challenge of being new to her position and having to plug many holes across 20 clubs throughout Alaska. He explained that he will review what an appropriate rent adjustment may be and bring a recommendation to the Council for concurrence.

Ms. Tidwell recounted that there used to be a local board to support BGCA matters within the Fairbanks area, including hosting fundraising events. She pointed out that the board had been dissolved and asked if there were any plans for that to be brought back. S. Anderson stated that they are actively seeking board members from the Fairbanks area and extended an invitation.

Mr. Marney asked if the BGCA had made similar requests for rent forgiveness with other municipalities. S. Anderson explained that not all of their clubs are in facilities owned by a municipality. She reported that they are not in arrears at most of their locations and that they are working on resolving things in a couple of other areas.

Ms. Sprinkle asked S. Anderson if she was aware that the City had renovated a portion of the building to create a new childcare facility based on mutual plans that the BGCA would operate it. S. Anderson indicated that she was made aware of the project when she was hired but that she had not seen an actual agreement with detailed numbers. She stated that it is still on the BGCA's radar, although they must ensure solid footing before proceeding. She apologized for the plans not coming together as hoped for and committed to remaining open to the possibility. **Ms. Sprinkle** added that the City had invested a lot in the project and still hoped to see it come to fruition.

Robert Shields – R. Shields discussed the ideals of society portrayed in Star Trek and the hope it could provide for decisions made in the present. He reported that he has spent the last 15 years advocating for community improvements in clean energy, brighter schools, food sovereignty, and zero waste initiatives. He discussed the future of the recently demolished Polaris Building property and his desire to see it serve as a magnet, attracting social impact investors who could renovate all of the downtown area and promote economic development for the entire region. R. Shields stated that he is aware that the proposal period is underway and that his group is ready and willing to work with any entity selected to undertake the project.

Ms. Therrien asked R. Shields for further details on what he is hoping to accomplish. R. Shields explained that they hope to create a community council to explore the concept of "Micro cities" using the Polaris Building site to build something new that will serve as a catalyst for a new approach to economic development and funding approaches. He stated that numerous purposes can be served with one building, mixing residential, commercial, and recreational components

while advancing initiatives that would keep Fairbanks in the forefront of innovation. **Ms. Therrien** asked what source of funding his group was able to provide. R. Shields reported that there are potential entities with standard investment portfolios as well as grants, but that they are most eager to attract private equity investors interested in communities like Fairbanks.

Mr. Cleworth asked R. Shields if his group intends to submit a proposal once the Council reaches the point where a request for proposals (RFP) campaign has begun. R. Shields stated that his group wants to work with any interested party to pursue their goals and that they hope there are several bidders. He reiterated that they are seeking significant economic development and innovation for the downtown area and that while their potential development partner is based in Harrisburg, Virginia, they are open to working with anyone and want to have many voices at the table.

Mr. Marney asked R. Shields if any of his ideas were available in writing for review. R. Shields asked Mr. Marney if he had checked his email. **Mr. Marney** stated that he has not seen anything come through. R. Shields indicated that he would resend his messages. **Mayor Pruhs** suggested he send them to the Councilmembers' official email addresses rather than personal ones.

Kasey Gillam, Director of Communications for Explore Fairbanks – K. Gillam shared that she works with individuals and entities within the travel media to create and share stories about Fairbanks to encourage tourism. She reported that she recently attended two events and met with numerous parties in travel media and that Explore Fairbanks has had the opportunity to host some of them who came to see Fairbanks for themselves. She added that their Public Relations Manager had also recently attended an event, meeting with dozens of entities from across the world which resulted in several new inquiries from tour companies.

Ms. Sprinkle asked what typically occurs when Explore Fairbanks hosts someone from the travel media industry. K. Gillam explained that sometimes folks just show up unexpectedly, but for those they know of in advance, they create an individual itinerary for that particular audience.

Mayor Pruhs thanked Explore Fairbanks for its \$50,000 investment in the Storefront Improvement Program.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

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

Mr. Ringstad pulled item 13(a), Memo Approving FECC Personnel Changes, from the consent agenda.

Mayor Pruhs indicated that the item would not be pulled as it would be addressed under Mayor's Comments and Report. **Mr. Ringstad** stated that he thought Councilmembers could pull any item they wish from the consent agenda. **Mayor Pruhs** confirmed that was correct; he added that he would have a report from the Fairbanks Emergency Communications Center (FECC) Manager during his comments and hearing the same information later in the agenda would be redundant.

Mr. Marney asked if the Council would be able to ask questions. **Mayor Pruhs** stated they would.

Ms. Sprinkle asked if the Council would be voting on the issue. **Mayor Pruhs** declared that they would not and that, as Mayor, he had discretion to approve or disapprove the action. He stated that he wanted the Council to see the memo, hear the report, and have a chance to ask questions.

Mr. Cleworth explained that he sees the issue differently, noting that the memo makes a change to the budget, albeit a potentially positive one. He called a point of order and asked if the Council had to approve such a change. Attorney Chard advised that, although a report and discussion was already planned on the topic, the item should be pulled from the consent agenda to allow the Council to vote regarding the budgetary change, as Mr. Cleworth had noted. **Mayor Pruhs** indicated acceptance of the explanation and confirmed the item would be pulled.

Mayor Pruhs called for objection to the APPROVAL of the agenda, as amended, and hearing none, so ORDERED.

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

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
4763	Bobby's Downtown	Beverage Dispensary	Delta Epsilon, Inc	609 2nd Avenue

Ms. Sprinkle, seconded by **Ms. Tidwell**, moved to WAIVE PROTEST on the alcohol license application for renewal.

Mayor Pruhs called for Public Testimony.

Catherine Schultz – C. Schultz stated that she was speaking on behalf of the applicants, who were out of town, and that she was available to answer any questions from the Council. She spoke in favor of the restaurant and owners, highlighting their positive efforts within the community and responsible business practices. She encouraged the Council to not protest the alcohol license.

Ms. Sprinkle asked C. Schultz how long Bobby's had been around. C. Schultz gave a brief history of the business over the last couple of decades, including a relocation to their current location.

Ms. Therrien asked C. Schultz what her connection was to the business. C. Schultz shared that she is a retired hotel manager who now works part-time for the restaurant as a hostess.

There being no more comments, **Mayor Pruhs** closed the public hearing.

Mayor Pruhs reported that part of the application process included a review of any issues at the property pertaining to law enforcement or first responders. He stated that there were no concerns

about the restaurant itself, although there had been numerous situations in the immediate vicinity which sometimes directly impacted the business, such as homeless individuals causing disturbances after hours inside the post office across the street.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE ALCOHOL LICENSE APPLICATION FOR RENEWAL AS FOLLOWS:

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

MAYOR'S COMMENTS AND REPORT

Mayor Pruhs asked FECC Manager Kristi Merideth to discuss the FECC staffing request and share how it would save the City money while improving operational standards.

K. Merideth explained that the current year's budget changed certain full-time positions to part-time and that as vacancies have been filled, things were not working the way they had hoped for. She discussed the operational benefits of making the changes outlined in the memo in the agenda packet, including adding another shift supervisor. She noted that the changes would result in over \$96,000 in savings according to the Chief Financial Officer (CFO). She discussed the benefits in place with off-site workers as well as numerous challenges, explaining that it is hard to understand unless someone has personally performed the work remotely. She indicated that the staff generally prefers in-person work. K. Merideth highlighted how FECC has the highest level of staffing and longevity of any other dispatch center within the region and that they are often called upon to assist other agencies who do not have the same expertise and training with the various systems they all use. She spoke of the challenges with rapidly changing technology, including physical constraints that make it extremely difficult to fit inside their existing workspace.

Mr. Cleworth asked K. Merideth if the individuals associated with the proposed changes would be working upstairs or downstairs. K. Merideth explained that there is one full-time position downstairs, and the other part-time person usually works upstairs but is capable of filling in downstairs when needed. **Mr. Cleworth** asked for more details on the AS-400 system. K. Merideth reported that it is a State of Alaska system that dispatchers are required to use. She noted that the City had gotten rid of its own AS-400 system many years ago. She shared that because it is at the end of its lifespan, the State would no longer be using the AS-400 system after this year.

Mr. Marney asked K. Merideth if the \$237,480 mentioned in the memo was the actual or just potential pay for the four referenced positions, noting that some only work a handful of hours per week. CFO Bell confirmed that is the total amount of salary and benefits the positions are budgeted for, which is up to 30 hours a week. **Mr. Marney** acknowledged that the dispatcher they are seeking to promote to a supervisory position is one of their remote workers and asked if the City is paying for any moving expenses. K. Merideth stated that the City is not. **Mr. Marney** asked if the FECC has a policies and procedures manual. K. Merideth confirmed that they use Power DMS, the same resource used by the Fairbanks Fire and Police Departments. **Mr. Marney** asked how long the part-time call taker positions had been vacant. HR Director Merritt explained that they

paused recruitment for the part-time jobs not long after the positions had been funded due to the interest in full-time dispatcher positions spiking unexpectedly. He added that the FECC is limited on how many new personnel can be trained at once and that they prioritized the full-time dispatcher roles. **Mr. Marney** asked if the total number of positions would be adequate if the changes were made. K. Merideth confirmed that 22 positions would be sufficient and that she would not anticipate asking for more in the next budget, especially if the remaining vacancies are filled.

Ms. Tidwell pointed out that the included organizational chart did not seem to have a specific shift assigned to the new supervisor position. J. Merritt explained that the chart does not adequately outline that there are three shifts each day and that the additional position would result in having a supervisor scheduled for all but three shifts across the entire week.

Mayor Pruhs asked if any Councilmembers objected to him approving the changes. Clerk Snider clarified that the action to approve should occur when they reach that point in the agenda.

Mayor Pruhs shared that Kellen Spillman, Director of Community Planning with the Fairbanks North Star Borough (FNSB), had requested to address the Council and invited him forward.

K. Spillman stated that he primarily wanted to express appreciation for the Council's efforts to improve the community and highlighted several positive examples from the past year, including:

- The demolition of the Polaris Building;
- A robust abatement and Code enforcement campaign;
- The Storefront Improvement Program;
- Installation of the Portland Loo public restroom downtown;
- Creating a property tax rebate program; and
- Establishing regulations for unsecure, vacant buildings.

K. Spillman spoke highly of the work being done by the recently created position for abatement and Code enforcement, noting that he had authorized the waiving of tipping fees at the Borough landfill for materials coming from properties being cleaned up under that program. He praised the drastic – almost overnight – improvement that is evident in numerous properties, many of which had been problematic for years. He shared some of the recent endeavors taking place under the FNSB's purview to enhance the downtown Fairbanks area, including:

- Updating previously restrictive parking regulations;
- Allowing parking exemptions for ground floor residential units; and
- Renovating the Veterans Memorial Park.

K. Spillman recognized several City employees for their dedication and declared that he is experiencing the best working relationship he has seen in his 13 years of working at the Borough.

Ms. Sprinkle asked K. Spillman if there had been any movement in the Borough to mirror the property tax rebate program that the City enacted. K. Spillman indicated that there are some things in the works, including a look into a former tax incentive for housing that had expired in 2023, but that nothing was far enough along to share at the present.

Mr. Marney acknowledged that the amount of tipping fees waived by the Borough was significant and thanked K. Spillman for the support. K. Spillman stated that as they continue with abatements, he is committed to waiving as many tipping fees as he is authorized and able to.

Mr. Cleworth asked what parameters exist in the Borough's Code to determine when tipping fees can be waived. K. Spillman explained that the requirements are somewhat strict, that an active Code enforcement case must be in place on the property with an accepted clean-up plan, and the owner must sign the fee waiver application. He reported that instances with the City are typically very straightforward as the clean-up plans are simple and the City completes the majority of the paperwork. **Mayor Pruhs** noted that there was one instance where everything was in place but the owner refused to sign the application, so the tipping fees could not be waived. He affirmed that the partnership with the Borough regarding abatement efforts had been exemplary.

Ms. Therrien referenced the work being done by the City to clear brush along the Chena River. She asked if the Borough would also be willing to work with them on that project. K. Spillman stated that he would be happy to explore options, working in conjunction with the Chena Riverfront Commission. He shared that he had not had much involvement with the project yet, but there have been some conversations with the Borough Mayor.

Mayor Pruhs discussed the Storefront Improvement Program and reviewed the various downtown businesses that had applied for and received grants. He provided a description and total cost of each project along with the amount awarded. He reported that a total of \$694,312 in economic improvements would be done downtown with only a \$249,265 investment by the City. **Mayor Pruhs** clarified that the program funds came from room rental taxes paid by visitors and not from local residents' property taxes. He shared that several businesses just outside of the defined area had expressed interest in the program and that the program boundaries may expand next year.

Ms. Sprinkle asked if the list of projects included applications from the second round. **Mayor Pruhs** confirmed that it did.

Mayor Pruhs asked City Engineer Bob Pristash to provide a report.

B. Pristash shared details about his department's recent effort to assess streetlight issues between College Road and the Johannsen Expressway, including which units were sent to the contractor for repairs, as well as some that the City will need to keep an eye on come winter. He discussed the ownership and maintenance arrangements for certain lights in the area which are under the control of the State's Department of Transportation and how handling problems with those lights is different than ones managed solely by the City. B. Pristash discussed the major project underway on Cowles Street, noting a completion date of November 30, 2025. He reported that the primary holdup is the lead time for new traffic signals, which was a known issue from the start. He shared that the contract does not allow work to be performed while school is in session, so progress will continue during evenings and weekends, with a temporary solution in place for the traffic lights. He shared details about the nearly completed project on 8th Avenue, where underground utilities were being replaced, a new gas line installed, and the surface road being rebuilt at the end. B. Pristash confirmed that the pilot project for bicycle lanes along Barnette Street and 10th Avenue would end later in August and that the temporary markers would be removed before winter.

Mr. Cleworth asked for more information on the automated systems that control streetlights turning on and off. B. Pristash stated that the automatic software never really worked properly since the beginning. He explained that there are three master photocells across town that sense daylight and turn the system on and off, and they can be manually overridden. **Mr. Cleworth** asked if the settings on the photocells can be adjusted or if they are set to a standard. B. Pristash indicated that they could adjust the settings at any time.

Ms. Therrien asked about the cost of the bicycle lane pilot project. B. Pristash noted that the City only had to pay a matching portion which was no more than 9% of the approximate \$500,000 total cost. **Ms. Therrien** asked B. Pristash if he thought the project was worth the cost. B. Pristash pointed out that the grant was only available for a project of that type. **Mayor Pruhs** recounted that the original project proposal included up to 15 different streets but that the Council had voted to only test the project on two streets.

Chief of Staff Sanders discussed a handout to the Council asking each member to prioritize City services. He explained that it is tied to the target-based budgeting process that would be used in the coming months and that the questionnaires would help identify desired service level priorities, preferences, and expectations, speeding up the discussion at an upcoming work session.

COUNCILMEMBERS' COMMENTS

Mr. Ringstad indicated he had no comments.

Mr. Marney shared that he would need to leave the meeting by 8:30 p.m.

Ms. Tidwell stated that she had no comments.

Ms. Sprinkle expressed disappointment that Victor Buberger was not present to hear the update on streetlights, as that is a topic he commonly addresses during Citizens' Comments. She shared that there is a City-represented vacancy on the Chena Riverfront Commission.

Ms. Therrien gave a land acknowledgement. She shared that she and Ms. Tidwell had the opportunity to swing a sledgehammer at the final portion of the Polaris Building during the recent Golden Days festivities and that they each got to keep a few pieces of the debris to commemorate. She recognized Fairbanks Police Department Officer James Kuplack for assisting her on that day.

Mr. Cleworth discussed the request from the BGCA, noting that many years ago the City had several other tenants in City Hall. He recounted that the difficult question at the time was what amount to charge for rent while not being in competition with the private sector. He shared that a formula was created to prorate any rental agreements based on the square footage being leased, which he believes is still in use for the lease with the State of Alaska Information Technology office in the basement. He suggested that the formula likely went out the window the last time rent had been lowered for the BGCA. **Mr. Cleworth** stated that the same question of what is a fair amount to charge should be considered by the Council. He asked if a tenant should cover all expenses for the space they lease or if a reduced amount is appropriate, pointing out that this would equate to being subsidized by taxpayers. He admitted that he did not have an answer to all those

questions. **Mr. Cleworth** shared that Officer Elzey would soon be completing his seasonal position patrolling the downtown area and asked that the appreciation of the Council be conveyed.

UNFINISHED BUSINESS

- a) Ordinance No. 6318 – An Ordinance Authorizing the Lease of Golden Heart Plaza to Festival Fairbanks. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

Mr. Cleworth, seconded by **Mr. Ringstad**, moved to ADOPT Ordinance No. 6318.

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

Ms. Sprinkle asked for additional details on the purpose of the lease. **Mayor Pruhs** explained that the agreement grants Festival Fairbanks operational control and certain rights over the property.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6318 AS FOLLOWS:

YEAS: Marney, Ringstad, Cleworth, Sprinkle, Therrien, Tidwell

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6318 ADOPTED.

- b) Ordinance No. 6319 – An Ordinance Amending Fairbanks General Code Section 2-119 Order of Business; Citizens Addressing City Council and Section 2-120 Rules of Procedure. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

Ms. Therrien, seconded by **Mr. Ringstad**, moved to ADOPT Ordinance No. 6319.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6319 AS FOLLOWS:

YEAS: Tidwell, Sprinkle, Ringstad, Marney, Therrien, Cleworth

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6319 ADOPTED.

- c) Ordinance No. 6320 – An Ordinance Amending Fairbanks General Code Chapter 2, Article III Boards and Commissions, to Change the Composition of the Board of Plumber Examiners and to Remove the Requirement that the City Council Must Confirm the Election of the Chair. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

Mr. Ringstad, seconded by **Mr. Marney**, moved to ADOPT Ordinance No. 6320.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6320 AS FOLLOWS:

YEAS: Ringstad, Therrien, Marney, Sprinkle, Cleworth, Tidwell

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6320 ADOPTED.

- d) Ordinance No. 6321 – An Ordinance Amending Fairbanks General Code Chapter 2, Article V, Division 3 Budget by Enacting Section 2-659 Capital Projects Fund Preparation and Presentation to City Council and Requiring a Minimum Fund Balance for the City Capital Projects Fund. Introduced by Councilmember Cleworth. SECOND READING AND PUBLIC HEARING.

Ms. Therrien, seconded by **Mr. Marney**, moved to ADOPT Ordinance No. 6321.

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

Mr. Cleworth asserted that the primary function of the Council is to plan, using the example of the Emergency Operations Plan (EOP) that was overhauled in 2024. He asked what they would do if something happened and used the Public Works facility burning down as an example. He stated that the City must have funds available to use in case of a catastrophe and while \$4MM is not a lot, it is a start. He discussed the provision that would require the funds to be replaced within 12 months, including a tax cap increase that would be activated to allow for replenishment. He suggested that the Council cannot rely solely on the General Fund and that emergencies are not planned. He shared that the CFO reported that the Capital Fund had only dipped below \$4MM once in recent history, so \$4MM would be an appropriate, low threshold.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6321 AS FOLLOWS:

YEAS: Tidwell, Cleworth, Marney, Ringstad, Therrien

NAYS: Sprinkle

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6321 ADOPTED.

WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- a) Memo Approving FECC Personnel Changes

Ms. Therrien, seconded by **Mr. Cleworth**, moved to APPROVE the Memo Approving FECC Personnel Changes.

Mr. Ringstad discussed the difference between potential versus actual savings, noting that the part-time call takers only work an average of six hours a week. He suggested that the salary savings would be eliminated by the requested change and expenses would actually increase. CFO Bell explained that the current budget included four positions working 30 hours a week, which would ostensibly be the same for 2026, and the change would use the same allocated funds within a revised organizational structure for the FECC. **Mr. Ringstad** reiterated that the savings for the current year would be minimal.

Ms. Sprinkle asked if the new supervisor position could still be created without the Council's approval, thus keeping the four call taker positions. CFO Bell clarified that the request is one action: to eliminate four part-time call takers, which is budgeted at \$237,480, and create one full-time shift supervisor at a cost of \$141,180. She noted that the organizational structure, if carried into 2026, would result in a budget savings of \$96,300.

Mr. Cleworth stated that he recalls that shift supervisors incur most of the overtime and asked if that was correct. CFO Bell indicated that dispatchers and shift supervisors incur overtime. She reported that in the prior year, the FECC had not been fully staffed in supervisors, so more of the overtime had come from dispatchers, which would likely not be the case for 2025. **Mr. Cleworth** asked if adding the shift supervisor position would result in a reduction to overtime. CFO Bell consulted with K. Merideth and confirmed that was correct.

Mr. Marney asked if the change could be made during the budget process instead. CFO Bell indicated that the Council could wait until then. **Mr. Marney** noted that current FECC staffing includes one remote supervisor. He asked if the intention was to promote a current dispatcher to the new position. K. Merideth confirmed that was their intention and that the referenced individual was going to move to Fairbanks. **Mr. Marney** asked if the quality assurance specialist could be a cross-trained position. K. Merideth explained that they already have cross-training in place for many roles within the FECC but pointed out that between general supervisory tasks, training, and quality assurance responsibilities, there are only so many hats that one individual on a shift can wear. **Mr. Marney** asked if the new supervisor was meant to be for training only. K. Merideth replied that was not correct and that they want all supervisors to be able to manage and train throughout each shift. She added that the remote supervisor would likely take on a greater portion of the research that needs performed to help identify appropriate training options.

Ms. Therrien stated that the present issue is whether the change made last year to create four part-time call taker positions was better for the City than the proposed, revised structure, and it seems it is not. She suggested that the current model seems difficult to manage, that training appears to be more challenging, and that she was in favor of the proposed changes. She expressed concurrence with the salary savings calculations that were presented.

Ms. Tidwell reviewed the current and proposed structures to confirm understanding. She stated she recalled that the call taker positions were created to help fill in when needed or even be promoted into full-time dispatcher roles. K. Merideth explained that the idea never panned out as the call takers have other full-time jobs and are not interested in pursuing dispatcher positions. She added that she has gone through about six people in call taker spots over the past year. J. Merritt confirmed that there have been only two people they would consider successful with the approach.

He pointed out that this is the first time in several years that the FECC has been close to being fully staffed and that they had expected more with the new part-time jobs created for 2025, only to see unprecedented interest in full-time dispatching. He discussed changes in recruitment over the last couple years and how they have strived to make FECC a beacon in the dispatching world. **Ms. Tidwell** expressed concern that while the current staffing would work well in the proposed structure, it could easily change in the future and result in the department being in a worse spot.

Mr. Ringstad pointed out that the City is seven months into its budget, so the amounts stated in the memo are not exact. CFO Bell confirmed that the amounts listed reflect a full, annual budgetary allotment, which is intended to give the Council a more complete picture of future impact. **Mr. Ringstad** indicated that he would have liked to see the prorated amounts for the current year.

Ms. Sprinkle asked if a lot of investment had gone into training the part-time call takers and what kind of loss of knowledge the City should anticipate. K. Merideth clarified that no one would be let go and that the eliminated jobs are vacant or filled by someone moving to another position.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MEMO APPROVING FECC PERSONNEL CHANGES AS FOLLOWS:

YEAS: Cleworth, Marney, Sprinkle, Therrien

NAYS: Ringstad, Tidwell

Mayor Pruhs declared the MOTION CARRIED.

b) Appointment to the Fairbanks Diversity Council

APPROVED on the CONSENT AGENDA

COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

Mr. Cleworth noted that while they had just made a change to FECC staffing, changes can always be made again during the annual budget process. He pointed out that the FECC has changed considerably over the years as it took over dispatching duties for numerous agencies.

Ms. Therrien expressed appreciation for Ms. Sprinkle, Mr. Ringstad, Mr. Marney, and Public Works Director Jeremiah Cotter, who volunteered to participate in a fundraiser golf tournament.

Ms. Sprinkle reported that the Chena Riverfront Commission met in the prior week to discuss changes to the boat launch and parking lot on the east side of Peger Road. She shared that the Chamber of Commerce meeting earlier in the day included a review of recent Golden Days data and that everything was being considered a success.

Ms. Tidwell stated that the Economic Development Commission had recently met but that the only item of business was an update on the Fairbanks Economic Development Corporation (FEDC) becoming the Alaska Regional Development Organization (ARDOR) for the area.

Mr. Marney shared that he had missed a Diversity Council meeting for the first time but looks forward to getting involved with the group, especially with three new members recently having been added. He stated he hopes that will spur greater participation and attendance going forward.

Mr. Ringstad indicated he had no reports or comments.

Mayor Pruhs wished Ms. Tidwell and Ms. Sprinkle the best in their respective reelection campaigns. He congratulated Clerk Snider on the arrival of her grandchild.

CITY CLERK'S REPORT

Clerk Snider stated that she had nothing to report.

CITY ATTORNEY'S REPORT

Attorney Chard stated that he had nothing to report.

Ms. Therrien asked for any details that could be shared regarding the Fairbanks Firefighters Union (FFU) arbitration and what the next steps would entail. Attorney Chard reported that the City had received the arbitrator's decision, and the next steps include meeting with the union and the Fire Chief the coming week. He stated that the arbitrator had retained jurisdiction over the matter and that the parties would be working through any issues of significant concern as well as receiving clarification on areas of uncertainty. He explained that once all issues are resolved, the decision would be incorporated into the contract and an ordinance would be brought before the Council. He committed to providing more details at the next work session. **Ms. Therrien** asked if the decision would impact the 2025 budget. Attorney Chard stated he was not prepared to answer that question. **Mayor Pruhs** stated that the CFO would prepare numbers and provide a report at a future meeting.

ADJOURNMENT

Ms. Sprinkle, seconded by **Mr. Marney**, moved to ADJOURN the meeting.

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

Mayor Pruhs declared the meeting adjourned at 8:16 p.m.

DAVID PRUHS, 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 Pruhs and City Council Members

FROM: D. Danyielle Snider, City Clerk 

SUBJECT: Alcohol License Renewal Applications

DATE: August 7, 2025

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

Lic. #	DBA	Type	Licensee	Address
426	The Bakery Restaurant	Beverage Dispensary	The Bakery Restaurant, Inc.	44 College Road, Suite A
4314	Gallo's Mexican Restaurant	Beverage Dispensary	Northern Lights Business, Inc.	60 College Road
556	International Hotel and Bar	Beverage Dispensary	Hard Work, LLC	122 N. Turner Street

Pursuant to FGC Sec. 14-178 the Council may determine whether to protest alcohol license renewal applications after holding a public hearing. As required by FGC Sec. 14-167(b), I have sent written notice of the public hearing to the above-listed licensees.

The renewal applications are scheduled to go before the ABC Board on September 16, 2025. The City's 60-day response deadline to AMCO is September 5, 2025.

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

Introduced by: Councilmember Therrien
Councilmember Tidwell
Councilmember Marney
Introduced: August 11, 2025

RESOLUTION NO. 5182

A RESOLUTION REQUIRING THAT POLARIS WORKING GROUP MEETINGS BE PUBLICLY NOTICED AND OPEN TO ATTENDANCE BY THE PUBLIC

WHEREAS, the City of Fairbanks is nearing completion of the demolition of the Polaris Building; and

WHEREAS, a lot of City resources have already been dedicated to this project; and

WHEREAS, the City of Fairbanks owns the real property upon which the Polaris Building used to occupy; and

WHEREAS, Section 8.3 of the City Charter requires Council action for the sale, lease, exchange, or other disposition of real property or any interest therein; and

WHEREAS, AS 44.62.310(h)(2), Alaska's Open Meetings Act, defines a meeting, in part, as a gathering of members of a governmental body when there are more than three members present; and

WHEREAS, with no more than three members of the governmental body invited to participate, the Polaris Work Group meetings have not met the definitional threshold of a meeting and therefore public notice has not been required for meetings and the public has not been informed about the date, time, or place of the meetings; and

WHEREAS, because of the limitations of the Open Meetings Act, not all Council Members are able to attend Polaris Working Group meetings unless they are publicly noticed; and

WHEREAS, all City Council Members and members of the public should be able to attend Polaris Working Group meetings to hear firsthand the plans to develop this important cornerstone of our downtown.

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

SECTION 1. All Polaris Working Group meetings involving the Mayor and two Council Members will be publicly noticed.

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

PASSED and APPROVED this ____th day of ____ 2025.

David Pruhs, Mayor

AYES:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

ORDINANCE NO. 6322

**AN ORDINANCE FUNDING THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE CITY OF FAIRBANKS AND FAIRBANKS FIREFIGHTERS UNION
AND AMENDING THE 2025 CITY OPERATING BUDGET**

WHEREAS, the City of Fairbanks and the Fairbanks Firefighters Union have been operating under the terms of the October 1, 2021 - September 30, 2024 Collective Bargaining Agreement; and

WHEREAS, after nearly two years of negotiation, a compulsory mediation, and arbitration, the City of Fairbanks and the Fairbanks Firefighters Union have a replacement contract; and

WHEREAS, under the terms of the Arbitrator's binding decision, the City of Fairbanks and Fairbanks Firefighters Union's new labor agreement is effective December 1, 2024 - November 30, 2027, with the economic terms of the agreement detailed in the attached fiscal note; and

WHEREAS, if the City Council decides to fund those terms, the City's 2025 Operating Budget will need to be amended to include the increased expenditures included in the attached fiscal note.

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

SECTION 1. That the City of Fairbanks' 2025 operating budget be amended to fund the contract per the attached fiscal note.

SECTION 2. The effective date of this ordinance shall be six days after adoption.

David Pruhs, 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: 6322

Abbreviated Title: FAIRBANKS FIREFIGHTERS UNION LABOR AGREEMENT

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 - JANUARY TO DECEMBER	\$ 305,130	\$ 305,130	\$ 305,130	\$ 915,390
WAGES AND BENEFITS - JANUARY TO DECEMBER	\$ -	\$ 368,430	\$ 368,430	\$ 736,860
WAGES AND BENEFITS - JANUARY TO DECEMBER	\$ -	\$ -	\$ 418,220	\$ 418,220
HEALTH CARE COSTS [CITY AT 80%]	\$ 79,180	\$ 87,350	\$ 92,590	\$ 259,120
MEDICAL [ULTRASOUND OR BLOOD PANEL]	\$ 19,950	\$ 28,500	\$ 19,950	\$ 68,400
HOLIDAY CHANGES - SUPPRESSION STAFF	\$ 16,160	\$ 35,510	\$ 36,920	\$ 88,590
ANNUAL LEAVE CHANGES - ADMIN STAFF	\$ 1,390	\$ 1,790	\$ 3,060	\$ 6,240
TOTAL	\$ 421,810	\$ 826,710	\$ 1,244,300	\$ 2,492,820

FUNDING SOURCE:	2025	2026	2027	TOTAL
GENERAL FUND [FIRE]	\$ 401,860	\$ 798,210	\$ 1,224,350	\$ 2,424,420
GENERAL FUND [MEDICAL]	\$ 19,950	\$ 28,500	\$ 19,950	\$ 68,400
TOTAL	\$ 421,810	\$ 826,710	\$ 1,244,300	\$ 2,492,820

This fiscal note provides the cost of **removing health care from the package rate** as of December 2024 (January payment \$6,091) and the following wage increases: suppression staff will receive 4% and administration staff will receive 5% effective January 2025; all staff will receive 4% effective January 2026 and January 2027. The city will provide additional medical services with ultrasounds in the odd years and comprehensive blood panels in the even years. The suppression staff will receive six personal holidays versus holiday pay for 24 overtime hours or 5.75 hours of pay. The administration staff will receive hours per pay period versus annual hours converted per pay period, increasing annual leave hours. With the minimum manning of 11 and mandatory leave slots, the city should experience overtime ranging from \$300,000 to \$400,000. Note: The City should anticipate additional costs for annual leave liability and worker's compensation due to wage increases.

Prepared by Finance Department:

Initial mb

Date 8/4/2025

City of Fairbanks
Permanent Fund Review Board
Quarterly Meeting Minutes
April 30, 2025

The Permanent Fund Review Board (PFRB) convened at 1:32 p.m. in the Meeks Conference Room to conduct a quarterly meeting with Alaska Permanent Capital Management (APCM).

Board Members Present: Chair Patty Mongold
Board Member Dave Owen
Council Member Valerie Therrien
Board Member Pamela Wentz

Board Member Absent: Vice Chair Bernard Gatewood (excused)

Also Present: Margarita Bell, Chief Financial Officer
Blake Phillips, Director of Institutional Solutions - APCM
Brandy Niclai, Chief Investment Officer – APCM

Valerie Therrien moved, and Pamela Wentz seconded to approve the minutes of the January 27, 2025, meeting. The PFRB unanimously agreed.

Margarita Bell reviewed the portfolio's performance as of March 31, 2025:

- \$ 151,420,429 - Balance including accrued income
- \$ 730,640 - Dividends and interest earnings
- \$ 1,574,630 - Realized gain
- \$ (2,177,695) - Unrealized loss
- \$ (25,703) - Management and custodial fees
- \$ 101,872 - Earnings, net of expenses

Margarita Bell reported that the annual draw will be made in December 2025 in the amount of \$6,520,373 to the general fund (\$5,795,887) and capital fund (\$724,486).

Brandy Niclai reported that the balance of the fund was \$151,237,446 on April 29, 2025.

Brandy Niclai presented an account summary as of March 31, 2025. She stated that the APCM inception annualized account return is 5.68% and that the annualized account return as of March 2017 since the diversification beyond traditional stocks and bonds is 6.45%.

Brandy Niclai presented a portfolio review for the first quarter. Overall, the portfolio remained resilient despite U.S. equity losses. The portfolio outperformed the benchmark by .27%. The allocation effect was positive due to a slight underweight to U.S. equities and the selection effect was positive due to the outperformance of European financial stocks and gold commodities asset class.

Brandy Niclai presented a historical review of the portfolio. Since APCM inception, the portfolio received contributions of \$111.8 million, had withdrawals of \$129.4 million, and had \$168.8 million in earnings. The portfolio has 60% equity in comparison to equivalent size endowments

with 55% equity. Brandy Niclai and Blake Phillips commented that the City of Fairbanks permanent fund is a model for many municipalities.

The first quarter portfolio summary is as follows:

Portfolio Summary							
1st Quarter		Year to Date		Prior Year		Inception to Date	
Account	Benchmark	Account	Benchmark	Account	Benchmark	Account	Benchmark
-0.10%	-0.30%	-0.10%	-0.30%	10.30%	10.70%	5.70%	5.50%
	0.13% ¹		0.13% ²		0.50% ³		
-0.10%	-0.18%	-0.10%	-0.18%	10.30%	11.20%	5.70%	5.50%
<p>1 - 12.5 bps - per quarter rounded</p> <p>2 - 50 bps hurdle -annual (YTD = 12.5 basis pts X # quarters)</p> <p>3 - 50 bps hurdle codified in March 2009. Inception performance begins January 31, 1998.</p>							

Brandy Niclai presented a strategic review to create and maintain an optimal portfolio. To achieve the goal of preserving assets while providing budgetary stability requires a portfolio return of 7.0% (2.5% inflation and 4.5% distribution). The current model has an expected annual return of 7.4%, long-term return of 6.8%, and net earnings of 4.3%. Valerie Therrien reported that there is a request of Council to seek a return of 7.5%.

Brandy Niclai reported that the portfolio is well diversified; however, private investments could be added to increase the expected return. Dave Owen inquired if other municipalities invested in private equity and whether there is a committed amount. Blake Phillips stated that North Slope Borough and Municipality of Anchorage have private equity and Brandy Niclai stated that there is a commitment of funds that is usually drawn over years. PFRB members inquired about earlier discussions about private equity. Margarita Bell read an excerpt from October 2021 minutes by former City Attorney Ewers regarding challenges of investing in private equity.

Brandy Niclai reported that there are variations of private investments that include private debt and private credit. She discussed investment management, expected returns, complexities in accounting, percent of required committed funds, allocations of funds, timing of earnings, and fees related to private equity. PFRB requested similar information about other private investments for discussion at the July meeting and impacts on municipalities with private equity.

Patty Mongold inquired about the transfer of ownership to Blue Umbrella. Brandy Niclai and Blake Phillips stated that there have been no changes in processes and business is proceeding as usual.

Brandy Niclai presented a market outlook by reporting that APCM will continue to position the portfolio to adapt to shifting environments and will continue to position the portfolio with an underweight in equities and an overweight in fixed income and gold.

The compliance report was presented to the PFRB with no compliance issues for the first quarter.

The next quarterly meeting is scheduled to be held on Wednesday, July 30, 2025, in the Meeks Conference Room.

The meeting was adjourned at 3:10 p.m.



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – July 2, 2025
HELD VIA ZOOM WEBINAR AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Clay Street Cemetery Commission convened at 5:01 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: Jessica Desmond, Seat B
 Aldean Kilbourn, Seat C
 Janet Richardson, Seat D
 Julie Jones, Seat E
 Karen Erickson, Seat F
 Amy Stratman, Seat G
 Jeremiah Cotter, Public Works Director

Absent: George Dalton, Seat A

Also Present: Colt Chase, Deputy City Clerk

APPROVAL OF REGULAR MEETING MINUTES

a) Regular Meeting Minutes of June 4, 2025

J. Jones, seconded by **A. Stratman**, moved to APPROVE the June 4, 2025 minutes.

J. Richardson noted that the minutes cite the mower as the cause of damage to some of the white crosses and clarified that a moose was responsible for some as well. **C. Chase** stated that he would update that line prior to submitting the approved version of the minutes to the City Council.

Chair Kilbourn called for any objection on the motion to APPROVE the June 4, 2025 minutes and, hearing none, so ORDERED.

APPROVAL OF AGENDA

J. Richardson, seconded by **J. Jones**, moved to APPROVE the agenda.

Chair Kilbourn called for any objection on the motion to APPROVE the agenda and, hearing none, so ORDERED.

CITIZENS COMMENTS - None

COMMUNICATIONS TO COMMISSION

J. Richardson reported that an email was received via the Find-a-Grave website from Douglas Clemens, seeking information on his relative Flora McGlone, who she had started researching in the past year. She

shared that his email had some helpful data about F. McGlone that she had not yet come across and that she would follow up with whatever details she could gather.

EVENTS & PUBLIC RELATIONS

Chair Kilbourn reported that the flags and wreaths that had been placed by a local group for Memorial Day had still not been retrieved. She suggested throwing them away in two weeks if still unclaimed.

Chair Kilbourn provided a recap on the June 12 Workday, noting that the Air National Guard group led by Dusty Spencer had helped get 30 markers placed. **J. Richardson** added that members of the local Masonic Lodge had also come to work on their section. **J. Jones** shared that this was their first large work party of the year and they discovered that many of their tools had dulled. She stated that things went much smoother the following week after everything had been sharpened. **J. Richardson** suggested they get everything sharpened as part of their season preparation next year.

J. Jones reported that the new gravel system had been very beneficial, noting the ease of using smaller buckets plus the savings from getting material at no cost from the Public Works Department. **Chair Kilbourn** agreed that it was an improvement but suggested they try and use up the remaining 60-pound bags purchased in the previous year. **J. Richardson** stated only eight headstones were left to be placed.

FINANCIAL UPDATE

J. Richardson, seconded by **A. Stratman**, moved to APPROVE reimbursement to Festival Fairbanks for edging tool sharpening in the amount of \$36.

Chair Kilbourn took a voice vote on the motion to APPROVE the reimbursement and all members voted in favor.

The provided financial report indicated the current balance of the Commission's account as \$8,276.77.

UNFINISHED BUSINESS

a) Cemetery Grounds Maintenance

Chair Kilbourn reported that Tim from Public Works was able to spend a full day mowing and edging and that the property looked fantastic. **J. Richardson** noted that the usual staff member, Alex, often gets called away, which makes it difficult to get everything done. **Chair Kilbourn** expressed concern that the bagger is not being used with the mower and asked if it could be removed from the shed as it often gets in the way. **J. Richardson** asked if there is a reason the bagger is not used to collect the grass clippings. **J. Cotter** stated that the laborers report that using the bagger adds considerable time to the work which is why it is not used. He acknowledged that not using the bagger also requires more frequent mowing.

Chair Kilbourn discussed the dandelions that had taken over across the property. **J. Cotter** reported that they just received a new weed and feed shipment of and would be making an application soon.

J. Desmond asked if anyone else does work on the weekends. She explained that she has free time on the weekends and would be happy to come out and do some work if she could be shown what to do. **J.**

Richardson offered to meet her at the cemetery personally to show her the ropes. **Chair Kilbourn** stated that if all else, going around with a leaf blower to clear the grass clippings off of markers is helpful. **J. Richardson** added that edging the growth off of markers is also an ongoing project.

b) Maintenance & Repair of Cemetery Gate

Chair Kilbourn discussed the problems with the right side of the gate. **J. Cotter** reported that he was told that the gate is binding due to the support going to the pillar being loose and that this is the primary issue needing repaired. He stated they are still trying to find someone to do the work as they had not gotten any quotes from contractors or a follow up from the National Association of Women in Construction. **J. Desmond** stated she will follow up with her sister who is involved with that organization.

c) Cemetery "Tourist" Rack Card

J. Desmond reported that she is still working on this project but would not have an update until she had some more free time after the construction season slows down. She discussed various design plans for the card and received general feedback from other Commission members.

d) Additional White Cross Placements/Replacements

J. Richardson reported that the additional crosses are in the works.

e) Placement of the Vachon Information Board

Chair Kilbourn recounted the discussion at their June meeting regarding the preferred placement for the sign. She asked C. Chase to show the associated photos on the meeting screen and explained that the information board's post would need to be cut down to achieve the idea placement. **J. Cotter** confirmed that they could get the post trimmed accordingly.

f) Elks Plot Information

J. Richardson reported that she had spoken to Keith Blanchard and apologized to him for the ongoing inquiries while expressing the importance of locating the missing thumb drive. She stated that he will continue to look for it and, as the head of the local Lodge, email the member who had removed the original records from their storage. **J. Jones** shared that another former Exalted Leader in the organization had been trying to contact the same individual but was not getting any response. She noted that both K. Blanchard and the former Exalted Leader were very frustrated as to why the records had been removed.

NEW BUSINESS - None

OPEN AGENDA

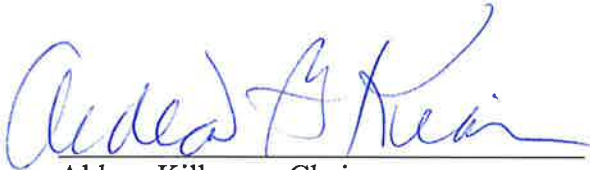
J. Jones discussed how Chair Kilbourn and J. Richardson would be gone for the next two regular Tuesday workdays and went over the plan for what tasks would be prioritized by her Festival Fairbanks crew.

J. Cotter reported that he had shared photos of the bench that was in need of repair with Facilities Manager Roy Bryant, who believes he can take care of it, similar to another bench he recently repaired.

NEXT MEETING DATE – August 6, 2025

ADJOURNMENT

Chair Kilbourn declared the meeting ADJOURNED at 5:31 p.m.



Aldean Kilbourn, Chair



Colt Chase, Deputy City Clerk

Transcribed by: CC