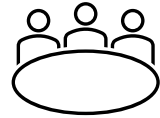




**FAIRBANKS CITY COUNCIL  
REGULAR WORK SESSION AGENDA  
TUESDAY, AUGUST 5, 2025 AT 7 A.M.**

MEETING WILL BE HELD VIA [ZOOM WEBINAR](#)  
AND AT FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



- 
1. Roll Call
  2. Risk Fund Overview
  3. Capital Projects Update
  4. 1725 Willow Street Purchase
  5. Resolution No. 5182 – A Resolution Requiring That the Polaris Working Group Meetings Be Publicly Noticed and Open to Public Participation. [not introduced]
  6. Resolution No. 5183 – A Resolution Establishing the Polaris Work Group, an Ad-hoc Advisory Committee of the Fairbanks City Council. [not introduced]
  7. Ordinance No. 6322 – An Ordinance Amending Fairbanks General Code Section 2-63, Succession to Office of Acting Mayor, and Section 2-64, Salary of Acting Mayor. [not introduced]
  8. Ordinance No. 6323 – An Ordinance Enacting Fairbanks General Code Section 2-65, Chief of Staff Authorities. [not introduced]
  9. Ordinance No. 6324 – An Ordinance Amending Fairbanks General Code Chapter 25 Emergency Operations. [not introduced]
  10. Finance Committee Report
  11. Mayor and Councilmember Comments
  12. Executive Session
    - a) COF/FFU Arbitration Decision [permissible under State law, including the provision at AS 44.62.310(c)(3)]
  13. Next Regular Work Session – Tuesday, August 19, 2025, 7:00 a.m.
  14. Adjournment

## CITY OF FAIRBANKS - FUNDS

| <b>Fund</b>                     | <b>Fund Type</b> | <b>Description</b>  | <b>Authorization for Spending</b>                          |
|---------------------------------|------------------|---|--|
| General                         | Governmental     | Accounts for the general operations of the City of Fairbanks.   | Balanced Budget [Sec 2-651]                                |
| Capital                         | Governmental     | Accounts for projects totaling over \$25,000 and equipment totaling \$10,000 or more.   | Budget [Sec 2-659]   |
| Permanent                       | Governmental     | Accounts for investment activities that provide income for general operations and capital projects.   | Specific spending allowed [Sec 8-8(b), Sec 2-602]          |
| Grants & Contracts              | Governmental     | Accounts for receipts and expenditures of grants and contracts that provide operational and capital activities.                                   | Resolution or Ordinance if budget is impacted [Sec 2-658]  |
| Asset Forfeiture                | Governmental     | Accounts for federal forfeiture receipts and police expenditures in accordance with United States Department of Justice Asset Forfeiture Program. | Spending allowed, must report results annually [Sec 2-653] |
| Risk                            | Governmental     | Accounts for expenditures associated with claims, new judgments, and mitigation insurance.  | Specific spending [Sec 2-603, Sec 2-832]                   |
| Leave                           | Interfund        | Accounts for the annual leave and compensation time liability.  | Specific bank account                                      |
| Fairbanks Transportation Center | Enterprise       | Accounts for receipts and expenses for the Lavery Transportation Center (Parking Garage).   | Delegated [Sec 2-201]                                      |
| Municipal Utility System        | Enterprise       | Accounts for lease receipts from the remaining asset of the Municipal Utilities System.   | Transfer to Permanent Fund [Sec 8-8, Sec 58-61(h)]         |

Sec. 2-603. - Special revenue fund.

A special revenue fund is created to receive funds generated from the property tax mill levy to recover costs associated with claims, new judgments, and mitigation insurance. All funds generated through the property tax mill levy for this purpose may not be transferred to other funds for other purposes.



(Ord. No. 6034, 12-12-2016)

Sec. 2-832. - Compromise.

The city attorney or other counsel for the city may arbitrate, compromise or settle any claim accruing to the city which has been turned over to the office of the city attorney for handling; however, such settlement shall be subject to the approval of the mayor if the difference between the total amount accruing to the city and the amount of the settlement is more than \$1,000.00 and not more than \$10,000.00; and such settlement shall be subject to the approval of the city council if the difference between the total amount accruing to the city and the amount of such settlement shall be more than \$10,000.00.

(Code 1960, § 14.102)

**CITY OF FAIRBANKS  
RISK FUND EXPENDITURES  
AS OF JULY 31, 2025**

|                                      | YTD  | 2024   |
|--------------------------------------|--|--|
| Revenues:                            |  |  |
| Property Taxes                       | \$ 2,033,060   | \$ 2,451,531   |
| <b>Total Revenues</b>                |  <b>2,033,060</b> | <b>2,451,531</b>   |
| Expenditures:                        |  |  |
| Workers Comp Insurance               | 1,112,136  | 974,237  |
| Police Professional Insurance        | 260,453  | 281,231  |
| General Liability Insurance          | 339,374  | 166,903  |
| Automobile Insurance                 | 75,694   | 752  |
| Workers Comp Claims                  | 2,408  | 24,390   |
| General Liability Claims             | 3,273,556  | 292,163  |
| Workers Comp Reimbursement           | 0  | (20,486)   |
| General Liability Reimbursement      | (525)  | 0  |
| Risk City Services                   | 190,165  | 313,870  |
| <b>Total Expenditures</b>            | <b>5,253,261</b>   |  <b>2,033,060</b> |
| Other Expenditures:                  |  |  |
| General Insurance*                   | 217,708  | 188,427  |
| <b>Total Other Expenditures</b>      | <b>217,708</b>   | <b>188,427</b>   |
| Other Financing Sources:             |  |  |
| Transfer from General Fund*          | 200,000  | 60,000   |
| Transfer from General Fund Council   | 3,000,000  | 0  |
| <b>Total Other Financing Sources</b> | <b>3,200,000</b>   | <b>60,000</b>  |
| <b>Net Change</b>                    | <b>(237,909)</b>   | <b>290,044</b>   |

 **NOTE:** Property taxes are assessed based on the prior year's expenditures.

**CITY OF FAIRBANKS CAPITAL PROJECTS  
AS OF JULY 31, 2025**

| Department  | Project Name                                | Purpose   | Budget     | Actual    | Encumbr   | Balance    | Status       |
|---|---|---|------------|-----------|-----------|------------|--------------|
| <b>Facility &amp; Infrastructure Improvements</b> |   |   |            |           |           |            |              |
| General   | Mayor's Contingency                         | Funds for capital project cost overruns           | \$ 216,744 | \$ 30,782 | \$ 45,163 | \$ 140,799 | Pending      |
| General   | City Hall Heating System (\$3,500,000)      | Replace steam heat system                         | 3,461,083  | 182,868   | 95,256    | 3,182,959  | On Hold      |
| General   | City Hall Roof Project (\$735,000)          | Replace roof section                              | 111,513    | 88,513    | 23,000    | -          | Complete     |
| General   | City Hall Security Project                  | Security project                                  | 89,115     | 35,842    | -         | 53,273     | In progress  |
| General   | City Hall Childcare Project (\$750,000)     | Childcare project                                 | 126,634    | 3,302     | 5,000     | 118,332    | Complete     |
| General   | City Hall Upgrades                          | Remodel engineering, install LED lights, restroom | 349,224    | 11,812    | 28,724    | 308,688    | In progress  |
| General   | Police Building Upgrades                    | Install LED lights, new flooring, and paint       | 60,000     | 8,007     | 58        | 51,935     | In progress  |
| General   | Fire Station 1 & 2 Upgrades                 | Install LED lights                                | 25,000     | 8,909     | -         | 16,091     | Complete     |
| General   | Fire Station 3 Upgrades                     | Fire station upgrades, LED lights, remove walls   | 363,810    | 232,080   | 842       | 130,888    | In progress  |
| General   | Fire Training Center Upgrades               | Replace tower roof and hose rack                  | 25,000     | -         | 19,500    | 5,500      | In progress  |
| General   | Fire Training Center Upgrades (\$1,240,000) | Training center upgrades phase I & II             | 1,213,525  | 492,165   | 186,360   | 535,000    | In progress  |
| General   | Public Works Upgrades                       | Install LED lights and replace veeder system      | 57,000     | 35,495    | 6,491     | 15,014     | Complete     |
| General   | Public Works Upgrades                       | Replace cold storage facility door                | 50,000     | 31,424    | -         | 18,576     | Complete     |
| General   | Fuel Pump Replacement                       | Replace fuel pump system at public works          | 175,000    | -         | 118,725   | 56,275     | In progress  |
| General   | Golden Heart Plaza Area                     | Improve landscape area from cabin to bridge       | 225,000    | 48,996    | 14,123    | 161,881    | On Hold      |
| General   | Portland Loo                                | Install Portland loo in the downtown area         | 125,000    | 73,518    | -         | 51,482     | Complete     |
|   |   |   | 6,673,648  | 1,283,712 | 543,242   | 4,846,694  |              |
| <b>Public Works Equipment</b>                     |   |   |            |           |           |            |              |
| Public Works                                      | Motor Grader                                | Replace one grader (G-05)                         | 490,000    | -         | 432,119   | 57,881     | Wait Equip   |
| Public Works                                      | Broom Attachment                            | Purchase one broom attachment                     | 14,000     | 14,000    | -         | -          | Complete     |
| Public Works                                      | Snowrator                                   | Purchase one snowrator with attachments           | 38,500     | 37,341    | -         | 1,159      | Complete     |
| Public Works                                      | Snowrator                                   | Purchase one snowrator with attachments           | 38,500     | 37,341    | -         | 1,159      | Complete     |
| Public Works                                      | Excavator                                   | Replace one excavator (EX-01)                     | 35,000     | 44,450    | -         | (9,450)    | Complete     |
| Public Works                                      | Asphalt Truck                               | Purchase one asphalt truck                        | 475,000    | 800       | 411,810   | 62,390     | Wait Equip   |
| Public Works                                      | Crack Sealer                                | Purchase one crack sealer                         | 86,000     | -         | 78,547    | 7,453      | Wait Equip   |
| Public Works                                      | Mastic Melter                               | Purchase one mastic melter to fill cracks         | 82,000     | -         | -         | 82,000     | Closed       |
| Public Works                                      | Vapor Boiler                                | Replace one vapor boiler                          | 75,000     | 78,543    | -         | (3,543)    | Complete     |
| Public Works                                      | Laser Cleaner                               | Replace one laser cleaner                         | 70,000     | 69,787    | -         | 213        | Complete     |
| Public Works                                      | Sweeper                                     | Replace one sweeper                               | 426,687    | -         | 426,687   | -          | Wait Equip   |
|   |   |   | 1,830,687  | 282,262   | 1,349,163 | 199,262    |              |
| <b>Public Works Garbage Equipment</b>             |   |   |            |           |           |            |              |
| Public Works                                      | Garbage Equipment                           | Replace two garbage equipment                     | 849,050    | 849,050   | -         | -          | Complete     |
|   |   |   | 849,050    | 849,050   | -         | -          |              |
| <b>IT Equipment</b>                               |   |   |            |           |           |            |              |
| IT  | Storage Area Network                        | Replace two storage area network systems          | 206,000    | 202,830   | -         | 3,170      | Wait Install |
| IT  | Firewall Upgrade                            | Upgrade firewall system                           | 25,000     | 27,398    | -         | (2,398)    | Complete     |
| IT  | Battery Backup                              | Upgrade city hall battery backup                  | 79,120     | 59,120    | -         | 20,000     | Complete     |
| IT  | Munis Upgrades                              | Upgrade Munis software                            | 23,320     | 16,331    | 6,989     | -          | In progress  |
|   |   |   | 333,440    | 305,679   | 6,989     | 20,772     |              |
| <b>Police Department Equipment</b>                |   |   |            |           |           |            |              |
| Police  | Vehicles                                    | Replace three police vehicles                     | 962,680    | 740,570   | 27,537    | 194,573    | In progress  |
| Police  | Car Cameras                                 | Replace ten car camera systems                    | 30,000     | -         | -         | 30,000     | On Hold      |
|   |   |   | 992,680    | 740,570   | 27,537    | 224,573    |              |

**CITY OF FAIRBANKS CAPITAL PROJECTS  
AS OF JULY 31, 2025**

| Department                              | Project Name                          | Purpose                                 | Budget                      | Actual                     | Encumbr                    | Balance                    | Status       |
|---|---------------------------------------|---|-----------------------------|----------------------------|----------------------------|----------------------------|--------------|
| <b>Fire Department Equipment</b>        |                                       |   |                             |                            |                            |                            |              |
| Fire                                    | Ambulance                             | Replace one ambulance                   | 390,000                     | 60,093                     | 285,167                    | 44,740                     | Wait Equip   |
| Fire                                    | Vehicles                              | Replace one vehicle for Fire Chief      | 105,000                     | 109,854                    | 8,122                      | (12,976)                   | Complete     |
| Fire                                    | Rescue Boat                           | Replace one rescue boat                 | 70,000                      | 66,127                     | -                          | 3,873                      | Complete     |
| Fire                                    | Washer                                | Purchase one washer for SCBA equipment  | 40,000                      | 37,708                     | 892                        | 1,400                      | Wait Install |
| Fire                                    | Cardiac Monitors                      | Purchase two cardiac monitors           | 55,000                      | 53,768                     | -                          | 1,232                      | Complete     |
| Fire                                    | Grants                                | Provide grant match                     | 30,000                      | -                          | -                          | 30,000                     | Pending      |
| Fire                                    | Ambulance                             | Purchase one ambulance                  | 345,260                     | 60,088                     | 279,912                    | 5,260                      | Wait Equip   |
| Fire                                    | Tender                                | Purchase one tender                     | 755,000                     | -                          | 720,000                    | 35,000                     | Wait Equip   |
|   |                                       |   | <u>1,790,260</u>            | <u>387,637</u>             | <u>1,294,093</u>           | <u>108,529</u>             |              |
| <b>Road Maintenance - Matches</b>       |                                       |   |                             |                            |                            |                            |              |
| General                                 | Surface Improvement Matches           | Provide matching funds for road project | 100,000                     | 89,645                     | -                          | 10,355                     | Pending      |
| General                                 | Minnie Street Match                   | Provide matching funds for road project | 669,487                     | -                          | -                          | 669,487                    | Pending      |
| General                                 | Cowles Street Match                   | Provide matching funds for road project | 398,842                     | -                          | -                          | 398,842                    | Pending      |
| General                                 | Island Homes Project Match            | Provide matching funds for road project | 1,300,000                   | -                          | -                          | 1,300,000                  | On Hold      |
|   |                                       |   | <u>2,468,329</u>            | <u>89,645</u>              | <u>-</u>                   | <u>2,378,684</u>           |              |
| <b>Road Maintenance - Road Projects</b> |                                       |   |                             |                            |                            |                            |              |
| General                                 | 7th Ave Sidewalks Improvement Project | Improve sidewalks                       | -                           | -                          | -                          | -                          | Closed       |
| General                                 | 8th Ave Sidewalks Improvement Project | Improve drainage system                 | 84,299                      | -                          | 71,535                     | 12,764                     | In Progress  |
| General                                 | Lathrop Ditch Improvements            | Improve drainage system                 | -                           | -                          | -                          | -                          | Closed       |
| General                                 | ADA Sidewalk/Drainage Improvements    | Improve sidewalks and drainage system   | 99,800                      | 91,600                     | 8,200                      | -                          | In Progress  |
| General                                 | 4th Avenue Storm Drain Extension      | Improve drainage system                 | 339,913                     | -                          | 339,913                    | -                          | In Progress  |
| General                                 | Joyce Street Storm Drain Extension    | Improve drainage system                 | 866,988                     | 30,043                     | 836,945                    | -                          | In Progress  |
| General                                 | 12th & Cushman Improvements           | Improve sidewalks and drainage system   | 100,000                     | -                          | 99,777                     | 223                        | In Progress  |
| General                                 | General Road Improvements             | Improve sidewalks and drainage system   | 200,000                     | -                          | -                          | 200,000                    | Pending      |
|   |                                       |   | <u>1,691,000</u>            | <u>121,643</u>             | <u>1,356,370</u>           | <u>212,987</u>             |              |
| <b>Building Department Equipment</b>    |                                       |   |                             |                            |                            |                            |              |
| Building                                | Vehicle                               | Provide one vehicle for department      | 67,000                      | 44,500                     | -                          | 22,500                     | Complete     |
|   |                                       |   | <u>67,000</u>               | <u>44,500</u>              | <u>-</u>                   | <u>22,500</u>              |              |
| <b>Total Capital Fund Projects</b>      |                                       |   | <b><u>\$ 16,696,094</u></b> | <b><u>\$ 4,104,699</u></b> | <b><u>\$ 4,577,394</u></b> | <b><u>\$ 8,014,001</u></b> |              |

Introduced by: Council Member Valerie Therrien,  
Council Member Crystal Tidwell.  
Introduced: *[not yet introduced]*

## **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.

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**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney



Introduced by: Mayor David Pruhs  
Introduced: *[not yet introduced]*

**RESOLUTION NO. 5183**

**A RESOLUTION ESTABLISHING THE POLARIS WORK GROUP,  
AN AD-HOC ADVISORY COMMITTEE OF THE FAIRBANKS CITY COUNCIL**

**WHEREAS**, an immense amount of work and coordination were needed to raze the Polaris Building; and

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

**WHEREAS**, interest in what will replace the Polaris Building has grown; and

**WHEREAS**, a great deal of work remains to be done to prepare options for consideration; and

**WHEREAS**, dedicated individuals with valuable expertise have offered to help.

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

**SECTION 1.** A Polaris Work Group ad-hoc committee is hereby established.

**SECTION 2.** The Members of the Committee will be determined by the Mayor.

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

**PASSED and APPROVED** this \_\_\_\_th day of \_\_\_\_ 2025.

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**David Pruhs, Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**ORDINANCE NO. 6322**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE  
SECTION 2-63, SUCCESSION TO OFFICE OF ACTING MAYOR, AND  
SECTION 2-64, SALARY OF ACTING MAYOR**

**WHEREAS**, Fairbanks General Code Sec. 2-63 and 2-64 refer to the Office of the Acting Mayor, but the process for unanticipated succession of the mayor is not clearly defined; and

**WHEREAS**, the City needs clear succession procedures should the mayor be unable to perform the duties of the office.

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

**SECTION 1.** Fairbanks General Code Section 2-63 is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

**Sec. 2-63. - Succession to office of ~~acting-mayor~~ pro tempore.**

Should ~~the office of acting mayor become vacant or should both the mayor and acting mayor be absent or~~ unable to perform the duties of the office of mayor, the order of interim succession shall be determined as follows:

- (1) The councilmember with the longest total period of tenure in office shall assume the office of mayor pro tempore.
- (2) Should more than one councilmember have the same total period of tenure in office, that councilmember who received the largest plurality at the time of ~~his~~**their** more recent election shall assume the office of mayor pro tempore.

**SECTION 2.** Fairbanks General Code Section 2-64 is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

**Sec. 2-64. - Salary of ~~acting mayor~~ pro tempore.**

~~The acting mayor shall receive the same salary as other councilmembers; however, during the period when he is acting as the mayor, he shall receive an expense allowance of \$10.00 per day.~~ **While serving as mayor pro tempore, the councilmember will forego the councilmember salary but will receive compensation equal to what the mayor would have received for the same time period.**

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

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**David Pruhs, City Mayor**

AYES:  
NAYS:  
ABSENT:  
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**ORDINANCE NO. 6323**

**AN ORDINANCE ENACTING FAIRBANKS GENERAL CODE  
SECTION 2-65, CHIEF OF STAFF AUTHORITIES**

**WHEREAS**, Resolution No. 4736 gives the authority to the Chief of Staff to sign on the Mayor's behalf when the Mayor is absent or otherwise unable to sign; and

**WHEREAS**, it has been past practice for mayors to delegate the daily operations of the City to the Chief of Staff; and

**WHEREAS**, the City Attorney, City Clerk, and Chief of Staff recommend this recurring delegation be codified.

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

**SECTION 1.** Fairbanks General Code Section 2-65 is hereby enacted as follows [new text in **bold/underline** font]:

**Sec. 2-65. – Chief of Staff Authorities.**

**The Chief of Staff has the responsibility and authority to oversee daily operations of the City and to sign on the Mayor's behalf when the Mayor is absent or otherwise unable to sign.**

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

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**David Pruhs, City Mayor**

AYES:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Thomas A. Chard II, City Attorney

**ORDINANCE NO. 6324**

**AN ORDINANCE ESTABLISHING FAIRBANKS GENERAL CODE  
CHAPTER 25 EMERGENCY OPERATIONS**

**WHEREAS**, Alaska Statute 26.23.140 *Local disaster emergencies* authorizes local political subdivisions to address emergencies; and

**WHEREAS**, the City intends to enact national best practices related to disaster preparedness and emergency operations to better serve the community during times of crisis.

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

**SECTION 1.** The Fairbanks General Code is amended adding a new chapter, Chapter 25 Emergency Operations, as follows:

**Chapter 25 – EMERGENCY OPERATIONS**

**ARTICLE I. EMERGENCY DECLARATION**

**Sec. 25-1. State of Emergency Definition**

**A state of emergency is defined as: Any natural disaster or manmade calamity, including flood, fire, weather event, earthquake, riot, or explosion within the city or immediately threatening inhabitants of the city, which has or may result in the death, injury, or the destruction of property to such an extent that extraordinary measures must be taken to protect public order, safety and welfare.**

**Sec. 25-2. Authority to issue, amend, and rescind an emergency proclamation**

- a. **Whenever the mayor determines that a state of emergency as defined in section 25-1 exists, he or she may declare by proclamation the existence of the emergency. The proclamation may cover the prevention, response, and recovery phases of the emergency. The mayor may subsequently amend the proclamation; however, both the original proclamation and any subsequent amendments must include an indication of the nature of the emergency, the area threatened or affected, the conditions that have brought the emergency about, and the conditions that make possible the termination of the emergency.**
- b. **Additionally, the mayor has the power to impose by proclamation any regulations, warnings, advisories, orders, and penalties necessary to prevent disorder and forestall or mitigate imminent or existing danger to public health, safety, or property. At all times when the declaration of the emergency is in effect, regulations made pursuant to this Article supersede existing ordinances, rules, orders,**

regulations, contractual obligations, and policies to the extent that there is a conflict or inconsistency therewith. If entry into private and/or public property is necessary to mitigate the disaster, all persons authorized to carry out emergency measures are authorized to enter the property to perform appropriate tasks without the consent of the owners of the land or buildings.

- c. The mayor may rescind the declaration of an emergency at any time by proclamation.
  - (1) Any proclamation declaring an emergency, providing an amendment, imposing regulations, or rescinding the declaration of emergency must: be given promptly, publicly announced, and widely disseminated publicly through applicable media outlets and with copies of the proclamation available at City Hall or designated public place(s); and
  - (2) be filed with the Alaska Division of Homeland Security and Emergency Management and City clerk in accordance with AS 26.23.140 and be disseminated to Council Members.
- d. The proclamation activates the City's Emergency Operations Plan (EOP). The EOP was adopted by Resolution 5127 and is reviewed, amended, and published periodically by the City administration.
- e. The state of emergency may remain in place for up to seven days unless the city council extends the state of emergency by resolution.
- f. The city council by resolution may declare that the emergency no longer exists.

## ARTICLE II. EVACUATION/SHELTER IN PLACE/CURFEW ORDERS; PENALTIES; APPEALS

### Sec. 25-3. Evacuation/shelter in place orders/curfew orders

- a. The mayor or fire chief may issue evacuation advisories, warnings, and orders along with prescribed routes and preferred destinations to prevent the loss of life during an emergency affecting a specific area.
- b. The mayor or fire chief or police chief may issue temporary shelter in place advisories, warnings, and orders to prevent the loss of life during an emergency.
- c. The mayor or fire chief or police chief may issue curfew orders during an emergency.

### Sec. 25-4. Penalties and appeals

- a. The mayor may establish penalties not to exceed \$500 for violating emergency regulations and orders.

- b. Any person assessed with a fine related to an emergency order may seek administrative relief from the city mayor or chief of staff who may waive penalties in whole or in part. Any person not satisfied with the appeal decision may appeal to the city council within 30 days of the decision.

### ARTICLE III. RESOURCE MANAGEMENT

#### Sec. 25-5. Declared emergency procurement procedures

- a. Following a declared state of emergency, the mayor or mayor's designee may award contracts and make purchases up to \$1,000,000 to mitigate imminent threat to life or property.
- b. A detailed report of emergency procurements made during a declared emergency will be provided to the city council at each city council meeting or work session until the emergency has concluded.
- c. Emergency procurement related to a declared state of emergency will follow emergency purchasing standards established in Sec. 54-246.
- d. The City Council may award contracts that exceed the mayor's emergency authority through a resolution.
- e. The City Council may appropriate additional funds for emergency procurement through an ordinance. During a declared emergency in accordance with Sec. 3.6 of the City of Fairbanks Charter, the City Council may motion for suspension of the rules, and upon the unanimous affirmative vote of all members in attendance any ordinance may be introduced, amended and adopted during that single meeting.

#### Sec. 25-6. Hiring of personnel pursuant to a declared emergency

- a. Following a declared state of emergency, the mayor or mayor's designee may recruit and hire temporary employees to mitigate imminent threats, to maintain crucial City operations, or to assist in recovery efforts.
- b. Only the city council may extend the service of the temporary employees beyond the declared emergency.
- c. The total combined wages and benefits of all temporary employees hired for the emergency cannot exceed \$250,000 without approval from the city council.

## **ARTICLE IV. INCIDENT MANAGEMENT**

### **Sec. 25-7. Off-site incident management**

- a. During a declared state of emergency, the mayor and/or chief of staff has the authority to make strategic decisions, develop policy, commit resources, obligate funds, and command the human resources necessary to protect the population, mitigate threats, stop the spread of damage, and preserve the environment.
- b. In a multiagency or multijurisdictional emergency event, the mayor, chief of staff, or other designee(s) may represent the City in appropriate Multiagency Coordination Groups (MAC), policy groups, advisory councils, or similar coordination entities.
- c. The mayor, chief of staff, or fire chief (acting as the emergency manager) may direct the initiation of a virtual or physical Emergency Operations Center (EOC) to facilitate strategic planning, to consolidate/analyze/share information, to approve/allocate/track resources, to increase coordination, and to provide policy direction related to the declared emergency. At a minimum an EOC will have finance, logistics, operations, and planning/intelligence components.
- d. The mayor, chief of staff, or public information officer may establish a virtual or physical information center to facilitate public affairs functions during a declared emergency.
- e. The mayor or chief of staff will delegate authorities as appropriate to the on-site incident commander.

### **Sec. 25-8. On-site incident management**

- a. During a declared state of emergency, the mayor or chief of staff may delegate authority to an incident commander. The incident commander may be authorized to oversee on-scene operations, make tactical decisions, set on-scene priorities, request additional support, relay relevant information, command resources, and lead other functions as needed to address the emergency.
- b. An incident commander does not have to be the most qualified or senior ranking person on the scene, but should have known leadership/supervisory skills, a clear understanding of their authorities, and a deep knowledge of City policies and code.
- c. The mayor or chief of staff will consider the use of predesignated incident commanders. Predesignated incident commanders are capable of rapidly assuming command due to their senior position, knowledge, and skill. The following personnel are considered to be predesignated incident commanders and will be prepared to assume the role of incident commander: fire chief, assistant fire chief, police chief, deputy police chief, and public works director. Predesignated incident commanders



**will be experts in their respective fields, be accustomed to leading large groups with complex tasks, and will have a general understanding of the Incident Command System (ICS).**

- d. **The responsibility and authority of command may be transferred from one incident commander to another as the emergency progresses. The transfer of command should be done in a way that minimizes any disruption to on-going emergency operations.**
- e. **The incident commander may establish an Incident Command Post (ICP).**
- f. **In multijurisdictional responses, the incident commander may participate in a Unified Command with other incident commanders.**

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

\_\_\_\_\_  
David Pruhs, 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**

## **Finance Committee Meeting Report**

### **July 24, 2025**

Committee Members Present: Margarita Bell  
Joshua Church (online)  
Council Member Cleworth  
Alesia Kruckenberg  
Council Member Ringstad  
Michael Sanders

Committee Members Absent: Council Member Sprinkle

Committee members reviewed the following reports as of June 30, 2025:

- General Fund Balance Sheet with a fund balance of \$10.1 million
- Cash Flow Report with a balance of \$21.2 million
- General Fund Revenues and Expenditures Report with revenues of \$20.7 million and expenditures of \$21.8 million (see attached)

Committee members reviewed the long-range financial projections and target-based budgeting preliminary operating costs. Committee members recommended improvements for presentations but made no changes in the assumptions for the long-range financial report or amounts for the target-based budgeting report.

Committee members discussed optimizing revenues from auctions. Committee members received a staff report from Christina Rowlett (Purchasing Agent) and Jeremiah Cotter (Public Works Director) about the current auction process. Committee members recommended that the City continue to implement the changes made in 2023 to use First Strike for major equipment and to use the bidding process to find lower commission rates for other auction items.

The next Finance Committee meeting is scheduled for Thursday, August 28, 2025, at 7:00 a.m. in the Meeks Conference Room.

**CITY OF FAIRBANKS, ALASKA**  
**YTD BUDGET REPORT WITH THREE PRIOR YEARS**

|  | December 31<br>2022 | December 31<br>2023 | December 31<br>2024 | 2025 Budget<br>Approved | June 30<br>2025 | %    | NOTES [TARGET 50%]   |
|--|---------------------|---------------------|---------------------|-------------------------|-----------------|------|--|
| Revenue  |                     |                     |                     |                         |                 |      |  |
| Taxes  | \$ 25,590,782       | \$ 27,383,500       | \$ 28,227,562       | \$ 28,913,515           | \$ 12,795,045   | 44%  | Below target - 50% real property taxes; sales taxes below target |
| Charges for services                                 | 6,081,515           | 6,481,196           | 6,474,004           | 6,840,500               | 3,517,920       | 51%  | On target  |
| Intergovernmental                                    | 3,836,719           | 2,979,492           | 3,446,293           | 2,861,470               | 1,486,574       | 52%  | On target  |
| Licenses and permits                                 | 2,259,354           | 2,402,595           | 2,339,617           | 2,197,805               | 1,617,016       | 74%  | On target - Reflects 99% for business licenses                   |
| Fines and forfeitures                                | 554,450             | 431,266             | 436,736             | 551,000                 | 155,939         | 28%  | Below target - Garnishments in October for fines                 |
| Interest and penalties                               | 436,794             | 1,622,141           | 1,885,774           | 1,615,000               | 844,618         | 52%  | On target  |
| Other revenues                                       | 406,591             | 410,912             | 571,292             | 418,539                 | 263,676         | 63%  | On target - Utilidor paid in August                              |
| Total revenues                                       | 39,166,205          | 41,711,102          | 43,381,278          | 43,397,829              | 20,680,788      | 48%  |  |
| Expenditures   |                     |                     |                     |                         |                 |      |  |
| Mayor  | 677,605             | 655,857             | 786,806             | 894,030                 | 434,875         | 49%  | On target  |
| Legal  | 212,417             | 141,589             | 188,567             | 262,760                 | 81,818          | 31%  | Below target - Vacant position, position will be filled Oct 1    |
| City Clerk   | 438,871             | 442,638             | 569,783             | 631,872                 | 297,270         | 47%  | On target  |
| Finance  | 875,723             | 887,188             | 977,409             | 1,066,350               | 472,255         | 44%  | Below target - Temporary staff not available                     |
| Information Technology                               | 2,313,793           | 2,463,419           | 2,623,720           | 2,950,442               | 2,005,385       | 68%  | On target - Annual contracts paid in January                     |
| General Services                                     | 6,229,721           | 6,510,247           | 6,184,832           | 7,026,881               | 2,503,851       | 36%  | On target - Distributions and utilities have a month delay       |
| Police   | 7,248,732           | 7,728,272           | 7,696,943           | 8,862,024               | 4,207,635       | 47%  | On target - Salaries and benefits 46%, vacant positions          |
| Communications Center                                | 2,522,679           | 2,834,308           | 2,471,227           | 3,626,945               | 1,642,768       | 45%  | Below target - Salaries and benefits 42%, vacant positions       |
| Fire   | 8,220,558           | 8,381,936           | 9,984,188           | 10,888,559              | 4,730,476       | 43%  | Below target - Salaries 39%/Overtime 89%/Payroll 44%             |
| Public Works   | 9,100,954           | 9,337,336           | 9,460,065           | 9,863,143               | 4,572,157       | 46%  | On target - Temporary staff expenditures 68%                     |
| Engineering  | 924,371             | 965,898             | 1,262,540           | 1,186,431               | 555,005         | 47%  | On target  |
| Building Department                                  | 636,886             | 623,256             | 674,972             | 849,750                 | 334,364         | 39%  | Below target - Vacant positions                                  |
| Total expenditures                                   | 39,402,310          | 40,971,944          | 42,881,052          | 48,109,187              | 21,837,859      | 45%  |  |
| Excess (deficiency) of revenues<br>over expenditures | 739,158             | 739,158             | 500,226             | (4,711,358)             | (1,157,071)     | 25%  |  |
| Other financing sources                              |                     |                     |                     |                         |                 |      |  |
| Transfers in   | 5,486,518           | 5,485,467           | 5,666,085           | 5,795,887               | -               | 0%   | On target - Transfer scheduled for December                      |
| Transfers out  | (2,751,145)         | (3,946,743)         | (7,462,423)         | (8,361,600)             | (8,361,600)     | 100% | On target  |
| Sale of capital assets                               | 204,348             | 235,181             | 333,862             | 250,000                 | 31,174          | 12%  | On target - Auction scheduled for late Summer                    |
| Total other financing<br>sources (uses)              | 2,939,721           | 1,773,905           | (1,462,476)         | (2,315,713)             | (8,330,426)     |      |  |
| Net change in fund balances                          | 2,703,616           | 2,513,063           | (962,250)           | (7,027,071)             | (9,487,497)     |      |  |
| Fund Balance - beginning                             | 15,284,568          | 17,988,184          | 20,501,247          | 19,538,997              | 19,538,997      |      |  |
| Fund Balance - ending                                | \$ 17,988,184       | \$ 20,501,247       | \$ 19,538,997       | \$ 12,511,926           | \$ 10,051,500   |      |  |