



FAIRBANKS CITY COUNCIL
AGENDA NO. 2025-13
REGULAR MEETING – JULY 14, 2025
MEETING WILL BE HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

REGULAR MEETING

6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS, oral communications to the City Council on any item pertaining to City business that is not up for public hearing. The total comment period is 30 minutes, 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 June 9, 2025
 - *b) Regular Meeting Minutes of June 23, 2025

8. SPECIAL ORDERS

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

Lic. #	DBA	Type	Licensee	Address
4504	The Venue	Beverage Dispensary	Go Alaska Media, LLC	514 2nd Avenue
5950	House of Fire Pizza	Restaurant/ Eating Place	TJMN, LLC	300 Old Steese Highway, Suite 1

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. COUNCILMEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6316 – An Ordinance Establishing a Paramedic Recruitment Bonus Program. Introduced by Mayor Pruhs and Councilmember Tidwell. SECOND READING AND PUBLIC HEARING.
- b) Ordinance No. 6317 – An Ordinance Amending Fairbanks General Code Chapter 22 Elections. Introduced by Councilmember Cleworth and Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- *a) Resolution No. 5179 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adjusting Fees for Consumer Price Index (CPI) Changes. Introduced by Mayor Pruhs.
- *b) Resolution No. 5180 – A Resolution Authorizing Additional Matching Funds for the Cowles Street Reconstruction Project Amendment No. 4. Introduced by Mayor Pruhs.
- *c) Resolution No. 5181 – A Resolution Approving Amendment No. 1 to the Maintenance Agreement with the State of Alaska Department of Transportation and Public Facilities for the Landscaping Addition to the Cowles Street Reconstruction Project. Introduced by Mayor Pruhs.

- *d) Ordinance No. 6318 – An Ordinance Authorizing the Lease of Golden Heart Plaza to Festival Fairbanks. Introduced by Mayor Pruhs.
- *e) 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.
- *f) 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.
- *g) 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.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Historic Preservation Commission Meeting Minutes of March 4, 2025
- *b) Board of Plumber Examiners Meeting Minutes of March 18, 2025
- *c) Fairbanks Diversity Council Meeting Minutes of May 13, 2025
- *d) Clay Street Cemetery Commission Meeting Minutes of June 4, 2025

14. COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

15. CITY CLERK'S REPORT

16. CITY ATTORNEY'S REPORT

17. EXECUTIVE SESSION

18. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, JUNE 9, 2025
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date, following a 5:30 p.m. Work Session for the City of Fairbanks Annual Audit Presentation, 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
 Ron Dupee, Police Chief (remotely)
 Andrew Coccaro, Fire Chief
 Jeremiah Cotter, Public Works Director
 Robert Pristash, City Engineer
 Christoph Falke, Building Official
 Jarrod Zerbe, Code Compliance and Safety Specialist
 Amy Davis, Police Lieutenant (remotely)
 Brynn Butler, Housing Coordinator (remotely)

INVOCATION

The invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

At the request of Mayor Pruhs, Chief of Staff Michael Sanders 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.]

Anya Toelle – A. Toelle stated she is representing Lichen, a business in downtown Fairbanks, and she spoke about public safety in the downtown area. She discussed visiting downtown numerous times in her younger years, when she experienced a welcoming, safe, vibrant atmosphere – a stark contrast to the rapid decline over recent years. She reported that there are less visitors downtown in general, and the activities that often occur are not positive. She cited issues with drug usage, fist fights, verbal harassment, violence, public urination, intoxication, property defacement, and more. A. Toelle shared that they call 911 on average over 30 times a year, have had people trespass, and have replaced windows broken by gun violence. She stated that they have spent money on upgraded security systems and that this was not the type of downtown business owners want.

Macy Possenti – M. Possenti stated that she was also representing Lichen. She concurred with the sentiments shared by A. Toelle and added that they have a sense of hope and encouragement, particularly as they see the City addressing concerns about the downtown area. She referenced the Emergency Service Patrol (ESP) and Storefront Improvement Program as examples. She noted that these efforts, along with the warming center and other programs surrounding mental health services, are making a difference. She acknowledged that many issues plaguing downtown are complex and that resources are stretched thin. M. Possenti urged the Council to continue to support programs that will help revitalize the downtown area, such as expanding the coverage area of the seasonal police foot patrol as well as considering making it a year-round program. She spoke in support of those who work to make downtown vibrant and declared that in order for downtown to thrive, it must first be safe. She stated they have compiled a summary of incidents they have experienced as well as camera footage and extended an invitation to meet and discuss further.

Mayor Pruhs asked M. Possenti to email a link to the resources she mentioned. **Mr. Ringstad** asked M. Possenti if he could meet to continue the conversation. M. Possenti agreed to the requests.

Ms. Therrien noted that the Fairbanks North Star Borough's annual budget included more than \$300,000 in funding to the City to support public safety in the downtown area. She asked if there were any specific suggestions for use of those funds in addition to the foot patrol expansion that had been mentioned. M. Possenti indicated that they have some ideas they would love to share.

Mr. Marney asked M. Possenti if the issues occur primarily during the winter or year-round. M. Possenti stated that the challenges are year-round as their compiled information will show.

Ms. Sprinkle asked M. Possenti if she viewed the recent Downtown Market inaugural event as the type of thing they hope to see more of in the future. M. Possenti discussed the positive experiences their business had from the event and shared encouraging statements made by visitors.

Jomo Stewart, President of Fairbanks Economic Development Corporation (FEDC) – J. Stewart provided an update on recent FEDC activities. He shared that the business climate survey results were now available and that they are working through their annual economic analysis. He reported that they served as the lead contractor for the Borough's Comprehensive Economic Development Strategy update and that the FEDC recently published a local agricultural directory. He added that they are also working hard to put on the 2025 Alaska Defense Forum.

Ms. Therrien stated that she read about the business climate survey in the newspaper and asked what the best and worst takeaways were. J. Stewart noted revenue challenges and the impact of

administration changes across local, state, and federal agencies. He shared that the survey's focus was the for-profit business community, and they learned that 70 cents of every dollar in the local economy originates somewhere in the government. He discussed the vulnerability of relying on a single source of funding, similar to the lessons learned through the oil industry.

Ms. Sprinkle asked for an update on FEDC's efforts to become the Alaska Regional Development Organization (ARDOR) for the Fairbanks area. J. Stewart stated that the FEDC has received eight of the ten requested resolutions of support from local entities, with the remaining two in progress.

Mr. Marney praised the agricultural directory and encouraged everyone to get a copy. J. Stewart gave credit for the project to FEDC staff member Ian Winiarski.

Victor Buberger – V. Buberger complimented the Public Works Department for their year-round service to the community. He suggested they look into the issue of unsafe, obstructed views at certain intersections in town and offered some suggestions. He proposed that a casino be built in place of the Polaris Building as a way to bring revenue and life back to the city.

Mayor Pruhs pointed out that Ordinance No. 6305 on the agenda addresses intersection visibility.

Don Tangwall – D. Tangwall stated that while he does not live in Fairbanks, he spends a lot of money in town. He expressed concern over the potential increase in property taxes, as it would inevitably be passed on to consumers. He acknowledged that the settlement the City was obligated to fund was important but suggested that there may be other ways to fund it. He asserted that many businesses in Fairbanks accepted COVID-related money unlawfully and that complaints about these actions should be taken by the City Attorney to the U.S. District Attorney's Office. D. Tangwall noted that the federal government extended the deadline for lawsuits of this nature to be initiated and alleged that half of the attorneys in town were guilty of illegally receiving COVID funding. He stated that the worst offender was the Fairbanks Daily News-Miner, which received \$5.1MM, with their parent company receiving \$3MM – none of which was spent on employees, rent, utilities, or other approved expenses. He claimed that the City would have the ability to recoup three times the amount that was unlawfully collected by these entities.

Ms. Sprinkle asked D. Tangwall to confirm that the newspaper had done as he had claimed. D. Tangwall asserted that it had, although hundreds of local businesses had also taken COVID money.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

Mr. Ringstad, seconded by **Mr. Marney**, moved to APPROVE the agenda and consent agenda.

Mr. Ringstad pulled items 12(b), Resolution No. 5175, and 12(e), Ordinance No. 6315, from the consent agenda.

Mr. Cleworth pulled item 13(d), Memorandum Regarding COPS Promoting Access to Crisis Teams Grant, from the consent agenda.

Ms. Tidwell pulled item 12(d), Resolution No. 5177, from the consent agenda.

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.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- a) Regular Meeting Minutes of May 12, 2025

APPROVED on the CONSENT AGENDA

- b) Regular Meeting Minutes of May 19, 2025

APPROVED on the CONSENT AGENDA

SPECIAL ORDERS

- a) Alcohol license application for transfer of controlling interest and restaurant endorsement:

Type/Lic.: Beverage Dispensary, Lic. #727
DBA: Lavelle's Bistro
Applicant: Café de Paris Catering Company
Location: 575 1st Avenue, Fairbanks

Note: This application was considered at the Regular Meeting of May 12, 2025 and POSTPONED to June 9, 2025. On May 20, 2025, the City Clerk received notification from the Alcohol & Marijuana Control Office (AMCO) that the applicant had rescinded their application. Because the application was pending with the City Council, it was included in this agenda. However, no action was required as the application had been withdrawn.

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

Lic. #	DBA	License Type	Licensee	Address
4678	Fairbanks Junior Ice Dogs	Recreational Site Seasonal	Fairbanks Junior Ice Dogs, Inc.	1920 Lathrop Street
4507	Miguel's Restaurant	Beverage Dispensary	Miguel's, LLC	1235 Airport Way, #1
2124	Fenders	Beverage Dispensary	D.B. & Fu, LLC	636 28th Avenue

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to WAIVE PROTEST on the alcohol license applications for renewal for License Nos. 4678 and 4507.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE ALCOHOL LICENSE APPLICATIONS FOR RENEWAL FOR LICENSE NOS. 4678 AND 4507 AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

Mr. Cleworth, seconded by **Ms. Therrien**, moved to PROTEST the alcohol license application for renewal for License No. 2124 until the Fire Department's identified deficiencies are corrected.

Note: Due to an oversight, the public hearing for this item was omitted. However, as of the date of transcription of these minutes, the deficiencies referenced have been satisfactorily resolved. AMCO was notified on June 13, 2025 that the City's protest was lifted.

Ms. Therrien asked for more details about the problems. Fire Chief Andrew Cocco reported that Deputy Fire Marshal Tony Dennis visited the establishment that morning and encountered multiple code violations which could not be overlooked. He stated that he came to provide a second look and confirmed the findings were correct. Chief Cocco shared that the business owner was very cooperative and worked to correct issues, although it is unknown if the property owner will respond with the same urgency. He expressed hope that the code violations would be satisfactorily resolved so that the department could lift its protest in the very near future.

Ms. Tidwell asked upon whom the fault lies when a business and building are not owned by the same entity. Chief Cocco explained that most findings from the inspection would fall upon the property owner and not the occupant or operator of the business, unless their lease stated otherwise.

Mr. Marney asked whether the business would be shut down until the issues are rectified. Chief Cocco stated that the business is currently under orders from the Deputy Fire Marshal's Office to not occupy the building until the problems are corrected.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO PROTEST THE ALCOHOL LICENSE APPLICATION FOR RENEWAL FOR LICENSE NO. 2124 UNTIL THE FIRE DEPARTMENT'S IDENTIFIED DEFICIENCIES ARE CORRECTED AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

c) The Fairbanks City Council held a public hearing and considered the following alcohol license application for transfer of controlling interest and restaurant endorsement:

Type/Lic.: Beverage Dispensary, Lic. #252

DBA: The Cabin

Applicant: AVO Hospitality, LLC

Location: 904 Old Steese Highway, Fairbanks

Mr. Ringstad, seconded by **Mr. Marney**, moved to WAIVE PROTEST on the alcohol license application for transfer of controlling interest and restaurant endorsement.

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

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE ALCOHOL LICENSE APPLICATION FOR TRANSFER OF CONTROLLING INTEREST AND RESTAURANT ENDORSEMENT AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

- d) The Fairbanks City Council held a public hearing and considered the following alcohol license application for transfer of ownership:

Type/Lic.: Restaurant/Eating Place, Lic. #4831

DBA: Irashai Japanese Restaurant

From Owner: JNJ JJ, LLC

To Owner: 2GIRO, Inc.

Location: 419 Merhar Avenue, Suite B, Fairbanks

Ms. Therrien, seconded by **Mr. Marney**, moved to WAIVE PROTEST on the alcohol license application for transfer of ownership.

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

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

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Pruhs shared that earlier in the day he saw a cyclist using the new lanes along Barnette Street and 10th Avenue. He stated he will keep an eye out for usage as the City evaluates the pilot program. He mentioned the recent Memorial Day event at the Clay Street Cemetery and thanked those involved with the cemetery. He expressed appreciation for Festival Fairbanks' efforts to keep the Golden Heart Plaza beautiful. He stated that he would discuss with the seasonal foot patrol officers a possible expansion of their walking routes downtown. He reported that he instituted an 11 p.m. curfew in the Plaza and that improved security cameras are being installed there. **Mayor Pruhs** shared an update on the City's work to address blighted properties and reiterated that each location and situation is unique. He thanked Borough Mayor Hopkins for waiving landfill tipping fees for the City's property clean-up projects. He noted that visits to properties often result in neighbors expressing appreciation for the City's efforts. He reported that a final farewell event for

the Polaris Building, as part of the demolition project, is planned for August and that they want to ensure Senator Murkowski can attend as her efforts to secure funding for the project were vital.

COUNCILMEMBERS' COMMENTS

Mr. Ringstad indicated that he had no comments.

Mr. Cleworth noted the passing of former Councilmember John Immel and shared that he has fond memories of serving alongside him for two terms. He added that J. Immel was involved in many positive things in Fairbanks. He stated that he drives along Barnette Street a lot and has so far only seen one cyclist, although they were riding on the sidewalk and not in the new bike lanes.

Ms. Tidwell indicated that she had no comments.

Ms. Sprinkle expressed appreciation for the flowers and plants outside of City Hall and excitement with the construction progress being made at the Veterans Memorial Park.

Ms. Therrien shared that the committee that reviewed alcohol license processes recommended that the Mayor provide a statement of support or protest regarding each application and that the call reports no longer be included in agenda packets. She gave a land acknowledgement. She noted that while she was glad to see the bike path pilot program along Barnette Street, the loss of parking spots for businesses was not helpful. She asked if someone is keeping track of the usage of the lanes. **Mayor Pruhs** indicated that there is no formal process. **Ms. Therrien** stated that she could track usage for next few weeks.

Mr. Marney noted that it was a new thing to have to look both ways on Barnette Street given that, while it is a one-way street for vehicles, it is now a two-way street for bicycles. He asked how the new Storefront Improvement Program was going. Chief of Staff Sanders shared that he has received many calls about the program and that two businesses have applied so far. He noted that the application period ends in four days, and he continues to talk with those who reach out. He clarified that a second application round would be opened if funds remain after the first round.

Ms. Tidwell asked if the eligibility boundary would be expanded if there are leftover funds and if no additional applications are received. M. Sanders indicated that they could do that although based on the number of inquiries so far, he does not anticipate having leftover funds.

UNFINISHED BUSINESS

- a) Ordinance No. 6283, as Amended – An Ordinance Amending Fairbanks General Code by Enacting Section 10-207 to Require That Vacant Buildings Be Secured and Registered and Establishing Fines for Violations of These Requirements. Introduced by Mayor Pruhs and Councilmembers Sprinkle, Ringstad, Therrien, and Marney. SECOND READING AND PUBLIC HEARING.

Note: Ordinance No. 6283 was introduced at the Regular Meeting of June 24, 2024, and a motion to ADVANCE was made by Ms. Sprinkle, seconded by Mr. Ringstad. The ordinance was POSTPONED to the Regular Meeting of August 26, 2024, at which time it was

AMENDED and POSTPONED to December 16, 2024. At that meeting, the ordinance was POSTPONED to May 19, 2025, at which time it was ADVANCED to June 9, 2025.

Ms. Sprinkle, seconded by **Mr. Cleworth**, moved to ADOPT Ordinance No. 6283, as Amended.

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

Ms. Therrien, seconded by **Mr. Cleworth**, moved to AMEND Ordinance No. 6283, as Amended, by changing “30 days” to “60 days” in all instances within Section 10-207(c) and (d).

Ms. Therrien explained that 30 days can go quickly when someone is dealing with a difficult situation. She stated 60 days would be more reasonable.

Mr. Marney asked how communication occurs in these scenarios and if the City has all its “ducks in a row.” **Mayor Pruhs** affirmed that the established processes, such as using certified mail, are followed by Code Compliance and Safety Specialist Jarrod Zerbe.

City Attorney Chard pointed out that the fiscal note includes a reference to 30 days and asked if the Council’s intent was to also amend that timeframe. **Mayor Pruhs** noted that the fiscal note’s reference was actually to set a cap on the total amount of civil penalties that may be levied for non-compliance and that they should not increase that limit.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6283, AS AMENDED, BY CHANGING “30 DAYS” TO “60 DAYS” IN ALL INSTANCES WITHIN SECTION 10-207(c) AND (d) AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

Mayor Pruhs stated the ordinance is a result of the desire to deal with a known problem and serve the community interest while respecting property owner rights. He thanked those who had put work into the ordinance.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6283, AS AMENDED, AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6283, as Amended, ADOPTED.

- b) Ordinance No. 6285, as Amended – An Ordinance Amending Fairbanks General Code Section 74-36 Economic Development Property Tax Rebate and Enacting Section 74-37 Tax Incentive for Property Development, Redevelopment, or Renovation. Introduced by Mayor Pruhs and Councilmembers Sprinkle and Ringstad. SECOND PUBLIC HEARING.

Note: Ordinance No. 6285 was introduced at the Regular Meeting of June 24, 2024 and ADVANCED to the Regular Meeting of July 8, 2024, at which time a motion to ADOPT was made by Mr. Marney, seconded by Ms. Sprinkle, and a public hearing was held. The ordinance was POSTPONED to August 26, 2024, at which time it was AMENDED and POSTPONED to December 16, 2024. At that meeting the ordinance was POSTPONED to May 12, 2025, where it was POSTPONED again to June 9, 2025, and it was determined that a second public hearing should be held. The motion to ADOPT remains on the floor.

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

Ms. Therrien, seconded by **Ms. Sprinkle**, moved to AMEND Ordinance No. 6285, as Amended, by substituting the amended, proposed version.

Mayor Pruhs called for testimony on the amended, proposed version and hearing none, declared Public Testimony closed.

Ms. Therrien noted that the original ordinance included a sunset date of December 31, 2025, and the amended, proposed version would extend to December 31, 2027. **Mayor Pruhs** confirmed that would allow the program to have a sufficient opportunity for success.

Ms. Sprinkle noted that the new version also included a revised breakdown of construction cost tiers to hopefully engage more participants.

Mr. Marney expressed hope that the ordinance is adopted and that the Borough will adopt something comparable. **Ms. Sprinkle** asked if any such effort was underway by the Borough. **Mayor Pruhs** indicated that he is unsure but explained that the City has a limited number of ways to support economic development and the ordinance is an excellent idea. He stated that giving a tax rebate is a much easier process than other potential mechanisms. He thanked those who had put time into the ordinance.

Mr. Cleworth stated that he has a lot of concerns with the program and that it would significantly impact the City's budget. He noted that according to the ordinance language, building permits may be waived, which could equate to over \$200,000 in lost revenue based on the current budget. He pointed out that the budget amendment ordinance that will be addressed later in the meeting includes \$424,000 in unexpected income from new construction, which occurred without the program being in place. He asked how much of that revenue the City would have given up, since anyone who could take advantage of the program would surely do so. He discussed the loss of revenue through taxes and other sources and asked if the Council would cover those losses through new taxes or serious spending cuts elsewhere. **Mr. Cleworth** asserted that the City cannot continue to take hits without funds coming from somewhere and that these types of cuts often come from personnel. He suggested that the program may be redundant, as the City's mill rate is low enough that it rarely makes or breaks projects. He reported that he had spoken with contractors who agreed that lower costs would be great, but it would not stop their projects from happening. He raised a concern that the fiscal note does not address the potential loss in building permit fees and reminded the Council that the program was open for both commercial and residential properties. He asserted that the City has never before approved a waiver of building permit fees and that the only instance of waiving property taxes was when the Marriot Hotel was built on what, at the time, was City

property. He declared that the ordinance would set a difficult precedent. **Mr. Cleworth** noted that the use of the word “may” rather than “shall” in various instances affirmed that interested parties would not be automatically enrolled in the program but would have to directly apply, which is an important caveat. He reiterated his concern about the fiscal impact of the ordinance, especially if the Council is not interested in making cuts. He added that it would make the Mayor’s job difficult.

Ms. Sprinkle suggested that this was a chance to try something new and asserted that they have to do something as any honest tour of the City gives the impression that they are not taking care of it. She reported having spoken to contractors as well who have expressed a desire to have the burden of projects lessened through a waiver of building permit fees. She asserted that anything that expands a property’s value will ultimately come back to the City in future years through increased tax valuations.

Mr. Cleworth asked if Ms. Sprinkle’s concern was for the entire City or just the downtown core area. He added that he is seeing a lot of growth and construction in other areas of town, but not necessarily downtown. **Ms. Sprinkle** expressed her belief that development anywhere in Fairbanks would benefit the core and that a program like this has the potential to generate more development.

Mr. Marney noted that language affirming discretion for approval or denial of an application by the Mayor, or their designee, was included as part of the program. He agreed with Ms. Sprinkle’s sentiment that the Council needs to do something to get people excited to build again in Fairbanks.

Ms. Therrien asked if similar language should be added to grant discretion for approval or denial of building permit fee waivers to the Mayor, or their designee, under Section 2 of the ordinance.

Attorney Chard pointed out that the motion on the floor was whether to amend the ordinance by substituting the amended, proposed version.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6285, AS AMENDED, BY SUBSTITUTING THE AMENDED, PROPOSED VERSION AS FOLLOWS:

YEAS: Marney, Ringstad, Tidwell, Therrien, Sprinkle

NAYS: Cleworth

Mayor Pruhs declared the MOTION CARRIED.

Ms. Therrien, seconded by **Mr. Ringstad**, moved to AMEND Ordinance No. 6285, as Amended, by adding the sentence “The mayor or mayor’s designee may approve or deny the waiver of the fees.” to Section 2.

Ms. Therrien explained that this would clarify the Mayor’s role waiving of building permit fees.

Mr. Cleworth reminded them that the fiscal note already fails to account for the cost of the permitting fees and that if they establish any precedent for waivers the door will be opened, which they have avoided for over 30 years. He asserted that the Mayor should not be on the spot to decide whether to approve some waiver requests but deny others.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6285, AS AMENDED BY ADDING THE SENTENCE “THE MAYOR OR MAYOR’S DESIGNEE MAY APPROVE OR DENY THE WAIVER OF THE FEES.” TO SECTION 2 AS FOLLOWS:

YEAS: Therrien, Marney, Ringstad, Tidwell

NAYS: Sprinkle, Cleworth

Mayor Pruhs declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6285, AS AMENDED, AS FOLLOWS:

YEAS: Sprinkle, Therrien, Marney, Ringstad, Tidwell

NAYS: Cleworth

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6285, as Amended, ADOPTED.

- c) Ordinance No. 6305 – An Ordinance Amending Fairbanks General Code Section 70-162, to Ensure Visible and Safe Traffic Intersections and Amending the City Schedule of Fees and Charges for Services. Introduced by Mayor Pruhs. POSTPONED from the Regular Meeting of February 10, 2025; a public hearing was held at that time.

Note: Ordinance No. 6305 was introduced at the Regular Meeting of January 27, 2025 and ADVANCED to the Regular Meeting of February 10, at which time a motion to ADOPT was made by Ms. Sprinkle, seconded by Mr. Ringstad, and a public hearing was held. The ordinance was POSTPONED to June 9, and the motion to ADOPT remains on the floor.

Mr. Marney asked for clarification on the fee for “failure to remove snow from sidewalk” listed in the *Schedule of Fees and Charges for Services*. He explained that he lives in a neighborhood where some property owners clear the snow from the sidewalk in front of their house while others do not. Attorney Chard clarified that according to the Fairbanks General Code (FGC), those who do not clear snow as described would be subject to the fee and also run the risk of civil penalties should someone slip and fall. **Mr. Ringstad** pointed out that the language was already in the Code and not part of the ordinance being considered.

Mr. Cleworth pointed out an inconsistency between the title and content of Sec. 70-162.

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to AMEND Ordinance No. 6305 by changing the header of Sec. 70-162 to “Regulation for safe traffic intersections in or near a public space.”

Mr. Cleworth explained that the current heading references “planting” yet the content in the section also addresses other obstructions. He spoke in support of a more appropriate title.

Ms. Sprinkle asked for a recap on why the ordinance had been postponed. **Mayor Pruhs** gave a summary on the issues that the City Engineer had presented over past work sessions to ensure the Council was fully informed on the subject. **Mr. Cleworth** stated that one primary concern was how grandfather rights would be addressed to prevent potential appeals. He asserted that he was satisfied with the information that had been provided.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6305 BY CHANGING THE HEADER OF SEC. 70-162 TO “REGULATION FOR SAFE TRAFFIC INTERSECTIONS IN OR NEAR A PUBLIC SPACE” AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6305, AS AMENDED, AS FOLLOWS:

YEAS: Cleworth, Ringstad, Marney, Tidwell, Therrien

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6305, as Amended, ADOPTED.

NEW BUSINESS

- a) Resolution No. 5174 – A Resolution Establishing a Private Property Voluntary Cleanup Program. Introduced by Mayor Pruhs.

APPROVED on the CONSENT AGENDA

- b) Resolution No. 5175 – A Resolution Establishing the Rate of Levy of 2025 Real Property Taxes for the City of Fairbanks, Alaska. Introduced by Mayor Pruhs.

Ms. Therrien, seconded by **Mr. Ringstad**, moved to APPROVE Resolution No. 5175.

Mr. Ringstad, seconded by **Mr. Marney**, moved to AMEND Resolution No. 5175 by changing the rate of levy for claims and judgments from 1.547 mills to 1.24 mills, which would change the total levy from 6.755 mills to 6.448 mills.

Mr. Ringstad acknowledged that the mill rate increase is to cover the City’s settlement payment for the recently concluded lawsuit. He explained that the amendment means the City would only recoup \$2MM of the \$3MM that it already paid out, rather than the full amount. He claimed that he had been assured the City has the cash to move forward and that this was a responsible approach, showing that the City would step up to cover what it can.

Ms. Sprinkle pointed out that however the City pays for the settlement, it is all taxpayer money.

Ms. Therrien shared that she would oppose the amendment as it would set a dangerous precedent by using money from the General Fund to pay for a claim against the City. She indicated a preference to go with the original proposed rates. She noted that the Council has done as much as it can to mitigate the impact on taxpayers by spreading out the payments more than a year and pursuing payment through the City’s insurance provider.

Mr. Cleworth asserted that the City stepped up and covered the initial \$3MM payment a few months prior, which reduced the General Fund balance and will cost the City about \$150,000 in interest income. He noted the expected revenue drop of \$824,000 for the next year and brought attention to the mill levy handout that was attached to the resolution. He highlighted the history of the City's rates since 1957 and pointed out that the proposed increase would still be less than the 2019 mill levy. He stated that he wishes the Council did not have to do this and acknowledged the sentiment of the amendment, with Mr. Ringstad's desire to give a break to taxpayers. He reiterated that the City's budget has taken hit after hit lately and added that he would oppose the amendment.

Mr. Ringstad pointed out that with the full mill rate the City would be getting reimbursed for the \$3MM already paid out and that the only loss would be the interest income. He asked if the Council is going to take City funds to pay some of the expense or put the full burden on property taxpayers. He suggested that doing the latter would be unfair given the City's current cash surplus.

Mr. Cleworth stated that his understanding was that the \$3MM already paid out was coming solely from the General Fund and would not be recaptured through the increased mill rate. He asked if the intent was to recapture those funds through the increased mill rate. Chief Financial Officer Bell affirmed that it was. **Mr. Cleworth** admitted that had not crossed his mind and that he believed the increased rate would be solely to collect for the remaining settlement payments.

Ms. Therrien shared that she had asked CFO Bell to provide details on the issue. She stated that the FGC allows the levy to include all costs associated with a judgement, and CFO Bell had recommended recovering the funds already paid in addition to preparing for the remaining payments. She added that not recovering the funds would all but deplete the Risk Fund and put the City in a dangerous situation. CFO Bell confirmed the status of the Risk Fund as outlined.

Mr. Ringstad shared that his plan would be to propose a transfer into the Risk Fund with a budget amendment. He noted that having a resolution and an ordinance that impact each other makes for a tricky approach.

Mr. Marney stated that he is worried about businesses in town that have a lot of property but are struggling with vacant units and lower revenue, such as the Bentley Mall. He suggested that they are likely barely making it through the current economic challenges and that he would not want to see more vacant buildings in the coming years.

Mr. Cleworth expressed his preference to have the first \$3MM come from the City and have the remaining settlement payments recuperated by taxpayers. He explained that the money for the initial payment is already gone and that he never thought the Council would try and recover it. **Mr. Ringstad** agreed that he would prefer to have the full \$3MM removed from the levy.

Mr. Cleworth asked to confirm that the increase would recover the \$3MM already paid. CFO Bell stated that was correct. **Mr. Cleworth** asked if the Council could proceed to assess the mill rate for the following year. **Mayor Pruhs** indicated that the Council could not set the mill rate for 2026 at the present time. He confirmed that the resolution would increase property taxes for the current year to reimburse the City for the \$3MM already paid out. He asserted it was important that all Councilmembers understood the issue.

Mr. Ringstad asked if the Council should vote the resolution down in order to keep the lower mill rate. CFO Bell explained that the Council must still set the mill rate, but if the portion of the increase tied to recovering the \$3MM is removed, it would drop the mill rate to 5.833.

Ms. Therrien pointed out that the City has little left in reserves, and there is a pending arbitration with the Fairbanks Firefighters Union. She voiced concern that the City may not have sufficient funds to cover the arbitration and that there may be a problem balancing the budget in the future.

Mr. Cleworth noted that the remaining available balance after the upcoming budget amendment ordinance passes will be just over \$1MM. He reminded the Council that funding a contract requires an identifiable funding source and that the Council could not view surplus funds as money available to cover ongoing contracts. He declared that the City needs to live within its means.

Mr. Ringstad, with the concurrence of the second, withdrew his motion to amend.

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to AMEND Resolution No. 5175 by changing the total levy from 6.755 mills to 5.833 mills, reducing the rate for claims and judgments from 1.547 mills to 0.625 mills.

Mayor Pruhs reminded the Council that the only reason the City is in this situation is because it did not carry insurance at a critical time many years ago and that after years of Executive Sessions, court hearings, and trading lawsuits with the insurance company, it was time to move forward. He expressed pride that the Council did not seek to cut staffing as a way to cover the cost of the initial settlement payment and that there was a willingness to let the money come from the General Fund. He suggested that the Council is seeking to handle the situation fairly and that he was proud of the Council's efforts to deal with something that was not their doing but ultimately their responsibility.

Mr. Ringstad concurred with the Mayor's sentiments and acknowledged that the Council is not arguing the lawsuit but is instead focusing on paying the bill that has been issued.

Ms. Therrien expressed disagreement with the statement that "they" had not caused this problem. **Mayor Pruhs** noted that he was referring to the current Council. **Ms. Therrien** suggested that the way the police department was run at that time is a big factor in the current situation. **Mayor Pruhs** discussed the need for the Council to act in ways that ensure that a future Council will not face similar challenges. He pointed out that taxpayers are paying for something that happened over 27 years ago. He stated that having appropriate insurance at the time would have made a huge difference.

Ms. Tidwell noted that earlier it was stated that there was concern about setting a precedent, and she asked if the Council would be doing exactly that with this action. Attorney Chard stated that he does not see any motive or reasoning behind the amendment that would be concerning other than to decrease the overall tax burden on property owners for the near future. He explained that claims and judgments against the City will always result in an impact on the taxpayers. He added that he appreciated the Council's healthy discussion, including appropriate references to the FGC, and the dialogue of how much of the total settlement burden should be levied. **Ms. Tidwell** noted that the amendment could set a precedent that initial settlement payments do not get recovered

through property taxes. **Mayor Pruhs** acknowledged Ms. Tidwell's concern and asserted that future Councils would have the discretion of whether or not to take a similar approach.

Mr. Cleworth suggested that the City has the luxury of covering the cost of the first payment, though such may not be the case at any given time in the future.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND RESOLUTION NO. 5175 BY CHANGING THE TOTAL LEVY FROM 6.755 MILLS TO 5.833 MILLS, REDUCING THE RATE FOR CLAIMS AND JUDGEMENTS FROM 1.547 MILLS TO 0.625 MILLS AS FOLLOWS:

YEAS: Sprinkle, Ringstad, Cleworth, Marney

NAYS: Tidwell, Therrien

Mayor Pruhs declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 5175, AS AMENDED, AS FOLLOWS:

YEAS: Cleworth, Sprinkle, Marney, Ringstad

NAYS: Tidwell, Therrien

Mayor Pruhs declared the MOTION CARRIED and Resolution No. 5175, as Amended, APPROVED.

- c) Resolution No. 5176 – A Resolution Amending the City Schedule of Fees and Charges for Services by Adjusting Garbage Collection Rates. Introduced by Mayor Pruhs.

APPROVED on the CONSENT AGENDA

- d) Resolution No. 5177 – A Resolution Awarding a Contract to Colaska, Inc. (DBA Exclusive Paving) for the Joyce Drive Improvements Project in the Amount of \$1,235,415.25. Introduced by Mayor Pruhs.

Mr. Ringstad, seconded by **Mr. Cleworth**, moved to APPROVE Resolution No. 5177.

Ms. Tidwell stated that she may have a conflict of interest in regard to the award of the contract. She explained that Exclusive Paving is one of the contracts she represents through her work. **Mayor Pruhs** asked if she directly receives any funding specifically from Exclusive Paving. **Ms. Tidwell** stated that she does not. **Mayor Pruhs** declared that there was no conflict of interest.

Mr. Cleworth expressed concern over the mechanics of funding for the project and asked that City Engineer Bob Pristash provide additional information. B. Pristash explained that awarding the contract would allow for work to be done from the start of Joyce Drive, near Trainor Gate Road, to the start of the Lazelle Subdivision. He added that because the City was undertaking the project in the current year, Fairbanks Area Surface Transportation (FAST) Planning had chosen to also fund work on an adjoining street, Shannon Drive. He stated that funding for the \$1.2MM contract was coming from Golden Heart Utilities, who would provide \$400,000 to cover water and

sewer improvements, plus the money for the recently cancelled Lathrop Ditch Project, as well as leftover funds from the Sidewalk Improvement Project that was bid lower than expected.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 5177 AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Resolution No. 5177 APPROVED.

- e) Ordinance No. 6315 – An Ordinance Amending the 2025 Operating and Capital Budgets for the Second Time. Introduced by Mayor Pruhs.

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to ADVANCE Ordinance No. 6315.

CFO Bell stated that with the amendment made to Resolution No. 5175 earlier in the meeting to lower the mill levy and not recover the settlement amount already paid, the Council will need to make a transfer from the General Fund to the Risk Fund to cover the payments for the settlement. She provided an explanation on how the City's various accounts and funds operate. She answered specific questions from Mr. Cleworth regarding the funding mechanics of the Risk Fund.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6315 AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- a) Chena Riverfront Commission Meeting Minutes of January 22, 2025

ACCEPTED on the CONSENT AGENDA

- b) Clay Street Cemetery Commission Meeting Minutes of May 7, 2025

ACCEPTED on the CONSENT AGENDA

- c) Reappointments to the Clay Street Cemetery Commission

APPROVED on the CONSENT AGENDA

- d) Memorandum Regarding COPS Promoting Access to Crisis Teams Grant

Mr. Cleworth, seconded by **Mr. Marney**, moved to ACCEPT the Memorandum Regarding COPS Promoting Access to Crisis Teams Grant.

Mr. Cleworth asked for more details. Chief of Staff Sanders shared that the City had not been successful in securing adequate proposals for the contractor position associated with the program and that upon review, it was determined that more involvement and control will ultimately be needed than what is allowed through a contractor relationship. He stated that the police department is seeking to convert the allocated funds to cover a temporary, part-time position that would go away when the grant period ends, with a similar focus to get staff members trained. He added that, regardless, it will be difficult to get the program going due to how many officers need the training.

Ms. Therrien asked if the part-time position would include typical benefits. M. Sanders explained what benefits would be included in the temporary role and added that he believes the position would likely be filled by a retired individual who could come back for that specific purpose.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ACCEPT THE MEMORANDUM REGARDING COPS PROMOTING ACCESS TO CRISIS TEAMS GRANT.

YEAS: Marney, Therrien, Ringstad, Tidwell

NAYS: Sprinkle, Cleworth

Mayor Pruhs declared the MOTION CARRIED.

COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

Ms. Therrien provided a summary of the May 28 meeting of the Legislative Committee. She shared that the City's lobbyist would be presenting a full update at a later time.

Mr. Marney discussed how City property owners pay property taxes to both the City and Borough and that tipping fees are undoubtedly included in Borough taxes. He pointed out that the Borough also charges the City tipping fees when City garbage trucks are emptied at the landfill. He pointed out that those fees are calculated into the rate for City garbage services and asked if residents are getting double-charged for tipping fees. **Mayor Pruhs** asked the City Attorney to look into that.

Mr. Ringstad stated that the City is likely one of the biggest customers in terms of Borough tipping fees and asked if there is ever any effort to negotiate rates. He suggested it may be time to do so.

Mr. Cleworth stated the City may be able to use that next time the dispatch services contract is negotiated. Regarding Resolution No. 5177, he stated that fixing roads is what cities are all about.

Ms. Tidwell stated that she is looking forward to serving as the City representative at the upcoming Borough Assembly meeting and indicated she would convey support for the passage of their resolution regarding the ARDOR. She shared details about a free upcoming Juneteenth local event.

Ms. Sprinkle suggested that the Council did some heavy lifting at the meeting and that she is proud. She stated that it is great to see the work that goes into it and the discussion that precedes important decisions. **Mayor Pruhs** noted that one difference he sees between the Council and the Assembly is that at the end of City meetings, the Councilmembers leave and still like each other.

CITY CLERK'S REPORT

Clerk Snider asked to confirm that the Council wishes to discontinue the inclusion of police call reports with alcohol and marijuana license applications. **Mayor Pruhs** confirmed that was correct and that in place of the reports, he would ensure that any concerns are provided by him to the Council prior to taking action on license applications. Clerk Snider shared that she and the Attorney are still working on updates to the sections of Code related to alcohol and marijuana licensing.

CITY ATTORNEY'S REPORT

Attorney Chard confirmed that he and the Clerk are working on those particular items. He discussed procedures in the Code pertaining to postponement and how the general practice is to postpone something to the next meeting, which provides the benefit of the issue still being fresh on everyone's mind. He pointed out that earlier in the meeting the Council adopted two ordinances that had been introduced in June 2024. He acknowledged that the Council has the prerogative to set its own rules for how to handle its business but suggested revisiting the postponement topic, as there may be times when it is prudent to withdraw an item, do the necessary work, then reintroduce it at a later date, rather than postponing it multiple times over a long period of time.

ADJOURNMENT

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

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

Mayor Pruhs declared the meeting adjourned at 8:54 p.m.

DAVID PRUHS, MAYOR

ATTEST:

D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: CC



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, JUNE 23, 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 (remotely)
Ron Dupee, Police Chief
Richard Sweet, Deputy Police Chief
Nathan Werner, Police Captain
Andrew Coccaro, Fire Chief
Kristi Merideth, FECC Manager (remotely)
Teal Soden, Public Information Officer
Jeremiah Cotter, Public Works Director
Robert Pristash, City Engineer
Brynn Butler, Housing Coordinator (remotely)

INVOCATION

The invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

At the request of Mayor Pruhs, **Ms. Therrien** led the flag salutation.

CEREMONIAL MATTERS

Police Chief Ron Dupee introduced Officer Matthew Pugh, a recent lateral transfer to the Fairbanks Police Department. Deputy Police Chief Richard Sweet administered the oath of office.

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.]

Charity Gadapee, Director of Visitor and Community Engagement for Explore Fairbanks – C. Gadapee provided an update on visitation to the Morris Thompson Cultural and Visitors Center as well as Explore Fairbanks' community engagement efforts for the summer thus far.

Ms. Sprinkle asked if Explore Fairbanks receives any feedback from visitors that would be useful for the Council to hear. C. Gadapee shared that many businesses downtown close on Sundays and Mondays, which creates a shortage of activity and dining options for visitors.

Tammie Wilson – T. Wilson stated that while she serves on the Fairbanks North Star Borough (FNSB) Assembly, she was there to speak her own behalf. She provided a history of the Borough's hotel/motel tax and the current proposal to increase the rate from 8 to 12%. She discussed the need for revenue to support facilities used by both visitors and locals and the options that have been considered.

Mr. Cleworth asked if the increase would fall under the Borough's tax cap. T. Wilson stated that it would and that the intent was to reduce the burden on property taxpayers. **Mr. Cleworth** asked if that meant the increased tax would directly reduce property taxes. T. Wilson stated it would.

Mayor Pruhs pointed out that the City Council requires a unanimous vote for something like a tax increase to be placed on the City ballot and asked about the Assembly's requirement. T. Wilson stated she believes only a majority vote is required. **Mayor Pruhs** asked when the increase would go into effect, if approved. T. Wilson indicated that while January 1, 2026 would be ideal, the Borough may need to hire someone to manage the over new 160 new accounts it would be collecting from, so thus July 2026 may be a more realistic date.

Ms. Sprinkle asked why there would not be exemptions for rentals within the city. T. Wilson explained that no matter where someone stays, they are using the same facilities in the community. She pointed out that the Borough does not have entrance fees for its facilities like other places do.

Mr. Cleworth explained that any bed tax revenue exceeding a certain amount falls outside the City's tax cap. He asked what types of parameters are in place for the Borough's tax. T. Wilson provided an explanation of the structure, allowance, and constraints of their bed tax system. **Mr. Cleworth** asked if there is anything that designates a use for the 4% increase in funds. T. Wilson indicated there is not, although she could not guarantee the ordinance would not change.

Mr. Marney recounted that the last time the City increased the tobacco tax, the Borough followed suit, which resulted in local businesses seeing the combined tax rate jump from 16% to 40%. He admitted that this had left a bad taste in his mouth and asked why businesses and customers within the city should take a double hit. T. Wilson noted that she was not on the Assembly at that time and acknowledged that the City had been told that the tax was not stacked when it actually was. She reiterated that the Borough has responsibilities and obligations over Parks and Recreation

matters and that visitors enjoy Borough facilities regardless of where they stay. She their past experience and research showed that trying to collect user fees costs more to oversee than the revenue it generates. **Mr. Marney** asked if there are concrete numbers on the issue. T. Wilson replied that the information was according to the former Borough Mayor who had looked into it. **Mr. Marney** expressed disagreement with city residents seeing an increase in any taxes from the borough level. T. Wilson pointed out that the increase would actually lower the mill rate for all property owners, including those within the city. **Mr. Marney** asked if that was confirmed. T. Wilson stated it was, as long as the tax cap remains in place. She noted that the mill rate is already set for the current year, so the reduction would come the following year, if the ordinance passes.

Mayor Pruhs stated that he appreciated the effort to seek revenue from other sources besides residents. He discussed how the City would rather see that extra 4% go towards reinvestment in a structure or other component related to the visitor industry and that this change would eliminate that option. He asked if the Borough has considered other taxes such a rental car tax. T. Wilson confirmed they had begun to look into that option but pointed out that the bed tax rate had not been raised since 1992. **Mayor Pruhs** thanked T. Wilson for coming to have the discussion.

David van den Berg, Executive Director of Downtown Association of Fairbanks – D. van den Berg discussed the annual Midnight Sun Festival that occurred over the previous weekend. He shared details about the experience and success that was enjoyed at the event and expressed appreciation for all the things the City and Borough are doing to support and invest in the downtown area.

Ms. Sprinkle asked if the event foot traffic seemed to be more or less than in past years. D. van den Berg stated that it is difficult to tell once it gets very busy. He noted that downtown was absolutely packed from 2:00 p.m. to 8:00 p.m. and pretty full during the other hours.

Ms. Tidwell recalled a past discussion about creating additional outdoor public space in a certain section of downtown and asked if that was still being considered. **Mayor Pruhs** stated that it was and that the property is City-owned, along Turner Street.

Ms. Sprinkle reported that she noticed two law enforcement officers doing foot patrol during the event. D. van den Berg thanked the Council for its support.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

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

Ms. Sprinkle pulled item 12(c), Ordinance No. 6317, from the consent agenda.

Mr. Marney pulled item 12(b), Ordinance No. 6316, from the consent agenda.

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
3020	American Legion Post #57	Club	American Legion Post #57	1634 Cushman Street

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

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

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

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Pruhs discussed the busy past weekend and declared that nowhere in America celebrates the Summer Solstice like Fairbanks does. He shared details about the Storefront Improvement Program and the applicants who will be awarded grants, noting that \$58,000 remained. He stated he remaining funds may be used for a second round. He reported that the \$250,000 investment by the City had resulted in plans for over \$600,000 in improvements by downtown businesses; he added that the City intends to expand the eligibility area in 2026. He stated that the Midnight Sun Festival was exceptional and pointed out that the "Portland Loo" public restroom was in operation.

Ms. Therrien noted that one of the grant recipients was on the same block as the Polaris Building and asked if the entire block would be taken over once the building is demolished. **Mayor Pruhs** explained that there are two other property owners on that block and that while the City is not seeking to purchase those properties, potential developers considering a full-block project may.

COUNCILMEMBERS' COMMENTS

Mr. Ringstad and **Mr. Marney** each indicated they had no comments.

Ms. Tidwell echoed sentiments that solstice festivities are a wonderful example of the community.

Mr. Cleworth thanked various City Hall staff for helping facilitate a class reunion tour, noting that the highlight for attendees was seeing the two classrooms that were restored thanks to grant

funding several years prior. He agreed that the solstice event was a great success and congratulated D. van den Berg and organizer Olivia Rodriguez. He noted that the layout is helpful for businesses.

Ms. Therrien gave a land acknowledgement. She asked if the Mayor had had a meeting with leaders of any of the local Alaska Native organizations. **Mayor Pruhs** stated that he has one scheduled for the coming Friday. **Ms. Therrien** asked if the Council was invited to participate. **Mayor Pruhs** indicated that it would be a private meeting and that the last time one took place with Councilmembers present, the groups did not meet again for a full year. He gave details on other similar meetings that are scheduled and committed to providing a report as they occur. **Ms. Therrien** shared that she, too, had a great time participating in solstice events.

Ms. Sprinkle shared positivity about her experiences during the solstice weekend and about the conversations she had with out-of-state visitors. She asked if the downtown foot patrol had been expanded. **Mayor Pruhs** confirmed that there is a larger coverage area, including the Post Office.

UNFINISHED BUSINESS

- a) Ordinance No. 6315 – An Ordinance Amending the 2025 Operating and Capital Budgets for the Second Time. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

Mr. Ringstad, seconded by **Mr. Marney**, moved to ADOPT Ordinance No. 6315.

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

Mr. Cleworth, seconded by **Ms. Sprinkle**, moved to AMEND Ordinance No. 6315 by substituting the amended, proposed version.

Chief Financial Officer Margarita Bell gave a summary of the primary changes in the proposed substitute: a transfer of \$3MM to the Risk Fund, a \$400,000 increase to the Golden Heart Plaza (GHP) landscape project, and a reallocation of \$112,000 in road maintenance projects.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6315 BY SUBSTITUTING THE AMENDED, PROPOSED VERSION AS FOLLOWS:

YEAS: Tidwell, Marney, Cleworth, Pruhs

NAYS: Ringstad, Therrien, Sprinkle

Mayor Pruhs declared the MOTION CARRIED.

Mayor Pruhs asked City Engineer Bob Pristash to provide further details regarding the request for increased funds. B. Pristash discussed six projects and the need for contingency funds in the amount of 15-20%, which amounted to \$200,000.

Ms. Tidwell asked if that was in addition to the \$112,000 shown in the proposed substitute. CFO Bell confirmed that was correct but clarified that the \$112,000 is a reallocation from another project.

Ms. Sprinkle, seconded by **Mr. Ringstad**, moved to AMEND Ordinance No. 6315, as Amended, by increasing the road maintenance contingency funding by \$200,000.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6315, AS AMENDED, BY INCREASING THE ROAD MAINTENANCE CONTINGENCY FUNDING BY \$200,000 AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED.

Ms. Sprinkle expressed concern with the \$400,000 increase to the GHP project which was only recently shown to the Council; she added that it came as a surprise. She shared that she recently visited the Plaza to get a visual and is distressed with the overall amount, given that the Council already approved \$175,000 for the project. She stated that she would like to stick with the initial scope of landscaping and give more time to consider the larger project for 2026.

Mayor Pruhs discussed the project's evolution from initial concept to design, then to engineering estimates. He reported that when he saw that the overall scope had increased significantly, he denied a change order request and directed that the increased funding request go before the Council in a budget amendment. He distributed photos of the area, dated from the mid-1950s, and discussed how certain property was neglected for decades after the GHP was constructed. **Mayor Pruhs** asked if there was a "right" thing to do with the property and admitted that he did not have the answer to that question. He pointed out that the City has \$6MM unencumbered in the Capital Projects Fund out of the original \$12MM. He asked why there would be any objection to moving forward now since the Council knows work will be done on the property eventually.

Ms. Sprinkle stated the initial project only included landscaping improvements but had expanded to a much larger-scale project without input from the Council. **Mayor Pruhs** asserted that the Council had been brought into the conversation at the last work session. **Ms. Sprinkle** pointed out that the work session was only six days prior, and the Council is now being asked to approve a large increase. She stated she would like to see the project divided into phases, as was proposed, and stated there should be no rush to renovate a property that has been neglected for over 50 years.

B. Pristash explained that the first phase would include clearing the area around the riverbank, installing a foundation, and other concrete and electrical work. CFO Bell provided totals for what had already been spent or encumbered and an estimate for what would be needed to complete phase one as described by B. Pristash.

Ms. Therrien asked for clarification on how much would be needed to complete the first phase. CFO Bell stated that \$86,150 would be needed.

Ms. Sprinkle stated that she would like to avoid anything related to the signage at this point in the process. B. Pristash explained that the electrical work being done is minor and is in preparation for other things that may come later. **Ms. Sprinkle** asked B. Pristash if it would be a problem to only proceed with the first phase and let things sit until 2026. B. Pristash confirmed that would be fine.

Ms. Tidwell asked if they would be locked into the same design that was presented if the Council approved funding to complete only phase one. **B. Pristash** stated that it would more or less be a commitment, as the initial work is to set up the future phases as presented, though there could be some adjustments. **Ms. Tidwell** asked if the concrete would be the type that must be cleared by hand when it snows. **B. Pristash** indicated that it would not be the same orange tile surface that exists in the main plaza. He added that they would not be able to drive in with a skid steer but smaller snow clearing equipment would be able to access the area.

Ms. Sprinkle spoke against the idea of hundreds of thousands of dollars being used to for signage that will block the view of the river. She stated she is at a loss as to how the Council is suddenly in a situation where a big decision must be made on things that do not feel thought out.

Mr. Ringstad agreed that the project is a whole new concept that, for the Council, is only six days old. He discussed how other capital projects get approved only to have requests for large funding increases after they commence. He expressed his desire to have a better understanding of what is being undertaken from the start of a project. He stated that he would rather take time and make sure the Council is comfortable with the project before moving forward beyond phase one.

Mr. Marney asked if the Council could hold off and have more discussion on the project later.

Mayor Pruhs suggested the Council fund the first phase and proceed to garner feedback from the community on the overall plan. He reported that he has \$150,000 left in his reserve account which can be used to cover any overages in the first phase. He suggested that after the initial phase the City could get firmer estimates on the remaining work. **Mayor Pruhs** shared that the Alaska Native organizations he had spoken with have expressed support for the project. He claimed that everyone who had seen the concept seems to like it except **Ms. Sprinkle**, which is okay.

Ms. Therrien asked how much it would cost just to clear the shrubs and trees in the targeted area. She noted that anything including concrete and electrical work does not seem to be supported by several Councilmembers. **B. Pristash** explained that the first phase must include concrete and electrical work as it sets the foundation for the remaining project. He stated that simply clearing vegetation would cost much less but also would not serve much purpose. **Ms. Therrien** reiterated that there did not appear to be a consensus on moving forward with steps that would inherently obligate the City to the current project design. **Mayor Pruhs** reminded the Council that he had proposed a solution to cover the additional cost for the first phase from his own reserves.

Ms. Tidwell acknowledged the present disagreements but noted that everyone wants to have the best possible Plaza along the river downtown.

Ms. Tidwell, seconded by **Ms. Therrien**, moved to AMEND Ordinance No. 6315, as Amended, by removing the \$400,000 increase for the GHP landscaping project.

Ms. Sprinkle asked if the Council could add the funds back in the near future if the increase were removed now. **CFO Bell** stated that the Council can request a budget amendment at any time. **B. Pristash** reported that a designer was under contract to produce a completed design but had been

directed to hold off on final touches until after the present Council meeting in order to receive any additional input. He stated that the designer would be completing and submitting a final design.

Mr. Ringstad suggested the City still move forward with some work to prepare the property as it was nearly July and it would be nice to make some progress in 2025.

Ms. Tidwell agreed that she wants to move forward but does not want to be locked into a design if that is where the disagreement lies. She explained that by taking out the funding increase, she hopes the Council could discuss the project at the next work session, rather than drag it out for months. She added that if they agree on a design, the funding request could be brought back.

Mr. Ringstad asked if setting back the funding authorization by a few weeks would result in the project not being feasible in 2025. B. Pristash stated that they would still be able to proceed as the concrete work could be done well into October.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6315, AS AMENDED, BY REMOVING THE \$400,000 INCREASE FOR THE GHP LANDSCAPING PROJECT AS FOLLOWS:

YEAS: Marney, Ringstad, Tidwell, Therrien, Sprinkle

NAYS: Cleworth

Mayor Pruhs declared the MOTION CARRIED.

Ms. Therrien, seconded by **Ms. Tidwell**, moved to AMEND Ordinance No. 6315, as Amended, by striking the \$3MM transfer to the Risk Fund.

Ms. Therrien acknowledged that the Council had agreed to cover the first \$3MM payment for the recent settlement. She asked if the funds could come from elsewhere instead of the General Fund. CFO Bell indicated that the only other option would be to increase the mill levy the following year.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6315, AS AMENDED, BY STRIKING THE \$3MM TRANSFER TO THE RISK FUND AS FOLLOWS:

YEAS: Therrien

NAYS: Marney, Sprinkle, Ringstad, Tidwell, Cleworth

Mayor Pruhs declared the MOTION FAILED.

Mr. Cleworth shared his concern with the cost of renovating the Fire Training Center. He noted the proposed increase in the project's funding and asked if that would be enough. Chief of Staff Sanders stated that even with the added funding, the building will not be pretty. He explained that it is difficult to renovate a 1980s building that had been long neglected. He asserted that the facility would be functional soon and could serve as a training location, although it would not be ready as a backup dispatch center. He recounted that, from the beginning, he shared that it would be an expensive project spanning multiple years. He apologized for not having any grants to subsidize costs, noting that one grant went away with federal administration changes.

Ms. Sprinkle asked if the work being done will make the facilities more viable for rental. M. Sanders stated that it would make the building more viable for anything, whereas previously it was in bad enough shape that it could be considered a blighted property. He indicated that the plan is to have computers and other systems in place to make it a modern, useful facility.

Mr. Ringstad asked how much had been spent on the facility. CFO Bell reported that \$680,000 had been spent. **Mr. Ringstad** noted that with the proposed increase, it would total over \$1.2MM.

Mr. Cleworth expressed concern over the dwindling balance of the Capital Fund and the need for the City to have emergency funds should vital equipment unexpectedly fail. He stated that \$5MM should be the minimum balance and indicated that he would be drafting an ordinance to that effect. He discussed challenges with the Fire Training Center project and acknowledged M. Sanders' work to turn a neglected asset into something useful again. **Mr. Cleworth** noted that the building's original purpose to serve as a training center for all local fire departments was admirable but that it had cost the City millions of dollars over the years. He admitted reaching the point a while back where he was ready to cut and run, preferring to see the property sold.

Mr. Ringstad stated that he was expecting the project to be only a few hundred thousand dollars.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6315, AS AMENDED, AS FOLLOWS:

YEAS: Cleworth, Marney, Ringstad, Sprinkle, Tidwell

NAYS: Therrien

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6315, as Amended, ADOPTED.

NEW BUSINESS

- a) Resolution No. 5178 – A Resolution Authorizing Payment to Alaska Public Risk Alliance (APRA) for Municipal Insurance Coverage. Introduced by Mayor Pruhs..

APPROVED on the CONSENT AGENDA

- b) Ordinance No. 6316 – An Ordinance Establishing a Paramedic Recruitment Bonus Program. Introduced by Mayor Pruhs.

Mr. Marney, seconded by **Ms. Therrien**, moved to ADVANCE Ordinance No. 6316.

Mr. Cleworth asked if Fire Chief Andrew Coccaro could provide a staffing summary by the next meeting that included training credentials for the various positions in the department.

Ms. Sprinkle asked for details on why the bonus program was being initiated. Chief Coccaro explained that while the City does well with recruitment for firefighters, it struggles to attract certified paramedics. He noted that while there are many paramedics at the Fairbanks Fire Department (FFD), many of them have been promoted above the firefighter rank, leaving a gap

across the ambulance crews. He discussed the City's success in recruitment incentives for police officers and dispatchers, suggesting that the bonus would help cast a wider net for firefighters already certified as paramedics rather than spending a year or two to train existing staff.

Ms. Therrien asked how many paramedic firefighters FFD currently lacks. Chief Cocco stated that they need four or five in the next academy group to balance out departmental needs. **Ms. Therrien** asked that funding details for the bonuses be provided by the next meeting.

Mr. Ringstad posed a hypothetical scenario where the salary savings being used to fund the bonuses runs out while offers have been extended; he questioned the City's risk in such a scenario. City Attorney Chard stated that he had asked a similar question when the recruitment incentive program was being proposed for the police department. He explained that the CFO keeps a watchful eye on salary savings and works with department heads to ensure commitments are not being made that the City cannot fulfill. He noted that the language of the FFD bonus states that it will be available so long as the funds exist, that it has a sunset date for the end of 2025, and that there should not be a problem with the funding source. **Mr. Ringstad** pointed out that salary savings may not exist when it is time to pay any latter portions of the bonus.

Mr. Marney stated that he was not aware that FFD had any salary savings. Chief Cocco pointed out that the department recently went for a long period with a few key positions vacant. **Mr. Marney** asked what qualifications existed among the recent group of recruits. Chief Cocco shared that the entry level status, upon completion of training, is Firefighter 1 and Emergency Medical Technician (EMT) 1. He reported that all of the new recruits in the recent class are at that or a higher EMT level, but none are certified paramedics. **Mr. Marney** asked if it would behoove the Council to wait until the firefighter arbitration was over before making decisions to commit funds. Chief Cocco stated that the arbitration will still take some time, and he hopes to get recruitment underway as soon as possible, taking advantage of the salary savings and continuing to work towards reducing FFD overtime. He mentioned the standard obligation for repayment if the employee who received the bonus leaves employment before an established timeframe.

Attorney Chard noted that there is currently enough funding in salary savings to cover the initial bonuses but suggested that CFO Bell could best explain funding feasibility in future years. CFO Bell assured the Council that funds will be available in future years as the process is to encumber the full amount of any potential bonus as a liability. She pointed out that the recent audit verified a current liability of \$160,000, which represents future bonus payments that have been committed.

Ms. Tidwell suggested that it was a good program if the alternative to a \$20,000 bonus is spending \$120,000 to train recruits as paramedics. She asked if the bonus would be sufficient to recruit someone to Fairbanks. She pointed out that the commitment is only for three years and reminded the Council of past discussions regarding retention being the primary staffing challenge at FFD. She admitted that she was skeptical that the bonus program would help with retention but that she would like to hear more about any long-term strategies being considered.

Chief Cocco acknowledged the retention concerns and explained that if the next group of recruits does not include any paramedics, the City may spend a lot to get them trained, including more overtime to cover their position while they are gone, only to see them leave for another agency.

He explained that it is hard to retain paramedics in general, and while \$20,000 may not be sufficient to entice someone, he understands that the amount already sounds large to many Councilmembers. He pointed out that there are many potential recruits already interested in moving to Alaska, so FFD's goal is to give those on the fence a final push to get them here. He stated the City can provide a good employment package and he hopes to nourish the department culture to make them want to stay. Chief Cocco added that FFD is a very progressive department when it comes to what paramedics are expected, allowed, and encouraged to do in their scope of work, which is attractive to those currently working for more restrictive agencies. He admitted that the bonus may not be part of a permanent solution, but people will never stay at FFD if they do not get hired first.

Ms. Sprinkle asked if the vacant positions are part of the nine that were added for 2025. Chief Cocco explained that the latest academy group filled five of the nine spots, and he is targeting paramedics for the next round of recruitment to fill the remaining spots. He stated that if they are unsuccessful in recruiting paramedics with the bonus, he will bring a different proposal for 2026.

Ms. Sprinkle asked if paramedics are necessary. Chief Cocco declared they are 100% necessary, and lives are saved because the City has licensed paramedics running ambulances every day.

Mr. Cleworth asked what level is considered "advanced" for medical training. Chief Cocco stated that an advanced medical certification is that of an EMT 3 or higher. **Mr. Cleworth** asked why certified paramedics can no longer be used as such once they are promoted. Chief Cocco explained that it would be very costly to schedule an overtime shift for a higher-level position to fill a spot on an ambulance that should be staffed by a firefighter/paramedic. He added that many FFD personnel with paramedic licenses have been promoted internally, and the City has lost the recruitment battle with other agencies to attract new certified paramedics, so there is a gap to fill.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6316 AS FOLLOWS:

YEAS: Sprinkle, Ringstad, Marney, Tidwell, Therrien

NAYS: Cleworth

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6316 ADVANCED.

- c) Ordinance No. 6317 – An Ordinance Amending Fairbanks General Code Chapter 22 Elections. Introduced by Councilmember Cleworth.

Mr. Cleworth, seconded by **Ms. Therrien**, moved to ADVANCE Ordinance No. 6317.

Ms. Sprinkle asked for more information on how the ordinance came to be.

Mr. Cleworth reported that Clerk Snider had done nearly all the work to prepare the ordinance and address numerous items that warranted Code updates regarding elections. He encouraged the Council to take the time to read it before the next work session where questions could be answered.

Ms. Therrien asked if the Council would have enough time to go through the ordinance with the attention it deserved. **Mayor Pruhs** pointed out that the item had been introduced, and the Council

could advance it or even postpone if that is preferred. Clerk Snider noted that due to the calendar, there is an extra week before the next work session. **Ms. Therrien** stated that when it is time to vote for adoption, the Council should postpone the ordinance if members feel they have not had enough time to discuss all the changes.

Attorney Chard acknowledged the Council's prerogative to postpone but advised that the Council be mindful of election season timing and avoid making changes late in the year.

Clerk Snider explained that the ordinance was an effort to standardize language, clean up terminology, and improve consistency with current practices and the Borough's election code. She noted that the most substantive change was one Mr. Cleworth proposed, to add a requirement that witnesses signing an absentee ballot also print their name. She stated that a printed name is currently requested but not required by Code. She reported that the ordinance had not been brought forward sooner because the Borough had recently considered an ordinance to amend its election code which could have impacted the City's election code. She pointed out that if the ordinance remains on track for adoption at the next meeting, it would be just prior to the opening of the candidate filing period on July 15.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE NO. 6317 AS FOLLOWS:

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

NAYS: None

Mayor Pruhs declared the MOTION CARRIED and Ordinance No. 6317 ADVANCED.

WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

a) Appointments to the Fairbanks Diversity Council

APPROVED on the CONSENT AGENDA

COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

Ms. Tidwell indicated she had no reports or comments.

Mr. Marney shared that he attended the Midnight Sun Festival with his wife and, while he does not enjoy large crowds, it is amazing what the event does for the community.

Mr. Ringstad indicated he had no reports or comments.

Ms. Sprinkle suggested the City hold a public contest to name the Portland Loo. **Mayor Pruhs** stated that he had already named it the "Buberger Bathroom."

Ms. Therrien asked for a report on the firefighter contract arbitration. **Mayor Pruhs** noted that the only people who are in the know are the attorneys and the other party. He confirmed that the

arbitration lasted five days. **Ms. Therrien** asked when the Council might hear an update. Attorney Chard stated that he would anticipate a decision in mid-August.

Mr. Cleworth asked whether an arbitration is open to the public like negotiations are. Attorney Chard explained that the arbitrator sets the parameters for what is allowed in the process, and they will usually ask both parties their preferences. He noted that in some cases, parties will request closed hearings but in some they allow others to be present. **Ms. Therrien** asked what was agreed to in this case. Attorney Chard indicated that as the Mayor had suggested, it would be best to wait until the results were publicly announced. He shared that the staff who participated [Mayor, Chief of Staff, and CFO] were extremely knowledgeable and effective in representing the City. **Mr. Cleworth** asked if the press was included. Attorney Chard replied that they were not but that one Councilmember had asked to observe, and the arbitrator and both parties agreed to allow it.

CITY CLERK'S REPORT

Clerk Snider shared details about a contest for local K-12 students to submit a design for a new "I Voted" sticker, which would be voted on by a group of the local Mayors and select members of each City Council and the Borough Assembly.

CITY ATTORNEY'S REPORT

Attorney Chard expressed appreciation for the Council's commitment to serving the community.

ADJOURNMENT

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

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

Mayor Pruhs declared the meeting adjourned at 8:25 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: July 9, 2025

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

Lic. #	DBA	License Type	Licensee	Address
4504	The Venue	Beverage Dispensary	Go Alaska Media, LLC	514 2nd Avenue
5950	House of Fire Pizza	Restaurant/ Eating Place	TJMN, LLC	300 Old Steese Highway, Suite 1

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 application for House of Fire Pizza is scheduled to go before the ABC Board on June 24, 2025. The Venue application is scheduled for the ABC Board meeting of September 16, 2025. The City's 60-day response deadline to AMCO is August 4, 2025.

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

ORDINANCE NO. 6316

**AN ORDINANCE ESTABLISHING A PARAMEDIC
RECRUITMENT BONUS PROGRAM**

WHEREAS, the Fairbanks Fire Department (FFD) continues to struggle to recruit paramedics; and

WHEREAS, the current minimum cost to the City of Fairbanks to send one employee through the paramedic program is \$16,000 for tuition and up to \$120,000 in salaries, overtime, and benefits; and

WHEREAS, the City of Fairbanks has had success in filling other positions where recruitment was a challenge by offering a recruitment bonus; and

WHEREAS, providing a \$20,000 recruitment bonus for licensed paramedics would make the City of Fairbanks a more competitive employer.

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

SECTION 1. The paramedic recruitment bonus program within the Fairbanks Fire Department is hereby reestablished with the following criteria:

An applicant who is a licensed paramedic will be paid a \$20,000 “sign-on bonus.” The City will pay 50% of the bonus within 30 days of the employee completing their probationary period and 50% of the bonus after the employee has completed three years of service. No applicant may receive a sign-on bonus more than once, and no applicant may receive a sign-on bonus if they have been employed by the Fairbanks Fire Department within 12 months of rehire. Applicants who accept a “sign-on bonus” and do not complete three years of service are subject to payback provisions.

SECTION 2. The Sign-on Bonus Agreement (Attachment A) is approved.

SECTION 3. Bonuses will be funded through savings from budgeted salaries, as available.

SECTION 4. This program will sunset on December 31, 2025 unless extended by resolution of the City Council.

SECTION 5. The effective date of this ordinance shall be 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
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 6316

Abbreviated Title: ORDINANCE ESTABLISHING PARAMEDIC RECRUITMENT INCENTIVE BONUS

Department(s): FIRE

Does the adoption of this ordinance or resolution authorize:

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

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

If yes, what is the estimate? see below

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

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

EXPENDITURES:	Total
SALARY AND BENEFITS	
TOTAL	

FUNDING SOURCE:	Total
GENERAL FUND	
TOTAL	

The Fire Department paramedic recruitment incentive bonuses will be paid from salary savings. The City will pay 50% (\$10,000) of the bonus within 30 days of the employee completing their probationary period and 50% (\$10,000) of the bonus after the employee has completed three years of service.

Reviewed by Finance Department:

Initial mb

Date 6/19/2025

**Attachment A
to Ordinance No. 6316**



**Fairbanks Fire Department
Paramedic Sign-On Bonus Contract
Approved July 14, 2025**

This agreement is made between the CITY OF FAIRBANKS (“City”) and _____ (“Employee”).

WHEREAS, this contract will apply to a licensed paramedic who begins employment for the City of Fairbanks Fire Department (“Department”) and who meets the eligibility requirements in Ordinance No. 6316; and

WHEREAS, the City wishes to bestow upon the Employee a “Sign-on Bonus” as an incentive for the Employee to accept employment at the City and to remain satisfactorily employed in the Department for at least three full years; and

WHEREAS, no employee may receive a sign-on bonus more than once, and no employee may receive a sign-on bonus if they have previously been employed by the Department within 12 months of rehire.

THEREFORE, the City and the Employee agree to the following terms:

1. The City, acting through the Department, agrees to pay the Employee \$20,000 as a Sign-on Bonus in return for the Employee accepting the City’s offer of employment. Half of the amount will be paid directly to the Employee within 30 days following the successful completion of their probationary period. The second half of the amount will be paid directly to the Employee after three years of service.
2. The City will apply all required federal and state tax deductions and will report all payments made under this Agreement as required by federal and state law. Taxes will be withheld as bonus earnings from the Sign-on Bonus and reported to the Internal Revenue Services as income on the Employee’s Form W-2. The Sign-on Bonus is not considered “salary” and shall not be included for purposes of retirement benefit calculations or salary increases.
3. The Department will adhere to all relevant City and Department policies during the hiring process and in making bonus payments to employees.
4. In return for accepting the Sign-on Bonus, the Employee agrees to work for the Department on a regular and full-time basis for at least three years beginning _____ and ending on _____. Should the Employee resign, quit, or be terminated for cause before the above stated ending date, the Employee shall repay a prorated amount of the Sign-on Bonus as provided in the following paragraphs.
5. The Employee’s failure to remain employed by the Department for three years will trigger the Employee’s duty to repay, pro-rata, the amount paid by the City pursuant to paragraph 1 above. (This amount may be more than the Employee received due to tax or other withholdings.) For example, if the Employee leaves one year prior to the end date, they will repay 12/36 of such amount. To facilitate this repayment, the Employee, by signing below, expressly gives the City a

lien on all their salary, wages, and other sums payable to them by the City. In addition, the Employee hereby authorizes the City to withhold all amounts so due from any sum payable to the Employee by the Department and the City. The Employee also agrees that any tax consequences resulting from the repayment of the Sign-on Bonus or any portion thereof will be the sole and exclusive responsibility of the Employee.

6. If the Employee fails to remain employed by the Department for three years for reasons beyond their control (e.g. injury, illness or death), other than just cause termination, the Department may in its sole discretion waive all or part of the liability owed by the Employee. Any such waivers must be approved in writing by the Mayor.
7. If any part of the Agreement is found to be invalid or unenforceable, the other parts shall remain valid and enforceable, and the Employee agrees, represents, and warrants that they will be held to any applicable repayment of the Sign-on Bonus.

BY SIGNING BELOW, the Employee certifies that they have not accepted a financial incentive for accepting employment at the City, other than as described in this Agreement.

IN WITNESS THEREOF:

Employee Signature

Date

Employee Printed Name

Fire Chief Signature

Date

Mayor Signature

Date

cc: Personnel File

ORDINANCE NO. 6317

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
CHAPTER 22 ELECTIONS**

WHEREAS, regular City of Fairbanks elections are held in conjunction with Fairbanks North Star Borough elections; and

WHEREAS, the City aims to maintain consistent election codes and procedures with the Borough to ensure consistency and uniformity for voters and efficiency in the conduct of elections; and

WHEREAS, the City Clerk has identified sections of the Fairbanks General Code that require clarification, additional guidance, or alignment with current procedures.

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

Section 1. That Fairbanks General Code Chapter 22 - Elections is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 22-1. - Definitions.

The following definitions and clarifications apply to this chapter:

Days includes weekends and holidays.

Election includes any regular or special election of the City of Fairbanks.

Election official means the city clerk and employees of the city clerk's office, temporary election workers, **absentee voting officials**, election board members, and members of counting or review boards.

Electronic transmission means delivery by facsimile transmission and transmission through email or a website established by the city clerk.

Oath includes affirmation **or sworn statement on penalty of perjury**.

Office means any elective office under the ordinances of the city.

Polling place means a place designated and open for voting, including early voting and absentee voting locations.

Precinct means the territory established by the state **within which resident voters may cast votes at one polling place.**

Proposition includes question.

Publication means **notice printed in** a newspaper of general circulation **distributed in the city** or posting in public places.

Questioned voter means;

1. **a voter whose name does not appear on the register in the precinct where they attempt to cast a vote;**
2. **a voter whose name appears on the precinct register but who does not present identification or is not personally known to an election official at that polling place;**
or
3. **a voter who is questioned, for good cause, in writing at the polling place.**

Registration or registered refers to the form of registration required by the State of Alaska. For city elections, a person is considered eligible to cast a vote if registered to vote in state elections in a city precinct at least 30 days prior to the election.

Regular election means a general election to fill city offices as required by section 22-6.

Signature ~~or subscription~~ includes **any** mark intended as a signature ~~or subscription~~.

Special election means any **city** election held at a time other than when a regular **or runoff city** election is held.

Swear includes affirm.

Total votes cast means the total number of votes cast for each seat for candidates whose names are printed on the ballot and votes properly cast for the same seat in the write-in section(s) of the ballot. Ballots counted as blank votes or as over-votes in a particular race shall not be added into the total votes in determining votes cast.

Voter means any person who presents **themselves** for the purpose of **registering to vote or** voting, either in person or by absentee **application or** ballot.

Sec. 22-2. - Incorporation of state and federal law.

All provisions of the Constitution of the United States, the state constitution, and any laws pursuant to either constitution affecting city elections are incorporated in this chapter as if fully set out in this section.

* * * * *

Sec. 22-8. - Precincts and polling places.

- (a) The precincts established by the state and set forth in the Alaska Administrative Code shall be the precincts for all elections. The city clerk shall secure a polling place for each precinct for each election. Wherever practicable, the polling place shall be located within the precinct.
- (b) No later than 20 days before each regular and special election, the city clerk shall publish in one or more newspapers of general circulation in the city the locations of the precinct polling places. Such publication shall be repeated at least once no later than the day prior to the election.
- (c) For runoff elections, the notice of the locations of the precinct polling places may be included in or separate from the notice of the election, and ~~publications shall be~~ **published** at least once no later than five days prior to the runoff election.

Sec. 22-9. - Declaration of candidacy by affidavit; ~~candidate biographical information and nonpartisan position statement.~~

- (a) At least 95 days before each regular election, the city clerk shall publish in one or more newspapers of general circulation in the city a notice of offices to be filled at the election and the manner of declaring candidacy.
- (b) Any qualified person may have their name placed on the ballot as a candidate for not more than one elective office by filing no earlier than July 15 at 8:00 a.m., nor later than July 29 at 5:00 p.m., with the city clerk, a sworn declaration of candidacy. If July 29 falls on a Saturday or a Sunday, the filing deadline will be 5:00 p.m. the following Monday. Candidates for elective council office shall file a conflict of interest statement in accordance with the provisions of AS 39.50 at the time of filing a declaration of candidacy. Each candidate shall file the name and address of the campaign treasurer with the state public offices commission in accordance with the provisions of AS 15.13 no later than seven days after the date of filing a declaration of candidacy. A \$25.00 filing fee shall accompany every declaration of candidacy.
- (c) Declaration of candidacy affidavits shall be provided by the city clerk and shall include: a ~~provision for a statement by the candidate affirming their qualifications to fill the office for which they are filing.~~
 - (1) the full name of the candidate and the manner in which they wish their name to appear on the ballot;**
 - (2) all residential addresses of the candidate during the year immediately preceding filing for candidacy;**
 - (3) the current mailing address of the candidate;**
 - (4) the office for which the candidate declares;**
 - (5) an affirmation that the candidate is qualified for the office as provided by law;**

- (6) a certification by the candidate that the information provided in the declaration is true and accurate;**
 - (7) the date of the declaration and a notarized signature of the candidate; and**
 - (8) any other information that the city clerk reasonably requires to determine whether the candidate is qualified for the office as provided by law.**
- (d) **Declarations of candidacy may be filed with the city clerk by electronic transmission or mail. If filed electronically, the declaration, along with all required forms, must be received by the deadline set forth in subsection (b) of this section. If mailed, the declaration, along with all required forms, must be received by the city clerk no later than the Tuesday following the filing period deadline. Non-compliance with this subsection will result in the candidate's name not appearing on the ballot.** ~~Any candidate desiring to withdraw their declaration of candidacy may do so at any time during the period for filing a declaration of candidacy and up to five business days following the closing date for filing. All declarations of candidacy which are not withdrawn shall be preserved by the city clerk for one year.~~
- (e) Persons filing for elective office as a write-in candidate shall file a declaration of candidacy under this section. Write-in candidates may file only after the official filing period has closed and not later than 5:00 p.m. on the day immediately preceding the election.
- (f) Each declaration of candidacy form will contain the following phrase immediately above the signature of the candidate, "I understand that false statements made on this form are criminal violations."
- (g) Each **candidate for mayor or** ~~member of the~~ city council shall have resided within the city for one year immediately prior to ~~the filing of~~ **the** declaration of candidacy.
- (h) The city clerk shall determine whether each candidate for city office is qualified as provided by law. At any time during the election the city clerk may disqualify any candidate whom the clerk finds is not qualified and immediately notify that candidate by certified mail.
- ~~(i) Qualified candidates for city mayor and city council may provide biographical and non-partisan information in accordance with this section to be compiled by the city clerk into a candidate pamphlet.~~
- ~~(j) On a form prescribed by the city clerk, candidates may submit their biographical information, non-partisan position statement, and recent photograph to the city clerk's office. In order to be included in the candidate pamphlet, submissions must be received no later than 5:00 p.m., ten business days following the close of the filing period for a regular city election and no later than 5:00 p.m., five business days following the close of the filing period for a special city election.~~

- ~~-(k) The biographical information may not exceed 150 words. The non-partisan position statement may not exceed 250 words. Articles such as "a," "an," and "the" will be counted as words. Biographical information and non-partisan position statements must be typewritten and may be submitted in person, by mail, or electronically.~~
- ~~-(l) Candidate photographs should be a clear image of only the candidate, taken within one year of submission, and be of a quality suitable for reproduction. Photographs may be submitted in person, by mail, or electronically.~~
- ~~-(m) The city clerk shall reject any information or photograph that is not in compliance with this section. The city clerk shall reject any portion of a candidate's biographical information or position statement deemed by the city clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party.~~
- ~~-(n) The city clerk shall compile and make available to the public a candidate pamphlet containing all information submitted in accordance with this section. The pamphlet will be available to the public no later than 30 days prior to a regular election and no later than 15 days prior to a special election and will, at a minimum, be published on the city website. Paper copies will be available at the city clerk's office.~~
- ~~-(o) The city clerk will add a disclaimer to the candidate pamphlet noting that the candidate information and photograph is presented as submitted by the candidate without any changes to grammar, spelling, or punctuation and that the city has not verified the accuracy of the information provided by candidates.~~

Sec. 22-9.1 – Amendment to and withdrawal of declarations of candidacy.

- (a) Any candidate desiring to withdraw their declaration of candidacy may do so at any time during the period for filing a declaration of candidacy and up to five business days following the closing date for filing. The city cannot guarantee that a candidate's name will be removed from the ballot if the candidate's request for withdrawal is received after the deadline.**
- (b) A filed declaration of candidacy may not be changed. If a candidate who has already filed desires to file for a different seat, they must withdraw and file a new declaration of candidacy affidavit in accordance with section 22-9.**

Sec. 22-9.2 – Municipal election information pamphlet.

- (a) A municipal election information pamphlet shall be compiled by the city clerk's office containing candidate and proposition information in accordance with subsection (b). In addition, the city clerk shall include in the pamphlet information on early and absentee voting, polling place locations, sample ballots, and any other election information approved by the city clerk.**

(b) Qualified candidates for city mayor and city council may provide biographical and non-partisan information in accordance with this section for inclusion in the pamphlet.

- (1) On a form prescribed by the city clerk, candidates may submit their biographical information, non-partisan position statement, and recent photograph to the city clerk's office no later than 5:00 p.m. ten business days following the close of the filing period for a regular city election and no later than 5:00 p.m., five business days following the close of the filing period for a special city election.**
- (2) The biographical information may not exceed 150 words. The non-partisan position statement may not exceed 250 words. Articles such as "a," "an," and "the" will be counted as words. Biographical information and non-partisan position statements must be typed and may be submitted in person, by mail, or electronically.**
- (3) Candidate photographs should be a clear image of only the candidate, taken within one year of submission, and be of a quality suitable for reproduction. Photographs may be submitted in person, by mail, or electronically.**
- (4) The city clerk shall reject any information or photograph that is not in compliance with this section. The city clerk shall reject any portion of a candidate's biographical information or position statement deemed by the city clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party.**
- (5) The city clerk will add a disclaimer to the election pamphlet noting that the candidate information and photograph is presented as submitted by the candidate without any changes to grammar, spelling, or punctuation and that the city has not verified the accuracy of the information provided by candidates.**

(c) The city clerk shall make the municipal election information pamphlet available to the public on the city website and at the city clerk's office no later than 30 days prior to a regular election and no later than 15 days prior to a special election.

Sec. 22-10. - Election officials.

- (a)** For precincts within the city, the city ~~clerk, subject to the approval of the city council, and the borough assembly~~ shall appoint at least three election ~~officials~~ judges in each precinct to constitute the election board of that precinct. The city clerk is the election supervisor. One election ~~official~~ judge shall be designated as chair and shall be ordinarily responsible for administering the election in that precinct. The city clerk may appoint additional election officials at any polling place ~~as necessary where they are needed~~ to conduct an orderly election.
- (b)** All election officials should attend a training session unless personally and specifically excused for cause by the city clerk. If any appointed election official is not able or refuses to serve on election day, the city clerk may appoint a replacement for that official.

- (c) Each election ~~official~~~~judge~~ serving at a precinct polling place must be a qualified voter and, if possible, a resident within the precinct to which they are appointed.
- (d) All election officials, before entering upon their duties, must subscribe to the oath required of all public officers by the state constitution in the manner prescribed by the city clerk.
- (e) Candidates and the contact person(s) or sponsor(s) on an initiative or referendum shall not serve as election officials. **No person may serve as an election official if they have a familial relationship with a candidate on the city ballot**~~Certain familial relationships may not exist between a candidate and an election official in regular, runoff, or special elections. Those familial relationships means:~~
 - (1) ~~M~~mother, mother-in-law, stepmother;
 - (2) ~~F~~father, father-in-law, stepfather;
 - (3) ~~S~~sister, sister-in-law, stepsister;
 - (4) ~~B~~brother, brother-in-law, stepbrother;
 - (5) ~~S~~spouse;
 - (6) ~~G~~grandparent; or
 - (7) ~~P~~person sharing the same living quarters.
- (f) The city clerk may appoint not more than two ~~people aged 16 and 17~~ as youth election workers at each precinct. A youth election worker must:
 - (1) ~~B~~be a citizen of the United States;
 - (2) be 16 or 17 years old;**
 - ~~(32)~~ ~~O~~obtain written permission from a parent or legal guardian;
 - ~~(43)~~ ~~A~~attend mandatory training on polling place election procedures; and
 - ~~(54)~~ ~~S~~serve under the supervision of the precinct chair.

Sec. 22-11. - Form of ballots.

- (a) Ballots shall be prepared in the manner prescribed by law for state elections, insofar as such prescription is applicable to nonpartisan elections. The ballots shall be **consecutively numbered in series**, the number being placed in an area set off by perforations for ease of removal and on a portion of the ballot that can be seen when the manner in which the ballot is marked is concealed from view.
- (b) All candidates ~~for~~ the same office shall be shown on one ballot. The title of each office to be filled shall be followed by the printed names of all candidates for that office, and provisions shall be made for write-ins equal in number to the positions to be filled. The names of candidates shall be printed as they appear upon the declaration of candidacy, except that any honorary or assumed title or prefix shall be omitted. **A candidate's name appearing on the ballot may include a nickname or familiar form of a proper name that the candidate is known by, as specified on the declaration of candidacy.** The words "Vote for not more than _____," with the appropriate number replacing the blank,

shall be placed before the lists of candidates for each office. **The order for placement of candidate names for each office shall be randomly determined by the city clerk** ^{Names of candidates shall appear on the ballot in rotated positions as prescribed in AS 15.15.030(6) for state elections.}

- (c) Following the offices and candidates, there shall be placed on the ballot or on separate ballots as the city clerk may determine **necessary**, all propositions or questions to be voted on. The words "YES" and "NO" shall be placed below the statement of each proposition or question. The city clerk shall determine the number of ballots to be used to present all offices; **and** propositions ~~and questions~~ to the qualified voter.
- (d) Each ballot shall bear the words "Official Ballot" and the date of the election.
- (e) The city clerk shall have printed and available at each polling place on election day and in the city clerk's office preceding the election, the appropriate tinted sample ballots for each election.

Sec. 22-12. - Preparation and dDistribution of ballots.

(a) The city clerk may contract for the preparation, printing, and distribution of ballots without obtaining competitive bids.

- ~~(b)~~ **(a)** The city clerk shall have the ballots in possession at least 15 days before each regular election or ~~ten~~^{seven} days before each runoff or special election. At that time the ballots may be inspected by any candidate whose name is on the ballot, or their authorized agent, and any mistake discovered shall be corrected immediately. Sufficient ballots for the registered voters of each precinct shall be delivered to the election board for that precinct prior to or on the date of the election before the opening of the polls. Sufficient ballots will be delivered to the early voting station prior to or on the date early voting begins.
- ~~(c)~~ **(b)** The ballots shall be delivered in a separate sealed package, with the number of ballots enclosed clearly marked on the outside of the package. A receipt shall be taken from the election board member to whom each package is delivered ~~in person or by mail; these receipts to be preserved with other records of the election for one year.~~

* * * * *

Sec. 22-14. - Voting systems~~devices and machines~~.

- (a)** Voting devices and machines will be used for all regular, runoff and special elections unless determined not to be practicable by the city clerk. Where the city and the borough are conducting elections simultaneously, voting devices or machines shall be used by both entities or by neither. The laws of the state concerning voting devices and machines are incorporated in this chapter as if fully set out in this section except for provisions in conflict with this chapter. All necessary supplies for the assistance of voters, such as

sample ballots, instructions, booths, etc., shall be provided in the same manner as when paper ballots are used.

- (b) Nothing in this chapter prohibits the use of other ballot counting systems which have been approved for use in state elections. The city clerk, subject to any further approval as may be required by law, may prescribe rules for the use of these systems or may adopt such rules, regulations, and procedures as have been adopted for use in state elections.**

Sec. 22-15. - Absentee voting.

- (a) Any qualified voter may vote an absentee ballot for any reason.
- (b) The city clerk will provide absentee ballots, small and large envelopes, and an affidavit by which a voter shall declare their qualification to vote, followed by a provision for attestation by a witness who is 18 years of age or older.
- (c) Absentee ballot envelopes will be examined by the canvass board which will determine whether the absentee voter is qualified to vote at the election and whether the ballot was properly cast.**
- (d) No person may receive a fee from a voter for attesting to any voter's certificate required in absentee voting.**
- (e) Election officials shall maintain a list, open to public inspection, of the names of voters, with at least one identifier, who voted absentee. The record must contain the date the ballot was sent to the voter (if by mail or electronic transmission), the date the ballot was marked by the voter, the date the ballot was postmarked (if by mail), and the date the ballot was received by the clerk's office.**
- ~~(f)~~ *Absentee voting in person.*
- (1) A qualified voter may apply for an absentee ballot in person on any date after the ballots are prepared and available, up to and including the day before the date of the election.
- (2) In-person absentee voting locations shall be designated by the city clerk and shall be identified by signage.**
- ~~(3)~~ (2) On receipt of an application in person for an absentee ballot and exhibition of proof of identification as required in section 22-17(d), the **election official**~~city clerk~~ shall issue the ballot to the applicant.
- ~~(4)~~ (3) On receipt of an absentee ballot in person, the voter shall proceed to the voting booth to mark the ballot in secret, to place the ballot in the small envelope, and to place the small envelope in the larger envelope in the presence of the election official who will sign and date **the larger envelope** as the attesting official. The election official shall then accept the ballot and immediately place the ballot in the ballot box.

(5) If a voter improperly marks or otherwise damages a ballot, they shall return it to the election officials, concealing the manner in which it is marked from view, and request a new ballot. The election officials shall destroy the damaged ballot after having made note on the ballot statement and issue a new ballot to the voter. A voter requesting replacement of a damaged or mismarked ballot may receive no more than three ballots.

(64) Absentee voting officials shall deliver to the clerk a registry of all in-person absentee voters by the close of business on the day following the election~~The election official shall keep a record of the names and signature of all voters who cast absentee ballots and the dates on which the ballots were cast.~~

(g) *Absentee voting—Special needs.*

(1) A qualified voter with a disability who, because of that disability, is unable to go to a polling place to vote may vote a special needs ballot. Special needs ballots shall be issued and accounted for in accordance with the rules adopted by the state for use in state elections and in effect at the time of the local election.

(h) *Absentee voting by mail.*

(1) A qualified voter may apply for an absentee ballot by mail if postmarked not earlier than the first day of the calendar year in which the election is to be held **and not** less than seven days before any election. The application shall include the address to which the absentee ballot shall be returned, the applicant's full Alaska residence address, and the applicant's signature.

(2) After receipt of an application by mail, the city clerk shall send the absentee ballot and other absentee voting material to the applicant by **the most expeditious mail service**~~first-class mail~~. The materials, including a pre-addressed mailing envelope, shall be sent as soon as they are ready for distribution.

(3) Upon receipt of an absentee ballot by mail, the voter, in the presence of a person over the age of 18 years, may proceed to mark the ballot in secret, place the ballot in the small envelope, place the small envelope in the larger envelope, and sign the voter's certificate on the back of the larger envelope. The witness shall sign as attesting official, ~~and shall date their signature,~~ **and clearly print their name.**

(4) The city clerk shall require a voter casting an absentee ballot by mail to provide proof of identification or other information to aid in the establishment of the voter's identity.

(54) To be counted in the election, an **by-mail** absentee ballot must be postmarked on or before election day and be received by the clerk's office no later than the Tuesday following the election. **By-mail** ~~A~~absentee ballot envelopes received after that time shall not be opened, but shall be marked "invalid" with the date of receipt noted thereon. Such envelopes shall be retained with other election records and destroyed in accordance with the city records retention schedule. ~~Absentee ballot envelopes shall be examined by the canvas board which shall determine whether the absentee voter is qualified to vote at the election and whether the ballot was properly cast.~~

(i) *Absentee voting by electronic transmission.*

- (1) A qualified voter may apply for an absentee ballot to be sent by electronic transmission ~~if. Such request is must be made~~ **no earlier than the first day of the calendar year in which the election is to be held and before** by noon (Alaska Standard Time) the day immediately preceding the election. Absentee ballots will be electronically transmitted to the location designated in the application. If no location is designated, and if the request is received no later than seven days prior to the election, the ballot will be mailed in the manner provided for absentee ballots by mail. The clerk may impose reasonable conditions for electronically transmitting absentee ballots.
- (2) A ballot electronically transmitted shall contain a copy of the ballot to be used at the election in a form suitable for transmission. A photocopy of the computerized ballot card to be used by persons voting in person at the polling places is acceptable.
- (3) **Upon receipt of an absentee ballot by electronic transmission, the voter, in the presence of a person over the age of 18 years, may proceed to mark the ballot in secret, place the ballot in the small envelope, place the small envelope in the larger envelope, and sign the voter's certificate on the back of the larger envelope. The witness shall sign as attesting official, date their signature, and clearly print their name.**
- (4) **The city clerk shall require a voter casting an absentee ballot by electronic transmission to provide proof of identification or other information to aid in the establishment of the voter's identity.**
- (53) Electronically transmitted ballots may be submitted by mail in accordance with the requirements of subsection (h)(4) of this section.
- (64) **To be counted in the election, an electronically transmitted absentee ballot must be received by the clerk's office no later than the closing of polls on election day.** A voter may transmit the ballot electronically no later than the day before the election. The ballot shall be counted in the same manner as other absentee ballots, even though this procedure may reveal to one or more election officials the manner in which a particular absentee voter cast their ballot. However, it shall be unlawful to display **an electronically transmitted** telefax ballot in a manner revealing the way in which a particular voter cast their ballot to any person other than the ~~municipal~~ **city** clerk, a member of the **city** clerk's staff, the election official in the course of their duties, or an attorney advising the **city** clerk on legal questions concerning the ballot. **Electronically transmitted absentee ballots received after the closing of polls on election day will be marked "invalid" with the date of receipt noted thereon. The ballots will be retained with other election records and destroyed in accordance with the city records retention schedule.**

Sec. 22-15.1. - Early voting.

- (a) *Administration of early voting.* The city clerk shall provide general administrative supervision over the conduct of early voting, to include designating early voting election officials, designating the time and location of early voting, and establishing procedures relating to early voting. Prior to election day, the city clerk shall mark the precinct registers of those voters who voted early or give to the election board in each precinct a

list of voters from the precinct who have voted early. If a voter who voted an early ballot appears at their regular precinct on election day, the voter may not vote a regular ballot but may vote a questioned ballot.

- (b) *Dates and times of early voting.* Early voting will begin no later than 15 days before each regular election and no later than ten days before each special or run-off election and will continue up to and including the Thursday prior to election day.
- (c) *Providing ballots to early voters.* An early voter appearing before an election official will be issued a ballot upon ~~verification that the voter's residence address on the official registration list is current and upon:~~

(1) Verification that the voter's residence address on the official registration list is current;

- ~~(2)~~ Showing proof of identification as required in this chapter; and
- ~~(3)~~ Signing the early voting register.

Voter assistance and ballot handling procedures set forth in this chapter will apply to early voting. If a voter is not eligible for early voting, the voter may apply for an absentee ballot.

- (d) *Counting of ballots.* Early voting ballots will be counted in accordance with the ballot counting procedures in this chapter, including the completion of a ballot statement by the election officials.

Sec. 22-16. - Special or advisory elections.

The city clerk may administer a special or advisory election by mail at the direction of the city council. If by mail, the city clerk shall administer the election in accordance with the provisions of the Charter and this chapter relating to special elections and absentee voting by mail.

Sec. 22-17. - Voting procedures at the polls.

- (a) On the day of the election, each election board shall open the polls for voting at 7:00 a.m., shall close the polls for voting at 8:00 p.m., and shall keep the polls continuously open during the time between those hours. The election board shall report to the polling place by 6:30 a.m. so that voting will start promptly at 7:00 a.m. The chairperson of the election board shall rotate times at which election officials may be relieved for breaks or meals; provided, however, that at all times at least two election officials are present at the polling place.**

- ~~(b)~~ Before issuing any ballots, the election board must, in the presence of any persons assembled at the polling place, open and exhibit the ballot box to be used at the polling place. The ballot box then shall be closed and shall not be opened again or removed from the polling place until the polls have closed.

- (~~c~~b) The election ~~officials~~judges shall keep an original register in which each voter, before receiving their ballot, shall sign their name and give both their residence and mailing address. A record shall be kept in the registration book in the space provided of the name of persons who offer to vote but who actually do not vote, and a brief statement of explanation. The signing of the register constitutes a declaration by the voter that they are qualified to vote. If a person's name does not appear on the official registration list of the precinct in which the person seeks to vote, the person may vote a questioned ballot.
- (~~d~~e) Before being allowed to vote, each voter shall exhibit to an election ~~official~~judge one form of identification, including but not limited to an official voter registration card, driver's license, birth certificate, passport, or hunting or fishing license. ~~An election judge may waive the identification requirement if they know the identity of the voter.~~ A voter who is unable or unwilling to~~cannot~~ exhibit a required form of identification and whose identity is not personally known by an election official at that polling place shall be allowed to vote a questioned ballot.
- (~~e~~f) When the voter is qualified to vote, the election ~~official~~judge shall give the voter an official ballot. ~~The voter shall~~Marking of ballots must take place in~~retire to a booth or private place to mark the ballot. The ballot must be voted at the polling place, and n~~o ballot may be removed from the polling place until the election ~~officials~~judges have completed their post-election duties.
- (~~f~~e) A qualified voter who cannot read, mark the ballot, or sign their name may request an election official or not more than two persons of their choice to assist them. If an election official is requested, they shall assist the voter. If any other person(s) is requested, the person(s) shall state upon oath before the election official that they will not divulge the vote cast by the person whom they assist.
- (~~g~~f) If a voter improperly marks or otherwise damages a ballot, they shall return it to the election officials, concealing the manner in which it is marked from view, and shall request a new ballot. The election officials shall destroy the damaged ballot after having made note on the ballot statement~~recorded its number~~ and shall issue a new ballot to the voter. A voter ~~may request~~ing replacement of a damaged or mismarked ballot may receive no more than three ballots~~times~~.
- (~~h~~g) Fifteen minutes before closing the polls and at the time of closing the polls, an election official shall announce both the designated closing time and the actual time at which the announcement is made. Failure to make the announcement ~~at~~ 15 minutes prior to closing time shall not in any way invalidate the election or extend the time for closing of the polls. Upon closing, no person will be allowed to enter the polling place for the purpose of voting. Every qualified voter present and in line at the time prescribed for closing the polls may vote.
- (~~i~~h) When the polls are closed and the last ballot has been cast, the election board shall account for all ballots by completing a ballot statement containing the number of official ballots supplied in a manner prescribed by the city clerk.

(j) The election board shall count the number of questioned ballots and shall compare that number to the number of questioned voters in the register. Discrepancies shall be noted on the ballot statement.

~~(j) Poll watchers will be allowed at city precincts with the same rights and under the same restrictions as provided for under state law and Fairbanks North Star Borough ordinance.~~

Sec. 22-17.1 - Prohibitions at polling places.

(a) During the hours that the polls are open, no election official may discuss any political party, candidate, or issue while on duty.

(b) During the hours the polls are open, no person who is in the polling place or within 200 feet of any entrance to the polling place may attempt to persuade a person to vote for or against a candidate, proposition, or question, nor may any person conduct other political activities that may pertain to any future city election or potential city ballot proposition. The election board shall post warning notices in the form and manner prescribed by the city clerk.

(c) No voter may exhibit a ballot to an election official or any other person so as to enable any person to ascertain how the voter marked the ballot.

(d) While the polls are open, no election official may open any ballot received from a voter, mark a ballot by folding or otherwise so as to be able to recognize it, or otherwise attempt to learn how a voter marked a ballot, or allow the same to be done by another person.

(e) No person may leave the polling place with an official ballot they received to mark.

Sec. 22-17.2 – Poll watchers.

(a) Each candidate or organized group that sponsors or opposes a proposition may designate one person at a time to be a poll watcher in each precinct.

(b) Each candidate or organized group that sponsors or opposes a proposition wishing to assign poll watchers shall request authorization from the city clerk no later than 5:00 p.m. the Tuesday prior to the election. The authorization must include:

- 1. the name of the person to act as a poll watcher;**
- 2. the name, address and contact information of the candidate, group, or organization the poll watcher is representing;**
- 3. the date of the election; and**
- 4. the precinct the poll watcher wishes to observe.**

(c) The poll watcher must present authorization as defined in subsection (b) of this section to the election official upon request. The poll watcher will be provided an

area to view all actions of the election board. If the poll watcher does not provide the requested authorization, an election official may require the poll watcher to leave the polling place.

(d) The poll watcher observing may:

- 1. observe the conduct of the election; and**
- 2. check the polling booths after each voter to make sure campaign materials have not been left in the booth.**

(e) The poll watcher may not:

- 1. have any duties in the conduct of the election;**
- 2. be allowed to touch any of the election materials; and**
- 3. interfere or disturb the orderly conduct of the election.**

(f) If the poll watcher violates any provision in this chapter, the election official may require the poll watcher to leave the polling place.

Sec. 22-18. - Questioning procedure.

- (a) Every election official shall question, and any person qualified to vote in the precinct may question, a person attempting to vote if the questioner has good reason to suspect that the questioned person is not qualified to vote in the election. All questions regarding a person's qualifications to vote shall be made in writing, setting out the reason(s) for the question. A questioned person, before voting, shall subscribe to an oath or affirmation on a form provided by the election official, attesting to the fact that in each particular the person meets all the qualifications of a voter, is not disqualified, and has not already voted at the same election. If the question is to residence within the precinct or voting area, the questioned person shall also state the place from which they came immediately before living in the precinct where offering to vote. After the questioned person has executed the oath or affirmation, the person may vote. If the questioned person refuses to execute the oath or affirmation, the person shall not vote.
- (b) If a voter's polling place is in question, the voter shall vote a questioned ballot after complying with subsection (a) of this section.

Sec. 22-19. - Disposition of questioned votes.

A voter who casts a questioned ballot shall vote their ballot in the same manner as prescribed for other voters. After the election official ~~or judge~~ removes the numbered stub from the ballot and the voter votes the ballot, the voter shall insert the ballot into a small blank envelope and put the envelope into a larger envelope on which the statement the voter previously signed is located. These larger envelopes shall be sealed and deposited in the ballot box. When the ballot box is opened, these envelopes shall be counted and compared to the voting list, segregated, and delivered to the election canvass board. The election canvass board shall review **all questioned ballots to determine eligibility of the voter** and ~~judge the applicability of all questioned ballots.~~

Sec. 22-20. - Unused ballots.

The number of unused ballots shall be recorded, and all such ballots shall be disposed of as instructed by the city clerk before ballot box is opened. The number of ballots damaged or mismarked by voters and replaced by election officials pursuant to section 22-17 shall also be recorded. ~~The record of unused ballots and damaged and replaced ballots shall be preserved for at least 30 days after certification of the election.~~

Sec. 22-21. - Counting ballots.

- (a) In optical scan or other computer-read or electronic ballot precincts, when the polls have closed and the last vote has been cast, the election board shall immediately transmit election results to the city clerk following the written instructions provided to each precinct. Once the election results have been transmitted, the election board shall open the ballot box and place all ballots in the tamper-proof containers provided. The election board shall remove all questioned ballots and place them in the container provided. The election board shall proceed with the ballot accountability and poll closing procedures provided by the city clerk.
- (b) The city clerk may issue rules prescribing the manner in which the precinct ballot count is to be accomplished so as to assure accuracy in the count and to expedite the process. The election board shall account for all ballots by completing a ballot statement containing ~~(1) the number of official ballots received;~~ ~~(2) the number of official ballots voted;~~ ~~(3) the number of official ballots spoiled;~~ and (4) the number of official ballots unused and destroyed. The board shall count the number of questioned ballots and shall compare that number to the number of questioned voters who signed the register. Discrepancies shall be noted, and the numbers shall be included in the certificate prescribed by the clerk.
- (c) Ballots may not be counted before 8:00 p.m., local time on the day of the election.

Sec. 22-22. - Rules for determining mark.

All canvassing and counting of ballots will be conducted according to the following rules:

- (1) A failure to properly mark a ballot as to one or more candidates does not in itself invalidate the entire ballot.
- (2) A voter may mark their ballot only by using a cross mark, "X" mark, diagonal, horizontal or vertical mark, solid mark, circle, or asterisk with a pencil or pen. The marks will be counted only if they ~~are substantially inside the ovals provided, or touching the oval so as to indicate clearly that the voter intended~~ to mark the particular candidate or answer to a proposition ~~oval to be designated.~~
- (3) If a voter marks fewer names than there are persons to be elected to the office, the vote will be counted for each candidate properly marked.
- (4) If a voter marks more names than there are persons to be elected to the office, the votes for that office will not be counted.

- (5) Improper marks on the ballot will not be counted and will not invalidate **properly made** marks for **other** candidates **or answers to propositions** properly made.
- (6) Any erasure or correction invalidates only that section of the ballot on which it appears.
- (7) Write-in votes are not invalidated by writing in the name of a candidate whose name is printed on the ballot unless ~~the printed name is for the same office and has also been marked or unless~~ the election board determines, on the basis of other evidence, that the ballot was so marked for the purpose of identifying the ballot.
- (8) In order to vote for a write-in candidate, the voter must write in the candidate's name in the space provided and, in addition, mark the oval opposite the candidate's name in accordance with subsection (2) of this section.
- (9) Stickers **may** ~~cannot~~ be used on the ballot. Use of stickers may cause that portion of the ballot to be invalidated.

Sec. 22-23. – Ballot security and tally of votes.

(a) **Ballot security.**

- (1)** The city clerk shall issue instructions and shall provide forms and supplies for the tally of votes cast by paper ballot so as to assure accuracy **and** to expedite the process. The election board shall canvass and count the votes according to the rules for determining marks on ballots prescribed in section 22-22.
- (2)** The election board shall canvass the ballots in a manner that allows watchers to see the ballots when opened and read.
- (3)** No person handling the ballot after it has been taken from the ballot box and before it is placed in the envelope for delivery to the city clerk may remove a ballot from the immediate vicinity of the **polling places** or have a marking device in hand.

(b) **Delivery of ballots and tally of votes by computer.**

- (1) Election ~~officials, judges and clerks~~ serving at the counting center shall be appointed in the same manner as those serving at the polling places. Any qualified voter of the city, except a candidate for city office or a member of a candidate's immediate family or contact person(s) and sponsor(s) on an initiative or referendum may be appointed for this service.
- (2) Upon receipt of the ballot container, an election official **at the counting center** shall test the seal and certify that it has not been broken. If there is a discrepancy, it shall be brought to the city clerk's attention immediately.
- (3) After certification that the seal on the ballot container was intact upon receipt, **an election official at the** counting center ~~official~~ shall break the seal and remove the ballots. Those ballots that cannot be processed by the computer due to physical damage shall be stamped "DEFECTIVE" and shall be delivered to the canvass board.
- (4) Three election officials, as a board, shall prepare facsimiles of all defective ballots, recording ballot numbers in the manner prescribed by the city clerk in order to permit verification of duplication, if necessary, at a later date. Facsimile ballots shall

be placed with the valid, non-defective ballots of the precinct to be delivered to the computer area for tally of votes. Defective ballots of which facsimiles have been prepared and rejected ballots shall be placed in an envelope bearing the number of the precinct at which they were cast ~~and shall be preserved by the city clerk for one year.~~

- (5) Only those ballots marked in accordance with section 22-22 shall be counted.
- (6) Computer tally~~ing~~ of votes cast shall be directed by the city clerk, shall be observed by an independent review board, and shall be open to the public. When the tally of votes has been completed, the voted ballots shall be sealed into containers and delivered to the city clerk ~~to be preserved for one year.~~ Ballot containers may not be opened without authorization of ~~unless the city clerk is ordered to do so by the city council or by the court.~~
- (7) Write-in votes will only be tabulated manually when the total number of write-in votes for an office exceeds the smallest number of votes cast for a candidate for that office whose name is printed on the ballot.
- (8) Votes cast for a candidate who is disqualified shall not be counted.**

Sec. 22-24. - Canvass of returns.

- (a) Before each election, the city clerk, subject to approval of the city council, shall appoint four or more qualified voters; who shall constitute the election canvass board for that election. All members of the election canvass board, before entering upon their duties, must subscribe to the oath required of all public officers by the Constitution of the State of Alaska in the manner prescribed by the city clerk.
- (b) On the day following each election, or as soon as is practicable, the election canvass board shall meet in public session and canvass all election returns. In full view of those present, the election canvass board shall judge the applicability of absentee and questioned ballots, shall open and tally those accepted, and shall compile the total votes cast in the election. The canvass of the ballot vote counted by precinct election boards and early voting station election officials shall be accomplished by reviewing the tallies of the recorded vote to check for mathematical error by comparing totals with the precinct's or the early voting station's certificate of results. All obvious errors found by the election canvass board in the transfer of totals from the tally sheets to the certificate of returns shall be corrected by the canvass board. If in the opinion of the canvass board a mistake has been made in the returns which is not clearly an error in the transfer of results from the tallies to the certificate of results, the canvass board may recommend a recount of the precinct(s) or early voting station results be made for that portion of the returns in question.
- (c) The canvass board shall begin reviewing questioned and absentee ballots the day following the election. All ballots received must be reviewed and counted by the Tuesday following the election. No questioned or absentee ballot shall be counted if the voter has failed to properly execute the oath and affidavit, if the witness has failed ~~fails~~ to affix their signature and print their name, if the voter's registration has been cancelled under state law, or if the voter fails to enclose their marked ballot inside the envelope provided. ~~The canvass board will review all questioned and absentee ballots to determine eligibility of~~

~~the voter.~~ If a ballot is rejected, the clerk shall send a statement to the voter stating why their ballot could not be counted~~processed~~. All rejected questioned and absentee ballots shall be enclosed in a separate envelope with statements of the basis for the rejection. If a questioned or absentee ballot is accepted, the canvass board shall place the valid ballot in a separate container to be opened and counted on the Tuesday following the election.

- (d) Upon completion of the canvass, the canvass board shall prepare a certificate of the results of votes cast by early, absentee~~ballot~~, questioned~~ballot~~, and ~~by~~ regular ballot and shall prepare and submit a written report of the results to the city council.

Sec. 22-25. - Votes required for election to office; certification of the election.

- (a) To be elected to the office of city mayor, a candidate must receive over 40 percent of the votes cast for that office. A runoff election for the office of mayor shall be held between the two candidates receiving the highest number of votes if no candidate receives over 40 percent of the votes cast.
- (b) To be elected to the office of city council, a candidate must receive the greatest number of votes cast for that seat.
- (c) As soon as possible after completion of the canvass, the city council shall meet in public session to receive the report of the canvass board. If after considering the report the city council determines that the election was validly held, such conclusion shall be declared and entered upon the minutes of the meeting.
- (d) If the canvass board reports a failure to comply with provisions of state law and city ordinance or illegal election practices have occurred and that such failure is sufficient to change the outcome of the election, the city council may order further investigation or take other appropriate action, such as excluding~~exclude~~ the votes cast or ordering a new election in one or more precincts where such failure or illegal practices ~~have occurred from the total returns or may declare the entire election invalid and order a new election.~~
- (e) If the canvass board reports an apparent discrepancy in the returns of one or more precincts, the city council may order a recount of the votes cast in those precincts. Such recount shall be conducted immediately by the canvass board and the results reported to the city council.
- (f) In case of failure to elect because of a tie vote, the city clerk shall immediately proceed with a recount of votes. If there is still a failure to elect because of a tie after completion of the recount, the election shall be determined fairly by lot from among the candidates tying in a meeting of the city council and under its direction. After the determination has been made by lot, the city council shall certify the result.
- (g) Upon certification of a valid election, the ~~city council shall direct the~~ city clerk shall~~to~~ deliver to each person elected to office a certificate of election signed by the city clerk and authenticated by the seal of the city.

Sec. 22-26. - Recount application and automatic recounts.

- (a) A defeated candidate or ten qualified voters who believe there has been a mistake made by an election official or by the canvass board in counting the votes in an election may file an application requesting a recount. The recount application shall be filed with the city clerk no later than 5:00 p.m. on the Monday following the election or one business day after completion of the canvass, whichever is later. The date on which the city clerk receives an application, rather than the date of mailing or transmission, determines whether the application is filed within the time allowed under this section. The applicant shall include a deposit in cash or certified check for \$200.00 per election precinct to be recounted. The deposit shall be applied against any costs incurred pursuant to subsection (e) of this section or refunded if there is no liability for recount costs.
- (b) Recount application forms shall be provided by the city clerk. The application shall specify with particularity the grounds for the contest, the particular election precinct(s) (to include absentee, questioned, and early voting ballots) for which the recount is to be held, the particular office, proposition, or question for which the recount is to be held, and that the person making the application is a candidate or that the ten persons making the application are qualified voters of the city. The application for a recount shall bear the notarized signature of the candidate or the ten qualified voters seeking the recount.
- (c) **As soon as practicable after**~~Upon receiving an~~ **recount** application in substantially required form, the city clerk shall appoint a recount board of four or more qualified voters to conduct the recount of ballots as soon as possible of the precinct(s) cited in the application for recount. The rules governing the counting of marked ballots by the election board shall be followed. The city clerk shall make the final determination on which ballots or parts of ballots were properly marked. **The city clerk shall give t**~~Those requesting the~~ **recount, and** ~~those whose election is recounted~~ **notice of the time and place of the recount,** and the **recount proceeding shall be open to the public**~~shall be allowed to attend the recount proceeding.~~ **For efficiency, the city clerk may include two or more applications in a single review and count of votes.**
- (d) Upon completion of recount, the recount board shall certify the results of the recount to the city council. The city council shall declare the final election results, ~~and direct the city clerk~~ **shall**~~to~~ deliver to each person elected to office a certificate of election signed by the city clerk and authenticated by the seal of the city.
- (e) The applicant for the recount shall pay all costs and expenses incurred in a recount of an election demanded by the applicant if the recount fails to reverse any result of the election or if the difference between the winning and losing vote on the result for which the recount is requested is more than one percent.
- (f) If two or more candidates having the highest number of votes for the same office, to which only one candidate is to be elected, are separated by ten votes or less, the city clerk shall initiate a recount of that race. The clerk shall cease a recount under this subsection if a

defeated candidate concedes the election in writing no later than the close of business two days after completion of the canvass.

Sec. 22-27. - Contest of election.

A defeated candidate or any ten qualified voters who caused the recount of an election may bring an action in the superior court within ten days after the city council has concluded that the election was validly held and the results entered upon the minutes. Such legal action shall be upon the grounds set forth in AS 15.20.540 for contesting state elections. The judge shall render a decision as required by AS 15.20.560 for state elections. If no such action is commenced within the ten-day period, the election and the election results shall be conclusive, final, and valid in all respects.

Sec. 22-28. - Expenses.

- (a) The city shall pay all necessary election expenses, including those of securing polling places and providing ballot boxes, ballots, voting booths or screens, national flags, and other supplies and any wages to election officials unless otherwise provided by this chapter.
- (b) The city shall pay each election ~~official~~board member and canvass board member for the time spent at their election duties, including the receiving of instructions. Election ~~official~~worker pay shall be equivalent to the hourly rate paid to similar election officials for regular borough elections.

Sec. 22-29. - Preservation of election ballots, papers and materials.

The city clerk shall preserve all precinct election certificates, tallies and registers, receipts for ballots, all voted ballots and declarations of candidacy filed for 30 days after election certification. These materials may be destroyed after their retention period has lapsed unless an application for a recount has been filed and not completed, or unless their destruction is stayed by an order of the court. Certificates of the canvass board are to be preserved as permanent records.

Sec. 22-30. – Authority to expend funds~~Disclosure of campaign contributions and expenditures.~~

- ~~–(a) Each candidate and group shall disclose all pre-election contributions and expenditures by filing with the city clerk true and correct copies of all reports and forms required under AS 15.13.040 and AS 15.13.110 to be filed with the state public offices commission. Such forms and reports shall be filed with the city clerk no later than the close of business on the first day following the mailing or other transmission of the forms and reports to the public offices commission.~~
- ~~–(b) Prior to expending any public funds to inform the public or promote awareness of any issue on a city ballot under this section, the mayor, a member of the city council, or any~~

department head shall first obtain the approval of the city council, which shall, by motion, approve or disapprove such expenditures. Any funds expended under this subsection shall be for informational purposes only, **and no public funds will be spent to advocate a position in an attempt to influence an election.**

Section 2. That 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

**ORDINANCE NO. 6317, AS AMENDED
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
CHAPTER 22 ELECTIONS**

WHEREAS, regular City of Fairbanks elections are held in conjunction with Fairbanks North Star Borough elections; and

WHEREAS, the City aims to maintain consistent election codes and procedures with the Borough to ensure consistency and uniformity for voters and efficiency in the conduct of elections; and

WHEREAS, ~~there are City Clerk has identified~~ sections of the Fairbanks General Code that require clarification, additional guidance, or alignment with current procedures.

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

Section 1. That Fairbanks General Code Chapter 22 - Elections is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 22-1. - Definitions.

The following definitions and clarifications apply to this chapter:

Days includes weekends and holidays.

Election includes any regular or special election of the City of Fairbanks.

Election official means the city clerk and employees of the city clerk's office, temporary election workers, **absentee voting officials**, election board members, and members of counting or review boards.

Electronic transmission means delivery by facsimile transmission ~~and~~ or transmission through email or a website established by the city clerk.

Oath includes affirmation **or sworn statement on penalty of perjury.**

Office means any elective office under the charter and ordinances of the city.

Organized group means:

- 1. the sponsor(s) of an initiative or referendum on the city ballot;**
- 2. a group or entity registered with the Alaska Public Offices Commission;**

- 3. a for-profit or non-profit corporation registered as an entity with the State of Alaska Division of Corporations, Business and Professional Licensing acting through an authorized agent with evidence that the corporation intends for the agent to participate as a poll watcher.**

Polling place means a place designated and open for voting, including early voting and absentee voting locations.

Precinct means the territory established by the state **within which resident qualified voters may cast votes at one polling place.**

Proposition ~~includes question~~ **means an initiative, referendum, or charter amendment submitted at an election to the public for vote.**

Publication means **notice printed published in** a newspaper of general circulation **distributed in the city** or posting in public places.

Questioned voter means:

1. **a voter whose name does not appear on the register in the precinct where they attempt to cast a vote;**
2. **a voter whose name appears on the precinct register but who does not present identification or is not personally known to an election official at that polling place;**
or
3. **a voter who is questioned, for good cause, in writing at the polling place.**

Registration or registered refers to the form of registration required by the State of Alaska. For city elections, a person is considered eligible to cast a vote if registered to vote in state elections in a city precinct at least 30 days prior to the election.

Regular election means a general election to fill city offices as required by section 22-6.

Signature ~~or subscription~~ includes **any** mark intended as a signature ~~or subscription~~.

Special election means any **city** election held at a time other than when a regular **or runoff city** election is held.

Swear includes affirm.

Total votes cast means the total number of votes cast for each seat for candidates whose names are printed race or proposition on the ballot and votes properly cast for the same seat in the write-in section(s) of the ballot. Ballots counted as blank votes or as over-votes in a particular race shall not be added into the total votes in determining votes cast.

Voter means any person who presents themselves for the purpose of registering to vote either in person or by absentee application or is voting, ~~either in person or by absentee application~~ or ballot.

Sec. 22-2. - Incorporation of state and federal law.

All provisions of the Constitution of the United States, the state constitution, and any laws pursuant to either constitution affecting city elections are incorporated in this chapter as if fully set out in this section.

* * * * *

Sec. 22-8. - Precincts and polling places.

- (a) The precincts established by the state and set forth in the Alaska Administrative Code ~~shall be~~ are the precincts for all elections. The city clerk shall secure a polling place for each precinct for each election. Wherever practicable, the polling place ~~shall~~ will be located within the precinct.
- (b) No later than 20 days before each regular and special election, the city clerk shall publish in one or more newspapers of general circulation in the city the locations of the precinct polling places. Such publication ~~shall~~ must be repeated at least once no later than the day prior to the election.
- (c) For runoff elections, the notice of the locations of the precinct polling places may be included in or separate from the notice of the election, and publications ~~shall~~ will be published at least once no later than five days prior to the runoff election.

Sec. 22-9. - Declaration of candidacy by affidavit; ~~candidate biographical information and nonpartisan position statement.~~

- (a) At least 95 days before each regular election, the city clerk shall publish in one or more newspapers of general circulation in the city a notice of offices to be filled at the election and the manner of declaring candidacy.
- (b) Any qualified person may have their name placed on the ballot as a candidate for not more than one elective office by filing no earlier than July 15 at 8:00 a.m., nor later than July 29 at 5:00 p.m., with the city clerk, a sworn declaration of candidacy. If July 29 falls on a Saturday or a Sunday, the filing deadline will be 5:00 p.m. the following Monday. Candidates for elective ~~council~~ office shall file a ~~conflict of interest statement~~ financial disclosure statement in accordance with the provisions of AS 39.50 at the time of filing a declaration of candidacy. Each candidate shall file the name and address of the campaign treasurer with the state public offices commission in accordance with the provisions of AS 15.13 no later than seven days after the date of filing a declaration of candidacy. A \$25.00 filing fee ~~shall~~ must accompany every declaration of candidacy.

- (c) Declaration of candidacy affidavit ~~forms shall~~will be provided by the city clerk. ~~The affidavit must and shall include;~~ a provision for a statement by the candidate affirming their qualifications to fill the office for which they are filing.
- (1) the full name of the candidate and the manner in which they wish their name to appear on the ballot;
 - (2) all residential addresses of the candidate during the year immediately preceding filing for candidacy;
 - (3) the current mailing address of the candidate;
 - (4) the office for which the candidate declares;
 - (5) an affirmation that the candidate is qualified for the office as provided by law;
 - (6) a certification by the candidate that the information provided in the declaration is true and accurate;
 - (7) the date of the declaration and a notarized signature of the candidate; and
 - (8) any other information that the city clerk reasonably requires to determine whether the candidate is qualified for the office as provided by law.
- (d) Declarations of candidacy may be filed with the city clerk by electronic transmission or mail. If filed electronically, the declaration, along with all required forms, must be received by the deadline set forth in subsection (b) of this section. If mailed, the declaration, along with all required forms, must be received by the city clerk no later than the Tuesday following the filing period deadline. Non-compliance with this subsection will result in the candidate's name not appearing on the ballot. ~~Any candidate desiring to withdraw their declaration of candidacy may do so at any time during the period for filing a declaration of candidacy and up to five business days following the closing date for filing. All declarations of candidacy which are not withdrawn shall be preserved by the city clerk for one year.~~
- (e) Persons filing for elective office as a write-in candidate shall file a declaration of candidacy under this section. Write-in candidates may file only after the official filing period has closed and not later than 5:00 p.m. on the weekday immediately preceding the election.
- (f) Each declaration of candidacy form will contain the following phrase immediately above the signature of the candidate, "I understand that false statements made on this form are criminal ~~violations~~offenses."
- (g) Each candidate for mayor or ~~member of the~~ city council shall have resided within the city for one year immediately prior to the filing ~~of the~~ declaration of candidacy.
- (h) The city clerk shall determine whether each candidate for city office is qualified as provided by law. At any time during the election the city clerk may disqualify any candidate whom the clerk finds is not qualified and immediately notify that candidate by certified mail.

- ~~-(i) Qualified candidates for city mayor and city council may provide biographical and non-partisan information in accordance with this section to be compiled by the city clerk into a candidate pamphlet.~~
- ~~-(j) On a form prescribed by the city clerk, candidates may submit their biographical information, non-partisan position statement, and recent photograph to the city clerk's office. In order to be included in the candidate pamphlet, submissions must be received no later than 5:00 p.m., ten business days following the close of the filing period for a regular city election and no later than 5:00 p.m., five business days following the close of the filing period for a special city election.~~
- ~~-(k) The biographical information may not exceed 150 words. The non-partisan position statement may not exceed 250 words. Articles such as "a," "an," and "the" will be counted as words. Biographical information and non-partisan position statements must be typewritten and may be submitted in person, by mail, or electronically.~~
- ~~-(l) Candidate photographs should be a clear image of only the candidate, taken within one year of submission, and be of a quality suitable for reproduction. Photographs may be submitted in person, by mail, or electronically.~~
- ~~-(m) The city clerk shall reject any information or photograph that is not in compliance with this section. The city clerk shall reject any portion of a candidate's biographical information or position statement deemed by the city clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party.~~
- ~~-(n) The city clerk shall compile and make available to the public a candidate pamphlet containing all information submitted in accordance with this section. The pamphlet will be available to the public no later than 30 days prior to a regular election and no later than 15 days prior to a special election and will, at a minimum, be published on the city website. Paper copies will be available at the city clerk's office.~~
- ~~-(o) The city clerk will add a disclaimer to the candidate pamphlet noting that the candidate information and photograph is presented as submitted by the candidate without any changes to grammar, spelling, or punctuation and that the city has not verified the accuracy of the information provided by candidates.~~

Sec. 22-9.1 – Amendment to and withdrawal of declarations of candidacy.

- (a) Any candidate desiring to withdraw their declaration of candidacy may do so at any time during the period for filing a declaration of candidacy and up to five business days following the closing date for filing. The city cannot guarantee that a candidate's name will be removed from the ballot if the candidate's request for withdrawal is received after the deadline.**

- (b) A filed declaration of candidacy may not be changed. If a candidate who has already filed desires to file for a different seat, they must withdraw and file a new declaration of candidacy affidavit in accordance with section 22-9.

Sec. 22-9.2 – Municipal election information pamphlet.

- (a) A municipal election information pamphlet ~~shall~~ will be compiled by the city clerk's office containing candidate and proposition information in accordance with subsection (b). In addition, the city clerk shall include in the pamphlet information on early and absentee voting, polling place locations, sample ballots, and any other election information approved by the city clerk.

- (b) Qualified candidates for city mayor and city council may provide biographical and non-partisan information in accordance with this section for inclusion in the pamphlet.

- (1) On a form prescribed by the city clerk, candidates may submit their biographical information, non-partisan position statement, and recent photograph to the city clerk's office no later than 5:00 p.m. ten business days following the close of the filing period for a regular city election, and no later than 5:00 p.m. five business days following the close of the filing period for a special city election.
- (2) The biographical information may not exceed 150 words. The non-partisan position statement may not exceed 250 words. Articles such as "a," "an," and "the" will be counted as words. Biographical information and non-partisan position statements must be typed and may be submitted in person, by mail, or electronically.
- (3) Candidate photographs should be a clear image of only the candidate, taken within one year of submission, and be of a quality suitable for reproduction. Photographs may be submitted in person, by mail, or electronically.
- (4) The city clerk ~~shall~~ will reject any information or photograph that is not in compliance with this section. The city clerk ~~shall~~ will reject any portion of a candidate's biographical information or position statement deemed by the city clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party. The candidate will have an opportunity to revise and resubmit their information if they do so within the pamphlet filing period.
- (5) The city clerk will add a disclaimer to the election pamphlet noting that the candidate information and photograph is presented as submitted by the candidate without any changes to grammar, spelling, or punctuation and that the city has not verified the accuracy of the information provided by candidates.

- (c) The city clerk shall make the municipal election information pamphlet available to the public on the city website and at the city clerk's office no later than 30 days prior to a regular election and no later than 15 days prior to a special election.

Sec. 22-10. - Election officials.

- (a) For precincts within the city, the city clerk, subject to the approval of the city council, ~~and the borough assembly~~ shall appoint at least three election officials ~~judges~~ in each precinct to constitute the election board of that precinct. The city clerk is the election supervisor. One election official ~~judge shall~~ will be designated as chair and shall be ordinarily responsible for administering the election in that precinct. The city clerk may appoint additional election officials at any polling place as necessary ~~where they are needed~~ to conduct an orderly election.
- (b) All election officials ~~should~~ must attend a training session unless personally and specifically excused for cause by the city clerk. If any appointed election official is not able or refuses to serve on election day, the city clerk may appoint a replacement for that official.
- (c) Each election official ~~judge~~ serving at a precinct polling place must be a qualified voter and, if possible, a resident within the precinct to which they are appointed.
- (d) All election officials, before entering upon their duties, must subscribe to the oath required of all public officers by the state constitution in the manner prescribed by the city clerk.
- (e) Candidates and the contact person(s) or sponsor(s) on an initiative or referendum shall not serve as election officials. No person may serve as an election official if they have a familial relationship with a candidate on the city ballot ~~Certain familial relationships may not exist between a candidate and an election official in regular, runoff, or special elections. Those f~~ Familial relationships means ~~are~~:
- (1) ~~M~~mother, mother-in-law, stepmother;
 - (2) ~~F~~father, father-in-law, stepfather;
 - (3) ~~S~~sister, sister-in-law, stepsister;
 - (4) ~~B~~brother, brother-in-law, stepbrother;
 - (5) ~~S~~spouse;
 - (6) ~~G~~grandparent; or
 - (7) ~~P~~person sharing the same living quarters.
- (f) The city clerk may appoint not more than two ~~people aged 16 and 17 as~~ youth election workers at each precinct. A youth election worker must:
- (1) ~~B~~be a citizen of the United States;
 - (2) be 16 or 17 years old;
 - ~~(3)~~ (2) Obtain written permission from a parent or legal guardian;
 - ~~(4)~~ (3) Attend mandatory training on polling place election procedures; and
 - ~~(5)~~ (4) Serve under the supervision of the precinct chair.

Sec. 22-11. - Form of ballots.

- (a) Ballots shall be prepared in the manner prescribed by law for state elections, insofar as such prescription is applicable to nonpartisan elections. The ballots shall be consecutively numbered in series, the number being placed in an area set off by perforations for ease of removal and on a portion of the ballot that can be seen when the manner in which the ballot is marked is concealed from view.
- (b) All candidates ~~for~~ the same office shall be shown on one ballot. The title of each office to be filled ~~shall~~will be followed by the printed names of all candidates for that office, and provisions ~~shall~~will be made for write-ins equal in number to the positions to be filled. The names of candidates ~~shall~~will be printed as they appear upon the declaration of candidacy, except that any honorary or assumed title or prefix shall be omitted. A candidate's name appearing on the ballot may include a nickname or familiar form of a proper name that the candidate is known by, as specified on the declaration of candidacy. The words "Vote for not more than _____," with the appropriate number replacing the blank, shall be placed before the lists of candidates for each office. The order for placement of candidate names for each office shall be randomly determined by the city clerk. ~~Names of candidates shall appear on the ballot in rotated positions as prescribed in AS 15.15.030(6) for state elections.~~
- (c) Following the offices and candidates, there ~~shall~~will be placed on the ballot or on separate ballots as the city clerk may determine necessary, all propositions or questions to be voted on. The words "YES" and "NO" shall be placed below the statement of each proposition or question. The city clerk shall determine the number of ballots to be used to present all offices, and propositions ~~and questions~~ to the qualified voter.
- (d) Each ballot shall bear the words "Official Ballot" and the date of the election.
- (e) The city clerk shall have printed and available at each polling place on election day and in the city clerk's office preceding the election, the appropriate tinted sample ballots for each election.

Sec. 22-12. – Preparation and dDistribution of ballots.

- (a) The city clerk may contract for the preparation, printing, and distribution of ballots without obtaining competitive bids.**
- (b)** The city clerk shall have the ballots in possession at least 15 days before each regular election or ~~tenseven~~ seven days before each runoff or special election. At that time the ballots may be inspected by any candidate whose name is on the ballot, or their authorized agent, and any mistake discovered ~~shall~~will be corrected immediately. Sufficient ballots for the registered voters of each precinct ~~shall~~will be delivered to the election board for that precinct prior to or on the date of the election before the opening of the polls. Sufficient ballots will be delivered to the early voting station prior to or on the date early voting begins.

- (c) The ballots shall be delivered in a separate sealed package, with the number of ballots enclosed clearly marked on the outside of the package. A receipt shall be taken from the election board member to whom each package is delivered ~~in person or by mail; these receipts to be preserved with other records of the election for one year.~~

* * * * *

Sec. 22-14. - Voting ~~systems~~ devices and machines.

- (a) Voting devices and machines will be used for all regular, runoff, and special elections unless determined not to be practicable by the city clerk. Where the city and the borough are conducting elections simultaneously, voting devices or machines shall be used by both entities or by neither. The laws of the state concerning voting devices and machines are incorporated in this chapter as if fully set out in this section except for provisions in conflict with this chapter. All necessary supplies for the assistance of voters, such as sample ballots, instructions, booths, etc., ~~shall~~ will be provided by the city clerk in the same manner as when paper ballots are used.**
- (b) Nothing in this chapter prohibits the use of other ballot counting systems which have been approved for use in state elections. The city clerk, subject to any further approval as may be required by law, may prescribe rules for the use of these systems or may adopt such rules, regulations, and procedures as have been adopted for use in state elections.**

Sec. 22-15. - Absentee voting.

- (a) Any qualified voter may vote an absentee ballot for any reason.
- (b) The city clerk will provide absentee ballots, small and large envelopes, and an affidavit by which a voter shall declare their qualification to vote, ~~followed by~~ and a provision for attestation by a witness who is 18 years of age or older.
- (c) Absentee ballot envelopes will be examined by the canvass board which will determine whether the absentee voter is qualified to vote at the election and whether the ballot was properly cast.**
- (d) No person may receive a fee from a voter for attesting to any voter's certificate required in absentee voting.**
- (e) Election officials shall maintain a list, open to public inspection, of the names of voters, with at least one identifier, who voted absentee. The record must contain the date the ballot was sent to the voter (if by mail or electronic transmission), the date the ballot was marked by the voter, the date the ballot was postmarked (if by mail), and the date the ballot was received by the clerk's office.**
- (f) *Absentee voting in person.*

- (1) A qualified voter may apply for an absentee ballot in person on any date after the ballots are prepared and available, up to and including the day before the date of the election.
- (2) In-person absentee voting locations shall will be designated by the city clerk and shall be identified by signage.**
- (32) On receipt of an application in person for an absentee ballot and exhibition of proof of identification as required in section 22-17(d), the election officialcity clerk shall issue the ballot to the applicant.**
- (43) On receipt of an absentee ballot in person, the voter shall proceed to the voting booth to mark the ballot in secret, to place the ballot in the small envelope, and to place the small envelope in the larger envelope in the presence of the election official who will sign and date the larger envelope as the attesting official. The election official shall then accept the ballot and immediately place the ballot in the ballot box.**
- (5) If a voter improperly marks or otherwise damages a ballot, they shall return it to the election officials, concealing the manner in which it is marked from view, and request a new ballot. The election officials shall destroy the damaged ballot after having made note on the ballot statement and issue a new ballot to the voter. A voter requesting replacement of a damaged or mismarked ballot may receive no more than three ballots.**
- (64) Absentee voting officials shall deliver to the clerk a registry of all in-person absentee voters by the close of business on the day following the election**~~The election official shall keep a record of the names and signature of all voters who cast absentee ballots and the dates on which the ballots were cast.~~

(gd) *Absentee voting—Special needs.*

- (1) A qualified voter with a disability who, because of that disability, is unable to go to a polling place to vote may vote a special needs ballot. Special needs ballots shall be issued and accounted for in accordance with the rules adopted by the state for use in state elections and in effect at the time of the local election.

(he) *Absentee voting by mail.*

- (1) A qualified voter may apply for an absentee ballot by mail if postmarked not earlier than the first day of the calendar year in which the election is to be held **and not** less than seven days before any election. The application ~~shall will~~ include the address to which the absentee ballot ~~shall must~~ be returned, the applicant's full Alaska residence address, and the applicant's signature.
- (2) After receipt of an application by mail, the city clerk shall send the absentee ballot and other absentee voting material to the applicant by **the most expeditious mail servicefirst class mailfirst class mail**. The materials, including a pre-addressed mailing envelope, ~~shall will~~ be sent as soon as they are ready for distribution.
- (3) Upon receipt of an absentee ballot by mail, the voter, in the presence of a person over the age of 18 years, may proceed to mark the ballot in secret, place the ballot in the small envelope, place the small envelope in the larger envelope, and sign the

voter's certificate on the back of the larger envelope. The witness ~~shall~~**must** sign as attesting official, ~~and shall date their signature,~~ **and clearly print their name.**

(4) The city clerk shall require a voter casting an absentee ballot by mail to provide proof of identification or other information to aid in the establishment of the voter's identity.

- (54)** To be counted in the election, an **by-mail** absentee ballot must be postmarked on or before election day and be received by the clerk's office no later than the Tuesday following the election. **By-mail** Absentee ballot envelopes received after that time ~~shall will~~ not be opened, ~~but shall~~ **and will** be marked "invalid" with the date of receipt noted thereon. Such envelopes shall be retained with other election records and destroyed in accordance with the city records retention schedule. ~~Absentee ballot envelopes shall be examined by the canvas board which shall determine whether the absentee voter is qualified to vote at the election and whether the ballot was properly cast.~~

(if) Absentee voting by electronic transmission.

- (1)** A qualified voter may apply for an absentee ballot to be sent by electronic transmission ~~if. Such request is~~ **must be made no earlier than the first day of the calendar year in which the election is to be held and before** noon (Alaska Standard Time) the day immediately preceding the election. Absentee ballots will be electronically transmitted to the location designated in the application. If no location is designated, and if the request is received no later than seven days prior to the election, the ballot will be mailed in the manner provided for absentee ballots by mail. The clerk may impose reasonable conditions for electronically transmitting absentee ballots.
- (2)** ~~A ballot electronically transmitted~~ **Electronic transmissions shall must** contain a copy of the ballot to be used at the election in a form suitable for transmission. A photocopy of the computerized ballot card to be used by persons voting in person at the polling places is acceptable.
- (3) Upon receipt of an absentee ballot by electronic transmission, the voter, in the presence of a person over the age of 18 years, may proceed to mark the ballot in secret, place the ballot in the small envelope, place the small envelope in the larger envelope, and sign the voter's certificate on the back of the larger envelope. The witness shall must sign as attesting official, date their signature, and clearly print their name.**
- (4) The city clerk shall require a voter casting an absentee ballot by electronic transmission to provide proof of identification or other information to aid in the establishment of the voter's identity.**
- (53)** Electronically ~~-transmitted~~ ballots may be submitted by mail in accordance with the requirements of subsection ~~(he)~~**(45)** of this section.
- (64) To be counted in the election, an electronically transmitted absentee ballot must be received by the clerk's office no later than the closing of polls 8 p.m. on election day.** ~~A voter may transmit the ballot electronically no later than the day before the election. The ballot shall be counted in the same manner as other absentee ballots, even though this procedure may reveal to one or more election officials the~~

manner in which a particular absentee voter cast their ballot. However, it shall be unlawful to display an electronically transmitted ~~telefax~~ ballot in a manner revealing the way in which a particular voter cast their ballot to any person other than the ~~municipal~~ city clerk, a member of the city clerk's staff, the election official in the course of their duties, or an attorney advising the city clerk on legal questions concerning the ballot. Electronically transmitted absentee ballots received after the closing of polls 8 p.m. on election day will be marked "invalid" with the date of receipt noted thereon. The ballots will be retained with other election records and destroyed in accordance with the city records retention schedule.

Sec. 22-15.1. - Early voting.

- (a) *Administration of early voting.* The city clerk shall provide general administrative supervision over the conduct of early voting, to include designating early voting election officials, designating the time and location of early voting, and establishing procedures relating to early voting. Prior to election day, the city clerk ~~shall~~ will mark the precinct registers of those voters who voted early or give to the election board in each precinct a list of voters from the precinct who have voted early. If a voter who voted an early ballot appears at their regular precinct on election day, the voter may not vote a regular ballot but may vote a questioned ballot.
- (b) *Dates and times of early voting.* Early voting will begin no later than 15 days before each regular election and no later than ten days before each special or run-off election and will continue up to and including the Thursday prior to election day.
- (c) *Providing ballots to early voters.* An early voter appearing before an election official will be issued a ballot upon ~~verification that the voter's residence address on the official registration list is current and upon:~~
 - (1) Verification that the voter's residence address on the official registration list is current;
 - ~~(2)~~ Showing proof of identification as required in this chapter; and
 - ~~(3)~~ Signing the early voting register.

Voter assistance and ballot handling procedures set forth in this chapter will apply to early voting. If a voter is not eligible for early voting, the voter may apply for an absentee ballot.

- (d) *Counting of ballots.* Early voting ballots will be counted in accordance with the ballot counting procedures in this chapter, including the completion of a ballot statement by the election officials.

Sec. 22-16. - Special or advisory elections.

The city clerk may administer a special or advisory election by mail at the direction of the city council. If by mail, the city clerk shall administer the election in accordance with the provisions of the Charter and this chapter relating to special elections and absentee voting by mail.

Sec. 22-17. - Voting procedures at the polls.

- (a) On the day of the election, each election board shall will open the polls for voting at 7:00 a.m., shall will close the polls for voting at 8:00 p.m., and shall will keep the polls continuously open during the time between those hours. The election board shall will report to the polling place by 6:30 a.m. so that voting will start promptly at 7:00 a.m. The chairperson of the election board shall will rotate times at which election officials may be relieved for breaks or meals; provided, however, that at all times at least two election officials are present at the polling place.**
- (b)** Before issuing any ballots, the election board must, in the presence of any persons assembled at the polling place, open and exhibit the ballot box to be used at the polling place. The ballot box then ~~shall will~~ be closed and ~~shall will~~ not be opened again or removed from the polling place until the polls have closed.
- (c)** The election ~~officials~~ judges ~~shall will~~ keep an original register in which each voter, before receiving their ballot, ~~shall signs~~ their name and ~~give~~ **provides** both their residence and mailing address. A record ~~shall will~~ be kept in the registration book in the space provided of the name of persons who offer to vote but who actually do not vote, and a brief statement of explanation. The signing of the register constitutes a declaration by the voter that they are qualified to vote. If a person's name does not appear on the official registration list of the precinct in which the person seeks to vote, the person may vote a questioned ballot.
- (d)** Before being allowed to vote, each voter shall exhibit to an election ~~official~~ judge one form of identification, including but not limited to an official voter registration card, driver's license, birth certificate, passport, or hunting or fishing license. ~~An election judge may waive the identification requirement if they know the identity of the voter.~~ A voter who **is unable or unwilling to** ~~cannot~~ exhibit a required form of identification **and whose identity is not personally known by an election official at that polling place shall will** be allowed to vote a questioned ballot.
- (e)** When the voter is **deemed** qualified to vote, the election ~~official~~ judge ~~shall will~~ give the voter an official ballot. ~~The voter shall~~ **Marking of ballots must take place in** ~~retire to a booth or private place to mark the ballot. The ballot must be voted at the polling place, and~~ ~~no~~ **No** ballot may be removed from the polling place until the election ~~officials~~ judges have completed their post-election duties.
- (f)** A qualified voter who cannot read, mark the ballot, or sign their name may request an election official or not more than two persons of their choice to assist them. If an election official is requested, they ~~shall~~ **must** assist the voter. If any other person(s) is requested, the person(s) ~~shall~~ **must** state upon oath before the election official that they will not divulge the vote cast by the person whom they assist.

- (g) If a voter improperly marks or otherwise damages a ballot, they shall return it to the election officials, concealing the manner in which it is marked from view, and ~~shall~~ request a new ballot. The election officials shall destroy the damaged ballot after having **made note on the ballot statement** ~~recorded its number~~ and shall issue a new ballot to the voter. A voter ~~may request~~ **ing** replacement of a damaged **or mismarked** ballot **may receive** no more than three **ballots** ~~times~~.
- (h) Fifteen minutes before closing the polls and at the time of closing the polls, an election official shall announce both the designated closing time and the actual time at which the announcement is made. Failure to make the announcement ~~at 15 minutes prior to closing time~~ **shall does** not in any way invalidate the election or extend the time for closing of the polls. Upon closing, no person will be allowed to enter the polling place for the purpose of voting. Every qualified voter present and in line at the time prescribed for closing the polls may vote.
- (i) When the polls are closed and the last ballot has been cast, the election board ~~shall~~ **will** account for all ballots by completing a ballot statement containing the number of official ballots supplied in a manner prescribed by the city clerk.
- (j) The election board ~~shall~~ **will** count the number of questioned ballots and ~~shall~~ compare that number to the number of questioned voters in the register. Discrepancies ~~shall~~ **must** be noted on the ballot statement.
- ~~(j) Poll watchers will be allowed at city precincts with the same rights and under the same restrictions as provided for under state law and Fairbanks North Star Borough ordinance.~~

Sec. 22-17.1 - Prohibitions at polling places.

- (a) During the hours that the polls are open, no election official may discuss any political party, candidate, or issue while on duty.**
- (b) During the hours the polls are open, no person who is in the polling place or within 200 feet of any entrance to the polling place may attempt to persuade a person to vote for or against a candidate, proposition, or question, nor may any person conduct other political activities that may pertain to any future city election or potential city ballot proposition. The election board shall will post warning notices in the form and manner prescribed by the city clerk.**
- (c) No voter may exhibit a ballot to an election official or any other person so as to enable any person to ascertain how the voter marked the ballot.**
- (d) While the polls are open, no election official may open any ballot received from a voter, mark a ballot by folding or otherwise so as to be able to recognize it, or otherwise attempt to learn how a voter marked a ballot, or allow the same to be done by another person.**

(e) No person may leave the polling place with an official ballot they received to mark.

Sec. 22-17.2 – Poll watchers.

(a) Each candidate or organized group that sponsors or opposes a proposition may designate one person at a time to be a poll watcher in each precinct. Poll watchers must be citizens of the United States and must reside within the Fairbanks North Star Borough.

(b) Each candidate or organized group that sponsors or opposes a proposition wishing to assign poll watchers shall must request authorization from the city clerk no later than 5:00 p.m. the Tuesday prior to the election. The authorization must include:

1. the name of the person to act as a poll watcher;
2. the name, address and contact information of the candidate, group, or organization the poll watcher is representing;
3. the date of the election; and
4. the precinct the poll watcher wishes to observe.

(c) The poll watcher must present authorization as defined in subsection (b) of this section to the election official upon request. The poll watcher will be provided an area to view all actions of the election board. If the poll watcher does not provide the requested authorization, an election official may require the poll watcher to leave the polling place.

(d) The poll watcher observing may:

1. observe the conduct of the election; and
2. check the polling booths after each voter to make sure campaign materials have not been left in the booth.

(e) The poll watcher may not:

1. have any duties in the conduct of the election;
2. be allowed to touch any of the election materials; and/or
3. interfere or disturb the orderly conduct of the election.

(f) If the poll watcher violates any provision in this chapter, the election official may require the poll watcher to leave the polling place.

Sec. 22-18. - Questioning procedure.

(a) Every election official shall question, and any person qualified to vote in the precinct may question, a person attempting to vote if the questioner has good reason to suspect that the questioned person is not qualified to vote in the election. All questions regarding a person's qualifications to vote shall be made in writing, setting out the reason(s) for the question. A questioned person, before voting, shall subscribe to an oath or affirmation on a

form provided by the election official, attesting to the fact that in each particular the person meets all the qualifications of a voter, is not disqualified, and has not already voted at the same election. If the question is to residence within the precinct or voting area, the questioned person shall also state the place from which they came immediately before living in the precinct where offering to vote. After the questioned person has executed the oath or affirmation, the person may vote a questioned ballot. If the questioned person refuses to execute the oath or affirmation, the person shall not vote.

- (b) If a voter's polling place is in question, the voter shall vote a questioned ballot after complying with subsection (a) of this section.

Sec. 22-19. - Disposition of questioned votes.

A voter who casts a questioned ballot shall vote their ballot in the same manner as prescribed for other voters. After the election official ~~or judge~~ removes the numbered stub from the ballot and the voter votes the ballot, the voter shall insert the ballot into a small blank envelope and put the envelope into a larger envelope on which the statement the voter previously signed is located. These larger envelopes ~~shall~~will be sealed and deposited in the ballot box. When the ballot box is opened, these envelopes ~~shall~~will be counted and compared to the voting list, segregated, and delivered to the election canvass board. The election canvass board ~~shall~~will review all questioned ballots to determine eligibility of the voter and judge the applicability of all questioned ballots.

Sec. 22-20. - Unused ballots.

The number of unused ballots ~~shall~~will be recorded, and all such ballots ~~shall~~will be disposed of as instructed by the city clerk before ballot box is opened. The number of ballots damaged or mismarked by voters and replaced by election officials pursuant to section 22-17 ~~shall~~will also be recorded. ~~The record of unused ballots and damaged and replaced ballots shall be preserved for at least 30 days after certification of the election.~~

Sec. 22-21. - Counting ballots.

- (a) In optical scan or other computer-read or electronic ballot precincts, when the polls have closed and the last vote has been cast, the election board ~~shall~~will immediately transmit election results to the city clerk following the written instructions provided to each precinct. Once the election results have been transmitted, the election board ~~shall~~will open the ballot box and place all ballots in the tamper-proof containers provided. The election board ~~shall~~will remove all questioned ballots and place them in the container provided. The election board ~~shall~~will proceed with the ballot accountability and poll closing procedures provided by the city clerk.
- (b) The city clerk may issue rules prescribing the manner in which the precinct ballot count is to be accomplished so as to assure accuracy in the count and to expedite the process. The election board ~~shall~~must account for all ballots by completing a ballot statement containing (1) the number of official ballots received, (2) the number of official ballots

voted, ~~(3) the number of official ballots spoiled,~~ and (4) the number of official ballots unused, and destroyed. The board ~~shall~~will count the number of questioned ballots and ~~shall~~will compare that number to the number of questioned voters who signed the register. Discrepancies ~~shall~~will be noted, and the numbers of discrepancies will~~shall~~ be included in the certificate prescribed by the clerk.

(c) Ballots may not be counted before 8:00 p.m., local time on the day of the election.

Sec. 22-22. - Rules for determining mark.

All canvassing and counting of ballots will be conducted according to the following rules:

- (1) A failure to properly mark a ballot as to one or more candidates does not in itself invalidate the entire ballot.
- (2) A voter may mark their ballot only by using a cross mark, "X" mark, diagonal, horizontal or vertical mark, solid mark, circle, or asterisk with a pencil or pen. The marks will be counted only if they ~~are substantially inside the ovals provided, or touching the oval so as to indicate clearly that the voter intended~~ to mark the particular candidate or answer to a proposition~~oval to be designated~~.
- (3) If a voter marks fewer names than there are persons to be elected to the office, the vote will be counted for each candidate properly marked.
- (4) If a voter marks more names than there are persons to be elected to the office, the votes for that office will not be counted.
- (5) Improper marks on the ballot will not be counted and will not invalidate properly made marks for other candidates or answers to propositions properly made.
- (6) Any ~~erasure or~~ correction invalidates only that section of the ballot on which it appears.
- (7) Write-in votes are not invalidated by writing in the name of a candidate whose name is printed on the ballot unless ~~the printed name is for the same office and has also been marked or unless~~ the election board determines, on the basis of other evidence, that the ballot was so marked for the purpose of identifying the ballot.
- (8) In order to vote for a write-in candidate, the voter must write in the candidate's name in the space provided and, in addition, mark the oval opposite the candidate's name in accordance with subsection (2) of this section.
- (9) Stickers may~~cannot~~ be used on the ballot. Use of stickers may cause that portion of the ballot to be invalidated.

Sec. 22-23. – Ballot security and tally of votes.

(a) **Ballot security.**

- (1)** The city clerk shall issue instructions and ~~shall~~ provide forms and supplies for the tally of votes cast by paper ballot so as to assure accuracy and to expedite the process. The election board shall canvass and count the votes according to the rules for determining markss on ballots prescribed in section 22-22.

- (2) The election board shall canvass the ballots in a manner that allows watchers to see the ballots when opened and read.
- (3) No person handling the ballot after it has been taken from the ballot box and before it is placed in the envelope for delivery to the city clerk may remove a ballot from the immediate vicinity of the polling places or have a marking device in hand.

(b) **Delivery of ballots and tally of votes** ~~by computer.~~

- (1) Election ~~officials~~ **judges and clerks** serving at the counting center shall be appointed in the same manner as those serving at the polling places. Any qualified voter of the city, except a candidate for city office or a member of a candidate's immediate family or contact person(s) and sponsor(s) on an initiative or referendum may be appointed for this service.
- (2) Upon receipt of the ballot container, an election official **at the counting center** shall test the seal and certify that it has not been broken. If there is a discrepancy, it shall be brought to the city clerk's attention immediately.
- (3) After certification that the seal on the ballot container was intact upon receipt, **an election official at the** counting center ~~official~~ shall break the seal and remove the ballots. Those ballots that cannot be processed by the computer due to physical damage shall be stamped "DEFECTIVE" and shall be delivered to the canvass board.
- (4) Three election officials, as a board, shall prepare facsimiles of all defective ballots, recording ballot numbers in the manner prescribed by the city clerk in order to permit verification of duplication, if necessary, at a later date. Facsimile ballots shall be placed with the valid, non-defective ballots of the precinct to be delivered to the computer area for tally of votes. Defective ballots of which facsimiles have been prepared and rejected ballots shall be placed in an envelope bearing the number of the precinct at which they were cast ~~and shall be preserved by the city clerk for one year.~~
- (5) Only those ballots marked in accordance with section 22-22 ~~shall~~ **will** be counted.
- (6) Computer tallying of votes cast shall be directed by the city clerk, shall be observed by an independent review board, and shall be open to the public. When the tally of votes has been completed, the voted ballots ~~shall~~ **will** be sealed into containers and delivered to the city clerk ~~to be preserved for one year.~~ Ballot containers may not be opened **without authorization of** ~~unless the city clerk is ordered to do so by the city council or by the court.~~
- (7) Write-in votes will only be tabulated manually when the total number of write-in votes for an office exceeds the smallest number of votes cast for a candidate for that office whose name is printed on the ballot.

(8) Votes cast for a candidate who is disqualified shall will not be counted.

Sec. 22-24. - Canvass of returns.

- (a) Before each election, the **city clerk, subject to approval of the** city council, shall appoint four or more qualified voters, who ~~shall~~ **will** constitute the election canvass board for that election. All members of the election canvass board, before entering upon their duties,

must subscribe to the oath required of all public officers by the Constitution of the State of Alaska in the manner prescribed by the city clerk.

- (b) On the day following each election, or as soon as is practicable, the election canvass board ~~shall~~will meet in a public session and canvass all election returns. In full view of those present, the election canvass board ~~shall~~will judge the applicability of absentee and questioned ballots, ~~shall~~ open and tally those accepted, and ~~shall~~ compile the total votes cast in the election. ~~The~~Canvass of the ballot vote counted by precinct election boards and early voting station election officials ~~shall~~will be accomplished by reviewing the tallies of the recorded vote to check for mathematical error by comparing totals with the precinct's or the early voting station's certificate of results. All obvious errors found by the election canvass board in the transfer of totals from the tally sheets to the certificate of returns ~~shall~~will be corrected by the canvass board. If in the opinion of the canvass board a mistake has been made in the returns which is not clearly an error in the transfer of results from the tallies to the certificate of results, the canvass board may recommend a recount of the precinct(s) or early voting station results be made for that portion of the returns in question.
- (c) The canvass board ~~shall~~will begin reviewing questioned and absentee ballots the day following the election. All ballots received must be reviewed and counted by the Tuesday following the election. No questioned or absentee ballot ~~shall~~will be counted if the voter has failed to properly execute the oath and affidavit, if the witness has failed~~fails~~ to affix their signature and print their name, if the voter's registration has been cancelled under state law, or if the voter fails to enclose their marked ballot inside the envelope provided. ~~The canvass board will review all questioned and absentee ballots to determine eligibility of the voter.~~ If a ballot is rejected, the clerk shall send a statement to the voter stating why their ballot could not be counted~~processed~~. All rejected questioned and absentee ballots ~~shall~~must be enclosed in a separate envelope with statements of the basis for the rejection. If a questioned or absentee ballot is accepted, the canvass board ~~shall~~will place the valid ballot in a separate container to be opened and counted on the Tuesday following the election.
- (d) Upon completion of the canvass, the canvass board ~~shall~~will prepare a certificate of the results of votes cast by early, absentee ~~ballot~~, questioned ~~ballot~~, and ~~by~~ regular ballots and ~~shall~~will prepare and submit a written report of the results to the city council.

Sec. 22-25. - Votes required for election to office; certification of the election.

- (a) To be elected to the office of city mayor, a candidate must receive over 40 percent of the votes cast for that office. A runoff election for the office of mayor ~~shall~~will be held between the two candidates receiving the highest number of votes if no candidate receives over 40 percent of the votes cast.
- (b) To be elected to the office of city council, a candidate must receive the greatest number of votes cast for that seat.

- (c) As soon as possible after completion of the canvass, the city council shall meet in public session to receive the report of the canvass board. If after considering the report the city council determines that the election was validly held, such conclusion ~~shall~~will be declared and entered upon the minutes of the meeting.
- (d) If the canvass board reports a failure to comply with provisions of state law ~~and/or~~ city ordinance, or illegal election practices have occurred, and that such failure is sufficient to change the outcome of the election, the city council may order further investigation or take other appropriate action, such as excluding ~~exclude~~ the votes cast or ordering a new election in one or more precincts where such failure or illegal practices ~~have occurred from the total returns or may declare the entire election invalid and order a new election.~~
- (e) If the canvass board reports an apparent discrepancy in the returns of one or more precincts, the city council may order a recount of the votes cast in those precincts. Such recount ~~shall~~must be conducted immediately by the canvass board and the results reported to the city council.
- (f) In case of failure to elect because of a tie vote, the city clerk shall immediately proceed with a recount of votes. If there is still a failure to elect because of a tie after completion of the recount, the election shall be determined fairly by lot from among the candidates tying in a meeting of the city council and under its direction. After the determination has been made by lot, the city council shall certify the result.
- (g) Upon certification of a valid election, the ~~city council shall direct the~~ city clerk ~~shall~~to deliver to each person elected to office a certificate of election signed by the city clerk and authenticated by the seal of the city.

Sec. 22-26. - Recount application and automatic recounts.

- (a) A defeated candidate or ten qualified voters who believe there has been a mistake made by an election official or by the canvass board in counting the votes in an election may file an application requesting a recount. The recount application ~~shall~~must be filed with the city clerk no later than 5:00 p.m. on the Monday following the election or one business day after completion of the canvass, whichever is later. The date on which the city clerk receives an application, rather than the date of mailing or transmission, determines whether the application is filed within the time allowed under this section. The applicant shall include a deposit in cash or certified check for \$200.00 per election precinct to be recounted. The deposit shall be applied against any costs incurred pursuant to subsection (e) of this section or refunded if there is no liability for recount costs.
- (b) Recount application forms ~~shall~~will be provided by the city clerk. The application ~~shall~~will specify with particularity the grounds for the contest, the particular election precinct(s) (to include absentee, questioned, and early voting ballots) for which the recount is to be held, the particular office, proposition, or question for which the recount is to be held, and that the person making the application is a candidate or that the ten persons making the application are qualified voters of the city. The application for a recount

~~shall~~**must include** ~~be~~ the notarized signature(s) of the candidate or the ten qualified voters seeking the recount.

- (c) **As soon as practicable after** ~~Upon~~ receiving an **recount** application in substantially required form, the city clerk shall appoint a recount board of four or more qualified voters to conduct the recount of ballots as soon as possible of the precinct(s) cited in the application for recount. The rules governing the counting of marked ballots by the election board ~~shall~~**will** be followed. The city clerk shall make the final determination on which ballots or parts of ballots were properly marked. **The city clerk shall give t** ~~Those~~ requesting the recount, **and** those whose election is recounted **notice of the time and place of the recount**, and the **recount proceeding shall will be open to the public** ~~shall be allowed to attend the recount proceeding~~. **For efficiency, the city clerk may include two or more applications in a single review and count of votes.**
- (d) Upon completion of recount, the recount board ~~shall~~**will** certify the results of the recount to the city council. The city council ~~shall~~**will** declare the final election results, and ~~direct~~ the city clerk ~~shall~~**to** deliver to each person elected to office a certificate of election signed by the city clerk and authenticated by the seal of the city.
- (e) The applicant for the recount shall pay all costs and expenses incurred in a recount of an election demanded by the applicant if the recount fails to reverse any result of the election or if the difference between the winning and losing vote on the result for which the recount is requested is more than one percent.
- (f) If two or more candidates having the highest number of votes for the same office, to which only one candidate is to be elected, are separated by ten votes or less, the city clerk shall initiate a recount of that race. The clerk shall cease a recount under this subsection if a defeated candidate concedes the election in writing no later than the close of business two days after completion of the canvass.

Sec. 22-27. - Contest of election.

A defeated candidate or any ten qualified voters who caused the recount of an election may bring an action in the superior court within ten days after the city council has concluded that the election was validly held and the results entered upon the minutes. Such legal action ~~shall~~**must** be upon the grounds set forth in AS 15.20.540 for contesting state elections. The judge shall render a decision as required by AS 15.20.560 for state elections. If no such action is commenced within the ten-day period, the election and the election results shall be conclusive, final, and valid in all respects.

Sec. 22-28. - Expenses.

- (a) The city shall pay all necessary election expenses, including those of securing polling places and providing ballot boxes, ballots, voting booths or screens, national flags, and other supplies and any wages to election officials unless otherwise provided by this chapter.

- (b) The city ~~shall~~will pay each election ~~official~~board member and canvass board member for the time spent at their election duties, including the receiving of instructions. Election ~~official~~worker pay ~~shall~~will be equivalent to the hourly rate paid to similar election officials for regular borough elections.

Sec. 22-29. - Preservation of election ballots, papers and materials.

The city clerk shall preserve all precinct election certificates, tallies and registers, receipts for ballots, all voted ballots and declarations of candidacy filed for 30 days after election certification. These materials may be destroyed after their retention period has lapsed unless an application for a recount has been filed and not completed, or unless their destruction is stayed by an order of the court. Certificates of the canvass board are to be preserved as permanent records.

Sec. 22-30. - Authority to expend funds~~Disclosure of campaign contributions and expenditures.~~

- ~~-(a) Each candidate and group shall disclose all pre-election contributions and expenditures by filing with the city clerk true and correct copies of all reports and forms required under AS 15.13.040 and AS 15.13.110 to be filed with the state public offices commission. Such forms and reports shall be filed with the city clerk no later than the close of business on the first day following the mailing or other transmission of the forms and reports to the public offices commission.~~
- ~~-(b) Prior to expending any public funds~~ to inform the public or promote awareness of any issue on a city ballot~~under this section~~, the mayor, a member of the city council, or any department head shall first obtain the approval of the city council, which ~~shall~~must, by motion, approve or disapprove such expenditures. Any funds expended under this subsection ~~shall~~can be for informational purposes only, and no public funds will be spent to advocate a position in an attempt to influence an election.

Section 2. That 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

RESOLUTION NO. 5179

**A RESOLUTION AMENDING THE CITY SCHEDULE OF FEES
AND CHARGES FOR SERVICES BY ADJUSTING FEES FOR
CONSUMER PRICE INDEX (CPI) CHANGES**

WHEREAS, the Finance Committee recently reviewed all fees in the *City Schedule of Fees and Charges for Services*; and

WHEREAS, the Finance Committee recommends adjusting fees in accordance with the consumer price index from the date each fee was last changed, as presented in the attached schedule; and

WHEREAS, the Finance Committee did not recommend changes to the following fees for the reason listed:

- Building Permit fees – support economic development
- Emergency Services fees – amended in April 2025
- Business & Occupational Licensing fees – support economic development
- Quarterly garbage collection rates – amended in June 2025; and

WHEREAS, fees should be reviewed and adjusted annually based on the consumer price index.

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

SECTION 1. The Fairbanks City Council approves the attached version of the *City Schedule of Fees and Charges for Services*.

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

David Pruhs, City Mayor

YEAS:
NAYS:
ABSENT:
APPROVED:

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: 5179

Abbreviated Title: RESOLUTION AMENDING CITY SCHEDULE OF FEES AND CHARGES

Department(s): GENERAL

Does the adoption of this ordinance or resolution authorize:

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

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

If yes, what is the estimate? see below

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

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	TOTAL
TOTAL	\$ -

FUNDING SOURCE:	TOTAL
TOTAL	\$ -

Based on 2024 data, the increase in fees may generate an additional \$230,000 in revenue.

Prepared by Finance Department: Initial mb Date 7/7/2025

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Administrative		Copy of Annual Budget or CAFR		Actual	Actual cost of commercial preparation
		Non-Utility Credit/Debit Card Transaction Fee	Up to 3.6% of transaction, minimum \$2.50	Actual	Fee applies to all credit and debit card payments, except utility payments
		Non-Utility E-Check Transaction Fee	\$ 1.95	Actual	
		Citation Online Process Fee	\$1.00 up to \$100; \$2.50 over \$100; \$3.50 special reports	Actual	Fee for each transaction processed through the system. This fee is in addition to a 0.75% credit or debit card fee.
	2-601	Returned Check	\$ 50.00		Per check
		Copy of Police Report	\$ 25.00	\$ 35.00	Per report (victim not charged)
		Certified Copy	\$ 10.00	\$ 15.00	Per record; flat rate
		Corrective Deed	\$ 100.00	\$ 125.00	Non-Refundable Application Fee
			\$ 100.00	\$ 125.00	Recording fee
			\$ 75.00	Actual	Hourly rate for professional staff time (rounded from \$83)
		Temporary Caterer's Application	\$ 25.00	\$ 35.00	3 or more days notice (rounded from \$28)
			\$ 50.00	\$ 70.00	Less than 3 days notice
	46-42(f)	Noise Variance	\$ 100.00	\$ 50.00	Non-refundable application – permit fee
				\$ 100.00	Permit fee
Alarm Service	26-55	Private Alarm System Connection to City Dispatch Center	\$ 100.00	\$ 150.00	Application or annual registration & annual information update
			\$ 50.00	\$ 70.00	Per month
	26-79	False/Nuisance Alarms (Police and Fire)	\$ -	\$ -	Up to 5 in a calendar year
			\$ 250.00	\$ 325.00	For each alarm over 5 per calendar year (FECC Manager is authorized to determine whether extenuating circumstances exist in situations with more than 5 calls)
Building Permits	Chapter 10	Building Fees			See Building Department Administrative Code

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Engineering	70-161(f)	Moving snow from private property onto a street or sidewalk or to a place obstructing access to a fire hydrant or failure to remove snow from sidewalk.	\$200.00 or actual cost, whichever is higher	\$210.00 or actual cost, whichever is higher	Charges for services to owner, manager, or occupant in violation of Ordinance
	70-162	Regulating planting in public place	\$200.00 or actual cost, whichever is higher	\$210.00 or actual cost, whichever is higher	Charges for services to owner or occupant in violation of Ordinance
		ROW PERMITS:			
		ROW Excavation (Major)	\$585 + \$0.35	\$690 + \$0.40	\$585 + \$0.35 p Per LF for Trench Installations
		ROW Excavation (Minor)	\$410 + \$0.20	\$515 + \$0.25	\$410 + \$0.20 p Per LF for Trench Installations
		Driveway Connection to City ROW	\$ 295.00	\$ 345.00	Permit; safety review; inspection before & after pour
		Sidewalk or Street Closure	\$ 175.00	\$ 205.00	Permit; ADA compliance
		ZONING SERVICES:			
		Replat, four or fewer lots	\$ 175.00	\$ 205.00	
		Replat, subdivision, more than four lots.	\$ 295.00	\$ 345.00	
		Quick Plats	\$ 175.00	\$ 205.00	
		STORM WATER:			
		Stormwater Treatment/Connection/Discharge Plan Review	\$ 350.00	\$ 410.00	Includes engineering plan review, developer meeting, and site inspection.
		Cooling Water Discharge Connection Permit	\$ 200.00	\$ 225.00	(per Ordinance No. 5613)
		Cooling Water Discharge Connection to Storm Drain System Annual Maintenance Fee	\$ 500.00	\$ 700.00	(per Ordinance No. 5613)
		Erosion and Sediment Control Plan Review	\$ 175.00	\$ 205.00	10,000 sq. ft. to 1 acre
		SWPPP Plan Review	\$ 350.00	\$ 430.00	1 - 5 acres
			\$ 480.00	\$ 560.00	5 - 10 acres
		SWPPP Site Inspection	\$ 175.00	\$ 215.00	Review paperwork; review field BMPs
		Plat & Map copies	\$ 6.00	\$ 8.00	Per copy
		11 x 17 copies	\$ 2.00	\$ 3.00	Per copy
		8.5 x 11 copies	\$ 1.00	\$ 1.25	First page; \$0.25 per page thereafter
		Miscellaneous Services	Actual cost		Per hour at current charge-out rate
		Planimetric/Aerial Photograph GIS	\$ 300.00	\$ 425.00	
		Developer's Agreement	Actual cost		TBD based on meetings with City Engineer

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Emergency Services	26-111	Ambulance Services	\$ 1,200.00		Basic Life Support Transport
			\$ 1,400.00		Advanced Life Support Transport
			\$ 250.00		Treatment without Transport
			\$ 150.00		Lift assist, after 5 within 12 weeks
			\$ 22.00		Additional patient transport, per loaded mile
		Non-emergency assistance to private care facilities	\$ 200.00		Per hour; one hour minimum. Physical assistance in moving patients or clients.
	30-1; 30-31	Fire Code Compliance/Inspection Report Fee (Brycer)	\$ 30.00		Charged to fire protection contractors/companies to input inspection and violation notices for fire alarms, sprinklers, and other technical work, as required.
	30-1; 30-31	Fire inspections and code compliance (Fire Department only)	\$50.00 - Daycare facility licensed for ≤8 children; \$75.00 - Daycare facility licensed for >8 children \$180.00 for all other inspections \$125.00 - 1st reinspection; \$350.00 - 2nd reinspection; \$600.00 - 3rd reinspection and each subsequent reinspection		<ul style="list-style-type: none"> Per hour, one hour minimum. Inspections will be performed in accordance with COF currently adopted IBC and IFC documents or other applicable federal, state, and local laws (generally semi-annual, annual, and bi-annual based on occupancy type). An inspection initiated by a complaint is free if no violations are found. However, an inspection fee will be charged if violations are found. A complaint is defined as a written, emailed, or direct complaint received by the City or Fire Department. The complaint cannot be anonymous and must be specific to what violations are known or thought to be present. These fees do not apply to the cannabis or alcohol stated licensing process (one per year for cannabis; one every two years for alcohol). Fees do apply to cannabis and alcohol businesses for all other inspections and follow-up activities.
	30-1; 30-31	Fire plan/drawing/technical review (Fire Department only)	\$450.00 (\$180 City fee; \$230 third party fee for plan review)		Per hour for each review and resubmission, as needed. The fee includes the first on-site inspection once the system is completed. Follow-up inspections, if needed, will follow the reinspection fee schedule.
		Fire Training Center	\$ 400.00		4-hour block for tower and grounds
			\$ 225.00		4-hour block for large classroom
	14-73	Multi-Vendor Events	\$ 500.00	\$ 620.00	20+ vendors, not to exceed \$1,500/1,200/calendar year for multiple events by same applicant
			\$ 500.00	\$ 620.00	Recurring events (non-consecutive days)

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Events			\$ 250.00	\$ 310.00	Events with less than 20 vendors
	78-572	Special Events (using streets or sidewalks)	\$ 200.00	\$ 210.00	Permit fee; applications are due 21 calendar days prior to event
			\$ 135.00	\$ 140.00	Per hour, for permitting officer's time
Occupational	14-123	Private Detective	\$ 75.00		Application fee; non-refundable
	14-123		\$ 400.00		Two-year license
	14-131		\$ 10,000.00		Bond for Alaska residents
			\$ 20,000.00		Bond for out-of-state applicants not licensed in at least two other states
	14-294	Master Plumber	\$ 200.00		Non-refundable application & exam fee
			\$ 200.00		3-year license - each applicant
	14-431	Master Operator's License	\$ 250.00		2-year license - entity
	14-361	Commercial Refuse	\$ 2,000.00		2-year license - entity
	26-111(a)	Private Ambulance Service	\$ 2,000.00		Initial license application fee (Type 1 and 2); non-refundable
	26-111(a)		\$ 1,300.00		Initial license application fee (Type 3); non-refundable
	26-111(a)		\$ 1,500.00		Annual license renewal fee (Type 1 and 2)
	26-111(a)		\$ 800.00		Annual license renewal fee (Type 3)
	26-95		\$ 800.00		Late fee for applications received after February 1
	26-111(b)		\$ 50.00		Administrative fee per patient transport (payable quarterly)
	86-51	Vehicle for Hire	\$ 100.00		One-time application fee for entity; non-refundable
			\$ 400.00		2-year permit fee - entity
			\$ 200.00		Per vehicle permit for 2 years
	86-55		\$ 100.00		Transfer fee - vehicle or entity
	86-82	Chauffeurs License	\$ 75.00		Each time app fee; non-refundable
			\$ 100.00		2-year license - each driver

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Business License Fees (Based on Gross Receipts)	14-602	\$ 0 - 49,999	\$ 50.00		
		50,000 - 249,999	\$ 120.00		
		250,000 - 999,999	\$ 350.00		
		1,000,000 - 2,999,999	\$ 580.00		
		3,000,000 - 9,999,999	\$ 1,125.00		
		10,000,000 - 19,999,999	\$ 2,200.00		
		20,000,000 - 39,999,999	\$ 3,350.00		
		40,000,000 - 59,999,999	\$ 4,500.00		
		60,000,000 - 79,999,999	\$ 5,900.00		
		80,000,000 - 99,999,999	\$ 11,500.00		
		100,000,000 - 119,999,999	\$ 16,000.00		
		120,000,000 - and above	\$ 25,000.00		
Youth Business License	14-605	Youth Business License	\$ 1.00		Per license for youth under the age of 18; license is optional
Garbage Collection	66-22	Single Family Dwelling	\$ 99.00		Per quarter (rounded from \$96.20)
		Duplex	\$ 198.00		
		Triplex	\$ 297.00		
		Fourplex	\$ 396.00		
	66-23	Senior Rate	\$ 74.00		Per quarter (75% of the single family dwelling rate)
	66-42	Improper containment or disposal of household medical wastes (sharps)	\$ 200.00	\$ 250.00	Employee health risk exposure and work loss time
	66-42	Improper containment or disposal of hazardous wastes	\$ 25.00	\$ 50.00	[CPI increase=\$5. \$50 proposed fee recommended by PW Director and Abatement Officer]
	66-42	Improper containment or disposal of ashes	\$ 25.00	\$ 50.00	[CPI increase=\$5. \$50 proposed fee recommended by PW Director and Abatement Officer]
	66-62	Container/receptacle abatement	\$ 25.00	\$ 50.00	[CPI increase=\$5. \$50 proposed fee recommended by PW Director and Abatement Officer]
	66-24	Oversized Garbage Pickup (no freezers or refrigerators)	\$ 85.00	\$ 105.00	Per trip, pre-paid
Public Works		Public Works Hourly Staff Rate	\$ 80.00	Actual	Per hour for specialty, non-fire mechanic Public Works staff time (1-hour minimum)
		Public Works Fire Bay Rate	\$ 50.00	Actual	Per hour; max of \$250 per day (1-hour minimum)
		Public Works Fire Bay Mechanic(s) Rate	\$ 190.00	Actual	\$95 per hour rate for 2 specialty fire mechanics (2 mechanics for safety; 1-hour minimum)
		Public Works Mechanic, Contract Rate	Negotiated		Per MOA with outside agency

City of Fairbanks Schedule of Fees and Charges for Services

As of Resolution No. 5179 - Effective August 1, 2025

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
Public Records	2-772(b)	Copies	\$1.00/\$0.25 per page	\$ 1.25	\$1.2500 for first page; \$0.25 per page thereafter. The standard unit charge for copies of public records shall be levied for each hard copy made by copier or printer.
	2-772(b)	Electronic Media	Varies	\$ 20.00	\$5.00 per disk; \$10.00 per USB drive or SD card
	2-772(b)	Electronic Services and Products	\$ 25.00	\$ 30.00	The City may provide electronic services and products involving public records to public members. This fee is in addition to all other fees under this heading.
	2-772(c)	Records Search and Preparation	Gross hourly rate	Actual	Hourly fee based on gross hourly rate of employee(s) searching/preparing records requested; time shall include time spent duplicating records.
	2-772(c)	Inspection of Records	Gross hourly rate	Actual	Hourly fee based on gross hourly rate of employee(s) making records available for public inspection. The rate shall be charged for the entire time records are in control of the employee and open for inspection.
Vehicle Impound Fees	78-971; 78-972	Admin Fee	\$ 500.00	\$ 575.00	
		Vehicle Bail Schedule (1st offense)	\$ 500.00	\$ 575.00	Note: Set by 78-972(c)
		Vehicle Bail Schedule (previously convicted)			
		Vehicle Age:			
		20 years or older	\$ 1,000.00	\$ 1,300.00	
		15 - 19 years	\$ 2,000.00	\$ 2,600.00	
		10 - 14 years	\$ 3,000.00	\$ 4,000.00	
		5 - 9 years	\$ 4,000.00	\$ 5,300.00	
		0 - 4 years	\$ 10,000.00	\$ 13,300.00	
	78-972(c)	Tow Fee	\$ 225.00		Flat tow charge [contract fee last increased effective 01/01/24, RFP planned fall 2025]
	78-971(2)	Storage fees	\$ 20.00	\$ 25.00	Per day
	78-972(e)	Access Fee	\$ 75.00	\$ 95.00	Per hour, one-hour minimum per trip

RESOLUTION NO. 5180

**A RESOLUTION AUTHORIZING ADDITIONAL MATCHING FUNDS FOR THE
COWLES STREET RECONSTRUCTION PROJECT AMENDMENT NO. 4**

WHEREAS, the City Council approved a resolution authorizing matching funds and execution of a maintenance agreement for the Cowles Street Reconstruction Project (Resolution No. 4703); and

WHEREAS, the City Council adopted an ordinance authorizing additional matching funds for the Cowles Street Reconstruction Project (Ordinance No. 6277); and

WHEREAS, the Cowles Street Reconstruction Project will reconstruct Cowles Street from 1st Avenue to east Cowles, to include roadside hardware, drainage improvements, intersection improvements, ADA improvements, and utilities; and

WHEREAS, the project costs increased from \$15,800,553 to \$17,500,553, and the City-required match increased from \$860,704 to \$975,709; and

WHEREAS, the City of Fairbanks paid \$427,392, committed \$398,842 in the Capital Fund, and will provide the balance of \$149,475 from the Capital Fund and Grant Fund.

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

SECTION 1. That the Mayor or his designee is authorized to execute all documents required for expending funds on behalf of the City for the Cowles Street Reconstruction project.

SECTION 2. That the effective date of this resolution 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
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 5180

Abbreviated Title: COWLES STREET RECONSTRUCTION PROJECT MATCHING FUNDS NO. 4

Department(s): ENGINEERING

Does the adoption of this ordinance or resolution authorize:

- 1) additional costs beyond the current adopted budget? Yes _____ No x
- 2) additional support or maintenance costs? Yes _____ No x
- If yes, what is the estimate? see below
- 3) additional positions beyond the current adopted budget? Yes _____ No x
- If yes, how many positions? _____
- If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	2016 - 2024	2025	2027+	TOTAL
COWLES RECONSTRUCTION PROJECT MATCH	\$427,392	\$135,309	\$413,008	\$975,709
TOTAL	\$427,392	\$135,309	\$413,008	\$975,709

FUNDING SOURCE:	2016 - 2024	2025	2027+	TOTAL
CAPITAL FUND	\$427,392	\$35,309	\$413,008	\$875,709
GRANT FUND	\$0	\$100,000	\$0	\$100,000
TOTAL	\$427,392	\$135,309	\$413,008	\$975,709

The operations and maintenance costs associated with these improvements will be performed by Public Works and incorporated in the annual general fund budget.

Reviewed by Finance Department:

Initial mb

Date 7/7/2025

RESOLUTION NO. 5181

A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE MAINTENANCE AGREEMENT WITH THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR THE LANDSCAPING ADDITION TO THE COWLES STREET RECONSTRUCTION PROJECT

WHEREAS, the State of Alaska Department of Transportation and Public Facilities (DOT&PF) is nearing completion of the Cowles Street Reconstruction Project (the Project); and

WHEREAS, the Project will reconstruct a gradient between Cowles Street and the existing parking lot at the Shopper's Forum Mall, private property currently owned by Gavora, Inc.; and

WHEREAS, under the proposed maintenance agreement between the City and DOT&PF, the City would be responsible for managing and maintaining all improvements on a narrow four-foot-wide gradient that would be installed to add better drainage, better slope management, and would be more aesthetically pleasing; and

WHEREAS, the State of Alaska Department of Transportation & Public Facilities would incorporate the landscaping addition into the current Cowles Street reconstruction project and ongoing maintenance would be provided by a separate agreement with Gavora, Inc., owners of the abutting property.

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

SECTION 1. The Council authorizes the Mayor to execute a maintenance agreement with the State of Alaska Department of Transportation and Public Facilities for Amendment #1 to the Cowles Street Reconstruction Project if, and only if, the separate agreement with Gavora, Inc. to provide ongoing maintenance is fully executed.

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

PASSED and APPROVED this 14th day of July 2025.

David Pruhs, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

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: 5181

Abbreviated Title: RESOLUTION APPROVING COWLES MAINTENANCE AGREEMENT AMENDMENT

Department(s): ENGINEERING

Does the adoption of this ordinance or resolution authorize:

- 1) additional costs beyond the current adopted budget? Yes _____ No x
- 2) additional support or maintenance costs? Yes _____ No x
- If yes, what is the estimate? see below
- 3) additional positions beyond the current adopted budget? Yes _____ No x
- If yes, how many positions? _____
- If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:				Annual
TOTAL				\$0

FUNDING SOURCE:				Annual
				\$0
TOTAL				\$0

The maintenance costs associated with the landscaping addition for a gradient between Cowles Street and the existing parking lot at the Shopper's Forum Mall will be maintained by Gavora, Inc. If Gavora, Inc does not agree to provide ongoing maintenance, this amended maintenance agreement will not be executed.

Reviewed by Finance Department:

Initial mb

Date 7/10/2025

ORDINANCE NO. 6318

**AN ORDINANCE AUTHORIZING THE LEASE OF GOLDEN HEART
PLAZA TO FESTIVAL FAIRBANKS**

WHEREAS, the City of Fairbanks owns Lots 3 and 4, Block 4, Fairbanks Townsite (also known as "Golden Heart Plaza") and the improvements thereon, as shown on attached Exhibit A, Real Estate Lease; and

WHEREAS, Festival Fairbanks, a not-for-profit community agency, has for many years promoted the public use, management, and maintenance of Golden Heart Plaza, all of which benefit the City of Fairbanks, its residents, and visitors; and

WHEREAS, management of the Plaza by Festival Fairbanks is deemed consistent with the provisions of Fairbanks General Code Chapter 70, Article III, Golden Heart Plaza; and

WHEREAS, leasing the Plaza property to Festival Fairbanks provides the basic rights necessary for it to legally and effectively manage the Plaza; and

WHEREAS, Festival Fairbanks has requested a lease for the management purposes stated above; and

WHEREAS, FGC Sec. 70-44 provides that the City may lease real property without public offering whenever the lessee is a not-for-profit organization; and

WHEREAS, the lease of the Plaza property is in the best interest of the community.

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

SECTION 1. A lease instrument, substantially in the form shown in attached Exhibit A, is hereby authorized by the Council for the purposes stated herein, providing for a term of three years.

SECTION 2. The Mayor's execution of the lease must take place not less than 30 days after the effective date of this ordinance, as prescribed by Charter Section 8.3 and FGC Sec. 70-56.

SECTION 3. The effective date of this ordinance is 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: 6318

Abbreviated Title: ORDINANCE LEASING GOLDEN HEART PLAZA TO FESTIVAL FAIRBANKS

Department(s): GENERAL

Does the adoption of this ordinance or resolution authorize:

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

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

If yes, what is the estimate? see below

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

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

EXPENDITURES:	2025+	TOTAL
		\$ -
TOTAL	\$ -	\$ -

FUNDING SOURCE:	2025+	TOTAL
GENERAL FUND [RENTAL INCOME]	\$ 1	\$ 1
TOTAL	\$ 1	\$ 1

Effective August 1, 2025, the City of Fairbanks will lease Golden Heart Plaza to Festival Fairbanks for \$1.00 per year until August 1, 2028.

Reviewed by Finance Department:

Initial mb

Date 7/3/2025

EXHIBIT "A" to ORDINANCE No. 6318

REAL ESTATE LEASE

WHEREAS, the City of Fairbanks, a municipal corporation of the State of Alaska, 800 Cushman Street, Fairbanks, Alaska 99701 (hereinafter, "Lessor"), as trustee for the public and pursuant to Ordinance No. 6318, hereby authorizes lease of the property described below under the conditions stated; and

WHEREAS, Festival Fairbanks, Inc., 510 Second Avenue, Suite 115, Fairbanks, Alaska 99701 (hereinafter, "Lessee"), hereby enters into this lease of the property described below under the conditions stated.

NOW THEREFORE, Lessor and Lessee, in consideration of the rent specified and of the mutual covenants and agreements expressed herein, agree as follows:

1. Lease of Property. Lessor leases to Lessee, and Lessee leases from Lessor, the real property located at Fairbanks, Alaska, (hereinafter, "Property"), more particularly described as follows:

Lots 3 and 4, Block 4, Fairbanks Townsite, also known as "Golden Heart Plaza," and the improvements thereon, as shown on the attached "Lease Exhibit 1".
2. Term. With the approval of City Council, the term of this Lease will be for three years, beginning August 1, 2025 ending August 1, 2028.
3. Use. Lessee shall use the Property in compliance with Fairbanks General Code Sections 70-96 through 70-99, Golden Heart Plaza, and conform to any changes in Code that may occur during the term of the lease agreement.
4. Rent. As compensation for use of the Property during the life of this lease, Lessee shall pay the sum of One Dollar (\$1.00) per year, paid in advance. Payments will be made at Lessor's Office of the City Clerk, 800 Cushman Street, Fairbanks, Alaska 99701.
5. Prohibited Uses. Lessee shall not use or permit the use of the Property or any part thereof in violation of any applicable law, ordinance, or regulation.

6. Maintenance and Expenses. Lessee will perform routine cleaning associated with the Property, keeping the Property in a clean, safe condition, free of litter and debris.

Lessee also specifically agrees they are responsible for the routine cleaning and general upkeep of the Portland Loo located within the leased premises. This includes daily sanitation, restocking of supplies, removal of graffiti, and minor maintenance. Cleaning will be conducted at a frequency that ensures the facility remains safe, hygienic, accessible, and functional for the public.

Lessee shall notify Lessor of any hazards or safety concerns, as well as any maintenance concerns, on or about the Property in a timely manner. Lessor shall provide repairs or alterations as it deems necessary, at its expense.

7. Termination. In the event of Lessor's sale or redevelopment of the property, noticed to Lessee by Lessor in writing, Lessee's rights hereunder will terminate, and Lessee must vacate the property within 60 days of written notice.

8. Exculpation and Indemnity.

- (a) *Exculpation of Lessor:* Lessor shall not be liable to Lessee for any damage to Lessee or Lessee's property from any cause. Lessee shall bear all risk of loss as to all personal property of the Lessee stored or remaining on or near the Property, including without limitation, inventory, equipment, fixtures, and employees' personal effects.
- (b) *Indemnity:* Lessee shall defend and hold Lessor harmless from all damages arising out of any damage or injury to any person or property occurring in, about, or on the Property.
- (c) *Public Liability and Damage Insurance:* Lessee at its sole cost shall at all times maintain public liability and damage insurance with a single combined liability limit of \$1,000,000, insuring against all liability of Lessee and its authorized representatives arising out of and in connection with Lessee's use or occupancy of the Property. All public liability insurance and property damage insurance will ensure performance by Lessee of the indemnity provisions provided herein. Lessor shall be named as an additional insured.

9. Prevention of Waste and Nuisance. Lessee shall not use the Property in any manner that will constitute waste, nuisance, or unreasonable annoyance to Lessor or the owners or occupants of adjacent properties. Violation or breach under this section will be determined at the sole discretion of the City Mayor.
10. Assignment and Sublease. Lessee shall not assign or sublet its rights under this Lease without written consent of Lessor, which consent will be at Lessor's sole discretion.
11. Liens. Lessee shall keep the Property free from any liens, including without limitation those liens arising out of any work performed, materials furnished, or obligations incurred by Lessee.
12. Consultation with Attorney. Lessee acknowledges that it has the right to review this Lease and all other documents relating to the Lease with its own attorney. Each party electing to have this Lease reviewed by an attorney shall bear the costs and expenses so incurred.
13. Right of Entry. Lessor and its agents and authorized employees have the right to enter the Property to examine it and to make repairs, alterations, improvements, or additions, as Lessor may deem necessary or desirable, during Lessee's business hours. All such entry shall be preceded by 72-hour advance notice to Lessee. Additionally, Lessee grants Lessor immediate entry in the event of an emergency, as determined by the City Engineer, Chief of Police, or Fire Chief as well as for general law enforcement and health and safety purposes.
14. Default. Failure to occupy and operate the Property for two consecutive weekends or failure to perform any material provision of this lease constitutes a default by Lessee. Upon Lessee's default, Lessor shall give Lessee 10 days' notice to cure the default. No default notice may be deemed a forfeiture or a termination of this lease unless Lessor so elects and provides in the notice.
15. Notice. Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person must be in writing and either served personally or sent by prepaid, first-class mail, addressed to the other party at the address set forth in the introductory paragraph of this lease. Either party may change its address by notifying the other party of the change of address.

16. Attorney's Fees. If Lessor brings or maintains an action for enforcement of any of the covenants, terms, or conditions of this lease, Lessee shall pay all costs incurred by Lessor for such action, including attorney's fees in the event Lessee is found to be at fault.
17. Time of Essence. Time is of the essence of each provision of this Lease.
18. Successors. This lease is binding on the parties and their successors.
19. Severability. The unenforceability, invalidity, or illegality of any provision included in this lease will not render the other provisions unenforceable, invalid, or illegal.

FESTIVAL FAIRBANKS, INC.

CITY OF FAIRBANKS

Julie Jones
Executive Director

David Pruhs
Mayor

ATTEST:

D. Danyielle Snider, MMC, City Clerk

ACKNOWLEDGMENT

State of Alaska)
) ss
Fourth Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____ 2025, before me the undersigned, a NOTARY PUBLIC in and for the State of Alaska, personally appeared **David Pruhs**, the Mayor of the City of Fairbanks, Mayor of the City of Fairbanks, the municipal corporation named above, and he acknowledged before me that he is authorized to execute this agreement on behalf of said corporation.

IN WITNESS WHEREOF I have set my hand and seal.

NOTARY PUBLIC:
My Commission Expires:

ACKNOWLEDGMENT

State of Alaska)
) ss
Fourth Judicial District)

THIS IS TO CERTIFY that on this _____ day of _____ 2025, before me the undersigned, a NOTARY PUBLIC in and for the State of Alaska, personally appeared **Julie Jones** of Festival Fairbanks, Inc., the corporation named above, and she acknowledged to me that she is authorized to enter into this agreement on behalf of said corporation as its Executive Director, and is authorized to bind said corporation to the conditions of the agreement under the authority of said corporation so granted by the Board of Directors, as the free and voluntary act and deed of said corporation.

IN WITNESS WHEREOF I have set my hand and seal.

NOTARY PUBLIC:
My Commission Expires:

Return to:

City Clerk
City of Fairbanks
800 Cushman Street
Fairbanks, AK 99701

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**

WHEREAS, the Fairbanks City Council aims to hold efficient and effective meetings, while allowing reasonable time for citizens to be heard under Citizens' Comments; and

WHEREAS, under the current order of business, as outlined in FGC Sec. 2-119, the rules allow up to 30 minutes for the public to speak on any item not up for public hearing; and

WHEREAS, there are often times when there are more citizens signed up to speak under Citizens' Comments than is allowed within the 30 minute period; and

WHEREAS, FGC Sec. 2-120 allows the Council to postpone a motion to a date other than that of the next regular meeting if specified in the motion to postpone, and there is currently no limit set on the length of postponement; and

WHEREAS, there are times when a motion is postponed so the Council can gather more information, seek legal advice, or hear reports or presentations from staff, committees or local organizations; however, if there is a need to postpone a motion for a long period of time, the motion should be withdrawn and reintroduced at a later time.

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

Section 1. FGC Sec. 2-119(a), Order of business; citizens addressing city council, is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

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

(a) At every regular meeting of the city council, the order of business shall be as follows:

- (1) Roll call.
- (2) Invocation.
- (3) Flag salutation.
- (4) Ceremonial matters (proclamations, introductions, recognitions, and awards).
- (5) Citizens' comments (oral communications to the city council on any item not up for public hearing). The comment period will not exceed a total of **one hour**~~30 minutes~~ unless extended by a council vote.
- (6) Approval of agenda and consent agenda. Consent agenda items are indicated by asterisks (*). Consent agenda items are considered together unless a council member requests that the item be returned to the general agenda. Ordinances on the

approved consent agenda are automatically advanced to the next regular meeting for second reading and public hearing. All other items on the approved consent agenda are passed as final.

- (7) Approval of minutes of previous meetings.
- (8) Special orders.
- (9) Mayor's comments and report.
- (10) Council members' comments.
- (11) Unfinished business.
- (12) New business.
- (13) Written communication to the city council.
- (14) Committee reports and council members' comments.
- (15) City clerk's report.
- (16) City attorney's report.
- (17) Executive session (if necessary).
- (18) Adjournment.

* * * * *

Section 2. FGC Sec. 2-120 Rules of Procedure, subsection (1), is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

* * * * *

- (1) When a question is under debate, the presiding officer shall receive any of the following motions but no other:
 - (1) To adjourn.
 - (2) To recess.
 - (3) To raise a question of privilege.
 - (4) To call for the order of the day, or the regular order.
 - (5) To lay on the table.
 - (6) For the previous question.
 - (7) To limit or extend limits of debate.
 - (8) To postpone to a certain time.
 - (9) To refer.
 - (10) To amend.
 - (11) To postpone indefinitely.

When one of the motions referred to in subsections (1)(1)—(11) has been made, none of the others inferior to it in the order in which they stand above shall be made, and in proceeding to vote, motions pending shall be put in the order of their rank as arranged in subsections (1)(1)—(11). The first seven are not subject to debate. A motion to postpone to a certain time, refer, amend or to postpone indefinitely may be amended; the previous question may be demanded before an amendment, which motion shall be decided without debate. A motion to adjourn shall always be in order provided that business of a nature to be recorded in the journal has been transacted since any previous motion to adjourn has been defeated. No motion or proposition of a subject different from that under consideration shall be admitted under color of an amendment. The city council may postpone a motion to a certain time other than the date of the next regular meeting if specified in the motion to postpone, **except that a motion may not be postponed beyond three months after its introduction date.** When a matter has been especially assigned to be taken up at a fixed time, or at certain stage of proceedings, such matter shall, at the appointed time or at any subsequent time, be in order upon the call of any member, and take precedence over all other business.

Section 3. The effective date of this ordinance is 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

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**

WHEREAS, the Fairbanks General Code (FGC) requires that three of the five voting members of the Board of Plumber Examiners be city residents; and

WHEREAS, it is difficult to fill vacancies on City boards and commissions when there are multiple eligibility requirements for a single seat; and

WHEREAS, the FGC requirement that the city council must confirm the election of the chairperson from and by the board is not currently being practiced, and such a rule is not in place for any other active City board or commission.

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

Section 1. Fairbanks General Code Chapter 2, Article III Boards and Commissions, Division 6 Board of Plumber Examiners is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~striketrough~~ font]:

Sec. 2-306. – Created; composition; appointment.

- (a) There is created a board of plumber examiners which ~~will~~**shall** consist of five members, who ~~will~~**shall** serve without compensation. At least ~~two~~**three** members of the board ~~must~~**shall** be residents of the city. Two of the members ~~must~~**shall** be qualified master plumbers, two of the members ~~must~~**shall** be journeyman plumbers, and one member ~~will~~**shall** represent the public at large.
- (b) The members ~~will~~**shall** be appointed by the mayor, subject to confirmation by the city council.

Sec. 2-307. – Chair~~person~~man**; term of members; removal of members.**

- (a) The chair~~person~~**man** ~~shall~~**will** be elected by and from the board of plumber examiners ~~subject to approval by the city council and~~ ~~will~~**shall** serve in this capacity for one year.
- (b) Appointment to the board ~~will~~**shall** be for three years except where an interim appointment is necessary to complete the term of a member who resigns, dies or is otherwise removed while in office.
- (c) In the event of vacancies, the mayor, subject to confirmation by the city council, ~~will~~**shall** make an appointment to fill the unexpired term of the absent member.
- (d) Members may be removed by the city council at any time.

- (e) The building official of the city ~~will~~shall be an ex officio member of the board, without vote, and ~~will~~shall act as secretary.

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

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

WHEREAS, in 2006, the City Council adopted Ordinance No. 5657 to present to qualified City voters a proposition to establish a Capital Projects Fund by enacting City Charter Section 8.9; and

WHEREAS, City voters passed the proposition on October 3, 2006, and a Capital Projects Fund was established to receive funds designed for capital use; and

WHEREAS, on July 22, 2024, the City Council approved a Capital Projects Fund financial policy, as recommended by the Council Finance Committee, with the passage of Resolution No. 5128, as Amended, to ensure that funds are available for major equipment purchases, facility upgrades, road improvements, and other significant projects; and

WHEREAS, the City Council wishes to ensure that funds are available for emergency purchases by establishing a minimum fund balance for the City Capital Projects Fund.

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

SECTION 1. Fairbanks General Code Sec. 2-651 preparation and presentation to city council is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~strikethrough~~ font]:

Sec. 2-651. General Fund Preparation and presentation to city council.

SECTION 2. Fairbanks General Code Sec. 2-659 Capital Projects Fund preparation and presentation to council is hereby enacted as follows [new text in **bold/underline** font; deleted text in ~~strikethrough~~ font]:

Sec. 2-659. Capital Projects Fund preparation and presentation to city council.

(a) The mayor shall prepare and submit to the city council an annual budget estimate and budget message for the capital projects fund.

(b) The city council may by ordinance elect to adopt or amend the budget to expend capital projects funds accumulated in prior years; however, the unassigned capital projects fund balance shall be no less than \$4,000,000.00.

If an emergency causes the unassigned capital projects fund balance to be less than the minimum balance, the fund must be replenished within 12 months.

(c) Pursuant to the Charter, the annual budget and accounting year shall begin on January 1 and shall end on December 31 of each calendar year.

(d) The chief financial officer shall compile the budget estimate, based upon detailed departmental estimates under the direction of the mayor. The budget estimate shall cover and appropriate for all expenditures of money, including contracts and other commitments, except appropriations for expenditures from bond construction and debt service funds and special assessment construction funds. When the city council is considering the budget estimate, department heads and such other officials as may be interested shall appear and be free to criticize the budget or any of its items.

Secs. ~~2-6602-659~~—2-675. Reserved.

SECTION 3. The effective date of this ordinance is 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

Attachment to Ordinance No. 6321

Introduced by: Council Members Ringstad and Sprinkle
Introduced: July 22, 2024

RESOLUTION NO. 5128, AS AMENDED

A RESOLUTION TO APPROVE A CAPITAL PROJECT FUND FINANCIAL POLICY

WHEREAS, City voters approved an amendment of the City Charter in October 2006 to establish a capital project fund (Capital Fund); and

WHEREAS, the Capital Fund is essential to ensuring that funds are available for major equipment purchases, facility upgrades, road improvements, and other significant projects; and

WHEREAS, the Finance Committee recommends a financial policy to maintain an unassigned fund balance of \$5 million.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, that the following financial plan is hereby approved:

SECTION 1. To maintain an unassigned fund balance of \$5 million in the Capital Fund through the following:

1. Transfer from the City Permanent Fund per Fairbanks General Code Article VIII Section 8.8 (b) (2).
2. Interest income generated from the Capital Fund account balance.
3. Sale of capital assets purchased with capital funds.
4. Lease payments from property developed with capital funds. ~~For example: the City uses capital funds to develop a property and leases the property to another entity; the lease payments will be applied to the Capital Fund.~~
5. Transfers from the General Fund as approved by the City Council.

SECTION 2. That the effective date of this resolution is the 1st day of August 2024.

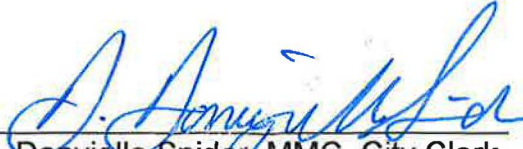
PASSED and APPROVED this 22nd Day of July 2024.



David Pruhs, Mayor

AYES: Rogers, Cleworth, Sprinkle, Ringstad, Marney, Tidwell
NAYS: None
ABSENT: None
APPROVED: July 22, 2024

ATTEST:



D. Danyielle Snider, MMC, City Clerk

APPROVED AS TO FORM:



Thomas A. Chard II, City Attorney

FAIRBANKS NORTH STAR BOROUGH
Historic Preservation Commission
March 4, 2025
5:32 p.m.

A. CALL TO ORDER

A regular meeting of the Historic Preservation Commission was held Tuesday, March 4, 2025, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

B. ROLL CALL

There were present:

Martin Gutoski	Amy Viltrakis
John Poirrier	Joshua Reuther
Patricia Peirsol, Vice-Chair (arrived at 5:33 p.m.)	Matthew Reckard, Chair

Comprising a quorum of the Commission, and

Melissa Kellner, Community Planning Deputy Director
Allison Emmett, Assistant Clerk I

Absent and Excused

NONE

C. MESSAGES

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

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

Jay Ramras, resident of the Borough, expressed support for Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on its history and positive impact on the community.

David Pruhs, City of Fairbanks Mayor, expressed support for Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on its history and its importance to recognized.

Jeffery Brooks, expressed support for Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on his employment there and its positive growth and impacts to the community.

Joan Skilbred, resident of the Borough, expressed support for Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on its history and current events it has provided to the community.

Scott McCrea, resident of the Borough and President and CEO of Explore Fairbanks, expressed support for Growden Memorial Ballpark Historic Site and Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on how they both enhance experiences for the tourism industry.

John Lohrke, resident of the Borough and General Manager of the Alaska Goldpanners of Fairbanks baseball team, expressed support for Growden Memorial Ballpark Historic Site to be nominated to the National Register of Historic Places and commented on its history and positive impact on the community.

Henry Cole, resident of the Borough, expressed support for Growden Memorial Ballpark Historic Site and Pike's Landing Historic Site to be nominated to the National Register of Historic Places and commented on how they are more worthy than past nominations.

Danny Ronken, resident of the Borough, expressed support for Growden Memorial Ballpark Historic Site to be nominated to the National Register of Historic Places and commented on its history and the positive impact the Alaska Goldpanners of Fairbanks baseball team has had on the community.

Patricia Schmidt, resident of the Borough, commented on the current maintenance and fundraising for repairs to damages to the S.S. Nenana.

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

NONE

C.2. Disclosure and Statement of Conflict of Interest

NONE

D. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of consent agenda passes all routine items indicated by asterisk (*) on the agenda. Consent agenda items are not considered separately unless any commission member or citizen so requests. In the event of such a request, the item is returned to the general agenda.

Chair Reckard removed Item E.1. from the consent agenda:

E.I. Historic Preservation Commission meeting minutes from December 3, 2024.

POIRRIER,
Seconded by PEIRSOL

moved to amend the draft Historic Preservation Commission meeting minutes from December 3, 2024, F.3. Report from Chair Reckard, to replace "to encourage public access to the Alaska's State Historic Preservation Plan" with "to hope the Alaska's State Historic Preservation Plan considers public access to the Alaska Heritage Resources Survey".

VOTE ON MOTION TO AMEND THE DRAFT HISTORIC PRESERVATION COMMISSION MEETING MINUTES FROM DECEMBER 3, 2024, F.3. REPORT FROM CHAIR RECKARD, TO REPLACE "TO ENCOURAGE PUBLIC ACCESS TO THE ALASKA'S STATE HISTORIC PRESERVATION PLAN" WITH "TO HOPE THE ALASKA'S STATE HISTORIC PRESERVATION PLAN CONSIDERS PUBLIC ACCESS TO THE ALASKA HERITAGE RESOURCES SURVEY".

Yeses:

Gutoski, Poirrier, Reuther, Viltrakis,
Peirsol, Reckard

Noes:

None

MOTION CARRIED

6 Yeses, 0 Noes

POIRRIER,
Seconded by VILTRAKIS

moved to approve the agenda and the Historic Preservation Commission meeting minutes from December 3, 2024, as amended.

APPROVAL OF AGENDA AND CONSENT AGENDA – approved

VOTE ON MOTION TO APPROVE THE AGENDA AND THE HISTORIC PRESERVATION COMMISSION MEETING MINUTES FROM DECEMBER 3, 2024, AS AMENDED.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

E. MINUTES

E.1. Historic Preservation Commission meeting minutes from December 3, 2024.

Clerks Note: This item was removed from the consent agenda, amended and approved under Item D. Approval of Agenda and Consent Agenda.

PEIRSOL, moved to reorder agenda to hear Item
Seconded by POIRRIER H.1. New Business before Item F. Reports.

VOTE TO REORDER AGENDA TO HEAR ITEM H.1. NEW BUSINESS BEFORE ITEM F. REPORTS.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

F. REPORTS

F.1. Update from Elizabeth Cook, Cultural Resource Manager/Native Liaison, regarding the Fort Wainwright Work Order Annual Report 2024.

Elizabeth Cook, Cultural Resource Manager/Native Liaison, provided an update on the 2024 Fort Wainwright Work Order Annual Review Report that included all the undertakings performed at Fort Wainwright and Greely in 2024.

REPORTS – continued

F.2. Report from Melissa Kellner, Community Planning Deputy Director, and Kayde Whiteside, Long-Range Planner III.

Melissa Kellner, Community Planning Deputy Director, reported on the following:

- Boards and Commissions annual training's availability on the Borough website.
- Office of History and Archaeology State Historic Preservation Office free workshop on April 10, 2025.
- Certified Local Government program.
- Historic building inventory updates.
- Chena Building's nomination to the National Register of Historic Places.

F.3. Update from Public Works staff on the S.S. Nenana.

Melissa Kellner, Community Planning Deputy Director, provided an update on Public Works currently waiting on funding for maintenance.

F.4. Report from Chair Reckard.

Chair Reckard reported on the plans for historic bridges on the Alaska Highway. He also noted damages to the S.S. Nenana and plans for funding and timelines for repairs and a possible tour for the commission.

F.5. Report from Commissioner Poirrier on participation with the Cultural Resource Program at Eielson Air Force Base (AFB) to develop a new Programmatic Agreement (PA) between the Department of the Air Force (DAF) Eielson AFB, the State of Alaska Historic Preservation Office (AK SHPO), the Advisory Council of Historic Preservation (ACHP), and consulting Federally Recognized Tribes for the ongoing maintenance of Eielson's historic buildings and a streamlined approach to National Historic Preservation Act (NHPA) Section 106 review.

Commissioner Poirrier reported on the following:

- Overview of the Eielson Programmatic Agreement (PA) Kick-Off Meeting on February 13, 2025.
- Buildings on Eielson Air Force Base that are eligible for Section 106 review.
- Benefits and detriments of the proposed PA.
- Process for developing the PA.
- Commission's involvement in the PA.
- Assigning signatories and consulting parties.
- Commission representation for the following meetings regarding the new PA.

G. UNFINISHED BUSINESS

G.1. Discussion and approval of a letter requesting information from the Administration identifying priorities and support for historic preservation activities.

Chair Reckard presented on the letter.

GUTOSKI,
Seconded by VILTRAKIS

moved to approve a letter requesting information from the Administration identifying priorities and support for historic preservation activities.

VOTE ON MOTION TO APPROVE A LETTER REQUESTING INFORMATION FROM THE ADMINISTRATION IDENTIFYING PRIORITIES AND SUPPORT FOR HISTORIC PRESERVATION ACTIVITIES.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

H. NEW BUSINESS

Clerk's Note: Item H. New Business was reordered and heard before Item F. Reports.

H.1. Presentation by Katie Ringsmuth, Alaska Department of Natural Resources Office of History and Archaeology Representative, on the nomination of Growden Memorial Ballpark Historic Site for the National Register of Historic Places, to include a discussion and recommendation to the Alaska Department of Natural Resources Office of History and Archaeology.

Katie Ringsmuth, Alaska Department of Natural Resources Office of History and Archaeology Representative, presented on historical documents and the nomination process and criteria.

Discussion ensued on the following:

- Nomination deadlines.
- Integrity of the property.
- Period of significance.
- Technical requirements to meet criteria.
- Nomination going before the Alaska Historical Commission.
- More information needed before providing a formal nomination approval.

NEW BUSINESS – continued

No action was taken.

H.2. Presentation by Katie Ringsmuth, Alaska Department of Natural Resources Office of History and Archaeology Representative, on the nomination of Pike's Landing Historic Site for the National Register of Historic Places, to include a discussion and recommendation to the Alaska Department of Natural Resources Office of History and Archaeology.

Katie Ringsmuth, Alaska Department of Natural Resources Office of History and Archaeology Representative, presented on historical documents and the nomination process and criteria.

Discussion ensued on the following:

- Nomination deadlines.
- Integrity of the property.
- Period of significance.
- Technical requirements to meet criteria.
- Nomination going before the Alaska Historical Commission.
- Practicality of the nomination and sufficiency of the research.
- Public's support for the nomination.

REUTHER,

Seconded by POIRRIER

moved to recommend that the Pike's Landing Historic Site meets Criteria of Significance Criterion A: "Property is associated with events that have made a significant contribution to our history." and Criteria of Significance Criterion B: "Property is associated with the lives of persons significant in our past."

VOTE ON MOTION TO RECOMMEND THAT THE PIKE'S LANDING HISTORIC SITE MEETS CRITERIA OF SIGNIFICANCE CRITERION A: "PROPERTY IS ASSOCIATED WITH EVENTS THAT HAVE MADE A SIGNIFICANT CONTRIBUTION TO OUR HISTORY." AND CRITERIA OF SIGNIFICANCE CRITERION B: "PROPERTY IS ASSOCIATED WITH THE LIVES OF PERSONS SIGNIFICANT IN OUR PAST."

Yeses:

Poirrier, Gutoski, Viltrakis, Reuther, Peirsol, Reckard

Noes:

None

MOTION CARRIED

6 Yeses, 0 Noes

NEW BUSINESS – continued

PEIRSOL,
Seconded by VILTRAKIS

moved to recommend that the property retains authentic historic character from its period of significance.

VOTE ON MOTION TO RECOMMEND THAT THE PROPERTY RETAINS AUTHENTIC HISTORIC CHARACTER FROM ITS PERIOD OF SIGNIFICANCE.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

PEIRSOL,
Seconded by POIRRIER

moved to recommend that the property is significant, retains integrity and is eligible for listing in the National Register of Historic Places.

VOTE ON MOTION TO RECOMMEND THAT THE PROPERTY IS SIGNIFICANT, RETAINS INTEGRITY AND IS ELIGIBLE FOR LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

H.3. Discussion with Maria Lewis, Alaska Department of Natural Resources Office of History and Archaeology Representative, on the Certified Local Government Program and future project ideas.

Maria Lewis, Alaska Department of Natural Resources Office of History and Archaeology Representative, provided an overview of the Certified Local Government Program and reported on the Office of History and Archaeology Grants Certified Local Government Grants website and the grant application process and deadlines.

NEW BUSINESS – continued

Discussion ensued on the following:

- Requirements of grant applications.
- Chena Building nomination.
- Grants and funding available.
- Budgeting for future projects.
- Website navigation.

H.4. Review and potential recommendations regarding Section 106 National Historic Preservation Act Consultation Letters.

Melissa Kellner, Community Planning Deputy Director, presented on a letter regarding the development of a state veterans cemetery in Salcha, Alaska.

Discussion ensued on the history of the property.

POIRRIER,
Seconded by VILTRAKIS

moved to request for concurrence of a determination of no historic properties affected for the proposed geotechnical borings for and the development of a state veterans cemetery by the Department of Military and Veterans Affairs Alaska Office of Veterans Affairs in Salcha, Alaska.

Discussion ensued on the funding of the project and it being separate from another proposed cemetery near the Parks Highway.

VOTE ON MOTION TO REQUEST FOR CONCURRENCE OF A DETERMINATION OF NO HISTORIC PROPERTIES AFFECTED FOR THE PROPOSED GEOTECHNICAL BORINGS FOR AND THE DEVELOPMENT OF A STATE VETERANS CEMETERY BY THE DEPARTMENT OF MILITARY AND VETERANS AFFAIRS ALASKA OFFICE OF VETERANS AFFAIRS IN SALCHA, ALASKA.

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

Noes: None

MOTION CARRIED 6 Yeses, 0 Noes

NEW BUSINESS – continued

Melissa Kellner, Community Planning Deputy Director, presented on an informational letter regarding modifications to Building 1120 on Eielson Air Force Base.

Discussion ensued on the following:

- Past deadline of the Commission's concurrence.
- Modifications have caused adverse effects.
- State of Alaska Office of History and Archaeology approving alterations to remove a painting on the door that has caused adverse effects.
- History of the property.
- Significance of the door painting.

No action was taken.

H.5. Review and potential recommendations regarding Alaska Historic Preservation Act Consultation Letters.

Melissa Kellner, Community Planning Deputy Director, stated that no letters had been received for review and/or a recommendation from the Commission.

H.6. Election of Chair and Vice-Chair.

Commissioner Peirsol nominated Commissioner Reckard for Chair, who was elected by default as there were no other nominations.

Commissioner Reuther nominated Commissioner Peirsol for Vice-Chair, who was elected by default as there were no other nominations.

I. EXCUSE FUTURE ABSENCES

NONE

J. COMMISSIONERS' COMMENTS/COMMUNICATIONS

Commissioner Poirrier expressed appreciation for the painting on the door of Building 1120 on Eielson Air Force Base.

Commissioner Viltrakis echoed Commissioner Poirrier and expressed support for the idea of the Commission touring the S.S. Nenana.

Commissioner Gutoski requested an update on the nomination of Pioneer Park to the National Register of Historic Places.

COMMISSIONERS' COMMENTS/COMMUNICATIONS – continued

Vice-Chair Peirsol expressed appreciation for the large amount of public attendance and thanked Tom Hewitt, the Special Assistant to the Mayor, for attending the meeting.

K. ADJOURNMENT

There being no further business to come before the Historic Preservation Commission, the meeting was adjourned at 8:08 p.m.

APPROVED: June 3, 2025.



**BOARD OF PLUMBER EXAMINERS
REGULAR MEETING MINUTES, March 18, 2025
HELD IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA**



The Board of Plumber Examiners convened at 12:00 on the above date, to conduct a meeting in the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with the following members in attendance:

Members Present: JT McComas-Roe, Seat A
 Aaron Mabee, Seat B
 Kraig Hogenson, Seat E

Christoph Falke, ex-officio

Absent: Sean Randle, Seat C
 Dan Portwine, Seat D

Also Present: Michael Davis, Plumbing and Mechanical Inspector
 Royce Eagle, Citizen

APPROVAL OF PREVIOUS MINUTES

Member JT McComas-Roe, seconded by **Member Kraig Hogenson**, moved to APPROVE the Agenda.

Michael Davis' called for objection and, hearing none, so ORDERED.

UNFINISHED BUSINESS

None

NEW BUSINESS

Reviewed recent examination of Jeremy Ostrem. Jeremy passed the master plumber exam. The board approved issuing a master plumber license to Jeremy. Motion to approve by JT McComas-Roe and seconded by Kraig Hogenson. Motion passed.

DISCUSSION ITEMS

Due to unexpected illness, Sean Randle had to immediately retire. Seat C is now vacant. Royce Eagle asked to discuss the UA Local 375 apprenticeship program and what he feels are its flaws. We stated we do not have any input for any apprenticeship programs or training.

BOARD MEMBER COMMENTS

None

ADJOURNMENT

Michael Davis declared the meeting adjourned at 12:43.


[Name], Chair



FAIRBANKS DIVERSITY COUNCIL
REGULAR MEETING MINUTES
MAY 13, 2025, 5:30 – 7:00 P.M.
HELD VIA [ZOOM WEBINAR](#) AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council** (FDC) met on the above date to conduct a Regular Meeting via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska. **Chair Juanita Webb** (Seat D) was physically present, and the following members were in attendance:

Members Present (In Person):

June Rogers, Seat C
Lonny Marney, City Council Member
Jake Merritt, HR Director

Members Present (Zoom):

Richard Basarab, Seat B
Marsha Oss, Seat E
Karen Blackburn, Seat I
Herb Butler, Seat J

Members Absent:

Vacant, Seat A
Dorothy Shockley, Seat F
Jonathan Bagwill, Seat G (excused)
Vacant, Seat H
Vacant, Seat K
David Pruhs, Mayor

Also Present:

D. Danyielle Snider, City Clerk

CALL TO ORDER (Reading of Mission Statement and Land Acknowledgement)

Chair Webb called the meeting to order at 5:31 p.m. At the request of Chair Webb, the Land Acknowledgement was read by **J. Rogers**, and the FDC Mission Statement was read by **L. Marney**.

PLEDGE OF ALLEGIANCE

Chair Webb led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

R. Basarab, seconded by **M. Oss**, moved to APPROVE the agenda.

Chair Webb called for a voice vote on the motion to APPROVE the agenda, and all members voted in favor.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of April 8, 2025

M. Oss, seconded by **J. Rogers**, moved to APPROVE the minutes.

Chair Webb called for a voice vote on the motion to APPROVE the minutes, and all members voted in favor.

CITIZENS' COMMENTS (Limited to 3 Minutes)

Chair Webb asked the citizen present if they wished to provide comments. The citizen, Geri Simon with Tanana Chiefs Conference, stated that she was attending on behalf of the Chief Chair who asked her to attend on his behalf.

REPORT FROM THE CHAIR

Chair Webb shared that Andrew Aquino, a former member of the FDC, recently passed away. She requested that the FDC hold a moment of silence in his honor. FDC members held a moment of silence.

J. Rogers spoke highly of A. Aquino and discussed how vibrant and energetic he was. **M. Oss** stated that she knew and worked with A. Aquino; she expressed sadness about his passing.

UNFINISHED BUSINESS

- a) Human Library Update – Event Coordinators: Oss, Marney, Webb
Noel Wien Library, September 20, 11 a.m. – 4 p.m.

Members discussed room options at the library for holding the event, and **L. Marney** asked the Clerk to share photos he took of potential spaces. There was consensus to hold the Human Library event in the fireplace room and have several sessions. **L. Marney** stated that his contact there, Josh, appeared very excited about a human library.

Chair Webb described what a human library is. **M. Oss** stated that she already has several Native Elders and some young Native men in recovery on her list to contact to see if they would like to be books. She mentioned possibly inviting Lisa Jaeger to speak about the work she has done with Tanana Chiefs Conference (TCC) and villages. She commented that books should be diverse and reflective of the community.

H. Butler volunteered to be a book and added that he has not yet been contacted about a topic. **M. Oss** stated that H. Butler is on her list, but she has not contacted anyone yet. **M. Oss** indicated that each book would have about 45 minutes to talk, with 15 minutes for questions. **Chair Webb** suggested that the group decide on topics and times at the next meeting. She stated she would secure the room at the library. **M. Oss** mentioned others who she believes would make good books.

- b) Race Against Racism Update – Event Coordinators: Webb, Oss, Blackburn
JP Jones Community Center, May 31, 11 a.m.

Chair Webb stated that Andy Harrington was not available to attend the FDC meeting. She shared that she has secured funding to purchase the City event permit, and the Lions Club will allow use of their insurance policy for the event. She stated the FDC will have flyers and information at a table. She stated she has a scheduling conflict and will be at the event late. She requested volunteers from the membership and asked anyone interested to contact the Clerk.

H. Butler stated he would not be able to attend. **M. Oss**, **K. Blackburn**, and **R. Basarab** each indicated they would be able to attend. **Chair Webb** stated she could help set up then return later.

c) Diversity Activity Book

Chair Webb stated that the book is still in the works, and she believes it will turn out well.

d) Calendar of Events (informational only)

Chair Webb questioned the date of the Juneteenth event. **K. Blackburn** stated that the local celebration in the park is on June 14.

Chair Webb mentioned that the Midnight Sun Intertribal Powwow is coming up. **M. Oss** volunteered to help represent the FDC at the Powwow in July. **H. Butler** stated he would be willing to help also, pending his current health issue.

***Chair Webb** called for a brief recess at 6:03 p.m. due to an urgent phone call. The meeting resumed at 6:06 p.m.*

M. Oss spoke in support of getting paperwork submitted early to ensure the FDC could be represented at TCC, Doyon, and Fairbanks Native Association (FNA) events.

NEW BUSINESS

a) Pledge of Mutual Respect

H. Butler stated that he requested the item be included on the agenda for informational purposes. He stated that it is an interesting thing to read.

FDC MEMBERS' COMMENTS

Chair Webb stated that **H. Butler** left the City Clerk a voicemail requesting that Mayor Pruhs be invited to the FDC meeting to discuss what happened after the Mayor's recent social media post. She stated she directed the Clerk not to invite Mayor Pruhs but first give the FDC an opportunity to discuss and decide whether it was an issue the group wished to address in the future.

H. Butler shared that he invites many people to FDC meetings. He questioned whether the Mayor would be interested in speaking with the FDC about the recent social media incident. He stated that he understands what occurred and that he believed it was good that the Mayor submitted an apology to the Fairbanks Daily News-Miner.

Chair Webb asked **L. Marney** to provide an overview of what occurred at the City Council meeting. **L. Marney** stated that there was about two hours of citizens comments, which is normally limited to 30 minutes overall. He stated that the City Council heard everyone out, although the Council had nothing to do with the social media post. He reported that Mayor Pruhs was a gentleman at the meeting and took all the criticism that was given. He shared that there typically

are not that many attendees at City Council meetings – especially not so many unhappy people. **L. Marney** commented that, evidently, the open dialogue between the Fairbanks Police Department (FPD) and the local Native organizations has gone away. He indicated that when conversations break down, issues pop up. He expressed hope that the incident will rekindle communications between the City and the Native community, and he shared that he has requested to be a part of the conversation. He stated he believes the conversation should start with the Mayor and TCC.

M. Oss stated she was notified about the social media post and attended the City Council meeting online. She indicated she decided not to comment about the issue because she works for the City, and the Mayor is her boss. She stated she was flabbergasted and unhappy with what she read, and much of those feelings came from the fact that 75-80% of her reentry clients are Indigenous people and people who have families in the village. She stated that people from the remote areas have to come into the Fairbanks community for supplies. **M. Oss** shared that she was not happy with the post but was trapped between a rock and a hard place, because speaking up may have jeopardized her livelihood. She stated that while she was watching the Council meeting online, she was watching the Mayor's body language, and there were times she was unhappy with what she saw as he was listening to people. **M. Oss** stated she partners with FNA and TCC, as she works to help cover the needs of Indigenous clients. She shared that she had a conversation with Chair Webb and City Chief of Staff Sanders about it, and she questioned whether she could continue as an FDC member if the Mayor is not going to be present and if they cannot speak honestly with him without retaliation. She stated she was embarrassed and deeply hurt by what was said in the post, and she would like to ask the Mayor if he has anyone proofread his writing. She indicated she is committed to follow through with the FDC events she has committed to. She stated she is not the kind of person who can just be silent and move on. She shared that she has lived in remote areas and that she was once homeless and incarcerated and that the incident hit her hard.

H. Butler stated that door has been opened, so he will take the opportunity to comment. He thanked M. Oss for her comments and stated his heart is with her. He stated that for the past 50 years at least – especially in the pipeline days when there were massive amounts of people entering Alaska – there has been an ongoing negative interaction between Natives and non-Natives. He added that the development of the military bases has exacerbated the issue because of the added transient-type population. He shared that, unfortunately, the Mayor is not present to hear the discussion.

K. Blackburn empathized with M. Oss and stated that, because of her position in the community, she chose to remain silent about the social media post. She stated she was offended by the comment because of the community she works with, and it made her feel as though Fairbanks views certain people as a burden when they are simply people who need help, grace, and mercy. She stated that she received some calls and messages about the issue, but she did not make a statement.

R. Basarab shared that he has a different perspective. He stated that he saw the incident unfold on Facebook, and it began with a post by someone else. He shared that the post that the Mayor was responding to was from an outsider person who posted photos of a fake toilet, garbage in the Golden Heart Plaza (GHP), and people around the fountain. He referred to the person as a “clown railing against our community.” **R. Basarab** stated that he read the Mayor's post to be defensive of the Fairbanks community and of Fairbanksans. He shared that his reaction was that someone

not from Fairbanks was creating a false perspective of the Fairbanks community. He added that if the person was from Fairbanks, they should be ashamed of themselves.

J. Rogers stated that she is tired of the comments about the GHP, and this is not the first time there has been discussion on the topic. She stated she was grateful for the discussion, which is ongoing and complex. She spoke about people being considerate of each other and the responsibility of community members to one another. She referred to the Fairbanks community as a family and discussed how closely connected people in the community are. She stated it is outrageous that there is a need to have these types of conversations and she is discouraged by that.

Chair Webb questioned what could be done to make a change. **J. Rogers** spoke about an event she began in the GHP called "Pizza with Police" and she stated that L. Marney has participated each year. She stated she wished that there were more opportunities to gather in the GHP. She stated that while she was not a part of the City Council's discussion, she is still interested in seeing Fairbanks thrive. She spoke highly of M. Oss and stated she has great respect for her.

M. Oss stated she thinks it is very telling that the Mayor does not attend FDC meetings, which is disappointing to her. She stated if he did attend, he would get feedback on how to communicate better. **H. Butler** agreed.

Guest G. Simon shared TCC's perspective that it would be wonderful if the FDC took its role as a convener and facilitator seriously to bring the groups together. She indicated that action by the FDC would light a fire in people. She stated she has lived in Fairbanks for 49 years, and she discussed her background, including her education and professional experience. She spoke about the great economic benefit that Native organizations bring to Fairbanks and about how many people are employed by TCC. G. Simon went on to state that the Mayor's post was a slap in the face, and his "almost" apology was even worse. She indicated that overcoming that kind of environment will be a challenge, and it will take a long time for people to come together. She stated that the FDC should lead those meetings and bring all the parties to the table to try to get to a place of mutual respect. She questioned the purpose of the FDC if it cannot do that. She shared that when the Borough Mayor was elected, he reached out to TCC to see how they could work together, which did a lot to open that relationship. She stated that Fairbanks needs to be better for everyone.

Chair Webb asked G. Simon if she would be willing to work with the FDC if the FDC agrees that is the direction it wants to go. G. Simon replied affirmatively. **L. Marney** expressed hope that the situation would start a conversation. The consensus of the FDC was to work in that direction.

H. Butler thanked G. Simon for comments and J. Rogers for sharing her wisdom.

J. Rogers expressed thanks for the opportunity to have a place to voice comments.

R. Basarab and **K. Blackburn** each indicated they had no comments.

H. Butler informed everyone that he has cervical vertigo, which causes instant and radical dizziness. He stated that while he is working with his doctor to resolve the issue, he will likely be

stuck at home. He stated that when he recently raised the question of whether the FDC was interested in national politics, he was advised that it is not supposed to be according to City ordinance. He suggested, however, that the FDC can draft amendments to the ordinance and offer them to the City Council for approval. He stated that the FDC can and will outlive all politicians.

M. Oss stated she feels emotionally torn. She shared that she has applied for a job at a different agency, and she will go to parttime with the City if she gets the job. She stated serving on the FDC at that point will be a conflict of interest. She thanked G. Simon for attending the meeting. She concluded by saying that her heart is broken, and while she is typically a warrior, she feels trapped and fearful of speaking up. She indicated that it has been a rough week.

Chair Webb expressed appreciation for the meeting's discussion.

J. Rogers called out H. Butler's comments about out-surviving politicians. She stated that politicians are another diverse group. She stated she served on the City Council without participating in political disarray.

Chair Webb asked everyone to keep A. Aquino's family in their thoughts and prayers.

M. Oss acknowledged that the meeting was being recorded and that she chose to speak on the record.

MEETING DATES


- a) Next Regular Meeting Date, June 10, 2025

ADJOURNMENT

Chair Webb declared the meeting adjourned at 7:08 p.m.

for 

Juanita Webb, Chair



D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – June 4, 2025
HELD VIA ZOOM WEBINAR AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



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

Members Present: George Dalton, Seat A (left at 5:22 p.m.)
Aldean Kilbourn, Seat C
Janet Richardson, Seat D
Karen Erickson, Seat F (joined at 5:09 p.m.)
Amy Stratman, Seat G

Absent: Jessica Desmond, Seat B
Julie Jones, Seat E
Jeremiah Cotter, Public Works Director

Also Present: Colt Chase, Deputy City Clerk

APPROVAL OF REGULAR MEETING MINUTES

a) Regular Meeting Minutes of May 7, 2025

J. Richardson, seconded by **G. Dalton**, moved to APPROVE the May 7, 2025 minutes.

Chair Kilbourn called for any objection on the motion to APPROVE the May 7, 2025 minutes and, hearing none, so ORDERED.

APPROVAL OF AGENDA

G. Dalton, seconded by **J. Richardson**, 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 – None

EVENTS & PUBLIC RELATIONS

Chair Kilbourn shared that she had spoken with Dusty Spencer who confirmed that he and a large crew of workers were planning to come out on Thursday, June 12 from 9:00 a.m. and would stay as long as needed. She expressed appreciation for the Mayor showing up at the annual clean-up event. She reported that a local group of Masons also came out for the event for the first time ever and brought their children.

J. Richardson confirmed that it was a younger crowd of Masons and that they had committed to come out more often to help maintain their organization's dedicated area of the cemetery. She noted that the group did in fact come back the following Thursday to do more work.

Chair Kilbourn stated that a local Scout group had placed wreaths and flags prior to Memorial Day. She reported that they have not yet been retrieved but that she and other workers had stacked and set them aside for pickup and that she had left a message with the local Scout office.

FINANCIAL UPDATE

Chair Kilbourn referenced the provided financial report. She discussed the possibility of seeking quotes for groundskeeping services to ensure the property is maintained throughout the summer in the event that the Public Works Department is unable to keep up with their needs. She shared details about the various tasks she and J. Richardson had undertaken recently to rake grass clippers and use a trimmer to edge the entire cemetery. She acknowledged that a single laborer from Public Works would not be able to keep the property in order throughout the season.

J. Richardson confirmed that they had just spent the entire day dealing with the grass clippings and edging but that the grass would grow back to the same height within a week.

A. Stratman recounted that the late Frank Turney would visit the cemetery every day during the summer to personally put time into mowing but that they as Commission members could not commit to the same.

C. Chase stated he would reach out to Public Works Director Jeremiah Cotter to convey their questions.

C. Chase provided a follow up on the question raised in the May meeting about whether an invoice from Quiring Monuments had been paid twice in the previous year. He noted that the two lines in the financial report with almost identical amounts for payments to Quiring were in fact two separate orders. He shared that the invoices respectively referenced "Summer" vs. "Fall" orders and just happened to include the same number of units, with only a \$100 difference in shipping.

Chair Kilbourn confirmed that, with no outstanding expenses, the current balance of their account is \$8,678.10. She discussed the need to purchase more tubes of adhesive/sealant, especially with the large group of helpers coming on June 12 and indicated that she would purchase these materials. She reported that they will not need to purchase any more pea gravel as the donated material from Public Works was doing well. She acknowledged that this was a welcome savings for the year.

UNFINISHED BUSINESS

a) Quiring Monuments Orders

Chair Kilbourn confirmed that all three orders from Quiring that were intended for installation this summer were at the cemetery. She stated that J. Richardson will be going through them during their next major workday to confirm there are no inscription errors. She discussed how they will utilize their group of helpers to work through the three sets of markers. She estimated that they would likely have one list of names ready to submit in September for their next order.

b) Elks Plot Information

Chair Kilbourn reported that there was no update for this item.

c) Maintenance & Repair of Cemetery Gate

Chair Kilbourn indicated that the primary issues with the gate had still not been resolved but that a new lock had been installed. **J. Richardson** provided additional details on the current status of the gate. **C. Chase** shared that he had provided J. Cotter with contact information for the National Association of Women in Construction per the invitation from J. Desmond and that he is waiting to hear back from them.

d) Cemetery "Tourist" Rack Card

Chair Kilbourn noted that this was a project being undertaken by J. Desmond, who was absent and thus no update was available. **C. Chase** confirmed that he had compiled and forward J. Desmond a list of feedback from the Commission members who had responded to her initial drafts and request for input.

e) Additional White Cross Placements/Replacements

J. Richardson confirmed that this project was still underway and that a couple more units had been added to their list after being damaged by moose and the mower.

NEW BUSINESS

a) Placement of the Vachon Information Board

C. Chase displayed imaged that had been sent via email on the meeting room projector screen. **Chair Kilbourn** discussed the placement of the Vachon Information Board, suggesting that it would be best to trim the pole to allow the sign to be lower to the ground and closer to the monument. **J. Richardson** pointed out that this option would also be more ideal for mowing considerations. **A. Stratman** asked if it was going to be lower to the ground, should they angle the board slightly upwards. She confirmed the need to accommodate the mower. **Chair Kilbourn** explained that the sign is larger than it appears in the photos and that even with a lower placement it would be easy to read without angling it upward. **J. Richardson** added that the mounting bracket attaching the board to the pole was not adjustable. **Chair Kilbourn** suggested A. Stratman take a look the next time she is at the cemetery.

b) Cemetery Grounds Maintenance

Chair Kilbourn stated that it was unfortunate J. Cotter was not present to discuss some of their concerns pertaining to grounds maintenance. **C. Chase** suggested that they share their thoughts regardless, which would be summarized within the meeting minutes, and that he could reach out to J. Cotter to convey any specific items needing to be addressed sooner.

Chair Kilbourn began by asking why the bagging attachment is never used when the cemetery is mowed, citing the space it takes up in their shed. She discussed the considerable amount of time spent by volunteers raking up grass clippings. Photos to illustrate the problem were shared on the meeting screen. **J. Richardson** pointed out that the clippings settle around gravesite markers which leads to sedimentation

and contributes to sinking. **C. Chase** asked whether or not grass had been bagged in previous years. **Chair Kilbourn** clarified that it has not been since Public Works began taking care of the grass but that in years prior, the late Frank Turney would mow with just a personal push mower, bagging all clippings as he went. **J. Richardson** noted that she also has to go around with a leaf blower to clear the debris from markers. **Chair Kilbourn** added that the clippings, once wet, stain the markers green, leaving them looking messy, and making inscriptions harder to read.

Chair Kilbourn discussed the need to apply “weed and feed” to help keep the grass healthy and combat the massive dandelion problem. **J. Richardson** pointed out that bagging grass clippings would help reduce the spread of dandelion seeds. **K. Erickson** noted the several types of grass throughout the property.

J. Richardson discussed the problem with carpenter ants that has been going on for years, noting that they had made a major return. She expressed concern that they will eventually eat away the insides of the nearby spruce trees and cause them to fall over. She recounted that Facility Laborer Alex Lexa, from Public Works, had sprayed chemicals for this same problem two years prior.

Chair Kilbourn discussed the frustration with the delay in getting Golden Heart Utilizes to turn the water back on at the property, citing a recent conversation that implied services may not be restored until potentially the middle of the following week. She suggested that this should automatically be scheduled every year, to be turned on before June 1. She detailed the challenge of hauling water from home to use on the flower planters across the cemetery.

C. Chase confirmed that he would summarize and convey their comments to J. Cotter.

OPEN AGENDA

K. Erickson asked what ways interested individuals could know how to contact the Commission members if they are seeking details about family members potentially buried at Clay Street Cemetery. **J. Richardson** gave details about the information available on the kiosk at the cemetery. **Chair Kilbourn** discussed how Explore Fairbanks has made details available. **C. Chase** noted that all roads (of inquiry) lead interested individuals to the City’s website, which has links to the online database Find-a-Grave, as well as a way for them to contact the Commission directly via email.


C. Chase confirmed that applications for reappointment had been received for those Commission members whose terms were set to expire in the near future.

NEXT MEETING DATE – July 2, 2025

ADJOURNMENT

Chair Kilbourn declared the meeting ADJOURNED at 5:45 p.m.


Aldean Kilbourn, Chair


Colt Chase, Deputy City Clerk

Transcribed by: CC