



FAIRBANKS CITY COUNCIL
AGENDA NO. 2024-22
REGULAR MEETING – OCTOBER 28, 2024
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

8. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Address
17250	Pipe and Leaf: Premium Alaskan Cannabis	Retail Marijuana Store	Pipe and Leaf, Inc.	3546 Airport Way
30593	Pipe and Leaf: Premium Alaskan Cannabis	Retail Marijuana Store	Pipe and Leaf, Inc.	899 Old Steese Highway

- b) The Fairbanks City Council will consider an appeal of a denied application for a New Chauffeur License for the following applicant:

Applicant: Kimberly M. Griffiths

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports
- b) 2024-2025 Councilmember Committee Assignments

10. COUNCILMEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) Ordinance No. 6292 – An Ordinance Amending Fairbanks General Code Sec. 14-167 and Sec. 14-214 to Require Written Notice to Licensees of Hearings for Alcohol and Marijuana License Applications. Introduced by Councilmembers Sprinkle, Marney, Rogers, and Therrien. SECOND READING AND PUBLIC HEARING.
- b) Ordinance No. 6293 – An Ordinance Amending Fairbanks General Code Chapter 26, Article III, Emergency Medical Services, Adding Regulations Governing Private Ambulance Services and Amending the City Schedule of Fees and Charges for Services. Introduced by Mayor Pruhs. SECOND READING AND PUBLIC HEARING.

12. NEW BUSINESS

- *a) Resolution No. 5140 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the Alaska Department of Transportation and Public Facilities (DOT & PF) For Emergency Medical Service Organizations. Introduced by Mayor Pruhs.
- *b) Resolution No. 5141 – A Resolution Awarding a Contract to Design Alaska, Inc. in the Amount of \$316,686.00 to Design the City Hall Heating Upgrade Project. Introduced by Mayor Pruhs.
- *c) Ordinance No. 6294 – An Ordinance Amending the 2024 Operating and Capital Budgets for the Fourth Time. Introduced by Mayor Pruhs.

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Permanent Fund Review Board Meeting Minutes of July 24, 2024
- *b) 2025 City Council Meeting Calendar

14. COMMITTEE REPORTS AND COUNCILMEMBERS' COMMENTS

15. CITY CLERK'S REPORT

16. CITY ATTORNEY'S REPORT

17. EXECUTIVE SESSION

- a) FFU Labor Negotiations: Guidance from Council [permissible under State law, including the provision at AS 44.62.310(c)(1)]
- b) PSEA Labor Negotiations: Guidance from Council [permissible under State law, including the provision at AS 44.62.310(c)(1)]

18. ADJOURNMENT



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: Marijuana License Renewals

DATE: October 23, 2024

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

Lic. #	DBA	License Type	Licensee	Address
17250	Pipe and Leaf: Premium Alaskan Cannabis	Retail Marijuana Store	Pipe and Leaf, LLC	3546 Airport Way
30593	Pipe and Leaf: Premium Alaskan Cannabis	Retails Marijuana Store	Pipe and Leaf, LLC	899 Old Steese Highway

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council may determine whether to protest a marijuana license renewal application after holding a public hearing. The 60-day deadline for response to AMCO on the above-listed renewals is November 8, 2024.

Pursuant to FGC Sec. 14-215(b)(12), I have inquired about complaints filed within the past 12 months with the Fairbanks North Star Borough (FNSB) and AMCO in regard to this marijuana establishment. FNSB and AMCO responded that they have no complaints on file for any of these licenses within the past year.

The Police Department has included a call report for the location listed above, but **there are no department-recommended protests** for these marijuana license renewal applications.

CITY OF FAIRBANKS PUBLIC SAFETY

Event List with Report Numbers

Pipe and Leaf Airport Way

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	09/21/2024 08:46:27	ALARM BURGLARY -	3546 AIRPORT WAY	O23	FAB	09/21/2024 09:11:13
	09/20/2024 19:30:07	ALARM HOLDUP/PANIC -	3546 AIRPORT WAY	L4	FAB	09/20/2024 19:37:34
	09/10/2024 08:51:43	ALARM BURGLARY -	3546 AIRPORT WAY	O13	FAB	09/10/2024 08:56:57
	09/09/2024 20:12:49	ALARM HOLDUP/PANIC -	3546 AIRPORT WAY	O31	FAB	09/09/2024 20:25:04
	08/30/2024 20:52:09	DISTURBANCE PHYSICAL	3546 AIRPORT WAY	O31	NRP	08/30/2024 21:15:47
	08/27/2024 00:26:58	ALARM BURGLARY -	3546 AIRPORT WAY	O37	FAB	08/27/2024 01:04:39
	08/26/2024 20:09:21	ALARM HOLDUP/PANIC -	3546 AIRPORT WAY	O23	FAB	08/26/2024 20:24:15
	04/23/2024 17:32:07	TRESPASS/UNWANTED -	3546 AIRPORT WAY	S21	NRP	04/23/2024 17:48:29
	10/17/2023 12:10:36	TRESPASS/UNWANTED -	3546 AIRPORT WAY	O6	NRP	10/17/2023 12:40:52
	10/04/2023 05:35:43	ALARM BURGLARY -	3546 AIRPORT WAY	O20	FAB	10/04/2023 05:52:42
	10/04/2023 02:35:05	ALARM BURGLARY -	3546 AIRPORT WAY	O20	FAB	10/04/2023 02:41:28
	09/30/2023 08:37:01	ALARM BURGLARY -	3546 AIRPORT WAY	C2	FAB	09/30/2023 11:08:28
	09/29/2023 03:33:58	ALARM BURGLARY -	3546 AIRPORT WAY	O5	FAB	09/29/2023 05:03:07
	09/29/2023 03:04:56	ALARM BURGLARY -	3546 AIRPORT WAY	O17	FAB	09/29/2023 03:16:23

Total Number of Events Listed: 14

CITY OF FAIRBANKS PUBLIC SAFETY

Event List with Report Numbers

Pipe and Leaf Old Steese

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
24002058	09/03/2024 21:10:15	DISTURBANCE	899 OLD STEESE HWY	O50	NRP	09/03/2024 22:10:27
	07/31/2024 08:58:13	ALARM BURGLARY -	899 OLD STEESE HWY	C3	FAB	07/31/2024 09:26:26
	06/25/2024 23:18:48	PAST THEFT - BRAVO	899 OLD STEESE HWY	O37	RPT	06/26/2024 05:28:57
	05/14/2024 22:51:09	TRESPASS/UNWANTED -	899 OLD STEESE HWY	O37	NRP	05/14/2024 23:14:09
	10/05/2023 17:49:42	DISTURBANCE PHYSICAL	899 OLD STEESE HWY	O7	NRP	10/05/2023 18:05:20

Total Number of Events Listed: 5



MEMORANDUM

TO: Mayor Pruhs and City Council Members

FROM: D. Danyielle Snider, City Clerk



SUBJECT: Chauffeur License Appeal

DATE: October 22, 2024

Attached is a copy of **Kimberly M. Griffiths'** application for a new City of Fairbanks Chauffeur License. The Clerk's Office has denied this request for licensure pursuant to FGC Section 86-77(a)(7), attached. Please refer to page two of the application for licensure where Ms. Griffiths responded affirmatively to the question regarding burglary, felony theft, fraud, or embezzlement convictions within the past 4 years (for misdemeanors) or 8 years (for felonies). Please also see the criminal charge history report which indicates that on November 8, 2023, Ms. Griffiths was convicted of Burglary 1 – In a Dwelling (a Class B Felony).

Also attached is FGC Section 86-95 outlining the appeal process for denied Chauffeur applicants. When Ms. Griffiths was informed of the option to appeal the decision of the City Clerk to the City Council, she requested to be placed on this agenda for your consideration.

If you have any questions, please contact me at 907-459-6774.

Attachments: Request for appeal form
Clerk email to applicant
Chauffeur application packet
Criminal History
FGC Sec. 86-77
FGC Sec. 86-95



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715

Fax (907)459-6710

REQUEST FOR APPEAL

DATE: 10/10/2024

TO: D. Danyielle Snider, City Clerk

FROM: Kimberly Griffiths
(Please Print)

RE: Request for Appeal Hearing (Chauffeur's License)

Please consider this document a request for an APPEAL HEARING before the Fairbanks City Council regarding the denial of my Chauffeur's License Application. I understand that the City Council will not consider an appeal if the reason for the denial is a conviction for a sexual offense, for a felony drug offense, for driving while intoxicated or for refusal within the time indicated in Sec. 86-77, or if I have had more than one conviction for offenses listed in Sec. 86-77(6)(a)-(g) within the time indicated.

I can be present at the City Council Meeting scheduled for:

Monday, 10/28/2024 at 6:30 P.M.

(Meetings are held in the Council Chambers located at 800 Cushman Street, 2nd Floor)

Notified
Applicant of correct
date/time on
10-15-24 (SS)

By signing below, I understand that the information and supporting documentation contained in my Chauffeur's License Application will be copied and provided to the Fairbanks City Council. I understand that there will be a public hearing on the above date, at which time the Council will discuss my appeal. I understand that the public hearing may be reproduced electronically, digitally, and/or transmitted over the air waves. I understand that I have no right to expect privacy of the records or information contained in my application, or of any discussions that may occur during the public hearing.

Acknowledgement by Applicant

Official Use Only: Clerk's Initials: ASL

Date Received: 10/11/24

From: [Dani Snider](#)
To: [REDACTED]
Cc: [Colt Chase](#)
Subject: Chauffeur License Appeal - 10/28/2024
Date: Tuesday, October 15, 2024 5:04:00 PM
Attachments: [image001.png](#)

Good afternoon, Ms. Griffiths,

Your appeal is scheduled to be heard by the Fairbanks City Council on Monday, October 28, 2024. The meeting will begin at 6:30 p.m. City Council meetings are conducted both in person and via Zoom, but I recommend that you attend in person if possible. If you cannot attend in person, please let me know so that we can arrange for remote participation in the meeting.

The City Council may consider your entire criminal record and driving history when reviewing your appeal, although the only conviction barring your licensure is the burglary conviction in 2023. If you have any documentation you wish to provide to the City Council in support of your appeal, please have the materials to me by Tuesday, October 22 so that I may include them in the appeal packet.

If you have any questions between now and the date of the appeal hearing, please feel free to contact me.

-Dani



D. Danyielle Snider, MMC

City Clerk | City of Fairbanks

Phone: 907.459.6774 | **Fax:** 907.459.6710

Email: dsnider@fairbanks.us | **Web:**

www.fairbanksalaska.us

Address: 800 Cushman Street, Fairbanks, AK 99701



CITY OF FAIRBANKS

RECEIVED
(DATE STAMP)

OCT 01 2024

City Clerks Office

CHAUFFEUR LICENSE APPLICATION

800 Cushman Street, Fairbanks, AK 99701
(907) 459-6702 | cityclerk@fairbanks.us

TYPE OF LICENSE: NEW ☒ RENEWAL ☐

FEES DUE/COLLECTED: No Uncode

Name: <u>Kim Griffiths</u>	Other Name(s) Used: <u>N/A</u>	Year(s) of Name Change:
Home Phone:		
City, State, Zip: <u>Fairbanks, AK, 99701</u>	Work/Cell Phone:	
Mailing Address: <u>Same</u>	AK Driver's License No:	
City, State, Zip:	E-mail Address:	
Date of Birth:	SSN:	Place of Birth:

Application Requirements

\$75.00* Non-Refundable Application Fee for New Applications and Renewals

\$100.00* Biennial License Fee for New Applications and Renewals

Complete Application, Including Authorization to Obtain Criminal History/Driving Records Copy of
Current State of Alaska Driver's License

*Starting April 1, 2024, the City of Fairbanks will charge a 2.9% convenience fee on credit and debit
card transactions not related to garbage collection.

Length of Residency

Length of Alaska Residency in Consecutive Years 18 Length of FNSB Residency in Consecutive Years 18

If you are not a FNSB resident, where do you currently hold residency? _____ How long? _____

Previous Address(es)

Previous City and State of residence, other than Fairbanks, for the past 8 years:

North Pole, AK 99705 From: 2009 To: 2016

From: _____ To: _____

From: _____ To: _____

Employment

Cab Company Applying To or Employed By: Yellow, Eagle

Address: 930 Aspen St. Fairbanks, AK 99709

Date Employment Began or Will Begin: As soon as i get this Licence... Phone: 907-452-2222

Wishes to appeal.

Record of Conviction(s)		
PLEASE ANSWER YES OR NO TO THE FOLLOWING QUESTIONS		
Within the past 24 months, have you had a conviction for any of the following?	YES	NO
<input type="checkbox"/> Any offense which resulted in the suspension or revocation of your driver's license?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Reckless or negligent driving?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Driving while license is canceled, suspended, revoked or in violation of a limitation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Within the past 5 years (or within the past 8 years if a felony conviction), have you received a conviction for either of the following?	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Driving a vehicle while intoxicated? <i>in 2018 have not drank since</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>- No conviction</i>
<input type="checkbox"/> Refusing to submit to a chemical test as defined in AS 28.35.032?	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>- Outside of 4-yr lookback</i>
Within the past 8 years have you had a felony conviction or within 4 years a misdemeanor conviction for any of the following?		
<input type="checkbox"/> Prostitution or promotion of prostitution?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Any offense involving a controlled substance under AS Title 11, Chapter 71 or the laws of another jurisdiction having substantially similar elements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Assault?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Burglary, felony theft, fraud or embezzlement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Any sexual offense?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Any homicide or assault involving operation of a motor vehicle?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Two separate felony convictions of any type?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you subject to the registration requirement of AS 12.63 (sex offender or kidnapper)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do you have any delinquent City criminal or traffic fines or fees?	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>N/A</i>
<p>An Answer of YES to any of the above questions regarding your criminal history and/or driving record is grounds for denial of a Chauffeur License. Please explain on a separate sheet of paper any convictions that meet the look-back criteria as noted above; including charges, places, dates, and sentences imposed. An Applicant may have the right to appeal a denial by the City Clerk after submission of a completed application and payment of the application fee. An Appeal Form can be obtained at the City Clerk's Office. See FGC Section 86-95 to determine if you are eligible for an appeal.</p>		
Citizenship Status		
<p>Are you a citizen of the United States? <u>yes</u> Can you be lawfully employed in the United States? <u>yes</u></p> <p style="text-align: center;">**Employment Eligibility Verification Documents are required at the time of application**</p>		

The Fairbanks General Code (FGC) is attached to this application for your convenience, but is the responsibility of the applicant to understand and comply with the requirements. By signing the Oath below, the applicant acknowledges having read and understood FGC Secs. 86-76 through 86-96. Questions regarding the responsibilities of the applicant should be asked prior to issuance of the license.

Please make all necessary copies for your records before submission of your application to the City Clerk's Office. There will be a per page charge for any copying requested in accordance with FGC Sec. 2-775. Thank you in advance for your cooperation.

The City Clerk's Office may require 24 hours to process applications and does not accept licensing applications after 4:00 PM. Hours of operation are Monday through Friday, 8:00 AM to 5:00 PM. The City of Fairbanks observes national and state holidays.

Applicant's Statement for Chauffeur License and Authorization Statement for Criminal History and Driving Record Check

I, Kim Griffiths, being first duly sworn, depose and state that I am the individual making application for licensure and that the answers to the foregoing questions and other statements contained herein are true and complete to the best of my knowledge. I understand that any materially false information provided on or with this application may be grounds for revocation, suspension or denial of a license.

I **certify** that I am at least 21 years of age or older; that I can read, write, and speak the English language; that I am not addicted to the use of intoxicants or narcotics; that I have been a resident within the Fairbanks area for a minimum of 30 days immediately prior to this application, that I am not subject to the registration requirements of AS 12.63 (sex offender or kidnapper); that I have read and understand FGC Sections 86-76 through 86-96; and that I understand the requirements for licensure.

Further, I hereby authorize the City of Fairbanks to verify the information contained herein, including information pertaining to any charges and/or convictions I may have had for violation of municipal, county, state or federal laws. This information may include, but may not be limited to, allegations regarding and convictions for crimes committed upon minors. I understand that this information will be gathered from any law enforcement agency of this state or any state or federal government, or from third-party providers of information originally obtained from law enforcement or court records.

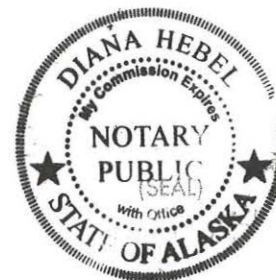
As an applicant for a chauffeur license, I hereby attest to the truthfulness of the representations I have made. Except as I have disclosed, I have not been found guilty of, or entered a plea of nolo contendere or guilty to any offense.

I understand that I must be truthful and, if any statement I have made is found to be false, I will be denied the license for which I am making application.

Kim Griffiths
Signature of Applicant

Oct 7th 2024
Date

Sworn to before me this 7th day of October, 2024
Diana Hebel
Notary Public for the State of Alaska
My Commission Expires: 12/10/25



Administrative Use Only

Approved By:	Date:
Denied By: <u>Colt Chase, Deputy City Clerk</u>	Date: <u>10/9/24</u>
Reason for Denial: <u>Background check. Felony (Burglary) less than 8 yrs (2021)</u>	
<u>per FGC. This was disclosed by applicant. Denied per FGC</u>	

For additional information and/or forms, please visit the City of Fairbanks website at www.fairbanksalaska.us.

BACKGROUND SCREENING REPORT

Prepared for: City of Fairbanks

Subject Information:

Subject: GRIFFITHS, KIMBERLY MICHELLE
DOB: [REDACTED]
SSN: [REDACTED]
Last Update: October 9, 2024 09:56 AM
Order Number(s): 114098
Package Name(s): National Criminal and SSN Address History Trace
Address: [REDACTED]
Fairbanks AK 99701

Requestor Information:

Requestor: Dani Snider
User ID: fairbanks/dsnider
Phone: 907-459-6702
Email: cityclerk@fairbanks.us

Report Summary Information:

Component	Status	Last update
National Criminal Check (Multi-jurisdictional Database) for KIMBERLY MICHELLE GRIFFITHS Synopsis: , page 2	COMPLETE - hits	10/09/24 09:56 AM Eastern
County Criminal Check in FAIRBANKS NORTH STAR county Alaska for KIMBERLY MICHELLE GRIFFITHS, page 3	COMPLETE - hits	10/09/24 09:53 AM Eastern
SSN Address Trace for SSN [REDACTED], page 9	COMPLETE	10/01/24 06:31 PM Eastern

Notice : The information provided is a consumer report as defined in the federal Fair Credit Reporting Act [15 U.S.C. 1681-1681u]. It contains confidential information on the individual named. It is submitted to the conditions contained in your Subscriber Agreement with iCrim.com by Screening Intelligence LLC and may be used solely as a factor in evaluating the named individual for property renting/leasing, employment, promotion, reassignment or retention as an employee. iCrim.com by Screening Intelligence LLC maintains strict procedures designed to insure that the information is complete and up to date. While the information furnished is from reliable sources, its accuracy is not guaranteed. Proper use of this report and final verification of the named individual's identity is your sole responsibility. If any adverse action is taken based in whole or in part on this consumer report, a copy of this report and a summary of the consumer's rights must be provided to the consumer prior to taking adverse action.



by Screening Intelligence LLC

National Criminal Check (Multi-jurisdictional Database) for KIMBERLY MICHELLE
GRIFFITHS

COMPLETE - hits :

See the Fairbanks North Star County Criminal Check for record found details.

This National Criminal Background Check (Multi-jurisdictional Database) order includes a National Sex Offender Check and Government Watch List.

County Criminal Check in FAIRBANKS NORTH STAR county Alaska for KIMBERLY MICHELLE GRIFFITHS

COMPLETE - hits :

Search Type : Felony Including Misdemeanor

Case #4FA-18-01042CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-18-01042CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 05/21/2019

Charge #1

Charge	MISC/WEAPONS 4- POSSESS WHILE INTOX
Crime Type	CLASS A MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	04/19/2018
Filing Date	04/19/2018
Disposition Date	05/21/2019

Sentence Comments :

Sentence: Fines/Fees/Costs: \$100.00.

Charge #2

Charge	RESIST/INTERFERE ARREST-BY FORCE
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	04/19/2018
Filing Date	04/19/2018
Disposition Date	05/21/2019

Sentence Comments :

Case #4FA-18-01071CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-18-01071CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 05/21/2019

Charge #1

Charge	DUI- ALCOHOL OR CONTR SUBST
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	04/21/2018
Filing Date	04/22/2018
Disposition Date	05/21/2019

Sentence Comments :



by Screening Intelligence LLC

Charge #2

Charge	REFUSE TO SUBMIT TO CHEMICAL TEST
Crime Type	CLASS A MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	04/21/2018
Filing Date	04/22/2018
Disposition Date	05/21/2019

Sentence Comments :

Sentence: Fines/Fees/Costs: \$2,757.00, Amount Suspended / Not Imposed \$1,200.59.

Charge #3

Charge	RESIST/INTERFERE ARREST-BY FORCE
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	04/21/2018
Filing Date	04/22/2018
Disposition Date	05/21/2019

Sentence Comments :

Charge #4

Charge	VIOLATE CONDITION OF RELEASE
Crime Type	CLASS B MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	04/21/2018
Filing Date	04/22/2018
Disposition Date	05/21/2019

Sentence Comments :

Sentence: Fines/Fees/Costs: \$2,757.00, Amount Suspended / Not Imposed \$1,200.59.

Case #4FA-18-01472CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Identified by : name, date of birth

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 05/21/2019

Case Number 4FA-18-01472CR

Jurisdiction Fairbanks North Star

Source State AK



by Screening Intelligence LLC

Charge #1

Charge	VIOLATE CONDITION OF RELEASE
Crime Type	CLASS B MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	05/31/2018
Filing Date	06/02/2018
Disposition Date	05/21/2019

Sentence Comments :

Sentence: Fines/Fees/Costs: \$200.00.

Charge #2

Charge	Violate Condition Of Release
Crime Type	CLASS B MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	05/31/2018
Filing Date	06/02/2018
Disposition Date	05/21/2019

Sentence Comments :

Case #4FA-18-02667CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-18-02667CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 05/21/2019

Charge #1

Charge	VIOLATE CONDITION OF RELEASE
Crime Type	CLASS B MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	09/24/2018
Filing Date	09/27/2018
Disposition Date	05/21/2019

Sentence Comments :

Sentence: Fines/Fees/Costs: \$1,313.25.

Charge #2

Charge	VIOLATE CONDITION OF RELEASE
Crime Type	CLASS B MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	09/24/2018
Filing Date	09/27/2018
Disposition Date	05/21/2019

Sentence Comments :

Case #4FA-20-03596CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Identified by : name, date of birth

Additional identifiers : No Additional Identifiers Found

Case Number 4FA-20-03596CR

Jurisdiction Fairbanks North Star

Source State AK

Charge #1

Charge DUI- ALCOHOL OR CONTR SUBST

Crime Type CLASS A MISDEMEANOR

Disposition DISMISSED

Plea NOT FOUND

Offense Date 11/29/2020

Filing Date 11/29/2020

Disposition Date 11/08/2023

Sentence Comments :

Case #4FA-20-03713CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Identified by : name, date of birth

Additional identifiers : No Additional Identifiers Found

Case Number 4FA-20-03713CR

Jurisdiction Fairbanks North Star

Source State AK

Charge #1

Charge Crim Trespass 2- Upon Premises

Crime Type CLASS B MISDEMEANOR

Disposition DISMISSED

Plea NOT FOUND

Offense Date 12/11/2020

Filing Date 12/12/2020

Disposition Date 11/08/2023

Sentence Comments :

Case #4FA-21-00862CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Identified by : name, date of birth

Additional identifiers : No Additional Identifiers Found

Case Number 4FA-21-00862CR

Jurisdiction Fairbanks North Star

Source State AK

Charge #1

Charge CRIMINAL MISCHIEF 5-DAMAGE UNDER \$250

Crime Type CLASS B MISDEMEANOR

Disposition DISMISSED

Plea NOT FOUND

Offense Date 04/05/2021

Filing Date 04/06/2021

Disposition Date 11/08/2023

Sentence Comments :



by Screening Intelligence LLC

Charge #2

Charge	VIOULATE CONDITIONS OF RELEASE FOR MISD
Crime Type	CLASS B MISDEMEANOR
Disposition	DISMISSED
Plea	NOT FOUND
Offense Date	04/05/2021
Filing Date	04/06/2021
Disposition Date	11/08/2023

Sentence Comments :

Charge #3

Charge	VIOULATE CONDITIONS OF RELEASE FOR MISD
Crime Type	CLASS B MISDEMEANOR
Disposition	DISMISSED
Plea	NOT FOUND
Offense Date	04/05/2021
Filing Date	04/06/2021
Disposition Date	11/08/2023

Sentence Comments :

Case #4FA-21-01818CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-21-01818CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 11/08/2023

Charge #1

Charge	BURGLARY 1- IN A DWELLING
Crime Type	CLASS B FELONY
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	06/30/2021
Filing Date	07/19/2021
Disposition Date	11/08/2023

Sentence Comments :

Sentence: Fines/Fees/Costs: \$8,050.00, Amount Suspended / Not Imposed \$300.00. Restitution: \$1,330.90.

Charge #2

Charge	THEFT 2-VALUE \$750-\$24,999
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	06/30/2021
Filing Date	07/19/2021
Disposition Date	11/08/2023

Sentence Comments :



by Screening Intelligence LLC

Charge #3

Charge	CRIM MISCHIEF 4-PROP DAM \$250-\$
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED BY PROSECUTION
Plea	NOT FOUND
Offense Date	06/30/2021
Filing Date	07/19/2021
Disposition Date	11/08/2023

Sentence Comments :

Case #4FA-21-02293CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-21-02293CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Charge #1

Charge	Violate Condition of Release for Felony
Crime Type	CLASS A MISDEMEANOR
Disposition	DISMISSED
Plea	NOT FOUND
Offense Date	09/10/2021
Filing Date	09/17/2021
Disposition Date	11/08/2023

Sentence Comments :

Case #4FA-21-02684CR

Defendant :KIMBERLY MICHELLE GRIFFITHS

DOB [REDACTED]

Case Number 4FA-21-02684CR

Jurisdiction Fairbanks North Star

Identified by : name, date of birth

Source State AK

Additional identifiers : No Additional Identifiers Found

Case Comments : PLEA DATE: 11/08/2023

Charge #1

Charge	Violate Condition of Release for Felony
Crime Type	CLASS A MISDEMEANOR
Disposition	GUILTY CONVICTION AFTER GUILTY PLEA
Plea	GUILTY
Offense Date	11/03/2021
Filing Date	11/03/2021
Disposition Date	11/08/2023

Sentence Comments :

Sentence: Fines/Fees/Costs: \$2,150.00, Amount Suspended / Not Imposed \$1,150.00.

Sec. 86-77. Application for chauffeur's license.

- (a) All applications for issuance or renewal of a chauffeur's license must be made upon forms provided by the city clerk and submitted to the city clerk for review. All applicants must meet the following requirements:
- (1) Must be 21 years of age or older and furnish proof if requested.
 - (2) Must be able to read, write and speak the English language.
 - (3) Must have a current Alaska State Driver's License.
 - (4) Must not have any delinquent city criminal or traffic fines or fees.
 - (5) Must not have had their driver's license suspended or revoked within two years of the date of application.
 - (6) Must not have had a conviction within 24 months of:
 - a. Reckless or negligent driving;
 - b. Driving while license is canceled, suspended, revoked, or in violation of a limitation.
 - (7) Except as otherwise provided in this subsection, the applicant must not have had a felony conviction within eight years or a misdemeanor conviction within four years of:
 - a. Prostitution or promotion of prostitution;
 - b. Any offense involving a controlled substance under AS Title 11, Chapter 71 or the laws of another jurisdiction having substantially similar elements;
 - c. Any felony or misdemeanor assault;
 - d. Burglary, felony theft, fraud or embezzlement;
 - e. Any sexual offense;
 - f. Any homicide or assault involving operation of a motor vehicle;
 - g. Two separate felony convictions of any type;
 - h. Driving a vehicle while intoxicated within five years or within eight years for a felony conviction;
 - i. Refusal to submit to a chemical test as defined in AS 28.35.032 within five years or within eight years for a felony conviction.
 - (8) The applicant must not be addicted to the use of intoxicants or narcotics.
 - (9) The applicant must not be a sex offender or kidnapper subject to the registration requirements of AS Title 12, Chapter 63.
 - (10) The applicant must be a citizen of the United States or prove they can be lawfully employed in the United States.
- (b) The city clerk's office will procure an online criminal history report for each applicant, the cost of which will be included in the chauffeur license application fee in the city schedule of fees and charges for services.

(Code 1960, § 8.201(c)(1)—(6); Ord. No. 5484, § 1, 5-11-2002; Ord. No. 5562, § 1, 3-13-2004; Ord. No. 5853, § 1, 8-13-2011; Ord. No. 5875, § 1, 2-27-2012; Ord. No. 5982, § 1, 6-27-2015 ; Ord. No. 6055 , § 1, 7-29-2017)

Sec. 86-95. Appeals.

- (a) An individual whose application for a chauffeur's license has been denied or whose chauffeur's license has been suspended or revoked may appeal such denial, suspension, or revocation.
- (b) Appeals involving factual or clerical errors must first be appealed to the city clerk who will review the matter and, if appropriate, reverse the license denial, suspension, or revocation.
- (c) The city council may consider appeals of an individual whose chauffeur's license application has been denied or whose chauffeur's license has been suspended or revoked. The city council may, for good cause, waive compliance with the requirements of this chapter, except that the city council will not consider an appeal if the reason is for a conviction for a sexual offense, a felony drug offense, driving while intoxicated or refusal, or if the applicant has more than one conviction for offenses listed in section 86-77(a)(7)(a)—(i) within the time indicated.
- (d) In considering whether to grant an appeal, the council may consider whether the applicant:
 - (1) Has made significant efforts at rehabilitation, including successful completion of any court-ordered treatment program; applicant must provide a copy of a certificate showing completion of the recommended program. If the denial was based upon conviction for a crime involving domestic violence, as defined under Alaska Law, the applicant must provide a certificate of completion of a program for rehabilitation of perpetrators of domestic violence that is approved by the State of Alaska Department of Corrections.
 - (2) Has successfully completed any period of probation.
 - (3) Has made positive contributions to society in general.

(Ord. No. 5853, § 1, 8-13-2011; Ord. No. 5925, § 1, 9-28-2013; Ord. No. 5982, § 1, 6-27-2015)

CITY OF FAIRBANKS
800 Cushman Street
Fairbanks, AK 99701



MAYOR'S OFFICE
Telephone: (907)459-6793
Email: mayor@fairbanks.us

DATE: October 24, 2024

TO: City Council Members

FROM: Mayor David Pruhs

SUBJECT: 2024-2025 City Council Board & Commission Assignments

Fairbanks General Code requires a Council-represented seat on some City boards and commissions. In addition, there are a number of other boards, committees, commissions, and working groups in the community that the City has an interest in and maintains representation on.

Attached are the 2024-2025 Councilmember assignments for the Council's approval.

Fairbanks City Council
Committee/Work Group Assignments

Jerry Cleworth, Seat A	FAST Planning Policy Committee Finance Committee
Valerie Therrien, Seat B	Legislative Information Committee Permanent Fund Review Board
Sue Sprinkle, Seat C	Chena River Front Commission, Designee Fairbanks Chamber of Commerce Board Polaris Working Group
Crystal Tidwell, Seat D	FEDC Board of Directors, Designee FNSB Comprehensive Plan, Designee FNSB Economic Development Comm. Designee
Lonny Marney, Seat E	Discretionary Fund Committee Explore Fairbanks Board of Directors Fairbanks Diversity Council
John Ringstad, Seat F	Finance Committee Legislative Information Committee Polaris Working Group

ORDINANCE NO. 6292

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SEC. 14-167
AND SEC. 14-214 TO REQUIRE WRITTEN NOTICE TO LICENSEES OF
HEARINGS FOR ALCOHOL AND MARIJUANA LICENSE APPLICATIONS**

WHEREAS, Fairbanks General Code (FGC) Chapter 14 sets forth procedures for the City's review of alcoholic beverage and marijuana license applications forwarded to the City by the State Alcohol and Marijuana Control Office; and

WHEREAS, currently, there is no requirement in the Fairbanks General Code for the City Clerk to notify licensees when an application for transfer or renewal will be before the City Council for a public hearing and review; and

WHEREAS, the City Council wishes to provide more opportunity for alcoholic beverage and marijuana licensees to engage with the City Council when their license application is before the City Council for review.

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

SECTION 1. That Fairbanks General Code Section 14-167 is hereby amended as follows [new text in underlined/bold font; deleted text in ~~strike through~~ font]:

Sec. 14-167. – Procedure for review of licenses.

(a) Upon receipt of notice from the state alcoholic beverage control board that the board intends to approve an application for a transfer, renewal or new alcoholic beverage license of any type, the city clerk shall cause the fire and police chiefs, and director of finance to make appropriate investigations within their respective areas of responsibility and to forward written statements of any reasons why the city should object to the proposed approval by the state alcoholic beverage control board. The building official shall be asked to review applications for premises within buildings not previously used for the sale of alcoholic beverages.

(b) The city clerk shall schedule a public hearing for the alcohol license application at a regular city council meeting within the 60-day response period allowed by state law and shall send written notice of the date and time of the hearing to the licensee or their designee at least 10 days prior to the hearing date.

(c) The mayor shall report to the city council any objections to the board's proposed approval of a license which have been submitted to him. If the mayor determines that an interest of the city can be protected by protesting approval of the license, he shall inform the city council.

(d) A fee, as set forth in the city's schedule of fees and charges for services, will

be charged for the city's processing of an application for a temporary caterer's permit.

SECTION 2. That Fairbanks General Code Section 14-214 is hereby amended as follows [new text in **underlined/bold** font; deleted text in ~~strike through~~ font]:

Sec. 14-214. - Procedure for review of licenses.

(a) Upon receipt of notice from AMCO that it is considering an application for a transfer, renewal, or new marijuana establishment license of any type, the city clerk will direct the fire and police chiefs, the building official, and the chief financial officer to make appropriate investigations within their respective areas of responsibility and to forward written statements to the clerk's office of any reasons why the city should object to the approval of the application.

(b) The city clerk shall schedule a public hearing for the marijuana license application at a regular city council meeting within the 60-day response period allowed by state law and shall send written notice of the date and time of the hearing to the licensee or their designee at least 10 days prior to the hearing date.

~~(c)~~ The city clerk will report to the city council any objections to approval of an application which have been submitted.

~~(d)~~ For all new marijuana establishment licenses and license transfers referred to the city by AMCO,:

- ~~(1) The city clerk will duly advertise in a newspaper of general circulation in the Fairbanks area the date, time, and place where the city council will consider the proposed application and in addition, for all new marijuana establishment licenses, will send copies of such advertisement by mail to all owners of record of land within 1,000 feet of where the marijuana establishment will be located under the proposed new license; and~~
- ~~(2) On the date and time set for consideration of the proposed application, the city council will hear all interested citizens who may wish to express their opinions on the application.~~

(e) On the date and time set for consideration of the proposed application, the city council will hear all interested citizens who may wish to express their opinions on the application.

~~(f)~~ The city council will determine by motion whether or not to object to the approval by AMCO of the application for the transfer, renewal, or new marijuana establishment license. The city council will consider any written objection, protest, suggested condition, petition, and any testimony received at the public hearing when it considers the application. If the city council objects to approval of the application, the city clerk will prepare and lodge an appropriate protest with AMCO within 60 days of receipt of the proposed application.

SECTION 3. That the effective date of this Ordinance shall be five days after adoption.

David Pruhs, City Mayor

YEAS:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

ORDINANCE NO. 6293

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE CHAPTER 26,
ARTICLE III, EMERGENCY MEDICAL SERVICES, ADDING REGULATIONS
GOVERNING PRIVATE AMBULANCE SERVICES AND AMENDING THE
CITY SCHEDULE OF FEES AND CHARGES FOR SERVICES**

WHEREAS, citizens of the City of Fairbanks demand and deserve the best available emergency medical care; and

WHEREAS, private ambulances operating within the city limits should provide the highest quality service available; and

WHEREAS, the City of Fairbanks recognizes the need to have supervision of private ambulances that are providing care within the City of Fairbanks area of jurisdiction to ensure that the highest quality is being offered and maintained; and

WHEREAS, the City of Fairbanks does not have any regulations on the operation of private ambulances within the city limits.

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

SECTION 1. Fairbanks General Code Chapter 26, Article III is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~strike through~~ font]:

ARTICLE III. - EMERGENCY MEDICAL SERVICES

Sec. 26-~~90~~**44**. - Charges.

(a) The charges for emergency medical service are as specified in the **City Schedule of Fees and Charges for Services**~~city schedule of fees and services~~.

(b) The amount collected for mileage shall be placed in the capital appropriation fund.

Sec. 26-91. – Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Ambulance Service means a service which provides ground transportation to persons who require medical monitoring and does not include stationary emergency aid services at a particular location.

Dispatch means the receipt of a request for ambulance service or the arrangement for a licensee to fulfill a request for ambulance service.

Emergency means:

1. Patients not previously evaluated by a qualified healthcare professional (QHP), including patients who have been treated for an existing problem but who develop new, acute symptoms which have not been evaluated previously by a QHP.

2. Any patient condition which could reasonably lead to loss of life or limb or could cause the person significant harm if not treated immediately by a QHP.

FFD EMS Patient Transport means Fairbanks Fire Department (FFD) ambulance transports of previously unevaluated patients. Emergency Medical Services (EMS) transports may be of patients considered either emergent or non-emergent. Providers, patients, or other parties that call 911 for response and service are FFD EMS transports.

Fairbanks Area EMS means response apparatus, transport ambulances, and EMS personnel assigned or belonging to FFD, University Fire Department (UFD), North Pole Fire Department (NPDF), Fort Wainwright Fire (FWF), Chena Goldstream Fire and Rescue (CGFR), Steese Volunteer Fire Department (SVFD), and Eielson AFB.

Fire Chief means the chief of the Fairbanks Fire Department or designee.

Licensee means a person or entity in possession of a current and valid ambulance service license issued pursuant to this chapter.

Nonemergency Ambulance Services means providing ground ambulance services for transports that originate inside the City of Fairbanks limits.

Nonemergency Call means a request for an ambulance to transport or assist patients that would not constitute a 911 emergency call.

Private Ambulance Service (PAS) means a service which provides ground ambulance transportation to persons who require medical monitoring.

PAS Patient Transport means PAS transports of patients who meet the eligibility criteria in FGC Sec. 26-101, are deemed stable for the transport, require medical monitoring, and whose transport would not require the use of any other method of transportation given the patient's condition.

Patient means a person who requires medical monitoring transport by an ambulance service.

Qualified Healthcare Professional (QHP) means a health care professional who is qualified by education, training, licensure/regulation (when applicable) and facility privileging (when applicable) who performs a professional service within their scope of practice and independently reports that professional service.

Registered Nurse (RN) means a nurse who meets the State of Alaska requirements to obtain and maintain a nursing license in Alaska.

Sec. 26-92. – License required.

(a) It is unlawful for any person or entity to provide nonemergency ambulance service within the city limits unless that person or entity is in possession of a valid PAS license issued in accordance with this chapter.

(b) It is unlawful for any person other than the Fairbanks Fire Department to provide emergency ambulance service within the city unless standing mutual aid agreements are activated by the Fairbanks Emergency Communications Center (FECC).

(c) It is unlawful for a licensee to provide or to allow another person to provide ambulance service under the authority of that licensee's license.

Sec. 26-93. – Types of licenses.

(a) An entity may apply for one of three different licenses under this chapter:

(1) A Type 1 license authorizes private ambulances to transport previously evaluated patients, including critical care patients, urgent hospital-to-hospital transfers, as well as all Type 2 and 3 license authorized transports.

(2) A Type 2 license authorizes private ambulances to transport previously evaluated patients requiring advanced life support, as well as all Type 3 license authorized transports.

(3) A Type 3 license authorizes private ambulances to transport previously evaluated patients requiring basic life support only, as well as patient transports with an accompanying medical escort team.

(b) An entity can change the type of license it holds to another type by following the procedures and paying the required fee(s). No refund will be issued for downgrading licenses.

Sec. 26-94. – Contents of application for license; term of license; non-transferability.

(a) An application for a PAS license shall be made to the fire chief on an approved form and shall be accompanied by the following:

(1) Payment of fee(s) pursuant to the City Schedule of Fees and Charges for Services.

(2) Proof of insurance for all vehicles to be operated as ambulances pursuant to the license as required by FGC Sec. 26-98.

(3) A complete list of the name, address, email address, and telephone number for every person who shall have a financial or proprietary interest in the license.

(4) Proof that the applicant is at least 18 years of age.

(5) Proof of current State of Alaska and City of Fairbanks business licenses.

(6) Proof that the personnel required to operate the ambulance service are available as of the effective date of the license.

(7) Proof that the applicant has acquired and installed the equipment that FGC Sec. 26-104 requires for each vehicle to be operated as an ambulance as of the effective date of the license.

(8) Identification of the EMS medical director required by FGC Sec. 26-106(b).

(9) Identification of the vehicles to be operated as ambulances by vehicle registration number, VIN number, make, model, and year; proof that both the body and mechanics of each vehicle is in good repair; and proof that the applicant is lawfully entitled to use each vehicle for the purpose of an ambulance service.

(10) Proof that any new or used ambulances purchased after July 27, 2021, or any ambulance remounts completed after that date, are certified as meeting one or more of the following nationally recognized standards for ambulance design:

a. the most recent published version of the U.S. Department of Transportation Federal Specification for Star-of-Life Ambulances (KKK-A-1822),

b. the Commission on Accreditation of Ambulance Services Ground Vehicle Standard v 3.0 (CAAS-GVS), or

c. the National Fire Protection Association Standard for Automotive Ambulances (NFPA 1917).

(11) A complete description of the ambulance markings and color scheme to be used in compliance with FGC Sec. 26-103.

(12) Proof of current registration with the State of Alaska as an emergency medical service ground ambulance service.

(13) Attestation by the PAS's EMS director or medical sponsor that PAS personnel have, and will continue to receive, the necessary training and certification (if applicable) to know how to use the current Standing Orders published by the Interior Region Emergency Medical Services Council, Inc. (IREMSC), and will practice within their scope and according to the current IREMSC standing orders.

(14) Initial applicants will be required to submit a copy of their business plan.

(15) Certification by the city's chief financial officer or designee that the entity and person(s) applying for license are not reported as being delinquent on any city taxes or fees and have no outstanding judgments or debts owed to the city or borough.

(b) The fire chief shall issue a license if the applicant complies with all the requirements of subsection (a) of this section, unless good cause exists for denial. A license issued pursuant to this section is nontransferable and shall be valid for one year unless revoked or suspended pursuant to FGC Sec. 26-96.

(c) A licensee is under a continuing obligation to keep the information on their application for licensure current. Failure to do so will be a violation of this chapter. A licensee shall give written notice to the fire chief of any change to be made to their application within ten days and the fire chief shall amend the application accordingly.

(d) No person may knowingly make a false or misleading statement on an application for a license under this chapter.

Sec. 26-95. – Renewal of license

(a) A license issued pursuant to this chapter is valid for one year from the date of issuance and will expire automatically if an application for renewal is not received by the fire chief prior to the expiration of the license.

(b) All ambulance service licenses will renew March 1 of every year.

(1) Fees may be prorated for the first year.

(2) Applications for renewal are due February 1st of each year. Late submissions may be denied or charged a late fee in accordance with the City Schedule of Fees and Charges for Services.

(c) An application to renew an ambulance service license is made to the fire chief in the same manner as an original application and shall be treated in the same manner as an original application.

(d) If a licensee is no longer qualified to hold the license at the time of renewal, the fire chief shall not approve the renewal of the license.

(e) Any person or entity that has forfeited a license pursuant to this chapter may not apply for a new license for a period of two years from the date of forfeiture.

(f) A complete schedule of ambulance licensure fees will be available for inspection at the fire chief's office and at the city website. Any increase in fees will be made available for public inspection and must be approved by the city council.

Sec. 26-96. – Suspension or revocation of license.

(a) If a licensee is convicted or otherwise found liable by a court of competent jurisdiction for violation of a provision of this chapter or a municipal regulation promulgated pursuant to this chapter, in addition to any criminal or civil penalty imposed, the applicable license shall be automatically suspended or revoked in accordance with the following schedule commencing on the date of the issuance of the court's judgment:

(1) First violation: 60-day suspension of license or permit.

(2) Second violation: 120-day suspension of license or permit.

(3) Third violation: Revocation of license or permit.

(b) Any violation of the terms of a suspension or revocation imposed pursuant to this section is a separate violation of this chapter.

(c) The licensee shall not be permitted to re-apply for a license for two years if they have their license revoked.

Sec. 26-97. – Appeals

(a) If the fire chief determines that an application for an ambulance license does not meet the requirements of this chapter, the fire chief shall deny the application. The fire chief shall issue a written decision to the applicant stating the specific reason(s) for the denial.

(b) A person aggrieved by the denial or revocation of an ambulance license by the fire chief pursuant to this chapter may appeal to the city mayor no later than 15 days after the issuance of that decision. Review by the city mayor or designee shall be limited to determining that the decision of the fire chief is supported by substantial evidence.

Sec. 26-98. – Insurance required.

(a) It is unlawful to provide private ambulance services with a vehicle not insured according to the requirements of this section.

(b) A complete schedule of PAS insurance requirements will be available for inspection at the fire chief's office.

(c) Before any license is issued for a PAS, the applicant shall furnish one or more policies or certificates of insurance issued by an insurance company authorized to do business in the state for the following coverage for each vehicle to be operated as an ambulance:

(1) Worker's compensation and employer's liability insurance required by the laws of the State of Alaska.

(2) Commercial general liability insurance, including coverage for:

- a. Products/completed operations;
- b. Personal and advertising injury;
- c. Each occurrence; and
- d. Medical payments.

(3) Commercial automobile liability insurance, to include owned, non-owned, and hired vehicles.

(4) Excess liability insurance.

(5) Professional liability (medical malpractice) insurance covering all physicians and emergency medical technicians.

(6) Cyber/privacy liability insurance. The cyber coverage shall include, but not be limited to, claims involving invasion of privacy violations (including HIPPA), information theft, and release of private information. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses.

(7) With the exception of workers compensation and professional liability each policy shall name the city as an "additional insured" and the actual policy endorsement shall accompany each certificate of insurance.

(8) General liability, workers compensation, and automobile policies shall be endorsed to waive all rights of subrogation against the City of Fairbanks by reason of any payment made for claims under the above coverage. This policy endorsement shall accompany each certificate of insurance.

(9) All policies for general liability shall be primary and noncontributing with any insurance that may be carried by the city.

(10) If the licensee maintains broader coverage and/or higher limits than the minimums shown above, the city requires, and shall be entitled to, the broader coverage and/or the higher limits maintained by the licensee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the city.

(d) The liability insurance policy must be verified as to substance and form by the city attorney and filed with the fire chief.

(e) Every insurance policy or certificate shall contain a clause obligating the insurer or surety to give the fire chief written notice no less than 30 days before the cancellation, expiration, nonrenewal, lapse, or other termination of such insurance. A lapse, cancellation, expiration, nonrenewal, or termination of insurance coverage will result in an automatic suspension of any license for so long as the licensee is without insurance as required by this section.

Sec. 26-99. – Number of vehicles operated per license; removal from use.

(a) A licensee may operate multiple vehicles as ambulances so long as each such vehicle is operated in compliance with the requirements of this chapter while it is in service as an ambulance.

(b) Whenever a licensee removes a vehicle from service as an ambulance for reasons other than regular maintenance, they shall notify the fire chief of the reasons for such action within 24 hours thereafter. In the absence of such notice, a vehicle shall be considered in service for the purpose of enforcing this chapter. Once removed from service, a licensee shall not use the vehicle as an ambulance until the fire chief has approved such use.

Sec. 26-100. – Availability of service.

(a) A PAS must be available to transport patients at all times of every day without exception.

(b) A PAS shall not discontinue service without 90-day advance notice to the fire chief.

Sec. 26-101. – Eligibility for transport; permitted transport.

(a) Private Ambulance Services are eligible to transport patients if the patient is deemed stable before and during the duration of the transport and if the patient requires medical monitoring, and either:

(1) The patient has a diagnosed or confirmed pre-existing medical condition that meets medical necessity for requiring medically monitored stretcher transport to a routine scheduled appointment at a doctor's office or clinic, or is moving between extended care facilities, assisted living facilities, private residences, or hospital-affiliated hotels and extended stay motels; or

(2) The patient has been diagnosed with, is being treated for, or is suffering from a mental health disorder that a QHP has determined requires, or may require, physical restraints to protect the patient, the public, or PAS personnel. If warranted, physical restraints should be used minimally and for the sole purpose of providing protection. Allowable physical restraints include handcuffs, a lap belt, and/or leg restraints. The use of firearms or any chemical agent is absolutely prohibited for the purpose of restraining a patient. Patients should not be transported with their arms restrained behind their back unless medically necessary.

(b) Notwithstanding guidance provided in this section, the fire chief has the authority to determine which patients can be transported by a private ambulance service.

(c) PAS operators will contact FECC dispatch immediately if there are changes to the patient's condition, PAS or PAS personnel, or if there are any other changes that may threaten safe transport.

(d) A PAS may transport patients only as follows:

(1) transport of a person between hospitals;

(2) transport of a person to a private residence from a hospital;

(3) transport of a person between a hospital and an airport or helipad;

(4) transport of a neonatal patient and equipment along with a neonatal intensive care team between hospitals, from a hospital to an airport or helipad;

(5) transport of a recurring dialysis patient from their home to their treatments and then back to their home;

(6) any transport of patients for whom the fire chief requests transportation.

Sec. 26-102. – Ambulance dispatch.

(a) It is unlawful for any person other than the fire chief or their designee to dispatch a vehicle used as an ambulance within the City of Fairbanks. Once a private ambulance has been dispatched by FECC, it is the private ambulance service's responsibility to coordinate patient movement details directly with the requesting facility, agency, or provider.

(b) It is unlawful for any PAS to respond to an emergency call within the City of Fairbanks, except as outlined in FGC Sec. 26-107.

(c) Any patient transport requests originating with FECC dispatch will be dispatched to Type 1, Type 2, or Type 3 licensed ambulances for non-emergency service by use of a rotation system unless the person requesting service designates a particular ambulance service.

Sec. 26-103. – Ambulance markings.

(a) Every private ambulance shall bear the trade name under which it is operated on each side of the vehicle by use of permanent letters no less than four inches high.

(b) Every private ambulance shall bear its city-issued license, as assigned to it by the fire chief, in a conspicuous location that is visible at all times from the outside of the ambulance.

(c) Every private ambulance shall use a distinctive and unique color scheme approved by the fire chief.

(d) Every private ambulance shall have "emergency call 911" language on the back and sides of the outside of the vehicle and must display the "star of life" symbol.

(e) It is unlawful to transfer ownership of a vehicle which has been used as a private ambulance until all markings, signs, and insignia and the color scheme associated with the ambulance service have been removed, unless such vehicle is transferred as part of a transfer of the ambulance service itself.

Sec. 26-104. – Ambulance equipment.

(a) *Generally.* A licensee shall ensure that all private ambulances are operated pursuant to state guidelines and that all private ambulances:

(1) Meet the equipment standards established by state law for a certificated emergency medical service.

(2) Are equipped with a fully operational two-way radio communication system capable of using the emergency medical service radio frequency as designated by the State of Alaska and the fire chief. An ambulance service shall restrict its use of the emergency medical radio frequency unless operating during an emergency event when the PAS ambulances have been directly requested to assist FFD.

(b) *Cell phones.* A licensee shall ensure that all personnel assigned to work on an ambulance are in possession of a cell phone or other electronic device approved by the fire chief.

(c) Use of emergency signals. It is unlawful for a licensee to operate any lights, sirens, or audible signal on an ambulance which is commonly understood to be an emergency signal or for a licensee to permit another person to do so, unless the particular ambulance service transport for which such signal is used originated in an area outside of the city or is otherwise approved by the fire chief.

Sec. 26-105. – Vehicle inspection.

(a) At least once per year all licensed PAS ambulances must undergo a certified mechanical inspection. Licensed PAS ambulances must be made available for inspection upon demand of the fire chief.

(b) In addition to Alaska State Motorized Vehicle reporting requirements, the owner of an ambulance vehicle licensed under this chapter shall immediately notify FECC dispatch of any mechanical failure or damage sustained in a collision when such mechanical failure or damage causes the ambulance to be inoperable.

(c) The fire chief may prohibit the operation of a vehicle as an ambulance if determined that the ambulance does not comply with the requirements of this chapter or is otherwise unsafe. No person may operate such a vehicle as an ambulance until the fire chief approves such use in writing.

Sec. 26-106. – Ambulance personnel.

(a) Ambulance staff. Each private ambulance shall be staffed in accordance with 7 AAC 26.230(b)(2).

(1) At the time of the PAS licensee's application for licensure or within 45 days of an individual's employment as an ambulance vehicle operator, the PAS licensee shall provide proof to the fire chief or his designee that an ambulance vehicle operator has successfully completed a recognized emergency vehicle driver's safety program approved by the city's fire chief.

(b) EMS medical director. Each PAS shall have an EMS medical director whose duties shall include the following:

(1) Review all run reports on a monthly basis and send a quarterly letter to the fire chief certifying monthly review;

(2) Provide a set of standing orders for ambulance personnel that are approved by the Interior Region Emergency Medical Services Council, Inc. (IREMSC);

(3) Develop an educational program approved by the protocols board to teach and use the standing orders and develop an educational curriculum for all personnel to review run reports, discuss specific medical topics, and review basic medical skills. An educational review should occur at least quarterly;

(4) Verify that current certification or licensing of ambulance personnel is in compliance with the laws of the State of Alaska;

(5) Ensure that all medical equipment required by this chapter is in good working order;

(6) Be reasonably available to give medical advice to the licensee and name a temporary physician to serve as a physician sponsor during any absence for more than three consecutive days;

(7) Maintain a current license as a physician in Alaska, including maintaining continuing medical education requirements required by the State of Alaska in order to remain licensed to practice medicine and in good standing in the state;

(8) Carry professional liability insurance, which includes coverage for the duties of a physician sponsor/medical director as defined in this chapter;

(9) Provide a quarterly report, educational review, and medical operations review of the licensee's ambulance service to the fire chief.

Sec. 26-107. – Emergency and disaster operations.

(a) In the event of a declared disaster or other local emergency, the ability of the FFD to provide necessary pre-hospital emergency ambulance care and transportation may be disrupted or inadequate. It is necessary, therefore, that private ambulances permitted in the city be available to assist with medical needs when there is a declared disaster or other local emergency. In these events, the fire chief will determine the amount of assistance needed, determine accessible acceptable ambulance staffing and configuration, and may authorize the dispatch of any ambulance as permitted by law. Each PAS shall make available any in-service vehicles immediately and will recall personnel to make all permitted units staffed and available within four hours at the request of the fire chief. The fire chief shall coordinate all medical assistance requests through the FECC dispatch, when applicable.

Sec. 26-108. – Training Requirements.

(a) Private ambulance services licensed under this chapter shall provide and document training on the statutory requirements of this chapter as follows:

(1) Initial training for new employees within 30 days from the effective date of hire; and

(2) Annual training for all employees.

Sec. 26-109. – Records; Inspection.

(a) Every licensee shall maintain current and accurate vehicle and medical reports for each patient transported in accordance with A.S. 18.08.015 and an electronic patient information system.

(b) The records maintained pursuant to subsection (a) of this section, as well as any other records related to the operation of any ambulance, must be retained by the licensee, and must be made available for inspection upon request of the fire chief.

(c) Quarterly reports are due to the fire chief to show how many transports were done for that quarter. These reports will show the following information:

- (1) date of transport;
- (2) transport run number;
- (3) location where patient was picked up;
- (4) destination of patient;
- (5) loaded miles for transport;
- (6) whether the transport was advanced life support or basic life support.

(d) The licensee shall provide all records requested by the fire chief and submit to on-site inspections within 14 calendar days to ensure compliance with this chapter.

Sec. 26-110. – Penalty for violation of chapter.

(a) In addition to any other penalty specifically provided in this chapter, the violation of any provision of this chapter or a municipal regulation promulgated under this chapter shall be a misdemeanor, and any person convicted of such a violation shall be subject to the penalties set forth in FGC Sec. 1-15(a).

(b) In addition to any other remedy or penalty provided by this section, a person who violates a provision of this chapter or a municipal regulation promulgated under this chapter shall be subject to a civil penalty for each offense, injunctive relief to restrain the person from continuing the violation or threat of violation, revocation of PAS license, or both such civil penalty and injunctive relief. Upon application by the city for injunctive relief and a finding that a person is violating or threatening to violate a provision of this chapter or a municipal regulation promulgated under this chapter, the superior court shall grant injunctive relief to restrain the violation.

(c) Each day during which a violation described in this section occurs shall constitute a separate offense.

Sec. 26-111. – Fees.

(a) *License.* Each Type 1, 2, and 3 ambulance service must pay an annual license fee to the city in accordance with the City Schedule of Fees and Charges for Services.

(b) *Patient transport.* Each ambulance service must pay an administrative fee for each patient transport. This fee will be assessed for each patient transported within the City of Fairbanks

and must be paid on a quarterly basis in accordance with the City Schedule of Fees and Charges for Services.

(c) *Schedule of fees.* A complete schedule of ambulance service fees shall be available for inspection at the fire chief's office and at the city website.

(d) *Annual review and public notice.* Fees shall be reviewed annually by the fire chief. Any increase in fees will be made available for public inspection and must be approved by the city council.

Sec. 26-112. – Ambulance transport fees.

A PAS may set its own fees for services rendered to be paid by the patient or their insurance provider (if applicable). All fees must be posted and made available for public inspection.

SECTION 2. The attached additions to the City Schedule of Fees and Charges for Services is hereby approved.

SECTION 3. The effective date of this Ordinance is five 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: 6293

Abbreviated Title: ORDINANCE GOVERNING PRIVATE AMBULANCES

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:	2024	2025+	TOTAL
ADMINISTRATIVE COSTS	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -

FUNDING SOURCE:	2024	2025+	TOTAL
GENERAL FUND (LICENSING)	\$ 8,000	\$ 6,000	\$ 14,000
GENERAL FUND (AMBULANCE SERVICES)	\$ (164,500)	\$ (164,500)	\$ (329,000)
TOTAL	\$ (156,500)	\$ (158,500)	\$ (315,000)

This fiscal note is based on the revenue received less disallowed amounts for 350 basic life support ambulance runs and four licensees.

Reviewed by Finance Department:

Initial mb

Date 10/11/2024

City of Fairbanks Schedule of Fees and Charges for Services

As of Ordinance No. 6293 - Effective _____, 2024

Category	Code Sec.	Topic	Current Fee	Proposed Fee	Description
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
	<u>26-111(a)</u>	Private Ambulance Service		\$ 2,000.00	<u>Initial license application fee (Type 1 and 2); non-refundable</u>
	<u>26-111(a)</u>			\$ 1,300.00	<u>Initial license application fee (Type 3); non-refundable</u>
	<u>26-111(a)</u>			\$ 1,500.00	<u>Annual license renewal fee (Type 1 and 2)</u>
	<u>26-111(a)</u>			\$ 800.00	<u>Annual license renewal fee (Type 3)</u>
	<u>26-95</u>			\$ 800.00	<u>Late fee for applications received after February 1</u>
	<u>26-111(b)</u>			\$ 50.00	<u>Administrative fee per patient transport (payable quarterly)</u>
	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
			\$ 100.00		Transfer fee - vehicle or entity
	86-55				
86-82	Chauffeurs License	\$ 75.00		Each time app fee; non-refundable	
		\$ 100.00		2-year license - each driver	

RESOLUTION NO. 5140

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO APPLY FOR FUNDS
FROM THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
(DOT & PF) FOR EMERGENCY MEDICAL SERVICE ORGANIZATIONS**

WHEREAS, the City of Fairbanks has been notified by the Alaska DOT&PF of a new funding opportunity for EMS organizations to fund essential equipment and training to support EMS providers in keeping Alaska's roadways safe; and

WHEREAS, the Fairbanks Fire Department will use funds to purchase equipment for an EMS bike response team to patrol summer events and increase mobility amongst large crowds (\$45,500) and for an off road all terrain emergency vehicle (\$90,000); and

WHEREAS, the grant will provide up to \$150,000 for the chosen agency and no match is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Mayor or his designee is authorized to execute any and all documents required for requesting funds on behalf of the City for this grant.

PASSED and APPROVED this 28th Day of October 2024.

David Pruhs, City 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: 5140

Abbreviated Title: DOT&PF Funding Opportunity for EMS Organizations

Department(s): FFD

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:	Contract	Equipment	Personnel	Total
E-Bikes, Racks, and Upfits for Bikes		\$45,500		\$45,500
All Terrain Emergency Vehicle		\$90,000		\$90,000
TOTAL	\$0	\$135,500	\$0	\$135,500

FUNDING SOURCE:	Contract	Equipment	Personnel	Total
Grant Fund (State)		\$135,500		\$135,500
TOTAL	\$0	\$135,500	\$0	\$135,500

The bikes would allow for EMS visibility and coverage for summer events and downtown coverage where ambulances pose a risk to pedestrians and large crowds. The bike upfits will include safety equipment, lights, sirens and team supplies needed for events. The all terrain, off road vehicle would be available regionally to provide benefits beyond the department.

Reviewed by Finance Department: Initial sf Date 10/18/2024

RESOLUTION NO. 5141

**A RESOLUTION AWARDING A CONTRACT TO DESIGN ALASKA, INC
IN THE AMOUNT OF \$316,686 TO DESIGN THE CITY HALL HEATING
UPGRADE PROJECT**

WHEREAS, in accordance with Fairbanks General Code (FGC) Chapter 54, Article V, Competitive Sealed Proposals, proposals were solicited for professional consulting services for the City Hall Heating Upgrade Project (RFP 24-03); and

WHEREAS, the most responsive proposer for professional consulting services to design the City Hall Heating Upgrade Project is Design Alaska, Inc in the amount of three hundred sixteen thousand, six hundred eighty-six dollars and zero cents (\$316,686.00); and

WHEREAS, funding for the project will be provided from the Capital Fund.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fairbanks, that the Mayor is hereby authorized to execute a contract and such other documents in a form approved by the City Attorney as may be necessary to effect award of this contract to Design Alaska, Inc to design the City Hall Heating Upgrade Project.

PASSED and APPROVED this 28th Day of October 2024.

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: 5141

Abbreviated Title: AWARDING CONTRACT TO DESIGN ALASKA, INC FOR HEATING PROJECT

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:	COST
CITY HALL HEATING UPGRADE PROJECT DESIGN	\$316,686
TOTAL	\$316,686

FUNDING SOURCE:	TOTAL
CAPITAL FUND [PROPERTY REPLACEMENT]	\$316,686
TOTAL	\$316,686

This award is the first phase of this project to upgrade the heating system at City Hall. The City has committed \$3.5 million for this project.

Reviewed by Finance Department:

Initial mb

Date 10/23/2024

ORDINANCE NO. 6294

**AN ORDINANCE AMENDING THE 2024 OPERATING
AND CAPITAL BUDGETS FOR THE FOURTH TIME**

WHEREAS, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2024 operating and capital budget.

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

SECTION 1. There is hereby appropriated to the 2024 General Fund and Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2024 and ending December 31, 2024 (see pages 2 and 3):

GENERAL FUND

REVENUE	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Taxes (all sources)	\$ 27,755,026	\$ 249,403	\$ 28,004,429
Charges for Services	7,199,500	(390,000)	6,809,500
Intergovernmental Revenues	3,506,620	(90,000)	3,416,620
Licenses and Permits	2,380,260	-	2,380,260
Fines and Forfeitures	551,000	-	551,000
Interest and Penalties	1,915,000	12,000	1,927,000
Rental and Lease Income	153,544	4,995	158,539
Other Revenues	310,000	49,200	359,200
Other Financing Sources	(1,748,715)	155,000	(1,593,715)
Total revenue appropriation	\$ 42,022,235	\$ (9,402)	\$ 42,012,833
EXPENDITURES			
Mayor Department	\$ 968,030	\$ (114,000)	\$ 854,030
Legal Department	247,350	-	247,350
Office of the City Clerk	613,905	-	613,905
Finance Department	1,041,900	-	1,041,900
Information Technology	2,698,877	65,000	2,763,877
General Account	6,975,000	210,000	7,185,000
Police Department	8,571,919	-	8,571,919
Communications Center	3,523,770	-	3,523,770
Fire Department	10,112,832	725,000	10,837,832
Public Works Department	10,209,625	400,000	10,609,625
Engineering Department	1,190,170	200,000	1,390,170
Building Department	827,890	-	827,890
Total expenditure appropriation	\$ 46,981,268	\$ 1,486,000	\$ 48,467,268
2023 unassigned fund balance	\$ 20,081,861	\$ -	\$ 20,081,861
Prior year encumbrances	(155,961)	-	(155,961)
Transfers to other funds	(7,000,000)	-	(7,000,000)
Other changes to the budget	2,196,928	(1,495,402)	701,526
2024 estimated unassigned fund balance	<u>\$ 15,122,828</u>	<u>\$ (1,495,402)</u>	<u>\$ 13,627,426</u>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$10,000,000. 20% of budgeted annual expenditures is \$ 9,693,454

CAPITAL FUND

REVENUE	APPROVED COUNCIL APPROPRIATION	INCREASE (DECREASE)	PROPOSED COUNCIL APPROPRIATION
Transfer from Permanent Fund	\$ 708,261	\$ -	\$ 708,261
Transfer from General Fund	6,500,000	-	6,500,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	304,800	-	304,800
IT	25,000	-	25,000
Police	210,000	-	210,000
Communications Center	140,000	-	140,000
Fire	700,000	-	700,000
Building	10,000	-	10,000
Total revenue appropriation	\$ 8,993,061	\$ -	\$ 8,993,061
EXPENDITURES			
Property Repair & Replacement	\$ 7,010,454	\$ (2,862,500)	\$ 4,147,954
Public Works Department	2,404,414	-	2,404,414
Garbage Equipment Reserve	853,000	-	853,000
IT Department	387,462	-	387,462
Police Department	873,716	-	873,716
Communications Center	1,316,960	-	1,316,960
Fire Department	1,969,142	-	1,969,142
Road Maintenance	2,336,501	(514,677)	1,821,824
Total expenditure appropriation	\$ 17,151,649	\$ (3,377,177)	\$ 13,774,472
2023 fund balance	\$ 19,034,057	\$ -	\$ 19,034,057
Prior year encumbrances	(3,214,790)	-	(3,214,790)
Prior year reappropriations	(4,710,306)	-	(4,710,306)
Transfers from other funds	6,500,000	-	6,500,000
Other changes to the budget	(6,733,492)	3,377,177	(3,356,315)
2024 estimated fund balance	\$ 10,875,469	\$ 3,377,177	\$ 14,252,646
Estimated unassigned capital fund balance for projects			<u>\$ 5,724,506</u>

SECTION 2. This ordinance also appropriates the use of emergency snow removal funds in the amount of \$250,000 as designated by the Mayor.

SECTION 3. All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2024 and ending December 31, 2024.

SECTION 4. The effective date of this ordinance shall be the 4th day of November 2024.

David Pruhs, Mayor

AYES:

NAYS:

ABSENT:

ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Thomas A. Chard II, City Attorney

FISCAL NOTE
ORDINANCE NO. 6294
AMENDING THE 2024 OPERATING AND CAPITAL BUDGETS
FOR THE FOURTH TIME

GENERAL FUND
(\$9,402) Decrease in Revenue
\$1,486,000 Increase in Expenditures

Revenue

1. Tax Revenue
 - (\$250,597) decrease to real property taxes
 - \$500,000 increase to room rental taxes
2. Charges for Services
 - (\$200,000) decrease to ambulance services
 - (\$140,000) decrease to garbage collection
 - (\$50,000) decrease to engineering recovery
3. Intergovernmental Revenues
 - \$10,000 increase to marijuana license fees
 - (\$12,000) decrease to electric and phone fees
 - \$12,000 increase to liquor license fees
 - (\$50,000) decrease to PERS on behalf payment
 - (\$50,000) decrease to SART exam payments
4. License and Permits
5. Interest and Penalties
 - \$12,000 increase to sales tax interest/penalty
6. Rental and Lease
 - \$4,995 increase to boys and girls club lease
7. Other Revenue
 - \$29,200 increase to abatement recovery
 - \$20,000 increase to miscellaneous revenue
8. Other Financing Sources
 - \$285,000 increase to sale of assets

- (\$130,000) transfer to risk fund for general insurance

Expenditures

1. Mayor's Office
 - (\$125,000) decrease to wages and benefits for community paramedic (Ordinance 6290)
 - \$6,000 increase to travel
 - \$5,000 increase to office supplies
2. City Attorney's Office
3. City Clerk's Office
4. Finance Department
5. Information Technology
 - \$65,000 increase to outside contracts for new website services and emergency communications software
6. General Account
 - \$20,000 increase to water and sewer
 - \$30,000 increase to street light maintenance
 - \$175,000 increase to room rental distribution
 - \$35,000 increase to room tax projects
 - (\$50,000) decrease to PERS on behalf payment
7. Police Department
8. Communications Center
9. Fire Department
 - \$125,000 increase to wages and benefits for community paramedic (Ordinance 6290)
 - \$600,000 increase to overtime
10. Public Works
 - \$400,000 increase to wages and benefits for temporary employees
11. Engineering
 - \$200,000 increase to wages and benefits
12. Building Department

CAPITAL FUND
\$0 Increase in Revenue
(\$3,377,177) Decrease in Expenditures

Revenue

1. Other Financing Sources

Expenditures

1. Property Repair & Replacement
 - \$350,000 increase for fire station three emergency pipe and septic repairs (\$200,000) and kitchen upgrades (\$150,000)
 - \$7,500 increase for police station heating fuel monitor system
 - (\$470,000) decrease for roof replacement project
 - (\$2,750,000) decrease for city hall steam replacement project
2. Public Works
3. Garbage Equipment Reserve
4. IT Department
5. Police Department
6. Communications Center
7. Fire Department
8. Road Maintenance
 - (\$264,677) decrease for surface improvement/prevention maintenance match
 - (\$250,000) decrease for road maintenance upgrades

City of Fairbanks
Permanent Fund Review Board
Quarterly Meeting Minutes
July 24, 2024

The Permanent Fund Review Board (PFRB) convened at 1:30 p.m. in the Felix Pedro Conference Room to conduct a quarterly meeting.

Board Members Present: Chair Patty Mongold
Vice Chair Bernard Gatewood
Board Member Dave Owen
Council Member John Ringstad
Board Member Pamela Wentz

Board Member Absent: None

Also Present: Margarita Bell, Chief Financial Officer
Brandy Niclai, Chief Investment Officer – APCM

John Ringstad moved, and Bernard Gatewood seconded to approve the minutes from the April 24, 2024, meeting. The PFRB unanimously agreed.

Margarita Bell reviewed the account's performance through June 30, 2024:

- \$ 150,073,380 - Balance including accrued income
- \$ 1,538,071 - Dividends and interest earnings
- \$ 1,321,395 - Realized gain
- \$ 4,668,157 - Unrealized gain
- \$ (50,993) - Management and custodial fees
- \$ 7,476,630 - Earnings, net of expenses

Margarita Bell reported that the annual draw will be made in December 2024 in the amount of \$6,374,346 to the general fund (\$5,666,085) and capital fund (\$708,261). She also reported that the City Council transferred \$500,000 to the permanent fund.

Brandy Niclai reported that the balance of the fund was \$153,538,840 on July 22, 2024.

Brandy Niclai reported that there were no compliance issues.

Brandy Niclai presented an account summary as of June 30, 2024. She stated that the inception annualized account return is 5.66% and that the annualized account return is 6.46%. John Ringstad confirmed that the current portfolio annualized account return is 6.46%.

Brandy Niclai provided a market review. She reported that in the last quarter there have been strong equity returns, economic resilience, and slow monetary policy response. The key developments include positive global growth, expectations of an easier monetary policy, Federal Reserve focus on labor markets, and bonds are positioned for stronger returns versus risk assets. She also reported that near-term market returns will be heavily influenced by the results of the election and future earnings growth expectations due to AI advancements.

Brandy Niclai presented a portfolio review for the second quarter. The portfolio performance was 0.63% with a benchmark of 0.95% due to an overweight to large cap stocks. The selection effect was negative as high-quality equities, Industrial REITs, and energy assets trailed their respective indices. The combined equity allocation returned 0.64% and the combined fixed income allocation returned 0.22% for the quarter. Since inception, the portfolio had contributions of \$111.4 million, withdrawals of \$123.0 million, and earnings of \$161.6 million.

Portfolio Summary							
2nd Quarter		Year to Date		Prior Year		Inception to Date	
Account	Benchmark	Account	Benchmark	Account	Benchmark	Account	Benchmark
0.60%	1.00%	5.30%	5.80%	13.60%	14.60%	5.70%	5.50%
	0.13% ¹		0.25% ²		0.50% ³		
0.60%	1.13%	5.30%	6.05%	13.60%	15.10%	5.70%	5.50%
¹ - 12.5 bps - per quarter rounded ² - 50 bps hurdle -annual (YTD = 12.5 basis pts X # quarters) ³ - 50 bps hurdle codified in March 2009. Inception performance begins January 31, 1998.							

Brandy Niclai responded to the inquiry about achieving the goal of 7.0% without risking the portfolio by presenting a report on Capital Market Assumptions (CMAs). CMAs provide forward-looking investment strategies and modeling expectations for return, risk, and asset classes to design long-term asset allocations that have a high probability of meeting the goals and strategies of the portfolio. She reported that return expectations for the next ten years also include an understanding of the risk expectations for the different asset classes to achieve a required return of 7.0% (2.5% inflation and 4.5% distribution). Based on the current allocation, the portfolio long-term expected return range from 6.5% to 7.2%.

Dave Owen inquired about the bond yield to maturity report. Brandy Niclai referenced the portfolio appraisal. She explained that the maturity and duration of bonds are based on the benchmark and may not be held until maturity.

The next quarterly meeting will be held on October 23, 2024, in the Felix Pedro Conference Room.

The meeting was adjourned at 2:25 p.m.



CALENDAR 2025

2025 CITY COUNCIL MEETINGS and CITY-OBSERVED HOLIDAYS

JANUARY	13 27	JULY	14 28
FEBRUARY	10 24	AUGUST	11 25
MARCH	10 24	SEPTEMBER	08 22
APRIL	14 28	OCTOBER	13 27
MAY	12 <u>19</u>	NOVEMBER	10 24
JUNE	9 23	DECEMBER	<u>01</u> <u>15</u>

NOTE: Underlined dates indicate a deviation from FGC Sec. 2-113(a) due to City-observed holidays, City Council-approved amendments, or AML Conference conflicts.

2025 CITY-OBSERVED HOLIDAYS (City Offices Closed)

New Year's Day	Wednesday	January 1, 2025
Presidents Day	Monday	February 17, 2025
Memorial Day	Monday	May 26, 2025
Independence Day	Friday	July 4, 2025
Labor Day	Monday	September 1, 2025
Veterans Day	Tuesday	November 11, 2025
Thanksgiving Day	Thursday	November 27, 2025
Christmas Day	Thursday	December 25, 2025

Meeting Schedule was approved by the City Council on October __, 2024.