

**ASSEMBLY FINANCE COMMITTEE MEETING AGENDA**

January 6, 2022

Immediately following the Special Assembly Meeting

This meeting will be held at or hosted from the

Mona Lisa Drexler Assembly Chambers

Juanita Helms Administration Center

907 Terminal Street, Fairbanks, AK

This meeting will be conducted in-person and by zoom or zoom-only with consideration given to the Borough Operational Status and if the Juanita Helms Administration Center is otherwise open to the public. Please visit <https://www.fnsb.gov/415/Stay-Connected-with-the-Assembly> or contact the Borough Clerk's Office (907) 459-1401. Masks are requested to be worn in the Assembly Chambers.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. MEMORANDA/REPORTS/PRESENTATIONS**

NONE

**4. CONTRACTS/BID AWARDS**

**5. ADVANCED ORDINANCES AND RESOLUTIONS**

5.a. ORDINANCE NO. 2021-41

An [Ordinance](#) Amending FNSBC 7.08.010 Regarding Minimum Grant Standards And Requirements For Cost Principles. (Sponsor: Mayor Ward)

Documents:

[2021-41 Backup Information.pdf](#)

5.b. ORDINANCE NO. 2021-20-1L

An [Ordinance](#) Amending The FY 2021-22 Budget By Appropriating \$360,000 From The Solid Waste Disposal Enterprise Operating Fund Unrestricted Net Position To The Department Of Public Works For Additional Cover Material. (Sponsor: Mayor Ward)

Documents:

[2021-20-1L Backup Information.pdf](#)

5.c. ORDINANCE NO. 2021-20-1M

An [Ordinance](#) Amending The FY 2021-22 Budget By Appropriating \$63,524 In Federal Grant Funding To The Special Revenue Fund For The Bridging The Gap In Computer/Internet Resources Project. (Sponsor: Mayor Ward)

Documents:

[2021-20-1M Backup Information.pdf](#)

**6. OTHER COMMITTEE BUSINESS/DISCUSSION ITEMS**

6.a. Monthly Budget and Fund Balance Reports.

**7. MAYOR/ASSEMBLY COMMENTS**

**8. ADJOURNMENT**

**9. AUDIO FILES - FINANCE COMMITTEE**

[01-06-2022 Audio Track 1 \(MP3\)](#)

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE DELETION OF ITEMS OR EXECUTIVE SESSIONS, IF NEEDED.




# Fairbanks North Star Borough

MAYOR'S OFFICE

mayor@fnsb.gov  
Main: (907) 459-1300  
Fax: (907) 459-1102

## MEMORANDUM

TO: Fairbanks North Star Borough Assembly

From: Bryce Ward, Mayor 

Date: December 9, 2021

Subject: Ordinance No. 2021 - 41  
Amending FNSBC 7.08.010 - Minimum Grant Standards and Requirements

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Attached for your consideration is an ordinance that would amend FNSBC 7.08.010 regarding cost requirements for Borough grants to others. As you are aware, the Assembly passed Ordinance No. 2021-25 in July 2021, which temporarily waived FNSB Code requirements regarding direct and indirect cost principles for the Borough's grants to Fairbanks Economic Development Corporation for the FY21 Budget (half-year) and FY22 Budget and Explore Fairbanks for the FY22 Budget.

This ordinance, if adopted by the Assembly, would codify the provisions of Ordinance No. 2021-25.

Attachments: Ordinance

/jw

By: Bryce J. Ward, Mayor  
Introduced: 12/9/2021

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2021 – 41

AN ORDINANCE AMENDING FNSBC 7.08.010 REGARDING MINIMUM GRANT  
STANDARDS AND REQUIREMENTS FOR COST PRINCIPLES

WHEREAS, The Fairbanks North Star Borough Code of Ordinances (FNSBC) provides specific grant standards and requirements for all Fairbanks North Star Borough (Borough) grant agreements; and

WHEREAS, FNSBC 7.08.010(A)(3)(a) requires recipients of Borough grants to comply with the U.S. Office of Management and Budget's (OMB) rules and requirements for cost principles in the Code of Federal Regulations (CFR), specifically 2 CFR 200.400 through 200.475; and

WHEREAS, Grantees must comply with OMB's Direct and Indirect Cost regulations to treat each item of cost consistently in like circumstances to avoid double-charging; and

WHEREAS, The Borough desires to not require cost classification or allocation for Borough-funded grants and instead desires to rely on reimbursable expenses regardless of their direct or indirect nature; and

WHEREAS, The Borough is focused on task-based grant agreements; and

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
Text to be *added* is underlined  
Text to be *deleted* is [BRACKETED, CAPITALIZED]

30 WHEREAS, The Borough Assembly approved Ordinance No. 2021-25 which  
31 waived these same requirements for Fairbanks Economic Development Corporation for  
32 FY 2020-21 (half-year) and FY 2021-22 and for Explore Fairbanks for FY 2021-22; and  
33

34 WHEREAS, Changes to the Borough’s cost regulations would not reduce the  
35 Borough’s reporting requirements or impact other portions of the Borough’s reporting  
36 requirements such as unallowed expenses.  
37

38 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks  
39 North Star Borough:  
40

41 Section 1. This ordinance is of a general and permanent nature and shall  
42 be codified.  
43

44 Section 2. FNSBC 7.08.010(A)(3)(a), Minimum grant standards and  
45 requirements, is amended as follows:

46 3. Use of Grant Funds. Grant funds may not be used for expenses or  
47 obligations incurred outside the effective dates of the grant award.

48 a. Recipients of borough grants shall comply with the U.S.[  
49 GOVERNMENT’S] Office of Management and Budget (OMB) rules and regulations,  
50 specifically 2 CFR 200.400 through 200.410 and 200.416 through 200.475 (Subpart  
51 E – Cost Principles).  
52

53 Section 3. Effective Date. This ordinance is effective at 5:00 p.m. on the  
54 first Borough business day following its adoption.  
55

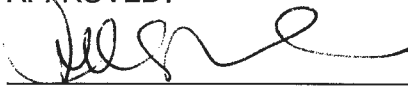
AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
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ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022.

\_\_\_\_\_  
Mindy O'Neall  
Presiding Officer

ATTEST:

APPROVED:  
  
\_\_\_\_\_

\_\_\_\_\_  
April Trickey, CMC  
Borough Clerk

Jill S. Dolan  
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
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# Fairbanks North Star Borough

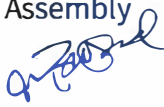
DEPARTMENT OF PUBLIC WORKS  
ADMINISTRATION

david.bredlie@fnsb.gov

Main: (907) 459-1340

Fax: (907) 205-5193

## MEMORANDUM

TO: Fairbanks North Star Borough Assembly  
THRU: Bryce J. Ward, Borough Mayor   
FROM: David Bredlie, Public Works Director  
DATE: December 9, 2021  
SUBJECT: Ordinance No. 2021 - 20 - 1L  
FY22 Additional Solid Waste Cover Material Funding

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Attached for your approval is a proposed budget ordinance. This ordinance amends the FY 2021-22 budget by appropriating \$360,000 from the Solid Waste Disposal Enterprise operating fund unrestricted net position to the Solid Waste Disposal Enterprise operating fund budgetary guideline "Department of Public Works" for additional FY22 funding for cover material.

I urge the adoption of this ordinance.

Attachment



1 By: Bryce J. Ward, Mayor  
2 Introduced: 12/9/2021  
3

4 FAIRBANKS NORTH STAR BOROUGH

5  
6 ORDINANCE NO. 2021 – 20 – 1L  
7

8 AN ORDINANCE AMENDING THE FY 2021-22 BUDGET BY APPROPRIATING \$360,000  
9 FROM THE SOLID WASTE DISPOSAL ENTERPRISE OPERATING FUND  
10 UNRESTRICTED NET POSITION TO THE DEPARTMENT OF PUBLIC WORKS FOR  
11 ADDITIONAL COVER MATERIAL  
12

13 WHEREAS, The Fairbanks North Star Borough (Borough) Solid Waste  
14 Facility operates under an Alaska Department of Environmental Conservation operating  
15 permit that governs solid waste operations; and  
16

17 WHEREAS, The operating permit primarily requires nightly cover of the  
18 processed waste with gravel which reduces or eliminates health and safety risks of odors,  
19 vectors, and other health hazards; and  
20

21 WHEREAS, The FY 2021-22 budget for the Department of Public Works,  
22 Division of Solid Waste Disposal, included \$594,000 for the purchase and hauling of  
23 gravel; and  
24

25 WHEREAS, The contractor that provided gravel for the last four years  
26 notified the Borough they were no longer able to provide gravel after October 29, 2021;  
27 and  
28

29 WHEREAS, A new contract needs to be procured and higher per cubic yard  
30 cost is anticipated since four years has elapsed since this contract was last bid  
31 competitively; and

*AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT*  
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WHEREAS, Although the Solid Waste Disposal Enterprise Operating Fund has a negative net position, the net position includes the long-term closure and postclosure care liability required to be recorded by generally accepted accounting principles. For budgeting purposes, the Borough analyzes rolling 20-year cash flow requirements to determine the availability of funds for solid waste projects rather than using net position for that determination.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Solid Waste Disposal Enterprise Operating Fund Appropriation. Notwithstanding the Reserve Policies section IV.B. of the Borough’s fiscal policies as stated in Ordinance No. 2021-20, Attachment B, the FY 2021-22 budget is hereby amended by appropriating \$360,000 to the Solid Waste Disposal Enterprise Operating Fund budgetary guideline entitled “Department of Public Works” and by increasing Contribution from Unrestricted Net Position by a like amount.

Section 3. Effective Date. This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.

ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

\_\_\_\_\_  
Mindy O’Neill  
Presiding Officer

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
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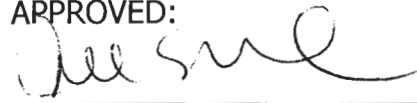
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ATTEST:

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April Trickey, CMC  
Borough Clerk

APPROVED:



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Jill S. Dolan  
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
Text to be *added* is underlined  
Text to be *deleted* is [BRACKETED, CAPITALIZED]

FAIRBANKS NORTH STAR BOROUGH  
FISCAL NOTE

I. Request

Ordinance No: 2021-20-1L Date Introduced: December 9, 2021

Abbreviated Title: Appropriate \$360,000 from the Solid Waste Disposal Operating Fund Unrestricted Net Position to the Department of Public Works for Additional Cover Material

II. Financial Detail

Department/Division Affected: Public Works / Solid Waste Disposal

Solid Waste Disposal  
Enterprise Operating  
Fund

EXPENDITURE

	FY 21/22	FY 21/22	
Contractual Services	360,000		
Capital Outlay			
Awaiting Budget			
<b>Total</b>	<b>360,000</b>		

SOURCE OF FUNDING

Contribution from Fund Balance			
Contribution from Unrestricted Net Position	360,000		
<b>Total</b>	<b>360,000</b>		

Specify Funding Sources: Solid Waste Disposal Operating Fund unrestricted net position

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

Ord. No. 2021-20	594,000		
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III. Project Purpose:

To provide additional funding for cover material

IV. Analysis of Future Liabilities and Funding Sources:

None

V. Fund Certification: I certify that funding sources are available as detailed in II above.

*Debra L. R. Brady*  
Debra L. R. Brady  
Chief Financial Officer

11/16/2021  
Date

<i>mk</i>	FA	GLA	<i>BO</i>
<i>KT</i>	GA	CA	<i>BO</i>
	SpA	C	<i>B</i>
<i>DM</i>	TBM	SA	

**Fairbanks North Star Borough Fiscal  
Impact Statement (FIS) (FNSBC 3.20.010 C.)**

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Bob Jordan Department: PW - Solid Waste  
 To Be Introduced/Sponsored By: Bryce Ward  
 Abbreviated Ordinance Title: Additional Cover Material Funding  
 Department(s)/Division(s) Affected: PW - Solid Waste  
 Proposed Introduction Date: December 9, 2021 Ordinance No.: 2021-20-1L

**Does this ordinance authorize:**

- 1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? Yes \_\_\_ No  \*
- 2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes \_\_\_ No  \*

Required Information/Estimates	FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE				
	Remainder of Current FY	1st Full FY of Operations	2nd Full FY of Operations	3rd Full FY of Operations	4th Full FY of Operations
	FY 2021 / 22	FY 20 /	FY 20 /	FY 20 /	FY 20 /
1. Timeline inclusive of all phases	n/a				
2. Number and type of new positions which may be required	none				
3. Cost of operations and maintenance	\$0.00				
4. Future costs to complete capital assets	\$0.00				
5. Estimated revenue impact	\$0.00				
6. Estimated non-Borough funds that may be received:					
a. to fund the ordinance					
b. to fund future phases					
c. to fund future operations and maintenance costs					
7. Anticipated annual tax subsidy					

Is backup attached? Yes  No

Contact Person's Name, for FIS questions: Bob Jordan Extension: 1365  
 Director(s) Signature(s): [Signature] Date: 10/25/21  
 Mayor's Office or Assembly Member Signature: [Signature] Date: 10/27/21  
 Chief Financial Officer Signature: [Signature] Date: 11/16/21




# Fairbanks North Star Borough

Department of Library Services

Main: (907) 459-1022

## MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Mayor Bryce Ward 

FROM: Melissa Harter, Library Director

DATE: December 9, 2021

SUBJECT: Ordinance No. 2021 - 20 - 1M  
Appropriating \$63,524 for the Institute of Museum and Library Services  
CARES Act Grant for Bridging the Gap in Computer and Internet  
Resources Project

Due to the rural residential nature of the Fairbanks North Star Borough (Borough), along with the economic challenges exacerbated by the ongoing pandemic, many of our residents do not have adequate computer and internet access. This lack of access presents a huge hurdle to our citizens efforts to find employment, further their education, and connect with local, state, and federal resources. The computer and internet resources at the Borough library's physical locations are able to address some of that need, but many of our residents are unable to make it to our buildings as frequently as their needs require.

This ordinance appropriates the grant award from the Institute of Museum and Library Services (IMLS) CARES grant to assist in bridging the gap in computer and internet access in our community. The grant provides funding for the Department of Library Services to procure laptops, software, and internet mobile hotspots that can be checked out. The laptops will be usable online or off, and will come pre-loaded with productivity, resume-building, and educational software, along with instructional materials developed by library staff. Laptops will also have safety and security software installed to ensure that patron data is protected and that the assets are recoverable in case of loss. The hotspots will similarly be metered and can be controlled remotely to prevent overuse of data. The grant allows for the purchase of carts to manage, charge, and store laptops between uses, and cases to ensure equipment safety during transport.

Time is of the essence to adopt this ordinance as it will take time to purchase the items needed to provide the service.

I urge its adoption.

Attachment



1 By: Bryce Ward, Mayor  
2 Introduced: 12/9/2021  
3

4 FAIRBANKS NORTH STAR BOROUGH

5  
6 ORDINANCE NO. 2021 - 20 - 1M  
7

8 AN ORDINANCE AMENDING THE FY 2021-22 BUDGET BY APPROPRIATING \$63,524 IN  
9 FEDERAL GRANT FUNDING TO THE SPECIAL REVENUE FUND FOR THE BRIDGING THE  
10 GAP IN COMPUTER/INTERNET RESOURCES PROJECT  
11

12 WHEREAS, The Coronavirus Aid, Relief, and Economic Security (CARES) Act  
13 (P.L. 116-136) was signed into law by the President on March 27, 2020; and  
14

15 WEREAS, The Institute of Museum and Library Services (IMLS) received a  
16 total of \$13,800,000 from the CARES Act "to prevent, prepare for, and respond to  
17 coronavirus to expand digital network access, purchase internet accessible devices, and  
18 provide support services;" and  
19

20 WHEREAS, IMLS has awarded the Fairbanks North Star Borough (Borough)  
21 Public Libraries \$63,524 to bridge the gap in computer and internet resources; and  
22

23 WHEREAS, The IMLS CARES Grant was made available to expand access to  
24 underserved communities facing economic hardship and lack of computer and internet  
25 access due to the ongoing pandemic; and  
26

27 WHEREAS, The Borough Department of Library Services provides  
28 computers and internet access for use by its patrons; and  
29

*AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT*  
Text to be *added* is underlined  
Text to be *deleted* is [BRACKETED, CAPITALIZED]

30 WHEREAS, Due to the rural residential nature of the Borough, and the  
31 difficulties of the current economic environment, there are many Borough citizens who  
32 do not have adequate access to the internet or computers; and

33  
34 WHEREAS, The computers, software, and mobile hotspots afforded by this  
35 grant will provide citizens online and offline resources to assist in their job-seeking,  
36 literacy attainment, and educational needs and allow them to conduct their online  
37 business.

38  
39 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks  
40 North Star Borough:

41  
42 Section 1. Classification. This ordinance is not of a general and  
43 permanent nature and shall not be codified.

44  
45 Section 2. Acceptance of Federal Grant Funding. The Borough formally  
46 accepts the award of \$63,524 in federal grant funding from the Institute of Museums and  
47 Library Services to assist in bridging the gap in computer and internet resources.

48  
49 Section 3. Special Revenue Fund Appropriation. The FY 2021-22 budget  
50 is hereby amended by appropriating \$63,524 to the Special Revenue Fund budgetary  
51 guideline entitled "Bridging the Gap in Computer/Internet Resources" and by increasing  
52 estimated revenue from federal grants by a like amount.

53  
54 Section 4. Eligible Expenditure Period. IMLS grant expenditures incurred  
55 within the effective dates of the signed federal grant agreement between IMLS and the  
56 Borough are eligible for reimbursement.

57

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
Text to be *added* is underlined  
Text to be *deleted* is [BRACKETED, CAPITALIZED]

58 Section 5. Effective Date. This ordinance is effective at 5:00 p.m. on the  
59 first Borough business day following its adoption.

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61 ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022.

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ATTEST:

\_\_\_\_\_  
April Trickey, CMC  
Borough Clerk

\_\_\_\_\_  
Mindy O'Neall  
Presiding Officer

APPROVED:



\_\_\_\_\_  
Jill S. Dolan  
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT  
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FAIRBANKS NORTH STAR BOROUGH  
FISCAL NOTE

I. Request

Ordinance No: 2021-20-1M Date Introduced: 12/09/2021

Abbreviated Title: Appropriate \$63,524 in Federal Grant Funding for Bridging the Gap in Computer/Internet Resources Project

II. Financial Detail

Department/Division Affected: Library Services

EXPENDITURE	Special Revenue	Total	
	Fund	FY 21/22	FY 21/22
	FY 21/22	FY 21/22	FY 21/22
Commodities	19,112		
Contractual Services	14,893		
Capital Outlay	23,744		
Indirect	5,775		
<b>Total</b>	<b>63,524</b>		

SOURCE OF FUNDING

Federal Grant Revenue	63,524		
Contribution from Fund Balance			
Miscellaneous Revenue			
<b>Total</b>	<b>63,524</b>		

Specify Funding Sources: Institute of Museum and Library Services CARES Act Grant

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

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III. Project Purpose:

To bridge the gap of computer and internet resources through library lending

IV. Analysis of Future Liabilities and Funding Sources:

If the grant purchased resources are found to be in high demand, continued lending would incur future costs for software renewal and data plans.

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady  
Debra L. R. Brady  
Chief Financial Officer

11/16/2021  
Date

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SA	GA	CA	SA
SpA	C		
TBM	SA		

**Fairbanks North Star Borough Fiscal  
Impact Statement (FIS) (FNSBC 3.20.010 C.)**

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Renee Van Nort Department: Library Services  
 To Be Introduced/Sponsored By: Mayor Bryce Ward  
 Abbreviated Ordinance Title: IMLS Grant Bridging the Gap in Computer/Internet Resources  
 Department(s)/Division(s) Affected: Library Services  
 Proposed Introduction Date: December 9, 2021 Ordinance No.: 2021-20-1M

**Does this ordinance authorize:**

- 1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? Yes  No  \*
- 2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes  No  \*

Required Information/Estimates	FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE				
	Remainder of Current FY	1st Full FY of Operations	2nd Full FY of Operations	3rd Full FY of Operations	4th Full FY of Operations
	FY 2021 / 22	FY 2022 / 23	FY 2023 / 24	FY 20 / /	FY 20 / /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required			na		
3. Cost of operations and maintenance			\$9,350.00		
4. Future costs to complete capital assets			\$0.00		
5. Estimated revenue impact			\$9,350.00		
6. Estimated non-Borough funds that may be received:					
a. to fund the ordinance			\$0.00		
b. to fund future phases			\$0.00		
c. to fund future operations and maintenance costs			\$0.00		
7. Anticipated annual tax subsidy			\$ 9,350.00		

Is backup attached? Yes  No

Contact Person's Name, for FIS questions: Renee Van Nort Extension: 1025

Director(s) Signature(s): Melina Hunt Date: 10-28-21

Mayor's Office or Assembly Member Signature: Lanceo Will Date: 11/2/21

Chief Financial Officer Signature: Debra L R Brady Date: 11/16/21