

ASSEMBLY FINANCE COMMITTEE MEETING AGENDA

September 2, 2021 at 5:30 p.m.

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.

1. CALL TO ORDER

2. ROLL CALL

3. MEMORANDA/REPORTS/PRESENTATIONS

NONE

4. CONTRACTS/BID AWARDS

NONE

5. ADVANCED ORDINANCES AND RESOLUTIONS

5.a. ORDINANCE NO. 2021-20-1C

An Ordinance Amending The FY 2021-22 Budget By Reappropriating \$350,000 From The Department Of Public Works In The General Fund To The Capital Projects Fund For The Carlson Center Access Control And Security Project. (Sponsor: Mayor Ward)

Documents:

[2021-20-1C 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

[09-02-2021 Audio Track 1 \(MP3\)](#)

10. ACTION MEMO - FINANCE COMMITTEE

Documents:

[09_02_2021_FIN_Action_Memo.pdf](#)

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

DEPARTMENT OF PUBLIC WORKS


Administration Division

fnsbpublicworks@fnsb.us

Main: (907) 459-1340

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THRU: Bryce Ward, Borough Mayor 

FROM: David Bredlie, Director
Department of Public Works

DATE: August 26, 2021

SUBJECT: Ordinance No. 2021 - 20 -

AN ORDINANCE AMENDING THE FY 2021-22 BUDGET BY REAPPROPRIATING \$350,000 FROM THE DEPARTMENT OF PUBLIC WORKS IN THE GENERAL FUND TO THE CAPITAL PROJECTS FUND FOR THE CARLSON CENTER ACCESS CONTROL AND SECURITY PROJECT

Attached for your approval is a proposed budget ordinance. This ordinance amends the FY 2021-22 budget by reappropriating \$350,000 from the Public Works/Facilities Maintenance division operating budget to the Carlson Center Access Control and Security Project.

This project will plan for and install approximately 24 security cameras and approximately 7 door access control devices (card readers) at the Carlson Center. The Carlson Center currently does not have any security cameras or card readers. The use of card readers enables the Borough to have much more control over access to the facility. It reduces or eliminates the need to issue facility keys to user groups and contractors which improves long-term security. Security cameras will deter vandalism and other security issues and will be a recovery tool for police and insurance investigations. This project may also hire a consultant to evaluate the placement of the security cameras.

The Facilities Maintenance division has the budget available, which can be reappropriated to fund this capital project.

I urge its adoption.



By: Bryce J. Ward, Mayor
Introduced: 08/26/2021

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2021 - 20 - 1C

AN ORDINANCE AMENDING THE FY 2021-22 BUDGET BY REAPPROPRIATING \$350,000 FROM THE DEPARTMENT OF PUBLIC WORKS IN THE GENERAL FUND TO THE CAPITAL PROJECTS FUND FOR THE CARLSON CENTER ACCESS CONTROL AND SECURITY PROJECT

WHEREAS, The Carlson Center is a hub for multiple large events and user groups who need access to a secure facility for storage and activities; and

WHEREAS, The Carlson Center currently does not have electronic door access control devices or security cameras; and

WHEREAS, Electronic door access control devices provide increased ability to monitor and control access into the building while limiting the number of physical door keys in circulation; and

WHEREAS, Security cameras are needed to deter vandalism and other security issues and to be a recovery tool for police and insurance investigations; and

WHEREAS, This funding would allow for the planning and installation of approximately 24 security cameras and approximately seven electronic door access control devices; and

WHEREAS, The Public Works department, Facilities Maintenance division's FY 2021-22 operating budget has a contractual services line item for contract improvements and maintenance for small dollar projects at Borough facilities. The cost

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

33 of this project exceeds the small-dollar threshold, so the available funds need to be
34 reapportioned into a capital projects fund.

35

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

38

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

41

42 Section 2. General Fund Reappropriation. The FY 2021-22 budget is
43 hereby amended by reappropriating \$350,000 from the General Fund budgetary guideline
44 entitled "Department of Public Works" to the budgetary guideline entitled "Contribution
45 to Capital Projects Fund."

46

47 Section 3. Capital Projects Fund Appropriation. The FY 2021-22 budget
48 is hereby amended by appropriating \$350,000 to the Capital Projects Fund budgetary
49 guideline entitled "Carlson Center Access Control and Security Project" and by increasing
50 Contribution from General Fund by a like amount.

51

52 Section 4. Lapse of Funds. Upon completion or abandonment of the
53 project, any unexpended, unencumbered funds will lapse to the FY 2021-22 General Fund
54 "Department of Public Works" appropriation. After June 30, 2022, any lapse will be to
55 the General Fund fund balance.

56

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

59

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

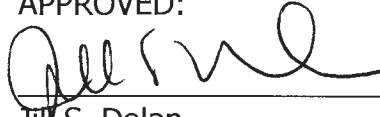
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ADOPTED THE _____ DAY OF _____ 2021.

Mindy O'Neall
Presiding Officer

ATTEST:

APPROVED:



April Trickey, CMC
Borough Clerk

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: 2021-20-1C Date Introduced: August 26, 2021

Abbreviated Title: Reappropriating \$350,000 from the Department of Public Works in the General Fund to the Capital Projects Fund for the Carlson Center Access Control and Security Project

II. Financial Detail

Department/Division Affected: Public Works/Facilities Maintenance

EXPENDITURE	General Fund	Capital Projects Fund	Total
	FY 21/22	FY 21/22	FY 21/22
Contractual Services	(350,000)		
Awaiting Budget		350,000	
Contribution to Capital Projects Fund	350,000		
Total	-0-	350,000	

SOURCE OF FUNDING

Contribution from General Fund		350,000	
Contribution from Fund Balance			
State Grants			
Total		350,000	

Specify Funding Sources: General Fund – Department of Public Works/Division of Facilities Maintenance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

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III. Project Purpose:

To fund the planning and installation of security cameras and electronic door access control devices at the Carlson Center

IV. Analysis of Future Liabilities and Funding Sources:

Ongoing maintenance

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

8/2/21
Date

KK	FA	SrGLA	<i>[Signature]</i>
	GA	CA	<i>[Signature]</i>
	SpA	C	<i>[Signature]</i>
<i>[Signature]</i>	TBM	SA	<i>[Signature]</i>

**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: David Bredlie **Department:** Public Works
To Be Introduced/Sponsored By: Mayor Ward
Abbreviated Ordinance Title: Carlson Center Access Control and Security
Department(s)/Division(s) Affected: Public Works/Facilities Maint.

Proposed Introduction Date: August 26, 2021 **Ordinance No.:** 2020-21 -1C

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 * *slab*

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 20__ / .	FY 20 ²² / 23	FY 20 ²³ / 24	FY 20 ²⁴ / 25	FY 20 ²⁵ / 26
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance <i>slab</i>					
4. Future costs to complete capital assets					
5. Estimated revenue impact					
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: David Bredlie **Extension:** x1360

Director(s) Signature(s): *[Signature]* **Date:** 7/23/21

Mayor's Office or Assembly Member Signature: *[Signature]* **Date:** 7/23/21

Chief Financial Officer Signature: *[Signature]* **Date:** 8/2/21



Fairbanks North Star Borough

DEPARTMENT OF THE ASSEMBLY
Assembly

assembly@fnsb.gov
Main: (907) 459-1401
Fax: (907) 459-1224

MEMORANDUM

TO: Fairbanks North Star Borough Assembly
April Trickey, CMC, Borough Clerk

THROUGH: Leah Berman Williams, Chair, Finance Committee

FROM: Adena Benn, CMC, Deputy Clerk

DATE: September 7, 2021

SUBJECT: ACTION OF THE SEPTEMBER 2, 2021 FINANCE COMMITTEE MEETING

Convened at 5:31 p.m./Adjourned at 5:52 p.m.

Members Present

Matt Cooper
Jimi Cash
Frank Tomaszewski

Aaron Lojewski
Tammie Wilson
Marna Sanford

Liz Lyke
Mindy O'Neall
Leah Berman Williams

Members Excused

None

MEMORANDA/REPORTS/PRESENTATIONS

NONE

CONTRACTS/BID AWARDS

NONE

ADVANCED ORDINANCES AND RESOLUTIONS

ORDINANCE NO. 2021-20-1C

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-Item for discussion only / Donnie Hayes, Parks & Recreation Director, provided a staff report



OTHER COMMITTEE BUSINESS/DISCUSSION ITEMS

Monthly Budget and Fund Balance Reports

-None

MAYOR/ASSEMBLY COMMENTS

Mayor Ward commented the first half of property taxes were due yesterday and the tax foreclosure sale is complete.