

**PARKS AND RECREATION COMMISSION MEETING AGENDA**

July 19, 2021 at 5:00 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/426/Parks-Recreation-Commission> or contact the Borough Clerk's Office (907) 459-1401.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MESSAGES**

- C.1. Opening
- C.2. Chair's Comments
- C.3. Introduction to Staff
- C.4. Communications to the Parks and Recreation Commission
- C.5. Citizens' Comments - limited to three (3) minutes
  - C.5.a. Agenda items not scheduled for public hearing
  - C.5.b. Items other than those appearing on the agenda
- C.6. Disclosure and Statement of Conflict of Interest

**D. APPROVAL OF AGENDA AND CONSENT AGENDA**

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

**E. MINUTES**

**E.1. \*Minutes from May 5, 2021**

Documents:

[05\\_05\\_2021\\_PARC\\_Min.pdf](#)

**F. NEW BUSINESS**

**F.1. Discussion and possible action on Letter of Support and recommendation to the FNSB Assembly regarding combining two FNSB Commissions; the Parks and Recreation Commission and the Carlson Center Advisory Commission**

Documents:

[FNSBC\\_Chapter 4.60 and 4.76.pdf](#)

**F.2. Consideration of a request to recommend to the Mayor to allow open serve of beer and wine at the Fairbanks Soccer Club home games at the fields located at 1901 Wilbur Street, Fairbanks.**

Documents:

[Request to Appear on the Agenda.pdf](#)

**F.3. Review and approval of an updated non-alcohol FNSB parks list.**

Documents:

[FNSB Non-alcohol List.pdf](#)

**G. EXCUSE FUTURE ABSENCES**

**H. COMMISSIONER'S COMMENTS/COMMUNICATIONS**

**I. ADJOURNMENT**

FAIRBANKS NORTH STAR BOROUGH PARKS AND RECREATION COMMISSION

**MINUTES**  
**May 5, 2021**

A regular meeting of the Fairbanks North Star Borough Parks and Recreation Commission was held in-person and by Zoom from the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 5:04 p.m. by Mark Oldmixon, Chair.

**A. ROLL CALL**

MEMBERS PRESENT:        Andrew Culley        Benjamin Roth  
                                      Linda Unsicker        Mark Oldmixon  
                                      Judith Shiffler        Jason Witt  
                                      James Lounsbury

MEMBERS ABSENT:

OTHERS PRESENT: Mike Bork, Parks and Recreation Director  
                                      Sharon Wittenkeller, Recording Clerk

**B. MESSAGES**

1. Communications to the Parks and Recreation Commission – None.
2. Citizen’s Comments – limited to three (3) minutes – None.
3. Disclosure & Statement of Conflict of Interest – None.

**C. APPROVAL OF AGENDA AND CONSENT AGENDA**

Motion to approve the agenda and consent agenda made by Commissioner Unsicker and seconded by Witt. Carried without objection or roll call vote.

**D. MINUTES**

Minutes from March 15, 2021 were approved.

**E. UNFINISHED BUSINESS**

## 1. Carlson Center Plan

Mr. Bork gave an update on the Carlson Center plan explaining that the FNSB Finance Committee met for several weekends in April and approved the budget and the Carlson Center plan as presented with a 5/4 vote. The next course of action will take place on May 6, 2021 at the Assembly meeting which will allow public testimony on the proposed budget.

Commissioners and staff questioned and discussed the following items:

- Reasons for opposition of the Carlson Center Plan.
  - Increase in the budget and staffing.
- Bid process for the Carlson Center to be privately run.
- Costs and tracking costs for running the Carlson Center.
- Level of interest from vendors, caterers and suppliers for the current Carlson Center plan.
- Consolidation of the Carlson Center Advisory Commission.
- Status of the Carlson Center Advisory Commission
- Combining the Parks and Recreation Commission with the Carlson Center Advisory Commission.
- Far North Athletic Complex Plan.
- Letter of support for combining the Parks and Recreation Commission with the Carlson Center Advisory Commission.
- Proposed scheduled use of activities in the Carlson Center – ice time/soccer time.
- ASM contract expiration and FNSB management of the Carlson Center.
- RFP steps and length of process.
- RFP opportunity option for private management of the Carlson Center.
- Covid clinic in the Carlson Center.

## **F. NEW BUSINESS**

1. Staff Reports -
  - a. Monthly Operations Report
  - b. Additional Comments from Director

Mr. Bork reported that the Assembly approved the overall budget for the Carlson Center and approved a .3 FTE authorization to Park Maintenance at North Pole. There is a .7 FTE seasonal caretaker that works out of Chena Lakes and various parks. Parks and Recreation is taking on responsibilities of the high school outdoor ice rink and they needed additional staff support. They bumped the .7 position to a 1.0 to allow for them to continue work throughout the year instead of being laid off in the fall in order to provide backup for the ice rink. At the Assembly budget hearing, Assemblymember Wilson brought up incorporating day use fees at Chena Lakes as either a day use fee or parking fee for use or rec areas to include Chena

Lakes, Tanana Lakes, and the Birch Hill Recreation area. It was discussed that fees collected could go towards maintenance of the parks and be set up as a revolving fund. There were still many details to work out and there is a possible motion to take effect in January 2022. The proposal will also be introduced to the Parks and Recreation Commission.

Mr. Bork continued his report noting they are in summer operation which included: gravel removal and cleaned up, minor flooding in drainage areas, onboarding staff, and that there is a critical staffing shortage. There are 16 positions open, only 7-8 have been filled. They are participating in the tourism job fair at Pioneer Park the following Friday. There could be a delay in flower planting or parks opening due to staff shortages. Pioneer Park will feature a mini golf 18-hole course this summer and will be opening Memorial Day weekend. The train will be shut down this summer for maintenance. The Fairbanks Disc Golf Association is in development of creating a course at Tanana Lakes designed to be a flat, year-round course, and baskets will remain in place throughout the winter. The goal is to have the course finished by the end of the summer.

Commissioners and staff question and discussed the following:

- The reason for the low number of job applicants.
- Far North Athletic Complex bid process and update
- Funding and match funding Far North Athletic Complex
- Vendors at Pioneer Park and cabin use for 2021.
- Newby Park management and turf funding.
- Community efforts in using, leasing or fundraising to use borough property.
- Exclusive use and non-exclusive land use of borough property.

#### **G. EXCUSE FUTURE ABSENCES**

The Commission discussed future meeting dates in June and there were not noted future absences due to lack of a next scheduled meeting.

#### **H. COMMISSIONER'S COMMENTS/COMMUNICATIONS**

Chair Oldmixon commented on commission vacancies and drafting a letter of support for combining the Parks and Recreation Commission and the Carlson Center Advisory Commission. He discussed his priority for diversity of commissioners serving on the commissions and inquired on the option of revisiting the smoking and vaping park restriction issue.

Commissioner Shiffler inquired if all in-person meetings will be held at the Assembly Chambers instead of the Big Dipper. She expressed concerns for the issues of establishing a quorum for commission meetings. She also noted

her background for serving on the commission and that she was involved in initiating the first elementary running club at University Park Elementary and organizing the races at Birch Hill Rec for elementary students.

Commissioner Unsicker gave her support for addressing the smoking and vaping park restrictions and the letter of support for combining the Parks and Recreation Commission and the Carlson Center Advisory Commission.

Commissioner Witt offered his support for the recruitment and diversity of commission members.

Commissioner Roth echoed Commissioner Witt's comments.

**I. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:34 p.m.

## Chapter 4.60

### JOHN A. CARLSON COMMUNITY ACTIVITY CENTER ADVISORY BOARD

Sections:

- 4.60.010**    **Established.**
- 4.60.020**    **Terms of office.**
- 4.60.030**    **Qualifications.**
- 4.60.040**    **Purpose.**
- 4.60.050**    **Responsibilities.**
- 4.60.060**    **Compensation.**
- 4.60.070**    **Organization.**

#### **4.60.010**    **Established.**

There is established the John A. Carlson Community Activity Center (referred to herein as the “Carlson Center”) advisory board within the office of the mayor. The board shall consist of seven members who shall be appointed by the mayor and confirmed by the assembly. (Ord. 2017-50 § 6, 2017; Ord. 89-111 § 4, 1990. 2004 Code § 2.65.010.)

#### **4.60.020**    **Terms of office.**

Appointed members of the commission shall serve a term of three years. Initial appointments shall be two members for one year, two members for two years, and three members for three years. (Ord. 89-111 § 4, 1990. 2004 Code § 2.65.020.)

#### **4.60.030**    **Qualifications.**

Members of the board shall be adult residents of the borough. The board shall contain members who are knowledgeable about, have a demonstrated interest in, and will represent the following groups within the community:

- A. One member who represents the business community in the Fairbanks area;
- B. One member who represents the tourism, visitor, convention industry in the Fairbanks area;
- C. One member who represents the University of Alaska;
- D. One member who represents the amateur athletic community;

- E. One member of the Pioneers of Alaska;
- F. Two members appointed from the community at large. (Ord. 89-111 § 4, 1990. 2004 Code § 2.65.030.)

#### **4.60.040 Purpose.**

- A. The purpose of the advisory board is to review and monitor the operation of the Carlson Center and make recommendations to the mayor and the assembly concerning the mission and goals of the center and the various policies for implementation of these goals. The board shall also serve as a focal point for public comment and involvement concerning the operation of this publicly owned facility.
- B. The members of the board shall have as their foremost concern the promotion of responsible fiscal management of the Carlson Center. (Ord. 2017-50 § 7, 2017; Ord. 89-111 § 4, 1990. 2004 Code § 2.65.040.)

#### **4.60.050 Responsibilities.**

The advisory board shall:

- A. Investigate any substantial complaints about or irregularities in the operation of the Carlson Center;
- B. Review on a quarterly basis the financial statements of the center;
- C. Review on a quarterly basis the events which have taken place during the past quarter along with the financial information associated therewith;
- D. Review on a quarterly basis the events scheduled to be held in the center during the next quarter;
- E. Review on an annual basis the mission statement for the Carlson Center, the marketing plan, booking policy, and fee schedules;
- F. Review the proposed annual operating and capital budget requests for the Carlson Center;
- G. Forward comments and recommendations concerning these items to the mayor and borough assembly. (Ord. 2017-50 § 8, 2017; Ord. 89-111 § 4, 1990. 2004 Code § 2.65.050.)

#### **4.60.060 Compensation.**

Members shall serve without pay except that they may be compensated for ordinary and necessary expenses reasonably incurred in performance of their duties as members, subject to budget and appropriation. (Ord. 89-111 § 4, 1990. 2004 Code § 2.65.060.)



## **4.60.070 Organization.**

The members of the advisory board shall elect one of their number annually to serve as chairperson of the board, and shall hold at least one regular meeting quarterly, and such additional meetings as is deemed necessary. Robert's Rules of Order, Revised, shall govern the conduct of the advisory board meetings unless it adopts its own rules. Offices other than chairperson may be elected by the advisory board as it deems necessary to conduct its affairs in an orderly manner. (Ord. 2019-09 § 2, 2019; amended during 1993 republication; Ord. 89-111 § 4, 1990. 2004 Code § 2.65.070.)

## **Chapter 4.76**

### **PARKS AND RECREATION COMMISSION**

Sections:

- 4.76.010 Established.**
- 4.76.020 Terms of office.**
- 4.76.030 Qualifications.**
- 4.76.040 Organization.**
- 4.76.050 Responsibilities.**

#### **4.76.010 Established.**

Within the department of parks and recreation there is established a parks and recreation commission consisting of 11 members to be appointed by the borough mayor and confirmed by the assembly. Members shall be appointed with due regard to their interest in the broad spectrum of parks and recreation activities. (Ord. 87-048 § 2, 1987; Ord. 78-10 § 2, 1978; Ord. 75-3 § 2, 1975; Ord. 73-4 § 2, 1973; Ord. 72-46 § 2, 1972; Ord. 72-42 § 3, 1972. 2004 Code § 2.36.010.)

#### **4.76.020 Terms of office.**

Members of the parks and recreation commission shall serve for a term of three years or until a successor is appointed and qualified. The terms of the commission members shall be staggered so that four members will be appointed in each of two years and three members will be appointed in the third year. (Ord. 87-048 § 3, 1987; Ord. 73-4 § 2, 1973; Ord. 72-46 § 2, 1972; Ord. 72-42 § 3, 1972. 2004 Code § 2.36.020.)

### **4.76.030 Qualifications.**

Members of the commission shall be residents of the borough. (Ord. 97-001 § 2, 1997; Ord. 72-42 § 3, 1972. 2004 Code § 2.36.030.)

### **4.76.040 Organization.**

The commission shall annually elect a chairperson and vice chairperson and shall adopt rules for the conduct of its meetings. Robert's Rules of Order shall apply unless different rules are adopted by the commission. (Ord. 2019-09 § 2, 2019; Ord. 72-42 § 3, 1972. 2004 Code § 2.36.050.)

### **4.76.050 Responsibilities.**

The commission shall:

- A. Review the parks and recreation facilities of the borough and make recommendations to the borough mayor and the director concerning present and future needs;
- B. Advise and assist the director, the borough mayor and the planning commission in the preparation of a comprehensive parks and recreation plan to be included in the borough comprehensive plan and to recommend periodic revisions thereto;
- C. Assist in the preparation of the annual parks and recreation budget;
- D. Review applications for names of parks and park facilities and placement of memorials and plaques and make recommendations to the borough mayor and the borough assembly in accordance with FNSBC [2.28.030](#) and [2.28.040](#). (Ord. 94-014 § 5, 1994; Ord. 72-42 § 3, 1972. 2004 Code § 2.36.060.)

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#### **The Fairbanks North Star Borough Code is current through Ordinance 2021-22, passed June 24, 2021.**

Disclaimer: The Borough Clerk's Office has the official version of the Fairbanks North Star Borough Code. Users should contact the Borough Clerk's Office for ordinances passed subsequent to the ordinance cited above.

**Note:** This site does not support Internet Explorer. To view this site, Code Publishing Company recommends using one of the following browsers: Google Chrome, Firefox, or Safari.

[Borough Website: www.fnsb.gov](http://www.fnsb.gov)

[Code Publishing Company](#)

Robyn. Dick @ Fnsb.gw

**REQUEST TO APPEAR ON AGENDA  
FAIRBANKS NORTH STAR BOROUGH  
Parks and Recreation Advisory Commission**

Group/Individual's Name, Address, Phone Number:

Fairbanks Soccer Club Inc.  
PO BOX 80422  
Fbks. AK, 99708

Brief Statement describing nature of the request:

FSC would like to discuss the possibility of permitted open serve of beer and wine at FSC home games.

Narrative detailing any information to support and/or explain your request. Use additional attachments as necessary.

Name, address, and phone numbers of person(s) who will appear at the Commission meeting to speak on behalf of the request.

Name(s)	Address	Phone Number
Nathaniel DiGloria	735 Staffordshire rd.	907.803.5369
Kyle Renner	Fbks. AK 99709 PO. Box 57275 North Pole, AK 99705	202.486.1351
Request Received <u>7/2/2021</u>	To Appear on Agenda on <u>July meeting</u>	
Date	Date	

\_\_\_\_\_  
Parks & Recreation Director

The Fairbanks North Star Borough Parks and Recreation Advisory Commission meets on the third Monday of each month at 5:00 P.M. The meetings are held in the Big Dipper Ice Arena Conference Room. For an item or presenter to appear on the agenda, this form must be received at the Parks and Recreation Administration Division, 1920 Lathrop St., Fairbanks, AK 99701 by 5:00 P.M., on the first Monday of the month. Forms may be faxed to 459-1072. Please call 459-1070 for additional information.

Testimony and/or comments are limited to five (5) minutes.

7/2/2021  
 Nathaniel DiGloria

# CURRENT LIST

## FAIRBANKS NORTH STAR BOROUGH NON-ALCOHOL PARKS PER FNSB Code of Ordinances 9.04.030

<u>PARKS</u>	<u>LOCATION</u>
Aurora Park	Central Avenue/Dogwood Street
Baranof Park	Baranof Avenue/E Street
Bernice Allridge Park	2550 Wilson Street
Bluebell Park	Bluebell/16th Street
Chena Lake Rec. Area (So. Playground/Beach)	3780 Laurance Road
Dan Ramras Tennis Courts	805 14 <sup>th</sup> Avenue
Darin Franus Little League Field	Wilbur Street/Crosson Avenue
Fairbanks Lions Recreation Area Fields	College Road/Danby Street
Fahrenkamp Park	Fahrenkamp/Gradelle Avenue
Funtime Park	Shanly Street/Hayes Avenue
Griffin Park	Dunkel Street/Chena River
Graehl Park	Front Street/Fortymile Street
Growden Little League and Girls Softball Fields (5)	Wilbur Street/Crosson Avenue
Hez Ray Soccer Fields	Lathrop Street/Davis Road
Janel Thompson Park	2 <sup>nd</sup> & Lathrop Street
Kendall Park	1810 Kendall Ave. North Pole
Kiana Park	Kiana Street/17th Avenue
Kiwanis Little League Field	Wilbur Street/2nd Avenue
Kiwanis Picnic Area	Wilbur Street/2nd Avenue
Marlin Field	2nd Avenue/Wilbur Street
Mercier Park Playground	Mercier Street/22nd Avenue
Midnight Sun Lions Park	15th Ave/Turner Street
Morning Star Park	2965 Forest Rose Ct. North Pole

# Recommended list

## FAIRBANKS NORTH STAR BOROUGH NON-ALCOHOL PARKS PER FNSB Code of Ordinances 9.04.030

<u>PARKS</u>	<u>LOCATION</u>
5 <sup>th</sup> Avenue Park	275 5 <sup>th</sup> Avenue – North Pole
Artificial Turf Complex Fields	1966 Davis Road
Aurora Park	1706 Central Avenue
Baranof Park	525 Baranof Avenue
Bernice Allridge Park	2550 Wilson Street
Big Dipper Outdoor Rinks	1920 Lathrop Street
Bluebell Park	1555 Bluebell
Bud Nelson Riverside Park	90 Slater Drive
Chena Kiwanis Park	4525 Chena Small Tracts Road
Chena Riverfront Park	2010 2 <sup>nd</sup> Avenue
Fahrenkamp Park	4004 Fahrenkamp Avenue
Fairbanks Lions Recreation Area	1486 Hampstead Ave
Funtime Park	34440 Shanly Street
Gilliam Park	1321 17 <sup>th</sup> Avenue
Gordon Wear Park	4 Doyon Place
Graehl Park	301 Front Street
Griffin Park	102 Dunkel Street
Growden Little League and Girls Softball Fields (5)	1001 Stewart Street
Growden Park (Shelter Exempt)	207 Wilbur Street
Hamilton Acres Park	101 Hamilton Avenue
Janel Thompson Park	1800 2 <sup>nd</sup> Avenue
Kendall Park	1810 Kendall Ave. North Pole
Kiana Park	1802 Kiana Street

FAIRBANKS NORTH STAR BOROUGH  
PARKS AND RECREATION  
POLICY

PR 20.01.06

Designation of Non-Alcohol Parks

PURPOSE:

The purpose of this policy is to formalize the criteria to be used by the Parks and Recreation Department and the Parks and Recreation Commission in the selection and designation of Fairbanks North Star Borough parks to be posted "No Alcoholic Beverages Allowed" in accordance with FNSB CO 9-04.030

WHEREAS:

The Fairbanks North Star Borough Assembly adopted Ordinance 91-047 on October 24, 1991, and

WHEREAS:

A purpose of Ordinance 91-047 was to insure safe recreation facilities for the general health, welfare and enjoyment of youth in the Fairbanks North Star Borough, and

WHEREAS:

Ordinance 91-047 recognized that the possession and consumption of alcoholic beverages in borough parks has hampered the ability of youth to enjoy these facilities, and

WHEREAS:

Ordinance 91-047, subsequently codified as FNSB CO 9.04.030, specified that borough parks to be posted "No Alcoholic Beverages Allowed" would be determined by the Borough Parks and Recreation Department in consultation with the Parks and Recreation Commission, and

WHEREAS:

It is appropriate to establish criteria that is uniform, consistent and in the best interest of the community for the selection of those parks to be so designated,

NOW THEREFORE:

The following policy is effective upon acceptance by the Parks and Recreation Commission.

POLICY:

Parks and Recreation facilities that meet one or more of the following criteria may, at the discretion of the Parks and Recreation Department, in consultation with the Parks and

**ORDINANCE NO. 6150**

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE  
SECTION 46-80, DRINKING IN PUBLIC, TO MAKE THE  
RESTRICTION CITYWIDE**

**WHEREAS**, Fairbanks General Code Sec. 46-80 has not been updated in over 20 years, and subsections (a)(1) and (a)(2) contain repetitive language; and

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

**Section 1.** That Fairbanks General Code Section 46-80. Drinking in public, is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~strikethrough~~ font]:

**Sec. 46-80. Drinking in public.**

~~(a)~~ A person commits the offense of drinking in public if, ~~within the downtown area,~~ he **they**

- ~~(1)~~ ~~Drinks any alcoholic beverage on the public streets, sidewalks, alleys, parks, or other public places in the downtown area; or~~
- ~~(2)~~ ~~Drinks any alcoholic beverage on or in any public place which is not covered by a license issued under the provisions of AS Title 4, which permits the sale and consumption of alcoholic beverages on the premises.~~

~~(b) As used in this section, "downtown area" means the area of the city bounded by Cowles Street from First Avenue south to Airport Way, Airport Way east to the Steese Expressway, the Steese Expressway north to Third Street, Third Street west to Minnie Street, Minnie Street west to Illinois Street, Illinois Street south to Phillips Field Road, Phillips Field Road west to Pioneer Road, then south on a line extended from the intersection of Pioneer Road and Phillips Field Road across the Chena River to First Avenue, and then east on First Avenue to Cowles Street.~~

**Section 2.** That the effective date of this Ordinance shall be the 17th day of April 2021.



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**Jim Matherly, City Mayor**