MINUTES
DECEMBER 11, 2018

A regular meeting of the Fairbanks North Star Borough Planning Commission was held IN THE MONA LISA DREXLER ASSEMBLY CHAMBERS, JUANITA HELMS ADMINISTRATION CENTER, 907 TERMINAL STREET, FAIRBANKS, ALASKA. The meeting was called to order at 7:26 p.m. by Mindy O’Neall, Chair.

A. ROLL CALL

MEMBERS PRESENT: Wendy Presler Chris Guinn
                    Mike Stepovich Doug Sims
                    Charles Whitaker Eric Muehling
                    Mindy O’Neall

MEMBERS EXCUSED:  John Perreault Robert Peterson
                    Patricia Thayer David Brandt

OTHERS PRESENT:  Kellen Spillman, Deputy Director of Community Planning
                 Ben Jaffa, Assistant Borough Attorney
                 Donald Galligan, Transportation Planner
                 Michelle Gutierrez, Administrative Assistant III

B. MESSAGES

Commissioner’s Comments

Commissioner Guinn requested time for legal to give a brief explanation of transparency and open meetings act at the end of the meeting.

Commissioner Whitaker stated he was glad to know the appeal for the property on Rainbow Ridge was withdrawn.

Communications to the Planning Commission

Mr. Spillman updated the commission on recent and upcoming Assembly action items. Mr. Spillman also gave an update on department vacancies. Mr. Spillman thanked Commissioner Thayer and Commissioner Presler for their service to the commission as their term comes to an end and touched base on the upcoming vacant seats and potential to fill them.

Citizen’s Comments – limited to three (3) minutes

None

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 Muehling and seconded by Commissioner Guinn. Carried without objection or roll call vote.

D. **MINUTES**

Minutes from November 13, 2018. Carried without objection or roll call vote.

E. **NEW BUSINESS**

Mr. Donald Galligan and Mr. Kellen Spillman provided a presentation on bike connectivity on behalf of the FNSB Planning Department.

Discussion ensued between staff and the commission.

Mr. Kellen Spillman discussed the FNSB Department of Community Planning Fee Schedule with the commission and explained staff hours in correlation to permits.

Discussion ensued between staff and the commission on the idea of a subcommittee of three commissioners to go through the fee schedule in future detail if needed.

Commissioner Muehling nominated Commissioner O'Neal for Chair which was seconded by Commissioner Guinn. Commissioner O'Neal accepted the nomination and hearing no other nominations and without objection, Commissioner O'Neal was appointed Chair for 2019.

Commissioner Whitaker nominated Commissioner Muehling for Vice Chair which was seconded by Commissioner Sims. Commissioner Muehling accepted the nomination and hearing no other nominations and without objection, Commissioner Muehling was appointed Vice Chair for 2019.

F. **EXCUSE FUTURE ABSENCES**

The absence of Commissioner Sims is excused for January 8, 2019 and February 12, 2019.

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

Commissioner Muehling relayed information regarding FMATS Technical Committee.

Commissioners thanked Commissioner Presler for her service to the commission.

Commissioner Presler thanked everyone and stated she learned a lot and had fun.

Mr. Jaffa gave a general explanation of the open meetings act to the commission to include examples and stated the commission can always call him with questions.

Discussion ensued with the commission and legal about examples of potential violations.

H. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:04 p.m.