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.
5. OTHER COMMITTEE BUSINESS/DISCUSSION ITEMS
   
   a. Monthly Budget Reports
   
   b. General Fund Updated Fund Balance Report
   
      
      1. Department of Law
      
      2. Department of the Assembly
   
6. MAYOR/ASSEMBLY COMMENTS

7. ADJOURNMENT
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
THRU: Bryce Ward, Borough Mayor
FROM: Daniel Sloan, Director
Department of Public Works
DATE: February 28, 2019
SUBJECT: Ordinance 2018-20-1V
Appropriation of Facility Maintenance Reserve Funds for Mary Siah Recreation Center Improvement Project

Attached for your approval is a proposed budget ordinance. The ordinance amends the FY 2018-19 budget by appropriating $1,043,038 from the Facilities Maintenance Reserve Fund to the Capital Projects Fund for the Mary Siah Recreation Center Improvement project. This project will repair the critical life/safety items identified in the facility condition assessment conducted by Bettisworth North Architects and Planners.

I urge its adoption.

Attachment
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2018-20-1V

AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY APPROPRIATING $1,043,038 FROM THE FACILITIES MAINTENANCE RESERVE TO THE CAPITAL PROJECTS FUND FOR THE MARY SIAH RECREATION CENTER IMPROVEMENT PROJECT

WHEREAS, The Fairbanks North Star Borough (Borough) Department of Public Works contracted with Bettisworth North Architects and Planners to conduct a facility condition assessment of the Mary Siah Recreation Center; and

WHEREAS, The final facility condition report identified critical items related to life/safety issues including structural, electrical, civil, mechanical, and architectural items that need immediate repair; and

WHEREAS, Ordinance No. 2017-20-1X appropriated $682,807 from the Facilities Maintenance Reserve for the Mary Siah Recreation Center Repair, Maintenance and/or Demolition Project, of which an estimated $412,417 remains; and

WHEREAS, The facility condition report outlined a conceptual level cost estimate for repair of these critical items of $1,455,455. The final cost, once design is complete, could be different from the conceptual level cost estimate provided in the report.

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

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]
Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Facilities Maintenance Reserve Appropriation. The FY 2018-19 budget is hereby amended by appropriating $1,043,038 to the Facilities Maintenance Reserve budgetary guideline entitled “Contribution to Capital Projects Fund,” and by increasing Contribution from Fund Balance by a like amount.

Section 3. Capital Projects Fund Appropriation. The FY 2018-19 budget is hereby amended by appropriating $1,043,038 to the Capital Projects Fund budgetary guideline entitled “Mary Siah Recreation Center Improvement Project” and by increasing Contribution from the Facilities Maintenance Reserve by a like amount.

Section 4. Lapse of Funds. Upon completion or abandonment of the project, the unencumbered, unexpended funds will lapse to the fund balance of the Facilities Maintenance Reserve.

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

PASSED AND APPROVED THIS ___ DAY OF _______ 2019.

Matt Cooper
Presiding Officer

April Trickey, CMC
Borough Clerk

ATTEST:

APPROVED:

Jill Dolan
Borough Attorney
I. Request

Ordinance No: 2018-20-1V

Date Introduced: February 28, 2019

Abbreviated Title: Appropriating $1,043,038 from the Facilities Maintenance Reserve Account to the Capital Projects Fund for the Mary Siah Recreation Center Improvement Project

II. Financial Detail

Department/Division Affected: Public Works/Design and Construction

<table>
<thead>
<tr>
<th>EXPENDITURE</th>
<th>Facilities Maintenance Reserve FY 18/19</th>
<th>Capital Projects Fund FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commodities</td>
<td></td>
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<tr>
<td>Contractual Services</td>
<td></td>
<td></td>
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<tr>
<td>Other - Awaiting Budget</td>
<td>1,043,038</td>
<td></td>
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<tr>
<td>Contribution to Capital Projects Fund</td>
<td>1,043,038</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>1,043,038</td>
<td>1,043,038</td>
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</tbody>
</table>

| SOURCE OF FUNDING                        |                                        |                                |
| Contribution from Fund Balance           | 1,043,038                              |                                |
| Contribution from Facilities Reserve     | 1,043,038                              |                                |
| Contribution From Capital Projects Fund  | 1,043,038                              |                                |
| Total                                    | 1,043,038                              | 1,043,038                      |

Specify Funding Sources: $1,043,038 from Facilities Maintenance Reserve fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

Ord No. 2017-20-1X (MSRC project balance) 412,417

III. Project Purpose:

To fund the improvement project for the Mary Siah Recreation Center

IV. Analysis of Future Liabilities and Funding Sources:

On-going maintenance

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

Debra L. R. Brady
Chief Financial Officer
Title: Mary Siah Recreation Center Improvement Project

Department: Public Works

Proposed Introduction Date: February 28, 2019

Department(s)/Division(s) Affected: Public Works / Design and Construction

Ordinance No.: 2018-20-1V

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 *

FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE

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<tbody>
<tr>
<td>1. Timeline inclusive of all phases</td>
<td>FY 2018 / 19</td>
<td>FY 2019 / 20</td>
<td>FY 2020 / 21</td>
<td>FY 2021 / 22</td>
<td>FY 2022 / 23</td>
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<td>2. Number and type of new positions which may be required</td>
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<td>3. Cost of operations and maintenance</td>
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<td>4. Future costs to complete capital assets</td>
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<td>5. Estimated revenue impact</td>
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<tr>
<td>6. Estimated non-Borough funds that may be received:</td>
<td>a. to fund the ordinance</td>
<td>b. to fund future phases</td>
<td>c. to fund future operations and maintenance costs</td>
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<tr>
<td>7. Anticipated annual tax subsidy</td>
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<tr>
<td>Is backup attached?</td>
<td>Yes</td>
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</tbody>
</table>

Contact Person's Name, for FIS questions: Dan Sloan

Director(s) Signature(s): [Signature]

Date: 1/30/19

Mayor's Office or Assembly Member Signature: [Signature]

Date: 1/30/19

Chief Financial Officer Signature: [Signature]

Date: 2/5/19
MEMORANDUM

To: Fairbanks North Star Borough Assembly
Through: Mayor Ward, Borough Mayor
From: Michael Bork, Parks and Recreation Director
Date: February 28, 2019
Subject: Ordinance 2018-20-1W

Attached for your approval is a proposed budget ordinance amending the FY 2018-19 budget by reallocating the $227,244 in the Capital Projects Fund to be used as a required match for the Tanana River Recreation Area Access Improvements Project located within the Tanana Lakes Recreation Area (TLRA).

In 2016 the Borough was awarded $289,300 from Surface Transportation Block Grant (STBG) funds and $2,000,000 in Alaska Federal Lands Access Program (AFLAP) funding for the planning, design, and construction of the South Lathrop Street extension. South Lathrop Street was designated to be the main entrance road between the community of Fairbanks and the TLRA in the Master Plan adopted by the Assembly through Resolution No. 2007-16. The Borough Assembly adopted Ordinance No. 2017-20-1C authorizing the Borough to accept these funds, and in combination with the $227,244 matching funds, amend the FY 2017-18 budget by appropriating these funds to the Capital Projects Fund budgetary guideline entitled “Tanana River Recreation Access Improvements” for the South Lathrop Street extension.

The AFLAP Program is administered by Federal Highway Administration (FHWA) who recently changed their project management policy so that projects that over $1,000,000 are no longer managed by partner agencies like the Borough but are managed by their division.

The FHWA Western Federal Lands Highway Division will use the $2,289,300 from AFLAP and STBG and the $227,244 in matching funds to construct the South Lathrop Street extension for the Borough.

I urge adoption of this ordinance.

Attachment: Ordinance
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2018-20-1W

AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY REALLOCATING $227,244 WITHIN THE CAPITAL PROJECTS FUND TO BE USED AS A REQUIRED MATCH FOR THE TANANA RIVER RECREATION AREA ACCESS IMPROVEMENTS PROJECT LOCATED WITHIN THE TANANA LAKES RECREATION AREA TO BE CONSTRUCTED BY THE FEDERAL HIGHWAY ADMINISTRATION

WHEREAS, The Fairbanks North Star Borough (Borough) Assembly adopted Ordinance No. 2017-20-1C, which appropriated $289,300 in federal grant funding from the Surface Transportation Block Grant (STBG) and $2,000,000 in Alaska Federal Lands Access Program (AFLAP), which requires 9.03% local matching funds for a total amount of $227,244 to the Capital Projects Fund for the planning, design, and construction of the South Lathrop Street extension for the Tanana River Recreation Access Improvements project located within the Tanana Lakes Recreation Area; and

WHEREAS, AFLAP is administered by the Federal Highway Administration (FHWA) Western Federal Lands Highway Division of the U.S. Department of Transportation, who changed their project management policy in August 2018, so that new projects of $1,000,000 or more are no longer managed by partner agencies, like the Borough, but are managed by their division; and

WHEREAS, FHWA will construct the South Lathrop Street extension and as a result, the Borough will no longer receive the AFLAP and STGP grant funds; and

WHEREAS, The change in project management requires an ordinance to reallocate the local matching funds, so they can be paid directly to FHWA.
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. Capital Projects Fund Reallocation. The FY 2018-19 budget is hereby amended by reallocating $227,244 within the Capital Projects Fund from the budgetary guideline entitled “Tanana River Recreation Access Improvements” to the budgetary guideline entitled “Required Match for Tanana River Recreation Access Improvements.”

Section 3. Contingency. This appropriation is contingent upon the receipt of a signed and executed Memorandum of Agreement (MOA) with the FHWA.

Section 4. Provision for Required Match. This reallocation is for an estimated amount. The actual amount will be contingent, and based upon, the signed Memorandum of Agreement with FHWA. Any material differences, as determined by the Chief Financial Officer, will be communicated to the Assembly.

Section 5. Lapse of Funds. Upon completion or abandonment of the project, any unexpended, unencumbered local matching funds will lapse to the General Fund fund balance.

Section 6. Effective Date. This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.
PASSED AND APPROVED THIS _____ DAY OF __________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

APPROVED:

Jill S. Dolan
Borough Attorney

April Tricke, CMC
Borough Clerk
FAIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2018-20-1W Date Introduced: 2/28/2019
Abbreviated Title: Reallocate $227,244 for the Required Match for Tanana River Recreation Access Improvements

II. Financial Detail

Department/Division Affected: Parks and Recreation/ Parks Maintenance

<table>
<thead>
<tr>
<th>Capital Project Funds</th>
<th>FY 18/19</th>
<th>FY 18/19</th>
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<tbody>
<tr>
<td>Other – Awaiting Budget</td>
<td>(227,244)</td>
<td>227,244</td>
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<tr>
<td>Contribution to Capital Projects</td>
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<tr>
<td>Indirect</td>
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<tr>
<td>Total</td>
<td>(227,244)</td>
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SOURCE OF FUNDING

| Contribution from Fund Balance | | |
| Federal Grants | | |
| Contribution from General Fund | (227,244) | 227,244 |
| Total | (227,244) | 227,244 |

Specify Funding Sources: General Fund fund balance

ORIGINAL FUNDING

Ord. No. 2017-20-1C 227,244

III. Project Purpose:

Required matching funds for the Lathrop Street extension for the Tanana River Recreation Access Improvement project to be constructed by FHWA

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
Chief Financial Officer

2/5/19
**Proposed Introduction Date:** 02/28/2019  
**Ordinance No.:** 2018-20-W

---

**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 [x]  

2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year?  
   - Yes [x] No [ ]

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**Contact Person's Name, for FIS questions:** Laura Minski  
**Extension:** 1099

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**Director(s) Signature(s):**  
**Date:** 1/25/19

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**Mayor's Office or Assembly Member Signature:**  
**Date:** 1/25/19

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**Chief Financial Officer Signature:**  
**Date:** 2/5/19