

ASSEMBLY

Karl Kassel, Presiding Officer
John Davies, Deputy Presiding Officer
Van Lawrence
Diane Hutchison
Christopher Quist
Janice Golub
Guy Sattley
Kathryn Dodge
Lance Roberts

BOROUGH MAYOR

Luke T. Hopkins

BOROUGH ATTORNEY

René Broker

BOROUGH CLERK

Nanci Ashford-Bingham, MMC

FAIRBANKS NORTH STAR BOROUGH

Regular Assembly Meeting

June 25, 2015

Mona Lisa Drexler Assembly Chambers

6:00 PM

1. **CALL TO ORDER**
2. **NON-SECTARIAN INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **REQUEST FOR REMOVAL OF ITEMS FROM THE CONSENT AGENDA AND ANY OTHER PROCEDURAL MOTIONS.**
6. **CITIZENS' COMMENTS – Limited To Three (3) Minutes (Citizens' Comments shall recess at 6:50 p.m. for public hearing)**
 - a. A citizen may speak on agenda items not scheduled for public hearing (Memorandums, Bid Awards, Unfinished Business (items postponed from previous meetings, reconsideration, or notice of intent to rescind), Resolutions, or Ordinances being advanced to a public hearing on a different date). Citizens' comments on board of adjustment matters are not permitted.
 - b. Items that are not scheduled on the agenda.

7. APPROVAL OF AGENDA AND CONSENT AGENDA

(Approval of the consent agenda passes all routine items indicated by an asterisk (*) on the agenda. Consent agenda items are not considered separately unless an Assemblymember(s) so requests. Note: If the consent item to be removed is an ordinance up to be introduced, advanced, or referred, it takes two Assemblymembers to remove the item from the consent agenda. In the event of such a request, the item is returned to the general agenda.)

8. APPROVAL OF MINUTES

NONE

9. COMMUNICATIONS TO THE ASSEMBLY

- *a. Memorandum from Mayor Hopkins recommending the appointment of Patricia Thayer and Troy Bouffard to the Planning Commission. **(Page 6)**
- *b. Memorandum from Mayor Hopkins recommending the appointment of Sukimar Bandopadhyay to the Platting Board. **(Page 21)**
- *c. Memorandum from Mayor Hopkins recommending the appointment of Fire Service Area Commissioners. **(Page 65)**

10. MESSAGES FROM THE BOROUGH MAYOR

11. REPORTS OF SPECIAL AND STANDING COMMITTEES

12. REPORTS FROM REPRESENTATIVES

- a. Report from the City of Fairbanks Representative.
- b. Report from the City of North Pole Representative.
- c. Report from the School Board Representative.

13. SPECIAL ORDERS – Public Hearing at or after 7:00 p.m. (Comments limited to three (3) minutes)

- a. ORDINANCE NO. 2015-20-1A. An Ordinance Amending The FY 2015-16 Budget By Appropriating \$165,385 In Federal Pass-Through Grant Funds And \$125,479 In Transit Local Matching Funds To The Transit Enterprise Projects Fund For The Continued Operation And Expansion Of An Existing Metropolitan Area Commuter System (MACS) Transit Route Along Farmers Loop Road And By Authorizing An Additional 2.0 Full-Time Equivalent (FTE) Grant-Funded Positions. (Sponsor: Mayor Hopkins) **(Page 94)**

Public Hearing - continued

- b. ORDINANCE NO. 2015-32. An Ordinance Approving A Community Purpose Exemption From The Levy Of Borough Property Taxes For The Raven Landing Community Center Owned By The Retirement Community Of Fairbanks.
(Sponsors: Mayor Hopkins and Assemblymember Davies) **(Page 101)**
- c. ORDINANCE NO. 2015-33. An Ordinance Granting A Ten Year Deteriorated Property Exemption To Lot 3B, Weeks Field Community Phase II For The Final Phase Of The Raven Landing Senior Citizen Housing Project.
(Sponsors: Mayor Hopkins and Assemblymember Davies) **(Page 112)**
- d. ORDINANCE NO. 2015-28. An Ordinance Expanding, Clarifying And Amending Title 3 Of The Fairbanks North Star Borough Code Regarding Board Of Equalization Appeals And "Unable To Comply" Determinations.
(Sponsor: Assemblymember Roberts) **(Page 123)**
- e. ORDINANCE NO. 2015-35. An Ordinance Amending FNSBC 2.12.315 Regarding The Informational Inserts For Initiatives And Referendums.
(Sponsors: Assemblymembers Kassel, Davies, and Dodge) **(Page 130)**
- f. ORDINANCE NO. 2015-29. An Ordinance Amending FNSBC 8.21.025.B To Permit Filing Of Property Sale Written Disclosures With The Air Quality Division After The Recording Of The Sale And Amending FNSBC 8.21.040 Concerning Use Of Appliances That Were Borough Listed At The Time Of Installation During A Stage 2 & 3 Air Alert.
(Sponsors: Assemblymembers Dodge and Davies) **(Page 134)**
- g. ORDINANCE NO. 2014-20-2J. An Ordinance Amending The FY 2014-15 Budget By Appropriating \$3,705,000 From The Facilities Maintenance Reserve And \$18,000 From The Carlson Center Reserve To The Capital And Enterprise Projects Funds For Various Borough-Wide Facilities And Equipment Projects. (Sponsor: Mayor Hopkins) **(Page 139)**
- h. ORDINANCE NO. 2014-20-2K. An Ordinance Amending The FY 2014-15 Budget By Reappropriating \$40,000 From The Transit Enterprise Operating Fund To The Transit Enterprise Projects Fund For The Bus Stop Shelters Land Acquisition Process Project.
(Sponsor: Mayor Hopkins) **(Page 146)**

Public Hearing - continued

- i. ORDINANCE NO. 2015-27. An Ordinance Amending FNSBC 3.01.100 Regarding Requests For Waiver Of Property Tax Penalties To Include The Loss Of A Property Tax Exemption As A Penalty Subject To Waiver. (Sponsor: Assemblymember Roberts) **(Page 152)**
- j. ORDINANCE NO. 2015-30. An Ordinance Amending FNSBC 25.10.070 To Limit Casual Use Of Borough Property If The Use Conflicts With Federal, State Or Other Applicable Law. (Sponsor: Assemblymember Roberts) **(Page 156)**
- k. ORDINANCE NO. 2015-34. An Ordinance Amending Various Portions Of Section 2.24, Personnel System Of The Fairbanks North Star Borough Code Of Ordinances Including Amending The Employee Indemnification Section. (Sponsor: Mayor Hopkins) **(Page 165)**
- l. ORDINANCE NO. 2015-36. An Ordinance Requiring Assembly Notification Of Non-Routine Litigation. (Sponsors: Assemblymembers Lawrence and Roberts) **(Page 178)**

14. CONSIDERATION OF CALENDAR – Unfinished Business

NONE

15. CITIZENS' COMMENTS – Limited To Three (3) Minutes (Continuation if needed)

- a. Items that are not scheduled for public hearing – continuation.

16. CONSIDERATION OF CALENDAR – New Business – Resolutions

NONE

17. CONSIDERATION OF CALENDAR – New Business – Ordinances To Be Referred To Committees Or Commissions

NONE

18. CONSIDERATION OF CALENDAR – New Business – Ordinances To Be Introduced And Advanced To Public Hearing

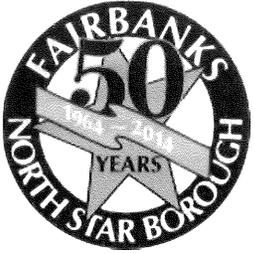
- *a. ORDINANCE NO. 2015-31. An Ordinance Amending FNSBC 18.56.025 Regarding Affirmative Recognition Of Grandfather Rights To Waive The Hearing Requirement For Certain Applications.
(Sponsor: Assemblymember Roberts) **(Page 180)**
(Refer to the Committee of the Whole on July 23, 2015; Advance to July 30, 2015 for Public Hearing)

19. CITIZENS' COMMENTS – Limited To Three (3) Minutes (Continuation if needed)

- b. Items other than those appearing on the agenda (this is the section to speak on anything **Not Scheduled** on the agenda).

20. ASSEMBLYMEMBER'S COMMENTS

21. ADJOURNMENT



Fairbanks North Star Borough Mayor's Office

809 Pioneer Road PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Luke Hopkins, Mayor *LH*
DATE: June 25, 2015
SUBJECT: Appointment to Planning Commission

I am recommending appointment of the following individuals to the Planning Commission:

Patricia Thayer

Her term of office will expire on December 31, 2015.

Troy Bouffard

His term of office will expire on December 31, 2016

For your information, other members of the commission are:

Angela Major	C
Sean Reilly	C
Mark Billingsley	C
Robert Scott Peterson	B
Charles Whitaker	B
Chris Guinn	B
Flor M. Banks	B
Jerry McBeath	B

Your confirmation of the appointments is respectfully requested.

MAYOR'S OFFICE

JUN 10 2015

RECEIVED

MAY 10 2015

JUN 10 2015

RECEIVED

Post-It® Fax Note	7671	Date	6-9-15	# of pages	6
To	Mayor Hopkins	From	PAT Thayer		
Co./Dept.	Mayor's office	Co.	HDR		
Phone #	459-1300	Phone #	328-2233		
Fax #	459-1102	Fax #	328-2230		

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Fairbanks North Star Borough Planning Board Commission

Applicant's Name Patricia F. Thayer

Residence Address 749 Steele Creek Road

City/State/Zip Fairbanks, Alaska 99712

Mailing Address P.O. Box 10322

City/State/Zip Fairbanks, Alaska 99710

Work Phone 907-328-2233 ext. 1 Home Phone 907-378-2837

FAX 907-328-2230 E-mail patricia.thayer@hdrinc.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Land Management Advisory Committee

Statement of Interest (use reverse side of form if necessary):

As a member of the community for over 45 years I have seen our community grow and prosper. I would like to take a more active role in making sure our community continues to grow for our families and their families for future generations.

Brief Personal Biography (or attach resume)

My 35 years working as a Right of Way Agent for Public and Private Sectors has taught me a few things. I would like to put my experience into good use within our Community. Belonging to International, State and Local organizations whos mission is to work and help develop communities and their economics is also an asset. See attached resume.

Professional Licenses/Training

Patricia F. Thayer
APPLICANT'S SIGNATURE

6-9-2015
DATE

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

FOR OFFICE USE ONLY

Date Received _____

By _____

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Thayer, Patricia Francine
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Planning Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 3 years

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:
HDR, Engineering, environmental, RES, Cultural Services. Pacific Rim RES Lead
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

None

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Patricia F. Thayer

Date 6-9-2015

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Patricia (Pat) F. Thayer, SR/WA

Pacific Rim (Alaska, Canada, Hawaii & Guam) RES Lead
Sr. PM Land/Real Property Specialist



Professional Experience

Ms. Thayer is a seasoned senior project manager and land rights specialist with experience in title, permitting, acquisition, relocation, siting, and routing for Transportation, Rail, and large lineal infrastructure projects. Pat has experience in providing coordination, oversight, and training for statutory and non-statutory real property acquisitions and valuations as well as relocation. Pat has acted as Sr. Relocation Lead on numerous projects throughout her 34 years of right of way practice. Pat has acted as land rights project manager for facility siting and permitting for Natural Gas (NG) pipeline projects, along with acquisitions, and permitting on Federal and Tribal lands. Pat has coordinated and participated in the negotiations for the requisite Right-of-Entry (ROE) and Right-of-Way (ROW) for numerous infrastructure projects, including the Knik Arm Bridge and Toll Authority (KABATA), Port MacKenzie Rail, confidential oil and gas clients, FHWA funded highways, bridges, trails and waterway projects. Pat has extensive experience in statutory acquisitions and relocation programs advanced through the procedures of the Uniform Act. Pat holds a real estate license in Alaska and has held a number of executive offices with the International Right-of-Way Association (IRWA) both at the local, regional and international level.

Education

University of Alaska Fairbanks (UAF)
1980-1982

UAF Additional Courses: Business
Mgmt; technical writing; sociology

Over 400 hours of continuing
education in the right of way field

Professional Registrations

Notary Public, Alaska, No. 117361
Issued: 09/01/2010, Expires:
09/18/2018

Real Estate License Alaska, No.
17415 Issued: 11/17/2006, Expires:
01/31/2016

SR/WA - Senior Member,
International Right of Way
Association, No. 4595 Issued:
12/01/1995, Expires: 12/01/2015

Federal Uniform Relocation
Assistance & Real Property
Acquisition Policy Certification
Candidate

HDR Project Experience

Knik Arm Bridge and Toll Authority, Anchorage, AK. Land Rights and Right of Way-Pat provided training for title research, title clearing, acquisition and relocation services for this project. Pat is performing permitting of tidelands, floating easement, right of entries, and various agreements between federal and state agencies. Pat conducted relocation services for an apartment complex housing 42 low-income to no-income tenants. Many tenants were part of the Section 8 Housing or Alaska Housing Finance low-income programs. Some tenants were not on either low-income programs due to program closure deadlines or not meeting the annual requirements, many had server blemishes on their credit history. Pat was able to relocate all the tenants by being innovating. All tenants were relocated within the project timeline.

Alaska Railroad Corp/Matanuska-Susitna Borough, Port MacKenzie Rail Extension, Port MacKenzie, Alaska. Land Rights and Right of Way-Assistant Project Manager. Pat is providing training in title research regarding agricultural rights, permitting, acquisition, and relocation services for this project. In addition, Pat is providing acquisition and relocation services for two large farm operations, along with relocation advisory services for the farm owner/occupants, and five extremely large families who are farmhands and are residential tenants on the farms as well.

Professional Affiliations

International Right of Way Association, Arctic Trails Chapter 71, Professional Development Chair, 2000-Present

International Right of Way Association, Region 7, Region Vice-Chair, 2009-2011

International Right of Way Association, Region 7 (AK, OR, WA, ID, MT), Chair, 2011-2013

International Right of Way Association, Region 7, Pipeline Committee Rep.

Alaska Association of Professional Landmen (AAPL)

Rotary International (ROTARY)

Fairbanks Downtown Association (FDA)

Fairbanks Economic Development (FEDCO)

Fairbanks Chamber of Commerce (FCC) – Board Member 2015

Fairbanks North Star Borough (FNSB) Land Advisory Committee

Industry Tenure

35 Years

HDR Tenure

9 Years

Alaska Railroad Corp., Northern Rail Extension Phase I Fairbanks, AK. Land Rights and Right of Way - Project Manager. Pat lead the real estate acquisition and relocation for an 80-mile long, new rail project. This project runs from the North Pole/Moose Creek Flood Control in Alaska to Delta Junction. The project acquired rights for a levee and new rail along with permitting for material sources, damages, and a 1,300 foot bridge across one of Alaska's most volatile rivers in the interior. This project encompassed title research in areas that have never been surveyed, right of entries, permitting, appraisals, acquisitions and public involvement.

University Avenue Widening Project, Alaska DOT&PF, Fairbanks AK-Project PM, Sr. Relocation Agent. Pat provided training to other relocation agents for relocation services to low income tenants of a large apartment complex conducted in accordance with the Uniform Relocation and Real Property Acquisition Act, and DOT&PF's ROW Operations Manual.

Oregon Department of Transportation, Newberg Dundee Bypass. Right of Way - For phase I, Pat assisted in producing ROW services in conformance with the priorities established in the Location Environmental Impact Statement (LEIS). For Phase 2, she assisted in providing relocation assistant services and developing and writing the Acquisition Strategy and Relocation Plan Report for implementation upon the FEIS Record of Decision. The Newberg/Dundee Bypass project area encompasses a section of Oregon 99W extending northeast across Yamhill County from the Oregon 99W/Oregon 18 intersection near Dayton to Rex Hill east of Newberg. The bypass corridor is approximately 11 miles long and lies along the south sides of Newberg and Dundee. There were over 400 parcels and over 140 relocations.

Utah Department of Transportation, Mountain View Corridor Program Management, UT. Right of Way - The Mountain View Corridor is a 35 mile planned freeway, transit, and trail system that is being implemented in phases. HDR services included providing oversight for the designer and contractor (CMGC) delivering the initial 15-mile segment in Salt Lake County and a 3-mile segment in Utah County, providing utility transmission expertise corridor-wide, and developing the design framework for future projects. Pat conducted QA/QC for relocation.

Alaska Gasline Development Corporation (AGDC). Land Rights and Right of Way - Project Manager. Pat was responsible for coordination with numerous field teams to initiate first contact with private property owners and native allotments to present the project details and obtain right-of-entries (ROE's) for the AGDC project teams field seasons following AGDC's procedures. Pat has assisted the AGDC Permit Managers in reviewing the draft ROE's and cover letters as presented by AGDC. Pat had direct contact with private land owners and allottees, in addition to assisting and providing guidance for title updates as new information arises on various parcels.

Alaska Pipeline Project (APP). Land Rights and Right of Way – Phase I: Project Manager. Pat managed the comprehensive right-of-way (ROW) services for a 750-mile gas pipeline corridor project from Alaska's North Slope to the Canadian Border. HDR was hired because of our extensive experience and strong relationships with landowners. The project encompassed over 5,500 separate parcels located in over 2,500 different sections situated in mostly remote areas of Alaska. Total area of the project exceeded 1.2 million acres. The task included searching land records from multiple sources to determine land ownership, type of ownership, corporate information, land use, major encumbrances of record, existing access, and other information pertinent to pipeline routing. Contacting property owners, attending public meetings, assisting in facilitating public presentations, working with legal staff, managing/oversee staff assigned to contact other landowners to obtain access for related field studies, title research, and access along with access agreements, and assisting in route analysis and re-route analysis. Oversee the preparation of land permits, applications, easements, right of entries, and memorandum of agreements/understanding, letters of authorization, and other land use authorizations. At any given time this project would have four to five (sometimes more) various types of field crews on the ground at various locations and Pat was responsible to coordinate not only her team, but the team of eight other consultants to be sure everyone had the rights they needed in order to conduct their field work. This included access rights/points in order to reach the desired location. The access routes were identified and researched, and authorizations were obtained. This project worked with Denali National Park, Tongass National Park, Titlin Wildlife Refuge to name a few as well as all Federal and State Agencies, Alaska Native Regional and Village Corporations, Tribal Councils and Village Councils. Project deliverables were on time and under budget.

Riversdale Alaska LLC, Riversdale MSA. Land Rights and Right of Way - Real Estate Services Project Manager. Pat provided title research within a controversial area of Chickaloon, Alaska. The research was required to obtain legal access that is under lease for a coal field. The title research required researching RS2477 access across native allotments and private lands. In addition to the RS2477 research, private lands, subdivisions and platted roadways were researched to determine public or private access. The title research was presented to the client who requested HDR provide ADNR with a copy. ADNR now utilizes this research document with all inquiries for this area. Pat also over saw and obtained right of entry agreements from landowners/landholders along this project.

Alaska Dept of Trans & Public Facilities, Seward Highway- 92nd Avenue Connector. Relocation PM/Assistant RES PM – Pat was responsible for relocation of six low-income tenants, seven businesses and three owner/occupants. Pat also provide negotiation and acquisition services. Pat also trained new agents through this project.

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Planning Commission

Applicant's Name Troy Bouffard

Residence Address 318 E Birch Hill Rd

City/State/Zip Fairbanks, Alaska 99712

Mailing Address 318 E Birch Hill Rd

City/State/Zip Fairbanks, Alaska 99712

Work Phone 907-474-5480 Home Phone 907-888-8484

FAX _____ E-mail arctic.troy@gmail.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Platting Board (Resign upon appointment)

Statement of Interest (use reverse side of form if necessary):

I am interested in serving my community

Brief Personal Biography (or attach resume)

CV Attached

Professional Licenses/Training

Troy R/H

15 June 2015

APPLICANT'S SIGNATURE

DATE

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FOR OFFICE USE ONLY

Date Received _____

By _____

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Bouffard, Troy Joseph
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Planning Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: _____

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

University of Alaska Fairbanks, Higher Education, Faculty

(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

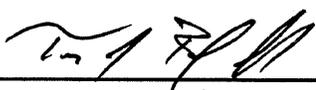
I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

See attached

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature 

Date 15 June 2015

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Troy J. Bouffard
Master Sergeant, US Army (Retired)

318 E Birch Hill Rd
Fairbanks, AK 99712

(907) 888-8484
tjbouffard@alaska.edu

Summary

Dedicated analytical thinker with experience seeing projects through to completion. Skilled in managing tasks and personalities in situations that call for both nuance and strategy. Recognized for ability to adapt processes to maximize performance while maintaining operational efficiency. Proven expertise working with interdisciplinary teams in diverse settings. Committed to public service and community, personal, and professional improvement. Extensive local, state, national, and international experiences

Education

(Anticipated completion Dec, 2015) **Master of Arts: Arctic & Northern Studies (Arctic Policy)**
University of Alaska Fairbanks

Bachelor of Arts in Political Science - *cum laude*, University of Alaska Fairbanks December 2013

- UA GPA **3.92**
- Chancellor's List - UAF Fall 2011, Spring 2013, Summer 2013, Fall 2013
- Phi Kappa Phi 2012
- Recipient, Jay Hammond Memorial Scholarship for Civic Leadership 2013
- Recipient, Ed Earnhart Political Science Scholarship 2013
- Recipient, Younker Family Scholarship 2013
- Recipient, Joel Wiegert Award, Outstanding 2013-2014 Male Graduate 2014
- Recipient, Political Science Outstanding Graduate of the Year 2014

Campbell University, NC - Fort Bragg/Pope AFB Extended Campus 1995 - 1997

Published Work

- *Tale of Two Arctics: Impact of Geography Affecting Security and Disaster Response Capabilities between North America and Europe*. Authors: Harry Bader, Cameron Carlson, and Troy Bouffard
 - Published in the peer-reviewed national journal *Homeland Security Review*, Volume 8, Issue 2, California University of Pennsylvania Institute for Law and Public Policy
- Quoted in *The White House and Alaskan Oil: A Clear and Presidential Opportunity*, The Arctic Journal, Mediehuset Sermitsiaq.AG, 29 January 2015, <http://arcticjournal.com/oil-minerals/1290/clear-and-presidential-opportunity>
- Abstract submitted and accepted (as lead author) for participation in the 8th Polar Law Symposium, 23-26 Sep 2015, *Three Arctics – Shared Responsibility and Many Challenges* (peer-reviewed publication option considered after the event, by 01 Nov 2015)

Troy J. Bouffard
Master Sergeant, US Army (Retired)

Professional Instruction, Presentation and Conference Participation

2015 – 08-12 June, participant, Center for Homeland Defense and Security, faculty development workshop, University and Agency Partnership Initiatives, Naval Postgraduate School, Monterey, California

2015 – 27 April, presentations director, Joint Ocean Commission Initiative, 2nd of 4-part U.S. oceans conferences (second Arctic meeting), hosted at the University of Alaska Fairbanks

2015 – 15 April, co-presenter at UAF for a public presentation on *Arctic Security* hosted by the Undergraduate Research and Scholarly Activity (URSA) organization

2015 – 31 March – 02 April, Participant, 2nd Annual Oil Spill Technology Symposium hosted by the Alaska Department of Environmental Conservation and the University of Alaska Fairbanks

2015 – March 5-7, U.S. delegate and recorder, *U.S. – Japan Arctic Policy Development Workshop*, hosted by the University of Alaska Fairbanks for the Japanese national delegation responsible for Japan's inaugural Arctic policy as an official Arctic Council observer nation.

2015 – February 24-27, contracted instruction of Arctic Domain and Security Orientation prepared and delivered to United States Northern Command (USNORTHCOM). Roster included national-level practitioners of policy development and maintenance, including Pentagon staff, NOAA, USCG D17, and North American Aerospace Defense Command (NORAD)

2015 – January 12-14, contracted instruction of *Arctic Domain and Security Orientation* prepared and delivered to the Alaska Command. Roster included executive and senior members of each U.S. military service, USNORTHCOM, USCG District 17.

2014 - Arctic AAAS – Arctic Science Conference. Presentation. *Arctic Policy Development: Domestic and Foreign Stakeholder Influences*.

2014 - 8th Annual Homeland Security and Defense Education Summit. Co-Presentation: *Arctic Security – Beyond Homeland Defense*. University of Colorado, Colorado Springs in partnership with the Department of Homeland Security, FEMA, USNORTHCOM, and the National Homeland Defense Foundation.

Governmental Experience

Granted SECRET clearance with the Department of Defense as of January 2015. Previously held SECRET and TOP SECRET/Sensitive Compartmentalized Information (TS/SCI) during 22-year military career.

Troy J. Bouffard
Master Sergeant, US Army (Retired)

Academic Experience (professional/developmental)

- Instructor/Research Analyst for UAFs Homeland Security and Emergency Management program & Center for the Study of Security, Hazards, Response and Preparedness (C-SSHRP). Primary instructor for the online and in residence instruction for two separate upper-division Homeland Defense and Security and Emergency Management courses.
- Program coordinator for high-level meeting between the University of Alaska Fairbanks and the Secretary of the Navy (Honorable Ray Mabus) concerning Arctic research and associated national security policy issues – 05 December 2014
- Primary coordinator/organizer and moderator for a high-level meeting between University of Alaska Fairbanks Arctic researchers and the NATO Parliamentary Assembly Science and Technology Committee - September 4th, 2014
- Co-awardee of contract awarded by the Alaska Command (ALCOM) and United States Northern Command (USNORTHCOM) to prepare, maintain, and provide instruction to senior practitioners and decision makers, titled: *Arctic Domain and Security Orientation* program 2014-2016, Phase II Contract
- Contributing author – Report to the U.S. Department of Homeland Security. *Technology Innovation and Arctic Security*. June 2014. Contract re-compete – successful award: Aug 2014
- Analyst and team member for the April 2014 Arctic Collaborative Workshop, hosted by the University of Alaska Fairbanks with United States Northern Command (NORTHCOM), North American Aerospace Defense Command (NORAD) w/senior participants from five nations

Arctic Council/Related Activities

- Member of UAF team at the Arctic Circle 2014 in Reykjavik, Iceland, 31 Oct – 02 Nov 2014
- Appointed and tasked by UAF to the U.S. State Department for upcoming Arctic Council SAO meeting hosted at the University of Alaska Fairbanks, March 15-17, 2016 (In conjunction with lead science event: Arctic Science Summit Week, chaired by IARC Director Dr. Larry Hinzman)
- Co-managed development of introductory meeting/presentation between UAF senior leadership and the presidential-appointed top U.S. Arctic Official – Admiral Robert Papp, U.S. SAO – Julie Gorley, Ambassador David Bolton, and U.S. DHS Arctic Officer – Hillary LeBail
- Member of Alaska Delegation for the 2014 Finland Arctic Policy Tour hosted by the Institute of the North. Consulted with top-level public and private sector officials in Finland and Norway
- Participant, selected U.S. delegate for inaugural Model Arctic Council event, U.S. State Department sponsored with UAF/Northern Arctic Federal University/UArctic. Arkhangelsk, Russia Feb. 2014
- Participant of US/Canada Phase 1 conference with Arctic Council's Sustainable Development Working Group (SDWG) project "Arctic Adaptive Exchange" Anchorage, Alaska Feb. 2014

Troy J. Bouffard
Master Sergeant, US Army (Retired)

Appointments

- Member, Platting Board. Fairbanks North Star Borough - December 2014 to Present

Volunteer and Community Service

- Fairbanks Food Bank 2008 - Present
- Kiwanis Christmas Tree Sales 2010 - Present
- KUAC Annual Fundraiser 2010 - Present
- UAF Alumni Association 2010 - Present
- Arctic Winter Games (100+ hour recognition) 2013 - Present

Memberships

- Phi Kappa Phi
- Pi Sigma Alpha, UAF Chapter
- Golden Key International Honour Society
- UAF Student Veterans Association (2011-Present)
- Alaska State Joint Veterans Caucus (2011-2012)

Employment

Over 21 years in positions of increasing responsibility within the United States Army, including

- Operations management, public relations, foreign relations, training and planning development, manpower deployment, liaison duties, and numerous other responsibilities. 7 years overseas/ contingency duty and over 3 years of combat deployments

Career History

- **Two-part contracted position at University of Alaska Fairbanks 2015-Present**
 - **Staff with the School of Management**
 - **Adjunct Instructor**
 - Comparative Homeland Security course in the Homeland Security and Emergency Management Department, HSEM F406
- **Analyst: Policy and Arctic Affairs - University of Alaska Fairbanks 2013-2015**
Center for the Study of Security Hazards, Response, and Preparedness (C-SSHRP)
 - Responsible for: development and maintenance of Arctic regional studies course for senior strategic military and command staff; maintaining materials and presentations in support of Arctic Security related activities; preparing and facilitating Arctic security workshops between academia and various stakeholder clients; assisting with development and maintenance of the upcoming Masters of Security and Disaster Planning degree program; develop Arctic security related publications.

Troy J. Bouffard
Master Sergeant, US Army (Retired)

- **Campaign Manager - Bob Miller for Alaska State House** **2012**
 - Managed and budgeted over \$60,000 in campaign contributions, months of mass media political advertisements, campaign volunteer support efforts and ensured compliance with state election legal and fiduciary requirements

- **Chief of Staff/Legislative Aide - Representative Bob Miller - State of Alaska** **2011-2012**
(Both sessions of the Alaska 27th State Legislature as well as the 2012 interim)
 - Responsible (to the Representative) for: the daily schedule of official activities; managed state-agency oversight responsibilities; preparation and presentation of proposed legislation; district priority funding financial reporting requirements; daily resource, transportation, and administrative requirements; agenda and implementation for the Interior Alaska Legislative Delegation meeting; office expenditures in compliance with State Legislative Affairs; research and analysis for legislative committee and subcommittee (finance) procedures; office movement between the Capital and home district; constituent casework action, documentation, and assessment

- **United States Army** **1988-2010**
 - Psychological Operations / Military Information Operations Senior Non-Commissioned Officer, Fort Wainwright, Alaska **[2004-2010]**
 - Manage training, implementation, and assessment efforts in support of combat preparation, deployment, and redeployment of a modernized modular brigade combat team (172d and 1/25th [reflagged] Stryker Brigade Combat Team) as the senior NCO of the Fires and Effect Coordination Cell
 - Division-Level Airborne Operations and Movement Senior Supervisor (USASOC HQ) Ft. Bragg, NC **[2000-2004]**
 - Contracted all U.S. Air Force aircraft and other supporting resources; conducted command inspections throughout all phases of training; represented the command as a senior instructor at the advanced airborne school; managed logistical reporting and inspection responsibilities of primary airborne resource facilities and equipment;
 - Senior Platoon/Detachment Non-Commissioned Officer, Ft. Bragg, NC **[1996-2000]**
 - Responsible (to the commander) for: three tactical teams and a headquarters element consisting of 12 people and \$450,000 in equipment; preparation and deployment in support of joint exercises located in Kenya as well as Jordan; achieving the highest detachment education, gunnery and physical fitness scores in the company in two years; leading team in support of equipment testing at Aberdeen Testing Grounds, Maryland with Raytheon
 - Various Junior Non-Commissioned Officer and Enlisted Experiences **[1988-1996]**
 - Deployed in support of the Gulf War; supervised team during language immersion trip to Russia; conducted company training NCO duties at the headquarters company of a brigade, deployed on four tours during Balkan and Kosovo conflicts with NATO and OSCE; managed brigade tasking operations; planned and implemented two missions in Chad, North Africa; managed information research,

Troy J. Bouffard
Master Sergeant, US Army (Retired)

analysis, and media production teams in a battalion aligned with the European
Combatant Command Theater (EUCOM)

• **Military Education and Training**

- Basic Training, Advanced Individual Training, Airborne School 1988-1989
- Primary Leadership Course 1992
- Advanced Airborne Jumpmaster Course 1993
- Basic Non-Commissioned Officers Course 1993
- Advanced Airborne - Air Movement Operations Course 1994
- Individual Terrorism Awareness Course 1998
- Advanced Non-Commissioned Officers Course 2002
- Information Operations Qualification Course 2004

• **Military Awards**

Federal Military Decorations:

Bronze Star Medal - Meritorious (2)
Meritorious Service Medal (2)

Department of Defense Decorations:

Joint Service Commendation Medal
Joint Meritorious Unit Award (3)

United States Army Decorations:

Army Commendation Medal (2)
Army Achievement Medal
Good Conduct Medal (7)
Overseas Service (3)
Valorous Unit Award
Meritorious Unit Award (2)
NCO Ribbon #4
Army Service Ribbon

International Military Decorations:

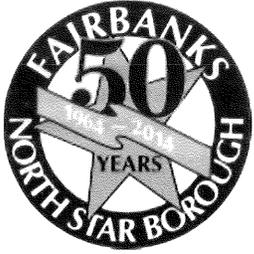
NATO Medal (3)
Kuwait Liberation Medal (Kuwait)
Kuwait Liberation Medal (Saudi Arabia)

Federal Service Decorations:

National Defense Medal (2)
Armed Forces Expeditionary Medal
Armed Forces Service Medal
Southwest Asia Service Medal (2BS)
Kosovo Campaign Medal (1BS)
Iraq Campaign Medal (2BS)
Global War on Terrorism Service Medal

Various Commendations and Qualifications:

Combat Action Badge
US Army Master Parachutist Badge
Certificate of Commendation (USMC)
German Parachute Badge - Bronze
Jordanian Master Parachutist Badge
Kuwaiti, Yemeni, Australian Parachute Badge



Fairbanks North Star Borough Mayor's Office

809 Pioneer Road PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Luke Hopkins, Mayor *LH*
DATE: June 25, 2015
SUBJECT: Appointment to Platting Board

I am recommending appointment of the following individual to the Platting Board:

Sukimar Bandopadhyay

His term of office will expire on December 31, 2017.

For your information, other members of the board are:

William Mendenhall
Clint Meyer
Margery Kniffen
Kirk Maynard
Andrew Bryan
Robert "Ski" Marcinkowski
Randy Pitney
Troy Bouffard

Your confirmation of the appointment is respectfully requested.

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Plating Board

Applicant's Name Sukumar Bandopadhyay

Residence Address 4018 Dunlap Ave

City/State/Zip Fairbanks, AK 99709

Mailing Address 4018 Dunlap Ave

City/State/Zip Fairbanks, AK 99709

Work Phone 907-474-6876 Home Phone 907-479-0011

FAX _____ E-mail sbandopadhyay@alaska.edu

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I have taught mine survey and boundary survey for a number of years at UAF as well have professional back ground in mine land use planning. My background and training would bring an added perspective to the Plating Board. I understand plating and various issues related to it.

Brief Personal Biography (or attach resume)

See attached resume and one-page biography

Professional Licenses/Training

Licensed as a professional engineer in the State of Alaska

APPLICANT'S SIGNATURE

S. Bandopadhyay

DATE

6/16/2015

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

.....
FOR OFFICE USE ONLY

Date Received _____

By _____

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Bandopadhyay Sukumar
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Plating Board
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: _____

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

University of alaska Fairbanks, Higher Education & Research, Professor of Mining Engineering
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

No Conflict of Interest

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature S. Bandopadhyay

Date 6/16/2015

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

Sukumar Bandopadhyay
University of Alaska Fairbanks

Dr. Sukumar Bandopadhyay is a professor of Mining Engineering at the University of Alaska Fairbanks. He has served for several years as the Dean of the School of Mineral Engineering, Director of the Mineral Industry Research Laboratory, and Director of the Petroleum Development laboratory at the University of Alaska Fairbanks. He received his B.Sc. degree in mining engineering and M.Tech degree in mine planning from Banaras Hindu University, India. He also holds an MS degree in mining engineering and operations research and a Ph.D. degree in mining engineering from the Pennsylvania State University. He is a registered professional engineer in the State of Alaska. Dr. Bandopadhyay has received the Carol Feist award for outstanding undergraduate advising at the University of Alaska Fairbanks. He received the 2000 Society for Mining, Metallurgy & Exploration's (SME) Coal Division Distinguished Service Award, and also the 2007 Ivan B. Rahn Education Award, and the 2010 Howard N Eavenson award for his distinguished contributions to the advancement of coal mining, advancement of the coal industry by research, invention, publication or advances in mining and development methods from SME. He also received the 2011 Percy W Nicholls Award from SME "for his notable contributions to the advancement of Solid Fuels in the State of Alaska and for his scientific achievements in the field of solid fuels", and the 2012 AIME Mineral Industry Education Award "for his leadership in the advancement of mining education in Alaska, successful mentoring of students worldwide, and promoting responsible and sustainable mining in the Arctic." Dr. Bandopadhyay is a distinguished alumnus of Banaras Hindu University, and a Centennial Fellow of The Pennsylvania State University. He is a Distinguished Member of the Society for Mining, Metallurgy, and Exploration. Dr. Bandopadhyay has worked in coal and metal mines in various supervisory capacities for over five years. He has served in various capacities in SME/AIME and in the Coal Division. He is a past chair of the Coal Division, Past-chair and Vice-President of the Golden Northwest Region, and has served on the SME Board of Directors. He is a past chair of the Alaska Section of the AIME. He is

currently serving on SME's Education and Professional Development Strategic Committee.

Dr. Bandopadhyay is the Founder-Chair of the International Arctic Mining Council and was a co-editor of the proceedings of the First and Second International Symposium on Mining in the Arctic. He is also the editor of the Proceedings of the 30th.International Symposium on the Application of Computers and Operations Research in the Mineral Industry, and a co-editor of the Proceedings of the 10Th. US/North American Mine Ventilation Symposium. He has over one hundred sixty peer-reviewed publications in professional journals and symposium proceedings. He served as a visiting professor at Lulea University, Sweden. He has also served on the United Nations' Development Program (UNDP) as a TOKTEN consultant. His research interests are in coal mining, mining in the arctic, Operations Research and Computer Applications, mine health and safety, Mine Ventilation, Neural network and Support Vector Machine, Ceramic Membranes and Energy Materials.

VITAE
Sukumar Bandopadhyay

Address: 311 Duckering Building, College of Engineering & Mines
PO Box 755800, Fairbanks, AK 99775-5800
Ph: (907)-474-6876 (O), (907)-687-6478 (M),
Email: sbandopadhyay@alaska.edu

EDUCATION

- Ph.D. in Mining Engineering, The Pennsylvania State University, 1982.
- M.S. (Mining Engineering and Operations Research), The Pennsylvania State University, 1979.
- M. Tech, Mining Engineering (Mine Planning), Banaras Hindu University, India, 1975.
- B.Sc. (Mining Engineering), Banaras Hindu University, India, 1970.

PROFESSIONAL REGISTRATION

Registered Professional Mining Engineer (Alaska)
Registration #AA8696

PROFESSIONAL EXPERIENCE (ACADEMIC)

July, 1992 - Present
Professor of Mining Engineering, University of Alaska Fairbanks

July 1987 - June, 1992
Associate Professor of Mining Engineering, University of Alaska Fairbanks

May, 1988 - June, 1988
Visiting Research Professor, Dept. of Mining Engineering and Underground Construction, Lulea
University of Technology, Sweden.

August 1982 - June, 1987
Assistant Professor of Mining Engineering, University of Alaska Fairbanks

September 1976 - July 1982
Research and Teaching Assistant, Department of Mineral Engineering, Pennsylvania State University

November 1975- July 1976
Lecturer of Mining Engineering, Banaras Hindu University, India

PROFESSIONAL EXPERIENCE (Academic Administration)

February 25, 2002 – January 9, 2005

Dean, School of Mineral Engineering, University of Alaska Fairbanks

July 1, 2001 – February 24, 2002

Interim Dean, School of Mineral Engineering, University of Alaska Fairbanks

July, 1997 – June 2001

Head, Department of Mining and Geological Engineering, University of Alaska Fairbanks.

July, 1993 - June, 1995

Head, Department of Mining and Geological Engineering, University of Alaska Fairbanks.

September 1992 - June, 1993

Acting Head, Department of Mining and Geological Engineering, University of Alaska Fairbanks

PROFESSIONAL EXPERIENCE (Research Administration)

February, 25, 2002- January 9, 2005

Director, Petroleum Development Laboratory, University of Alaska Fairbanks

February, 25, 2002- January 9, 2005

Director, Mineral Industry Research Laboratory, University of Alaska Fairbanks

October 1997 – June 30, 2005

Director, Marine Minerals Technology Center - Arctic Seas Division, M.M.S., USDI

June 1989 - 1996

Director, Alaska Mining and Mineral Resources Research Institute, U.S. Bureau, Mines Mineral Institute Program

June 1989 - 1998

Research Advisory Board, Generic Mineral Technology Center, Mine Systems Design and Ground Control, U.S. Bureau of Mines.

PROFESSIONAL EXPERIENCE (INDUSTRY)

May 1973 - December, 1974

Under Manager, Sudamdih Project, National Coal Development Corporation, India.
Responsibility included health and safety, ventilation, production, development, and sand stowing in the mine's inclined long wall faces. This mine is designed for 2000 metric tons of Coal per day. It is one the highly mechanized long wall mines in the nation extremely complicated (geologically), and one of the deepest mines in the country.

April 1970 - August 1972

Graduate Mining Engineer, Balaghat Mine, Manganese Ore (India) Ltd.

Responsibility included supervision, development of headings—winzes, raises, haulage roads, crosscuts and ore drives, blasting efficiency of development faces, cut and fill stopes, and ventilation.

Summer of 1965 - 1969

12 months of summer mining experience in coal, open pit and underground metal mines.

Additional Course Work - at UAF

- CE 603 - Arctic Engineering - Spring 1984
- ME 685 - Arctic Heat and Mass Transfer, Spring 1986
- CS 301 - Computer Organization and Assembly Language - Summer, 1985
- CS 605 - Artificial Intelligence - Spring 1987
- ME 601 - Finite Element Analysis in Engineering - Fall 1989

NATIONAL/INTERNATIONAL PROFESSIONAL AWARDS

- **Indian Institute of Technology -BHU Distinguished Alumni Award (2014), “ for his outstanding contributions in the field of higher education, research, professional Services”, Lesle, Illinois, September, 2014.**
- **Indian Institute of Technology -BHU Alumni Award of Excellence (2013-14), “ for his outstanding contributions in the field of higher education, research, training and Development”, May 24, 2014, New Delhi, India.**
- **The AIME Mineral Industry Education Award (2012), “For his leadership in the advancement of Mining Education in Alaska, successful mentoring of students worldwide and promoting responsible and sustainable mining in the Arctic.”**
- **Percy Nicholls Award (2011), “ for his Contributions to the Advancement of Solid Fuels in the State of Alaska and for Scientific Achievements in the Field of Solid Fuel”, Jointly awarded by the American Society of Mechanical Engineering (ASME) and the Society for Mining for Mining, Metallurgy, and Exploration, Inc. (SME) .**
- **Howard N. Eavenson Award (2010), “for his distinguished contributions to the advancement of coal mining through extensive undergraduate and graduate education, innovative research into computer methods in mining and the unique arctic environment, and service to the profession”. Society for Mining, Metallurgy and Exploration, Inc.**
- **Ivan B. Rahn Education Award (2007), Society for Mining, metallurgy and Exploration, Inc. “ Recognizes a SME member for distinguished contributions to the educational activities within SME and is open to all SME members who have shown long-term interest in and have significantly contributed to SME activities relating to ABET, student affairs, continuing education, professional registration, and/or the council of education”.**
- **SME Distinguished Member Award, 2002, Society for Mining, Metallurgy, and Exploration, Inc. “The distinguished Member Classification is to honor those members who achieve distinction determined worthy of special recognition by SME. It is a means of**

acknowledging members who have attained eminence in the industry, the academic world, or have made significant contributions to the Sections, the Society or the Institute”.

- **Distinguished Service Award, 2002**, Society for Mining, Metallurgy and exploration, Inc., “For Outstanding Service to the Professional Registration Committee”.
- **Distinguished Service Award, 2000**, Coal Division, Society For Mining, Metallurgy, and Exploration, Inc. “The Coal Division Distinguished Service Award was established in 1989. It is presented to an individual for achievements in the coal mining industry”.
- **Carol Feist Outstanding Undergraduate Academic Advising Award**, University of Alaska Fairbanks, 1999 ,“For the care demonstrated and time commitment made to the students of the University. This award serves as the standard for exemplary academic advising”.
- **Coal Division Chair Award**, Society for Mining, Metallurgy and Exploration, Inc., 1998. “ In recognition of service to the Coal Division of the Society for Mining, Metallurgy, and Exploration, Inc.”
- **Distinguished Alumnus**, Dept. of Mining Engineering, Institute of Technology, Banaras Hindu University, 1997. The Distinguished Alumni Award, authorized by the Faculty Council recognizes and salutes the achievements of outstanding alumni whose personal life, professional achievements, and community service exemplify the objectives of the Banaras Hindu University”.
- **Centennial Fellow**, College of Earth and Mineral Sciences, The Pennsylvania State University, 1996. “**In recognition of distinguished accomplishments that bring honor to the College of Earth and Mineral Sciences and the Pennsylvania State University”.**
- **Outstanding Teacher of the Year**, 1996, Dept. of Mining & Geological Engineering, University of Alaska Fairbanks.
- **Outstanding Faculty Member of the year**, 1988, School of Mineral Engineering, University of Alaska Fairbanks.
- **Outstanding Faculty Member of the Year**, 1985, School of Mineral Engineering, University of Alaska Fairbanks

CERTIFICATES OF APPRECIATION

- Certificate of appreciation for providing high quality and impartial evaluation of the project proposals submitted to the calls of state research grants organized by the Shota Rustaveli National Science Foundation, by Sulkhan Sisauri, Director General of the Shota Rustaveli National Science Foundation, Tbilisi, Georgia, 2011.

- Certificate of Appreciation for Dedicated Service as Golden North Region Vice President (2006-07) of the Society for Mining, Metallurgy and Exploration, Inc., By 2007 SME President, Jim Arnold
- Certificate of Appreciation for Service as Chair of Faculty Affairs Committee
By UAF faculty Senate President Shirish Patil, 2007
- Certificate of Appreciation in grateful recognition of leadership as 2003-2004 Chair of the SME Golden Northwest Region by SME President Thomas J. O’Neil and SME Acting Executive Director John. J. Orologio, at SME Annual Meeting, Denver, Colorado, February, 2004.
- Certificate of Appreciation in recognition of outstanding dedication and contribution to the success of the water resources technician training program at the University of Alaska Fairbanks by Principal Deputy Secretary—Indian Affairs, U.S. Department of Interior, 2003
- Certificate of Appreciation for Outstanding Service as 2001-2001 Chair of the UAF Faculty Senate Curriculum Review Committee by UAF Senate President Lawrence Duffy, 2001.
- Certificate of appreciation for Service as Chair of the United Academics Grievance Committee at UAF by Faculty Union President Larry Weiss, 1998.
- Certificate of Appreciation in Recognition of Exemplary Service as a Member of the Safety, Transportation and Parking Board By UAF Chancellor Joan Wadlow, 1996
- Certificate of Appreciation for Service as Chair of Faculty Affairs Committee
By UAF faculty Senate President Collin Reed & President Elect Eric Heyne, 1995
- Certificate of Appreciation for “warmth, generosity, and unequivocal commitment to making the First Sister City Visit of the Suntar Region from Russia a success”, by Mayor John C. Gonzales, Denali Borough, 1994.
- Certificate of Appreciation for Service on the Enrollment Strategy Board & Sub-Groups By UAF Chancellor Joan Wadlow, 1993

HONORS & RECOGNITIONS

Keynote Speaker, 7th International Scientific and Practical Conference on “ Problems of Nature Management, Sustainable Development, and Technologic Safety of Regions”. Dnipropetrovsk, Ukraine, October 8-11, 2013 (Invited Speaker).

Keynote Speaker, 21st International Symposium on Mine Planning and Equipment Selection (MPES 2012), “**Corporate Social Responsibility -- A New Paradigm in Mine Planning, : Lessons Learned from Mining Projects in Developed and Developing Countries** “, New Delhi, India, November 28-30, 2012 (Invited Keynote Speaker).

Keynote Speaker, IX Congress of Mining Technology, Mining Technology, Social Responsibility and Environment, Universidad Nacional Del Centro Del Peru, Huancayo, Peru, December 14-16, 2011, “Corporate Social Responsibility – a new paradigm in Mine Planning in the 21st Century”, (Invited Keynote Speaker)

Keynote Speaker, 30th PERUNIN, Institute of Mining Engineers del Peru, October 11-16,, 2011, Arequipa, Peru, “ Strategic Mine Planning integrating Computer Software, Simulation and Social responsibility”. (Invited Keynote Speaker)

Keynote Speaker, 8th Peruvian National Mining Congress, October 19-23, 2010, Trujillo, Peru, “Engineering Education in the 21st Century”. (Invited Keynote Speaker)

Keynote Speaker, (8th International Conference on catalysis in Membrane Reactors), ICCMR8, Kolkata, India (Invited Keynote Speaker)

Keynote Speaker, (6th. International Symposium on Information Technology Applied to Mining), INFOMINA 2004, Peruvian Institute of Mining, Lima, Peru, September 16--23, 2006, “ Support Vector Machine: An Emerging Technique for Ore Reserve Estimation”, (INVITED Keynote Speaker).

Keynote Speaker, 19th International Symposium on Condition Monitoring and Diagnostic Engineering Management, Lulea University of Technology, Sweden, June 12-15, 2006, “Engineering Education in the 21st Century”, (INVITED Keynote SPEAKER).

Keynote Speaker, International Occupational Safety and Health Seminar, Peruvian Mining Safety Institute, Lima, Peru, October 26-29, 2004, “Health and Safety Problems in Mining in the Arctic”, (INVITED Keynote SPEAKER).

Keynote Speaker, (5th. International Symposium on Information Technology Applied to Mining), INFOMINA 2004, Peruvian Institute of Mining, Lima, Peru, September 14-17, 2004, “Emerging Techniques in Ore Reserve Estimation”, (INVITED Keynote SPEAKER).

Keynote Speaker, (4th International Symposium on Information Technology Applied to Mining), INFOMINA 2002, Peruvian Institute of Mining, Lima, Peru, September 17-20, 2002, “Operations Research and Computer Applications in the Mineral Industry: Past, Present and the Future ”, (INVITED Keynote SPEAKER).

Opening Remarks, “Future of Fossil Energy in Alaska, A workshop for Road Mapping Energy Research for Alaska”, April 11-12, 2002, University of Alaska Fairbanks

In Dictionary of International Biography, 24th Edition, Cambridge, England.

Editorial Board, Journal of Mining Research, India, 1997-Present.

Member of the U.S. Delegation, U.S.-India, Expert Exchange Program, United States National Science Foundation and Department of Science and Technology. Government of India, November, 1991.

United Nation Development Program (UNDP) TOKTEN Consultant to Government of India, Council of Scientific and Industrial Research, India, June, 1990 - Present

Editorial Board, The International Journal of Surface Mining and Reclamation, A.A. Balkema Publishers, Netherlands, 1986---Present.

Editorial Board, International Journal of Environmental Issues in Minerals and Energy Industry, A.A. Balkema Publisher, Netherlands, 1992-Present.

NATIONAL/INTERNATIONAL TEACHING ACTIVITIES

Mine Systems Simulation, Karaganda State Technical University, Kazakhstan, September 16- 29, 2013

Systems Analysis for the Mining Industry, Universidad Nacional de Ingenieria, Facultad De Ingenieria Geologica Minera Y Metalurgica, Lima, Peru, July 2-4, 1998.

Dam Safety Design and Fundamentals of Earth Moving (Software), Alaska Miners Association, Short Course, Fairbanks, March 24, 1995.

Underground Mining of Frozen Placers, Alaska Miners Association, November 1-2, 1993, Anchorage, Alaska.

Information Technology and Decision Support Systems in Mining, Calcutta, August 3-4, 1990, India.

Computer Applications in Mining, Indian School of Mines, Dhanbad, July 26-28, 1990, India.

Computerized Mine Planning and Scheduling, Pre-Symposium Seminar, Calgary, November 2, 1988.

Network Planning and Resource Scheduling in Mining Project Construction. June 11-17, 1988, Department of Mining and Underground Constructions, Lulea University of Technology, Lulea, Sweden.

Mining Expert Systems. June 9-10, 1988, Department of Mining and Underground Construction, Lulea University of Technology, Lulea, Sweden.

Mine Ventilation Analysis, May 18-20, 1981, The Pennsylvania State University, University Park, PA 16802.

Computer Simulation Model for Surface Mining, June 10-12, 1981, The Pennsylvania State University, University Park, PA 16802.

Computer Simulation Models for Surface Mining. June 18-20, 1980, The Pennsylvania State University, University Park, PA 16802.

Graduate and Post-Doctoral Student Supervision and Mentoring at the University of Alaska Fairbanks

- Will Collingood, PhD in Mining Engineering , (In progress) Major Advisor.

- **Kumar Vaibhav Raj, PhD in Mining Engineering, (In Progress), Major Advisor.**
- **Taraprasad Bhowmick, MS Student in Mining Engineering, (In progress), Major Advisor**
-
- **Yongjun Zhang, INDSP PhD Student, Materials Science & Engineering, May, 2014, Major Advisor**
- **Yanhong Gu, PhD in Mechanical Engineering, Bio-Materials, August 2012 , Major Advisor**
- **Will Collingood, MS (Mining Engineering), May 2012, Major Advisor.**
- **Abhisekh Choudhury, PhD in Mineral Engineering , May 2011. Major Advisor**
- **Sridhar Dutta, INDSP Ph.D. in Mining Engineering, Major Advisor (August 2006)**
- **Ke, Jinchuan, Interdisciplinary INDSP PhD Degree in Systems Engineering, August, 2002, Major Advisor.**
- **Sudeep Ingole, Interdisciplinary PhD in Materials Engineering, 2002—(inactive)**
- **Venkata Mudunari, INDSP Ph.D (2004- Inactive)**

- **Dr. Purustham Tukkuraja, Post Doctoral Student (October 2008 – August 2009)**
- **Dr. Somnath Biswas Post Doctoral Student (February 2007 – August 2008)**
- **Dr. Nambiappan. Thangavel. Saraswati, Post Doctoral Student, (October 2006 –May 2008)**
- **Dr. Nityanandan Thangamani, Post Doctoral Student, (December 2004— August 2008).**
- **Dr. Piyush Rai, Post doctoral Student, Summer , 2007**
- **Navin Tarkawadi, Post Doctoral Student, April 11, 2005- March, 2006**
- **Shenamoy Chatterjee, Post Doctoral Student (October 1, 2006- May 2008)**
- **Dr. Biswajit Samanta, Post-Doctoral Student, August 2002— June, 2004.**
- **Dr. Nagendra Nagabhusana, Post-Doctoral Student, August 1999- December 2004.**

- **Wei Zhang, M.S. in Mechanical Engineering, Graduate Advisory Committee, 2009**
- **Pradeep Kumar, M.S. Mining Engineering Student, 2006**
- **Victor Tenorio, M.S. Degree in Mining Engineering, 2006**
- **Dinesh Malav, M.S. Degree in Mining Engineering, 2005**
- **Abhisekh Chowdhury, M.S. Degree in Mining Engineering, 2005**
- **Abhijit D’Souza, M.S. Degree in Mining Engineering, 2005**
- **Seth, Indranil, M.S. Degree in Mining Engineering, 2002**
- **Ke, Jinchuan, M.S. Degree in Mining Engineering, 1997**
- **Wu, Hangwang, M.S. Degree in Mining Engineering, 1996**
- **Wang, Xueke, M.S. Degree in Mining Engineering, 1995**
- **Biswas, Kousick, M.S. Degree in Mining Engineering, 1993**
- **Zhang, Yuwu, M.S. Degree in Mining Engineering, 1991**
- **Devala Rajendra Kumar, M.S. Degree in Mining Engineering, 1989**
- **VenkataSubramanian, Panchanadan, M.S. Degree in Mining Engineering, 1988**
- **Chattopadhyay, Asis, M.S. Degree in Mining Engineering, 1985**
- **Sudararajan Arunapuram, M.S. Degree in Mining Engineering, 1985**
- **Amborse, J. G, M.S. Degree in Geological Engineering, 1984**

UNDERGRADUATE AND GRADUATE LEVEL COURSES TAUGHT AT UAF

- Min 103: Introduction to Mining Engineering
- Min 203: Mine Surveying
- Min 225: Quantitative Methods in Mining Engineering
- Min 226: Mine Development
- Min 301: Mine Plant Design
- MIN 302: Underground Mine Environmental Engineering
- Min 445: Surface Mining
- Min 446: Underground Mining Methods
- Min 409: Operations Research and Computer Application in the Mineral Industry
- Min 481: Computer-aided Mine Design I
- Min 484: Open pit Mining
- Min 490: Mine Design Project
- Min 631: Research Methods in Mineral Engineering
- Min 637: Mine Systems Simulation
- Min 646: Mining Engineering in the Arctic
- Min 652: Numerical Methods in Mine Ventilation
- Min 670: Optimization Models in the Mineral Industry

PUBLICATIONS: BOOKS/BOOK CHAPTERS & BOOKS-EDITED

Ganguli, R, and S. Bandopadhyay, (Editors), Proceedings of the 10th U.S./North American Mine Ventilation Symposium, Francis and Taylor, 2004

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Izaxon, V. U. Sleptsov, V. I., and S. Bandopadhyay, "Simulation of Heat & Mass Exchange in Arctic Mines", Nauka , Novosibirsk, 2000 (In Russian).

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Other Publications (Thesis/Dissertation)

Bandopadhyay, S., “Planning with Diesel-Powered Equipment in Underground Mining: A Computer Analysis of Exhaust Dispersions”, Unpublished Doctoral dissertation in Mining Engineering, The Pennsylvania State University, 1982, 365 p.

Bandopadhyay, S., “A Digital Simulator for Dragline Operations”, Unpublished Master of Science Thesis, 1979, The Pennsylvania State University, 189 Pages.

Bandopadhyay, S., “Network Planning with Special Reference to the Development and Extraction”, Unpublished Master of Science Thesis, 1975, Banaras Hindu University, 200 pages.

Research Grants/Contracts (Dollar Amounts shown only for the last ten years)

Novel Dense Membranes for Hydrogen Separation for Energy applications, Sukumar Bandopadhyay, PI, Funded Amount : **\$464,892**, US Department of Energy, Office of Basic Energy Sciences, Grant Number: DE-FG02-09ER46628, (2009-2013).

Ventilation of Deep Open pit Mines with special Reference to Air Inversion in Arctic or Subarctic Regions”, Principal Investigator, Amount Funded: \$ **1,247,444.00**, NIOSH Contract # 200-2009-31968, (2009-2014).

Development of a Novel Efficient solid Oxide Hybrid for Cogeneration of Hydrogen and Electricity using nearby Resources for Local Application. Principal Investigator at UAF (In collaboration with MSRI, and Univ. of Missouri-Rolla). Amount funded : **\$2,500,000**, UAF Amount \$ 475,000 including a cost match of \$95,000. DOE Grant # DE-FG-36-05G015194 (2005-08).

Oxygen Transport Ceramic Membrane (DOE), Principal Investigator (In collaboration with Praxair, Inc., University of Houston, and Univ. of Missouri Rolla), Amount Funded: **\$687,500**, including a cost match of \$137,000, DOE Grant # DE-FC26-99FT40054 (2006-2008).

Marine Mining Technology Center-Arctic Seas Division Projects (In collaboration with the faculty of mining and geological engineering, UAF, Institute of Marine Sciences, UAF, and Minerals Management Services, USDI), Principal Investigator, Amount Funded: **\$860,000**, Cooperative Agreement # 1435-01-02-CA-85124, (2005-08).

Low Rank Coal Grinding Performance Vs. Power Plant Performance (AETDL/DOE), Rajive Ganguli (PI), Sukumar Bandopadhyay (CO-PI), Ted Wilson (Co-PI), **\$661,000**, including a cost share of \$56,000. (2002-08).

Oxygen Transport Ceramic Membranes (DOE), Principal Investigator, (In collaboration with Department of Energy, BP Chemicals, Praxair, Inc., University of Houston, and University of Missouri-Rolla), Amount Funded: **\$627,679**, Grant # DE-FC26-99FT40054, (2004-2005) including a cost match of \$124,679.

Marine Mining Technology Center-Arctic Seas Division Projects (In collaboration with the faculty of mining and geological engineering, UAF, Institute of Marine Sciences, UAF, and Minerals Management Services, USDI), Principal Investigator, Amount Funded: **\$760,000**, Cooperative Agreement # 1435-01-02-CA-85124, (2004-05).

Oxygen Transport Ceramic Membranes (DOE), Principal Investigator, (In collaboration with Department of Energy, BP Chemicals, Praxair, Inc., University of Houston, and University of Missouri-Rolla), Amount Funded: **\$627,679**., Grant # DE-FC26-99FT40054, (2003-2004) including a cost match of \$124,679.

Resource Assessment and Technical Challenges to Producing Coal bed Methane and Natural Gas from tight Sands in the Cook Inlet Basin, Alaska, Funded by: Resource Partnership to Secure Energy for America (RPSEA), Gas Technology Institute, David Ogbe (PI), Bandopadhyay, Sukumar (CO-PI), Amount Funded: **\$349,000** , 2003-04.

Marine Mining Technology Center-Arctic Seas Division Projects (In collaboration with the faculty of mining and geological engineering, UAF, and Minerals Management Services, USDI), Principal Investigator, **\$800,000**, Cooperative Agreement # 1435-01-02-CA-85124., (2003-04).

Oxygen Transport Ceramic Membranes (DOE), Principal Investigator, (In collaboration with Department of Energy, BP Chemicals, University of Illinois-Chicago, University of Houston, University of Missouri-Rolla, and MIT), Amount Funded: **\$1,200,000**, Grant # DE-FC26-99FT40054, (2002-2003) including a cost match of \$200,000.

Marine Mining Technology Center-Arctic Seas Division Projects (In collaboration with the faculty of mining and geological engineering, UAF, and Minerals Management Services, USDI), Principal Investigator, **\$800,000** (2002-03), Cooperative Agreement # 1435-01-02-CA85124.

Resource Characterization and Quantification of Natural Gas Hydrate and Associated Free-Gas accumulations in the Prudhoe Bay – Kuparuk River Area on the North slope Alaska, **Participating Scientist**, (In collaboration with, BP Exploration Alaska, University of Arizona, and United States Geological Survey), Amount Funded: **\$1,300,000**, (2001-2005).

Department of Energy (DOE) Ultra-Clean Fuels Production and Demonstration Program, Participating Scientist (In Collaboration with ICRC, DOE, Syntroleum, MIT, WVU, Marathon Oil, A.D. Little, Daimler Chrysler, & Denali National Park), Amount Funded: **\$250,000**, (2001-2004).

Crack Growth and Reliability Analysis of Solid Oxide Fuel Cells, PI, AETDL/DOE-Arctic Energy Center, Amount Funded: **\$150,000**, 2001-02.

Oxygen Transport Ceramic Membranes (DOE), Principal Investigator, (In collaboration with Department of Energy, BP Chemicals, University of Illinois-Chicago, University of Houston, University of Missouri-Rolla, and MIT), Amount Funded: **\$3,150,000**, Grant # DE-FC26-99FT40054, (1999-2002)

Evaluation of ITM- Syngas Hydrogen Generators for their Adaptability to Alaska (Air Products and Chemical Inc., PA), Co-Principal Investigator. Amount Funded: **\$125,662**, (1998-2003)

Development of a Marine Placer Reserve Definition Model (MMS/USDI)
Principal Investigator, (1998-99).

Marine Minerals Technology Center/Arctic Seas Division Administration (MMS/USDI), Co-Principal Investigator, (1998-99).

Development of a Knowledge Base Decision Model for Marine Tailings Disposal (MMS/USDI),
Principal Investigator, (1998-99).

Centurion 500 Mine Monitoring & Control System (CONSPEC CONTROLS, CANADA) PI, \$45,000 ,
Corporate Gift to Dept. of Mining & Geological Engineering, (1998-99).

Underwater Mining Machine Design (MMS/USDI), Co-Principal Investigator
Amount Funded: \$120,000, (1998-01)

Industrial Minerals and Rocks in South Central Alaska - Deposits and Potential Markets, Cook Inlet
Regional Corporation (CIRI), Principal Investigator, (1995-96).

Management and Control of Water Infiltration in Underground, Frozen Placer Mines., Contract with Generic Mineral Technology Center on Ground Control and Mine Systems Design., U.S. Bureau of Mines, Principal Investigator, (1995-97).

Innovative Design of Mine Ventilation Systems For Underground Placer Mines in the Arctic. Contract with Generic Mineral Technology Center on Ground Control and Mine Systems Design, U.S. Bureau of Mines, Principal Investigator, (1994-95).

Innovative Design of Mine Ventilation Systems For Underground Placer Mines in the Arctic. Contract with Generic Mineral Technology Center on Ground Control and Mine Systems Design., U.S. Bureau of Mines, Principal Investigator, (1993-94).

Roof Support System for Development Openings in Alluvial Permafrost. Contract with Generic Mineral Technology Center on Ground Control and Mine Systems Design., U.S. Bureau of Mines, Principal Investigator, (1993-94).

Roof Support System for Development Openings in Alluvial Permafrost, Contract with Generic Mineral Technology Center on Ground Control and Mine Systems Design, U.S. Bureau of Mines, Principal Investigator, (1992-93)

Grant to Assist Mining and Mineral Resource Research Institute, Grant #G1124202 and G1134202, U.S. Bureau of Mines, PI/Director, MMRRI.

Grant to Assist Mining and Mineral Resource Research Institute, Grant #G1114102, U.S. Bureau of Mines, PI/Director MMRRI.

Grant to Assist Mining and Mineral Resource Research Institute, Grant # 1194102, U.S. Bureau of Mines , PI.

Diesel Deployment in Underground Placer Mines in Alaska: Ventilation Considerations, Principal Investigator Contract with MMRRI/U.S. Bureau of Mines (1988-89)

Hydrological Aspects of Surface Mines in the Arctic
Principal Investigator Contract with MMRRI/U.S. Bureau of Mines (1986-87)

Permafrost Failure Investigation at Wilbur Creek Mine, Co-principal Investigator Contract with University of Alaska Fairbanks (1985-86)

Monitoring of the Wilbur Creek Mine, Co-Principal Investigator Contract with S.C. Rybachek, Owner, North Pole, Alaska (1986-87)

Aspects of Reclamation of Post-mining Land in the Arctic and Sub-arctic Regions Principal Investigator, Contract with MMRRI/U.S. Bureau of Mines (1985-86).

Development of a Structured Methodology for Evaluations of Post-mining Land use Plans, Principal Investigator, Contract with MMRRI/U.S. Bureau of Mines (1983-84)

Computer Simulation of the Integrated Mining and Reclamation Operations of a Sub-arctic Surface Coal Mine, Principal Investigator:, Contract with Generic Mineral Tech. Center/U.S. Bureau of Mines, (1982-84).

Stream Flow Estimation for Surface Mining in Northern Regions
Co-Principal Investigator, Contract with Office of Surface Mining, U.S. Department of Interior, (1982-83).

Professional and Technical Societies Leadership Activities

- APCOM Council--Member
- Coal and Energy Programming Committee, SME, Chair-Elect, 2012-13
- Coal and Energy Programming Coordination Committee, SME, Chair, 2013-14
- Accreditation and Curricular Issues Committee—Coal and Energy Division, SME, 2013-14
- Stefanko Best Paper Award committee, Coal & Energy Division, Chair-Elect, 2012-13
- Heward N. Eavenson Award Committee, 2013-14.
- Coal and Energy Executive Committee, 2013-14
- SME Education and Professional Development Strategic Committee, 2010-12
- Chair, International APCOM Council, 2007 --2011.
- Vice President, Northwest Golden Region, Society for Mining, Metallurgy and Exploration Inc., 2006-08
- Director, Alaska Miners Association (AMA), Fairbanks Branch, 1999-2001
- Director, Alternate, Society of Mining Engineers (SME)/AIME, 2003-2004
- Director, Alternate, Society of Mining Engineers (SME)/AIME, 1999-2000
- Director, Society for Mining, Metallurgy and Exploration, Inc., SME/AIME Board of Directors, 1996-99
- Chair, Coal Division, SME, 1997-98
- Chair-Elect, Coal Division, SME, 1996-97
- Chairman-Elect (Designate), Coal Division, SME, 1995-96
- Secretary, Coal Division, SME/AIME, 1993-1995
- Assistant Secretary, Coal Division, SME/AIME, 1992-1993

PROFESSIONAL COMMITTEES CHAIRED

- Chair, Golden North Region of the Society for Mining, Metallurgy and Exploration, Inc., 2002-03.
- Chairman, Coal Division, Distinguished Service Award Committee, 1997.
- Chairman, Open pit Mining, Mining and Exploration Division, SME/AIME, 1994-1995.
- Chairman, Eavenson Award Committee, Coal Division, SME/AIME, 1996.
- Chairman, Eavenson Award Committee, Coal Division, SME/AIME, 1995.
- Chairman, International Arctic Mining Committee, 1988-1992.
- Chairman, Organizing Committee, 1st International Symposium on Mining in the Arctic, July 16-19, 1989, University of Alaska Fairbanks.
- Chairman, Organizing Committee, 2nd International Symposium on Mining in the Arctic, July 19-22, University of Alaska Fairbanks, 1992.

- Chairman, Surface Mining Committee, Coal Division, SME/AIME, 1987-88.
- Chairman, Publication Committee, Coal Division, SME/AIME, 1991-92.
- Chairman, Operations Research Committee, Mining and Exploration Division, SME/AIME, 1992-93.
- Chairman, Underground Mine Ventilation Committee, Coal Division, SME/AIME, 1992-93.
- Chairman, Publication Committee, Mine Ventilation, Coal Division, SME/AIME 1990-91.
- Chairman, Publication Committee, Open pit Mining, Mining and Exploration Division, SME/AIME, 1992-93.
- Principal Reviewer, Operations Research, Mining and Exploration Division, SME, 1998-99.
- Principal Reviewer, Operations Research, Mining and Exploration Division, SME/AIME, 1989-90.
- Principal Reviewer, Surface Mining, Coal Division, SME/AIME, 1985-86.

Professional and Technical Society Activities at the National Level

- Program Reviewer for American Board of Engineering Technology (ABET), Mining Engineering, 2004 – to date
- Member, 35th APCOM Organizing Committee, Australian Institute of Mining & Metallurgy, 2010-11
- Co-Chair, 16th. International Symposium on Mine Planning and equipment Selection, Thailand, December, 2007.
-
- Co-Chair, 14th. International Symposium on Mine Planning and equipment Selection, Alberta, Canada, November, 2005.
- Co-Chair, 13th. International Symposium on Mine Planning and equipment Selection,, Warclaw, Poland, September, 2004.
- Member, Organizing committee, Infomina 2004, lima, Peru
- Co-Chair, 10th. North American Mine Ventilation Symposium Organizing Committee, SME/AIME, 2003-04.
- Chair, APCOM'02, SME/AIME, Phoenix, 2002
- Member, Accreditation & Curricular Issue Committee, SME, 2006-09
- Member, Distinguished Member Award Nomination Committee, SME, 2006-08
- Member, GEM Committee, SME, 2006-09
- Membership Committee, SME, 2006-09

- Mining Engineering Committee, SME, 2006-09
- Member –at –Large, Professional Engineers Exam committee, 2006-08
- Member, SME Section Representative Executive Committee, 2006-08
- Member, APCOM Council, SME, 2006-12
- Member, Coal Division Executive Committee, 2003-06
- Member, 2005 Coal & Energy division Distinguished Service Award Committee
- Member, Organizing committee, Infomina 2002, Lima, Peru, 2002
- Member, Mining & Exploration division Executive Committee, Society for mining, metallurgy and exploration, inc., 2000-02
- Member, Coal Division, Distinguished Service Award Committee, 1999-2000.
- Member, Mining and Exploration Division, Program Planning Committee, 1999-2000.
- Member, Robert Peele Award Committee, Mining and Exploration Division, 1999-2000.
- Member, Operations Research Committee, Mining and Exploration, 1999-2000.
- Member, Coal Division Nominating Committee, 1999-2000.
- Member, SME Professional Registration Committee, 1999-02.
- Member, Coal Division Executive Committee, 1999-02.
- Member, Nominating Committee, SME, 1998-99.
- Member, Coal Division, Distinguished Service Award Committee, SME, 1998-99.
- Member, Publication Committee, Mining and Exploration Division, SME, 1998-99.
- Member, SME Nomination Committee, 1997-98.
- Member, Coal Division Nominating Committee, 1997-98.
- Member, Coal Division Distinguished Service Award Committee, Coal Division, SME/AIME, 1996-97.
- Member, Daniel C. Jackling Award Committee, Mining & Exploration Div., SME/AIME, 1996-97.
- Member, Mining and Exploration Division, Executive Committee, 1995-96.
- Member; Coal Division Executive Committee, SME/AIME, 1992-1995.
- Member, Mining Engineering Committee, SME/AIME, 1993-1996.
- Member, Eavenson Award Committee, SME/AIME, 1994-1997.
- Member; Operations Research Committee, Mining and Exploration Division, SME/AIME, 1989-1993.
- Member; Robert Peele Award Committee, Mining and Exploration Division, SME/AIME, 1990-91.
- Member; Robert Peele Award Committee, Mining and Exploration Division, SME/AIME, 1991-92.
- Member; Open Pit Mining Committee, Mining and Exploration Division, SME/AIME, 1990-1993.
- Member; Surface Mining Committee, Coal Division, SME/AIME (1985-88).
- Member; Publication Committee, (Surface Mining), SME/AIME (1985-1986).

- Member; Educational Planning Committee, SME/AIME (1987- 1990).
- Member; Mine Ventilation Committee, SME/AIME (1987- 1993).
- Member; Publication Committee (Underground Ventilation), SME/AIME,
- 1988-89.
- Member, Organizing Committee, 11th., International Symposium on Mine Planning and Equipment selection, Ostrava, Czech Republic, 2002
- Member, Organizing Committee, 10th. Int. symposium on Mine Planning and equipment Selection, India 2001
- Member, Organizing Committee, 9th. Int. Symposium on Mine Planning and Equipment Selection, Greece, 2000
- Member, Organizing Committee, 7th Int. Symposium on Mine Planning and Equipment Selection, Calgary, 1998.
- Member, MINEIT '97 International Organizing Committee, 1997.
- Member; Organizing Committee, 21st International Symposium on the Application of Computers in the Mineral Industry, Las Vegas, February, 1989.
- Member; Technical Book Publishing Committee, Society of Mining Engineers, SME/AIME, 1989-1992.
- Member; Program Planning Committee (Mine Ventilation), 119th Annual Meeting of the Society of Mining Engineers, (1990).
- Member; Program Planning Committee (Operations Research), 121st Annual Meeting of the SME/AIME, 1991.
- Member; Technical Program Committee, 2nd International Symposium on Mine Planning and Equipment Selection, Calgary, Canada, 1990.
- Member; International Organizing Committee, 2nd International Symposium on Environmental Issues and Management of Waste of Energy and Mineral Production, Canada, 1992.
- Member; International Organizing Committee, 4th Int. Symposium on Mine Planning and Equipment Selection, Calgary, 1995.
- Member; International Organizing Committee, 5th Int. Symposium on Mine Planning and Equipment Selection, Sao Paulo, Brazil, 1996.

Technical Sessions Chaired At the National/International Level

- Mine Planning – II, 35th APCOM, Wollongong, Australia, September, 2011.
- Simulation of Mining Systems – I, 35th APCOM, Wollongong, Australia, September, 2011.
- Ventilation Modeling – II, 13th. North American Mine Ventilation Symposium, Sudbury, Canada, June, 2010
- Design of Mine Ventilation Systems -- II, 9th. International Mine Ventilation Congress, Gurgaon, NCR, India ,November , 2009
- Reactors for Oxidation of Alkannes, 8th International Conference on catalysis in Membrane Reactors (ICCMR8), CGRI, Kolkata, India, December 2007.
- Heat & Humidity II, 11th. U.S./North American Mine Ventilation Symposium, Penn. State University, June, 2006.
- Frozen ground Mining, 8th. International Symposium on Mining in the Arctic, Kola Mining Institute, Russian Academy of Science, June, 2005.

- Mining & Processing, 13th. International Symposium on Mine Planning and Equipment Selection, Warclaw, Poland, September, 2004
- Arctic Mining, 7th. International Symposium on Mining in the Arctic, Iqualuit, Canada, 2003.
- Mine operations, 10th. International Symposium on Mine Planning and Equipment Selection, New Delhi, India, 2001
- Operations Research, Annual Meeting of the Society for Mining, Metallurgy and Exploration, Denver, 2001
- Heat Transfer in arctic Mines, 6th International Symposium on Mining in the Arctic, Greenland, 2001
- Mining And Environment, 17th International Mining Congress, Ankara, Turkey, 2001
- Environmental Engineering, Mine Closure and Restoration, Session II, 29th International Symposium on the Application of Computers in the Mineral Industries, Beijing, China, 2001.
- Mine Environment and Reclamation, 9th. International Symposium on Mine Planning and Equipment Selection, Greece, 2000
- Mining and the Environment II, 7th International Symposium on Mine Planning and Equipment Selection, Calgary, Canada, 1998.
- Arctic Mining, 5th International Symposium on Mining in the Arctic, Yellowknife, Canada, 1998.
- Mine Planning, National Workshop on Mining in the Private and Public Sectors in the 21st Century, 1998, India.
- Methane Control, 6th International Mine Ventilation Congress, Pittsburgh, May 19-23, 1997.
- Mine Systems Simulation, 26th International Symposium on the Application of Computers and Operations Research in the Mineral Industries, The Pennsylvania State University, September 16-20, 1996.
- Mine Planning - Underground, 26th International Symposium on the Application of Computers and Operations Research in the Mineral Industries, The Pennsylvania State University, September 16-20, 1996.
- Arctic Mining, 4th International Symposium on Mining in the Arctic, Longyearbyen, Svalbard, Norway, July 27-30, 1996.
- Underground Mining, Coal, 124th Annual Meeting of the SME/AIME, March 6-9, Denver, 1995
- Open Pit Mining - Meeting the Global Challenge, 124th Annual Meeting of the SME/AIME, March 6-9, Denver, 1995.
- Mine Ventilation Design (II), 6th. U.S. Mine Ventilation Symposium, June 21-23, Utah, SME/AIME, 1993
- Expert Systems for Mine Planning, 23rd International Symposium on the Application of Computers in Mine Planning, Arizona, 1992.
- Operations Research, 121st Annual Meeting of the SME/AIME, February, 1992, Phoenix, Arizona.
- Emerging Areas: Remote Control, Automation, Robotics and Artificial Intelligence, Indo-U.S. Symposium on Computer Applications in the Mineral Industries, Indian School of Mines, India, November, 1991.
- Operations Research - Applications and Challenges, 120th Annual Meeting of the Society of Mining Engineers, AIME, Denver, February, 1991.
- Enhancing Operations with Operations Research, 120th Annual Meeting of the Society of Mining Engineers, AIME, Denver, February, 1991.

- Mine Ventilation Monitoring and Control Systems Application, 119th Annual Meeting of the SME/AIME, Salt Lake City, Utah, February, 1990.
- Ventilation for Diesel Equipment, 119th Annual Meeting of the SME/AIME, Salt Lake City, Utah, February, 1990.
- Expert Systems, 21st International Symposium on the Application of Computers in Mine Planning, SME/AIME, Los Vegas, February, 1989.
- Surface/Open pit Mining in Difficult Environments, 117th Annual Meeting of the SME/AIME, Phoenix, Arizona, February, 1988.
- Diesel Ventilation, 3rd U.S. Mine Ventilation Symposium, Pennsylvania State University, October, 1987.
- Surface Mining, 116th Annual Meeting of the SME/AIME, Denver, February, 1987.
- Mining Industry in the World, International Symposium of Young Miners, St. Staszic Academy of Mining and Metallurgy, Cracow, Poland, December, 1984.

OTHER PROFESSIONAL SERVICES

- **Member, National Occupational Research Agenda, NIOSH/CDC, Mining Sector Council, 2010-**
- Reviewer, NIOSH Research proposals, 2010-
- **Representative Member : POGO Mine Compliance Group, 2005-, Appointed by the Commissioner of DNR, State of Alaska**
- Alaska Miners Association Representative Member to Dept. of Energy's Future Industry Research Group
- Coordination group, Dept. of Environmental Conservation, State of Alaska on Development of Technical Criteria for Placer Mine Reclamation (1995-96).
- **Peer Reviewer: National Research Council, National Science Foundation, Twinning Program with Belarus, Bulgaria, Kazakhstan, Moldova, Romania and Ukraine (1996-97).**
- **Reviewer, United States Environmental Protection Agency, Environmental Education Grants, Region 10, 1992.**
- External Examiner, Bengal Engineering College & University, India
- External Examiner, Ph.D. Programs., Banaras Hindu University,
- External Examiner-- Indian Institute of Technology, Kharagpur, India

University-wide Committee Activities

- **Chair, University-Wide post tenure Review Committee, 2012-13**
- **Chair, University-Wide post tenure Review Committee, 2011-12**
- **Chair, University-wide Post-tenure Review Committee, 2008-09**
- Member, University-wide Post-tenure Review Committee, 2008-10
- Member, University-wide Promotion & Tenure Committee, 2006-2008
- Member, AK-Statewide Engineering Education Reorganization Committee, 2003-04.
- Member, UAF Parking Violations Appeal Board, 2000-2001
- Member, University-wide Comprehensive Review Committee, 1999-2000
 - **Chair, University-wide Comprehensive Review Committee, 1998-99.**
- Member, UAF Parking Violations Appeals Board, 1999-2000

- Member, Chancellor's Advisory Committee on 'Fixed Cost' budget, UAF, 1997.
- Member, Chancellor's Program Assessment Coordinating Committee, UAF, 1994-1995
- Member, Chancellor's Advisory Committee for Public Safety, Transportation & Parking, 1993-1997
- Member, UAF Academic Success Sub-Committee, 1992-94

- Member, Andrew Mellon Foundation Professional Travel Awards Committee 1988-91
- Member, UAF Research Advisory Council 1989-91
- Member, UAF Graduate Council 1992-94
- External Examiner UAF Graduate School
- Faculty Advisor, UAF Academic Advising Center 1991 – 2001

UNIVERSITY OF ALASKA FAIRBANKS FACULTY SENATE

- **Member, UAF Faculty Senate – 2011-13**
- **Member, UAF Senate Promotion and Tenure Unit Criteria Committee, 2011-13**
- Faculty Senate –Alternate, 2008-10
- Member, UAF Faculty Senate, 2006-2008
 - Chair, Faculty Affairs Committee, UAF Senate, 2006-2007
- Member, UAF Faculty Senate, 2000-2001
 - Chair, Curriculum Review Committee, UAF Senate, 2000-01
- Member, Administrative Committee, UAF Senate, 2000-01
- Member, Curricular Affairs, UAF Senate, 2000-01
 - Chair, Curriculum Review Committee, UAF Senate, 1999-2000
- Member, Administrative Committee, UAF Senate, 1999 – 2000
- Member, Curricular Affairs, UAF Senate, 1999-2000
- Member, Faculty and Scholarly Affairs Committee, UAF Senate, 1998-99
- Member, Faculty Senate, 1998-2000
- Member, Faculty Senate, UAF, 1996-1998
- Member, Curricular Affairs, UAF Senate, 1997-98
 - Chair, Faculty Affairs Committee, UAF Senate, 1994-95
- Member, Faculty Senate, UAF, 1994-96
- Member, Scholarly Activity Committee 1990-92
- Member, Faculty Senate, UAF 1989-92
- Alternate Member, Faculty Senate, UAF 1988-89
- Member, Faculty Affairs Committee 1990-92 UAF faculty Senate
- Member, Fairbanks Assembly 1989-90
- Member, Computer User's Committee 1983-86

School of Mineral Engineering and College of Engineering & Mines (Partial List)

Chair, Mining Engineering Faculty Search Committee, 2011-13

- Chair, CEM Peer Review Committee for Promotion, Tenure, and Post-tenure Review, 2008-09
- Member, CEM Peer Review Committee for Promotion, tenure, and Post tenure Review, 2006- to date

- SME Dean Search Committee, 1992-93
- SME Peer Review Committee, 1988 – present
- Chair, Mining Faculty Search Committees, 1988 – 2001
- Member, Geological Engineering Faculty Search Committee, 1999-2001
- CNRDM College Structure Committee, 1998
- SME Merit Salary Increase Committee, 1998-2000
- SME Program Review Committee, 1994-95
- SME/SOM Fiscal Officer Search Committee, 1998

UNITED ACADEMICS-AAUP-AFT

- Chair, Grievance Committee, UAF, 1997-1998
- Representative member, AAUP-AFT Assembly, UAF, 1997-1999

Other PROFESSIONAL Services

- Faculty Advisor, Student Chapter of the SME/AIME, 1982-92
- Faculty Advisor, Student Chapter of the SME/AIME, 1994-

Local chapter of SME/AIME

- Chairman Alaska Section of AIME 1985-87

CIVIC ORGANIZATIONS & COMMUNITY SERVICES

- **Rotary International, College Rotary, 2001-**
- **Volunteer-Case Worker, Hospice of Tanana Valley, End of Life Care & Services**

Speeches / Public Appearances

- Meeting with Members of the American Mining Congress Educational Committee, Fall, 1989.
- Testimony before the Advisory Board to the Secretary of the Interior for the Mineral Institute Program, Fall, 1989.
- Alaska Miners' Association, Fairbanks Branch, 2001
- Alaska Miners' Association, Anchorage, 2001
- Rotary International, College, 2001
- Alaska Miners Association, Fairbanks Branch, October, 2004.



Fairbanks North Star Borough Emergency Operations Department

3175 Peger Road • PO Box 71267 • Fairbanks, AK 99707 • (907) 459-1481 • FAX 459-1119

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke T. Hopkins, Borough Mayor *[Signature]*

FROM: David Gibbs, Emergency Operations Director *[Signature]*

DATE: June 25, 2015

SUBJECT: Appointment of Fire Service Area Commissioners

Pursuant to the Fairbanks North Star Borough Code of Ordinances, I hereby nominate the following people to serve as Fire Service Area Commissioners.

These citizens have agreed to serve two-year terms, ending June 30, 2017.

Your confirmation of appointment is respectfully requested.

Commissioner / Address

Commission

Don Kirk	1234 Dolphin Way, Fairbanks, AK 99709	Goldstream FSA
Nancy Burnham	193 Stone Road, Ester, AK 99725	Ester FSA
Charles H Gallagher	3769 Azurite Drive, Ester, AK 99725	Ester FSA
Ken Anderson	3317 Repp Road, North Pole, AK 99705	North Star FSA
David Rockney	330 East Birch Hill Rd, Fairbanks, AK 99712	Steese Area FSA
Zane Wilson	170 Concord, Fairbanks, AK 99712	Steese Area FSA
Bess Rounds	572 Bennington, Fairbanks, AK 99709	University FSA
Bruce Foote	1712 Red Fox, Fairbanks, AK 99709	University FSA
Wendell Shiffler	929 Reindeer Court, Fairbanks, AK 99709	University FSA
John George	4389 York Ave, Fairbanks, AK 99709	University FSA

Chena Goldstream Fire Service Area

CHENA GOLDSTREAM FIRE & RESCUE

Jack Willard, Fire Chief
 PO Box 80487
 716 Chena Ridge
 Fairbanks, AK 99708
 Phone: 907-479-5672
 Fax: 907-479-5858

POSITION	NAME	MAILING ADDRESS	CITY, STATE ZIP	HOME PHONE	RESIDENTIAL ADDRESS	TERM
Chairman	Grant Matheke	2064 Goldstream Rd	Fairbanks, AK 99709	455-6470	2064 Goldstream Rd	06/30/2016
✓ Commissioner	Don Kirk	PO Box 80702	Fairbanks, AK 99708	479-2141	1234 Dolphin Way	06/30/2015
Commissioner	Mike Gho	3260 Kingery Court	Fairbanks, AK 99709	457-5383	3260 Kingery Ct	06/30/2016
Commissioner	VACANT					
Commissioner*	VACANT					

*Secretary for this Commission

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Chena Goldstream Fire Service Area

Applicant's Name DON KIRK

Residence Address 1234 Dolphin Way

City/State/Zip Fairbanks, AK 99709

Mailing Address P.O. Box 80702 Fbks AK 99708

City/State/Zip Fbks AK 99708

Work Phone _____ Home Phone 479-2141

FAX _____ E-mail ombudsman@gci.net

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?
Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No
If yes please list which one:

Statement of Interest (use reverse side of form if necessary):
To continue to serve.

Brief Personal Biography (or attach resume)
Retired Const. Manager

Professional Licenses/Training
Don Kirk 5/5/15
APPLICANT'S SIGNATURE DATE

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

.....
FOR OFFICE USE ONLY

Date Received _____ By JFrazier

RECEIVED MAY 11 2015

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. KIRK, DONALD DOWGLAS
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Chena Goldstream Fire Service Area
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: June 30, 2017

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

Retired
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

NONE

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Don Kirk

Date 5/5/15

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

Ester Fire Service Area

ESTER VOLUNTEER FIRE DEPARTMENT

Cameron Wohlford, Fire Chief
 PO Box 229
 Fairbanks, AK 99725
 Phone: 907-479-6858
 Fax: 907-479-9883

POSITION	NAME	MAILING ADDRESS	CITY, STATE ZIP	HOME PHONE	RESIDENTIAL ADDRESS	TERM
Chairman	Robert A. Grove	PO Box 150	Ester, AK 99725	479-6691	3887 Old Wood Rd	06/30/2016
✓ Commissioner	Nancy Burnham	PO Box 95	Ester, AK 99725	479-2507	193 Stone Rd 99709	06/30/2015
Commissioner	Todd Hoener	PO Box 144	Ester, AK 99725	479-8381	4985 Siegraist Dr	06/30/2016
✓ Commissioner*	Charles H. Gallagher	PO Box 42	Ester, AK 99725	479-2664	3769 Azurite Drive	06/30/2015
Commissioner	Ruben Clayton	PO Box 210	Ester, AK 99725	479-3547	154 Pebble Drive	06/30/2015
Alt. Commissioner	William Kopplin	PO Box 192	Ester, AK 99725	479-5426	3815 Old Nenana Hwy	06/30/2016
Alt. Commissioner						

↑↑
 move up / No alt.

*Secretary for this Commission

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Ester Fire Service Area Commission

Applicant's Name Nancy P. Burnham

Residence Address ~~PO Box 95~~ / 193 Stone Rd.

City/State/Zip ~~Ester 99725~~ Fairbanks AK 99709

Mailing Address PO Box 95

City/State/Zip Ester AK 99725

Work Phone — Home Phone 907 479 2507

FAX — E-mail theannexgallery@gmail.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I have been involved in all things Ester, Fire Service and would like to continue serving.

Brief Personal Biography (or attach resume)

*Business Owner, the Annex Gallery Building - 2922 Parks Hwy
Professional Artist + Ester resident*

Professional Licenses/Training

Nancy P. Burnham
APPLICANT'S SIGNATURE

5/4/15
DATE

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By _____

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DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Burnham Nancy P.
(YOUR NAME: LAST, FIRST, MIDDLE)
2. Ester Fire Service Area Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)
3. FOR TERM ENDING: ordinary length of term. ?
4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:
Owner the Annex building
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)
5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

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(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Nancy P. Burnham

Date 5/8/15

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FAIRBANKS NORTH STAR BOROUGH
809 Pioneer Road PO Box 71267 Fairbanks, AK 99707

(907) 459-1300
FAX (907) 459-1102

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission ESTER FIRE SERVICE AREA COMM.
Applicant's Name Charles H. Gallagher
Residence Address 3769 Azurite Dr.
City/State/Zip Ester AK 99725
Mailing Address P.O. Box 42
City/State/Zip Ester AK 99725
Work Phone Retired Home Phone 907 479 2664
FAX _____ E-mail cgallagher@alaska.net

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

*I was asked to set up the EFSA in mid 2000's which I did.
In fact as the EFSA's Secretary.*

Brief Personal Biography (or attach resume)

*UAF '70 Anthropology/Geography BA.
UAF Grad school '71
Tech Schools; Embry Riddle Aeronautical F/A + Power Aero. '72-74
Commercial Pilot's Multi Engine; Instrument; Turbo props jet Flight Engineer
26 years '77 - 2002; U.S. + State Dept of Labor Quality Assurance Inveest.
+ Auditor*

Professional Licenses/Training

Charles H. Gallagher 5/6/2015
APPLICANT'S SIGNATURE DATE

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By J. Frazier

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Gallagher, Charles H.
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Ester Fire Service Area Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 2018

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

formerly Alaska Dept. of Labor/Employment Security; QC Auditor
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO Retired

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Charles H. Gallagher

Date 5/6/2015

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North Star Fire Service Area

NORTH STAR VOLUNTEER FIRE DEPARTMENT

Steven H. Crouch, Fire Chief
 2358 Bradway Road
 North Pole, AK 99705
 Fax: 907-488-6118

POSITION	NAME	MAILING ADDRESS	CITY, STATE ZIP	HOME PHONE	RESIDENTIAL ADDRESS	TERM
Chairman	Ken Anderson	PO Box 56985	North Pole, AK 99705	488-6048	3317 Repp Rd	06/30/2015
Commissioner	Martha Tuharsky	1710 Pool St	North Pole, AK 99705	488-9145	1710 Pool St	06/30/2016
Commissioner	Henry Gurley	PO Box 55325	North Pole, AK 99705	488-3247	2401 Burtis Ave	06/30/2015
Commissioner	James Styers	1211 Vasi Way	North Pole, AK 99705	488-2379	1211 Vasi Way	06/30/2016
Commissioner	VACANT					06/30/2015
Secretary (Wk Info)	Veronica Baysinger	2358 Bradway Road	North Pole, AK 99705	488-3400	2358 Bradway Road	N/A

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission NORTH STAR FIRE SERVICE AREA
Applicant's Name KENNETH W ANDERSON
Residence Address 3317 REPP ROAD
City/State/Zip NORTH POLE, AK 99705
Mailing Address PO BOX 56985
City/State/Zip NORTH POLE, AK 99705-1985
Work Phone 488-4788 Home Phone 488-6048
FAX 488-4733 E-mail kenook49@gci.net

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?
Yes No
Do you currently serve on any other Borough Boards & Commission? Yes No
If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I HAVE SERVED ON THE NSFCA COMMISSION SINCE 2001 & AM CURRENTLY COMMISSION CHAIR. I WOULD LIKE TO CONTINUE SERVING MY COMMUNITY IN THIS CAPACITY

Brief Personal Biography (or attach resume)

I HAVE LIVED IN THIS AREA SINCE 1971. I AM MARRIED & HAVE AN ADULT DAUGHTER. I AM A FOUNDING MEMBER OF THE NSUFD & SERVED AS DEPUTY CHIEF

Professional Licenses/Training

Kenneth W Anderson 5/28/15
APPLICANT'S SIGNATURE DATE

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Note Any Attachments

***RETURN TO THE OFFICE OF THE MAYOR*
DISCLOSURE OF PRESENT ECONOMIC INTEREST**

APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. ANDERSON, KENNETH W
(YOUR NAME: LAST, FIRST, MIDDLE)

2. NORTH STAR FIRE SERVICE AREA
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: JUNE 2017

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

REVL COMMUNICATIONS / RADIO COMMUNICATIONS / SR LEAD TECHNICIAN
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

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(ATTACH SEPARATE SHEETS AS NECESSARY)

N/A

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Kenneth W Anderson

Date 5/28/15

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Steese Fire Service Area

STEESE AREA VOLUNTEER FIRE DEPARTMENT

T. Mitch Flynn, Fire Chief
 800 William C. Leary Lane
 Fairbanks, AK 99712
 Phone: 907-457-3710
 Fax: 907-457-1512

POSITION	NAME	MAILING ADDRESS	CITY, STATE ZIP	HOME PHONE	RESIDENTIAL ADDRESS	TERM
Chairman	David Nebert	862 Redpoll Ln	Fairbanks, AK 99712	457-1670	862 Redpoll Ln	06/30/2016
Alt. Commissioner	Richard Ritchie	192 Hawk Rd	Fairbanks, AK 99712	457-7335	192 Hawk Rd	06/30/2016
✓ Commissioner	David Rockney	330 East Birch Hill Rd	Fairbanks, AK 99712	456-3978	330 East Birch Hill Rd	06/30/2015
Commissioner	Arthur Hansen	1329 McGrath Rd	Fairbanks, AK 99712	457-4638	1329 McGrath Rd	06/30/2016
✓ Commissioner	Zane D. Wilson	PO Box 72167	Fairbanks, AK 99707	457-3814	170 Concord	06/30/2015
Alt. Commissioner	Willard D. Vinton	124 Nilgrub Ave	Fairbanks, AK 99712	456-2261	124 Nilgrub Ave	06/30/2015
Alt. Commissioner*	Ro Bailey	PO Box 83928	Fairbanks, AK 99708	322-2255	364 Bullion Dr	06/30/2016

*Secretary for this Commission

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Steese fire service

Applicant's Name David Rockney

Residence Address 330 E. Birch Hill Rd

City/State/Zip Fairbanks, AK 99712

Mailing Address 330 E. Birch Hill Rd.

City/State/Zip Fairbanks, AK 99712

Work Phone 907-456-3978 Home Phone 907-457-8029

FAX _____ E-mail rockney@gsi.net

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one: Steese Fire Service

Statement of Interest (use reverse side of form if necessary):

See Back

Brief Personal Biography (or attach resume)

See Attached

Professional Licenses/Training MICP - mobile intensive care Paramedic

[Signature] 5/14/15
APPLICANT'S SIGNATURE DATE

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DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Rockney, David, Lee
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Steese Fire Service
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 6/30/2015

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

Interior Region EMS Emergency Medical Consultant Training Coordinator
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

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(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature David M. Rockney

Date 5/14/15

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DAVID L. ROCKNEY
330 East Birch Hill Road
Fairbanks, AK 99712
(907) 457-8029

- SKILLS SUMMARY
- Extensive knowledge of EMS operations, prehospital medical services and statewide EMS regulations
 - Supervisory experience
 - 37 years as an EMS instructor
 - Policy development in various community organizations

CAREER HISTORY

- 1998-Present Training Coordinator for Interior Region EMS
- Coordinate all levels of EMS training for the interior region of Alaska
 - Manage the AHA Training Center
 - Train all levels of EMS educators
 - Serve on the State of Alaska ACEMS training committee
 - Manage the FNSB Training Contract
- 1996-1998 Self-employed as an EMS consultant and Medical Trainer
- FNSB Training Contract
 - Tanana Chiefs CHAPS Program - ETT instruction
 - Instructor for UAF Fire Science Program (1979-1998)
- 1995-1996 Battalion Chief/Paramedic, Medical Division
Fairbanks Fire Department, Fairbanks, Alaska
- Directly supervise emergency personnel.
 - Formulate and implement written guidelines for a quality assurance program.
 - Aid in development of operating budget for emergency medical division.
 - Liaison with medical community and other EMS providers and agencies.
 - Establish medical performance standards. Complete field evaluations of medical personnel. Ensure medical credentials are current.
 - Monitor the purchase of medical equipment and supplies.
 - Develop and implement SOPs covering medical operations of the Fire Department.
- 1991-1995 Battalion Chief/Paramedic

Fairbanks Fire Department, Fairbanks, Alaska

- Regular duties as shift supervisor, including on-scene Incident Commander of Emergency Operations.
- Present incident reports to public officials and media.

1988-1991

Fire Captain/Paramedic

Fairbanks Fire Department, Fairbanks, Alaska

Regular duties as company officer and medical services provider.

1977-1988

Paramedic Coordinator

Fairbanks Fire Department, Fairbanks, Alaska

- First manager of department's advanced life support program; liaison officer between department and area medical service.
- Participated in development of State of Alaska EMT regulations.

1972-1977

Firefighter/EMT/Paramedic

EDUCATION/CERTIFICATION

- Mobile Intensive Care Paramedic Program, Fairbanks Memorial Hospital, 1975.
- State of Alaska licensed and Nationally registered EMT-paramedic
- State of Alaska EMT I, II, and III Instructor, 1978-present
- AHA ACLS, PALS and BLS Instructor 1987-present
- Certificate. University of Alaska, Anchorage, Firefighter Career Training Program, 1972
- Trained in use of personal computers/Windows and Mac OS

PROFESSIONAL ORGANIZATIONS

Steese Area Volunteer Fire Department

National Registry of Emergency Medical Technicians

American Heart Association

National Association of Emergency Medical Technicians

FAIRBANKS NORTH STAR BOROUGH
809 Pioneer Road PO Box 71267 Fairbanks, AK 99707

(907) 459-1300
FAX (907) 459-1102

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission Steese Fire Service Area Commission
Applicant's Name Zane D Wilson
Residence Address 170 Concord
City/State/Zip Fbks Ak 99702
Mailing Address Box 72167
City/State/Zip Fbks Ak 99707
Work Phone 907-452-1855 Home Phone 907-457-3814
FAX 907-452-8154 E-mail Zane@alaska.gov.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I am interested in maintaining the excellent service that has been built to date

Brief Personal Biography (or attach resume)

Alaskan born & raised. Attorney - 24 years

Professional Licenses/Training

APPLICANT'S SIGNATURE

DATE

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By Frazier

Note Any Attachments

***RETURN TO THE OFFICE OF THE MAYOR*
DISCLOSURE OF PRESENT ECONOMIC INTEREST**

APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Wilson Zane Dale
(YOUR NAME: LAST, FIRST, MIDDLE)

2. Steese Fire Service Area Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 2017?

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:
CS&B Inc. Attorneys attorney
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

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(ATTACH SEPARATE SHEETS AS NECESSARY)

Rene Broker is my sister.

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature [Handwritten Signature]

Date 5-6-15

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University Fire Service Area

UNIVERSITY FIRE DEPARTMENT

Doug Schrage, Fire Chief
PO Box 755540

611 N. Chandler Street
Fairbanks, AK 99775
Phone: 907-474-5770
Fax: 907-474-5999

POSITION	NAME	MAILING ADDRESS	CITY, STATE ZIP	HOME PHONE	RESIDENTIAL ADDRESS	TERM
Chairman	Steve Adams	PO Box 81814	Fairbanks, AK 99708	455-7130	1672 Farmers Loop Rd	06/30/2016
✓ Commissioner	Bess Rounds	572 Bennington	Fairbanks, AK 99709	452-5229	572 Bennington	06/30/2015
✓ Commissioner	Bruce Foote	PO Box 80809	Fairbanks, AK 99709	479-6813	1712 Red Fox	06/30/2015
✓ Commissioner	Wendell Shiffler	929 Reindeer Court	Fairbanks, AK 99709	479-6104	929 Reindeer Court	06/30/2015
Commissioner*	John George	4389 York Avenue	Fairbanks, AK 99709	388-0962	4389 York Avenue	06/30/2015

*Secretary for this Commission

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission University Fire Service Area

Applicant's Name Bess Rounds

Residence Address 572 Bennington Drive

City/State/Zip Fairbanks, Alaska

Mailing Address same

City/State/Zip same

Work Phone (4) 322-0763 Home Phone 452-5229

FAX _____ E-mail bess.rounds@gmail.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I have served as a member of the UFSA Commission for 2 terms. I enthusiastically submit this application to represent and work for another term, providing the UFSA homeowners a transparent commission with their safety and all their concerns as a top priority. I am a dedicated over

Brief Personal Biography (or attach resume)

Lived in the Fairbanks community since 1974 by way of the Air Force. Owned my own business for 25 years in a dedicated manner. Started my university of AK career in 2000 and just retired after 15 years. Both my children live in the Fairbanks area with

Professional Licenses/Training Notary

Bess Rounds
APPLICANT'S SIGNATURE

5/11/15
DATE

their children & grandchildren. I am a 2nd widowed.

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By J Frazier

passionate volunteer who takes great pride and cares deeply about doing a good job, acting with professionalism, integrity and efficiently. This commission position requires one to adhere to goals and maintain open discussion with favorable interactions with the public, mayor and borough assembly.

Please consider my reappointment as I am honored and ready to serve my neighbors in a positive way.

Thank you,
Bess Rounds

Note Any Attachments

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DISCLOSURE OF PRESENT ECONOMIC INTEREST

APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Rounds, Bess A
(YOUR NAME: LAST, FIRST, MIDDLE)

2. University Fire Service Area Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 6/30/15

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

retired
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

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(ATTACH SEPARATE SHEETS AS NECESSARY)

none

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Bess A Rounds

Date 5/11/15

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BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission University Fire Service Area

Applicant's Name BRUCE FOOTE

Residence Address 1712 Red Fox DRIVE

City/State/Zip Fbks AK 99709

Mailing Address P.O. Box 80809

City/State/Zip Fbks AK 99708

Work Phone _____ Home Phone 907 479 6813

FAX _____ E-mail hk91colet@mosquitonet.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)]?
Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:
University Fire Service Area

Statement of Interest (use reverse side of form if necessary):
[Empty box]

Brief Personal Biography (or attach resume)
have served on the Commission for 40 years +

Professional Licenses/Training
Bruce Foote 5/7/2015
APPLICANT'S SIGNATURE DATE

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By J Prazier

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. FOOTE BRUCE William

(YOUR NAME: LAST, FIRST, MIDDLE)

2. University Line Service Area

(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: JUNE 20

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

None

(BUSINESS NAME)

(TYPE OF BUSINESS)

(YOUR POSITION)

5. ARE YOU SELF-EMPLOYED?

YES



NO



DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Bruce W. Foote

Date 5/7/2015

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission University Fire Service Area

Applicant's Name WENDELL J. STIFFLER

Residence Address 929 Reindeer Dr.

City/State/Zip FAIRBANKS, AK 99709

Mailing Address (Same as above)

City/State/Zip _____

Work Phone 907.687.4499 Home Phone _____

FAX _____ E-mail wendell929@outlook.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

Would like to continue serving in this
Capacity

Brief Personal Biography (or attach resume)

Professional Licenses/Training

Wendell J. Stiffler May 9, 2015
APPLICANT'S SIGNATURE DATE

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

.....

FOR OFFICE USE ONLY

Date Received 5.11.15

By Stazier

RECEIVED MAY 11 2015

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. SHIFFER, WENDELL J.
(YOUR NAME: LAST, FIRST, MIDDLE)

2. University Fire Service Area Commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: _____

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO Retired

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Wendell Shiffer

Date May 9, 2015

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission University Fire Service Area

Applicant's Name John K. George

Residence Address 4389 York Ave

City/State/Zip FAIRBANKS AK 99709

Mailing Address same

City/State/Zip _____

Work Phone 455-4526 Home Phone 455-4526

FAX _____ E-mail jgeorge@alaska.edu

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 2.21.040(A)?

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

Statement of Interest (use reverse side of form if necessary):

I have previously served on the University Fire Service Area Commission and wish to continue my service.

Brief Personal Biography (or attach resume)

I was born in Juneau, Alk. I've been a resident of the FNSB for approximately 13 years. My professional background includes 23 years as a firefighter.

Professional Licenses/Training

APPLICANT'S SIGNATURE [Signature] DATE 5/29/15

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

FOR OFFICE USE ONLY

Date Received RECEIVED MAY 29 2015

By [Signature]

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. George John Kenneth
(YOUR NAME: LAST, FIRST, MIDDLE)

2. University Fire Service Area
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: June 30, 2015

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

UAF Professor of Emergency Services Fire Science
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

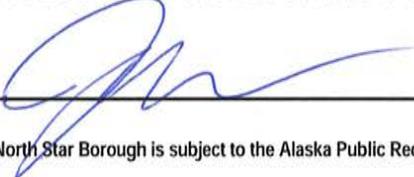
DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature 

Date 5/28/15

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.



Fairbanks North Star Borough

Transportation

809 Pioneer Rd Fairbanks, Alaska 99701

(907)459-1002 FAX (907) 459-1004

MEMORANDUM

TO: Fairbanks North Star Borough Assembly
THROUGH: Luke T. Hopkins, Borough Mayor *LTH*
FROM: Glenn Miller, Transportation Director *GM*
SUBJECT: ORDINANCE 2015-20- 1A

APPROPRIATE \$165,385 IN FEDERAL PASS THROUGH GRANT FUNDS AND \$125,479 IN MATCHING FUNDS FROM THE TRANSIT ENTERPRISE FUND TO THE TRANSIT ENTERPRISE PROJECTS FUND FOR THE CONTINUED AND EXPANDED OPERATION OF AN EXISTING METROPOLITAN AREA COMMUTER SYSTEM (MACS) TRANSIT ROUTE ALONG FARMERS LOOP ROAD

DATE: June 11, 2015

Attached for your approval is a proposed budget ordinance appropriating \$165,385 in 49 U.S.C. § 5311 Federal Transit Administration (FTA) rural transit assistance program federal grant funds, and \$125,479 in matching funds from the Transit Enterprise Operating Fund. These funds will be used to operate the MACS Transit bus route serving Farmers Loop for the 2015-16 fiscal year. The grant includes expanded operating times from 7 hours to 14 hours to improve service along that route. Many current and potential riders have expressed desire for additional service during the middle of the day when no service is currently offered.

I request your consideration and urge your approval of this ordinance.

Attachment

By: Luke T. Hopkins, Mayor
Introduced: June 11, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015-20- 1A

AN ORDINANCE AMENDING THE FY 2015-16 BUDGET BY APPROPRIATING \$165,385 IN FEDERAL PASS-THROUGH GRANT FUNDS AND \$125,479 IN TRANSIT LOCAL MATCHING FUNDS TO THE TRANSIT ENTERPRISE PROJECTS FUND FOR THE CONTINUED OPERATION AND EXPANSION OF AN EXISTING METROPOLITAN AREA COMMUTER SYSTEM (MACS) TRANSIT ROUTE ALONG FARMERS LOOP ROAD AND BY AUTHORIZING AN ADDITIONAL 2.0 FULL-TIME EQUIVALENT (FTE) GRANT-FUNDED POSITIONS

WHEREAS, the fixed bus route providing service along Farmers Loop, that is currently labeled the Grey Line, was eliminated from the FY 2015-16 budget; and

WHEREAS, the State of Alaska Department of Transportation and Public Facilities (ADOT&PF) has posted their notice of grant award recommendations for the Federal Transit Administration (FTA), Section 5311 (Rural Transit) grant funding; and

WHEREAS, ADOT&PF intends to make available \$248,063 in Rural Transit Assistance Program grant funding to the Fairbanks North Star Borough (Borough) which can be used to continue and expand the operation of the Grey Line; and

WHEREAS, \$165,385 in Rural Transit grant funds and \$125,479 in local match is needed to continue and expand the operation of the route; and

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

36 WHEREAS, the fixed route along Farmers Loop provided 8,515 rides in
37 FY 2013-14 with a convenient, inexpensive and reliable transportation alternatives to a
38 personal car for employment, education, shopping and recreational activities for people
39 that live along the route; and

40
41 WHEREAS, public comments support expanded service during the middle of the
42 day and would be useful for the transportation needs in the area. This appropriation is
43 expanding Grey Line service to include seven additional hours of operation per day; and

44
45 WHEREAS, the continuation and expansion of the Grey Line requires 2.0 full-
46 time equivalent (FTE) employee positions; and

47
48 WHEREAS, the Rural Transit grant and the matching funds will cover the costs
49 of the Farmers Loop bus route including the expanded hours, for the 2015-16 fiscal
50 year;

51
52 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
53 North Star Borough:

54
55 Section 1. Classification. This ordinance is not of a general and
56 permanent nature and shall not be codified.

57
58 Section 2. Transit Enterprise Operating Fund Appropriation. The FY
59 2015-16 budget is hereby amended by appropriating \$125,479 to the Transit Enterprise
60 Operating Fund budgetary guideline entitled "Contribution to Transit Enterprise Projects
61 Fund" and by increasing Contribution from Net Position by a like amount.

62
63
64
65
AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be added is underlined & bold

Text to be deleted is [BRACKETED, CAPITALIZED & BOLD]

66 Section 3. Transit Enterprise Projects Fund Appropriation. The FY
67 2015-16 budget is hereby amended by appropriating \$290,864 to the Transit Enterprise
68 Projects Fund budgetary guideline entitled "Farmers Loop Fixed Route Operation" and
69 by increasing estimated revenue from federal grants by \$165,385 and by increasing
70 Contribution from Transit Enterprise Operating Fund by \$125,479.

71
72 Section 4. Position Authorization. The FY 2015-16 budget is hereby
73 amended by increasing the Transportation department's position count by 2.0 full time-
74 equivalent (FTE) grant-funded employee positions for transit drivers.

75
76 Section 5. Administrative Fee. Indirect is waived in accordance with
77 Borough Ordinance No. 2011-42, which waived indirect on all existing and future FTA
78 grants.

79
80 Section 6. Eligible Expenditure Period. Expenditures subsequent to the
81 effective date of the signed grant agreement are eligible for reimbursement.

82
83 Section 7. Lapse of Funds. Upon completion or abandonment of the
84 project, any unencumbered, unexpended local matching funds will lapse to the Transit
85 Enterprise Operating Fund unrestricted net position.

86
87 Section 8. Contingency. This appropriation is contingent upon a signed
88 grant agreement with ADOT&PF. This appropriation is for estimated amounts. Actual
89 amounts will be appropriated based upon amounts in the agreement.

90
91 Section 9. Effective date. This ordinance shall be effective on July 1,
92 2015.

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PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

Karl Kassel
Presiding Officer

ATTEST:

APPROVED:



A. Rene' Broker
Borough Attorney

Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

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

AIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2015-20- 1A Date Introduced: 6/11/2015

Abbreviated Title: To Continue and Expand the Grey Line Route, Serving Farmer's Loop Road with 2.0 FTEs

II. Financial Detail

Department/Division Affected: Transportation/Transit

EXPENDITURE	Transit Enterprise Operating Fund	Transit Enterprise Projects Fund	Total
	FY 15/16	FY 15/16	FY 15/16
Personnel Services			
Commodities			
Awaiting Budget		290,864	
Contribution to Transit Enterprise Projects Fund	125,479		
Total	125,479	290,864	

SOURCE OF FUNDING

Federal Grants		165,385	
Contribution from Unrestricted Net Position	125,479		
Contribution from Transit Enterprise Operating Fund		125,479	
Total	125,479	290,864	

Specify Funding Sources: Federal Transit Administration (FTA) passed through the State of Alaska (DOT&PF)

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

III. Project Purpose:

To continue and expand operations on the Metropolitan Area Commuter System (MACS) Grey Line Route, serving Farmer's Loop Road

IV. Analysis of Future Liabilities and Funding Sources:

Salary and benefits for the transit drivers position in future years

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

5/22/15
Date

FA	SA
GLA	GA
CA	SpA
C	TBM

Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Glenn Miller **Department:** Transportation
To Be Introduced/Sponsored By: Mayor Hopkins
Abbreviated Ordinance Title: Rural Transit Grant (5311) and Local Match appropriation
Department(s)/Division(s) Affected: Transportation
Proposed Introduction Date: June 11, 2015 **Ordinance No.:** 2015-20- 1A

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 20 / 16	FY 20 /	FY 20 /	FY 20 /	FY 20 /
1. Timeline inclusive of all phases	x				
2. Number and type of new positions which may be required	2.00				
3. Cost of operations and maintenance	\$290,864.00				
4. Future costs to complete capital assets	\$0.00				
5. Estimated revenue impact	\$200.00				
6. Estimated non-Borough funds that may be received:					
a. to fund the ordinance	\$165,386.00				
b. to fund future phases	\$0.00				
c. to fund future operations and maintenance costs	\$ 165,386.00				
7. Anticipated annual tax subsidy	\$ 125,479.00				

Is backup attached? **Yes** **No**

Contact Person's Name, for FIS questions: Adam Barth **Extension:** 1196

Director(s) Signature(s):  **APRIL Date:** 22, 2015

Mayor's Office or Assembly Member Signature:  **Date:** 4/22/15

Chief Financial Officer Signature: Debra L. R. Brady **Date:** 5/22/15



MEMORANDUM

To: Fairbanks North Star Borough Assembly
Through: Luke T. Hopkins, Borough Mayor *LH*
From: Pat Carlson, Director, Assessing Department *PC*
Date: April 22, 2015
Subject: Transmittal of Due Diligence Report for Exemption Applications
Ordinance #2015-32

Please accept this memorandum as documentation provided for the consideration of the exemption applications by the Retirement Community of Fairbanks, (hereafter RCF). As required by FNSB Code 3.10.060, I have reviewed the application for tax exempt status for RCF in their request for a Community Purpose exemption under FNSB Code 3.10.010 B that would apply to the Raven Landing Community Center. The applicant also seeks to have an adjacent tract included in their existing 10 year from date of completion deteriorated property exemption under FNSB Code 3.10.010 C.

As required by code I have reviewed the records and submission by RCF to insure they are in full compliance with the criteria for eligibility under FNSB Code 3.11. My findings are that they are in full compliance with this code section. The organization is well managed and has provided a clean audit by the accounting firm of Kohler, Schmitt and Hutchison for the 2013 and 2014 calendar years.

The bylaws of RCF state that no board members will receive compensation other than reimbursement for reasonable expenses. None of the board members or officers are employed by RCF and operations are carried out by staff employed by them.

I have on file documentation that was used as part of my review and the applicant has presented a letter which is attached in support of the application. I have also attached an aerial documenting that the tract being added is within the original area approved by the Assembly in the 2008 initial ordinance approving deteriorated property status and eligibility for the 10 year exemption.

I have also generated a spreadsheet show the current level of taxation, the year first approved through the year ending for exempt status. It also lists estimated taxes for the new parcel using a value for land and improvements of \$6,000,000. This value would be subject to review after project completion but is a reasonable estimate based on values reflected in the existing project.

As required by FNSB Code 3.10.030 B, I have determined that the applicant is eligible for consideration for the referenced tax exemption and the application is complete. A copy of this memorandum, the application and supporting information along with the draft ordinance has been submitted to the Borough Clerk and to the Economic Development Commission which has 21 days from the date of transmittal to provide a written recommendation to the Assembly through the Clerk's office.

1 By: Luke T. Hopkins
2 John Davies
3 Introduced: June 11, 2015
4
5

6 FAIRBANKS NORTH STAR BOROUGH

7
8 ORDINANCE NO. 2015 - 32
9

10 AN ORDINANCE APPROVING A COMMUNITY PURPOSE EXEMPTION FROM THE
11 LEVY OF BOROUGH PROPERTY TAXES FOR THE RAVEN LANDING COMMUNITY
12 CENTER OWNED BY THE RETIREMENT COMMUNITY OF FAIRBANKS
13

14 WHEREAS, the Retirement Community of Fairbanks (hereafter RCF) was
15 created to provide senior citizen rental housing and support services; and
16

17 WHEREAS, the RCF is a non-profit 501(c)(3) organization and is governed
18 by a volunteer board of directors who receive no income from RCF for their services;
19 and
20

21 WHEREAS, the RCF operates the Raven Landing Community Center that
22 provides seniors with increased quality of life by providing meals, exercise, education
23 and cultural activities to the housing residents and the community at large; and
24

25 WHEREAS, the payment of property tax reduces the revenues available
26 for providing these health, social and cultural services; and
27

28 WHEREAS, the Economic Development Commission has been given a
29 copy of this ordinance and application in order to review and comment to the Assembly.
30

31 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
32 North Star Borough:
33

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

34 Section 1. Classification. Section 2 and 3 of this ordinance are not of a
35 general and permanent nature and shall not be codified. Section 4 of this ordinance is
36 of a general and permanent nature and shall be codified.

37
38 Section 2. The Assembly finds that there is a direct and substantial
39 community purpose and benefit to the borough from RCF's use of the property.

40
41 Section 3. The real property listed below in Section 4, so long that it is
42 owned and used for the exempt purpose by RCF, is hereby exempt from the borough's
43 areawide levy of property taxes pursuant to the authority of AS 29.45.050 (b) (1) (A) and
44 FNSB Code 3.10.010. B.

45
46 Section 4. Section 3.08.021 is amended by adding subsection I as
47 follows:

48 As permitted by AS 29.45.050. (b),(1),(A). the real property listed below that is
49 owned by the Retirement Community of Fairbanks and is used exclusively for
50 community purposes. This exemption shall not apply if ever the income from rental of
51 the property exceeds the actual cost to the owner of the use by the renters.

52
53 I. Lot 2A, Weeks Field Community Phase II, Plat #2013-31, PAN #653185,
54 located at 1222 Cowles St. and known as Raven Landing Community
55 Center.

56
57 Section 5. Effective Date. This ordinance shall be effective at 5:00 p.m.
58 of the first Borough business day following its adoption.

59

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

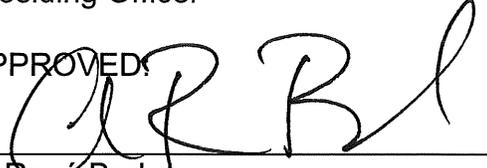
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PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

Karl Kassel
Presiding Officer

ATTEST:

APPROVED:



Nanci Ashford-Bingham, MMC
Borough Clerk

A. René Broker
Borough Attorney

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

March 24, 2015

Application of Retirement Community of Fairbanks for Property Tax Exemption

The Retirement Community of Fairbanks (RCF) is a Fairbanks non-profit corporation in the State of Alaska, formed for the purpose of creating a residential complex for the use of all area seniors, without the requirement of very low income. With developers Weeks Field Development Group, we have acquired part of the dilapidated Fairview Manor property, razed the old buildings, and built Raven Landing Senior Community. This campus also includes Raven Landing Community Center, which serves both the residents and the entire borough citizenry.

The campus, along with Weeks Field Estates, an affordable housing property, received a ten-year exemption from Borough property taxes from the Assembly in 2008 (Ordinance 2008-21), dating from the first complete year of occupancy of each building. The remaining 2.8 acres of the Fairview plot, which comprises the corner of Cowles and Airport, was not included because the developers hoped to develop a commercial property there. The rationale for the exemption was the "deteriorated property" provision under the law. (The City of Fairbanks allowed us a 50% reduction in their property taxes.)

Raven Landing's apartment buildings have filled within a few months of completion, and all vacancies have people waiting for them. In fact, there are over 150 people on the inactive waiting list and about 10 on the active list at any given time.

Our original business plan called for 96 apartments and we currently have 60. We plan to build one more building, slightly larger and one story higher, with 35 apartments, which will complete this project. But we will need to buy more land, and have an agreement with the owners of the remaining 2.8 acres to sell us that final piece.

Our general manager, Susan Motter, and our Board Finance Chairman, Mike Cook, have developed a pro forma budget for the completed campus, as part of an application for a construction loan from Mt. McKinley Bank. The question of whether we will have to pay full property taxes on the new building has a large bearing on the appraiser's report to the bank, which in turn helps determine the amount of money available for building.

So we are applying for an exemption for the remaining 2.8 acres, all to be used for senior living and the needed outbuildings and parking. Since we are now demonstrating that Raven Landing definitely serves a public purpose, we are asking that we now be exempted under the "community uses property" rubric of the FNSB Code. Following are supporting statements requested in the exemption application:

#2 Direct and substantial benefit to the Borough

The most direct benefit to many local families is having safe, convenient, and pleasant homes for their senior members, while remaining in Fairbanks close to relatives. These residents are spending their

retirement income here, instead of Outside. They are active in volunteering and many organizations, and require less in community support such as meals and personal care.

Several who have left the state to find supportive housing have now returned to live at Raven Landing, and several who never lived in Fairbanks have come to be near their loved ones. These also add their income to the local economy. In addition, we have created 20 jobs, at least 7 of them full time, and the expansion will create more.

Raven Landing Community Center is open to all ages, every weekday and for many weekend and evening events. There is a charge for groups to use the more important rooms, which helps pay for utilities and staff, but many groups use the Center free, for example the recent Bard-a-thon by Fairbanks Shakespeare Theatre.

#10 Used for any other activity?

More than half the additional land will be needed for the larger apartment building, parking, and garages. There will be approximately 1.2 acres at the southern corner that we would like to use for an assisted living building, when we can find the funding.

#13 Extent to which the tax exemption is necessary

Our residents' financial resources are in many cases very limited, so we charge only what we need for responsible management. Adding property taxes to the bill would require about \$2820 more per year, per resident, than they are now paying. (I estimated total finished value, at 15 mils.) Some could not afford that.

#14 Existing entities providing similar benefits

Golden Towers	Moore St. Apartments
Southall Manor	Pioneers Home

Note: The first three require that income be less than 50% of the Fairbanks median. The Pioneers Home has a long waiting list.

#15 Degree to which our organization's use of the property will impact quality of life

It is clear that residents' lives are safer, healthier, and more enjoyable than when they were far from their families, or struggling to maintain houses of their own. Their families are all relieved to have their elders here and happy, and they often visit. Our dining room frequently has grandchildren and great-grandchildren brightening everyone's outlook.

Raven Hall has proven to be the multi-use facility we had planned. It has housed concerts, large meetings, weddings, memorial services, a bazaar, a high school prom, and church services, and is now equipped as a theater, with stage, projector, screen, and sound system. Raven Landing Center (and the common rooms of the apartment buildings) will continue to grow as a cultural and entertainment hub of the Borough.

Retirement Community of Fairbanks

Organization

The Retirement Community of Fairbanks is incorporated in the State of Alaska as a non-profit corporation. The IRS has recognized it as tax-exempt under Section 501 (c)(3). Our tax-exempt ID number is 20-1253962.

The corporation is governed by a board of directors, which has ownership of the property, hires management, and sets policy. The current directors are listed below:

Karen Parr, President	retired teacher and municipal legislator
Mary E. Greene, Vice President	retired judge, retired Univ. of Alaska
Mike Cook, Treasurer	Cook & Haugeberg, CPAs, former member AHFC Board
Mary Ann Borchert, Secretary	Retired from UAF research and administration
Arlayne Knox	retired teacher & Presbyterian deacon
Randy Cheap	Alaska Works Partnership manager
Kathy Ellingson	RN, Case Manager, FM Hospital
Emily Ennis	Exec. Director, Fairbanks Resource Agency
Galen Johnson	UAF CTC construction management faculty

By-laws allow up to 13 members.

Board meetings are scheduled for the third Tuesday of each month at 4:00 p.m. in the Conference Room of Raven Landing Community Center.

RCF offices are on the third floor of Raven Landing 1, 949 McGown St., Fairbanks, Alaska 99701.

Phone: 907- 374 - 5016

Email: retirement@gci.net

Web address: www.ravenlanding.org

23 March 2015

**FNSB Community Purpose
Property Tax Exemption
Documentation**

The following is a list of items needed to process your application. Please ensure that you attach typed or easily readable responses to each of the following items. Wherever possible, please support your responses with relevant documentation and other evidence. If you have questions, please contact the Assessor or Deputy Assessor at 459-1420.

- 1.) Please submit an exact copy of your most recent Return of Organization Exempt from Income Tax Return (Form 990) and your Federal Unrelated Business Income Tax Return (Form 990T)²
- 2.) Please submit any information that you believe documents how your operation provides a direct and substantial benefit to the Borough.
- 3.) Will the property be open to public use regardless of sex, race, creed, color, or national origin? YES NO If no, please explain by attachment.
- 4.) Is your organization qualified as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code? YES NO If no, please explain by attachment.
- 5.) Will any part of the net earnings of your organization inure to the benefit of any private entity or individual? YES NO If yes, please explain by attachment.
- 6.) Will you charge for services, admission or use of the property? YES NO
If yes, please set forth your fee schedule.
- 7.) Does any officer, trustee, director, shareholder, member or contributor financially benefit, including being an employee, from the use of this property YES NO
If yes, please set forth a list and explanation of how and who benefits.
- 8.) Do you have paid staff? YES NO
If yes, please set forth a list of employees listing title, compensation by type and amount.
- 9.) Can you certify that the property is used for the actual operation of the community activity and does not exceed an amount of property reasonably necessary for the accomplishment of the community activity? YES NO
- 10.) Is the property used for any other activity? YES NO
If yes, please set forth a description and explanation of the other uses including and estimate of how much the property is used in total for other activities.
- 11.) Can you certify that the actual or anticipated fees and charges for the use of the property and facilities thereon do not effectively deny a significant portion of the borough, the privileges and benefits provided by the property? YES NO
- 12.) Are the members of your organization's Board of Directors volunteers? YES NO If no, please explain by attachment.
- 13.) Please describe by attachment, whether and to what extent the tax exemption is necessary to provide the community benefit.
- 14.) Please describe by attachment any existing public or private entities you are aware of that provide substantially similar community benefits.
- 15.) Please describe by attachment the degree you believe your organization's use of the property will impact the quality of life of borough residents.
- 16.) Please provide by attachment a list of your operational costs and expenses.

² If your application is approved, you will be required to submit exact copies to the Assessor of Forms 990 and 990T annually within 30 days of the required filing date with the Internal Revenue Service.

	Street Address		PAN #	2015 Full Value	Base EX Year	Last EX Year	Annual Ex Taxes 2014	10 yrs 2014 levy
Raven #1 20 units	949 McGown St.	Tract D1-A	0653175	\$ 3,480,031	2011	2021	\$ 39,519.23	\$ 395,192.32
Raven #2 20 units	945 McGown St.	Lot 1	0636459	\$ 3,695,041	2013	2023	\$ 41,960.89	\$ 419,608.86
Raven #3 20 units	1035 Kellum St.	Lot 3A-1	0653195	\$ 3,609,913	2013	2023	\$ 40,994.17	\$ 409,941.72
*Community Center	1222 Cowles St.	Lot 2A	0653185	\$ 2,522,458	2014	*2024	\$ 28,645.03	\$ 286,450.33
				Estimated Value Complete				
Vacant Lot 34 units	NHN Kellum St.	Lot 3B	0645506	\$ 6,000,000	2017	2027	\$ 68,136.00	\$ 681,360.00
1st Year Exempt = 2017	Mill Levy (2014) =	Base Levy 11.356 mills	Tax Est. =	\$ 68,136				

Values and Tax are a flat rate based on the FNSB 2014 Base Levy of 11.356 mills without City of Fairbanks over the 10 year term.

*Assumes no change to exempt status.

Fairview Manor (2009)



Ravens Landing (2012)



- Boundary of Lot 1 Block 137 Weeks Field from
- Parcels boundary

EDC RESOLUTION NO. 2015-01

A RESOLUTION OF THE FAIRBANKS NORTH STAR BOROUGH
ECONOMIC DEVELOPMENT COMMISSION
RECOMMENDING APPROVAL OF A COMMUNITY PURPOSE EXEMPTION FROM THE
LEVY OF BOROUGH PROPERTY TAXES FOR A PROPERTY OWNED AND USED
BY THE RETIREMENT COMMUNITY OF FAIRBANKS

WHEREAS, the Retirement Community of Fairbanks (hereafter RCF) was created to provide senior citizen rental housing and support services; and

WHEREAS, the RCF is a non-profit 501 (c) (3) organization and is governed by a volunteer board of directors who receive no income from RCF for their services;
and

WHEREAS, the RCF operates the Raven Landing Community Center that provides seniors with increased quality of life by providing meals, exercise, education and cultural activities to the housing residents and the community at large; and

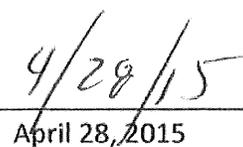
WHEREAS, the payment of property tax reduces the revenues available for providing these health, social and cultural services; and

WHEREAS, the Economic Development Commission is required by ordinance to review and make recommendations on proposed tax exemptions within the Fairbanks North Star Borough;

NOW THEREFORE BE IT RESOLVED that the Fairbanks North Star Borough Economic Development Commission recommends that the Fairbanks North Star Borough Assembly enact an ordinance providing a community purpose exemption from the levy of borough property taxes for the Retirement Community of Fairbanks Community Center.

Approved _____


Chair's Signature


April 28, 2015



MEMORANDUM

To: Fairbanks North Star Borough Assembly
 Through: Luke T. Hopkins, Borough Mayor *LH*
 From: Pat Carlson, Director, Assessing Department *PC*
 Date: April 22, 2015
 Subject: Transmittal of Due Diligence Report for Exemption Applications
 Ordinance #2015-33

Please accept this memorandum as documentation provided for the consideration of the exemption applications by the Retirement Community of Fairbanks, (hereafter RCF). As required by FNSB Code 3.10.060, I have reviewed the application for tax exempt status for RCF in their request for a Community Purpose exemption under FNSB Code 3.10.010 B that would apply to the Raven Landing Community Center. The applicant also seeks to have an adjacent tract included in their existing 10 year from date of completion deteriorated property exemption under FNSB Code 3.10.010 C.

As required by code I have reviewed the records and submission by RCF to insure they are in full compliance with the criteria for eligibility under FNSB Code 3.11. My findings are that they are in full compliance with this code section. The organization is well managed and has provided a clean audit by the accounting firm of Kohler, Schmitt and Hutchison for the 2013 and 2014 calendar years.

The bylaws of RCF state that no board members will receive compensation other than reimbursement for reasonable expenses. None of the board members or officers are employed by RCF and operations are carried out by staff employed by them.

I have on file documentation that was used as part of my review and the applicant has presented a letter which is attached in support of the application. I have also attached an aerial documenting that the tract being added is within the original area approved by the Assembly in the 2008 initial ordinance approving deteriorated property status and eligibility for the 10 year exemption.

I have also generated a spreadsheet show the current level of taxation, the year first approved through the year ending for exempt status. It also lists estimated taxes for the new parcel using a value for land and improvements of \$6,000,000. This value would be subject to review after project completion but is a reasonable estimate based on values reflected in the existing project.

As required by FNSB Code 3.10.030 B, I have determined that the applicant is eligible for consideration for the referenced tax exemption and the application is complete. A copy of this memorandum, the application and supporting information along with the draft ordinance has been submitted to the Borough Clerk and to the Economic Development Commission which has 21 days from the date of transmittal to provide a written recommendation to the Assembly through the Clerk's office.

1 By: Luke T. Hopkins
2 John Davies
3 Introduced: June 11, 2015
4

5 FAIRBANKS NORTH STAR BOROUGH

6
7 ORDINANCE NO. 2015- 33
8

9 AN ORDINANCE GRANTING A TEN YEAR DETERIORATED PROPERTY
10 EXEMPTION TO LOT 3B, WEEKS FIELD COMMUNITY PHASE II FOR THE FINAL
11 PHASE OF THE RAVEN LANDING SENIOR CITIZEN HOUSING PROJECT
12

13 WHEREAS, The Retirement Community of Fairbanks received a 10 year
14 deteriorated property tax exemption for 60 units of residential housing and the
15 community center now known as the Raven Landing Senior Citizen Community by
16 Ordinance 2008-21; and
17

18 WHEREAS, The subject property is a portion of Lot 1, Block 37 Weeks
19 Field subdivision known as the Fairview Manor housing project, which was previously
20 declared a deteriorated property by FNSB Ord. 2008-21; and
21

22 WHEREAS, Although located within the boundaries of the declared
23 deteriorated property area, the subject property was excluded from eligibility for the
24 deteriorated property tax exemption as it was not a part of the property being developed
25 by the Retirement Community of Fairbanks when Ordinance 2008-21 was adopted; and
26

27 WHEREAS, An application has been submitted by the Retirement
28 Community of Fairbanks requesting a deteriorated property tax exemption for Lot 3B
29 pursuant to AS 29.45.050 (o), FNSBC 3.10.010 C., and FNSBC 3.11.040-070; and
30

31 WHEREAS, The applicant is a eligible non-profit 501(c)(3) entity created
32 to develop the Ravens Landing senior citizen campus which owns and successfully

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

33 operates 60 units of senior rental housing and a senior community center on an
34 adjacent portion of the deteriorated Fairview Manor site; and

35
36 WHEREAS, The applicant is in negotiation for acquisition of the property
37 and financing in order to construct an additional 35 units of senior rental housing as a
38 final phase to the Ravens Landing complex; and

39
40 WHEREAS, The addition of these units will maximize economic
41 productivity of the project and allow for the continued operation of the campus in
42 professional and sustainable manner; and

43
44 WHEREAS, The Economic Development Commission has been given a
45 copy of the application and is providing a written recommendation to the Assembly as
46 per FNSB Code 3.10.030 B; and

47
48 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
49 North Star Borough:

50
51 Section 1. Classification. This ordinance is not of a general and
52 permanent nature and shall not be codified.

53
54 Section 2. The application is consistent with the use of the adjacent
55 properties and eligible for the 10 year property tax exemption to begin on the tax year
56 following project completion of 35 units of residential housing owned by the applicant
57 and recordation of a certificate of occupancy.

58
59 Section 3. The Assembly finds as follows:
60 A. The exemption is necessary to the economic feasibility of completing
61 improvements on the property and will promote economic development in the
62 borough; and

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

- 63 B. The property owner is in compliance with all Alaskan municipal and state of
- 64 Alaska obligations; and
- 65 C. The exemption will provide public benefits commensurate with the level of
- 66 incentive granted; and
- 67 D. The improvements planned for the property are compatible with land use and
- 68 development plans of the borough.

69

70 Section 4. The Assembly hereby grants Lot 3B, Weeks Field Community

71 Phase II, a 10 year exemption from property tax to begin the tax year following

72 recordation of a certificate of occupancy for the final phase of the Ravens Landing

73 complex subject to the requirements of state statute and FNSBC chapters 3.10 and

74 3.11.

75

76 Section 5 . Effective date. This ordinance shall be effective at 5:00 p.m.

77 on the first borough business day following its adoption.

78

79 PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

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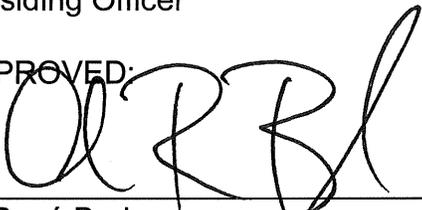
90

91

ATTEST:

 Nanci Ashford-Bingham, MMC
 Borough Clerk

 Karl Kassel
 Presiding Officer

APPROVED:


 A. René Broker
 Borough Attorney

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

March 24, 2015

Application of Retirement Community of Fairbanks for Property Tax Exemption

The Retirement Community of Fairbanks (RCF) is a Fairbanks non-profit corporation in the State of Alaska, formed for the purpose of creating a residential complex for the use of all area seniors, without the requirement of very low income. With developers Weeks Field Development Group, we have acquired part of the dilapidated Fairview Manor property, razed the old buildings, and built Raven Landing Senior Community. This campus also includes Raven Landing Community Center, which serves both the residents and the entire borough citizenry.

The campus, along with Weeks Field Estates, an affordable housing property, received a ten-year exemption from Borough property taxes from the Assembly in 2008 (Ordinance 2008-21), dating from the first complete year of occupancy of each building. The remaining 2.8 acres of the Fairview plot, which comprises the corner of Cowles and Airport, was not included because the developers hoped to develop a commercial property there. The rationale for the exemption was the "deteriorated property" provision under the law. (The City of Fairbanks allowed us a 50% reduction in their property taxes.)

Raven Landing's apartment buildings have filled within a few months of completion, and all vacancies have people waiting for them. In fact, there are over 150 people on the inactive waiting list and about 10 on the active list at any given time.

Our original business plan called for 96 apartments and we currently have 60. We plan to build one more building, slightly larger and one story higher, with 35 apartments, which will complete this project. But we will need to buy more land, and have an agreement with the owners of the remaining 2.8 acres to sell us that final piece.

Our general manager, Susan Motter, and our Board Finance Chairman, Mike Cook, have developed a pro forma budget for the completed campus, as part of an application for a construction loan from Mt. McKinley Bank. The question of whether we will have to pay full property taxes on the new building has a large bearing on the appraiser's report to the bank, which in turn helps determine the amount of money available for building.

So we are applying for an exemption for the remaining 2.8 acres, all to be used for senior living and the needed outbuildings and parking. Since we are now demonstrating that Raven Landing definitely serves a public purpose, we are asking that we now be exempted under the "community uses property" rubric of the FNSB Code. Following are supporting statements requested in the exemption application:

#2. Direct and substantial benefit to the Borough

The most direct benefit to many local families is having safe, convenient, and pleasant homes for their senior members, while remaining in Fairbanks close to relatives. These residents are spending their

retirement income here, instead of Outside. They are active in volunteering and many organizations, and require less in community support such as meals and personal care.

Several who have left the state to find supportive housing have now returned to live at Raven Landing, and several who never lived in Fairbanks have come to be near their loved ones. These also add their income to the local economy. In addition, we have created 20 jobs, at least 7 of them full time, and the expansion will create more.

Raven Landing Community Center is open to all ages, every weekday and for many weekend and evening events. There is a charge for groups to use the more important rooms, which helps pay for utilities and staff, but many groups use the Center free, for example the recent Bard-a-thon by Fairbanks Shakespeare Theatre.

#10 Used for any other activity?

More than half the additional land will be needed for the larger apartment building, parking, and garages. There will be approximately 1.2 acres at the southern corner that we would like to use for an assisted living building, when we can find the funding.

#13 Extent to which the tax exemption is necessary

Our residents' financial resources are in many cases very limited, so we charge only what we need for responsible management. Adding property taxes to the bill would require about \$2820 more per year, per resident, than they are now paying. (I estimated total finished value, at 15 mils.) Some could not afford that.

#14 Existing entities providing similar benefits

Golden Towers	Moore St. Apartments
Southall Manor	Pioneers Home

Note: The first three require that income be less than 50% of the Fairbanks median. The Pioneers Home has a long waiting list.

#15 Degree to which our organization's use of the property will impact quality of life

It is clear that residents' lives are safer, healthier, and more enjoyable than when they were far from their families, or struggling to maintain houses of their own. Their families are all relieved to have their elders here and happy, and they often visit. Our dining room frequently has grandchildren and great-grandchildren brightening everyone's outlook.

Raven Hall has proven to be the multi-use facility we had planned. It has housed concerts, large meetings, weddings, memorial services, a bazaar, a high school prom, and church services, and is now equipped as a theater, with stage, projector, screen, and sound system. Raven Landing Center (and the common rooms of the apartment buildings) will continue to grow as a cultural and entertainment hub of the Borough.

Retirement Community of Fairbanks

Organization

The Retirement Community of Fairbanks is incorporated in the State of Alaska as a non-profit corporation. The IRS has recognized it as tax-exempt under Section 501 (c)(3). Our tax-exempt ID number is 20-1253962.

The corporation is governed by a board of directors, which has ownership of the property, hires management, and sets policy. The current directors are listed below:

Karen Parr, President	retired teacher and municipal legislator
Mary E. Greene, Vice President	retired judge, retired Univ. of Alaska
Mike Cook, Treasurer	Cook & Haugeberg, CPAs, former member AHFC Board
Mary Ann Borchert, Secretary	Retired from UAF research and administration
Arlayne Knox	retired teacher & Presbyterian deacon
Randy Cheap	Alaska Works Partnership manager
Kathy Ellingson	RN, Case Manager, FM Hospital
Emily Ennis	Exec. Director, Fairbanks Resource Agency
Galen Johnson	UAF CTC construction management faculty

By-laws allow up to 13 members.

Board meetings are scheduled for the third Tuesday of each month at 4:00 p.m. in the Conference Room of Raven Landing Community Center.

RCF offices are on the third floor of Raven Landing 1, 949 McGown St., Fairbanks, Alaska 99701.

Phone: 907- 374 - 5016

Email: retirement@gci.net

Web address: www.ravenlanding.org

23 March 2015

**FNSB Community Purpose
Property Tax Exemption
Documentation**

The following is a list of items needed to process your application. Please ensure that you attach typed or easily readable responses to each of the following items. Wherever possible, please support your responses with relevant documentation and other evidence. If you have questions, please contact the Assessor or Deputy Assessor at 459-1420.

- 1.) Please submit an exact copy of your most recent Return of Organization Exempt from Income Tax Return (Form 990) and your Federal Unrelated Business Income Tax Return (Form 990T)²
- 2.) Please submit any information that you believe documents how your operation provides a direct and substantial benefit to the Borough.
- 3.) Will the property be open to public use regardless of sex, race, creed, color, or national origin? YES NO If no, please explain by attachment.
- 4.) Is your organization qualified as an exempt organization under Section 501 (c) (3) of the Internal Revenue Code? YES NO If no, please explain by attachment.
- 5.) Will any part of the net earnings of your organization inure to the benefit of any private entity or individual? YES NO If yes, please explain by attachment.
- 6.) Will you charge for services, admission or use of the property? YES NO
If yes, please set forth your fee schedule.
- 7.) Does any officer, trustee, director, shareholder, member or contributor financially benefit, including being an employee, from the use of this property YES NO
If yes, please set forth a list and explanation of how and who benefits.
- 8.) Do you have paid staff? YES NO
If yes, please set forth a list of employees listing title, compensation by type and amount.
- 9.) Can you certify that the property is used for the actual operation of the community activity and does not exceed an amount of property reasonably necessary for the accomplishment of the community activity? YES NO
- 10.) Is the property used for any other activity? YES NO
If yes, please set forth a description and explanation of the other uses including and estimate of how much the property is used in total for other activities.
- 11.) Can you certify that the actual or anticipated fees and charges for the use of the property and facilities thereon do not effectively deny a significant portion of the borough, the privileges and benefits provided by the property? YES NO
- 12.) Are the members of your organization's Board of Directors volunteers?
YES NO If no, please explain by attachment.
- 13.) Please describe by attachment, whether and to what extent the tax exemption is necessary to provide the community benefit.
- 14.) Please describe by attachment any existing public or private entities you are aware of that provide substantially similar community benefits.
- 15.) Please describe by attachment the degree you believe your organization's use of the property will impact the quality of life of borough residents.
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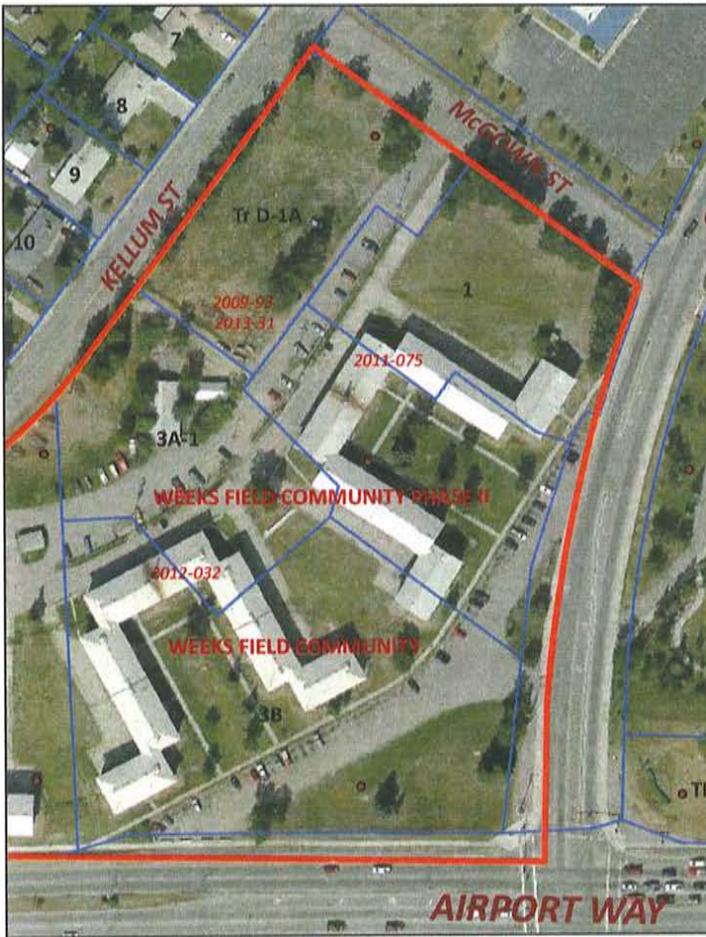
² If your application is approved, you will be required to submit exact copies to the Assessor of Forms 990 and 990T annually within 30 days of the required filing date with the Internal Revenue Service.

	Street Address		PAN #	2015 Full Value	Base EX Year	Last EX Year	Annual Ex Taxes 2014	10 yrs 2014 levy
Raven #1 20 units	949 McGown St.	Tract D1-A	0653175	\$ 3,480,031	2011	2021	\$ 39,519.23	\$ 395,192.32
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				Estimated Value Complete				
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1st Year Exempt = 2017	Mill Levy (2014) =	Base Levy 11.356 mills	Tax Est. =	\$ 68,136				

Values and Tax are a flat rate based on the FNSB 2014 Base Levy of 11.356 mills without City of Fairbanks over the 10 year term.

*Assumes no change to exempt status.

Fairview Manor (2009)



Ravens Landing (2012)



- Boundary of Lot 1 Block 137 Weeks Field from
- Parcels boundary

EDC RESOLUTION NO. 2015-01

A RESOLUTION OF THE FAIRBANKS NORTH STAR BOROUGH
ECONOMIC DEVELOPMENT COMMISSION
RECOMMENDING APPROVAL OF A COMMUNITY PURPOSE EXEMPTION FROM THE
LEVY OF BOROUGH PROPERTY TAXES FOR A PROPERTY OWNED AND USED
BY THE RETIREMENT COMMUNITY OF FAIRBANKS

WHEREAS, the Retirement Community of Fairbanks (hereafter RCF) was created to provide senior citizen rental housing and support services; and

WHEREAS, the RCF is a non-profit 501 (c) (3) organization and is governed by a volunteer board of directors who receive no income from RCF for their services;
and

WHEREAS, the RCF operates the Raven Landing Community Center that provides seniors with increased quality of life by providing meals, exercise, education and cultural activities to the housing residents and the community at large; and

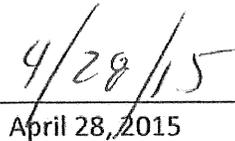
WHEREAS, the payment of property tax reduces the revenues available for providing these health, social and cultural services; and

WHEREAS, the Economic Development Commission is required by ordinance to review and make recommendations on proposed tax exemptions within the Fairbanks North Star Borough;

NOW THEREFORE BE IT RESOLVED that the Fairbanks North Star Borough Economic Development Commission recommends that the Fairbanks North Star Borough Assembly enact an ordinance providing a community purpose exemption from the levy of borough property taxes for the Retirement Community of Fairbanks Community Center.

Approved _____


Chair's Signature


April 28, 2015

By: Lance Roberts
Introduced: April 23, 2015

1
2
3
4
5 FAIRBANKS NORTH STAR BOROUGH

6
7 ORDINANCE NO. 2015 - 28

8
9 AN ORDINANCE EXPANDING, CLARIFYING AND AMENDING TITLE 3 OF THE
10 FAIRBANKS NORTH STAR BOROUGH CODE REGARDING BOARD OF
11 EQUALIZATION APPEALS AND "UNABLE TO COMPLY" DETERMINATIONS
12

13 WHEREAS, State law (AS 29.5.200) provides that the board of
14 equalization sits "for the purpose of hearing an appeal from a determination of the
15 assessor"; but, a determination of the assessor as to whether property is taxable under
16 law may be appealed directly to superior court; and
17

18 WHEREAS, Current borough code permits certain taxpayers who
19 disagree with the determination of the assessor regarding the tax exempt status of
20 property to appeal to the board of equalization, to superior court or to both; and
21

22 WHEREAS, FNSBC 3.28.030's reference to "both" appeal paths could be
23 misinterpreted to allow simultaneous appeals; and
24

25 WHEREAS, Although current borough code allows certain appeals
26 regarding tax exempt status it does not explicitly provide a deadline or process for filing
27 the appeal to the board of equalization; and
28

29 WHEREAS, The board of equalization may extend the taxpayer's right to
30 appeal the assessment if the taxpayer was "unable to comply" but this process does not
31 explicitly apply to the failure to meet exemption application deadlines or an appeal from
32 an assessor's determination regarding a property tax exemption; and

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

33
34 WHEREAS, Borough code (FNSBC 3.08.020 F.) as required by state law
35 (AS 29.45.030(f)) separately provides for application deadline waivers of senior citizen
36 and disabled veteran exemptions by the assessor with an appeal to the assembly; and
37

38 WHEREAS, An appeal to the board of equalization is less costly and less
39 time consuming than an appeal to the superior court and allows an additional
40 opportunity to internally and administratively correct any errors prior to court
41 involvement.
42

43 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
44 North Star Borough:
45

46 Section 1. This ordinance is of a general and permanent nature and shall
47 be codified.
48

49 Section 2. Section 3.24.001, **Appeal**, shall be amended as follows:

50 A. **Right to appeal.** A person whose name appears on the assessment roll or the
51 agent or assigns of that person may appeal to the board of equalization for relief from
52 an alleged error in valuation not adjusted by the assessor to the appellant's satisfaction.
53 An applicant for a farm use assessment who believes that the valuation or classification
54 assigned to the land that is the subject of the application is erroneous, or an applicant
55 aggrieved by any determination of the assessor regarding a [SENIOR CITIZEN OR
56 DISABLED VETERAN] property tax exemption, may appeal to the board of
57 equalization. A person who missed the deadline to file for an exemption, other than
58 senior citizen or disabled veteran exemptions, or to appeal a valuation or exemption
59 determination may also appeal to the board for a determination concerning whether
60 they were unable to comply with the deadline.

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

61 **B. Board Appeal Deadlines.** The appellant contesting a property valuation not
62 adjusted to the appellant's satisfaction shall, [WITHIN] no later than 30 days after the
63 date of mailing of notice of assessment, submit to the assessor a written appeal
64 specifying grounds in the form that the board of equalization may require. Appellants
65 contesting any determination of the assessor regarding a property tax exemption must,
66 no later than 10 days after the date of mailing of the assessor's decision, submit to the
67 assessor a written appeal specifying grounds in the form that the board of equalization
68 may require. Otherwise, the right of appeal to the board ceases unless the board of
69 equalization finds that the taxpayer was unable to comply.

70 **C. Unable to comply determinations.** For purposes of this [SUB]section, "unable
71 to comply" means that the failure to timely apply or appeal was based upon a natural
72 catastrophe, extraordinary circumstances, a serious medical or other similar serious
73 condition or other event beyond the taxpayer's control that places the taxpayer in a
74 significantly different situation from a typical taxpayer who misses the deadline. A
75 failure to pick up or read mail, or to make arrangements for an appropriate and
76 responsible person to pick up or read mail, or a failure to timely provide a current
77 address to the office of the borough assessor, will not be deemed to result in an inability
78 to comply and the application or appeal will not be accepted for that tax year.

79 1. All assertions of an inability to comply must be filed by an affidavit setting
80 forth the reasons why the applicant or appellant was unable to file by the deadline. An
81 appellant asserting an inability to comply with the 30-day filing period for alleged errors
82 in valuation must [SHALL] file the affidavit and the written appeal with the assessor [A
83 WRITTEN STATEMENT WITHIN] no later than 30 days from the date of the close of the
84 applicable appeal period of that tax year [SETTING FORTH THE REASONS WHY THE
85 APPELLANT WAS UNABLE TO FILE WITHIN THE 30-DAY PERIOD]. An applicant
86 asserting an inability to comply with the exemption application deadline (other than the
87 filing of a senior or disabled veterans exemption) must file with the assessor the affidavit
88 and the exemption application no later than 15 days from the exemption application
89 deadline. An appellant asserting an inability to comply with the 10 day exemption

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

90 appeal deadline must file with the assessor the affidavit and the written appeal no later
91 than 10 days from the appeal deadline. The assessor shall supply to the board the
92 [WRITTEN STATEMENT] affidavit with any relevant information and/or documents.
93 The board of equalization shall consider the [MATTER] extension request only on the
94 written submissions and supporting documents and shall not consider evidence
95 regarding property valuation or exemptions.

96 2. If the extension request is granted for a valuation or exemption appeal, the
97 appellant and the property owner shall be notified and the matter will be set for hearing.
98 If the request is denied, the clerk's office shall notify the appellant and the property
99 owner of the board's decision. If the extension request is granted for an exemption
100 application, the assessor shall accept the application as if timely filed.

101 3. The authority provided in this section to grant extensions may not be
102 exercised so as to permit acceptance of an exemption application or appeal other than
103 for the current year.

104 [C] **D. Notice of hearing.** The assessor shall notify an appellant and the property
105 owner by mail of the time and place of hearing. The notices shall be mailed not later
106 than 10 calendar days before the date of the hearing.

107 [D] **E. Summary of assessment data.** The assessor shall prepare for use by the
108 board of equalization a summary of assessment data relating to each valuation
109 assessment that is appealed. Upon request of the appellant, the assessor shall provide
110 the appellant with the assessment data that will be presented to the board of
111 equalization relating to each valuation assessment that is appealed.

112 [E] **F. Appeals by city.** A city in the borough may appeal an assessment to the
113 borough board of equalization in the same manner as a taxpayer. Within five days after
114 receipt of the appeal, the assessor shall notify the person whose property assessment
115 is being appealed by the city.

116

117 Section 3. FNSBC 3.24.012 A., **Procedures**, is amended as follows:

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

118 A. Exemption appeals shall follow the procedures provided in FNSBC 2.21.150 B.
119 (De novo hearings involving an appeal from an administrative determination). In the
120 conduct of its valuation hearings, the board shall follow the procedures outlined in this
121 chapter or as set forth in code or state statute; provided, however, that failure to adhere
122 strictly to this procedure shall not affect the validity of the board's action.

123
124 Section 4. FNSBC 3.28.030, **Claims based on the tax exempt status of**
125 **property**, is hereby amended as follows:

126 A taxpayer who claims that property is not taxable under law may appeal a
127 determination of the assessor that property is taxable directly to the superior court as
128 provided by rules of court applicable to appeals from the decisions of administrative
129 agencies, or the taxpayer may first appeal to the board of equalization as provided by
130 law[, OR THE TAXPAYER MAY DO BOTH].

131
132 Section 5. Effective Date. This ordinance shall be effective at 5:00 p.m.
133 on December 31, 2015.

134
135 PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

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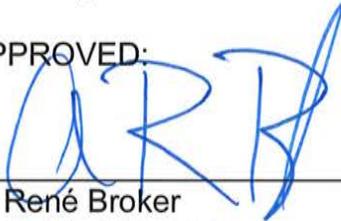
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142 ATTEST:

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Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

Karl Kassel
Presiding Officer

APPROVED:


A. René Broker
Borough Attorney

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Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Assemblymember Roberts **Department:** Assembly

To Be Introduced/Sponsored By: Assemblymember Roberts

Abbreviated Ordinance Title: Amending Title 3 Regarding BOE Appeals

Department(s)/Division(s) Affected: Assessing/Assembly

Proposed Introduction Date: _____ **Ordinance No.:** 2015-28

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 20 / /	FY 20 / /	FY 20 / /	FY 20 / /	FY 20 / /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adena Benn **Extension:** 1406

Director(s) Signature(s): *[Signature]* **Date:** 4-15-15

Mayor's Office or Assembly Member Signature: *[Signature]* **Date:** 4/15/15

Chief Financial Officer Signature: _____ **Date:** _____



Fairbanks North Star Borough

Borough Clerk

809 Pioneer Road * PO Box 71267 * Fairbanks, Alaska 99707-1267 *(907) 459-1401 FAX 459-1224

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

FROM: Margery Kniffen, Chair
Board of Equalization 

DATE: May 15, 2015

SUBJECT: **BOARD OF EQUALIZATION RECOMMENDATION OF
ORDINANCE NO. 2015 – 28 (Amending Title 3)**

At the Board of Equalization Special meeting of May 6, 2015 the Board held a legislative hearing on the following ordinance:

Ordinance No. 2015-28. An Ordinance Expanding, Clarifying And Amending Title 3 Of The Fairbanks North Star Borough Code Regarding Board Of Equalization Appeals And "Unable To Comply" Determinations. (Sponsor: Assemblymember Roberts)

Following are the motions of the Board regarding Ordinance No. 2015-28:

MORRIS, moved to recommend approval of Ordinance
Died For A Lack of Second No. 2015-28 to the Assembly.

JOHNSON, moved to recommend keeping the current
Seconded by, FOLDOE code language.

MOTION PASSED 4-1 Ayes: Mayo, Foldoe, Johnson, Kniffen
Noes: Morris

The Board recommended keeping the current code language.

By: Karl Kassel
John Davies
Kathryn Dodge
Introduced: June 11, 2015

FAIRBANKS NORTH STAR BOROUGH
ORDINANCE NO. 2015- 35

AN ORDINANCE AMENDING FNSBC 2.12.315 REGARDING THE INFORMATIONAL
INSERTS FOR INITIATIVES AND REFERENDUMS

WHEREAS, Prior to the FNSB municipal election of October 2014 the
Assembly adopted an ordinance providing for informational inserts in voter informational
brochures to provide additional information regarding initiatives and referendums; and

WHEREAS, Provisions in that ordinance that were intended to provide
balance between the pro and con information inadvertently resulted in confusion in the
process of selecting authors for the pro and con positions and in less information being
available than intended.

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

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

Section 2. FNSBC 2.12.315, Informational insert for initiatives and
referendums, is hereby amended as follows:

A. Fifteen *days* prior to each regular or *special election* the *borough clerk* shall
publish an insert in the Fairbanks Daily News-Miner containing information approved by
the assembly of a strictly factual nature pertaining to each initiative or referendum on

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Text to be *deleted* is [BRACKETED AND CAPITALIZED]

34 the ballot, except as provided below in this section. Sample ballots may also be
35 included in the insert. All information published will be displayed on the public borough
36 website.

37 B. Statements advocating *voter* approval or rejection of initiatives or referendums
38 may be included in the informational insert in accordance with this subsection.

39 1. The clerk may include statements advocating *voter* approval and rejection
40 of initiatives or referendums in the *election* insert. The clerk shall [MAY] offer authorship
41 of the statement advocating *voter* approval of an initiative or referendum in the following
42 order: to the sponsors, to an APOC registered [PUBLICLY RECOGNIZED] individual or
43 organization with the identified purpose of supporting the initiative or referendum, an
44 individual or organization with a publicly stated interest in supporting the initiative or
45 referendum. The clerk shall [MAY] offer authorship of the statement advocating *voter*
46 rejection of an initiative or referendum first to an APOC registered individual or
47 organization with the identified purpose of opposing the initiative or referendum, then to
48 an [PUBLICLY RECOGNIZED] individual or organization with a publicly stated interest
49 in opposing the initiative or referendum. To the extent more than one individual or
50 organization meets the criteria for authorship, preference should be given in the
51 following order: first an APOC registered local organization, then an APOC registered
52 local individual, then an Alaskan organization, then an Alaskan individual. If no one
53 meeting the criteria is willing to submit a statement the clerk shall take other reasonable
54 steps to identify a person or organization willing to submit a statement.

55 2. The clerk will establish a deadline for the submission of a statement under
56 this section. A statement advocating *voter* approval and rejection must be received by
57 the clerk by the established deadline date.

58 3. A statement submitted under this section may not exceed 500 words.
59 Articles such as “a,” “an,” and “the” will be counted as a word.

60 4. A statement submitted under this section must include a signer bloc
61 located at the bottom of the statement. The signer bloc must include no more than
62 three signers. Any signers more than the allotted three will be considered

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63 endorsements and included in the text of the statement and counted against the 500-
64 word limit. Signers must include the signers' full names and organizations, if any.

65 5. Signers shall sign a form prepared by the clerk indicating that the signers
66 participated in the drafting of the statement.

67 6. The clerk will not release statements until all statements regarding the
68 question have been received in final form and have gone to the printer.

69 7. The clerk may appoint a coordinator for the drafting of statements under
70 this section.

71 8. Statements [ADVOCATING BOTH APPROVAL AND REJECTION] must
72 be accepted by the clerk in order to be published. [IF ONLY ONE STATEMENT IS
73 ACCEPTED, IT WILL NOT BE PUBLISHED.]

74 9. The clerk will add a disclaimer to each initiative or referendum noting the
75 text of the ballot *proposition* is presented as submitted by the petition sponsors. The
76 clerk will add a disclaimer to each statement noting the information is the opinion of the
77 author(s) and has been reproduced as submitted, without any changes to grammar,
78 spelling or punctuation.

79 The presentation order for each initiative or referendum shall be:

- 80 a. Text of the ballot *proposition* or sample ballot;
- 81 b. *Proposition* summary approved by the assembly of a strictly factual
82 nature;
- 83 c. A statement advocating *voter* approval; and
- 84 d. A statement advocating *voter* rejection.

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86 Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m.
87 of the first Borough business day following its adoption.

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PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

Karl Kassel
Presiding Officer

ATTEST:

APPROVED:



Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

A. René Broker
Borough Attorney

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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By: Kathryn Dodge
John Davies
Introduced: April 23, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015 – 29

AN ORDINANCE AMENDING FNSBC 8.21.025.B TO PERMIT FILING OF PROPERTY SALE WRITTEN DISCLOSURES WITH THE AIR QUALITY DIVISION AFTER THE RECORDING OF THE SALE AND AMENDING FNSBC 8.21.040 CONCERNING USE OF APPLIANCES THAT WERE BOROUGH LISTED AT THE TIME OF INSTALLATION DURING A STAGE 2 & 3 AIR ALERT

WHEREAS, As part of the recently adopted PM_{2.5} Air Quality Control Program, borough code requires certain property sellers to provide written disclosures to the buyer and to the borough's Air Quality Division, prior to closing; and

WHEREAS, Although disclosure prior to closing serves to fully inform the buyer prior to purchase, disclosure to the borough can wait until after closing; and

WHEREAS, Because property transactions sometimes fail to close for a variety of reasons, waiting until after closing to provide a copy of the disclosures to the borough will potentially avoid an unnecessary step and ensure that the Borough receives accurate information.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Section 8.21.025.B, **Prohibited acts**, is amended as follows:

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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35 B. All persons owning and selling their property within the Air Quality Control Zone
36 with an unlisted solid fuel burning appliance that will not be removed before sale must, if
37 the solid fuel burning appliance was not listed by the Borough as qualifying at the time
38 of installation, provide a written disclosure to the buyer [AND TO THE DIVISION] prior
39 to closing, and a copy to the Division no later than 10 days after the recording of the
40 sale.

41
42 Section 3. FNSBC 8.21.040, **Forecasting exceedances and**
43 **restrictions in the air quality control zone during an alert**, is amended as follows:
44

45 A. During the winter months of October through March, the borough shall issue a
46 daily *PM_{2.5} forecast* by 4:30 p.m. When the *PM_{2.5}* concentration reaches the onset level
47 for an *episode* and is expected to remain at that level for 12 hours or more, an *alert* or
48 *advisory* will be declared. An *alert* or *advisory* may apply to the *air quality control zone*
49 as a whole, or to one or more sub-areas designated by the *division*. Once an *alert* or
50 *advisory* is declared, *PM_{2.5}* control measures set forth in this section shall be
51 implemented and continued until the *alert* or *advisory* is cancelled. There are three
52 levels of *episodes*: Stage 1, 2 and 3. The obligations imposed in this subsection do not
53 require, absent specific funding for that purpose, any actions to be taken outside of the
54 borough's normal business days and hours of operation.

55 B. The *division* will notify local media to ensure the declared *alert* or *advisory* is
56 broadcast. The *division* shall also use social media and methods of direct
57 communication such as text messages as feasible. Information within the notification
58 will contain the *PM_{2.5} forecast*, stage level for areas, and actions required to reduce
59 sources of *PM_{2.5}*. The obligations imposed in this subsection do not require, absent
60 specific funding for that purpose, any actions to be taken outside of the borough's
61 normal business days and hours of operation.

62 C. Stage 1: Voluntary Restrictions in the *Air Quality Control Zone* During an
63 *Advisory*.

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64 1. A Stage 1 air *advisory* is implemented when concentrations exceed or are
65 forecasted to exceed 25 µg/m³.

66 2. Residents shall be requested to voluntarily stop operation of solid fuel,
67 pellet, and waste oil burning *appliances*, as well as *masonry heaters* and all outdoor
68 burning that includes recreational fires such as bonfires, campfires and the use of fire
69 pits, nonpermitted incinerators and burn barrels in the *air quality control zone*.

70 D. Stage 2: Required Restrictions in the *Air Quality Control Zone* During an *Alert*.

71 1. A Stage 2 air *alert* is implemented when concentrations exceed or are
72 forecasted to exceed 35 µg/m³.

73 2. Burning is permitted in all borough listed *appliances*, which for purposes of
74 this sub-section includes *appliances* that were borough listed at the time of installation.
75 No fuel source may be added to the combustions chamber or firebox of any nonlisted
76 *solid fuel burning appliance* or waste oil burning *appliance*. Residents should rely
77 instead on their home's alternate, cleaner source of heat (such as a gas or fuel oil fired
78 furnace or boiler or electric baseboard heaters) until the Stage 2 air *alert* is cancelled.

79 3. If a building owner or other person with a property or managerial interest
80 in the building has an approved "no other adequate source of heat" designation, the
81 building owner is exempted from complying with the Stage 2 air *alert* restrictions for that
82 building.

83 4. Outdoor burning is prohibited including nonpermitted incinerators and burn
84 barrels. This does not include recreational fires such as bonfires, campfires or
85 ceremonial fires and the use of fire pits.

86 5. These restrictions shall not apply during a power failure.

87 E. Stage 3: Required Restrictions in the *Air Quality Control Zone* During an *Alert*.

88 1. A Stage 3 air *alert* is implemented when concentrations exceed or are
89 forecasted to exceed 55 µg/m³.

90 2. No fuel source may be added to the combustions chamber or firebox of
91 any *solid fuel burning appliances*, *masonry heaters*, *pellet fuel burning appliances*, *cook*
92 *stoves*, *fireplaces*, or waste oil burning *appliances*. No waste oil may be added to a
93 waste oil burning *appliance*. Residents should rely instead on their home's alternate,

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94 cleaner source of heat (such as a furnace, boiler or electric baseboard heaters) until the
95 Stage 3 air *alert* is cancelled.

96 3. If a building owner or other person with a property or managerial interest
97 in the building has an approved "no other adequate source of heat" designation the
98 building owner is exempted from complying with the Stage 3 air *alert* restrictions for that
99 building.

100 4. Outdoor burning is prohibited including nonpermitted incinerators and burn
101 barrels. This does not include recreational fires such as bonfires, campfires or
102 ceremonial fires and the use of fire pits.

103 5. These restrictions shall not apply during a power failure or to listed
104 appliances, which for purposes of this sub-section includes appliances that were
105 borough listed at the time of installation, masonry heaters or pellet fuel burning
106 appliances when the temperature is below -15 as recorded at the Fairbanks
107 International Airport.

108
109 Section 4. This ordinance is effective at 5:00 p.m. on the first Borough
110 business day following its adoption except that Section 2 shall apply retroactively with
111 an effective date of May 1st, 2015.

112
113 PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

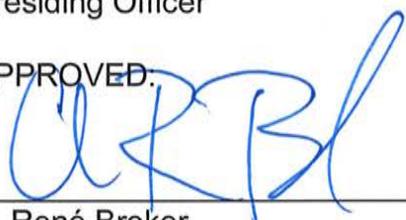
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117 Karl Kassel
118 Presiding Officer

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120 ATTEST: APPROVED:

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124 Nanci Ashford-Bingham, MMC
125 Municipal Borough Clerk



A. René Broker
Borough Attorney

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Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Assemblymember Dodge **Department:** Assembly

To Be Introduced/Sponsored By: Assemblymembers Dodge and Davies

Abbreviated Ordinance Title: Amending FNSBC 8.21.025B Filing of Property Sale Written Disclosures

Department(s)/Division(s) Affected: Transportation/Air Quality

Proposed Introduction Date: _____ **Ordinance No.:** 2015-29

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 20 / /	FY 20 / /	FY 20 / /	FY 20 / /	FY 20 / /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adena Benn **Extension:** 1406

Director(s) Signature(s): *Adena Benn* **Date:** 4-16-2015

Mayor's Office or Assembly Member Signature: *April Juckhoff Kathryn Dodge* **Date:** 4-16-2015

Chief Financial Officer Signature: _____ **Date:** _____



Fairbanks North Star Borough Department of Public Works

809 Pioneer Road * PO Box 71267 * Fairbanks, Alaska 99707-1267 * (907)459-1345 FAX 459-1330

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THRU: Luke T. Hopkins, Borough Mayor *LTH*

FROM: Daniel Sloan, Director, Public Works *DS*
Mike Bork, Director, Parks & Recreation *MB*

DATE: June 11, 2015

SUBJECT: Ordinance 2014-20 - 2J
Appropriation of Facility Maintenance Reserve Funds and Carlson Center Reserve Funds

Attached for your approval is a proposed budget ordinance. The ordinance amends the FY 2014-15 budget by appropriating \$3,705,000 from the Facility Maintenance Reserve (FMR) Fund for various Borough-wide facilities projects and \$18,000 from the Carlson Center Reserve Fund for the replacement of the stage ramp. The FMR projects included in this ordinance are aging infrastructure major maintenance capital work that is necessary for the continued safe operation of these facilities.

I urge its adoption.

Attachment

By: Luke T. Hopkins, Mayor
Introduced: 6/11/15

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2014-20- 2J

AN ORDINANCE AMENDING THE FY 2014-15 BUDGET BY APPROPRIATING \$3,705,000 FROM THE FACILITIES MAINTENANCE RESERVE AND \$18,000 FROM THE CARLSON CENTER RESERVE TO THE CAPITAL AND ENTERPRISE PROJECTS FUNDS FOR VARIOUS BOROUGH-WIDE FACILITIES AND EQUIPMENT PROJECTS

WHEREAS, the Fairbanks North Star Borough (Borough) owns buildings totaling approximately 3.19 million square feet and other facilities including ball fields, parks and playgrounds; and

WHEREAS, these facilities age and are in need of constant care and maintenance; and

WHEREAS, the Borough Assembly established the Facilities Maintenance Reserve by Ordinance No. 99-016 to accumulate funds for major facilities maintenance, repairs, and upgrade costs; and

WHEREAS, the Borough Assembly has made various appropriations to the Facilities Maintenance Reserve since its inception; and

WHEREAS, the Borough has a Management Agreement with SMG of Alaska (SMG), a private contractor, to manage and operate the John A. Carlson Activity Center (Center); and

WHEREAS, the Management Agreement requires that five percent of the monthly gross revenue from the Center be deposited in a reserve account which may be used for replacing equipment and building systems; and

WHEREAS, the Borough in consultation with SMG has identified the need to procure a stage ramp;

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.

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

46 Section 2. Facilities Maintenance Reserve Appropriation. The FY
 47 2014-15 budget is hereby amended by appropriating \$3,705,000 to the Facilities
 48 Maintenance Reserve budgetary guidelines entitled "Contribution to Capital and
 49 Enterprise Projects Funds" and by increasing Contribution from Fund Balance by a like
 50 amount.

51
 52 Section 3. Carlson Center Reserve Appropriation. The FY 2014-15
 53 budget is hereby amended by appropriating \$18,000 to the Carlson Center Reserve
 54 budgetary guideline entitled "Contribution to Carlson Center Enterprise Projects Fund"
 55 and by increasing Contribution from Net Position by a like amount.

56
 57 Section 4. Capital and Enterprise Projects Funds Appropriation. The FY
 58 2014-15 budget is hereby amended by appropriating \$3,723,000 to the Capital and
 59 Enterprise Projects funds projects listed below and by increasing Contribution from
 60 Facilities Maintenance Reserve by \$3,705,000 and Contribution from Carlson Center
 61 Reserve by \$18,000.

<u>Project</u>	<u>Allocation</u>	<u>Appropriation</u>
Animal Shelter Direct Digital Control (DDC) Upgrade	\$250,000	
Arc Flash Labeling Phase 4 - Pioneer Park Buildings and Miscellaneous Parks	100,000	
Arc Flash Repairs Phase 1	100,000	
Big Dipper Locker Room Asbestos Abatement, Ventilation & Sprinkler Improvement	300,000	
Big Dipper Parking Lot Repair and Restriping	75,000	
Birch Hill 3 Phase Power and Ski Building Air Conditioning	250,000	
Borough Administrative Center Parking Lot Surfacing	80,000	
Building Network LAN Wiring Upgrade to Support ONESolution - 8 Buildings	500,000	
Carlson Activity Center Parking Lot Repair and Restriping	75,000	
Facilities Maintenance Emergency Generator Installation	125,000	

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 Text to be deleted is [BRACKETED AND CAPITALIZED]

91 <u>Project</u>	<u>Allocation</u>	<u>Appropriation</u>
92		
93 Facilities Maintenance Exterior Envelope Refinish		
94 (supplemental funding)	\$200,000	
95		
96 Facilities Maintenance Office and Warehouse		
97 Mechanical Ventilation Upgrade	500,000	
98		
99 Hamme Swimming Pool Balancing Tank Replacement	75,000	
100		
101 Marika St. Warehouse Annex Building Demolition, UST		
102 Removal and Paving	300,000	
103		
104 Mary Siah Water Line Replacement (supplemental		
105 funding)	200,000	
106		
107 Pioneer Park Centennial Center Air Conditioning		
108 Replacement (supplemental funding)	150,000	
109		
110 Pioneer Park Centennial Center Art Gallery Lighting		
111 Replacement	50,000	
112		
113 Pioneer Park Gold Dome Roof Repair	125,000	
114		
115 Solid Waste Landfill Domestic / Fire Water Extension		
116 (Design & Cost Sharing w/ GHU)	100,000	
117		
118 Wescott and Mary Siah Swimming Pool Sand Filter		
119 Replacements	<u>150,000</u>	
120		
121		<u>\$3,705,000</u>
122		
123 Carlson Center Stage Ramp		<u>\$18,000</u>
124		

125 Section 5. Lapse of Funds. Upon completion of each individual project,
126 the unencumbered, unexpended funds will lapse to the respective fund balance of the
127 Facilities Maintenance Reserve and net position of the Carlson Center Reserve.

128
129 Section 6. Effective Date. This ordinance shall be effective at 5:00 p.m.
130 on the first Borough business day following its adoption.

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Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]

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PASSED AND APPROVED THIS ____ DAY OF _____ 2015.

Karl Kassel
Presiding Officer

ATTEST:

Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

APPROVED:



A. René Broker
Borough Attorney

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Text to be deleted is [BRACKETED AND CAPITALIZED]

FAIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2014-20- 2J

Date Introduced: June 11, 2015

Abbreviated Title: \$3,705,000 from the Facilities Maintenance Reserve and \$18,000 from the Carlson Center Reserve to the Capital and Enterprise Projects Funds for Various Borough-Wide Facilities Projects and Stage Ramp

II. Financial Detail

Department/Division Affected: Various

EXPENDITURE	Facilities Maintenance Reserve	Carlson Center Reserve	Capital and Enterprise Projects Fund	Total
	FY 14/15	FY 14/15	FY 14/15	FY 14/15
Capital Outlay				
Other - Awaiting Budget			3,723,000	
Contribution to Capital and Enterprise Projects Funds	3,705,000	18,000		
Total	3,705,000	18,000	3,723,000	

SOURCE OF FUNDING

Contribution from Fund Balance	3,705,000	18,000		
Contribution from Facilities Maintenance Reserve			3,705,000	
Contribution from Carlson Center Reserve			18,000	
Total	3,705,000	18,000	3,723,000	

Specify Funding Sources: Facilities Maintenance Reserve fund balance and Carlson Center Reserve net position

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

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III. Project Purpose:

To fund maintenance projects for Borough facilities and procure a stage ramp for Carlson Center

IV. Analysis of Future Liabilities and Funding Sources:

Continued 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

5/26/15
Date

FA	GLA
GA	CA
SpA	C
TBM	SA

Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Scott Johnson / Mike Bork **Department:** Public Works / Parks & Rec

To Be Introduced/Sponsored By: Mayor Hopkins

Abbreviated Ordinance Title: Various Facilities Maint Reserve Projects & CAC Stage Ramp

Department(s)/Division(s) Affected: PW & PR Various Borough Facilities

Proposed Introduction Date: June 11, 2015 **Ordinance No.:** 2014-20- 2J

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 20 /	FY 20 /	FY 20 /	FY 20 /	FY 20 /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Dan Sloan/Phil Streeter/Mike Bork **Extension:** x1338, x1069

Director(s) Signature(s): *Dan Sloan* **Date:** 6/8/15

Mayor's Office or Assembly Member Signature: *Phil Streeter* **Date:** 6/11/15

Chief Financial Officer Signature: *Dorothy M. ... For DLRB* **Date:** 6/8/15



Fairbanks North Star Borough

Transportation

809 Pioneer Rd Fairbanks, Alaska 99701

(907)459-1002 FAX (907) 459-1004

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke T. Hopkins, Borough Mayor *LTH*

FROM: Glenn Miller, Transportation Director *GM*

SUBJECT: AN ORDINANCE AMENDING THE FY 2014-15 BUDGET BY REAPPROPRIATING \$40,000 FROM THE TRANSIT ENTERPRISE OPERATING FUND TO THE TRANSIT ENTERPRISE PROJECTS FUND FOR THE BUS STOP SHELTERS LAND ACQUISITION PROCESS PROJECT

DATE: June 11, 2015
Ordinance # 2014-20-2K

Attached for your approval is a proposed budget ordinance amending the FY2014-15 budget by reappropriating \$40,000 to the Transit Enterprise Projects Fund to fund the process in acquiring land for new bus stops shelters. These bus stops are scheduled for construction in 2016, after the land is successfully acquired. The bus stops include:

1. Helmericks Rd at Mt McKinley Bank (Blue Line)
2. Rewak Dr at Safeway (Red Line)
3. Kennicott Dr at Shoppers Forum Mall (Blue Line)
4. Herb Miller Rd at Lowes (Red and Brown Lines)
5. Cushman St at 24th Ave (Purple and Green Lines)
6. Lathrop St at Medical Dental Arts (Purple and Orange Lines)
7. Cowles St at Fairbanks Memorial Hospital (Purple Line)
8. Lathrop St at Chief Andrew Isaac Health Center (Purple and Orange Lines)
9. Old Steese Highway at Safeway Gas Station (Red and Brown Lines)
10. Herb Miller Rd at Walmart (Blue Line)
11. Washington Dr at Rewak Dr (Red Line)
12. Rewak Dr at Washington Dr (Blue Line)

I request your consideration and urge your approval of this ordinance.

By: Luke Hopkins, Mayor
Introduced: June 11, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2014-20- 2K

AN ORDINANCE AMENDING THE FY 2014-15 BUDGET BY REAPPROPRIATING \$40,000 FROM THE TRANSIT ENTERPRISE OPERATING FUND TO THE TRANSIT ENTERPRISE PROJECTS FUND FOR THE BUS STOP SHELTERS LAND ACQUISITION PROCESS PROJECT

WHEREAS, the Federal Transit Administration (FTA) will award grants to the Fairbanks North Star Borough (Borough) to acquire land for, and design and construct, new bus stop shelters for the MACS transit system; and

WHEREAS, the FTA will not fund the process of acquiring the land needed for bus stop shelters in areas where sufficient right-of-way is not present; and

WHEREAS, there are 12 locations identified for bus stop shelters that are either partially or fully on private property; and

WHEREAS, each of the private property owners has been contacted by the Borough and has given a preliminary verbal concurrence to proceed with possible land acquisitions; and

WHEREAS, the Department of Transportation, Van Tran section has \$40,000 of unexpended extraboard salaries and associated benefits available; and

WHEREAS, the Borough's Department of Public Works and Department of Assessing, Land Management division will conduct the land acquisition processes as defined in FTA Circular 5010.1D; and

36 WHEREAS, this funding will be used for appraisals, title reports, courier service,
37 recording fees, easement descriptions and project personnel services; and

38
39 WHEREAS, these bus stop shelters are scheduled for construction in 2016;

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

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

46
47 Section 2. Transit Enterprise Operating Fund Reappropriation. The FY
48 2014-15 budget is hereby amended by reappropriating \$40,000 from the Transit
49 Enterprise Operating Fund budgetary guideline entitled "Department of Transportation"
50 to the budgetary guideline entitled "Contribution to Transit Enterprise Projects Fund."

51
52 Section 3. Transit Enterprise Projects Fund Appropriation. The FY
53 2014-15 budget is hereby amended by appropriating \$40,000 to the Transit Enterprise
54 Projects Fund budgetary guideline entitled "Bus Stop Shelters Land Acquisition Process
55 Project" and by increasing Contribution from Transit Enterprise Operating Fund by a like
56 amount.

57
58 Section 4. Lapse of Funds. Upon completion or abandonment of the
59 project, any unexpended, unencumbered funds will lapse to the Transit Enterprise
60 Operating Fund unrestricted net position.

61
62 Section 5. Effective Date. This ordinance shall be effective at 5:00 pm on
63 the first Borough business day following its adoption.

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PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

Karl Kassel
Presiding Officer

ATTEST:

APPROVED:


A. René Broker
Borough Attorney

Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

FAIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2014-20-2K Date Introduced: 06/11/2015

Abbreviated Title: Reappropriate \$40,000 From Transit Enterprise Operating Fund to Transit Enterprise Projects Fund For Bus Stop Shelter Land Acquisition Process Project

II. Financial Detail

Department/Division Affected: Transportation/Transit

EXPENDITURE	Transit Enterprise Operating Fund	Transit Enterprise Projects Fund	Total
	FY 14/15	FY 14/15	FY 14/15
Personnel Services	(40,000)	2,000	
Contractual Services		38,000	
Contribution to Transit Enterprise Projects Fund	40,000		
Total	0	40,000	

SOURCE OF FUNDING

Contribution from Transit Enterprise Operating Fund		40,000	
State Funds			
Total		40,000	

Specify Funding Sources: Transit Enterprise Operating Fund Department of Transportation/Van Tran

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

III. Project Purpose:

To provide funding for land acquisition process needed for bus stop shelters

IV. Analysis of Future Liabilities and Funding Sources:

Ongoing repairs and maintenance of bus stop shelters

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

FA	SA
GLA	GA
CA	SpA
C	TBM



 Debra L. R. Brady
 Chief Financial Officer

Date 5/22/15

Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Glenn Miller **Department:** Transportation

To Be Introduced/Sponsored By: Mayor Hopkins

Abbreviated Ordinance Title: Land Acquisition of Bus Stop Shelter Locations

Department(s)/Division(s) Affected: Transportation

Proposed Introduction Date: June 11, 2015 **Ordinance No.:** 2014-20-2K

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 2013/14	FY 20__/__	FY 20__/__	FY 20__/__	FY 20__/__
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adam Barth **Extension:** 1196

Director(s) Signature(s):  **Date:** APR 11 2015

Mayor's Office or Assembly Member Signature:  **Date:** 4/28/15

Chief Financial Officer Signature:  **Date:** 5/22/15

By: Lance Roberts
Introduced: April 23, 2015

FAIRBANKS NORTH STAR BOROUGH
ORDINANCE NO. 2015-27

AN ORDINANCE AMENDING FNSBC 3.01.100 REGARDING REQUESTS FOR
WAIVER OF PROPERTY TAX PENALTIES TO INCLUDE THE LOSS OF A
PROPERTY TAX EXEMPTION AS A PENALTY SUBJECT TO WAIVER

WHEREAS, Borough code allows real property owners to request a waiver of property tax penalties if the late payment occurred due to extraordinary circumstances such that imposition of the penalty would result in a manifest injustice; and

WHEREAS, Several borough property tax exemptions including the residential property tax exemption, exclude from eligibility any property owner with unpaid property tax, penalty or interest at the time of application or on April 1st of each successive tax year after initial application; and

WHEREAS, the loss of or inability to qualify for a property tax exemption frequently has a more significant financial impact than the property tax penalties that may be waived.

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

Section 1. Classification. This ordinance is of a general and permanent nature and shall be codified.

Section 2. FNSBC, 3.01.100, Appeal of penalties and interest charges, is hereby amended as follows:

34 A. The record owner of any parcel of real property against which property tax
35 penalty and interest charges are assessed by the *borough* may appeal the imposition or
36 amounts thereof or request a waiver of penalties by filing a written notice of appeal with
37 the *borough* chief financial officer not later than December 31st of the tax year in
38 question. For purposes of this section only, "penalties" includes the loss of or inability to
39 qualify for a property tax exemption. [*The Clerk shall provide a footnote to each*
40 *relevant property tax exemption indicating that the eligibility requirement of "no property*
41 *tax, penalty or interest owing" may be waived pursuant to FNSBC 3.01.100.]*

42 B. The chief financial officer may waive imposition of any penalties if:

43 1. A natural catastrophe occurs which prevents the timely delivery of
44 payment; or

45 2. The late payment occurred due to extraordinary circumstances such that
46 imposition of the penalty would result in a manifest injustice. "Extraordinary
47 circumstances" for purposes of this section means any specific circumstances beyond
48 the taxpayer's control that placed the taxpayer in a significantly different situation from a
49 typical taxpayer making a late payment. A "manifest injustice" for purposes of this
50 section means something that is shocking to the conscience or obviously unfair.

51 C. The assembly may waive imposition of any penalties if the late payment occurred
52 due to extraordinary circumstances such that the imposition of the penalty would result
53 in a manifest injustice. For the purposes of this section, manifest injustice includes
54 circumstances within the taxpayer's control if the assembly finds that the taxpayer
55 attempted in good faith to make timely payment.

56 D. The chief financial officer shall examine the *borough* records and the matters
57 presented by the appellant and shall determine whether the appeal is within the chief
58 financial officer's authority or should be directly referred to the assembly. The clerk's
59 office and the property owner who filed the appeal shall be notified in writing of any
60 referrals to the assembly. This notification shall include any relevant *borough* records.
61 If the appeal is within the authority of the chief financial officer, the chief financial officer
62 shall determine whether the assessment of penalty and interest is correct or whether a
63 waiver as provided for in this section should be granted. If the appeal is within the

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

64 authority of the chief financial officer, the chief financial officer shall notify the property
65 owner in writing of his or her decision.

66 E. If the chief financial officer makes a decision on the merits of the appeal, the
67 property owner may appeal the chief financial officer's determination to the assembly by
68 filing notice thereof with the *borough* clerk not more than 20 days following the date on
69 which the chief financial officer's decision was mailed. The assembly shall hear the
70 matter de novo.

71 F. The appeal of the chief financial officer's decision is limited to whether payment
72 was made, postmarked or deposited prior to the payment dates specified in FNSBC
73 3.08.030 or whether the penalty should be waived for the circumstances specified in
74 subsection (B) of this section.

75

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

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79 PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

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ATTEST:

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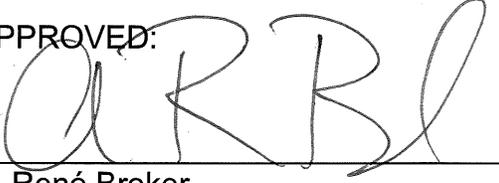
Nanci Ashford-Bingham, MMC

91

Borough Municipal Clerk

Karl Kassel
Presiding Officer

APPROVED:



A. René Broker
Borough Attorney

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED AND CAPITALIZED]

Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Assemblymember Roberts **Department:** Assembly

To Be Introduced/Sponsored By: Assemblymember Roberts

Abbreviated Ordinance Title: Amending FNSBC 3.01.100 Request For Waiver of Property Pentalties

Department(s)/Division(s) Affected: Assessing/Financial Services

Proposed Introduction Date: _____ **Ordinance No.:** 2015-27

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 20 /	FY 20 /	FY 20 /	FY 20 /	FY 20 /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adena Benn **Extension:** 1406

Director(s) Signature(s): *Adena Benn for NAB* **Date:** 4-15-15

Mayor's Office or Assembly Member Signature: _____ **Date:** 4/15/15

Chief Financial Officer Signature: _____ **Date:** _____

By: Lance Roberts
Referred: April 23, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015-30

AN ORDINANCE AMENDING FNSBC 25.10.070 TO LIMIT CASUAL USE OF BOROUGH PROPERTY IF THE USE CONFLICTS WITH FEDERAL STATE OR OTHER APPLICABLE LAW

WHEREAS, Borough code currently allows casual use of vacant, undeveloped borough land without a license or permit; and

WHEREAS, The borough occasionally licenses "nonexclusive" activities on vacant, undeveloped land including extraction licenses (sand, gravel or timber) and mining licenses; and

WHEREAS, Federal, state or other law applicable to licensed users may require the user to impose access restrictions or other limitations on public use of the property during certain regulated activity.

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

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

Section 2. Section 25.10.070, **Casual use of borough land**, is hereby amended as follows:

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

33 F. This section does not authorize casual use of borough land if the use conflicts
34 with federal, state or other applicable law imposing, or authorizing a legal user to
35 impose, access restrictions or other limitations on public use.
36

37 Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m. of the
38 first Borough business day following its adoption.

39 PASSED AND APPROVED THIS ____ DAY OF _____, 2015.
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43 _____
44 Karl Kassel
45 Presiding Officer
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48 ATTEST:

49 APPROVED:
50



51 _____
52 Nanci Ashford-Bingham, MMC
53 Borough Municipal Clerk

54 _____
55 A. René Broker
56 Borough Attorney

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

**Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)**

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Assemblymember Roberts **Department:** Assembly

To Be Introduced/Sponsored By: Assemblymember Roberts

Abbreviated Ordinance Title: Amending FNSBC 25.10.070 To Limit Casual Use of Borough Property

Department(s)/Division(s) Affected: Community Planning

Proposed Introduction Date: _____ **Ordinance No.:** 2015-30

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 20__ / __	FY 20__ / __	FY 20__ / __	FY 20__ / __	FY 20__ / __
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adena Benn **Extension:** 1406

Director(s) Signature(s): *Capital Duskoff for NAB* **Date:** 4-15-15

Mayor's Office or Assembly Member Signature: _____ **Date:** 4/15/15

Chief Financial Officer Signature: _____ **Date:** _____



MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke T. Hopkins, Mayor *JTH*
Pat Carlson, Director, Assessing *PSC*

FROM: Sandra Wagner, Manager *SW*
Division of Land Management

DATE: June 1, 2015

SUBJECT: LMAC SUPPORT FOR ORDINANCE 2015-30 AN ORDINANCE AMENDING FNSBC 25.10.070 TO LIMIT THE CASUAL USE OF BOROUGH PROPERTY

On Wednesday, May 20th, 2015, from 12:00 PM to 2:00 PM in the Chizmar Conference room of the Borough Administrative Building, a public meeting of the Land Management Advisory Commission (LMAC) was held.

On the agenda for this meeting was Ordinance 2015-30, An Ordinance Amending FNSBC 25.10.070 to Limit Casual Use of Borough Property If the Use Conflicts with Federal, State or Other Applicable Law, was introduced for discussion.

Please be advised that the LMAC gave a favorable recommendation of the Ordinance as presented to the Borough Assembly. Draft minutes of the meeting are attached.

Thank You.

**May 20, 2015
Fairbanks North Star Borough
Land Management Advisory Commission**

Minutes

A regular meeting of the Fairbanks North Star Borough (FNSB) Land Management Advisory Commission (LMAC) was held in the Chizmar Conference Room, Fairbanks North Star Borough Administrative Offices, 809 Pioneer Road, Fairbanks, Alaska. Tom Roberts, Chair, called the meeting to order at 12:00.

A. ROLL CALL

MEMBERS PRESENT: Tom Roberts, Chair Charlotte Davis
Lance Roberts Kathryn Pyne

MEMBERS ABSENT: Patricia Thayer, Margery Kniffen, Clark Milne

OTHERS PRESENT: Sandra Wagner, Manager, Land Management
Kerry Barnes, Land Officer, Land Management
Terry Elmer, Land Technician, Land Management
Kristin Machacek, Land Officer (temp), Land Management
Merna Wharton, Land Technician, Land Management

B. APPROVAL OF AGENDA

MOTION: To approve the May 20, 2015 meeting agenda, by **Kathryn Pyne**,
seconded by **Lance Roberts**.

DISCUSSION
None

OBJECTION
None

MOTION APPROVED

C. APPROVAL OF MINUTES

MOTION: To approve the January 21, 2015 meeting minutes, as submitted, by
Charlotte Davis, seconded by Lance Roberts.

DISCUSSION See Discussion below.

MOTION: To approve the April 15, 2015 meeting minutes, as submitted, by Lance
Roberts, seconded by Tom Roberts.

DISCUSSION:

January Minutes were not approved at the last meeting in April as they had not been forwarded to LMAC members prior to the meeting.

MOTIONS APPROVED.

D. CITIZEN COMMENTS

None

E. OLD BUSINESS

Status of Research on Potential Sale Properties 2015

Kristin passed out a Parcel List of Potential Land Sales for 2015 and presented a slide show of the various proposed Lots and Tracts. The time frame for the 2015 sale would be in the fall. The short list of potential properties includes Lost Birch (S side of Richardson Hwy), Silver Lake 1st Addition-Tract A, Salchaket Heights Subdivision-Tract A, Moonlight Acres Subdivision-Tracts A, B, C, D, & J, McCloud Subdivision-Tract C, Haylee Subdivision (concept plan)-Lots 1-8, and Tanana 440 Tracts A & B. Additionally (not listed on the parcel list provided) are Salcha Grimme Tract A and a Borough owned property on Harding Drive.

The potential value of the Lost Birch smaller government lots as wetland credits rather than sale for development was briefly discussed. Sandra explained Land Management is working with the Salcha-Delta Soil and Water Conservation District (SDSWCD) on a potential cooperative agreement whereby Borough lands qualifying as wetlands would be taken as credits in the SDSWCD mitigation bank. Contractors with GIS/ Environmental/ ROW field expertise have been approached for quotes on delivery of an inventory and ranking of Borough owned lands with potential for wetland mitigation banking. These properties will then be appraised for value as credits for inclusion in the bank. The cooperative agreement will establish procedures for management and sale of the credits.

The discussion evolved to Moonlight Acres Subdivision, specifically Tracts C and D. Zoning concerns were discussed at length. The benefits of rezoning prior to sale versus selling as currently zoned (GU1) were debated. Some LMAC members indicated their belief that property should be rezoned before sale in the interest of guaranteeing a cohesive neighborhood structure and avoiding potential future conflicts between those purchasing lots. Others expressed their belief that a potential developer interested in purchasing a large tract of Borough land would prefer to have the benefit of the freedom to rezone; giving the developer the flexibility would be more attractive from a sale perspective.

Silver Lake 1st addition was discussed. No platting action is required to put this property for sale.

McCloud subdivision Tract C was highlighted as a property where the neighborhood has demonstrated interest in a potential sale.

Haylee Subdivision was discussed. There is a conceptual design on file which contemplates 8 lots for sale. The monetary value of work already done on this potential project was discussed. It was clarified that revisions to FNSB code limit subdivision actions by land management, requiring Assembly approval upfront, only where road construction is required under Title 17.

A Borough owned property on Harding Drive was introduced as a potential sale in 2015. Its highest and best use is believed to be agricultural.

The following motions were introduced with regards to the proposed land sales for 2015:

MOTION: Lance Roberts moved that LMAC support Silver Lake 1st Addition, Salchaket Heights Tract A, and McCloud Subdivision Tract C for sale in 2015. Seconded by Charlotte Davis.

MOTION APPROVED.

MOTION: Lance Roberts moved LMAC support sale of the five (5) Moonlight Acre Tracts, without rezoning in 2015. Seconded by Kathryn Pyne.

AMENDMENT: Charlotte Davis proposed an amendment to the motion to read "sale of the five (5) Moonlight Acre Tracts with rezone of Tract C to RE, and Tract D to General Commercial. Seconded by Kathryn Pyne.

DISCUSSION: There was in depth discussion of the pros and cons of rezoning prior to sale. The affect on timelines for the proposed sale, should platting board or planning commission actions be required, were also discussed. It was noted that any restrictions to development would make it even more difficult to sell any land in the current market.

AMENDMENT TO THE AMENDMENT: Lance Roberts moved to amend the amendment to the motion by removing Tract C from the offering in 2015 while allowing for rezone of Tract D. The motion now reads "LMAC supports sale in 2015 of Moonlight Acres Tract A, B, J without rezoning, and Tract D should rezone to General Commercial be achieved in time for the fall sale.
Seconded by Tom Roberts.

MOTION APPROVED.

MOTION: Lance Roberts moved LMAC support the sale of the Harding Drive property in 2015.
Seconded by Kathryn Pyne.

MOTION APPROVED.

MOTION: Lance Roberts motioned LMAC re-evaluate Haylee Subdivision for possible sale in 2015 when brought forward again with updated cost estimates for survey work required.
Seconded by Charlotte Davis

MOTION APPROVED.

Aurora/LUMPS records interface project update

Item forwarded to the July 15, 2015 meeting.

F. NEW BUSINESS

Memo Ordinance 2015-30. An Ordinance Amending FNSBC 25.10.0070 to limit the casual use of Borough property if the use conflicts with Federal, State, or other applicable law.

Land Roberts discussed a conflict in FNSB code which says all Borough land is open to casual use, yet hazardous activities, namely mining which is regulated by MSHA, may require restrictions on access by the public. The Ordinance proposed does not attempt to address the other mining issues under consideration by LMAC which will be dealt with separately.

MOTION: Lance Roberts moved LMAC recommend Ordinance 2015-30 to the Borough Assembly.
Seconded by Kathryn Pyne.

MOTION APPROVED.

G. NEXT MEETING DATE

The next Land Management Advisory Commission meeting will be held July 15, 2015.

H. ADJOURNMENT

2:00 PM

Tom Roberts, Chair

Date

Terry Elmer, Recorder

Date

DRAFT



Fairbanks North Star Borough

809 Pioneer Road

PO Box 71267

Fairbanks, Alaska 99707-1267

907/459-1000

www.co.fairbanks.ak.us

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke Hopkins, Borough Mayor 

FROM: Sallie Stuvek, Human Resources Director
Human Resources Department

DATE: June 11, 2015

SUBJECT: Ordinance 2015- 34

AN ORDINANCE AMENDING VARIOUS PORTIONS OF SECTION 2.24, PERSONNEL SYSTEM OF THE FAIRBANKS NORTH STAR BOROUGH CODE OF ORDINANCES

The Human Resources Department has finalized the collective bargaining activities with the FNSBEA (APEA), ASEA and the Laborers Local 942. Throughout the negotiation process, many changes were made to the union contracts that will assist the Borough with administration of the personnel system.

To simplify and standardize the personnel processes between the union and non-represented employees, we are requesting several modifications to the Personnel Ordinance. Wherever possible, we have provided consistency between the bargaining units, as well as between union and non-union employees.

I appreciate your consideration of this request, and urge the adoption of the recommended changes to the Personnel Ordinance as reflected in this Ordinance.

By: Luke T. Hopkins, Mayor
Introduced: June 11, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015 - 34

AN ORDINANCE AMENDING VARIOUS PORTIONS OF SECTION 2.24, PERSONNEL SYSTEM OF THE FAIRBANKS NORTH STAR BOROUGH CODE OF ORDINANCES INCLUDING AMENDING THE EMPLOYEE INDEMNIFICATION SECTION

WHEREAS, The Fairbanks North Star Borough (Borough) reached three-year agreements (July 1, 2015, through June 30, 2018) with the Fairbanks North Star Borough Employees Association Local #6125/Alaska Public Employees Association/AFT (FNSBEA/APEA/AFT/AFL-CIO), the Alaska State District Council of Laborers (Laborers Local 942) and the Alaska State Employees Association American Federation of State, County and Municipal Employees Local 52 (AFL-CIO); and

WHEREAS, Numerous changes were made to these collective bargaining agreements for clarification purposes and for administrative processing simplicity; and

WHEREAS, The Human Resources Department is striving for uniformity and consistency where possible between the collective bargaining agreements and the Personnel Ordinance; and

WHEREAS, Other changes are necessary to reflect current terminology and practices.

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

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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Text to be deleted is [BRACKETED AND CAPITALIZED]

32 Section 1. Classification. This ordinance is of a general and permanent
33 nature and shall be codified.

34

35 Section 2. Section 2.24.021C is hereby amended as follows:

36 C. Employees covered under this chapter are subject to the rules of this chapter.
37 [THE MAYOR HAS THE AUTHORITY TO MIRROR TERMS AND CONDITIONS OF
38 EMPLOYMENT AFTER OTHER EMPLOYEE GROUPS AND TO ESTABLISH
39 ADMINISTRATIVE PRACTICES, PROVIDED NOTICE HAS BEEN GIVEN TO THE
40 EMPLOYEE; AND APPROPRIATE NOTICE GIVEN TO THE PRESIDING OFFICER
41 AS APPLICABLE UNDER FNSBC 2.24.031.] Terms in this chapter govern all
42 employees not represented by a collective bargaining unit and no previous
43 administrative practices or other guarantees create any implied or other rights. For
44 terms not addressed in this chapter, the monetary terms of the APEA negotiated
45 agreement shall be applied to confidential non-exempt employees and the monetary
46 terms of the ASEA negotiated agreement shall be applied to confidential exempt
47 employees.

48

49 Section 3. Section 2.24.071 is hereby amended as follows:

50 Department directors shall determine the number of weekly and daily hours of work to
51 be scheduled within the designated workweek applicable to their respective
52 departments, in accordance with budget authorization. The borough workweek is
53 deemed to begin at 12:01 a.m. on Monday and conclude at 12:00 a.m. (midnight) on
54 Sunday.

55

56 Section 4. Section 2.24.081 is hereby amended as follows:

57 The human resources director shall provide for the maintenance of a records system
58 which shall consist of three types of matter:

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59 A. Personnel Record. The personnel record is a file of those documents which
60 reflect an individual employee's complete status as an employee from date of hire to
61 termination.

62 1. The personnel record includes, but is not limited to, the individual
63 employee's employment application, performance appraisals, progress reports,
64 disciplinary actions (except oral counselings), and personnel actions.

65 2. Personnel records are confidential and are not open to public inspection
66 except as provided in this section.

67 a. The following information is available for public inspection, subject
68 to reasonable regulations on the time and manner of inspection, as determined by the
69 human resources director:

70 i. The names and position titles of all borough employees;

71 ii. The position held by the borough employee;

72 iii. Prior positions held by [A] the borough employee;

73 iv. Whether [A] the borough employee is nonexempt,
74 exempt/professional or management;

75 v. The dates of employment (hire and separation dates);

76 vi. The compensation authorized for the borough employee.

77 b. Any other personnel records are subject to disclosure only upon
78 written consent of the applicant or employee, by court order, or as otherwise required by
79 law.

80 3. A borough employee has the right to examine the employee's own
81 personnel files and may authorize others to examine those files. Supervisors may
82 inspect personnel records of employees and potential employees.

83 4. A copy of all material placed in the employee's personnel record shall be
84 furnished to the employee.

85 5. [REVIEW OF PERSONNEL RECORDS.] Any review of personnel records
86 shall be conducted in the presence of the staff of the department of human resources,

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87 and no document shall be removed without the authorization of the human resources
88 director, or designee.

89

90 Section 5. Section 2.24.131 is hereby amended as follows:

91 The borough mayor may determine that certain positions, because of the unique
92 elements of the job, may be required to undergo a detailed background investigation
93 and establish parameters of past conduct that candidates for employment in these jobs
94 must satisfy in order to be employed or retain employment with the borough. Those
95 positions subject to background investigations shall be specified in the position
96 description.

97

98 Section 6. Section 2.24.151A is hereby amended as follows:

99 A. All borough [ENTITIES] departments shall maintain uniform records of
100 employees' hours of work, to include absences, in accordance with procedures
101 approved by the borough mayor.

102

103 Section 7. Section 2.24.151C is hereby amended as follows:

104 C. Any unauthorized absence of an employee from duty shall be deemed to be
105 absence without pay if allowable by law, and may be deemed just cause for disciplinary
106 action, notwithstanding the fact that the employee may have available accrued leave at
107 the time.

108

109 Section 8. Section 2.24.261 is hereby amended as follows:

110 A. The borough mayor shall cause to be developed and implemented a formal
111 system by which each borough employee's job performance is evaluated in accordance
112 with the following schedule:

113 1. Probationary employees will be evaluated after completing three months
114 of service; and again immediately prior to completion of the six-month probationary
115 period.

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116 2. After completion of probation, all regular employees will be evaluated [ON
117 A SCHEDULE AS ESTABLISHED BY THE MAYOR] annually.

118 a. Employees will advance to the next higher step on the salary
119 schedule on July 1st of each year, subject to satisfactory performance as noted in a
120 written performance evaluation, due on or before June 1st of each year. If the employee
121 received “does not meet expectations” performance rating in any category, they shall
122 not be eligible for a step increase. Specific examples are required in the performance
123 evaluation if any category denotes “does not meet expectations.” Employees should
124 not learn of deficiencies for the first time in an evaluation. If a supervisor fails to timely
125 complete the required performance evaluation, the employee shall be eligible for the
126 merit step.

127
128 Section 9. Section 2.24.271 is hereby amended as follows:
129 Public employees of the borough have, as an integral part of their individual jobs, the
130 obligation to perform their jobs in a manner that will reflect favorably upon the
131 organization.

132 A. All employees shall be neat and clean in appearance, and dress in a manner that
133 projects a favorable professional image. The borough mayor or his designee may
134 promulgate formal directions relative to public projections.

135 B. All borough employees shall deport themselves in a manner appropriate to public
136 servants; dealing with the general public and colleagues in a courteous, efficient and
137 helpful manner.

138 C. Any borough employee who is arrested and convicted of a crime [INVOLVING
139 MORAL TURPITUDE] is subject to summary dismissal if, in the opinion of the
140 administration, such conviction would impinge upon, or affect the performance of, the
141 employee’s job-related functions.

142
143 Section 10. Section 2.24.301 is hereby amended as follows:

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144 A. Employees of the borough are expected to follow the generally accepted rules of
145 conduct, whether posted or not. Examples of general categories of offenses which
146 require disciplinary action are: absenteeism, carelessness and negligence,
147 insubordination, failure to follow instructions, unauthorized use of borough equipment,
148 [OR EXCESSIVE PERSONAL TELEPHONE CALLS], horseplay while on duty, failure to
149 observe dress code, inappropriate conduct/discourtesy, moonlighting, poor attitude,
150 preventable vehicle accident, safety violations, and substandard performance. This is
151 not an all inclusive listing of the rules of the workplace.

152 B. Fighting, dishonesty (to include falsification of official records), confidentiality
153 breaches, assault, [INTOXICATION OR] use, possession or being under the influence
154 of alcoholic beverages, controlled substances or prohibited narcotics while on duty,
155 [POSSESSION OR USE OF CONTROLLED SUBSTANCES OR PROHIBITED
156 NARCOTICS,] willful destruction of borough property, theft, sleeping on the job,
157 harassment, gross insubordination, and gross negligence are among those offenses
158 that, depending upon the circumstances, warrant immediate dismissal for cause. This
159 is not an all inclusive list.

160

161 Section 11. Section 2.24.311C is hereby amended as follows:

162 C. All forms of disciplinary action, excluding verbal admonishments, must be in
163 writing, state the full circumstances surrounding the incident (e.g., incident, date, time[,
164 LOCATION, WITNESSES,] and the precise discipline administered), and contain a
165 notation requesting the employee's comments. A copy of the action shall be given to
166 the employee, and a copy placed in the employee's personnel file, after the individual
167 has acknowledged receipt by signature. Disciplinary actions shall be removed from the
168 personnel file after two (2) years (or a lesser time if mutually agreed to by the parties) of
169 issuance if there have been no further incidents. Files for terminated employees shall
170 be preserved at the date of termination and any disciplinary action in the employee's file
171 at the time of termination will be preserved.

172

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173 Section 12. FNSBC 2.24.341, **Indemnification**, is repealed and replaced with
174 the following:

175 A. Except as otherwise precluded by law, all obligations by the borough to
176 indemnify, hold harmless or defend an employee in an individual capacity are subject to
177 the conditions and limitations set forth in this section. If an indemnified employee or
178 former employee does not comply with this section, the Borough may elect not to
179 defend, not to indemnify or not to defend or indemnify.

180 B. The borough shall defend, indemnify and hold harmless an employee or former
181 employee against a claim filed in a civil or administrative action and resulting from any
182 conduct, act or omission of such employee within the scope of borough employment.

183 C. No obligation to indemnify, hold harmless or defend shall apply to the contest of
184 a traffic citation or any claim against an employee:

185 1. Based on the gross negligence, willful, malicious, dishonest, fraudulent or
186 criminal conduct of the employee;

187 2. Based on conduct that was not undertaken in the reasonable belief that
188 the act or omission was in the best interest of the borough;

189 3. Brought by or on behalf of the borough;

190 4. For any fine resulting from a traffic citation; or

191 5. For punitive or exemplary damages.

192 D. No obligation to indemnify, hold harmless or defend shall apply to any claim
193 against an employee arising as the result of the employee's decision to intervene in any
194 action or an employee filing a claim against the borough.

195 E. The borough's obligations imposed in this section shall be available only after
196 application of any other available insurance. No obligation to indemnify, hold harmless
197 or defend by the borough shall apply to the extent that the employee is indemnified or
198 defended pursuant to an agreement between the borough and a third party or under a
199 policy of insurance provided by or on behalf of the borough;

200 F. The borough may purchase insurance to cover its obligations to defend,
201 indemnify, and hold harmless. Nothing in this section or in any other indemnity/defense

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202 agreement shall limit the coverage of any policy of insurance or agreement between the
203 borough and a third party that would otherwise provide for the indemnification or
204 defense of an employee. Nothing in this section or any other indemnity/defense
205 agreement shall be construed as waiving the defense of governmental immunity
206 otherwise available to the borough or its employees.

207 G. Whether or not the borough is obligated to indemnify, hold harmless or defend
208 shall be determined by the Risk Manager. The Risk Manager may assume the defense
209 under a reservation of rights. The Borough's decision to indemnify, hold harmless, or
210 defend a claim does not require the Borough to continue to indemnify, hold harmless or
211 defend the claim, nor does it require that the Borough indemnify or hold harmless an
212 employee against any resulting judgment, fine or amount paid in settlement. No
213 assumption by the borough of the indemnification or defense of a claim shall be
214 construed as a waiver by the borough of any right, condition or limitation of this section
215 nor shall it preclude the borough from taking any disciplinary or other employment
216 action against the employee.

217 H. The borough shall have no duty to defend, indemnify or hold harmless if the
218 employee fails to reasonably cooperate in the defense and settlement of a claim.
219 Reasonable cooperation includes, without limitation the following:

220 1. Promptly giving the Risk Manager written notice of any incident potentially
221 giving rise to a claim against the employee that includes all information concerning the
222 incident known to the employee.

223 2. Promptly delivering to the Risk Manager any claim, demand, notice,
224 summons or other process received by the employee and relating to the claim.

225 3. Cooperating with the borough attorney or attorney retained by the borough
226 in defending the claim including without limitation attending interviews, depositions,
227 hearings and trials, responding to discovery requests and assisting in securing and
228 giving evidence and obtaining the attendance of witnesses.

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229 4. Assisting the borough in recovering any award for subrogation,
230 contribution or indemnity against any third person that may arise from the claim from
231 which the borough indemnifies or defends the employee.

232 5. The employee shall not, except at their own cost, voluntarily make any
233 payment, assume any liability or obligation or incur any expense other than for the first
234 aid to others at the time of an accident.

235 6. Provide and/or authorize the borough to obtain records and information
236 reasonably relevant to a proper defense of the claim.

237 I. The borough shall have the sole right to control the defense and settlement of the
238 claim. The borough may, in its sole discretion, and without the consent or participation
239 of the employee, compromise or settle the claim on any terms that impose no legal or
240 financial obligation upon the employee. Defense of the claim shall be provided by the
241 borough attorney or other attorney designated by the borough in its sole discretion
242 provided that where a conflict of interest between the borough and the employee would
243 cause the representation by designated counsel to violate applicable rules of
244 professional conduct, the employee may select other counsel subject to the Risk
245 Manager's reasonable approval.

246 J. After notice by the borough to an employee of the borough's assumption of the
247 obligation to indemnify, defend or hold harmless an employee with respect to a claim,
248 the borough shall not be liable to an employee for any legal or other expenses
249 subsequently incurred by the employee with respect to the claim. If, however, the
250 employee selects counsel as permitted by this section the borough shall pay the
251 reasonable fees and costs of such counsel for defense of the employee.

252 K. To the extent the Borough makes payments for defense or indemnity of the
253 employee, the employee must transfer to the Borough the employee's rights of recovery
254 against others related to the claim or loss including the right to recover attorney fees
255 and other costs incurred in the defense of the claim.

256

257 Section 13. Section 2.24.391B(2) is hereby amended as follows:

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287 Section 17. Section 2.24.411F is hereby amended as follows:
288 F. Leave may be donated to other FNSB regular employees only for catastrophic
289 events, unforeseen emergencies/circumstances or illnesses. The chief of staff may
290 authorize exception requests. Donating personal leave for payment of services or
291 purchases or in lieu of cash transactions is expressly prohibited. [THE CHIEF OF
292 STAFF MAY AUTHORIZE EXCEPTION REQUESTS.]

293
294 Section 18. Section 2.24.431 is hereby amended as follows:
295 The borough is a participant in the [S]State of Alaska Public Employees Retirement
296 System and all regular, full-time, part-time, seasonal, extraboards, and term employees
297 are required to enroll in the system at the time of eligibility. Casual employees and
298 Interior Gas Utility (IGU) employees are not eligible for PERS.

299
300 Section 19. Section 2.24.461 is hereby amended as follows:
301 The borough mayor will provide for recognition of the faithful, effective service rendered
302 by employees. Special recognition shall be given to those employees who have
303 completed [FIVE] 5, 10, 15 and 20, etc., years of service.

304
305 Section 20. Section 2.24.462G hereby amended as follows:
306 G. The assembly is committed to the following monetary policies and goals with
307 respect to the terms of labor agreements:
308 1. Reward employees in good standing with a positive performance rating,
309 with merit pay increases in lieu of increases based on longevity.
310 2. Maintain fair and reasonable employee premium contributions and
311 deductibles in medical insurance comparable to other public and private sector
312 employers.
313 3. Maintain fiscal stability by controlling escalating costs and provide for
314 future reopeners if funding sources are negatively impacted or costs significantly
315 increase.

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- 316 4. [LIMIT] Maintain leave and holidays [TO] at reasonable levels.
317 5. Seek consistency between bargaining units, as well as between union and
318 non-union employees.
319 6. Eliminate and avoid contract provisions for complex pay premiums, work
320 rules that reduce productivity or other terms that impede accountability.

321
322 Section 21. Section 2.24.472 is hereby amended as follows:
323 "Part-time employee" means a person who is employed regularly for a scheduled
324 workweek of a minimum of 15 hours [UP TO] but not to exceed 30 hours.

325
326 "Regular employee" means an employee who has been retained in his appointed
327 position after the completion of his probationary period. Regular positions do not have a
328 specified terminal date, are included as part of the annual operating budget, and are
329 considered to be a part of the regular staffing complement. Regular employees may be
330 designated as full-time or part-time.

331
332 Section 22. Effective date. Except for Section 8 which shall be effective
333 starting July 1, 2016, this ordinance is effective at 5:00 p.m. on the first Borough
334 business day following its adoption.

335
336 PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

337
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343 ATTEST: APPROVED: 
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347 _____
348 Nanci Ashford-Bingham, MMC
Borough Municipal Clerk _____
A. René Broker
Borough Attorney

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By: Van Lawrence
Lance Roberts
Introduced: June 11, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015 - 36

AN ORDINANCE REQUIRING ASSEMBLY NOTIFICATION OF NON-ROUTINE LITIGATION

WHEREAS, the borough attorney is the legal advisor of the mayor, assembly, school board and other officers of the borough; and

WHEREAS, borough code currently requires assembly approval prior to the borough attorney filing an appeal of any civil action, but does not require assembly approval for the filing of the underlying action; and

WHEREAS, non-routine litigation can consume significant borough resources including staff time sometimes at the expense of other borough priorities; and

WHEREAS, the assembly should be notified of non-routine litigation in a reasonable amount of time after filing.

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

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

Section 2. Chapter 2.04 is hereby amended to add a new section as follows:

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2.04.100 Notification of Non-Routine Litigation.

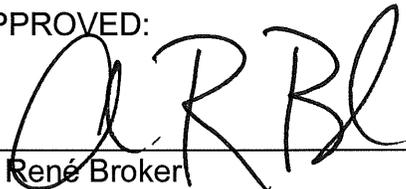
The borough mayor shall notify the assembly within ten days of filing any non-routine civil or administrative action. For purposes of this section "non-routine" does not include minor offenses, collections, subrogation claims, estate claims, bankruptcy claims, foreclosure, small-claims, cross-claims, counterclaims, emergency injunctions/temporary restraining orders or any other civil action that the borough attorney does not reasonably consider likely, at the time of filing, to require significant borough resources including staff time.

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

PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

Karl Kassel
Presiding Officer

ATTEST:

APPROVED:


A. René Broker
Borough Attorney

Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

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1 REVISED FOR INTRODUCTION

By: Lance Roberts
Introduced: June 25, 2015

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5 FAIRBANKS NORTH STAR BOROUGH

6
7 ORDINANCE NO. 2015 - 31

8
9 AN ORDINANCE AMENDING FNSBC 18.56.025 REGARDING AFFIRMATIVE
10 RECOGNITION OF GRANDFATHER RIGHTS TO WAIVE THE HEARING
11 REQUIREMENT FOR CERTAIN APPLICATIONS
12

13 WHEREAS, Currently all applications (except for lot size determinations)
14 seeking an affirmative recognition of grandfather rights require a hearing prior to
15 issuance of an administrative determination; and
16

17 WHEREAS, With a required hearing obtaining recognition of grandfather
18 rights can sometimes take a couple of months; and
19

20 WHEREAS, Some house sales and related financing can depend upon a
21 grandfather rights determination; and
22

23 WHEREAS, While hearings are often necessary to resolve conflicting or
24 disputed facts, the existence of some grandfather rights can sometimes be
25 unequivocally determined through a borough or other public or recorded document.
26

27 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
28 North Star Borough:
29

30 Section 1. This ordinance is of a general and permanent nature and shall
31 be codified.
32

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Text to be deleted is [BRACKETED, CAPITALIZED, AND BOLD]

33 Section 2. FNSBC 18.56.025, **Affirmative recognition of grandfather**
34 **rights**, is hereby amended as follows:

35 A. An applicant may seek an affirmative recognition of their *grandfather rights* by
36 submitting an application and affidavit to the department of community planning director
37 or [HIS] designee describing the nonconforming building(s), structure(s), use(s) or lot(s)
38 that existed prior to the date of the zoning change that caused the nonconformance.
39 The applicant shall be the *owner* of the property described in the application, the
40 contract purchaser of said property, the holder of an option to purchase said property, or
41 such persons that possess a substantial proprietary interest in the property being
42 considered. The written consent of the *owner*, or an authorized representative having
43 power of attorney, shall accompany all applications. The application must contain a
44 written positive assertion that said building(s), structure(s), use(s) or lot(s) existed prior
45 to the date of the zoning change. This application may be made at any time. The
46 application may be accompanied by pictures, statements of support, public or recorded
47 documents and other evidence.

48 B. Within 15 days after the filing of the *owner* affidavit, the department shall
49 schedule an administrative hearing. Notice of the application and the hearing shall be
50 provided using the procedures set forth in FNSBC 18.54.010(C[B])(1) and (2).
51 Applications for structural-related grandfather rights that are supported by a borough or
52 other submitted public or recorded document which unequivocally demonstrates that the
53 property qualifies for the *grandfather rights* requested and [L]ot size determinations are
54 exempt from the requirements of this subsection. Applications for structural-related
55 grandfather rights not supported by unequivocal documentation must be scheduled for
56 hearing.

57 C. Within 15 days of the hearing the department shall issue an administrative
58 determination of the *grandfather rights*. If no hearing is required the administrative
59 determination shall be issued within ten working days of the application. Administrative
60 determinations granting structural-related grandfather rights without a hearing must be
61 mailed to the applicant and owners of nearby lots or land as set forth in FNSBC
62 18.54.010(C)(2). Administrative [THAT] determinations may be appealed to the board

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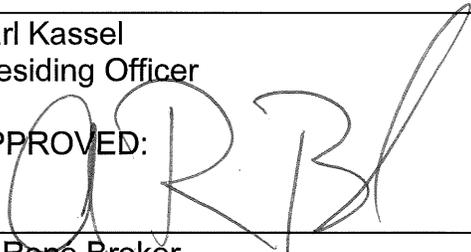
63 of adjustment (as designated by FNSBC 18.52.030) within 15 days of the date of the
64 determination. *Appeals* shall be heard de novo. The board of adjustment shall uphold or
65 reverse the determination and adopt specific findings of fact after considering the oral
66 and written statements of the applicant, the public, and the department of community
67 planning. This decision is appealable to the superior court in accordance with the civil
68 rules.

69
70 Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m.
71 of the first Borough business day following its adoption.

72
73 PASSED AND APPROVED THIS ____ DAY OF _____, 2015.
74
75

76
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78
79 ATTEST:

80
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82 _____
83 Nanci Ashford-Bingham, MMC
84 Borough Municipal Clerk

Karl Kassel
Presiding Officer
APPROVED: 

A. Rene Broker
Borough Attorney

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Fairbanks North Star Borough
Fiscal Impact Statement (FIS) (FNSBC 2.09.035 C.)

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	

Originator's Name: Assemblymember Roberts **Department:** Assembly

To Be Introduced/Sponsored By: Assemblymember Roberts

Abbreviated Ordinance Title: Amending FNSBC 18.56.025 Regarding Affirmative Recognition of Grand. Rights

Department(s)/Division(s) Affected: Community Planning

Proposed Introduction Date: _____ **Ordinance No.:** 2015-31

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 20 / /	FY 20 / /	FY 20 / /	FY 20 / /	FY 20 / /
1. Timeline inclusive of all phases					
2. Number and type of new positions which may be required					
3. Cost of operations and maintenance					
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: Adena Benn **Extension:** 1406

Director(s) Signature(s): *April Luckey for NAB* **Date:** 4-15-15

Mayor's Office or Assembly Member Signature: _____ **Date:** 4/15/15

Chief Financial Officer Signature: _____ **Date:** _____



FAIRBANKS NORTH STAR BOROUGH

809 Pioneer Road ☆ P.O. Box 71267 ☆ Fairbanks, Alaska 99707-1267

(907) 459-1260 ☆ FAX (907) 459-1255

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke Hopkins, Mayor
Jeff Jacobson, Chief of Staff

FROM: D. Christine Nelson, Director *DCN*
Department of Community Planning

DATE: June 25, 2015

SUBJECT: Ordinance No. 2015-31 AN ORDINANCE AMENDING FNSBC 18.56.025 REGARDING AFFIRMATIVE RECOGNITION OF GRANDFATHER RIGHTS TO WAIVE THE HEARING REQUIREMENT FOR CERTAIN APPLICATIONS

The attached ordinance will amend Title 18.56.025 of the Code of Ordinances to eliminate the public hearing requirement for structural grandfather rights determinations. This code amendment would allow the grandfather rights determination process to move much more quickly via an administrative decision, thereby helping property owners and prospective purchasers meet real estate and financing timelines.

On May 19, 2015, the Planning Commission of the Fairbanks North Star Borough held a public hearing to deliberate and make a recommendation to the Assembly. While the Department of Community Planning recommended approval of the ordinance, staff expressed concern about the requirement for public notice (which is not required for lot size determinations of grandfather rights) because public notice adds time and cost to the borough for this process. Staff was also concerned about the 5-day decision timeline due to growing work load demands related to the increasing number of these applications.

The Planning Commission voted **8 in favor and 0 opposed** to recommend approval of the ordinance as amended to the Borough Assembly. The Planning Commission's amendment increases the processing time from 5 to 10 working days to allow for the volume of workload. The Planning Commission also recommended that the Ordinance Sponsor and the Legal Department work together to determine an alternative method of public notice such as published notice and/or signage that would use less borough resources.

STAFF REPORT

OC2015-031



FAIRBANKS NORTH STAR BOROUGH

809 Pioneer Road • P.O. Box 71267 • Fairbanks, Alaska 99707-1267

(907) 459-1260 • FAX (907) 459-1255

MEMORANDUM

TO: FNSB Planning Commission

FROM: D. Christine Nelson, Director *DCN*
Department of Community Planning

Date: May 19, 2015

Subject: OC2015-031 (Ordinance 2015-31) amending FNSBC 18.56.025 regarding Affirmative Recognition of Grandfather Rights to waive the Hearing requirement for certain applications

As most of the Planning Commission is aware, the financial industry is now requiring documentation of compliance with all applicable zoning regulations before approving a mortgage or other financing of residential or commercial structures. As the first step in demonstrating this compliance, the demand on the Community Planning Department for affirmative recognition of grandfather rights has significantly increased.

While the determination process for lot size is quick, generally 5 working days or less, the process for structural setbacks, basements in Ground Water Protection Overlay (GWP) zones, and legal non-conforming uses currently require a public hearing. Between submittal deadlines and public notice requirements, the time lapse from initial application to final determination can be 2 months or longer. This delay is frustrating, particularly for people trying to close on a property quickly, and lengthens real estate transaction timelines.

Assembly member Lance Roberts has sponsored the proposed ordinance to help streamline the process by removing the public hearing requirement for structure-related setbacks and basements in GWP overlay zone determinations if there is unequivocal evidence of "grandfather rights" on the record. If unequivocal evidence does not exist, the request will go to a public hearing as will any request for a legal non-conforming use determination.

Although the proposed ordinance does not require public notice prior to a "grandfather rights" determination made without a public hearing, it will require notice of the administrative decision and information regarding the right of appeal to neighboring property owners after the decision has been made. This requirement of notice to surrounding property owners does incur extra time and cost for the borough. The borough currently charges \$25 for each "grandfather rights" application. The actual cost of researching and preparing each case, even without a public hearing or notice to

property owners, is 25 times the current application fee. At this time, the Assembly is not proposing to increase this fee.

RECOMMENDATION

Staff recommends the Planning Commission make a recommendation of APPROVAL of the proposed ordinance to the Borough Assembly.

DRAFT MOTION

I MOVE TO RECOMMEND APPROVAL OF ORDINANCE NO. 2015-31 TO THE BOROUGH ASSEMBLY.

By: Lance Roberts
Referred: April 23, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015 - 31

AN ORDINANCE AMENDING FNSBC 18.56.025 REGARDING AFFIRMATIVE
RECOGNITION OF GRANDFATHER RIGHTS TO WAIVE THE HEARING
REQUIREMENT FOR CERTAIN APPLICATIONS

WHEREAS, Currently all applications (except for lot size determinations) seeking an affirmative recognition of grandfather rights require a hearing prior to issuance of an administration determination; and

WHEREAS, With a required hearing obtaining recognition of grandfather rights can sometimes take a couple of months; and

WHEREAS, Some house sales and related financing can depend upon a grandfather rights determination; and

WHEREAS, While hearings are often necessary to resolve conflicting or disputed facts, the existence of some grandfather rights can sometimes be unequivocally determined through a borough or other public or recorded document.

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

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

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

33 Section 2. FNSBC 18.56.025, **Affirmative recognition of grandfather**
34 **rights**, is hereby amended as follows:

35 A. An applicant may seek an affirmative recognition of their *grandfather rights* by
36 submitting an application and affidavit to the department of community planning director
37 or [HIS] designee describing the nonconforming building(s), structure(s), use(s) or lot(s)
38 that existed prior to the date of the zoning change that caused the nonconformance.
39 The applicant shall be the *owner* of the property described in the application, the
40 contract purchaser of said property, the holder of an option to purchase said property, or
41 such persons that possess a substantial proprietary interest in the property being
42 considered. The written consent of the *owner*, or an authorized representative having
43 power of attorney, shall accompany all applications. The application must contain a
44 written positive assertion that said building(s), structure(s), use(s) or lot(s) existed prior
45 to the date of the zoning change. This application may be made at any time. The
46 application may be accompanied by pictures, statements of support, public or recorded
47 documents and other evidence.

48 B. Within 15 days after the filing of the *owner* affidavit, the department shall
49 schedule an administrative hearing. Notice of the application and the hearing shall be
50 provided using the procedures set forth in FNSBC 18.54.010(B)(1) and (2).
51 Applications for structural-related grandfather rights that are supported by a borough or
52 other submitted public or recorded document which unequivocally demonstrates that the
53 property qualifies for the *grandfather rights* requested and [L]ot size determinations are
54 exempt from the requirements of this subsection. Applications for structural-related
55 grandfather rights not supported by unequivocal documentation must be scheduled for
56 hearing.

57 C. Within 15 days of the hearing the department shall issue an administrative
58 determination of the *grandfather rights*. If no hearing is required the administrative
59 determination shall be issued within five working days of the application. Administrative
60 determinations granting structural-related grandfather rights without a hearing must be
61 mailed to the applicant and owners of nearby lots or land as set forth in FNSBC
62 18.54.010(B)(2). Administrative [THAT] determinations may be appealed to the board

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

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Text to be deleted is [BRACKETED AND CAPITALIZED]

63 of adjustment (as designated by FNSBC 18.52.030) within 15 days of the date of the
64 determination. *Appeals* shall be heard de novo. The board of adjustment shall uphold or
65 reverse the determination and adopt specific findings of fact after considering the oral
66 and written statements of the applicant, the public, and the department of community
67 planning. This decision is appealable to the superior court in accordance with the civil
68 rules.

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70 Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m.
71 of the first Borough business day following its adoption.

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PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

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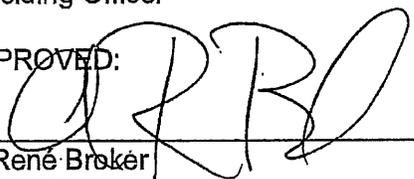
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Karl Kassel
Presiding Officer

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80 ATTEST:

APPROVED: 

81

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Nanci Ashford-Bingham, MMC
Borough Municipal Clerk

A. René Braker
Borough Attorney

83

84

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be added is underlined

Text to be deleted is [BRACKETED AND CAPITALIZED]

OC2015-031 An Ordinance amending FNSBC 18.56.025 regarding affirmative recognition of Grandfather Rights to waive the hearing requirement for certain applications.

Lance Roberts, ordinance sponsor, explained that this was a simple ordinance brought about by the realization that hearings are held, which are based on solid documentation that prove the properties have Grandfather Rights; however, are still required to go through a hearing process. This ordinance would waive the hearing requirement for structural related grandfather rights supported by Borough or other submitted public or recorded document which unequivocally demonstrates that it qualifies for grandfather rights; an administrative determination would be made within 5 working days and inform the adjoining property owners to maintain their appeal rights. The proposed change to code would make the process easier and more cost effective for tax payer dollars.

Mr. McBeath inquired roughly what percent of the Grandfather Hearings would no longer be necessary if these changes were adopted.

Mr. Roberts deferred the question to staff.

Mr. McBeath queried if he had participated in a Grandfather Rights Hearing process.

Mr. Roberts responded no.

Mr. McBeath inquired if the constituent that contacted him had.

Mr. Roberts replied that this process started because of a constituent call; the details are vague, however, the individual was in process of selling a property and required a determination prior to closing. The timeframe required to complete the process was messing up the sale, staff tried to accommodate the owner, however, the overall process can be improved.

Mr. Reilly queried whether this process would eliminate the right to have a hearing, or would the applicant be able to request one.

Mr. Roberts responded that to answer fully he would have to read the ordinance carefully. It is unclear why they would want to request a hearing and the Borough would not want to spend the resources if it is not necessary; however, whether an applicant can demand a hearing is a question that Legal should address.

Nancy Durham gave a summary of Grandfather Rights' application and hearing process. Structure cases are based on chronological events, currently Dear Property Owner letters are sent to affected property owners, then a staff recommendation is created based on the results from research. She noted that 7 days would be a more appropriate timeline to complete each cases some cases are amore time intensive than others, most cases could be finished within the suggested 5 business day timeline proposed. The staff report is given to the Applicant and Hearing Officer and shows the results of the research. After the Hearing a Findings of Fact memo is filed with the Borough Clerks Office and a Determination Letter is sent to the Applicant and Owner on record. The majority of Structure cases are cut and dried; based on documented history. The proposed ordinance requests that notification, Dear Property Owner letters, be sent regarding the cases. This would be an additional hassle and cost to the Borough; these letters generate a lot of phone calls from owners asking what they are and how they affect me. These cases are based on historical timeline, there is no leeway, it either qualifies historically or does not. The proposed ordinance also required a determination letter to be mailed out which will generate the same type of calls and has never been required for Lot Size Grandfather Rights cases. Another item to address, applicants are currently required to sign an Affidavit swearing that the property has Grandfather Rights when that is the entire purpose of the application, they do not know if the property does or not. Each meeting averages 5 cases.

Christine Nelson added this proposed ordinance is coming at a great time; there is an increase in the quantity of Grandfather Right's cases as a result of the Finance Industries new diligence in requiring that properties are in compliance with all zoning standards prior to providing lending. The increase in work load is increasing. The problems were brought to Mr. Roberts by a Real Estate agent attempting to meet a sales closing date; current code requires a hearing for everything but Lot Size. There is very little discretion in determining Structural Grandfather Rights cases; they are based on when it was zoned and the requirements at that time and when the structure was built. There are occasional cases in which the Assessors Records are not 100% clear when exactly the structure was started; during years when zoning changes the timeline for building could affect the decision and those types of cases may go to a hearing but those cases are rare. For Use Cases, when the Use began and the progression of Use on the property is more difficult to determine; Use cases should still involve a Hearing Process, testimony could affect the determination. Not a lot of property owners have a record from when the structure was originally built; many properties in cases have been previously owned. In addition, the Affidavit requires that the Applicant to assert that they have Grandfather Rights, however, most owners do not know. Staff requests that the Affidavit requirement be removed from the ordinance. Anchorage and other Municipalities do not require Affidavits for Structural Grandfather Rights; Mat-Su requires them for Use cases only. Also, notice requirements should be addressed; the costs involved are prohibitory; staff time involved in preparation and follow up questions as well as the cost of mailing. Anchorage only requires notice if the determination is appealed. Finally, Lot Size determinations are generally completed within 5 days, however, the quantity of applications is increasing and adding a new type accepted without requiring a hearing will increase that case load and the time line should be adjusted to somewhere between 7 to 10 days for a determination to be completed to allow for the increased volume.

Ms. Major asked which type of case was most prevalent.

Ms. Nelson replied that generally setbacks were; sometimes neighborhoods that have a Groundwater Protection Overlay with a basement when one neighbor files for grandfather rights the notices sent to adjacent property owners trigger a series of neighbors with similar situations who also file.

Mr. McBeath inquired how many hearings would be waived if the proposed ordinance were passed.

Ms. Nelson informed that there are not a lot of Use applications; more than 90% would be handled administratively.

Mr. McBeath queried if a definition for "*unequivocal evidence*" had been determined.

Ms. Nelson responded that Legal had used that word, "clear" would be my choice. Ms. Durham summarized how the research and decision is based solely on a chronological recreation of the building compared to zoning implementation.

Mr. McBeath asked what both the Borough and the Public would lose, if this ordinance were approved and Hearings were waived.

Ms. Durham explained that Grandfather Rights Hearings were generally not attended; those that did attend were there because they did not understand the purpose of the Dear Property Owner letter and had not called to inquire prior to the hearing. We do ask applicants to attend and testify at Use hearings.

Ms. Nelson elucidated that in the past 6 months only 1 hearing was attended; the applicant, their Realtor, and a neighbor interested understanding the process were in attendance.

Ms. Durham added that at today's hearing there were several applicants.

Ms. Nelson informed she was not in attendance at today's hearing.

Mr. Guinn remarked that with regard to lot sizes, some neighborhoods choose the zone to limit the types of permitted uses. Was there any thought given to tweaking the zone instead? You could potentially save time and money without really changing much.

Ms. Nelson observed that zoning, specifically rezoning, was a contentious issue at times. There is already more than the maximum standard number of zones so that would not be a good solution. Grandfather Rights is the quickest and easiest option; it is a good process, we are simply trying to improve it.

Mr. Whitaker queried if the trend of 10 to 12 applications for Grandfather Rights continued and the majority of hearings were waived under this proposed ordinance; what would be the cost savings to the Borough?

Ms. Nelson responded approximately \$300 to \$500 for notice and over \$500 for the hearing, noting that if required to do notice after the determination the cost savings would be reduced compared to if notice were not a requirement.

Mr. Billingsley inquired which body would hear an appeal; Superior Court?

Ms. Nelson informed that an administrative decision would be appealed to the Planning Commission.

Mr. Billingsley asked if this proposed ordinance was related to the proposed Administrative Variance Hearing ordinance.

Ms. Nelson replied no, they are similar in ways; however, the Administrative Variance Process would hold a hearing since there is discretionary information involved and Public Testimony is important in that situation.

Mr. Billingsley remarked the recommendation regarding a notice requirement was confusing. Do you wish to waive all noticing?

Ms. Nelson affirmed.

Mr. Billingsley requested information regarding the suggestion to do away with the Affidavit requirement.

Ms. Nelson informed that applicants were required to sign an affidavit swearing that they do have Grandfather Rights, when in actuality they are seeking that determination. It is ineffectual and unnecessary.

Mr. Billingsley asked Ms. Klepaski if the Affidavit was required by FNSBC.

Ms. Klepaski agreed; however, the affidavit was prepared by staff and not by code requirements. FNSBC only requires an affidavit, not the specific language currently included. Upon reflection, when they rewrote the Grandfather Rights there was concern that evidence was necessary and it was decided that the sworn statement of the owner would be sufficient. The form can be rewritten.

Mr. McBeath asked for clarification; the form can be rewritten in a friendly format without any change to the code?

Ms. Klepaski concurred.

Ms. Nelson explained that for Structure Grandfather Rights Application, Mat-Su has the language "*I am the legal owner... the statements' are true and accurate*" which would be sufficient. If the applicants were required to research the history Planning Staff would still have to perform the same research to verify the information, reiterating that the property owner should not be required to swear to a claim that they are unsure about.

Mr. Billingsley inquired if Mr. Roberts had considered the idea of not requiring notice. Was it currently required?

Ms. Nelson explained it was, because it is a Public Hearing. Without Public Hearing, noticing requirements would no longer be applicable, deferring the subject to Mr. Roberts as he has worked with the Borough Attorney regarding the decision to keep it.

Ms. Klepaski explained that the noticing requirement was kept as appeal rights are retained and appeal timelines were based on the notice of determination. If there were no date an appeal right would continue indefinitely. A date of notice effectively starts the countdown timer on appeal rights.

Ms. Nelson explained that for Lot Size no notice is sent, there is no substantial difference between the processes; it is all fact based and non-discretionary. If there is any discretionary matter the case can be moved to a hearing. Zoning permits are also appealable but never noticed. There are multiple ways this process can be done; this is currently the most intensive way.

Mr. Guinn queried if a notice published in the newspaper would suffice.

Ms. Nelson answered yes.

Public Hearing Opened

NONE

Public Hearing Closed

Mr. Roberts explained that the purpose of the affidavit was intended as historical evidence showing the level of proof. Requiring applicants to trace a history prior to their ownership was not practical. The affidavit places the burden of proof on the Planning Department. The option to rewrite the affidavit could be pursued. The timeline for final determination could be changed from 5 to 7 days as suggested. There are changes proposed that Public or Recorded documents can accompany the applications, the homeowner that brought this to attention was providing documentation. The Borough Attorney, Rene Broker, added the notice requirement; it can be modified, as long it does not create a situation where appeal rights continue indefinitely. He requested that Ms. Broker contact him prior to the Assembly Public Hearing to modify this requirement and eliminate the notices that have no real effect as long as it does not create a liability issue.

MOTION Move to recommend approval of **OC2015-031** by **Mr. Peterson**, seconded by **Ms. Banks**.

Discussion

Mr. Billingsley inquired if Legal could make a decision regarding the suggestion to publish notice in the newspaper instead of mailing in order to save costs.

Ms. Klepaski responded that it would be on the website and newspaper after the hearing; however, Ms. Broker should weigh in. She inquired if there was a sign posted on the property regarding the case.

Ms. Durham responded that no Grandfather Rights cases posted signs.

Ms. Klepaski wondered what would make homeowners look at the notice if posted on the website.

Mr. Billingsley suggested that Legal work with the Planning Department to consider changing noticing requirements to post a sign and publish in a newspaper instead of sending a written notice.

Ms. Nelson advised that the motion could direct Legal to look at those options and get back to Mr. Roberts.

Mr. Peterson spoke in favor of the ordinance; it streamlined the process and saved taxpayers money.

Mr. Whitaker asked Ms. Klepaski if there was a requirement that a certain percentage of the population be noticed.

Ms. Klepaski advised that the people with an interest in the property should be noticed. Direct mail is ideal; however, there are other ways of giving notice.

Ms. Nelson added that signage alerted the people in close proximity.

Mr. Reilly inquired when the time started for applications received; was the day received the first day?

Ms. Nelson replied it would begin the next workday.

Ms. Major agreed that noticing was important and suggested that an amendment also include language that the Community Planning Department relook the affidavit.

Ms. Nelson suggested that the amendment change Line 15 "administration" to "administrative" as a housekeeping issue.

MOTION Move to amend the main motion to include referring the issue of notice to the Legal Department to work with the sponsor and consider alternatives, to amend Line 59 from "five" to "ten", amend Line 15 from "administration" to "administrative" by **Mr. Billingsley**, seconded by **Mr. Whitaker**.

MOTION APPROVED WITHOUT OBJECTION

Mr. McBeath expressed appreciation that Mr. Roberts proposed this ordinance change that deals with several issues brought about by changes to lending requirements. He expressed that he was troubled by the fact that 10 to 12 cases have a hearing each month that Planning Staff describes as meaningless routines that have gone on for years.

Mr. Billingsley articulated the hope that Planning Staff would err on the side of caution in determining when cases would require a Public Hearing.

Ms. Klepaski corrected an earlier statement; an appeal regarding an Administrative Grandfather Rights determination would be made to the Board of Adjustment, not the Planning Commission.

ROLL CALL ON THE MAIN MOTION AS AMENDED

Eight (8) in Favor: **Mr. Billingsley, Ms. Banks, Mr. Guinn, Mr. Whitaker, Mr. Peterson, Mr. Reilly, Ms. Major, and Mr. McBeath.**

Zero (0) Opposed:

RECOMMENDED APPROVAL OF SUBSTITUTE

G. UNFINISHED BUSINESS

H. NEW BUSINESS

Mr. McBeath commented that there would only be a single meeting in July.

Ms. Nelson concurred; Community Planning has not received many applications so it should not be a late night. The office is very lightly staffed over the beginning of July and we would like to hold a combined July meeting in the 14 or 21 and need to see if one date is better than the other for attendance.

Discussion ensued

The July meeting was set on the 14th