

COMMITTEE OF THE WHOLE WORKSESSION AGENDA

October 15, 2015

* Immediately following Finance Committee *
Mona Lisa Drexler Assembly Chambers
Fairbanks North Star Borough Juanita Helms Administration Center
809 Pioneer Road
Fairbanks, Alaska

1. MEMORANDA/REPORTS/PRESENTATIONS

NONE

2. ADVANCED ORDINANCES AND RESOLUTIONS

- a. ORDINANCE NO. 2015-58. An Ordinance Amending Section 2.24.411, Leave Section Of The Personnel System Of The Fairbanks North Star Borough Code Of Ordinances. (Sponsor: Mayor Hopkins) **(Page 2)**
- b. ORDINANCE NO. 2015-59. An Ordinance Amending FNSBC 2.12.315 Regarding Informational Insert For Initiatives And Referendums. (Sponsors: Assemblymembers Dodge and Davies) **(Page 6)**

3. BRIEFINGS FROM THE BOROUGH MAYOR

4. ASSEMBLY BUSINESS/COMMENTS

5. ADJOURNMENT



Fairbanks North Star Borough

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MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Luke Hopkins, Borough Mayor *LH*

FROM: Sallie Stuvek, Human Resources Director
Human Resources Department *SS*

DATE: October 8, 2015

SUBJECT: Ordinance 2015- 58

AN ORDINANCE AMENDING SECTION 2.24.411, LEAVE SECTION OF THE PERSONNEL SYSTEM OF THE FAIRBANKS NORTH STAR BOROUGH CODE OF ORDINANCES

The personnel code was updated in June, 2015 and the reduction in the maximum accrual rate from 520 hours to 480 hours was not changed at that time. This ordinance updates the code so that it aligns with the provisions negotiated in the collective bargaining agreements.

I appreciate your consideration of this request, and urge the adoption of this Ordinance.

1 By: Luke T. Hopkins, Mayor
2 Introduced: October 8, 2015

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4 FAIRBANKS NORTH STAR BOROUGH

5
6 ORDINANCE NO. 2015 - 58

7
8 AN ORDINANCE AMENDING SECTION 2.24.411, LEAVE SECTION OF THE
9 PERSONNEL SYSTEM OF THE FAIRBANKS NORTH STAR BOROUGH CODE OF
10 ORDINANCES

11
12 WHEREAS, The Fairbanks North Star Borough (Borough) reached three-
13 year agreements (July 1, 2015, through June 30, 2018) with the Fairbanks North Star
14 Borough Employees Association Local #6125/Alaska Public Employees
15 Association/AFT (FNSBEA/APEA/AFT/AFL-CIO), the Alaska State District Council of
16 Laborers (Laborers Local 942) and the Alaska State Employees Association American
17 Federation of State, County and Municipal Employees Local 52 (AFL-CIO); and

18
19 WHEREAS, In June, 2015, an ordinance modified numerous section of
20 the code to provide consistency between the collective bargaining agreements and
21 Personnel Code, however the decrease in maximum accrual from 520 hours to 480
22 hours was not changed in all sections, requiring this ordinance to correct.

23
24 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
25 North Star Borough:

26
27 Section 1. Classification. This ordinance is of a general and permanent
28 nature and shall be codified.

29
30 Section 2. Section 2.24.411B is hereby amended as follows:
31 B. Leave can accrue from year to year up to a maximum accrued schedule of a
32 limitation of [520] 480 hours at the end of each calendar year specified by the borough

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

33 mayor. Leave in excess of this limit at the end of the calendar year will be cashed out
34 and paid to the employee during the month of January.

35
36 Section 3. Effective date. This ordinance is effective at 5:00 p.m. on the
37 first Borough business day following its adoption.

38
39 PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

40
41
42
43 _____
44 Karl Kassel
45 Presiding Officer

46 ATTEST:
47
48
49 _____
50 Nanci Ashford-Bingham, MMC
51 Borough Municipal Clerk

APPROVED:


A. René Broker
Borough Attorney

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2.24.411 Leave. Revised 7/15



A. Regular employees with less than three years' continuous service shall be granted two working days per month leave with pay at the following rate per hour per pay period (0.09231). Regular employees with three years' but less than five years' continuous service shall be granted two and one-quarter working days per month with pay at the following rate per hour per pay period (0.10385). Regular employees with five years' but less than seven years' continuous service shall be granted two and three-quarters working days per month leave with pay at the following rate per hour per pay period (0.12692). Regular employees with seven years' or more continuous service shall be granted three working days per month with pay at the following rate per hour per pay period (0.13846).

B. Leave can accrue from year to year up to a maximum accrued schedule of a limitation of 520 hours at the end of each calendar year specified by the borough mayor. Leave in excess of this limit at the end of the calendar year will be cashed out and paid to the employee during the month of January.

C. Department directors, or their designees, have the sole prerogative of approving or disapproving leave. Approval considerations shall be based upon department operating requirements, and the desire of the employee. Leave schedules may be amended to allow the department to meet emergency situations. Leave is not available for use in the pay period it is accrued.

D. An employee who is unable to report for work for any reason without prior approval shall report the reasons for his absence within two hours from the time he was expected to report to work; failure to comply with this requirement will prohibit leave with pay for the absence. Supervisors may require a written statement from a physician to substantiate claims of illness.

E. Upon written request an employee may, three times per calendar year, receive 100 percent of the cash value of his accrued personal leave up to a maximum of 250 hours per calendar year, provided, that a minimum of hours equal to one regularly scheduled pay period is maintained in the employee's personal leave balance. Exceptions due to unusual or unforeseen circumstances may be made by the borough mayor. Unused accrued leave shall be compensated at the current base hourly rate at the time of resignation, layoff, or dismissal of an employee; however, payment of unused accrued leave shall not exceed 480 hours. Cash-ins due to the 480 maximum accrual rule do not count towards the three per year limit.

F. Leave may be donated to other FNSB regular employees only for catastrophic events, unforeseen emergencies/circumstances or illnesses. The chief of staff may authorize exception requests. Donating personal leave for payment of services or purchases or in lieu of cash transactions is expressly prohibited. (Ord. 2015-34 §§ 16, 17, 2015; Ord. 2012-39 § 10, 2012; Ord. 2009-28 §§ 23, 24, 2009; Ord. 2003-58 § 18, 2003; Ord. 98-009 § 15, 1998; Ord. 94-050 § 5, 1994; Ord. 86-017 § 17, 1986; Ord. 84-102 § 2, 1985)

By: Kathryn Dodge
John Davies
Introduced: October 8, 2015

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2015- 59

AN ORDINANCE AMENDING FNSBC 2.12.315 REGARDING INFORMATIONAL
INSERT FOR INITIATIVES AND REFERENDUMS

WHEREAS, Borough code requires inclusion of a statement advocating voter approval or rejection in the informational insert regardless of whether a statement with the opposing viewpoint was submitted; and

WHEREAS, When an informational insert only includes one statement, the insert should make it clear to the reader that the informational insert was designed to include a statement with the opposing viewpoint and an explanation as to why the statement is not included.

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 B., **Informational insert for initiatives and referendums**, is hereby modified as follows:

10. Each statement accepted under this section shall appear on a separate page of the insert with a title identifying it either as a statement advocating voter approval or a statement advocating voter rejection. If a statement is not timely

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33 submitted or accepted by the clerk then the insert shall indicate under the statement title
34 that no eligible statement advocating that position was submitted.

35
36 Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m.
37 of the first Borough business day following its adoption.

38
39 PASSED AND APPROVED THIS _____ DAY OF _____, 2015.
40

41
42

Karl Kassel
Presiding Officer

43
44

45 ATTEST:

APPROVED:

46
47



48
49 _____
Nanci Ashford-Bingham, MMC
50 Borough Clerk

A. René Broker
Borough Attorney

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