



# Fairbanks North Star Borough

Parks and Recreation Department  
Project Office

Brian.Charlton@fnsb.gov  
Main: (907) 459-1070  
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## MEMORANDUM

To: Fairbanks North Star Borough Assembly

Through: Bryce Ward, Borough Mayor *BW for BW*

From: Michael Bork, Director, Parks and Recreation

Date: March 25, 2021

Subject: Ordinance 2020 – 20 –1S  
Appropriation of \$1,272,240 in grant funding and \$1,000,000 from the Facilities Maintenance Reserve for the South Cushman Shooting Range Safety Improvements Project

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Attached for your approval is a proposed Ordinance amending the FY 2020-21 budget by appropriating \$1,272,240 in grant funding awarded by the U.S. Fish and Wildlife through the Alaska Department of Fish and Game Hunter Access Program and \$1,000,000 in Capital Improvement Program (CIP) funding from the Facilities Maintenance Reserve for the South Cushman Shooting Range Safety Improvement Project.

This project scope includes designing and constructing safety berms, access paths, Americans with Disabilities Act (ADA) compliant parking, ADA shooting benches, a covered shooting area, and a restroom. These improvements are supported through Resolutions No. 2020-12 and No. 2020-23.

The Assembly, through the CIP, programmed \$1,000,000 in Facilities Maintenance Reserve funds for FY 2022 to complete improvements to the Shooting Range. This Ordinance moves that funding forward to FY2021 to provide the required 25% match funding of \$424,080. The remaining \$575,920 will be used to complete additional work within the scope of the CIP but not included in the scope of the grant.

The combination of the Grant Funds, match, and CIP funds total \$2,272,240.

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

Attachment

By: Bryce J. Ward, Mayor  
Introduced: 3/25/2021

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2020 - 20 - 1S

AN ORDINANCE AMENDING THE FY 2020-21 BUDGET BY APPROPRIATING \$1,272,240 IN FEDERAL PASS-THROUGH GRANT FUNDING AND \$424,080 IN LOCAL MATCHING FUNDS AND \$575,920 IN ADDITIONAL PROJECT FUNDING FROM THE FACILITIES MAINTENANCE RESERVE TO THE CAPITAL PROJECTS FUND FOR THE SOUTH CUSHMAN SHOOTING RANGE SAFETY IMPROVEMENTS PROJECT AND AMENDING THE FY 2021 CAPITAL IMPROVEMENT PROGRAM BY EXPEDITING THIS PROJECT FROM FY22 TO FY21

WHEREAS, The Fairbanks North Star Borough (Borough) Assembly approved Resolution No. 2020-12 adopting the Borough's FY 2021 Capital Improvement Program (CIP); and

WHEREAS, The FY 2021 CIP identified the South Cushman Rifle Range (Range) Safety Improvements project to be funded through a combination of \$20,000 from the FMR for scoping in FY21, and \$1,000,000 from the FMR and \$980,000 from federal grants for design and construction in FY22; and

WHEREAS, The \$20,000 for scoping was previously appropriated in the FY21 CIP appropriation, Ordinance No. 2020-20-1B; and

WHEREAS, The Borough Assembly adopted Resolution No. 2020-23 authorizing the Mayor to submit two grant applications to the State of Alaska Department of Fish and Game (ADF&G) Hunter Access Grant Program funded through the Federal Aid in Wildlife Restoration Act administered by the United States Fish and Wildlife Service (USFWS) for improvements to the Range; and

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

34 WHEREAS, The USFWS and the ADF&G selected the Borough's Range  
35 Safety Improvements project grant application for award; and

36

37 WHEREAS, The Borough was awarded \$1,272,240 in grant funding  
38 requiring a local match of \$424,080; and

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40 WHEREAS, Resolution No. 2020-12 approved the South Cushman Rifle  
41 Range Safety Improvements project for an estimated cost of \$2,000,000. The grant  
42 award is \$292,240 higher than the original estimate and includes additional safety work.  
43 The increased funds make the new project estimated cost \$2,292,240; and

44

45 WHEREAS, The grant will provide for the construction of safety berms,  
46 paths, and shelter improvements at the Range; and

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48 WHEREAS, The accessibility improvements proposed in the CIP and the  
49 Borough's Range Accessibility Improvements grant application were not selected for grant  
50 funding; and

51

52 WHEREAS, After match funding is appropriated, \$575,920 of funding is  
53 available to complete the proposed improvements; and

54

55 WHEREAS, The remaining funds will be used to provide ADA improvements  
56 and restroom facilities, improve the cleanliness and usability of the Range, and make  
57 other improvements as planned in the CIP-approved Range Safety Improvements project;  
58 and

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60 WHEREAS, Concurrent completion of both the safety and access  
61 improvement projects would streamline the design and construction process and meet  
62 the intent of the CIP-approved Range Safety Improvements project; and

63

64 WHEREAS, With the award of the federal pass-through grant, the CIP-  
65 approved Range Safety Improvements Project should be expedited from FY22 to FY21.

66

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

69

70 Section 1. Classification. This ordinance is not of a general and permanent  
71 nature and shall not be codified.

72

73 Section 2. FY 2021 Capital Improvement Program Amendment. As set out  
74 in the attachment, the FY 2021 Capital Improvement Program project entitled "South  
75 Cushman Rifle Range Safety Improvements" is amended to be the "South Cushman  
76 Shooting Range Safety Improvement" project; the estimated cost of the project is  
77 increased to \$2,292,240 due to the increase in federal pass-through grant funding; and  
78 the project schedule for design and construction, with its associated funding, is moved  
79 from FY22 to FY21.

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81 Section 3. Acceptance of Federal Pass-Through Grant Funding. The  
82 Borough accepts the award of \$1,272,240 in USFWS Federal Aid in Wildlife Restoration  
83 funding, passed through ADF&G, for improvements to the South Cushman Shooting  
84 Range.

85

86 Section 4. Facilities Maintenance Reserve Appropriation. The FY 2020-21  
87 budget is hereby amended by appropriating \$1,000,000 to the Facilities Maintenance

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

88 Reserve budgetary guideline entitled "Contribution to Capital Projects Fund" and by  
89 increasing Contribution from Fund Balance by a like amount.

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91 Section 5. Capital Projects Fund Appropriations. The FY 2020-21 budget is  
92 hereby amended by appropriating \$1,696,320 to the Capital Projects Fund budgetary  
93 guideline entitled "South Cushman Shooting Range Safety Improvements Grant", and by  
94 increasing the estimated revenue from federal pass-through grants by \$1,272,240 and  
95 increasing the Contribution from the Facilities Maintenance Reserve by \$424,080.

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97 The FY 2020-21 budget is also amended by appropriating \$575,920 to the Capital Projects  
98 Fund budgetary guideline entitled "South Cushman Shooting Range Improvements" and  
99 by increasing Contribution from the Facilities Maintenance Reserve by \$575,920.

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101 Section 6. Waiver of Limited Purpose of the Facilities Maintenance Reserve.  
102 To the extent the requirement in Section 2 of Ordinance No. 99-016, which says the  
103 Reserve's "funds are accumulated for major maintenance, repairs, and upgrades of  
104 Borough facilities," is not met for this project, it is waived.

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106 Section 7. Indirect Fee Waiver. In accordance with the signed grant  
107 agreement, indirect is waived for these appropriations.

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109 Section 8. Eligible Expenditure Period. Expenditures incurred within the  
110 effective dates of the signed federal pass-through grant agreement between ADF&G and  
111 the Borough are eligible for reimbursement.

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113 Section 9. Provisions for Appropriation Estimates. This appropriation is for  
114 estimated amounts and may be adjusted to reflect the actual requirements of the grant  
115 and its matching provisions. The actual amounts will be appropriated contingent, and

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116 based, upon the signed grant agreement between ADF&G and the Borough. Any material  
117 difference, as determine by the Chief Financial Officer, will be communicated to the  
118 Assembly.

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120 Section 10. Contingency. The appropriation of federal pass-through grant  
121 funding is contingent upon the signed grant agreement between ADF&G and the  
122 Borough.

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124 Section 11. Lapse of Funds. Upon completion or abandonment of this  
125 project, any unencumbered, unexpended portion of local funds will lapse to the Facilities  
126 Maintenance Reserve fund balance.

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128 Section 12. Effective Date. This ordinance is effective at 5:00 p.m. on the  
129 first Borough business day following its adoption.

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131 ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

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ATTEST:

\_\_\_\_\_  
April Trickey, CMC  
Borough Clerk

\_\_\_\_\_  
Mindy O'Neall  
Presiding Officer

APPROVED:

Approved by JSD  
\_\_\_\_\_  
Jill S. Dolan  
Borough Attorney

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FY 2021 Capital Improvement Program  
(Resolution No. 2020-12)

**AMENDMENT #1**

Ordinance No: 2020-20-1S Introduction Date: 3/25/2021

Project Name: South Cushman Shooting Range Improvements

**As Adopted:**

Funding (code)	FY21	FY22				
Facilities Maintenance Reserve (FMR)	20,000	1,000,000				
Federal Grant (FG)		980,000				
<b>Project Total</b>	<b>\$2,000,000</b>	<b>1,980,000</b>				

FMR Balance	19,731,723	19,921,723				
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**As Amended:**

Funding (code)	FY21	FY22				
Facilities Maintenance Reserve (FMR)	1,020,000					
Federal Grant (FG)	1,272,240					
<b>Project Total</b>	<b>\$2,292,240</b>	<b>2,292,240</b>				

FMR Balance	18,731,723	19,921,723				
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FAIRBANKS NORTH STAR BOROUGH  
FISCAL NOTE

I. Request

Ordinance No: 2020-20-1S Date Introduced: March 11, 2021

Abbreviated Title: Appropriating \$1,272,240 Federal Pass-through Grant Funding and \$1,000,000 for Local Matching Funds and Additional Project Funding from the Facilities Maintenance Reserve Fund Balance for the South Cushman Shooting Range Safety Improvements Project

II. Financial Detail

Department/Division Affected: Parks and Recreation/Parks Maintenance

Capital Projects Fund

EXPENDITURE	Facilities Maintenance Reserve Fund	Safety Improvements	Improvements	Total Capital Projects Fund
	FY 20/21	FY 20/21	FY 20/21	
Contribution to Capital Projects Fund	1,000,000			
Other Contractual Services		1,282,412		1,282,412
Personnel Services		413,908		413,908
Awaiting Budget			575,920	575,920
<b>Total</b>	<b>1,000,000</b>	<b>1,696,320</b>	<b>575,920</b>	<b>2,272,240</b>

SOURCE OF FUNDING

Contribution from Fund Balance	1,000,000			
Federal Grant Revenue		1,272,240		1,272,240
Contribution from Facilities Maintenance Reserve Fund		424,080	575,920	1,000,000
<b>Total</b>	<b>1,000,000</b>	<b>1,696,320</b>	<b>575,920</b>	<b>2,272,240</b>

Specify Funding Sources: State of Alaska Department of Fish and Game, United States Fish and Wildlife Service; Facilities Maintenance Reserve fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

Ordinance No. 2020-20-1B		20,000		20,000
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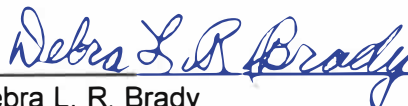
III. Project Purpose:

To provide funding for the South Cushman Shooting Range safety improvements project




IV. Analysis of Future Liabilities and Funding Sources:

On-going maintenance and repairs

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

  
Debra L. R. Brady  
Chief Financial Officer

3/4/21  
Date

MF	FA	SrGLA	
	GA	CA	
	SpA	C	
	TBM	GLA	



**Fairbanks North Star Borough Fiscal  
Impact Statement (FIS) (FNSBC 3.20.010 C.)**

Check	Date
Version 1	
Version 2	
Version 3	
Version 4	




**Originator's Name:** Brian Charlton      **Department:** Parks and Recreation  
**To Be Introduced/Sponsored By:** Mayor Ward  
**Abbreviated Ordinance Title:** South Cushman Shooting Range Improvements  
**Department(s)/Division(s) Affected:** Public Works - Design and Construction,  
Parks and Recreation - Parks Maintenance  
**Proposed Introduction Date:** March 11, 2021      **Ordinance No.:** 2020-20-1S

**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 2020 / 21	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:** Brian Charlton      **Extension:** 1074  
**Director(s) Signature(s):**       **Date:** 01/29/2021  
Mike Bork (Jan 29, 2021 09:01 AKST)  
**Mayor's Office or Assembly Member Signature:**       **Date:** 01/29/2021  
**Chief Financial Officer Signature:**       **Date:** 3/4/21