



Fairbanks North Star Borough

Parks and Recreation Department

Project Office


Laura.Minski@fnsb.gov

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MEMORANDUM

To: Fairbanks North Star Borough Assembly

Through: Bryce Ward, Borough Mayor 

From: Michael Bork, Director, Parks and Recreation

Date: April 22, 2021

Subject: Ordinance 2020 - 20 - 1V
Tanana River Recreation Access Improvements Project Matching Funds

Attached for your approval is an ordinance amending the FY 2020-21 budget by appropriating a required 9.03% grant match of \$41,969 from the Capital Improvement Program Maintenance Reserve fund balance for the Tanana River Recreation Access Improvements Project (TRRAP). This amount is to match both the \$122,800 in Fairbanks Area Surface Transportation (FAST) Planning Transportation Improvement Program (TIP) funding allocated in FY 2019-20 as well as the additional \$300,000 of Alaska Federal Lands Access Program (AFLAP) funds allocated in FY 2019-20 to accommodate additional design needs associated with the boat launch parking lots and plug-ins that were added as part of a Congestion Mitigation and Air Quality (CMAQ) award.

The TRRAP is a large project that will ultimately build the South Lathrop Street extension and new park entrance for the Tanana Lakes Recreation Area, as well as the Northlake Lane extension, ADA improvements, and associated amenities. It is managed by the Federal Highway Administration, Western Federal Lands Office (FHWA-WFL) and combines funds from several sources including AFLAP Grants (2016, 2019, and now 2020), FAST Planning TIP, CMAQ Program funds, Alaska Department of Transportation and Public Facilities matching funds, and Borough matching funds.

The majority of funding for the TRRAP was awarded prior to the Capital Improvement Program (CIP) process. There is a final FAST TIP allocation of \$1,195,400 scheduled for FY22 that will require a 9.03% local match amount of \$118,650 when that appropriation is made.

The TRRAP is planned for construction in FY 2022-23 and will complete the TLRA Master Plan Implementation Phase I scope as originally included in the Fairbanks North Star Borough CIP in years FY 2028 and FY 2029.

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

Attachments

By: Bryce J. Ward, Mayor
Introduced: 04/22/2021

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2020 - 20 - 1V

AN ORDINANCE AMENDING THE FY 2020-21 BUDGET BY APPROPRIATING \$41,969 IN LOCAL MATCHING FUNDS FROM THE CAPITAL IMPROVEMENT PROGRAM AND MAINTENANCE RESERVE TO THE CAPITAL PROJECTS FUND FOR THE TANANA RIVER RECREATION ACCESS IMPROVEMENTS PROJECT, PART OF THE FY 2021 CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT ENTITLED "TANANA LAKES MASTER PLAN IMPLEMENTATION PHASE I"; AMENDING THE FY 2021 CIP BY EXPEDITING THIS PROJECT FROM FY28 AND FY29 TO FY21; AND AMENDING THE FY 2022 CIP BY EXPEDITING A PORTION OF THIS PROJECT FROM FY22 TO FY21

WHEREAS, The Federal Highway Administration (FHWA) selected the Tanana River Recreation Access Improvements Project (TRRAP) for Alaska Federal Lands Access Program (AFLAP) awards of \$2.0 million in 2017 and \$2.5 million in 2019; and

WHEREAS, Funds for the TRRAP were appropriated in Ordinances No. 2017-20-1C, 2019-20-1H, and 2020-20-1N, and reallocated in Ordinance No. 2018-20-1W; and

WHEREAS, The project is currently under agreement between the Fairbanks North Star Borough (Borough) and FHWA, is in the preliminary design phase, and will ultimately construct the South Lathrop Street extension and the associated connections into the Tanana Lakes Recreation Area (TLRA) per the 2007 Borough-approved TRLA master plan; and

WHEREAS, FHWA is currently managing and designing the project with funding from several sources including AFLAP, the Fairbanks Area Surface Transportation

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

33 Planning Transportation Improvement Program (FAST TIP), the Congestion Mitigation
34 and Air Quality Program (CMAQ), and matching funds from the Borough; and

35
36 WHEREAS, In 2020, the CMAQ program awarded approximately \$1,150,000
37 in funds for the TRRAP to FHWA for the design and construction of asphalt paving of the
38 project roads and vehicle plug-ins at two parking lots; and

39
40 WHEREAS, The CMAQ program match is paid by the Alaska Department of
41 Transportation and Public Facilities; and

42
43 WHEREAS, FHWA determined that the TRRAP budget required additional
44 design funds to accommodate the provision of vehicle plug-ins as proposed and awarded
45 through the CMAQ program and for the popular non-motorized boat launch facilities; and

46
47 WHEREAS, In 2020, the AFLAP Program Decision Committee awarded the
48 TRRAP an additional \$300,000 for design, requiring a local match of \$29,779 at
49 9.03 percent; and

50
51 WHEREAS, In 2020, the FAST TIP awarded \$122,800 in project funds to
52 FHWA for the design of project components north of the levee, requiring a 9.03 percent
53 match of \$12,190 be paid by the Borough; and

54
55 WHEREAS, The match requirements for the FAST TIP and the additional
56 2020 AFLAP award together amount to \$41,969; and

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

58 WHEREAS, There is an additional FAST TIP allocation of \$1,195,400
59 scheduled for FY22 that will require a 9.03 percent local match amount of \$118,650 when
60 that appropriation is made; and

61
62 WHEREAS, The Borough Assembly approved Resolution No. 2020-12
63 adopting the Borough’s FY 2021 Capital Improvement Program (CIP) and the Mayor has
64 proposed Resolution No. 2021-12 adopting the Borough’s FY 2022 CIP; and

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66 WHEREAS, The FY 2021 CIP identified the Tanana Lakes Master Plan
67 Implementation Phase I project to be funded from the Facilities Maintenance Reserve
68 (FMR) for \$305,000 for scoping and design in FY28 and \$2,295,000 for construction in
69 FY29; and

70
71 WHEREAS, The FY 2022 CIP identified the Tanana Lakes Master Plan
72 Implementation Phase I project to be funded from the Facilities Maintenance Reserve
73 (FMR) for \$161,000 for construction in FY22; and

74
75 WHEREAS, The TRRAP construction would complete the Tanana Lakes
76 Master Plan Implementation Phase I project with over a \$2.4 million savings of funds
77 from the Capital Improvement Program and Maintenance Reserve; and

78
79 WHEREAS, The TRRAP is a large project with many sources of grant funds
80 being managed by FHWA, and is an efficient and cost-effective way to accomplish the
81 vision of the TLRA master plan and the CIP at a low cost to Borough taxpayers; and

82

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

83 WHEREAS, With the award of the many grant funds, the CIP-approved
84 Tanana Lakes Master Plan Implementation Phase I project should be expedited from FY28
85 and FY29 to FY21 and FY22.

86
87 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks
88 North Star Borough:

89
90 Section 1. Classification. This ordinance is not of a general and
91 permanent nature and shall not be codified.

92
93 Section 2. FY 2021 and FY 2022 Capital Improvement Program
94 Amendments. As set out in the attachment, Amendment #2 to the FY 2021 CIP, the
95 estimated cost of the FY 2021 Capital Improvement Program project entitled "Tanana
96 Lakes Master Plan Implementation Phase I" is decreased to \$160,619; the project
97 schedule for design is moved from FY28 to FY21; and the project schedule for scoping
98 and for construction is moved from FY29 to FY21 and FY22. As set out in the attachment,
99 Amendment #1 to the FY 2022 CIP, a portion of the project schedule for design is moved
100 from FY22 to FY21.

101
102 Section 3. Capital Improvement Program and Maintenance Reserve
103 Appropriation. The FY 2020-21 budget is hereby amended by appropriating \$41,969 to
104 the Capital Improvement Program and Maintenance Reserve budgetary guideline entitled
105 "Contribution to Capital Projects" and by increasing Contribution from Fund Balance by a
106 like amount.

107
108 Section 4. Capital Projects Fund Appropriation. The FY 2020-21 budget
109 is hereby amended by appropriating \$41,969 to the Capital Projects Fund budgetary

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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110 guideline entitled "Required Match for the Tanana River Recreation Access Improvements
111 Phase I" and by increasing Contribution from Capital Improvement Program and
112 Maintenance Reserve by a like amount.

113
114 Section 5. Lapse of Funds. Upon completion or abandonment of the
115 project, any unencumbered, unexpended portion of local funds will lapse to the Capital
116 Improvement Program and Maintenance Reserve fund balance.

117
118 Section 6. Eligible Expenditure Period. FHWA grant expenditures
119 incurred within the effective dates of the signed federal grant agreement between FHWA
120 and the Borough are eligible for reimbursement.

121
122 Section 7. Effective Date. This ordinance is effective at 5:00 p.m. on the
123 first Borough business day following its adoption.

124
125 ADOPTED THE _____ DAY OF _____ 2021.

126
127
128 _____
129 Mindy O'Neall
130 Presiding Officer

131 ATTEST:
132 _____
133
134 April Trickey, CMC
135 Borough Clerk

131 APPROVED:
132 
133 _____
134 Jill S. Dolan
135 Borough Attorney

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

FY 2022 Capital Improvement Program
(Resolution No. 2021-12)

AMENDMENT #1

Ordinance No: 2020-20-1V Introduction Date: 4/22/2021

Project Name: Tanana Lakes Master Plan Implementation Phase I

As Adopted:

Funding (code)	FY21	FY22							
Facilities Maintenance Reserve (FMR)		161,000							
Project Total	161,000	161,000							

FMR Balance	19,731,723	18,795,723							
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As Amended:

Funding (code)	FY21	FY22							
Facilities Maintenance Reserve (FMR)	41,969	119,031							
Project Total	\$160,100	119,031							

FMR Balance	19,689,754	18,795,723							
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FY 2021 Capital Improvement Program
(Resolution No. 2020-12)

AMENDMENT #2

Ordinance No: 2020-20-1V Introduction Date: 4/22/2021

Project Name: Tanana Lakes Master Plan Implementation Phase I

As Adopted (through Amendment #1):

Funding (code)	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Facilities Maintenance Reserve (FMR)								305,000	2,295,000
Project Total	\$2,600,000							305,000	2,295,000

FMR Balance	18,731,723	19,921,723	9,947,523	12,715,607	21,470,607	21,280,607	26,978,207	28,574,207	29,809,207
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As Amended:

Funding (code)	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29
Facilities Maintenance Reserve (FMR)	41,969	118,650							
Project Total	\$160,619	41,969	118,650						

FMR Balance	18,689,754	19,761,104	9,789,904	12,554,988	21,309,988	21,119,988	26,817,588	28,718,588	32,248,588
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FAIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2020-20-1V Date Introduced: April 22, 2021

Abbreviated Title: Appropriating \$41,969 from the Capital Improvement Program and Maintenance Reserve to the Capital Projects Fund for the Tanana River Recreation Access Improvement Project Local Match

II. Financial Detail

Department/Division Affected: Parks & Recreation/Parks Maintenance

EXPENDITURE	Capital Improvement Program and Maintenance Reserve	Capital Projects Fund	Total
	FY 20/21	FY 20/21	FY 20/21
Contractual Services		41,969	
Contribution to Capital Projects Fund	41,969		
Total	41,969	41,969	

SOURCE OF FUNDING

Contribution from Capital Improvement Program and Maintenance Reserve		41,969	
Contribution from Fund Balance	41,969		
Total	41,969	41,969	

Specify Funding Sources: Capital Improvement Program and Maintenance Reserve fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

Ord No. 2017-20-1C (local match from General Fund)		227,244	
Ord No. 2019-20-1H (local match from General Fund)		248,159	
Ord No. 2020-20-1N (grant funds)		30,000	

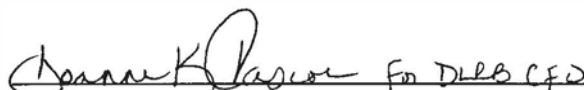
III. Project Purpose:

To provide funding for the Tanana River Recreation Access Improvement Projects local match





IV. Analysis of Future Liabilities and Funding Sources:

Ongoing maintenance

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


 Debra L. R. Brady
 Chief Financial Officer

3/30/2021
 Date

mk mg	FA	SrGLA	
	GA	CA	
	SpA	C	
RM	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: Laura Minski **Department:** Parks and Recreation
To Be Introduced/Sponsored By: Mayor Ward
Abbreviated Ordinance Title: Tanana River Recreation Access Improvements Match Funds
Department(s)/Division(s) Affected: Parks and Recreation / Parks Maintenance

Proposed Introduction Date: April 22, 2021 **Ordinance No.:** 2020-20-1V

Does this ordinance authorize:

- 1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? Yes ___ No *
- 2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes ___ No *

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: Laura Minski **Extension:** 1099

Director(s) Signature(s):  **Date:** 3/11/21

Mayor's Office or Assembly Member Signature:  **Date:** 3/11/21

Chief Financial Officer Signature:  **Date:** 3/30/2021

Process/Instructions

To prepare a Fiscal Impact Statement (FIS):

Complete the top section of the FIS.

Answer the two questions, Yes or No.

* If the answer to either question on page 1 is **Yes**, complete the Pro Forma Summary and provide the FIS contact person's information and the Director's signature.

- **To avoid uncertainty, fill in every solid box; if an answer is zero or none, enter 0 or None.**

- **Attach backup detail to support your estimates, as necessary.**

* If the answer to both questions is **No**, provide the FIS contact person's information and if Administration initiated Director's signature. Continue to next block.

Ordinance from a department:

Department submits FIS to Mayor's Office for signature and for concurrence to be the ordinance sponsor.

Mayor's Office dates and signs FIS Version 1.

After Mayor's Office OK, department drafts ordinance and prepares a Finance Checklist for the appropriating ordinance.

Department submits an FIS Version 1 signed by the Mayor's Office, to Finance along with the draft ordinance and Finance Checklist for the appropriating ordinance.

Ordinance from the Mayor:

Mayor's Office works with affected department(s) to prepare the FIS.

Mayor's Office dates and signs FIS Version 1.

If the Law department will be drafting the ordinance, the Mayor's Office will submit the signed FIS Version 1 to Law along with the request for Law to draft the ordinance.

- Law drafts the ordinance.

- Law requests department(s) to revise FIS if needed, to match the ordinance.

- Mayor's Office concurs with, and dates and signs the new FIS version.

Otherwise, the Mayor's Office drafts the ordinance and prepares a Finance Checklist for the appropriating ordinance.

Mayor's Office submits latest FIS version to Finance along with the draft ordinance and Finance Checklist.

Ordinance from an Assembly Member:

If Assembly Member/Clerk's Office/Law requires assistance in preparing the FIS, a request shall be submitted to the Mayor's Office for scheduling/coordination with affected department(s) to assist in preparing the FIS.

Department(s) work with Assembly Member/Clerk's Office/Law to prepare the FIS.

Assembly Member/Clerk's Office dates and signs FIS Version 1.

If the Law department will be drafting the ordinance, the Assembly Member/Clerk's Office will submit the signed FIS Version 1 to Law along with the request for Law to draft the ordinance.

- Law drafts the ordinance.

- Law requests department(s) to revise FIS if needed, to match the ordinance.

- Assembly Member/Clerk's Office concurs with, and dates and signs the new FIS version.

Otherwise, the Assembly Member drafts the ordinance.

Assembly Member/Clerk's Office/Law submits latest FIS version to Finance along with the draft ordinance.

Chief Financial Officer (CFO) reviews FIS:

CFO reviews FIS version submitted to Finance with ordinance.

CFO consults with affected department(s) and/or ordinance sponsor, and requests FIS revisions if needed.

CFO dates and signs FIS and routes it to Law, along with the draft ordinance and Finance Checklist, if any.