



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING Monday, June 20, 2011

Committee of the Whole – 6:30 p.m.
Regular City Council Meeting – 7:00 p.m.

COUNCIL MEMBERS

Bonnie Arnold	488-9246
Richard Holm	488-1776
Sharron Hunter	488-4282
Kevin McCarthy- <i>Dep. Mayor Pro Tem</i>	490-9039
Ronald Jones – <i>Alt. Dep Mayor Pro Tem</i>	488-3579
Thomas McGhee - <i>Mayor Pro Tem</i>	455-0010

MAYOR

Doug Isaacson 488-8584

CITY CLERK

Kathy Weber 488-8583

1. Call to Order/Roll Call
2. Pledge of Allegiance to the US Flag
3. Invocation
4. Approval of the Agenda
5. Approval of the Minutes
6. Communications from the Mayor
Proclamations
Kaylee Lindhag – NPE
Trena Nayokpuk – NPMS
Michael Hale - NPHS
7. Council Member Questions of the Mayor
8. Communications from Department Heads, Borough Representative and the City Clerk
9. Ongoing Projects Report

10. Citizens Comments (Limited to Five (5) minutes per Citizen)

11. Old Business

12. New Business

- a. FCVB Request for 4th quarter 2010 and 1st qtr 2011 bed tax
- b. Approval Of Short Term Line Of Credit To Cover Construction Funding Awaiting State And Federal Reimbursement

13. Executive Session –

- a. To Discuss Legal Strategy Involving A Potential Legal Matter With Flint Hills Resources And That Discussing The Matter In Public Would Be Potentially Damaging To The Finances Of The City.

14. Council Comments

15. Adjournment

The City of North Pole will provide an interpreter at City Council meetings for hearing impaired individuals. The City does require at least 48 hours notice to arrange for this service. All such requests are subject to the availability of an interpreter. All City Council meetings are recorded on CD. These CD's are available for listening or duplication at the City Clerk's Office during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. or can be purchased for \$5.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.

**Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, June 6, 2011 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Doug Isaacson called the regular City Council meeting of Monday, June 6, 2011 to order at 7:00 p.m.

There were present:

**Ms. Arnold
Mr. McGhee
Ms. Hunter
Mr. Jones
Mr. Holm
Mr. McCarthy
Mayor Isaacson**

Absent/Excused

left at 8:15 p.m.

left at 8:07 p.m.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Isaacson

INVOCATION

Invocation was given by Councilman Ron Jones

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of June 6, 2011

Seconded by Mr. Jones

Discussion

None

Mr. McGhee moved to Amend the Agenda to Consent Old Business, Item A, Ordinance 11-05, An Ordinance of the City of North Pole, Alaska Amending Chapter 13.08, Administrative Provisions

Seconded by Mr. Jones

Discussion

PASSED

YES –7 –Holm, McCarthy, Arnold, Jones, Hunter, McGhee, Isaacson

NO – 0

Abstained- 0

APPROVAL OF MINUTES

Mr. Jones *moved to Approve the Minutes of May 16, 2011*

Seconded by Ms. Hunter

Discussion

None

PASSED

YES –7 –Holm, McCarthy, Arnold, Hunter, Jones, McGhee, Isaacson

NO – 0

Abstained- 0

COMMUNICATIONS FROM THE MAYOR

- Presentation of the 2010 audit by John Bost of Mikunda Cottrell

- **Communication Highlights from the Mayor for the period ending June 6, 2011**

ISSUES:

- Mayor has family in town and is maximizing time off through June 14:
- Audit Update: Copies of the Basic Financial Statements of the Audit Report conducted by Mikunda, Cottrell & Co are available for review. For the first time in a decade, probably ever, there were no, NO, findings! Congratulations to City Accountant Lisa Vaughn, Accounts Payables Clerk Marilyn Zrucky, Accounts Receivables/Utilities Billing Clerk Tricia Fogarty, and all of City Staff and Council who worked diligently on this product. Council will be discussing the Audit and possibly accepting the report on the meeting of June 6.
- City-Wide Open House was held Saturday, May 21: Kudos to all departments, especially to organizer **Eng. Kyle Green**. Applause to Councilmembers **Ron Jones** and **Sharron Hunter** for working the City Hall booth. Event held in conjunction with Lion's Cruis'n with Santa and the NP Grange Art show and gardening activities.
- A Community Workshop on Sulfolane, Monday, May 16, 7 p.m. to 9 p.m. was a dynamic meeting. Recommendation on gardening: don't use sulfolane tainted water. 50% of results came back with some evidence in the plants (50% didn't). Mayor Hopkins and Rep Tammie Wilson also present.

The North Pole Sulfolane Technical Project Team held a public workshop to discuss the health issues of sulfolane, Monday, May 16, from 7 p.m. to 9 p.m. at The North Pole Grange.

James Durant, an environmental health scientist with the federal Agency for Toxic Substances and Disease Registry, will discuss ATSDR's recently released health consultation on sulfolane in drinking water.

Nim Ha and Cassandra Kirk of the Alaska Department of Health and Social Services will discuss community concerns about sulfolane exposure in North Pole. Ha is a program manager, and Kirk is a health assessor, both in the Division of Public Health, Epidemiology Section.

After the presentations, TPT members were available to answer questions, and provide information on the progress of the sulfolane investigation and next steps, sulfolane sampling methods, 2010 garden sampling project, and ongoing cleanup and remediation efforts on the refinery site.

The TPT includes technical experts from DEC and DHSS, the City of North Pole, University of Alaska Fairbanks, Flint Hills Resources and various contractors. Sulfolane is an industrial solvent that was found in wells near the Flint Hills refinery in the fall of 2009.

For more information, contact Susan Erben, a public involvement coordinator in the DEC's Contaminated Sites Program: (907) 465-5206 in Juneau, (907) 451-2269 in Fairbanks or at susan.erben@alaska.gov.

- Summer Festival Committee: has commitments of \$2500 to date (Actus: \$1000, ARRC: \$1000, Birchwood Homes \$500), FHR may be title sponsor again (\$5000). Committee will meet every Tuesday in June to prepare for the July 4 event. If you would like to participate in helping to make this event exciting, whether it's producing the parade, scouring the community for finances and prizes, soliciting vendors, helping with games, putting on the Bed Race, marketing, or even being on the set-up and clean-up teams, please mark your calendar and attend **the next meeting is: Tomorrow, June 7, 6 pm, at City Hall**. See you there!

- Flint Hills Refinery: we will have discussion in Executive Session next Council meeting re: reserving the right to sue if necessary in the future.

- Tanana Bridge Discussions: with Rep Wilson, LG Palumbo, others: that's NP project funding per Legis!

COMMUNITY:

- May 22, Attended Change of Command ANG, Armed Forces Day Service at New Jerusalem COGIC, Promotion ceremony for LC to Col Swammy
- May 30, Spoke at Memorial Day Services at Veteran's Park, along with Sen. Murkowski, Col Tim Jones.
- May 22,

FNSB ASSEMBLY MEETING:

FNSB A will meet this Thursday. Two items on agenda concerns disposition or retention of tax foreclosed properties in NP but has no effect because there are no such properties within the City limits. The next meeting is scheduled for June 23. For a list of meeting times and agendas, go to <http://co.fairbanks.ak.us/meetings/Assembly> .

MEDIA:

May 21 & June 4: Mayor Isaacson was on KJNP (1170 AM, 100.3 FM) 8 – 9 a.m. “Over the Coffee Cup.”

June edition of Senior Voice regarding presentation of Senior Awards on May 5

UPCOMING (*see above for other events, dates, and times*)

- **June 7, noon**, GFCC Luncheon featuring ARRC Pres & CEO Chris Aadnesen
- **Tuesday, June 14, 6 pm**, Flag Day Retirement Ceremony @ AM Legion Post 30 (Terry H, 687-4033)
 - **Friday, Saturday, June 17-18:** Third Friday/Saturday Art Show at NP Grange

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Jones asked about the August Cruis’in with Santa.

Mayor Isaacson said that it would be a one day event.

Ms. Hunter asked for the City Open House happen at City Hall and not to have it at Santa Claus House.

Mayor Isaacson said that would be a good consideration.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Accountant

Lisa Vaughn

- Ms. Vaughn said that Mr. Butler and Ms. Fogarty were largely to be applauded for the collection of delinquent accounts in water/sewer.
- Ms. Vaughn said that the council payments will be made on the second payroll of the month.
- Ms. Vaughn attended the GFOA conference last week from Monday through Wednesday in San Antonio, TX.
- There was an Audit/Finance Committee meeting last week and there will be another meeting in August. She encouraged council to come in and see her about the budget at any time.

Police Dept
Lt. Dutra

Officer Kvittum is now gone he will be missed and will be difficult to replace.
Officer Lind's last day is the 10th we wish him the best.

We have one candidate left in this round of testing. We have several on the list but they do not have academies. Talk about amount of time it takes to process applicants and how demanding it is on current staffing.

Sgt. Bellant is off to 1st line supervisor course in Anchorage. We sought funding from APSC in order to help defray costs and we were awarded full reimbursement.

Conducted a brief overview of the new RMS and MFR system for council. Highlighted all the features and future plans.

Mr. Jones asked if the NPPD can mark the unmarked car.

Lt. Dutra said they can do whatever the Mayor, council, or police chief request for them to do.

Fire Dept
Chief Lane

- None

Director of City Services, Bill Butler
June 6, 2011 Council Report

Bill Butler
Director of City Services

Building Department

- 2 new residential projects begun in Ford Subdivision (foundation only permits at this time)
- 1 commercial permit issued: Allstate Office Building on Patricia Court

Public Works

- City-wide crack sealing project completed
- Pavement rehabilitation project scheduled to now not start until July 5
 - Finnel, Cross Way, Snowman Lane, North Pole High School Blvd. (section) and H&H Road (section).
 - Two additional roads added: East 6th and East 7th.
 - DOT funded with 9.03% City match.
- Mill & Pave project to go to bid June 16
 - FMATS project funded with DOT and 9.03% City match
 - Southern sections of Kit and Beaver Boulevards, Holiday, and West 4th Avenue
 - Hoped for start in late July 2011

- Main Street initiative
 - Meeting with DOT scheduled for Tuesday June 7 to discuss permitted beautification options for Santa Claus Lane
 - Summer hire, Erin Winters, began last week

Utility Department

- Lift station renovation project proceeding
 - Old Richardson Highway scheduled to be substantially complete early next week
 - Kit Boulevard lift station next on list
 - Three of the four control panel boxes received in Anchorage with damage and are being replaced—this will cause some delays
- Sludge removal project should have begun before next Council meeting
- Engineering analysis and design project for waste water treatment plant contract began two weeks ago with engineer site visit
- Cash flow issue projected related to utility construction project
 - Sufficient funding is available with grants and utility cash reserves to pay cost of projects
 - Size of contractor invoices will be large in July and August—larger than City's cash reserves: estimate combined invoices of approximately \$1.5 million each of these months
 - Will need a line of credit to ensure adequate cash flow between time of invoice and grant reimbursements from DEC and EPA
 - Utility will bear any costs of the lines of credit

Will make a formal request at June 20 or July 5 Council meeting (depending upon time for bank to make proposal)

Ms. Arnold would like to see the blinds lengthened or something to block the sun in the council chambers.

Ms. Hunter stated that Mr. Butler had many interesting posters at the city open house and wondered if he could put them online.

Borough Representative, Mayor Isaacson

FNSB ASSEMBLY MEETING:

There are only two items on the agenda this next meeting. Next meeting is June 23, 2011.

City Clerk, Kathy Weber

- Mrs. Weber attended the International Institute of Municipal Clerks conference from Friday, May 6 – 13th to Nashville, TN. The conference was held at the beautiful Opryland Hotel. She apologized for not having her report of the conference and would try and complete it this week and email it to council members.
- City Hall has been busy these past two weeks. Employees have been out of the office and Ms. Weber did the last payroll along with her other duties and numerous doctor appts.
- The city has lost many employees this year, Jesse Lindsoe and Ryan Webb in February, Matt Ling in May, Scott Kvitem, Matt Lind, and Philip McBroom in June. We will also have Sgt Nelson who will be gone with the National Guard in August for 6 months.

- Ms. Weber will be working with Paul Brown this week to help get the website updated with current information and link with other departments.

ONGOING PROJECTS

North Pole Summer Festival

CITIZENS COMMENTS – 5 Minutes

Bill Butler spoke on behalf of Phil Zastrow on his complaint of the truck traffic on Peridot Rd. Mr. Butler said they can put reasonable restrictions on the road but can not be against one user because it is a section line easement. Mr. Zastrow would like to see something done. There are three properties located on that portion of the road. They are Mr. Zastrow, The Diner, and a church.

Mayor Isaacson said that he is leaning towards putting a 50% axle load on Peridot.

Mr. McGhee asked if the city has the power to enforce the weight restriction with our officers.

NEW BUSINESS

APPROVAL FOR MAYOR TO TRAVEL TO ANCHORAGE TO OBSERVE NORTHERN EDGE 2011

Mayor Isaacson requested funds to travel to Joint Base Elmendorf Richardson in Anchorage on Wednesday, June 15, 2011 to Thursday, June 16, 2011 to participate in the Northern Edge 2011 DV Day. He received the attached letter late last week from Lt. General Dana Atkins, Commander of the Alaskan Command, inviting him to observe up close “Alaska’s premier jointfield training exercise. The exercise incorporates units from Eielson, allowing him to see our residents and neighbors at work, and better understand the complexities and vitality of military training issues in Alaska. To minimize the expense of travel, the mayor proposed to to drive the Admin car to Anchorage and stay overnight in a cheap hotel. Funds have been budgeted and will come from line item 01-01-00-7004 / Travel as follows:

<u>Item</u>	<u>Cost per day</u>	<u>Estimated Total</u>
Hotel (tbd)	est. \$125	\$125
Per Diem	est. 2 days @ \$42	\$ 84
Gas	est. 3 tanks (15 gals/per @ \$4.25/gal	\$191.25
		\$400.25

Public Comment

None

Mr. Jones *moved to Approve Travel For Mayor Isaacson To Travel To Anchorage To Observe Northern Edge 2011*

Seconded by Mr. McCarthy

Discussion

None

PASSED

YES –6 –Holm, McCarthy, Arnold, Hunter, Jones, Isaacson

NO – 1 - McGhee

Abstained- 0

AWARD OF RFP FOR ROUNDABOUTS TO HAWKS FARM & GARDEN CENTER, INC.

Mr. Butler said the city put out an RFP for the roundabouts. They had one submission which was Hawks Farm & Garden. The proposal did not respond to all of the design proposals and he recommended that the city not award this and to have the city do these projects in-house.

Public Comments

None

Mr. McGhee *moved to Not Approve the Heel proposal and to authorize the city to proceed with internal designs*

Seconded by Ms. Arnold

Discussion

None

Mr. Holm *moved to Amend the motion to make this project inexpensive defined as within the mayors spending authority of \$7,500 for total project.*

Seconded by Ms. Hunter

Discussion

Ms. Arnold asked what cost effective means.

Mr. Holm said that he would like this to be about 10% of the project of \$35,000 that was proposed in the RFP.

Mayor Isaacson said they may need to come back to council. NPEDC proposed \$25,000 per roundabout as a rough estimate. The mayor said there is a certain amount of money in the budget to do this.

Ms. Hunter suggested that they use more native plants, iris's, roses, etc.

Mr. McGhee called for the question

On the amendment

Amend The Motion To Make This Project Inexpensive Defined As Within The Mayors Spending Authority Of \$7,500 For Total Project.

FAILED

YES –2 –Holm, Hunter

NO – 3 - McGhee, Arnold, Isaacson

Abstained- 0

On the main motion

Not To Approve The Heel Proposal And To Authorize The City To Proceed With Internal Designs

PASSED

YES – 3 – McGhee, Hunter, Isaacson

NO – 2- Holm, Arnold

Abstained - 0

COUNCIL COMMENTS

Ms. Arnold – attended the Sulfolane meeting and added that it was found that it concentrates more in the leaves of vegetable but root vegetables are normally fine. She said it was an interesting meeting and there was a lot of commentary and how long some people had been dealing with Flint Hills. She apologized for not being able to attend the Finance Audit meeting on May 3, 2011 but will hopefully attend the next one.

Ms. Hunter – appreciates the fact that Mr. Butler spoke on Mr. Zastrows part. She is concerned about the lawsuit issue with Flint Hills.

Mr. McGhee – No Comment

Mr. Holm – No Comment

Mayor Isaacson - No Comment

ADJOURNMENT

Mr. McGhee moved to adjourn the meeting of June 6, 2011

Seconded by Mr. Holm

No Objection

The regular meeting of June 6, 2011 adjourned at 9:19 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, June 20, 2011.

DOUGLAS W. ISAACSON, Mayor

ATTEST:

KATHRYN M. WEBER, MMC, City Clerk

WHEREAS, Kaylee Lindhag is going into the 2nd grade at North Pole Elementary School and is the daughter of Jeromey & Dianna Lindhag of North Pole; and

WHEREAS, Kaylee is a great student who enjoys crafts, gardening, sculpting, and reading; and

WHEREAS, Kaylee is an excellent student and very diligent in her work. She is an avid reader and member of the 50 point club; and

WHEREAS, Kaylee is in Girl Scouts where her organization helps with the borough Clean-Up Day, serves food to the homeless and participates in charity walks. She also likes to spend time with her grandmother, and the two of them donate their time to serve food to the elderly; and

WHEREAS, Kaylee is a nice friend to others and is a very helpful young girl; and

WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.

NOW, THEREFORE I, Douglas W. Isaacson, Mayor of the City of North Pole, do hereby proclaim Kaylee Lindhag:

The North Pole City Council

“Student of the Month”

For the Month of June 2011

Douglas W. Isaacson, Mayor

ATTEST:

*Kathryn M. Weber, MMC
North Pole City Clerk*

WHEREAS, Trena Nayokpuk is in the 8th grade at North Pole Middle School and is the daughter of Ronald & Donna Schultze of North Pole; and

WHEREAS, Trena is a highly engaging young lady who is always a pleasure to work with. She is described as an extremely dedicated and motivated student; and

WHEREAS, Trena has a contagious smile every day that brightens the room. She has a positive attitude and gives 110% on every assignment. She is well liked by her peers; and

WHEREAS, in addition to her terrific grades and award winning personality, she is also a budding young actress. Her performances on a weekly basis in “Knightly News” have been outstanding. She is best known for her episode as one of Santa’s Elves during the holiday season which is described as hysterically funny; and

WHEREAS, Trena is a wonderful young lady and model citizen who will excel in her high school career; and

WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.

NOW, THEREFORE, I, Douglas W. Isaacson, Mayor of the City of North Pole, do hereby proclaim Trena Nayokpuk the:

***North Pole City Council
Middle School Student of the Month
for the Month of June 2011.***

Douglas W. Isaacson, Mayor

ATTEST:

***Kathryn M. Weber, MMC
North Pole City Clerk***

WHEREAS, Michael David Hale is a Sophomore at North Pole High School and is the son of Laurel & David Hale of North Pole; and

WHEREAS, Michael is focused and self disciplined which makes him a great athlete and student; and

WHEREAS, Michael is an excellent student and is a member of the National Junior Honor Society; and

WHEREAS, Michael volunteers his time to the North Pole Middle School Boys' Basketball team and to the Elks Hoop Shoot; and

WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.

NOW, THEREFORE, I, Douglas W. Isaacson, Mayor of the City of North Pole, do hereby proclaim Michael Hale the:

*North Pole City Council
High School Student of the Month
For June 2011*

Douglas W. Isaacson, Mayor

ATTEST:

*Kathryn M Weber, CMC
North Pole City Clerk*



May 12, 2011

City of North Pole
125 Snowman Lane
North Pole AK 99705

101 Dunkel Street, Suite 111 • Fairbanks, AK 99701-4806
Phone: (907) 457-3282 • Fax: (907) 459-3787
www.explorefairbanks.com

Dear Mayor Isaacson and City Council Members:

This letter is in regards to Fairbanks Convention and Visitors Bureau (FCVB) requesting the 1st Quarter 2011 5% allotment of the North Pole City bed tax of \$305.29. The bed tax monies reinvested into destination marketing were expended to help fund the following:

FCVB staff in conjunction with our German Consultant Elke Brosin worked on the production of our Germany Brochure which was printed on January 10, 2011. The majority of these brochures will be distributed to travel agents, tour operators and tradeshow in German Speaking areas.

FCVB added a new Tourism Sales Manager Ed Malen to our staff in January, he is a NPHS graduate and UAF graduate in Japanese Studies. The Tourism department has been busy attending the following travel agent and tour operator conventions; American Bus Association Convention with 40 business-to business meetings, Seattle Travel Show, sales calls to Princess, Grayline of Alaska and other tour operators in the Seattle area, the New York Consumer Show, 54th Colorado RV, Sports, Boat & Travel Show in Denver, met with Frontier Airlines while in Denver, 2011 International Trade Conference in Berlin and 2011 LA Times Adventure & Travel Expo.

The Tourism staff hosted a meeting with KAL Tours talking with them about the upcoming Korean flights and groups coming to Fairbanks. We currently have about 10 scheduled Familiarization Tours for this summer. Several of their itineraries include the opportunity to visit North Pole.

FCVB hired Amy Geiger in January as our new Director of Communications for the Advertising and PR department. They have hosted 8 press tours since the first of the year and have 6 scheduled for the next couple of months including travel writers from Germany, Australia, France and Korea. North Pole is included in the itinerary of several of them.

Amy attended the "Experience Alaska" with over 60 travel writers in New York. During her presentation footage of the aurora was displayed on an outside 30x16.5 foot screen to the general public, see attached release. She also attended the Northwest Outdoor Writers Association Conference where North Pole and a visit to Santa Clause was included in her presentation.



101 Dunkel Street, Suite 111 • Fairbanks, AK 99701-4806
Phone: (907) 457-3282 • Fax: (907) 459-3787
www.explorefairbanks.com

We are embarking on an integrated marketing campaign called 7 Days of Solstice, an all-expense-paid experience for a family in the Interior of Alaska. The group will be required to share their adventures through the use of social media and draw attention to all the wonderful things we have to offer throughout the week surrounding Summer Solstice.

Our Meetings & Convention department just finished their Anchorage Blitz where they had 21 appointments and met with 31 meeting planners. They hosted a meeting planner luncheon in Anchorage with 45 attendees. This department is actively working on the upcoming Outdoor Writers Association of America conference to be held here in early September 2012 at Chena Hot Springs Resort. This conference will host about 200 outdoor writers, broadcasters and photographers with most coming before or staying after to spend additional time in the area.

Our Membership and Visitors Services has been gearing up for our very busy summer season. We have held several member spotlights where members have presented to frontline staff different opportunities in the Interior including a presentation by Paul Brown and Carissa Brown from Santa Clause on a new event, an "Evening in North Pole" that includes sighting seeing in North Pole and dinner at Pagoda. They have also been very busy getting ready for the Visitor Industry's Walk for Charity with 600 participants and over 30 non-profits involved.

Thank you again for reinvesting bed tax dollars into destination marketing which has shown a proven ability to help generate revenue for your community members. If there are questions, please contact me at my direct line 459-3774 or at dmurphy@explorefairbanks.com.

Sincerely,

A handwritten signature in black ink that reads "Dawn Murphy". The signature is written in a cursive, flowing style.

Dawn Murphy
Finance and Administrative Director
Fairbanks Convention and Visitors Bureau



For Immediate Release: April 7, 2011

FOR MEDIA CONTACTS ONLY:

Amy Geiger, Director of Communication
(907) 459-3775
Media-only: 877-551-1728, ext. 3775
ageiger@explorefairbanks.com

Annie Duffy, Internet Marketing Associate
(907) 459-3778
Media-only: 877-551-1728,
aduffy@explorefairbanks.com

Fairbanks, Alaska's Northern Lights To Be Shown On The Streets Of New York City

Fairbanks, Alaska (AK) – Fairbanks' northern lights will dance across a giant, outdoor screen in New York City on Tuesday, April 12. The aurora borealis was captured on film by the renowned panoramic photographer LeRoy Zimmerman and the University of Alaska Museum of the North and combined into one dazzling show by the Fairbanks Convention and Visitors Bureau (FCVB). The FCVB is attending and sponsoring "Experience Alaska" an annual travel writer's reception held in New York City. The reception is hosted by the Alaska Travel Industry Association, the state-wide marketing organization.

As a sponsor of "Experience Alaska" the FCVB can highlight something outstanding about our area and this year the aurora borealis was selected. Subsequently, the footage of the aurora was secured and it was then our good fortune that the opportunity to show the northern lights on the 30 x 16.5 foot screen to the general public became available.

Projecting the film on our behalf is the Big Screen Project, an organization that brings artistic and innovative films to the screen on 6th Avenue and 29th Street in Chelsea, a well known art district in New York City. Adjacent to the screen is a 10,000 square foot public plaza where people can gather. The FCVB plans on posting photographs of people viewing the northern lights from the plaza and writing about the event on our website, Facebook page and via twitter in real time. The 3-hour event will occur on Tuesday between 2pm and 5pm, Alaska time. New York is 4 hours ahead and the event will be between 6pm and 9pm for those in the city. Fortunately, it will be dark during a large part of that time period.

www.explorefairbanks.com
www.facebook.com/insidealaska
www.twitter.com/insidealaska



Credit: Mok Kumagai/Aurora Borealis Lodge

For caption information or more photos visit http://www.fairbanksphotos.com/Travel/Fairbanks-in-Winter/12396997_pWcR2#893745931_7JYbj

####

Dawn Murphy

Subject: FW: Reminder: 7 Days of Solstice - Application deadline Sunday!

Reminder – Application deadline for 7 Days of Solstice is this **Sunday, May 8th**!

The Fairbanks Convention & Visitors Bureau is embarking on an integrated marketing campaign called 7 Days of Solstice wherein we will plan a 7-day, all-expenses-paid experience for a group of 4-6 people in the Fairbanks area. The group will be required to share their adventures through the use of social media and draw attention to all the wonderful things Fairbanks has to offer, both small and large, throughout the week surrounding Summer Solstice approximately June 17-23, 2011. The experience may include a riverboat ride, museum visit, gold panning, hiking, trip to the Arctic Circle, shopping, dining, accommodations and so much more!

And this is where you come in – we are looking for help in identifying potential families or groups that may be willing to partake in this adventure. A short list of qualifications include that the group be:

- Multi-generational - adults, with older children and an older relative or friend of any kind
- Newer to the Fairbanks area
- Able to devote an entire week to vacationing in and spreading the word about Fairbanks
- Social media savvy - able to take videos and photos and write and post messages about their experiences on a variety of social networks

The entry form and more detailed information can be found online at www.7daysofsolstice.com. The deadline to apply is this **Sunday, May 8th**.

Contact Kasey Gillam at (907) 459-3776 or kgillam@explorefairbanks.com if you have any questions or would like further information.

Please forward this information on to anyone that might want to apply or to people that could send it on to other potential participants.

Kasey Gillam
Advertising and Marketing Associate
Fairbanks Convention and Visitors Bureau
101 Dunkel Street, Ste 111
Fairbanks, AK 99701-4806
(907) 457-3282 x3776
(907) 459-3776 (direct)

Santa Claus House Shuttle Service 2011

Service operates Memorial Day to Labor Day.
Reservations strongly recommended. Book online at
www.SantaClausHouse.com/shuttle
or by calling the Shuttle Hotline at 488-2200.

PM-AN EVENING IN NORTH POLE, ALASKA

Our "Evening in North Pole" tour includes 1 hour at the world-famous Santa Claus House, including a visit with Santa and his reindeer. After Santa Claus House, enjoy a narrated driving tour of North Pole, followed by a sit-down dinner at North Pole's popular Pagoda Restaurant.

\$49.00 per person for adults, \$39.00 per person for children ages 3-12.
(Ages 2 and under free of charge)

6:00 p.m.	Coach departs Sophie's Station
6:05 p.m.	Coach departs Pike's Waterfront Lodge
6:10 p.m.	Coach departs Fairbanks Princess Riverside Lodge
6:15 p.m.	Coach departs River's Edge Resort
6:25 p.m.	Coach departs Bear Lodge / Wedgewood Resort
6:40 p.m.	Coach departs Westmark Fairbanks Hotel
6:45 p.m.	Coach departs Regency Fairbanks Hotel
7:10 p.m.	Arrive at Santa Claus House for shopping and a visit with Santa
8:00 p.m.	Outside Photo Opportunities
8:10 p.m.	North Pole City Tour
8:35 p.m.	Dinner at Pagoda Restaurant
9:45 p.m.	Return to Sophie's Station
9:50 p.m.	Return to Pike's Waterfront Lodge
9:55 p.m.	Return to Fairbanks Princess Riverside Lodge
10:00 p.m.	Return to River's Edge Resort
10:10 p.m.	Return to Bear Lodge / Wedgewood Resort
10:25 p.m.	Return to Westmark Fairbanks Hotel
10:30 p.m.	Return to Regency Fairbanks Hotel



Customer Service Classes Offered by Fairbanks CVB

Telephone Customer Service (1 hour) – May 2 – 11:00 am - noon

The telephone is often the first point of contact that potential customers may have with you. The Telephone Customer Service class will provide instruction on the basics of handling incoming and outgoing telephone calls for your business or organization. Coursework includes: * General telephone etiquette * Effectively resolving customer complaints over the telephone

Serving Customers with Disabilities (1 hour) – May 17 – 2:30 – 3:30 pm

This class provides participants with information on how to better accommodate and respect the varied needs of customers with disabilities. Seminar focuses on the economic impact of the disability market within the overall tourism industry and effective communication techniques when serving customers with disabilities. Discussion of the video "The 10 Commandments of Communicating with People with Disabilities."

Customer Service Essentials (2.5 hours) – May 4 – 9:00 – 11:30 am

This is a condensed and revised version of the original 8 hr. AlaskaHost class. Topics covered include:

- What is customer service and why is it important?
- The economic benefit of tourism to the state of Alaska
- The power of positive first impressions
- Types of angry customers
- How to handle angry or dissatisfied customers

Fairbanks & Interior Alaska - Know your Backyard (1hour) - May 20 – 2:00 – 3:00 pm & June 24 – 10:00 – 11:00 am

How well do your employees know the local history, sights, activities and attractions of your community? *Alaska in your Backyard* provides an opportunity for participants to learn more about the local area and provide factual community and regional information for many different types of visitors. Coursework includes: (cont. on next page)

Fairbanks Convention and Visitors Bureau (FCVB)
Adv Classified Balance Sheet, Comparative 2011-2010
4/30/2011

	YTD 2011	2010 Year-End
Assets		
Current Assets		
Cash	\$153,238	\$625,882
Receivables	\$472,432	\$139,577
Inventory	\$0	\$105,030
Prepaid Expenses	\$22,685	\$174,142
Total Current Assets	<u>\$648,355</u>	<u>\$1,044,631</u>
Property & Equipment		
Property & Equipment	\$564,874	\$563,077
Less accumulated depreciation	<u>-\$369,147</u>	<u>-\$369,147</u>
Total Property & Equipment	<u>\$195,727</u>	<u>\$193,930</u>
Total Assets	<u>\$844,082</u>	<u>\$1,238,561</u>
Liabilities		
Current Liabilities		
Accounts Payable	\$84,376	\$25,366
Conference Fee Payable	\$46,103	\$0
Payroll Liabilities	\$87,565	\$60,722
Unearned Revenues	<u>\$42,059</u>	<u>\$80,570</u>
Total Current Liabilities	<u>\$260,103</u>	<u>\$166,658</u>
Net Assets		
Investments in Property & Equipment	\$193,931	\$193,931
Board Designated for Subsequent Years	\$262,000	\$262,000
Board Designated Working Capital Reserve	\$240,000	\$240,000
Undesignated	\$375,972	\$375,972
Net Change in Net Assets	<u>-\$487,924</u>	<u>\$0</u>
Total Net Assets	<u>\$583,979</u>	<u>\$1,071,903</u>
Total Liabilities and Net Assets	<u>\$844,082</u>	<u>\$1,238,561</u>

Fairbanks Convention and Visitors Bureau (FCVB)
Advance Classified Revenue Statement
April-2011

	April-11			Year To Date 2011			Annual Budget	
	Actual	Monthly Amended Budget	Variance	Actual	YTD Amended Budget	Variance	Amended 2011 Budget	Actual YTD vs Annual Budget
Operating Revenue								
Revenue								
Bed Tax/Grant Revenue	\$135,625	\$106,019	27.93%	\$522,921	\$427,375	22.36%	\$2,606,175	20.06%
Advertising Revenue	\$500	\$0	#DIV/0!	\$81,645	\$86,500	-5.61%	\$109,000	74.90%
Membership Revenue	\$11,480	\$2,168	429.52%	\$79,939	\$87,804	-8.96%	\$108,400	73.74%
Meetings & Convention Revenue	\$1,383	\$1,000	38.25%	\$10,715	\$8,500	26.06%	\$9,950	107.69%
Tourism Revenue	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$0	#DIV/0!
Visitors Services Revenue	\$1,169	\$1,069	9.35%	\$3,776	\$3,676	2.72%	\$10,830	34.87%
Miscellaneous Revenue	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$0	#DIV/0!
In-Kind Donations/Trade Out Revenue	\$3,688	\$0		\$33,393	\$0		\$0	
Total Revenue	\$153,844	\$110,256	39.53%	\$732,390	\$613,855	19.31%	\$2,844,355	25.75%
Total Operating Revenue	\$153,844	\$110,256	39.53%	\$732,390	\$613,855	19.31%	\$2,844,355	25.75%
Operating Expenses								
Personnel Expenses								
Personnel Expenses	\$97,027	\$99,927	-2.90%	\$391,764	\$399,708	-1.99%	\$1,221,887	32.06%
Total Personnel Expenses	\$97,027	\$99,927	-2.90%	\$391,764	\$399,708	-1.99%	\$1,221,887	32.06%
Direct Marketing Expenses								
Production	\$200	\$500	-60.00%	\$265	\$3,250	-91.86%	\$21,100	1.25%
Media Placement	\$27,969	\$35,443	-21.09%	\$265,272	\$218,052	21.66%	\$488,270	54.33%
Collateral Material	\$178	\$800	-77.70%	\$105,692	\$99,930	5.77%	\$187,600	56.34%
Website Development	\$0	\$3,600	-100.00%	\$8,436	\$13,097	-35.59%	\$50,200	16.80%
Promotional Merchandise	\$0	\$0	#DIV/0!	\$14,331	\$13,957	2.68%	\$19,300	74.25%
FAMs/Site Visits/Press Tours	\$515	\$0	#DIV/0!	\$9,632	\$10,000	-3.68%	\$28,500	33.80%
Trade Shows	\$1,807	\$5,500	-67.14%	\$32,035	\$34,620	-7.47%	\$48,220	66.43%
Travel & Entertainment	\$2,800	\$12,300	-77.24%	\$33,367	\$42,485	-21.46%	\$101,790	32.78%
Local Meetings	\$23	\$784	-97.03%	\$2,517	\$3,135	-19.70%	\$9,500	26.50%
Special Promotions	\$2,165	\$9,489	-77.19%	\$41,367	\$56,000	-26.13%	\$112,455	36.79%
International Marketing	\$1,127	\$1,000	12.70%	\$25,327	\$27,000	-6.20%	\$55,000	46.05%
Research	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$36,000	0.00%
Event Hosting Expense	\$6,566	\$11,000	-40.31%	\$10,532	\$15,900	-33.76%	\$31,000	33.97%
Telephone Expense	\$822	\$1,509	-45.52%	\$4,669	\$5,439	-14.16%	\$15,957	29.26%
Dues/Subscription	\$640	\$2,061	-68.95%	\$4,500	\$6,190	-27.30%	\$10,620	42.37%
(800) Inquiry Service	\$25	\$91	-72.97%	\$62	\$365	-83.03%	\$1,100	5.63%
Mail Fulfillment/Postage Expense	\$14,463	\$13,537	6.84%	\$100,252	\$114,623	-12.54%	\$231,300	43.34%
Direct Mail/Promo	\$0	\$0	#DIV/0!	\$15,516	\$15,515	0.00%	\$16,000	96.97%
In-Kind/Trade Out Expense	\$3,688	\$0		\$33,393	\$0		\$0	
Total Direct Marketing Expenses	\$62,988	\$97,614	-35.47%	\$707,164	\$679,558	4.06%	\$1,463,912	48.31%
Indirect Marketing Expenses								
Computer Expense	\$5,530	\$5,830	-5.14%	\$13,573	\$13,960	-2.78%	\$35,951	37.75%
Education/Training	\$0	\$100	-100.00%	\$425	\$525	-19.05%	\$4,110	10.34%
Equipment Rental	\$2,257	\$2,262	-0.21%	\$9,029	\$9,048	-0.21%	\$27,120	33.29%
Insurance Expense	\$159	\$1,650	-90.38%	\$4,847	\$6,600	-26.56%	\$19,800	24.48%
Bank Fees	\$2,861	\$858	233.40%	\$6,231	\$5,032	23.82%	\$11,900	52.36%
Professional Fees	\$2,055	\$0	#DIV/0!	\$17,845	\$21,998	-18.88%	\$21,998	81.12%
Rent Expense	\$0	\$16,018	-100.00%	\$64,141	\$64,072	0.11%	\$192,208	33.37%
Supply/Office Expense	\$1,188	\$1,143	3.95%	\$6,844	\$4,572	49.70%	\$13,700	49.96%
Licenses & Taxes	\$0	\$0	#DIV/0!	\$650	\$500	30.00%	\$36,377	1.79%
Reimbursable Expense	\$0	\$0	#DIV/0!	-\$2,355	\$0	#DIV/0!	\$0	#DIV/0!
Other Expense	\$5	\$252	-98.08%	\$155	\$1,008	-84.64%	\$3,000	5.16%
Capital Outlay	\$0	\$0	#DIV/0!	\$0	\$2,200	-100.00%	\$3,199	0.00%
Total Indirect Marketing Expenses	\$14,055	\$28,113	-50.01%	\$121,385	\$129,515	-6.28%	\$369,363	32.86%
Total Operating Expenses	\$174,070	\$225,654	-22.86%	\$1,220,313	\$1,208,781	0.95%	\$3,055,162	39.94%
Income from Operations	-\$20,226	-\$16,339		-\$487,924	-\$594,926		-\$210,807	

Line of Credit
Funding and Costs

Lift Station: funding

ADEC	\$2,204,851
EPA-STAG	<u>\$970,000</u>
Total	\$3,174,851

Lift Station: cost

Great Northwest	\$2,500,000
USKH	<u>\$115,000</u>
Total	\$2,615,000

Sludge Removal: funding

ADEC	\$595,000
City cash	<u>\$255,000</u>
Total	\$850,000

Sludge Removal: costs

Merrill Bros.	\$654,383	NOT lump sum, mobilization costs will increase with fuel costs
NTL	\$45,633	
NTL	<u>\$4,500</u>	
	\$704,516	

Waste Water Treatment Plant Engineering: funding

USDA	\$375,000
ADEC	<u>\$125,000</u>
Total	\$500,000

Waste Water Treatment Plant Engineering: costs

USKH	\$441,800
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June 13, 2011

sender's email address:
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ATTORNEY CLIENT PRIVILEGE (Via Facsimile)

Mayor Douglas W. Isaacson
City of North Pole
125 Snowman Lane
North Pole AK 99705

RE: Line of Credit

Dear Mayor:

We have been advised that the City of North Pole (the City) is in the process of obtaining a line of credit to facilitate contractor payments for certain construction projects underway within the City. The City has approved grants funding these projects but needs the line of credit to cover the gap between payments coming due to the contractor and reimbursement from the grant funding agencies. We anticipate that, if utilized, the last draw on the line of credit would take place in August and be repaid by no later than October of 2011.

The North Pole Charter, Chapter XI, Section 11.1 (a)(3) allows the City Council to approve revenue or tax anticipation notes "in anticipation" that the notes will be repaid by revenue collected during the current fiscal year. The authority of the City Council is limited by Section 11.1 (b) requiring 30 days to pass between the approval of the City Council to incur the debt and the date the debt is actually incurred, to allow the voters to exercise the right of referendum.

Accordingly, the City Council has the authority to approve the line of credit without a vote of the citizens and that line of credit would be a general obligation of the City. But the City should not contractually commit itself to pay the line of credit from any source other than the grant money, as the City does not have any other source of payment. The City can pledge the grant revenue to secure the line of credit.

Please let me know if you have any other questions on this issue.

Sincerely,
COOK SCHUHMAN & GROSECLOSE, INC.

By: _____

Zane D. Wilson

ZDW/md