



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING Monday, October 17, 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**
Lindsey Elgin – NPE
CCLC 4H Group
National Breast Cancer Awareness Month
7. Council Member Questions of the Mayor
8. Communications from Department Heads, Borough Representative and the City Clerk
 - *Certification of the October 4, 2011 Municipal Election*
 - *Oath of Office for Newly Elected Officials*
 - *Community Reception (20 minutes)*

9. Ongoing Projects Report

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

11. Old Business

- a. Ordinance 11-06, An Ordinance of the City of North Pole, Alaska Amending Title 4, Chapter 4.10.010, User Fees

12. New Business

- a. Fairbanks Convention and Visitors Bureau Request for 2nd Quarter Bed Tax
- b. North Pole Economic Development Request for 3rd Quarter Bed Tax
- c. Recommendation for Skid Steer Loader Equipment Purchase Bid Award
- d. Recommendation for Heating Fuel Bid Award for 2012
- e. Surplus Sale of Public Works Boom Truck Bid.
- f. Professional Service Agreement with Jantz & Associates for Bid Development and Associated Support Service for Utility Garage Construction Project
- g. Mayor Isaacson Request for Partial Reimbursement For Travel To Anchorage, October 20 – 23, 2011
- h. Resolution 11-26, A Resolution of the City of North Pole Canceling the November 7, 2011 Council meeting due to the AML Conference

13. Council Comments

14. 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, October 3, 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, October 3, 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

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Isaacson

INVOCATION

Invocation was given by Sharron Hunter

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of October 3, 2011

Seconded by Ms. Arnold

Discussion

None

Mr. McGhee moved to amend the agenda to consent items under Old Business a. Ordinance 11-07, An Ordinance of The City of North Pole, Alaska amending Title 4, Chapter 4.08.110, Exemptions, Exceptions, and Refunds and under New Business, a. North Pole Community Chamber of Commerce Request for 3rd Quarter Bed Tax, and c. Resolution 11-25, A Resolution Establishing 2012 Capital Project Priorities For The City of North Pole

Seconded by Mr. McCarthy

Discussion

None

On the Amendment

PASSED

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

NO – 0

Abstained- 0

On the main motion as amended

PASSED

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

NO – 0

Abstained- 0

APPROVAL OF MINUTES

Mr. McGhee *moved to* Approve the Minutes of September 19, 2011

Seconded *by* Mr. Holm

Discussion

None

PASSED

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

NO – 0

Abstained- 0

COMMUNICATIONS FROM THE MAYOR

Communication Highlights from the Mayor for the period ending October 3, 2011

ISSUES:

- Utilities Open House: Director of City Services, Bill Butler, is to be commended for his correspondence that was mailed to Utility customers and to all voters in North Pole explaining the need for North Pole Prop 1. Hopefully, his explanations have been understood by the majority of the voters to be a benefit to the Utilities that will not raise the current rates. Only one citizen, a landlord, attended the Open House that was held from 5-7 pm on September 27. Nevertheless, Bill was extremely prepared and had good presentation material available. I've given him the night off.
- Kudos to North Pole Beautification efforts! Even the most casual observer can see the efforts many people are taking to make North Pole a distinctive community. Approved by the Council,

the North Pole Economic Development Corp has used volunteers from Hectors Welding, Great Northwest, and others who are creating a large beautified entry to North Pole, replacing the fence that often was a distraction. Thank you to Buzz Otis and his team!

The Beautification Committee has had several projects, including the painting of the candy canes on 5th and 8th Avenue, in conjunction with NPEDC, and have gotten more trash cans in use, and very notably have made strides in clearing land for the new “Photo Stop” on the corner of 5th and Davis. Thank you, to the army of individuals who have not had weather cooperating with their efforts this summer!

And finally, it was my great pleasure to thank in person the North Pole Garden Club who diligently plant the flowerbeds around City Hall and the Police Station. The flowers, although attacked and eaten by the numerous voles, were remarkable again this year. This unsung group does its work so well and we appreciate them and Hazel Rosendahl’s leadership!

As a postscript, I received a call from Phil Zastrow today who is eager to put up lights in the roundabouts this weekend. I spoke with Buzz who is expecting to have the new plantings in NPEDC’s project also lit this winter.

- FMATS: the Fairbanks Metropolitan Area Transportation System (FMATS) Policy Committee met on September 22. Among the Action Items approved were the Safe Routes to School Plan which will have 30 days of public review until October 21; and State Funds Recommendation, where we tried to preserve as much funds for local roads maintenance as possible.

- Alaska Strategic and Critical Minerals Summit: was held last Friday in Fairbanks and sponsored by the Alaska Department of Natural Resources (DNR). It was the largest meeting of its type in America. I’ve attached an opinion piece that I’ve submitted, and which the Ketchikan Daily News has mentioned they will print. The opinion piece explains more fully the importance of rare earth minerals, also named “Technology Metals.” Even the India Times carried an article this weekend titled, “Alaska May Become Silicon Valley of Rare Earths” (also attached for further explanation). The India Times quotes Jack Lifton, a consultant for UCORE’s Bokan Mountain project, south of Ketchikan. As a result of my introducing Jack to Dr. Shiva Hullavarad of UAF’s Advanced Materials Group and a subsequent visit to the lab, UCORE has verbally committed to sending all their ore samples to Fairbanks for the complex analysis and separation—instead of sending the expensive materials Outside! This benefits all Alaska. Of interest, a UAF senior from North Pole also accompanied us on the tour of the Advanced Materials Group lab.

- Other Meetings: included visiting with residents with road repair concerns on North Star; going weekly to NPMS and helping with announcements and giving “Words of Wisdom”; reading to NPE students and their parents during an after school activity night; was a guest lecturer at NPHS for Jon Rogers’ Career and Vocational class; being guest speaker at the North Pole Rotary on September 28, addressing the State of North Pole; the Flint Hills Refinery Citizens Advisory Committee on September 21, where importantly Mike Brose, Plant Manager, affirmed FHR’s commitment with GVEA to trucking natural gas to their plant as it will enable them to drastically reduce the cost of production; joined DOT on a tour for legislators, explaining some of the projects in North Pole and reiterating our need for DOT maintenance of state-owned roads (which includes Santa Claus Lane, St. Nicholas Dr, Badger, Hurst, and Old Richardson); and at today’s GFCC Board meeting was successful in getting the recommendation to the State Chamber that we support the AGDC’s Alaska Stand Alone Pipeline (ASAP) conditioned on the tariff for Fairbanks/North Pole being equal to Anchorage and the terminus to be located in North Pole.

- Memorial Service for 1-25: A Memorial Service in memory of: Sergeant Rodolfo Rodriguez Jr., Specialist Ryan J. Cook of 3rd Battalion, 21st Infantry Regiment; Sergeant Timothy D. Sayne of 5th Squadron, 1st Cavalry Regiment; and Private First Class Brett E. Wood of 1st Battalion, 5th Infantry Regiment, 1-25 Stryker Brigade Combat Team members fallen in action, will be held on Thursday, the sixth of October at one o’clock at the Southern Lights Chapel, Fort Wainwright, Alaska.

- NPEDC Receives National Recognition: Congratulations to the North Pole Economic Development Corp for being named by the International Sled Dog Race as the Best 10 Dog Race in the nation!

- Tanana River Crossing 21-shovel salute: I represented the City at the Tanana River Crossing Groundbreaking Ceremony in Salcha on September 28. While I did no speaking (there were plenty of high ranking officials for that!) I did join in the “21-shovel salute” and stood by former Governor Murkowski who was among the enthusiastic dignitaries who have worked over the past decade to see this bridge built. The importance of the bridge, spanning 3300 feet across the Tanana, is primarily to enhance the military’s ability to access their training grounds year round. In the future, when rail actually is laid, it will also provide the State access to develop mineral rich lands.

FNSB ASSEMBLY MEETING:

The FNSB Assembly met on September 22. Among the actions taken was the passage of ORDINANCE NO. 2011-20-1K that includes funding for the North Pole Branch Library Replacement Project, as discussed with the North Pole City Council’s approval of CoNP Resolution 11-23. Thank you to all the community supporters who were there speaking in favor

of the action. The Assembly voted down an attempt to gut the Ordinance of funds for the North Pole library.

The next regular FNSB Assembly meeting is scheduled for October 13 at 6 pm. The Agenda has not yet been posted. For a list of meeting times and agendas, go to

<http://co.fairbanks.ak.us/meetings/Assembly> .

MEDIA:

Sept 24 & Oct 1: Mayor Isaacson was on KJNP (1170 AM, 100.3 FM) 8 – 9 a.m. “Over the Coffee Cup.”

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

- **October 4, 7 a.m. – 8 p.m.:** Election Day.
- **October 6, 6-8 pm:** FNSB Planning Department Open House for Proposed changes to Title 17 “Subdivision Ordinance” @ City Hall
- **October 6, 6 pm:** Mayor Isaacson to deliver Commencement Speech to Wayland Baptist University graduates @ NP 1st Baptist.
- **October 10, 6 pm:** Beautification committee meets @ Wendy’s

Mayor Isaacson pinned the North Pole Police Department badge on Officer Stevenson and welcomed him to the police force.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- Mr. McGhee stated that the internet is going in and out.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Accountant

- Lisa Vaughn

Ms. Vaughn is working on the audit.

Police Dept

-

Fire Dept

Dep. Chief Coon

- Chief Lane is in Anchorage at training.

- Training conference in Fairbanks last week at Westmark Hotel. 330 people registered and was successful.
- Hydrant testing was done earlier this month and all went well.
- EMT classes started today.
- Newest hire Zak Rittel is finishing up his EMT 3 class.

Director of City Services, Bill Butler

- None

FNSB Representative

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City Clerk, Kathy Weber

October 3, 2011

Council Report by Kathy Weber, City Clerk

Here are some of the things that are coming up in the city. If you have any questions on any items below, please feel free to contact me at 488-8583 or email at Kathy@northpolealaska.com.

- The 2011 City of North Pole local election will be held tomorrow. Polls are open from 7:00 a.m. – 8:00 p.m. If you know of someone who is in the city limits and needs to vote but cannot get to the polls, have them call the clerk's office at 488-8583 and I will make arrangements for someone to go into their home and vote them.
- I have been in contact with Kathy Doyel of North Pole High School and we will be doing the Intern program again this school year. We are asking for 2 interns and they will receive ½ credit for the semester. The program will begin January 1, 2012.
- The Alaska Municipal League Annual local government conference will take place from November 7 – 11, 2011 at the Westmark Hotel in Fairbanks, Alaska this year along with the American Planning Association, Government Finance Officers, Municipal Attorneys, Assessing, Municipal Management, and Alaska Conference of Mayors. Newly elected officials training will be held on Monday & Tuesday, November 7 & 8, and the

conference from Wednesday, November 9 – Friday, November 11, 2011. The banquet will be on Thursday, November 10, 2011, so if you haven't gotten your tickets yet please let me know.

- The Alaska Association of Municipal Clerks (AAMC) will host their 46th Annual conference in November. This year's theme is "The Power Within" and we will have a dynamic speaker, Dr. Alan Zimmerman. Dr. Zimmerman is a motivational speaker who has won many awards. He will be our guest speaker at the academy and the topic will be "Take this job and love it!" The cost is \$125 which includes a sack lunch. I am encouraging all employees to take this course. CEU will be available to those that need them. Please contact me for more information. There is also information and registration material in your packets and for the public.
- I will hand over the gavel to Kacie Paxton, Ketchikan Borough Clerk, on Tuesday, November 8, 2011 and take my seat as Past President and serve my final 4 year commitment. I have been appointed by the International Institute of Municipal Clerks to serve on their Public Relations Marketing Committee for 2012. I hope that I will be able to count on your continued support and have very much appreciated your encouragement and support over the past 3 years. This year as president of AAMC has been what they call the "Best year of my life". I have had awesome opportunities and traveled throughout Region IV and represented my state, city, and association at the international level. Without your continued support and belief in me, this would not have been possible. Thank you.
- I will make arrangements after the election to hold a training session with our newly elected officials to go over the workings of the city, code, parliamentary procedure, ordinances, resolutions, etc.
- I attended the Oregon Association of Municipal Records annual conference from September 20th – 24th in Portland, Oregon and represented Alaska, AAMC, and the City of North Pole.
- City employee Mike Lewis retired on Friday, September 30, 2011 after 30 years of service to the city.
- Tomorrow is election day and I would like if everyone could stay after the council meeting to help put election boxes together for the canvas board.
- Two groups will be hand counting North Pole ballots at the FNSB on Tuesday night because of the write-in election.
- Ms. Weber asked the public to keep their conversations down during council meetings or take them outside the council chambers. She asked everyone to remember to shut their cell phones off and that any information that the public wants given to council should go through her office first.

- Ms. Weber thanks NPEDC for their excellent efforts at the North Pole Plaza entrance. The AML & AAMC conference is in November and they will be bringing out approximately 100 visitors from around Alaska to shop and eat in town.
- There are 83 days left until Christmas.

ONGOING PROJECTS

- None

CITIZENS COMMENTS – 5 Minutes

- Bryce Ward – 606 6th Ave.

Mr. Ward spoke on running for city council.

OLD BUSINESS

Consented Items

a. Ordinance 11-07 An Ordinance Of The City Of North Pole, Alaska Amending Title 4, Chapter 4.08.110, Exemptions, Exceptions, And Refunds

b. Ordinance 11-08, An Ordinance Amending the 2011 Budget

NEW BUSINESS

Consented Items

a. North Pole Community Chamber of Commerce Request for 3rd Quarter Bed Tax.

c. Resolution 11-25, A Resolution Establishing 2012 Capital Project Priorities For The City of North Pole

NORTH POLE POLICE DEPARTMENT REQUEST FOR GRANT ACCEPTANCE FROM THE ALASKA HIGHWAY SAFETY OFFICE IN THE AMOUNT OF \$122,178.79

- Lt. Dutra introduced the grant and gave council facts and figures on the Highway Safety Officer. DUI's have risen because of the grant officer along with traffic violations. This generated \$357,000 in fines which is a significant amount of money.
- Traffic Officer is responsible for 250 arrests.
- Seat belt usage has soared. In 2007 seat belt use in North Pole was 77%. In 2011 it is 97%.
- There have been zero fatalities in the North Pole area since the Highway Safety Officer came on board.
- Have received a lot of equipment, car, computers, radar, all patrol cars outfitted with printers and computers.

- Grant has provided training for officer.

Public Comment

None

Mr. McGhee *moved to Approve North Pole Police Department Request For Grant Acceptance From The Alaska Highway Safety Office In The Amount Of \$107,176*

Seconded by Ms. Hunter

Discussion

Mr. McGhee thanked Lt. Dutra for continuing to work and obtain the AHSO grant. He said it was disconcerting that there are so many DUI's.

Mayor Isaacson said that he wanted council see this report and Lt. Dutra verbalize it as it is telling on what the Police Department deals with and their hard work.

PASSED

YES – 6- Hunter, McGhee, Arnold, McCarthy, Holm Isaacson

NO – 0 -

Abstained – 0

COUNCIL COMMENTS

Ms. Hunter – the fire department makes her proud that they are able to put on the kind of training that they do as it speaks well of our community. She feels a lot more secure knowing how well trained they are.

Mr. McCarthy – thanked Buzz Otis for the great job he is doing by Safeway to help spiffy up that area.

Mr. McGhee – has been a resident for 17 ½ years and he is grateful for who the NPPD are and comforting to know that NPPD has a quality force. They have a quality staff that will take the time to meet our constituents. NPPD has impressive training and a well trained staff. He is grateful to the Utility Dept as they are cleaning up the streets. Mr. McGhee said he is concerned about one area and that is the back side of homes with 4 wheeler traffic. He understands the frustration and has a little empathy for those who owned them as he is also an owner of an ATV. He is excited about North Pole election tomorrow and hopes that we don't have to police PM2.5.

Mr. Holm – concerned with a portion of health care in this community that is closing down. He cautioned that this is a symptom of what is coming. Dr. Cobbett is closing his business and has been providing service in the North Pole area for over 30 years. This will also give a blow to the eye glass business in the city. Economic and community development is more than beautification and he tasked the council and NPEDC to work on long range plans to provide

medical in this community. He would like to see an Urgent Care clinic or other services in the area.

Ms. Arnold – her time on council is coming to a quick close. She stated that the election will be interesting and encouraged everyone to vote. Thanked everyone for coming tonight.

Mayor Isaacson – **was fortunate to** greet fire fighters at their conference and how enthusiastic they were during his introduction. It was his privileged to give a proclamation to Dr. Cobbett for his service. The mayor stated that he has been working on trying to get medical services into the area since he took office. They have looked at bring different medical services out here but has run into resistance. No growing community can exist without these services. North Pole is an energy center with electricity and fuel. The mayor state the we need to make sure our services keep pace.

ADJOURNMENT

Mr. McGhee *moved to adjourn the meeting of October 3, 2011*

Seconded by Ms. Arnold

No Objection

The regular meeting of October 3, 2011 adjourned at 8:03 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, October 17, 2011.

DOUGLAS W. ISAACSON, Mayor

ATTEST:

KATHRYN M. WEBER, MMC, City Clerk

September 26, 2011

TO: City of North Pole

FROM: Jeff Howe
632 Holiday Rd
North Pole, Alaska 99705

To Whom It May Concern,

On September 21st the Public Works Department responded to a maintenance need on a fire hydrant located on my property at 7th and Holiday Rd. The Hydrant had a defective valve which required excavating a portion of my property. A service request letter was submitted to our address to inform of the necessary action required. The notification stated I would have to remove a portion of my fence line to open the area up for equipment to work.

The job required two days of maintenance. The maintenance crew was very professional and provided quality service with attention to detail by restoring my property to near perfect condition.

Bill Trefeathen provided new top soil, Chris Linsoe and Seth Zrucky ensured the maintenance area was cleaned up, yard landscaped to original slope, and even installed my fence for which I am very grateful.

Please pass on my appreciation to Paul Tristle, and the rest of the crew that provided excellent service.

Its refreshing to have folks in our city that take enough time to go "the extra mile" to ensure customer satisfaction.

Sincerely,

Jeff Howe

A handwritten signature in black ink, appearing to read 'Jeff Howe', written over the printed name.

Cc: Mayor
Public Works
Town Cities Construction



City of Seward

P.O. Box 167
Seward, Alaska 99664-0167

Main Office (907) 224-4050
Facsimile (907) 224-4038

City of Seward, Alaska
1963 1965 2005



October 4, 2011

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

Dear Mayor Isaacson,

Thank you for sending us your resolution on encouraging the State of Alaska to update the State Rail Plan. At our last council meeting on September 26, 2011, the Seward City Council also passed a similar resolution and I am forwarding a copy to you. I recently had an opportunity to discuss with Alaska Railroad staff the possibility of having the entire rail belt included in this effort.

As stated in the resolution we have sent a copy to the Governor, the Alaska State Legislature, Commissioner of Transportation and Public Facilities, the Commissioner of Commerce, Community and Economic Development, and the Chairman of the Alaska Railroad Corporation. If you have any other recommendations as to who else this resolution should be distributed to, please let me know at your earliest convenience.

I wondered if you have had a chance to think about our thoughts on Corps of Engineers funding schedules. I have not been in contact with the Alaska Municipal League lately to see how Kathie Wasserman is doing with having a representative of the Corps attend the annual conference in November.

Onward and upward, I guess! Thank you again for allowing us to participate in this effort to help get the State Rail Plan updated and secure the future of Alaska's Railroad.

Regards,

A handwritten signature in dark ink, appearing to read "Willard E. Dunham". The signature is fluid and cursive, with a long horizontal stroke at the end.

Willard E. Dunham, Mayor
City of Seward

**CITY OF SEWARD, ALASKA
RESOLUTION 2011-071**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA, REQUESTING THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES TO UPDATE THE STATE RAIL PLAN SO AS TO MAKE INVESTMENTS IN ALASKA'S RAIL INFRASTRUCTURE ELIGIBLE FOR LOCAL AND STATE PARTICIPATION IN APPROPRIATE FEDERAL ASSISTANCE PROGRAMS

WHEREAS, rail improvements generate significant benefits to the road network by extending the operating life of highways subjected to extensive freight movements, and improving roadway capacity by providing a multi-modal transportation alternative; and

WHEREAS, the federal government provides funding programs to assist in the development, planning, and construction of rail projects, and eligibility for this federal assistance per the Clean Railroads Act of 2008 and the Omnibus Appropriations Act of 2009 requires a current State Rail Plan; and

WHEREAS, the Alaska Department of Transportation and Public Facilities is the designated State Rail Planning Agency under AS 44.42.020, AS 44.42.900, 17 AAC 05.120; and

WHEREAS, the last State Rail Plan was completed in 1986 and amended in 1990 and much has changed in the last 21 years and under current federal law (P.L. 11-0432 div. B. Title III, Sec. 303 (a) and 49 USC 227, Section 22705 as enacted in the Passenger Rail Investment and Improvement Act) the State Rail Plan should be updated every five years; and

WHEREAS, the Fairbanks North Star Borough passed Resolution No. 2011-032 and the City of North Pole passed Resolution 11-21, both seeking for a timely update of the Alaska State Rail Plan; and

WHEREAS, both communities are represented on the Fairbanks Metropolitan Area Transportation System (FMATS), which is responsible for transportation planning area for roads, rail and public transport in the Fairbanks Urban area; and

WHEREAS, FMATS Policy Committee passed Resolution No. 2011-02, requesting the Alaska Department of Transportation and Public Facilities to update the State Rail Plan in a timely manner; and

WHEREAS, with this Resolution, the City of Seward joins Fairbanks North Star Borough, the City of North Pole, and the Fairbanks Metropolitan Area Transportation System in requesting the Alaska Department of Transportation and Public Facilities to update the State Rail Plan in cooperation with local communities and the Alaska Railroad; and

Office of the Mayor
City of North Pole

Proclamation

WHEREAS, Lindsey Elgin is in the 2nd grade at North Pole Elementary School and is the daughter of Donald & Lorinda Elgin of North Pole; and

WHEREAS, Lindsey is a member of New Hope Church and helps in the church nursery. She plays Interior Youth Basketball, is a Brownie in Girl Scout Troop 249, and dances at Mo Holland Dance Studio; and

WHEREAS, Lindsey is a good student and always does her best. She is organized, responsible with her things, and is helpful to others; and

WHEREAS, Lindsey exemplifies thoughtfulness and qualities of a good friend as well as citizenship to her fellow classmates; 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 Lindsey Elgin the:

*North Pole City Council
Elementary School Student of the Month
For the Month of October 2011.*



Douglas W. Isaacson, Mayor

ATTEST:

Kathryn Weber
Kathryn Weber, MMC
North Pole City Clerk



Office of the Mayor
City of North Pole

Proclamation

WHEREAS, The 21st Century Community Learning Center is a North Pole Elementary After School Program in partnership with the University of Alaska Fairbanks 4-H; and

WHEREAS, there are 13 students in the afterschool program: Amauri Agee, Aidan & Connor Briggs, Michael & Tyler Evans, Jackie & Shelley Rose Gregoroff, Brooke Hayward, Mackenzie Nolinier, Hunter Tyler Paek, Aaron Peterson, Maley Sterrett, and Audree Thrasher; and

WHEREAS, Nancy Graff is the leader of the "Kids Who Care", an After School 4-H club whose purpose is to instill a sense of belonging by working together with kids to learn how to solve problems and make decisions and successfully contribute to our community. Community Service Projects are a great way to get kids to start thinking of their community as "Us" instead of "me" and "them"; and

WHEREAS, Community Service fosters compassion and helps create a more caring individual. The best kind of "doing good" comes from the heart; and

WHEREAS, this group will be taking care of the Beaver Springs Nature Trail by picking up trash and reporting any vandalism and any other needs that might arise. The trail brings the opportunity of learning about trees and wildlife that are abundant on the trail; and

WHEREAS, Service learning began last year when the group started a successful recycling program in September 2010 and started picking up trash around the elementary school and surrounding areas. On 9-11 the group made posters letting our local fire and police department know how much they appreciate them; and

WHEREAS, future projects include adopting a village within the state and to collect toys for Christmas. They will stay in contact with the village throughout the year by being pen pals to the children that receive the toys. The 4-H group will also work with North Pole Beautification Committee and other local agencies on the new 5th Avenue Park which will be a great place for our youth and their families as well as others in our community; and

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

NOW, THEREFORE I, Douglas W. Isaacson, Mayor of the City of North Pole, do hereby proclaim The 21st Century Community Learning Center, North Pole Elementary After School Program in partnership with UAF 4-H:

The North Pole City Council

"Service Group of the Month"

For the Month of October 2011

Douglas W. Isaacson, Mayor

ATTEST:

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



Office of the Mayor
City of North Pole

Proclamation

WHEREAS, October is National Breast Cancer Awareness Month (NBCAM). National Breast Cancer Awareness Month helps to educate women about the importance of early detection for breast cancer; and

WHEREAS, since the program began in 1985, mammography rates have more than doubled for women age 50 and older and breast cancer deaths have declined but there are still women who do not take advantage of early detection at all and others who do not get screening mammograms and clinical breast exams at regular intervals; and

WHEREAS, women age 65 and older are less likely to get mammograms than younger women, even though breast cancer risk increases with age. Hispanic women have fewer mammograms than Caucasian women and African American women; and

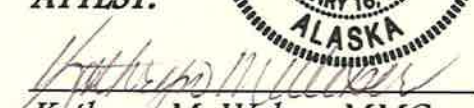
WHEREAS, women below poverty level are less likely than women at higher incomes to have had a mammogram within the past two years and that mammography use has increased for all groups except American Indians and Alaska Natives.

NOW, THEREFORE BE IT RESOLVED, in recognition of the fact that mammography is the best available method of detecting breast changes that may be cancer, long before physical symptoms can be seen or felt, and that breast cancer deaths could decline further if all women age 40 and older received mammograms at regular intervals, I, Douglas W. Isaacson, mayor of the City of North Pole, Alaska, do hereby proclaim October as:

National Breast Cancer Awareness Month

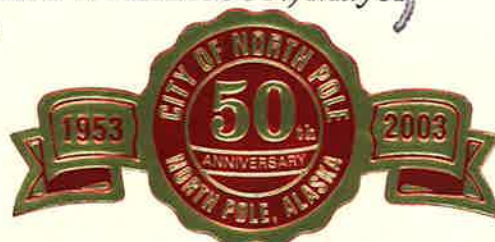
and urge all women and their families in North Pole and Alaska to get the facts about mammography.

ATTEST:


Kathryn M. Weber, MMC
North Pole City Clerk




DOUGLAS W. ISAACSON, Mayor



**Office of the Mayor
Fairbanks North Star Borough
Alaska**

Proclamation

WHEREAS, the health of our citizens is a major concern and responsibility of health care professionals serving the citizens of Fairbanks; and

WHEREAS, qualified practitioners who specialize in the use of medical radiation and imaging technology to aid in the diagnosis and treatment of disease share a commitment to bring the people of this community a safer, more compassionate environment now and in the future; and

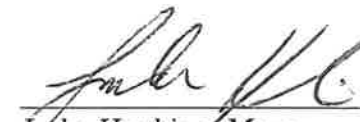
WHEREAS, professionals in the radiologic sciences are dedicated to the highest standard of professionalism and continually maintain those standards through education, lifelong learning, credentialing and personal commitment; and

WHEREAS, November 6-12, 2011, has been designated National Radiologic Technology Week to focus on the safe medical radiation environment provided through the skilled and conscientious efforts of radiologic technologists; and

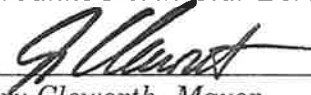
WHEREAS, the theme this year is "One Goal One Passion" RT's joined in patient care:

NOW, THEREFORE, I, Luke Hopkins, Mayor of the Fairbanks North Star Borough, and I, Jerry Cleworth, Mayor of the City of Fairbanks, Douglas W. Isaacson, Mayor of the City of North Pole, urge all of our citizens to recognize this event and participate in its observance on November 6-12, 2011, as "Radiologic Technology Week" in Fairbanks.

IN WITNESS WHEREOF, we have hereunto set our hands this 29th day of September 2011.




Luke Hopkins, Mayor
Fairbanks North Star Borough

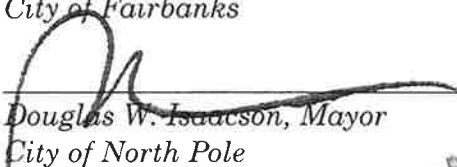


Jerry Cleworth, Mayor
City of Fairbanks

ATTEST:



Mona Lisa Drexler, MMC
Municipal Borough Clerk



Douglas W. Isaacson, Mayor
City of North Pole



125 Snowman Lane
North Pole, AK 99705
P: 907-488-8583
F: 907-488-3002
C: 907-388-2728
Email: Kathy@northpolealaska.com

**City of North Pole
Office of the City Clerk/HR Mgr**

Memo

To: North Pole City Council
From: Kathy Weber
Date: 10/17/11
Re: Certification of October 4, 2011 Regular City Election

Attached for your review and certification is the report of the Election Canvass Board for the Regular Municipal Election held on October 4, 2011.

The proper motion to certify the election is:

"move that the City Council accept the report of the Election Canvass Board and declare that the Regular City Election of October 4, 2011 was validly held.

In reviewing the October 4, 2011 Regular City Election, the Canvass Board found no irregularities in the election. I ask for your concurrence of the Report of the Canvass Board.

See Attachments

REPORT OF ELECTION CANVASS BOARD

We, the undersigned, duly appointed at the regular assembly meeting of September 8, 2011 to serve as canvass board judges in the Municipal Election of October 4, 2011 do hereby certify that we have examined in detail all absentee and questioned ballots, original and questioned registers, for each of the 41 voting precincts of the Fairbanks North Star Borough.

Upon completion of the canvass, it is our opinion that the attached summary of election returns, as compiled by the borough clerk, accurately reflects the totals shown on the Certificate of Election Returns by the election board of each voting precinct.

Ruby Liddle

Miss Jackovich

Deanna Myrie

Jeanne Byrnes

Brenda Bickel
Chairperson

Lorrie A. Bonford

Election Summary Report
2011 Regular Election
Summary For Jurisdiction Wide, All Counters, All Races
FNSB, City of Fairbanks, City of North Pole
Unofficial Results

Date:10/11/11
Time:17:01:05
Page:1 of 3

Registered Voters 69243 - Cards Cast 20871 30.14%

Num. Report Precinct 42 - Num. Reporting 42 100.00%

Borough Assembly Seat D

Number of Precincts	Total	
Precincts Reporting	42	
Times Counted	42	100.0 %
Total Votes	17091/69243	24.7 %
Michael Dukes	15514	
Van Lawrence	8047	51.87%
Write-in Votes	7375	47.54%
	92	0.59%

Borough Assembly Seat E

Number of Precincts	Total	
Precincts Reporting	42	
Times Counted	42	100.0 %
Total Votes	17091/69243	24.7 %
Guy Sattley	14637	
Aaron Bennett	4705	32.14%
Leslie McFarlane	2439	16.66%
Michael Palembas	2054	14.03%
John Kohler, Jr.	306	2.09%
Ed King	1656	11.31%
Write-in Votes	3374	23.05%
	103	0.70%

Borough Assembly Seat H

Number of Precincts	Total	
Precincts Reporting	42	
Times Counted	42	100.0 %
Total Votes	17091/69243	24.7 %
John Davies	15392	
Joshua Bennett	8279	53.79%
Joe Blanchard II	3225	20.95%
Write-in Votes	3808	24.74%
	80	0.52%

School Board Seat E

Number of Precincts	Total	
Precincts Reporting	42	
Times Counted	42	100.0 %
Total Votes	17091/69243	24.7 %
John Thies	11307	
Write-in Votes	10773	95.28%
	534	4.72%

School Board Seat F

Number of Precincts	Total	
Precincts Reporting	42	
Times Counted	42	100.0 %
Total Votes	17091/69243	24.7 %
Sean Rice	11327	
Write-in Votes	10924	96.44%
	403	3.56%

Election Summary Report
2011 Regular Election
Summary For Jurisdiction Wide, All Counters, All Races
FNSB, City of Fairbanks, City of North Pole
Unofficial Results

Date:10/11/11
Time:17:01:05
Page:2 of 3

Registered Voters 69243 - Cards Cast 20871 30.14%

Num. Report Precinct 42 - Num. Reporting 42 100.00%

School Board Seat G			
	Total		
Number of Precincts	42		
Precincts Reporting	42	100.0 %	
Times Counted	17091/69243	24.7 %	
Total Votes	12301		
Ryan Smith	4429	36.01%	
Sharon McConnell	7618	61.93%	
Write-in Votes	254	2.06%	

FNSB Prop 1 (Ryan School Bonds)			
	Total		
Number of Precincts	42		
Precincts Reporting	42	100.0 %	
Times Counted	17091/69243	24.7 %	
Total Votes	16064		
YES	9628	59.94%	
NO	6436	40.06%	

FNSB Prop 2 (Air Quality)			
	Total		
Number of Precincts	42		
Precincts Reporting	42	100.0 %	
Times Counted	17091/69243	24.7 %	
Total Votes	16869		
YES	6859	40.66%	
NO	10010	59.34%	

FNSB Prop 3 (Sch Bonds - Cap Proj)			
	Total		
Number of Precincts	42		
Precincts Reporting	42	100.0 %	
Times Counted	17091/69243	24.7 %	
Total Votes	16630		
YES	10262	61.71%	
NO	6368	38.29%	

FBKS City Council Seat E			
	Total		
Number of Precincts	14		
Precincts Reporting	14	100.0 %	
Times Counted	3471/21185	16.4 %	
Total Votes	3042		
Mike Walleri	1132	37.21%	
David B. Lerman	334	10.98%	
Lloyd Hilling	1544	50.76%	
Write-in Votes	32	1.05%	

Election Summary Report
2011 Regular Election
Summary For Jurisdiction Wide, All Counters, All Races
FNSB, City of Fairbanks, City of North Pole
Unofficial Results

Date:10/11/11

Time:17:01:05

Page:3 of 3

Registered Voters 69243 - Cards Cast 20871 30.14%

Num. Report Precinct 42 - Num. Reporting 42 100.00%

FBKS City Council Seat F

	Total	
Number of Precincts	14	
Precincts Reporting	14	100.0 %
Times Counted	3471/21185	16.4 %
Total Votes	2923	
Tim Sovde	663	22.68%
John Eberhart	2223	76.05%
Write-in Votes	37	1.27%

City of FBKS Prop No. 1 (Police Station)

	Total	
Number of Precincts	14	
Precincts Reporting	14	100.0 %
Times Counted	3471/21185	16.4 %
Total Votes	3403	
YES	2570	75.52%
NO	833	24.48%

City of North Pole Council

	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Times Counted	309/1584	19.5 %
Total Votes	269	
Nelson, Derrick N.	210	78.07%
Write-in Votes	59	21.93%

City of North Pole Prop 1 (Utility Loan)

	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Times Counted	309/1584	19.5 %
Total Votes	302	
YES	238	78.81%
NO	64	21.19%

CITY OF NORTH POLE

ORDINANCE 11-06

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING TITLE 4, CHAPTER 4.10.010, USER FEES**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement;
and

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the
requirements of the City and to provide clarification as needed.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of North Pole:

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

Section 2. General Provisions of the North Pole Municipal Code of Ordinances are
amended as follows:

4.10.010 Establishment of User Fees.

The mayor shall examine the services provided by the city and establish a user fee schedule with
council concurrence. The council shall periodically review the user fee schedule and set user
fees as appropriate.(Ord.03-10 §2, 2003)(Ord.05-17 §2,2005)

4.10.020 User Fee Schedule

Ambulance Fee	\$800.00
Ambulance Fee Discount for North Pole Residents	-\$800.00 \$300.00
Ambulance/Patient transport mileage (loaded miles)	\$11.00 per mile
Ambulance/Patient transport mileage (loaded miles) Discount for North Pole Residents	-\$11.00 per mile
Emergency Fire equipment response to motor vehicle accident	\$200.00
Emergency Fire equipment discount for North Pole Residents	-\$200.00
Ambulance Run Reports to Insurance Companies	\$ 25.00
Audio Tape Recording of Public Meetings or any other CD/DVD (fee collected when ordering, per tape)	\$ 10.00
Building Permit Fees	Based on building evaluation and 1997 Uniform Administrative Code
City Annual Business License	\$ 50.00
City Business/Sales Tax Mailing Labels (fee collected when ordering)	\$ 25.00
Copies of Public Records	\$1.00 1st pg; \$0.25 thereafter
City Newsletter Mailing Labels	\$ 25.00
Declaration of Candidacy Filing Fee	\$ 25.00
Faxes send/receive local calling area (per page)	\$ 1.00

Faxes send long distance in U.S. only (per page)	\$ 2.00
Fingerprinting per card	\$ 20.00
Fireworks Annual Permit to Retail Vendor of Class "C" Fireworks	\$3,000.00
Hydrant Meter Charge	\$ 50.00/mo.(min)
Hydrant Meter Water Usage Rate	\$ 0.02/Gallon
Notary Services per document	\$5.00
Plan Specifications Copies (per set)	\$ 25.00
Police Reports to Insurance Companies	\$ 25.00
Photo Copy Fee (per page)	\$0.25
Water/Sewer Connection Inspection Fee	\$ 50.00 each
Residential Water/Sewer Tie-in Fees (per NPMC 13.08.090 B.1)	\$ 750.00 each
Residential Water/Sewer Tie-in Fees Developer-financed (per NPMC 13.08.090 B.2)	\$ 500.00 each
Commercial Water/Sewer Tie-in Fees (per NPMC 13.08.090 B.3)	\$ 1,500.00 each
Commercial Water/Sewer Tie-in Fees (per NPMC 13.08.090 B.4)Developer financed	\$1,000.00 each
Residential Water Meter Replacement	\$ 100.00
Commercial Water Meter Replacement	At replacement cost
Water meter monitor replacement	\$ 100.00

(Ord.03-10 Chapter 4.10, 2003)(Ord.06-11 §2(part), 2

Section 3. Effective Date. This ordinance shall be effective at 5:00 pm on the first City business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 20th day of September, 2010.

DOUGLAS W. ISAACSON, Mayor

ATTEST:

KATHRYN M WEBER, CMC, City Clerk



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

September 29, 2011

City of North Pole
 125 Snowman Lane
 North Pole AK 99705

Dear Mayor Isaacson and City Council Members:

This letter is in regards to Fairbanks Convention and Visitors Bureau (FCVB) requesting the 2nd Quarter 2011 allotment of the North Pole City bed tax of \$1020.50. The bed tax monies reinvested into destination marketing were expended to help fund the following:

The Bed Tax Revenue collection through August 2011 (see North Pole monthly attached):

Bed Tax Year To Date Dollar Change through August				
	2011	2010	Net Gain/Loss	
Borough	1,058,805.56	989,402.61	69,403	7.01%
Fairbanks	1,974,542.62	2,042,150.61	-67,608	-3.3%
North Pole	67,023.01	52,721.52	14,301	27.1%
Totals	3,100,371.19	3,084,274.74		
		Overall Net Gain/Loss	16,096	0.52%

The Tourism department has been busy hosting numerous familiarization tours, see attached Tourism Department 2011 FAMS schedule. They also attended the 2011 POW WOW Convention as well as currently Ed Malen is participating in JATA and attended the Japan workshops and Greg Allison will be attending 2011 Routes Conference with Angie Spears from Fairbanks International Airport in Berlin.

Our Director of Communications, Amy Geiger has been busy hosting a multitude of press and travel writers, see attached Summer Press Tour schedule. One of the articles Michelle Newman is working on is "Sasha in Santaland" that she hopes to publish in AAA Magazine. Michelle travels throughout the country with Sasha, her 16-year-old Chihuahua and has published numerous articles as well as video on traveling with your pet.



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7 Days of Solstice, an all-expense-paid experience for the Lawson family in the Interior of Alaska, social media marketing campaign was successful. Annie Duffy, our Internet Marketing Associate worked with the Lawson family to help them with the posting, reposting and tweeting of the events they participated in. See the attached posting of their time in North Pole.

Our Meetings & Convention department hosted their Anchorage Blitz in April where they had 21 appointments and met with 31 meeting planners. They hosted a meeting planner luncheon in Anchorage with 45 attendees. Currently they are working on their next UAF Luncheon where they will be meeting with 45 meeting planners. 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, see attached press release. Helen Renfrew and Amy Geiger attended the 2011 Outdoor Writers Association of America in Salt Lake City Utah to help them prepare for next year. From the information gathered during the 2011 3 day Conference, most of the 2012 participants plan to extend their trip to 7-10 days to allow for pre and post conference excursions. At our Membership luncheon on October 12th Chris Batin will be presenting an exciting overview of the 2012 conference and potential for the Interior as well as ways to become involved.

From January through July 2011, FCVB Visitor Services staff greeted nearly 60,000 visitors at the Morris Thompson Cultural and Visitors Center. FCVB also staffs the information center at Pioneer Park as well providing bilingual speaking Visitors Information Specialists for Japan Airline and Condor flight arrivals at the airport.

Karen Lane and Charity Gadapee headed up the Fairbanks Ninth Alaska Visitor Industry Walk for Charity known as the “4K Graze”. With 600 walkers registered they raised \$25,863 for the 50 registered 501(c)(3) charities, the grand total for nine years is \$218,925 raised for local charities.

Deb Hickok’s term as chair of Alaska Travel Industry Association will be culminate at the ATIA Convention in Juneau October 3-6, 2011. As Chair this year she has been faced with some unprecedented challenges but over the summer the ATIA Board of Directors came together, developed and re-confirmed the direction they would like to see ATIA and the State of Alaska proceed in the future. See attached email, “Where do we go from here?”



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At the August FCVB Board of Directors meeting the Board authorized additional funds up to \$50,000 to be directed towards Condor marketing program, as requested by Condor representative Herwig Oberhuber. Andy Anger, Deb Hickok and Greg Allison held a conference call with Herwig committing the funds to their marketing program. They had a very successful conversation with them about their continued service in 2012 same configuration as 2011 and possible future growth.

We are looking forward to an increase from the 12 Japan Airline charter flights (JAL) in winter 2010-2011 to 18 charters this coming winter 2011-2012. They will be running from December through March 30, 2012, see attached schedule.

The Morris Thompson Cultural and Visitors Center is planning the last of the interpretive exhibits adjacent to the lobby area. The theme of this “Gateway” exhibit is “Open the door and let me discover Interior and Arctic Alaska.” The intent of these exhibits is to excite visitors about the things to see and do in Alaska; to encourage them to ask questions from the FCVB Visitors Services staff and NPA park rangers located in the lobby area; and, most importantly, to get them out to experience Alaska. To that end we are gathering objects that will be displayed in the “Gateway”, photos or small objects that depicts your organization. If you have questions or would like to donate please contact Ashley Ritenour, Executive and Tourism Coordinator at 459-3771 or aritenour@explorefairbanks.com.

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.

Upcoming FCVB luncheons are October 12, OWAA presentation by Chris Batin; November 16, Website presentation by Annie Duffy, FCVB Internet Marketing Associate; December 7, Annual Meeting with presentation from Board of Director Candidates.

Sincerely,

Dawn Murphy
Finance and Administrative Director
Fairbanks Convention and Visitors Bureau



October 12, 2011

City of North Pole
Mayor Isaacson & City Council
125 Snowman Lane
North Pole, AK 99705

RE: NPEDC 3rd Quarter 2011 Bed Tax Request

Mayor Isaacson & Council Members,
I'd like to provide you with a brief overview on the activities of the North Pole Economic Development Corporation during the 3rd quarter of 2011.

In July, NPEDC was active with a variety of other community organizations and events, providing funding, support, and working booths for a handful of events including 4th of July Summer Fest and Jingle in July. Buzz & Kathy also represented North Pole in Anchorage at the AEDC Annual meeting. They were able to meet and network with business decision makers and economic development professionals from around the state and get the word out that North Pole is open for business.

August was quite busy finalizing the paperwork and permitting to secure Alaska DOT approval for landscaping projects we're spearheading around the North Pole area, including the project currently under way at the southbound off-ramp of the Richardson Highway.

In September, we were finally able to break ground on the above referenced landscaping project after nearly a year's worth of planning and permitting. We're nearing completion at this time, and are excited for the residents of North Pole to see the finished product. Even now, we're planning additional projects for around North Pole, and doing our part to help raise the civic pride and quality of life of our great city. As you know, quality of life is a critical aspect of community and economic development.

In September, as you know, we gear up to support the fundraising and logistical efforts of Christmas in Ice. Christmas in Ice is a relatively new organization, and provides a big economic impact for North Pole during the holiday season and the sometimes slow winter months. We're happy to help them with this endeavor.

Looking ahead, we'll be launching a new website by the middle of October providing a host of tools and information for both residents of North Pole, and those looking to relocate or move their business to the North Pole area. We also have big plans for the upcoming holiday season and into 2012.

We appreciate the Administration's and the Council's understanding of the importance of encouraging and supporting economic development in the North Pole area. Please consider this our official request for disbursement of our portion of the funds collected through the North Pole Bed Tax during the 3rd quarter of 2011 as outlined in North Pole City Ordinance 4.09.

If you have any questions, feel free to let me know.

Thanks,

A handwritten signature in black ink that reads "Paul Brown".

Paul Brown
President, Board of Directors



North Pole Economic Development Corp.
Balance Sheet
As of September 30, 2011

	<u>Sep 30, 11</u>
ASSETS	
Current Assets	
Checking/Savings	
NPEDC	21,599.24
Total Checking/Savings	<u>21,599.24</u>
Accounts Receivable	
Accounts Receivable	5,750.00
Total Accounts Receivable	<u>5,750.00</u>
Total Current Assets	<u>27,349.24</u>
TOTAL ASSETS	<u>27,349.24</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	49.69
Total Accounts Payable	<u>49.69</u>
Other Current Liabilities	
Payroll Liabilities	
Fed W/H	502.00
FICA	902.10
Med	251.54
SUTA	267.15
Payroll Liabilities - Other	26.37
Total Payroll Liabilities	<u>1,949.16</u>
Total Other Current Liabilities	<u>1,949.16</u>
Total Current Liabilities	<u>1,998.85</u>
Total Liabilities	1,998.85
Equity	
Opening Balance Equity	33,376.83
Unrestricted Net Assets	7,957.21
Net Income	-15,983.65
Total Equity	<u>25,350.39</u>
TOTAL LIABILITIES & EQUITY	<u>27,349.24</u>

North Pole Economic Development Corp.

Profit & Loss

July through September 2011

	Jul - Sep 11
Ordinary Income/Expense	
Income	
2000 - Ordinary Income	
2010 - Government Contributions	24,073.04
2020 - Corporate Contributions	-1,800.00
2030 - Individual Contributions	-300.00
2040 - Sponsorships	20,000.00
2060 - Program Income	250.00
Total 2000 - Ordinary Income	42,223.04
Total Income	42,223.04
Expense	
3000 - Administration	
3010 - Executive Director	7,500.00
3030 - Vehicle & Mileage Reimb.	1,500.00
3000 - Administration - Other	0.00
Total 3000 - Administration	9,000.00
4000 - Operations	
4010 - Office Expense	64.99
4020 - Office Supplies	171.17
4030 - Dues & Subscriptions	250.00
4040 - Postage & Mailing	193.97
4200 - Insurance	1,555.00
Total 4000 - Operations	2,235.13
5000 - Facilities & Equipment	
5010 - Rent	1,500.00
Total 5000 - Facilities & Equipment	1,500.00
5100 - Utilities	
5110 - Electricity	150.00
5130 - Phones & Internet	644.19
Total 5100 - Utilities	794.19
6000 - Marketing & Outreach	
6010 - Advertising	100.00
6030 - Printing	840.75
6040 - Donations & Sponsorships	514.06
6050 - Web Hosting	29.90
6000 - Marketing & Outreach - Other	1,475.28
Total 6000 - Marketing & Outreach	2,959.99
6200 - Programs	
6220 - Beautification Projects	11,218.65
Total 6200 - Programs	11,218.65
7000 - Professional Services	
7020 - Accounting Fees	150.00
7040 - Other Professional Fees	250.00
Total 7000 - Professional Services	400.00
Payroll Expenses	
FICA	537.79
Gross Wages	7,878.89
Med	125.77
SUTA	216.85
Payroll Expenses - Other	26.37
Total Payroll Expenses	8,785.67
Pending	2,410.62
Total Expense	39,304.25
Net Ordinary Income	2,918.79
Net Income	2,918.79

CITY OF NORTH POLE
BED TAX - Ordinance 09-14
GL Acct: 01 00 00 5817
Quarterly Disbursements
For the Year Ended December 31, 2011

Amts are booked in the month they are received. At year, end the taxes received in January are accrued back to December, in accordance with GAAP.

					AMOUNTS APPLICABLE TO EACH ORGANIZATION					
Month	Amount	0.15 Retention	0.85 Distribution		01 02 00 7204 NP Economic Development 50%	01 02 00 7201 NP Chamber 30%	01 02 00 7203 Christmas In Ice 15%	01 02 00 7205 FCVB 5%	Total	
January	-									
February	1,313.34									
March	2,291.49									
Total 1st Quarter	3,604.83	540.72	3,064.11		1,532.05	919.23	459.62	153.21	3,064.11	
April	2,927.86									
May	4,762.92									
June	7,446.07									
Total 2nd Quarter	15,136.85	2,270.53	12,866.32		6,433.16	3,859.90	1,929.95	643.32	12,866.32	
July	11,802.77									
August	17,684.72									
September	19,220.83									
Total 3rd Quarter	48,708.32	7,306.25	41,402.07		20,701.04	12,420.62	6,210.31	2,070.10	41,402.07	
October										
November										
December										
YE Accrual										
Total 4th Quarter	-	-	-		-	-	-	-	-	
TOTALS	67,450.00	10,117.50	57,332.50		28,666.25	17,199.75	8,599.88	2,866.63	57,332.50	57,332.50

Per North Pole Chamber of Commerce's request for third quarter bed tax - They will receive \$12,420.62.

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-2281
(907) 488-3002 (fax)
bill@northpolealaska.com

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: October 11, 2011
Subject: Skid Steer Loader bid recommendation

Background

The City received a \$50,000 grant from the Department of Transportation and Public Facilities. The money is federal pass through from the Congestion Mitigation and Air Quality (CMAQ) program. The City submitted and was awarded the grant with the intention that the City would plow and sweep pedestrian and bicycle paths throughout its jurisdiction.

Recommendations

1. Award project to lowest cost bidder, Craig Taylor Equipment for \$26,189.44 for a S160 Bobcat Skid Steer Loader.
2. Purchase all of the added alternates from Craig Taylor Equipment for a total of \$19,601.71
3. Use the balance of the project funds, \$4,208.85, to purchase a trailer for transporting the skid steer loader. With the trailer include necessary equipment to tie down the skid steer and removable wheel locks to prevent theft of the trailer.
4. If there are any grant funds available after the purchase of a trailer, apply these funds to the purchase of replacement brushes for the angle broom and/or sweeper.

Bid Results

In response to the published Request for Bids for a Skid Steer Loader, four bids were received (one firm included two separate bids). The bids were opened at 3:00 PM on October 10, 2011.

The bid results are the following:

Bidder	Bid amount
Craig Taylor	\$26,189.44
Equipment Source	\$53,716.00
Equipment Source	\$62,286.00
Airport Rental	\$35,990.00

The RFB also included a list of added alternates. The purpose of the added alternates was to receive a list of prices for attachments for the skid steer and to purchase as many of the attachments as the balance of the remaining grant funds would permit. The added alternates and the price provided by the low-cost bidder include the following:

• Snow plow	\$2,496.34
• Angle broom	\$5,248.83
• Replacement broom	\$574.04
• Sweeper	\$3,566.63
• Replacement sweeper broom	\$474.94
• Dust control kit	\$1,522.90
• Pallet forks	\$758.05
• Snow blower	\$4,959.98
• TOTAL	\$19,601.71

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
bill@northpolealaska.com

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: October 11, 2011
Subject: Heating Fuel Bid Recommendation

Recommendation

Accept heating fuel bid from Alaska Aero Fuel. Of the four bidders, Alaska Aero Fuel had the lowest prices for its combined delivery charges and rack prices for both #1 and #2 heating fuels.

The City received four bids to supply heating fuel for its municipal facilities for the period January 1, 2012 to December 31, 2012. All bids were based upon the rack price plus delivery and other charges. Based upon the bid conditions, any changes in the rack price will be passed on to the City.

Again this year, I requested bidders to provide prices for #1 and #2 heating fuel. The Utility Department wanted to determine if the cost differential was small enough to justify continuing to use #1 heating fuel to reduce boiler maintenance. Attached are summary tables of the bid prices.

The Utility Department will not use #1 heating fuel this heating season. The \$0.07 higher cost of #1 versus #2 heating fuel will increase fuel charges for the Utility by approximately \$4,000 based upon the current rack price. We determined that the increased cost exceeded labor savings related to boiler maintenance.

**City of North Pole
Heating Fuel Bid Summery
for January 1, 2012 to December 31, 2012**

#1 Heating Fuel

Company	Delivery & Other Charges	Rack Price (date of refinery quote)	Total per gallon price
Alaska Aero Fuel	\$0.08	\$3.50	\$3.58
		10/6/11	
Fairbanks Fuel	\$0.0975	\$3.50	\$3.5975
		10/10/11	
Sourdough Fuel	\$0.15	\$3.50	\$3.65
		10/10/11	
Alaska Petroleum	\$0.09	\$3.50	\$3.59
		10/10/11	

#2 Heating Fuel

Company	Delivery & Other Charges	Rack Price (date of refinery quote)	Total per gallon price
Alaska Aero Fuel	\$0.08	\$3.43	\$3.51
		10/6/11	
Fairbanks Fuel	\$0.0975	\$3.43	\$3.5275
		10/10/11	
Sourdough Fuel	\$0.15	\$3.43	\$3.58
		10/10/11	
Alaska Petroleum	\$0.09	\$3.43	\$3.52
		10/10/11	

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
bill@northpolealaska.com

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: October 11, 2011
Subject: Surplus equipment bid recommendation: Boom Truck

Recommendation

Sell the boom truck to M.D. Smith for \$2,711.00

Notification of the surplus sale of the boom truck was in the Fairbanks Daily News Miner four days over two weekends. The boom truck was offered for sale due to its deteriorating condition and safety concerns.

The City received three bids for the boom truck:

Bidder	Amount
M.D. Smith	\$2,711.00
Donald Davis	\$2,163.00
John Ritter	\$1,605.00

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-2281
(907) 488-3002 (fax)
bill@northpolealaska.com

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: October 13, 2011
Subject: Professional agreement for bid preparation and bid assessment for Utility Garage Project

Background

The City has received a Municipal Matching Grant for \$525,977 to assist with the construction of a utility garage. The utility will provide a minimum of 30% match for the project. The utility will build the garage on a City owned property on Homestead Road. Geotechnical analysis of the site has been conducted. Jantz Associates has performed well and at reasonable rates on prior construction projects for the City. Jantz Associates was asked to generate a professional agreement where they would provide bid preparation and assist the utility with assessment of bid submissions for a design-build utility construction project. The intention is to develop a request for bid during the late fall 2011 and release the RFB in mid winter 2012. The goal is to begin construction of the utility garage during the 2012 construction season and to occupy the building by early fall 2012.

Recommendations

Accept the attached professional agreement with Jantz Associates, Inc. with the changes detailed in the attached email from Merle Jantz dated October 12, 2011 at a cost not to exceed \$26,665 for the purposes to provide bid development and bid assessment services for the Utility Garage Project.

October 10, 2011

Mr. William Butler, Director of City Services
City of North Pole
125 Snowman Lane
North Pole, Alaska 99705

RE: City of North Pole Utility Garage
Fee Proposal

Dear Mr. Butler,

Thank you for asking Jantz Associates to help with your proposed project. The following paragraphs outline my understanding of the project scope, services to be provided by Jantz Associates, and the associated fees. This understanding is based on preliminary planning work Jantz Associates has completed for you over the past few months.

Scope of the Project

I understand the City wishes construct a garage for the Utility Department. The building will be 60' x 100' pre-engineered metal building with foam insulated metal panels. A copy of the preliminary plan prepare by Jantz Associates is attached which serve as the basis of this proposal. The site is located on Homestead Road next to the airport.

Scope of Services

Jantz Associates will provide architectural, structural, mechanical, electrical, and civil services to prepare a Design/Build criteria package needed to secure proposals from qualified contractors. This proposal is offered with the understanding that:

1. The building will be a pre-engineered metal building and Jantz Associates will provide the design criteria for the building. The siding/thermal enclosure will be foam insulated metal panels.
2. A second floor over the office area is included for light storage (125# per sf).
3. The floor slab will need to be designed for heavy wheel loads.
4. The City has provided a Geotechnical report for use in preparing the D/B package.
5. The entire building design will be provided by the contractor.
6. A radiant floor heating system is desired. Garage ventilation will be code minium.

7. Ventilation in the office area will be provided by operable windows.
8. Electrical design will include power for mechanical equipment and basic building loads. Power and lighting requirements will be required to be energy efficient.
9. Fire alarm and sprinkler systems will not be included.

This proposal specifically excludes:

1. Services associated with the identification of or abatement of hazardous materials that may be encountered as part of the design or construction phases of this project.
2. Actual design of any part of the project.
3. Preparation of shop drawings.

Fees

Design/Build Package Services

For this part of the services, I propose a lump sum fee of \$16,340 allocated as indicated in the attached Fee Work Sheet - By Phase. This includes all work performed to date on this project.

Bidding and Bid Evaluation Services

Jantz Associates and their consultants are available as needed. A time and expenses fee is proposed for this service as indicated on the attached Fee Work Sheet - By Phase. This is budget amount and not a maximum.

Construction Services

A time and expenses fee is proposed for this service as indicated on the attached Fee Work Sheet - By Phase. This is budget amount and not a maximum.

Reimbursable Expenses

Jantz Associates will be reimbursed for Other Direct Costs at actual cost plus 10%. Other Direct Costs include the cost of travel and out-of-town living expenses, long-distance communications, reproduction, mailing, and photographic production techniques, and any state or local taxes imposed where the project is located. For budget considerations, Jantz Associates estimates cost for Reimbursable Expenses to be \$500.

Invoices will be prepared monthly and are due within 15 days of the date of the invoice. Interest at the rate of 1% per month on the unpaid balance will be added starting 30 days after the date of the invoice.

JANTZ ASSOCIATES

Mr. Butler - Page 3
October 10, 2011

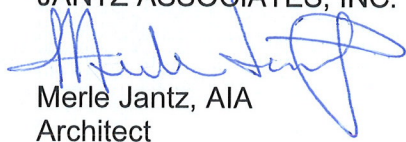
The attached Agreement for Professional Services Terms & Conditions apply. Additionally, a draft Standard Form of Agreement AIA Document B105 - 2007 is attached for your review.

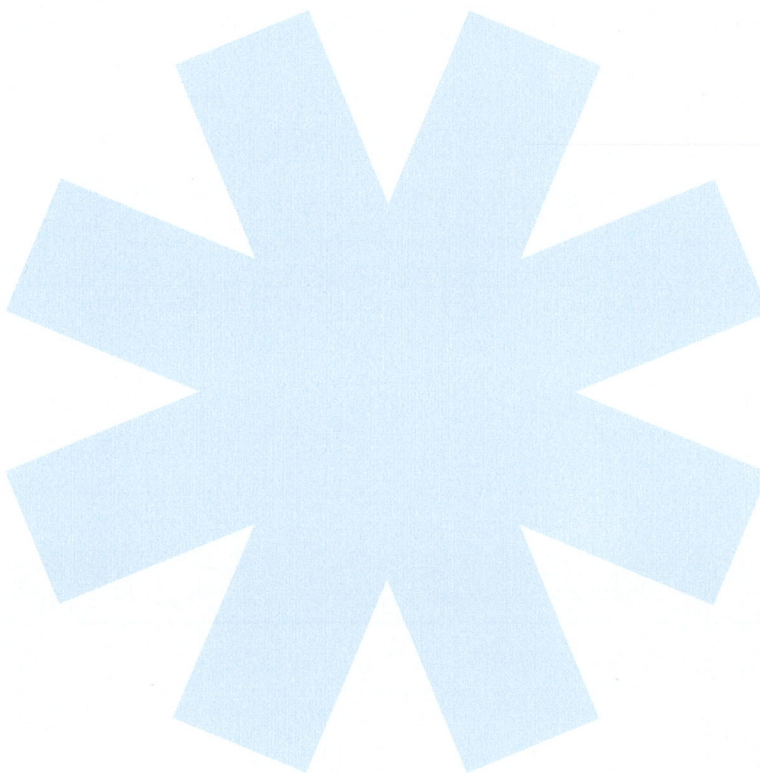
We are standing by and are prepared to continue as soon as signed agreement is available.

Call if you have questions. I am available to discuss any part of this proposal in detail.

Sincerely,

JANTZ ASSOCIATES, INC.


Merle Jantz, AIA
Architect



JANTZ ASSOCIATES

FEE WORK SHEET - BY PHASE

PROJECT: City of North Pole Utility Garage

Date: 10/10/11

Construction Cost: \$850,000 - \$1,000,000

Project Phase					
Discipline		Design/Build Package	Bidding & Bid Eval	Const Phase Service	Total
Professional Fees					
Architectural		\$7,500	\$1,875	\$1,250	\$10,625
Civil Eng.		\$1,200	\$1,200	\$600	\$3,000
Structural Eng.		\$1,200	\$1,200	\$600	\$3,000
Mechanical Eng.		\$1,200	\$1,200	\$600	\$3,000
Electrical Eng.		\$1,440	\$1,200	\$600	\$3,240
Estimating		\$3,800			\$3,800
Total:		\$16,340	\$6,675	\$3,650	\$26,665
		Lump Sum	Time & Expense		
Reimbursable Expense Allowance:					
Printing		\$500	\$0	\$0	\$500
Long Dist. Phone			\$0	\$0	\$0
Misc & Photos			\$0	\$0	\$0
Total Allowance		\$500	\$0	\$0	\$500

JANTZ ASSOCIATES

**AGREEMENT FOR PROFESSIONAL SERVICES
TERMS & CONDITIONS**

1. **Services by Staff and Officers:** Fees for services are based on the number of hours expended on the project, including travel, by **Jantz Associates, Inc. (JAI)** personnel, unless lump sum fees have been proposed, at the hourly rate for that class listed below.
2. **Professional Services: Fees per hour**

Principal	125.00	Project Architect	115.00	Architect	100.00
Drafting	65.00	Clerical	45.00		
3. **Direct Expenses (Reimbursables):** Mileage fees of \$0.35 per mile will be charged for out-of-town travel in Jantz's vehicles. Other expenses incurred that are directly attributable to the project will be invoiced at *Jantz Associates, Inc.'s (JAI's)* cost plus 10%. Such charges include but are not limited to subcontractors' fees, out-of-town travel, photographs, copier reproduction costs, special instrumentation and field equipment rental, fees and permits, premiums for additional or specific insurance where required, long distance telephone charges, and out-of-town delivery charges.
4. **Billing:** Invoices will be prepared monthly unless otherwise agreed to in writing and are payable upon receipt. Interest of 1.0% per month will be payable on any amounts not paid within 30 days.
5. **Use of Subcontractors:** It is agreed that *JAI* may issue subcontracts to subconsultants and/or subcontractors, without your prior approval, for services including, but not limited to, structural, mechanical, & electrical design, cost estimation, and surveying. When subconsultants and/or subcontractors are used, the total cost of their services will be marked up ten percent (10%).
6. **No Warranty:** *JAI* provides professional services. *JAI* makes no guarantees or warranties, express or implied, that the professional services performed under this agreement will be without error or flaw in judgement. *JAI* will exercise that degree of skill, care, and judgement commensurate with the professional standards for services of a similar nature. *JAI* shall not be liable under any other standard of performance.
7. **General Liability Limitation:** *JAI* agrees to indemnify and hold you harmless on account of liability due to bodily injury or property damage caused by *JAI's* negligent operational acts, but *JAI's* liability under this indemnity and hold harmless obligation will be limited to the coverage available under *JAI's* comprehensive general liability insurance. At your request, *JAI* will purchase additional limits of liability insurance that you may require, as a separate cost to be borne by you.
8. **Professional Liability Limitation:** *JAI's* liability arising in connection with this Agreement for breach of contract, and negligent acts, errors, or omissions in the performance of professional services hereunder, shall not exceed *JAI's* total invoice amount, for injuries or loss to you or for which you become legally liable, including any claims for costs of defense or other incurred costs. If you are unwilling or unable to limit *JAI's* professional liability to these sums, *JAI* will negotiate the amount of limitation and its' cost. You must notify *JAI* in writing at the time you accept *JAI's* proposal, your intention to so negotiate the amount of limitation and its costs. Absent prior written agreement, *JAI* will proceed on the basis that its total liability is limited to its total invoice amount.
9. **Indemnification:** To the fullest extent permitted by law, you agree to defend, indemnify, and hold *JAI*, its agents, subcontractors, and employees harmless from and against any and all claims, defense costs, including attorney's fees, damages, and other liabilities arising out of or in any way related to *JAI's* performance of this agreement, any reports, *JAI's* presence on the project property, or the presence, release, or threatened release of hazardous substances, or pollutants on or from the project property except to the extent any such claim alleges sole negligence or intentional misconduct on the part of *JAI*, its agents, subcontractors, or employees.
10. **Access/Utilities/Site Conditions:** It is your responsibility to obtain any necessary authorization for *JAI* to have access to the property and any buildings required to perform the contracted services. It is also your responsibility to provide *JAI* with the location of underground utilities. You agree to furnish such reports, data, studies, plans, specifications, documents, and other information deemed necessary by *JAI* for proper performance of its services. *JAI* may rely upon client-provided documents in performing the services required under the Agreement. Documents you have provided will remain your property.

JAI has no control over information supplied by others (Client, utilities, other consultants, etc.) and has no obligation to verify its accuracy unless verification of such information is specifically listed in the scope of professional services.
11. **Reports Recommendation, and Ownership of Documents:** Reports, recommendations, drawings, and other instruments of service resulting from *JAI's* efforts are intended solely for purposes of this Agreement. All reports, field notes, calculations, estimates and other documents which are prepared, as instruments of service, shall remain *JAI's* property and we shall retain copyrights to these materials. *JAI* will retain all pertinent records relating to services performed for a period of three years following submission of a report, during which period the records will be made available to you at all reasonable times.
12. **Force Majeur:** Neither party to this Agreement will be liable to the other party for delays in performing the services, nor for the direct or indirect cost resulting from such delays, that may result from labor strikes, riots, war, acts of governmental authorities, extraordinary weather conditions or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.
13. **Other Provisions:** It is agreed that this Agreement is entered into by the parties for the sole benefit of the parties to the Agreement, and that nothing in the Agreement shall be construed to create a right or benefit for any third party. This Agreement shall be governed by the laws of the State of Alaska.

An opinion of construction cost prepared by *JAI* represents *JAI's* judgment as a design professional and is supplied for your general guidance only. Since *JAI* has no control over the cost of labor and material, or over competitive bidding or market conditions, *JAI* does not warrant such estimates.

JAI shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with construction of the project, for the acts or omissions of the contractor(s), subcontractor(s) or any other persons performing construction of the project, or for the failure of any of them to carry out the project in accordance with the contract documents.
14. **Disputes Resolution:** Any controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.
15. **Termination:** Either party may terminate this Agreement by seven (7) days written notice of substantial failure of performance. If this Agreement is terminated, it is agreed that *JAI* shall be paid for labor performed to the termination notice date, plus reimbursable charges.

JANTZ ASSOCIATES

AIA[®] Document B105[™] - 2007

Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project

AGREEMENT made as of the «Tenth» day of «October» in the year «Two Thousand Eleven»

(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

«City of North Pole»« »
«125 Snowman Lane
North Pole, Alaska 99705»
«Telephone Number: 907-488-2281»
« »

and the Architect:

(Name, legal status, address and other information)

«Jantz Associates, Inc.»« »
«1077 Vincent Court
North Pole, Alaska»
«Telephone Number: 907-490-2657»
« »

for the following Project:

(Name, location and detailed description)

«City of North Pole Utility Garage»
«Homestead Road, North Pole»
«Construct 60' x 100' metal building with foam wall and roof panels utilizing the design/build procurement method.»

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

State or local law may impose requirements on contracts for home improvements. If this document will be used for Work on the Owner's residence, the Owner should consult local authorities or an attorney to verify requirements applicable to this Agreement.

ELECTRONIC COPYING of any portion of this AIA[®] Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement in a manner consistent with locally accepted standards for professional skill and care. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

«Services include architectural, civil, structural, mechanical, & electrical engineering to prepare a Design/Build bid package. Further, the Architect and consulting team will be available during the bidding phase to assist the Owner with evaluation of the bids.»

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design/build criteria package including Division 0 & 1 documents. Upon the Owner's approval of the design/build package, the Architect shall assist the Owner to solicit bids from qualified contractors.

During the Bidding Phase, the Architect shall assist the Owner in evaluation of the bids received from contractors. The Owner will issue bid documents, addendum, and maintain records of bidders.

During the Construction Phase, the Architect shall assist the Owner's representative in administration of the Contract between the Owner and Contractor. Generally, the Architect's services during construction include interpreting the Contract Documents, reviewing the Contractor's submittals, visiting the site, reviewing and recommending payments, and rejecting nonconforming Work.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are instruments of the Architect's service and are for the Owner's use solely with respect to this Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the Project or termination of this Agreement, the Owner's right to use the instruments of service shall cease. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect and Architect's consultants shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

«During the Design/Build Package Phase – A lump sum fee of \$16,340. During the Bidding, Bid Evaluation, and Construction Phases – Architect will be paid on a time & expenses basis at current billing rates. Further details are included in Architects proposal dated October 10, 2011. »

The Owner shall pay the Architect an initial payment of «Zero » (\$ «0 ») as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus « Ten » percent («10 » %).

Payments are due and payable upon receipt of the Architect's monthly invoice. Amounts unpaid « Thirty » («30 ») days after the invoice date shall bear interest from the date payment is due at the rate of « one » percent (« 1 » %) «monthly» , or in the absence thereof, at the legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide services not included in Article 1 for additional compensation. Such services may include providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the scope, quality or budget; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; and services not completed within «Eighteen » («18 ») months of the date of this Agreement through no fault of the Architect.

ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

«Jantz Associates proposal dated October 10, 2011 is made part of the agreement. »

This Agreement entered into as of the day and year first written above.

OWNER

ARCHITECT

(Signature)

«Douglas W. Isaacson»«, Mayor»


(Printed name and title)

(Signature)

«Merle Jantz»«, President»

(Printed name and title)

 Reply  Reply to all  Forward    Close  Help

 You replied on 10/13/2011 11:55 AM.

From: Merle Jantz [merle@jantz.net]

Sent: Wed 10/12/2011 4:18 PM

To: Bill Butler

Cc:

Subject: RE: North Pole professional services agreement

Attachments:

[View As Web Page](#)

Hi Bill,

With respect to attorney desired changes, please consider the following.

#7 – General liability is 1,000,000 per occurrence, 2,000,000 aggregate annually. A State Farm policy. Will provide certificate after agreement is signed.

#8 – Sorry – cannot delete this item. I don't want to be held liable for a design I did not do.

#9 – OK to delete.

#15 – Delete #15 but keep AIA Document Article 4 as written. Changing “substantial” to “material” changes the meaning.

Please advise if this is acceptable, I will update the paperwork as noted.

Thanks.

Merle Jantz

Jantz Associates, Inc

1077 Vincent Court

North Pole, Alaska 99705

907-490-2657

Cell 907-388-1896

From: Bill Butler [mailto:bill@northpolealaska.com]

Sent: Wednesday, October 12, 2011 8:07 AM

To: Merle Jantz

Subject: RE: North Pole professional services agreement

Merle:

I had a typo in your email and had to re-send the message I sent yesterday.

Bill

Bill Butler
Director of City Services
City of North Pole
125 Snowman Lane
North Pole, AK 99705
Tel: 907-488-8593
Fax: 907-488-3002
Email: bill@northpolealaska.com

-----Original Message-----

From: Bill Butler
Sent: Tue 10/11/2011 4:41 PM
To: Merle Jantz
Subject: North Pole professional services agreement

Merle:

I submitted the agreement for the Utility Garage to North Pole's attorney for review. He had a few questions and wanted to make several changes.

Agreement for Professional Services

#7: What is your comprehensive general liability insurance?

#8: Our attorney recommended striking item 8.

#9: Based upon a ruling by the Alaska Attorney General that you cannot indemnify future City Council members, he wants to strike item 9.

#15: Replace "substantial" with "material".

AIA Document

Article 4. Replace "substantial" with "material". Also, the basis for termination conflicts with the basis for termination in the Agreement for Professional Services, particularly the last sentence of Article 4. Our attorney recommends that the last sentence of Article 4 be replaced with wording in #15 from Agreement for Professional Services.

Bill Butler
Director of City Services
City of North Pole
125 Snowman Lane
North Pole, AK 99705
Tel: 907-488-8593
Fax: 907-488-3002
Email: bill@northpolealaska.com



City of North Pole Office of the Mayor

125 Snowman Lane • North Pole, AK 99705
Phone: 907-488-8584 • Fax: 907-488-3002

Date: October 12, 2011
To: Council Members
Cc: City Clerk
From: Mayor Douglas W. Isaacson
RE: ***Request for Partial Reimbursement for Travel to Anchorage
October 20-23, 2011***

I am requesting partial reimbursement for travel to Anchorage October 20-23, 2011 where I will be attending some of the AFN Annual meetings and the Banquet on Saturday night, the ticket provided by the FCVB, as part of the effort to attract AFN to Fairbanks in 2012. I am also making several appointments to meet with State officials regarding capital projects requests and other city business. The remainder of the time will be spent on personal business. I have attached the receipts for travel.

Funds will come from line item 01-01-00-7004 / Travel as follows:

<u>Item</u>	<u>Item Cost</u>	<u>Requested Total</u>
AK Air	\$249.91	\$124.96
Car Rental	62.23	\$31.12
<i>Requested total:</i>		<i>\$156.08</i>

Thank you.

Confirmation Letter - PGUJDS 10/20/11 - from Alaska AirlinesFrom: **Alaska Airlines** (Alaska.IT@alaskaair.com)

Sent: Wed 10/12/11 4:59 PM

To: DOUG_ISAACSON@HOTMAIL.COM

If you have trouble viewing this message, [click here](#) to request a plain text-only version of this email.[HOME](#)[PLAN & BOOK](#)[DEALS](#)[TRAVEL INFO](#)[GIFTS & PRODUCTS](#)[MILEAGE PLAN](#)**Confirmation Code: PGUJDS**

Below is your booking confirmation. Thank you and enjoy your trip.

Need to change your flight? Visit us in advance, [online](#) or through [reservations](#).

Flight	Departs	Arrives	Class	Traveler(s)	Seat(s)
Alaska Airlines AS190 Boeing 737-900	Fairbanks (FAI) Thu, Oct 20 5:00 pm	Anchorage (ANC) Thu, Oct 20 6:04 pm	G (Coach)	Douglas Isaacson	9B
Alaska Airlines AS189 Boeing 737-900	Anchorage (ANC) Sun, Oct 23 3:20 pm	Fairbanks (FAI) Sun, Oct 23 4:16 pm	G (Coach)	Douglas Isaacson	19F

Your Car Reservation**Orbitz Trip ID: 1075-6856**View or cancel your reservation [online](#) using the Trip ID above. For changes to hotel or car, call Orbitz customer service at 1-800-650-2911.[View or cancel your car reservation](#)**Summary of Airfare Charges**

Douglas Isaacson

Mileage Plan Member # ****4421

Ticket 027-2176561219

Base Fare and Surcharges \$213.96

Taxes and Other Fees \$35.95

per person total: \$249.91

Total Fare USD \$249.91**Total Charges and Credits**

\$249.91 was charged to Visa *****9034 held by Douglas W Isaacson on 10/12/2011

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Our weekly e-mail newsletter features exclusive fare sales, Discount Codes and Web specials tailored to your preferences, as well as Alaska Airlines Mileage Plan offers and news.

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 - [Travel Agent](#)
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Reservation Details

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Location: Anchorage International Airport

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**CITY OF NORTH POLE
RESOLUTION 11-26**

**A RESOLUTION OF THE CITY OF NORTH POLE CANCELING THE
NOVEMBER 7, 2011 COUNCIL MEETING DUE TO THE AML CONFERENCE**

WHEREAS, the City of North Pole holds their regular City Council meetings on the first and third Monday of each month; and

WHEREAS, the North Pole Municipal Code states in section 2.12.030 “Regular Council meetings shall be scheduled for the first and third Mondays of each month unless otherwise posted”; and

WHEREAS, the majority of the North Pole City Council will be attending the Alaska Municipal League Annual Conference from November 7 – 11, 2011 to receive training on issues facing municipal leaders and to have networking opportunities with other communities and municipal officials and ; and

WHEREAS, three of our council members will be attending the “Newly Elected Officials” seminar which is one of Alaska’s most highly regarded training programs for local leaders; and

WHEREAS, there will not be a quorum to conduct the business of the city on November 7, 2011 and so the meeting will be canceled due to the AML Conference and only one meeting will take place for the month of November which is November 21, 2011 at 7:00 p.m.

NOW, THEREFORE, I, Douglas W. Isaacson, mayor of the City of North Pole, do hereby proclaim that the meeting of November 7, 2011 will be canceled and only one meeting will be held in November which will be November 21, 2011.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council on the 17th day of October, 2011.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn Weber, MMC, City Clerk