



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING **Monday, June 3, 2013**

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

COUNCIL MEMBERS

Richard Holm -Alt. Dep. Mayor Pro Tem	488-1776
Sharron Hunter-Mayor Pro Tem	488-4282
Thomas McGhee	455-0010
Derrick Nelson	378-8207
Michelle Sikma -Dep. Mayor Pro Tem	378-5778
Preston Smith	488-8824

MAYOR

Bryce Ward – 488-7314

CITY CLERK

Kathy Weber, MMC 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**
7. **Council Member Questions of the Mayor**
8. **Communications from Department Heads, Borough Representative and the City Clerk**
9. **Ongoing Projects Report**
10. **Citizens Comments (Limited to Five (5) minutes per Citizen)**

11. Old Business

12. New Business

- a. Renewal of the AW Rehn Health Insurance for the City of North Pole Employees
- b. Request by North Pole Community Chamber of Commerce for Donation of Land from City of North Pole, Lot 1F2 of Santa's Village, to Relocate the Visitor's Center in North Pole
- c. Approval of the Fairbanks North Star Borough and City of North Pole Emergency Medical Services/Ambulance Contract Renewal and Amendment No. 3
- d. Ordinance 13-09, An Ordinance Amending Title 15, Building and Construction, Chapter 15.05, Administrative Code, Concerning Valuation of Building Improvements for the Determination of Permit Fees

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, May 20, 2013 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Ward called the regular City Council meeting of Monday, May 20, 2013 to order at 7:00 p.m.

There were present:

Mr. Holm

Ms. Hunter

Mr. McGhee

Mr. Nelson

Ms. Sikma

Mr. Smith

Mayor Ward

Absent/Excused

Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

National Anthem sung by NPMS Choir

INVOCATION

Invocation was given by Sharron Hunter

APPROVAL OF AGENDA

Mr. Holm *moved to Approve the Agenda of May 20, 2013*

Seconded by Mr. Nelson

Discussion

None

Mr. Holm *moved to Amend the agenda by consenting item a. under New Business*

Seconded by Mr. Nelson

Discussion

None

On the Amendment

PASSED

YES – 5 –Sikma, Holm, Nelson, Hunter, Ward

NO – 0

Absent – 2 McGhee, Smith

On the main motion as amended

PASSED

YES – 5 –Sikma, Holm, Nelson, Hunter, Ward

NO – 0

Absent – 2 McGhee, Smith

APPROVAL OF MINUTES

Mr. Nelson moved to Approve the minutes of May 6, 2013

Seconded by Mr. Holm

Discussion

Ms. Hunter wanted her written comments put into the minutes of May 6, 2013.

PASSED

YES – 5 –Sikma, Holm, Nelson, Hunter, Ward

NO – 0

Absent – 2 McGhee, Smith

COMMUNICATIONS FROM THE MAYOR

Upcoming Events:

4th of July Committee meeting will be May 29th at 6 pm in council chambers. Parade and booth applications are available in the front office.

Appreciation reception for the interior delegation and Governor Parnell: May 29th 2013, 5:3—7:30 at the Fountainhead antique auto museum.

May 22nd Purple Heart Award and community reception FTWW

May 25th North Pole Fire Department Open House 10AM

We have lots of Construction happening in the state this year, to find northern region construction updates for the week please visit www.AlaskaNavigator.org.

Events Attended and upcoming

May 9th FNSB Senior Citizen Recognition banquet

May 13th NPHS Graduation at the Carlson Center

Students of the Month

Hallie Austin

Joseph Gilmore

Shane Monson

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Holm – said that during one of the workshops they had talked about doing a feasibility study of merging our fire department with North Star. He wants the study to go forward and if the Mayor has done anything to move this on.

Mayor Ward stated that he has been formulating his thoughts and the questions that he needs to have answered for that.

Ms. Sikma – asked which format Fairbanks is using for their statistics for fire and police.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Celebrite machine has been ordered.
- Police motorbike – we shopped for used or less expensive motorbike and were unsuccessful. Little to no motorbikes available and shipping was excessive. New bike ordered at price.
- Operation we participated with DEA netted 254 lbs. of spice, \$160,000 cash, \$35,000 in silver, and 7 firearms.
- Roofing contractors came and looked at roof. Bids forthcoming.
- Sgt. Bellant is injured we are at minimums. Officers will not be attending special events due to time commitments.
- Click it or ticket is under way starting May 20 – June 2. Funds come from NHTSA and AHSO.
- Possibly could have 3 reserves if they all pass remaining testing.

Fire Department, Deputy Chief Coon

- Chief Lane is in Anchorage participating in training.
- Been to Anchorage to check out ladder truck.
- Conducted icy water training.
- Lots of prevention activities happening.

Director of City Services, Bill Butler
Building Department

Two new permits issued since last council meeting: Residential garage/shop building and a deck replacement

Public Works

- Melting snow caused flooding in Highway Park over the May 11-12 weekend
 - Blocked and frozen culverts contributed to flooding combined with persistently frozen ground
 - Not in budget this year, but 2014 budget will include a request for funding to rehabilitate drainage ditches in Highway Park Subdivision
 - Based on past expenses, estimated cost will be \$30,000 to \$40,000
- Request from Borough Transportation to modify a bus stop on 8th Avenue to improve rider safety
 - Borough offering to pay for material and City will perform work
 - Estimated cost approximately \$2,000
- Street sweeping planned to begin next week on City roads
 - Typically costs in excess of \$20,000 depending upon the amount of gravel used during winter season
 - Costs dramatically more to remove than to spread the gravel

Utility Department

- Request for Bids for the sewer lining project before Council this evening
- Entering the period where customer service line freeze-ups will begin to show themselves as ground thaws—none revealed to date

Natural Gas Utility Board

- Developing a website
- Continuing process of recruiting professional management

Continuing to develop a business plan based upon economic modeling

City Accountant, Lisa Vaughn

- Attended the AGFOA conference in Talkeetna
- GASB changes are coming up.
- No revenue sharing for municipalities, but for schools, etc.
- Marilyn Zrucky has put in her resignation for June 28.

Borough Representative

- There were two readings of the budget and it is moving on to final meeting.

City Clerk

- Ms. Weber is gone to the IIMC Conference in Atlantic City, New Jersey.

ONGOING PROJECTS

None

CITIZENS COMMENTS

Santa Claus –

Mr. Claus stated that Santa Claus is his legal name and is now a resident of North Pole and child advocate. He said he will be serving the community as the new Senior Park Ranger at Chena Lakes Recreation area.

Phil Zastro –

Mr. Zastro spoke to Peridot Rd and felt that HC Construction would be ruining road upgrade that was done last year and that it would be ruined by July 2013. He asked to have the city council put forth an ordinance to put road restrictions inside the City limits.

OLD BUSINESS

ORDINANCE 13-07, AN ORDINANCE AMENDING TITLE 8, HEALTH & SAFETY, SECTION 8.04.160, NOISE

Bill Butler explained the ordinance and that this was the second reading.

Mr. Holm asked if the council had any way to give a waiver to the council and how much noise would the construction make.

Public Comment

None

Mr. Nelson *moved to* Approve Ordinance 13-07B, An Ordinance Amending Title 8, Health & Safety, Section 8.04.160, Noise

Seconded by Ms. Sikma

Discussion

Ms. Hunter said that even though there are not many residents, they need to keep in mind this ordinance would apply for years to come.

PASSED

YES – 5 –Sikma, Hunter, Nelson, Ward, Holm

NO – 0

Absent – 2 – Smith, McGhee

ORDINANCE 13-08, AN ORDINANCE AMENDING THE 2013 BUDGET AND LEVYING THE MILL RATE

Mayor Ward introduced the ordinance and stated that this was the 2nd reading.

Public Comment

None

Ms, Sikma *moved to Approve Ordinance 13-08, An Ordinance Amending The 2013 Budget And Levying The Mill Rate*

Seconded by Mr. Holm

Discussion

None

Sharon Hunter *moved to approve the amended budget as follows:*

Account Number	Account Title	2013 approved budget	Proposed Change	New Budget
01-00-00-4002	Property tax	959,000	65,930	1,024,930
01-00-00-4003	Ambulance services	375,000	10,000	385,000
01-00-00-4005	Ambulance Fees	69,500	-9,500	60,000
01-00-00-4008	Fire Dept. Revenue	0	6,000	6,000
01-00-00-4045	Made In North Pole	0	4,000	4,000
01-00-00-4062	Municipal Assistance	85,000	-85,000	0
01-00-00-4141	Business License	15,500	1,500	17,000
01-00-00-5xxx	Transfer From Fund 16	0	1,788	1,788
01-00-00-5xxx	Transfer From Fund 10	0	13,500	13,500
ADMIN				
01-01-00-7003	Promotion	6,000	-2,000	4,000
01-01-00-7007	Maint. Contracts/Equipment	35,302	-700	34,602
01-01-00-7022	Office Supplies	12,000	-1,500	10,500
01-01-00-7049	Training Classes/ Manuals	6,100	-1,500	4,600
PROFESSIONAL SV				
01-02-00-7055	Preparedness	2,000	-2,000	0
01-02-00-7071	Website Design & Maint.	5,000	-2,000	3,000
01-02-00-5xxx	Ak Railroad Permit Fee	0	8,000	8,000
POLICE				
01-03-00-6000	Salaries	817,627	-43,472	774,155
01-03-00-6097	Workers Comp Ins	38,125	-1930.16	36,195
01-03-00-6099	Medicare	12,781	-630.34	12,151
01-03-00-6100	PERS	192,596	-9563.84	183,032
FIRE				
01-04-00-6000	Salaries	932,535	-10,390	922,145
01-04-00-7008	Fire Training/ Education	15,000	-7,000	8,000
01-04-00-7085	Prevention/ Public Education	2,200	-2,200	0
01-04-00-7095	Employee Health Protection	16,000	-14,000	2,000
01-04-00-7099	Employee Uniforms	2,500	-2,500	0
01-04-03-7017	Dorm Heat Cost	300	-300	0

PUBLIC WORKS				
01-08-00-7031	FMATS Match Participation	85,000	-25,000	60,000

Seconded by Ms. Sikma

Discussion

Mayor Ward said these are the amendments that have been reflected in the budget that has been distributed. There was an issue with the Mayors recommendations for adjustments were not officially moved into the budget.

Ms. Sikma had questions on dorm heat in the fire department.

Mayor Ward explained why we will not heat that building.

Mayor Ward said that he put a separate line item on Professional Services and said he would like to have a maintenance contract line item for the future with the Alaska Railroad fees.

Lisa Vaughn disagreed and said it should be kept as is.

Ms. Sikma wanted to know if this is something that should go under street maintenance.

Mayor Ward explained the history of this charge and said that it is the City's responsibility to maintain these crossings.

Sharron Hunter wanted to know about the Fire Department uniform line going to 0.

Mayor Ward explained that we received a grant.

Ms. Sikma questioned why we don't put the railroad line under a public works line item.

Ms. Vaughn explained why we should keep it where it is.

On the amendment

PASSED

YES – 5 – Sikma, Hunter, Nelson, Holm, Ward

NO – 0

Absent – 2 – Smith, McGhee

Discussion on the main motion as amended

Mr. Holm moved to Amend Ordinance 13-08 to transfer \$33,000 from Acct 01-08-00-7xxx Backhoe to 01-08-00-7012 Street Maintenance.

Seconded by Sikma.

On the amendment

PASSED

YES – 4 –Sikma, Hunter, Nelson, Ward

NO – 1 - Holm

Absent – 2 – Smith, McGhee

On the main motion as amended

PASSED

YES – 4 –Sikma, Hunter, Nelson, Ward

NO – 1 - Holm

Absent – 2 – Smith, McGhee

NEW BUSINESS

Item moved to Consent Agenda

COUNCIL COMMENTS

Mr. Holm – said spring has arrived. He’s glad to hear that the Mayor is considering a study of the fire department. He would like to thank Phil Zastrow for bringing up the Peridot Rd issue and agrees that something needs to be done. He would consider a possible ordinance to change or reduce truck traffic.

Mr. Nelson – encouraged everyone to get out and enjoy the wonderful weather this week.

Ms. Hunter commented on Chief Dutra’s comment that the reserve officers are going through the training process. She said it reflects well on the Chief and saves the city a lot of money and congratulated him on his part. Ms. Hunter also thanked Mr. Zastro for presenting the history of the Peridot situation and hopefully the mayor can work on this. She wished everyone a good evening.

Ms. Sikma – stated that it was a beautiful day in the neighborhood and welcomed Santa to the area. She thanked Marilyn Zrucky for all her hard work and that she’s going to miss her!!!

Mayor Ward –said there are summer projects that will be going on such as painting City Hall. Other projects will be happening around City Hall with use of volunteers. He said the flowers are coming for the roundabouts.

ADJOURNMENT

Mr. Holm adjourned the meeting at 8:26p.m.

Seconded by Ms. Sikma

The regular meeting of May 20, 2013 adjourned at 8:26 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, June 3, 2013.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

North Pole's 2013 Fourth Of July Parade, Community Picnic and 60th Anniversary

To Whom it May Concern,

Thank you for considering donating to The City of North Pole's Fourth of July Parade, Community Picnic and 60th Anniversary.

This year the City of North Pole will be celebrating our North Pole 60th anniversary and nations independence with a parade through our community. The parade will start at the 5th Ave and St. Nicholas intersections. The parade will travel down 5th Ave to Santa Claus Ln. where we will turn at the Roundabout onto St. Nicholas Ave, concluding where the Parade began at Fifth Ave. Our Parade will begin at 11:00 am and will be followed by a community sponsored picnic at the Terry Miller Park (corner of 5th Ave and Santa Claus Ln.)

The community picnic and 60th year anniversary will be from 12:00-4:00 pm. Local civic leaders are encouraged to come and help serve hot dogs and hamburgers to the community as we celebrate our independence and honor those who have served our country. Local bands will be playing music at the park during the picnic where tables, chairs and tent coverings will be provided. The 4th of July Parade and Picnic is an opportunity for the community to come together and celebrate.

The City of North Pole is also going to be awarding a Citizen of the Year Award to a local individual who has exemplified volunteerism, citizenship and patriotism. Nomination forms will be made available starting June 1st at North Pole City Hall.

We ask for your generous support of this event, Please consider supporting the North Pole Community by a cash or in-kind donations.

Sincerely

Mayor Bryce J. Ward



2013 City of North Pole Citizen of The Year Nomination

Deadline for all applications is Friday, June 28th, 2013. The City of North Pole Citizen of the Year Award will be announced Thursday, **July 4th, 2013** At 1pm during the community picnic at Terry Miller Park. Questions should be directed to Mayor Ward 488-8584 or Mayor@northpolealaska.com.

The Citizen of The Year Award is to recognize those members of our community who represent the qualities of the highest type of citizen. It is the purpose of this award to give recognition, but also to inspire our local citizens to achieve greatness and embrace the qualities of Freedom; Leadership, Patriotism, Courage, Honor and Volunteerism.

Nominee Name _____
Cell Phone _____ Home/Work Phone _____
Email Address _____
Mailing Address _____
City _____ State _____ Zip Code _____

Please explain how this person exemplifies the qualities of Leadership, Patriotism, Courage, Honor, and Volunteerism.

I am nominating the individual mentioned above for the City of North Pole Citizen of the Year and attest that the information provided is true and accurate to the best of my knowledge.

Printed Name _____

Signature/Date _____



July 4, 2013 North Pole 4th of July Parade Bike Contest Participation Form

Each applicant must fill-out the information below. Please submit your bike registration by mail or bring to City Hall by Friday June 28th : North Pole Summer Festival, 125 Snowman Lane, North Pole, AK 99705. For more information call 488-8584.

RULES:

1. All children under the age of 12 **MUST** be accompanied by an adult.
2. All children **MUST** wear a bike helmet while riding in the parade.
3. Decorate your bicycle for Independence Day—go wild and be creative!
4. Assemble at North Pole Baptist Church Parking Lot by 9:45 a.m. on Monday, July 4, 2011.
5. Ride your bike in the parade!

WAIVER:

The undersigned, as representative of _____, hereby agrees to indemnify, defend & hold harmless, sponsors of the Summer Festival, the City of North Pole, & respective Liability Insurance carriers against any and all claims/damages incurred by an act of themselves or third parties from any costs that may accrue from such loss. When insurance is required, it is the sole responsibility of the participant. If participant is a minor, a parent or guardian must also sign. All participants represented by the entrant will obey safety rules as set forth on the application.

Signature: _____

Printed Name of Legal Guardian/Parent: _____

Date: _____

PARTICIPATION CONSENT FORM (for children under the age of 18):

The undersigned, of legal age and as natural parent or guardian of the following minor, _____, hereby gives consent for said child to participate in the North Pole Summer Festival Bike Contest / Parade. Is is acknowledged that said child will be a participant in the Contest / Parade through involvement in the entry sponsored by _____. I further waive any right of action that may arise due to any possible injury to said child and further agree to indemnify the City of North Pole of, and from, any damages, costs, or suit that may arise as a result of the alleged negligence of my child. I hereby state that I have read the foregoing, am competent, understand the same, and have freely and voluntarily signed hereafter. I have read the bike contest rules and acknowledge that said child will conform to them and take direction from Contest / Parade Staff. This Parental Consent Form is given solely for the uses and purposes herein set forth, and so that my child may participate. I further understand that my child may not participate unless this form is fully completed, dated, signed by me and returned to the City of North Pole at 125 Snowman Lane, North Pole, AK 99705. I further understand that if my child refuses to abide by the rules, he/she will be immediately removed from the Contest / Parade and not allowed to proceed further along the Parade route.

Signature: _____

Printed Name of Legal Guardian/Parent: _____

Date: _____



July 4, 2013 North Pole PARADE Participation Form

Each applicant must fill out the information below. Please submit your Parade registration by mail or bring to North Pole City Hall by June 28th, 125 Snowman Lane, North Pole, AK 99705. For more information, please call Mayor Ward at 888-4444.

Application fees for parade entry: (Circle one)

A) \$10.00 noncommercial/non-profit; B) \$35 for commercial/political; C) Free for military /emergency services.

CONTACT/COMPANY INFORMATION:

Title of Entry: _____ Contact Name: _____
Day Phone: _____ Evening Phone: _____
Company Name: _____ Email: _____
Mailing Address: _____

ENTRY INFO: Please check which category most accurately describes your entry:

☐ Motorcycle Group ☐ Motorcycle Individual ☐ Community/Organization Walkers ☐ Float
☐ Marching Unit ☐ Antique Auto ☐ Commercial/Company Vehicle
☐ Other (Description): _____

All Entries: Please write a short description about your entry/organization on the back of this application for us by the parade MC and possible parade program.

ADULT WAIVER:

The undersigned, as representative of _____, hereby agrees to indemnify, defend, and hold harmless, sponsors of the 4th of July parade, the City of North Pole, and respective liability insurance carriers against any and all claims/damages incurred by an act of themselves or third parties from any costs that may accrue from such loss. When insurance is required, it is the sole responsibility of the participant. If participant is a minor, a parent or guardian must also sign. All participants represented by the entrant will obey safety rules as set forth at the parade safety meeting directly preceding the parade.

Signature: _____

Printed Name of Legal Guardian/Parent: _____

Date: _____

PARTICIPATION CONSENT FORM (for children under the age of 18):

The undersigned, of legal age and as a natural parent or guardian of the follow minor, _____, hereby gives consent for said child to participate in the North Pole Summer Festival Parade. It is acknowledged that said child will be a participant in the parade through involvement in the entry sponsored by _____. I further waive any right of action that may arise due to any possible injury to said child and further agree to indemnify the City of North Pole of, and from, any damages, costs, or suit that may arise as a result of the alleged negligence of my child. I hereby state that I have read the foregoing, am competent, understand the same, and have freely and voluntarily signed hereafter. This Parental Consent Form is given solely for the uses and purposes herein set forth, and so that my child may participate. I further understand that my child may not participate unless this form is fully completed, dated, signed by me, and returned to the City of North Pole. I further understand that if my child refuses to abide by the rules, he/she will be immediately removed from the parade and not allowed to proceed further along the parade route.

Signature: _____

Printed Name of Parent/Legal Guardian: _____

Date: _____

Please write a brief description about your entry and/or organization (50 words or less) for the Parade MC to read from when your entry passes the viewing station:

**** There is no throwing** of candy or any object from parade entrants into the crowd. If your group would like to hand out something, please assign walkers to hand them out to onlookers.**



2013 City of North Pole 4th of July Community Picnic Booth Application

Deadline for all applications and fees is Friday, June 28th, 2013. The City of North Pole Community Picnic will be held Thursday, **July 4th, 2013** from Noon – 4pm, rain or shine, please come prepared. Questions should be directed to Mayor Ward 888-4444.

Business/Organization Name _____
Contact Person _____
Cell Phone _____ Home/Work Phone _____
Email Address _____
Mailing Address _____
City _____ State _____ Zip Code _____
Type of Product(s) Sold/Promoted: _____

Non Profit or Political Booth Sizes are Available in 12x12 Spaces:

(There will be no food booths allowed. We have limited spaces and no electricity will be available)

Political Booth

☐ **\$35** 10x10 Booth Space

Informational/Non-Profit Booth

☐ **\$10** 10x10 Booth Space

Additional Booth Space:

☐ I will require additional booth space at a charge of \$10 per additional 12x12 space.

*****Please mail the "Fees, Information, Rules and Regulations" form along with your Application and Payment:**

Payment Type:	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> AMEX	<input type="checkbox"/> Check
Name on Card:	_____			
Address:	_____			Zip Code: _____
Account Number:	_____			
Expiration Date:	_____			Total Due: _____
City of North Pole		Phone: (907) 488-8584		
Attention: 4 th of July parade and picnic		Email: Mayor@northpolealaska.com		
125 Snowman Lane		Contact: Mayor Ward		
North Pole, AK 99705				

City of North Pole
Picnic Booth Application
Fees, Information, Rules & Regulations

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Date: Thursday, July 4th, 2013

Time: Noon – 4pm

Location: Terry Miller Park; Corner of Fifth Ave. and Santa Claus Ln, North Pole, Alaska

The 2013 City of North Pole Community Picnic will be one day, July 4th, 2013. It will include music and children's activities and political-non-profit booths. We anticipate 3,000-4,000 visitors to be in the picnic area throughout the day. Advertising for the 2013 festival will run for approximately two weeks prior to the event. If you have any questions please contact Mayor Ward 888-4444.

Fees

1. Non-refundable booth space fees are due to the City of North Pole by 5pm Friday, June 28th, 2013. The picnic will take place rain or shine, please come prepared with your own shelter.
2. Booth Spaces –Political **\$35**, Informational/Non-Profit **\$10**

Your reservation will not be complete until full payment is received and processed.

Information, Rules & Regulations

1. Space assignments – All Booths will be accepted on a first-come, first-serve basis. Booths will receive a receipt from the City of North Pole acknowledging the registration and payment. You will be given a map of your booth location the morning of the picnic upon your arrival. All booth locations are a 12X12 space – please indicate if you will need additional space.
2. Set up - All Booths can begin setting up as early as 6am on Thursday, July 4, 2013, please no earlier as the booth spaces will not be marked out yet. You are responsible for providing your own tent/awning, tables and Chairs.
3. Clean up – All Booths are responsible for keeping their area neat and clean and also responsible for hauling their own trash. **A \$25 fee will be charged to vendors who do not pick up their area.**

Waiver

The undersigned, as representative of (self or business), hereby agrees to indemnify, defend and hold harmless, sponsors of the 4th of July Picnic, the City of North Pole, their Directors, Officers and their respective Liability Insurance carriers against any and all claims/damages incurred by an act of themselves or third parties from any cost that may accrue from such loss. When insurance is required, it is the sole responsibility of the participant.

*****I have read the Fees, Information, Rules and Regulations sheet and fully agree to the terms set by the City of North Pole and the North Pole 4th of July Planning Committee.**

Printed Name: _____

Signature: _____ Date: _____

*****Please mail the "Fees, Information, Rules and Regulations" form along with your Application and Payment.**

FOR OFFICE USE ONLY:	
Received On: _____	Received By: _____
Paid On: _____	Payment Type: _____

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CITY OF NORTH POLE

Memorandum

To: Council Members
CC: Mayor Ward
From: Kathy Weber – City Clerk/Human Resource Manager
Date: 5/30/2013
Re: Health Care Renewal

The following pages are the renewal summary and renewal exhibits. Diana Steward, our account manager from Alaska USA Insurance Brokers, will be here on Monday evening to present the renewal figures and to answer any questions that you may have.

Our numbers look good and I encourage you to renewal this package as is.

Thank you

**CITY OF NORTH POLE
GROUP HEALTH PLAN
ELIGIBILITY REPORT
PLAN YEAR: JULY 1, 2011 THROUGH JUNE 30, 2012**

**PPACA
covered lives**

<u>Month</u>	<u>Employees</u>	<u>Dependents</u>	<u>Total</u>	
July	13	28	41	103
August	13	28	41	103
September	13	28	41	104
October	13	28	41	104
November	13	29	42	106
December	13	29	42	106
January	12	30	42	109
February	11	31	42	108
March	11	30	41	106
April	11	31	42	107
May	11	31	42	107
June				
Total	134	323	457	1163
Average	12	29	42	106

AVERAGE COST PER EMPLOYEE
PLAN YEAR: JULY 1, 2012 THROUGH JUNE 30, 2013
Claims in excess of the Specific Stop Loss of \$35,000 EXCLUDED

Month	Med / Vis Claims	Rx Claims	Dental Claims	Total Claims	Stop-Loss Premium	Admin & U/R	Actual Cost	Eligible Employees	Avg Cost Per EE
July	\$81	\$685	\$376	\$1,143	\$16,074	\$2,589	\$19,806	41	\$483
August	\$13,158	\$1,475	\$919	\$15,552	\$16,074	\$2,589	\$34,215	41	\$835
September	\$2,547	\$2,374	\$2,342	\$7,263	\$16,074	\$2,589	\$25,926	41	\$632
October	\$25,289	\$1,592	\$1,561	\$28,442	\$16,074	\$2,589	\$47,105	41	\$1,149
November	\$15,471	\$2,632	\$2,216	\$20,319	\$16,559	\$2,616	\$39,493	42	\$940
December	\$25,284	\$2,844	\$4,253	\$32,381	\$16,559	\$2,616	\$51,556	42	\$1,228
January	\$50,249	\$1,465	\$2,802	\$54,516	\$16,852	\$2,616	\$73,984	42	\$1,762
February	\$32,198	\$3,605	\$742	\$36,545	\$17,145	\$2,616	\$56,305	42	\$1,341
March	\$104,428	\$2,293	\$2,948	\$109,668	\$16,660	\$2,589	\$128,917	41	\$3,144
April	\$19,093	\$2,199	\$1,491	\$22,784	\$17,145	\$2,616	\$42,544	42	\$1,013
May	\$25,419	\$2,664	\$2,413	\$30,496	\$17,145	\$2,616	\$50,256	42	\$1,197
June									
Total	\$313,217	\$23,830	\$22,063	\$359,110	\$182,361	\$28,638	\$570,109	457	\$1,248

**CITY OF NORTH POLE
GROUP HEALTH PLAN
ACTUAL COST COMPARED TO EXPECTED COST
PLAN YEAR: JULY 1, 2011 THROUGH JUNE 30, 2012
Claims in excess of the Specific Stop Loss of \$35,000 EXCLUDED**

Month	Total Claims	Stop-Loss Premium	Admin & U/R	Actual Cost	Expected Claims	Expected Cost	Loss Ratio	Amounts Over \$35,000
July	\$1,143	\$16,074	\$2,589	\$19,806	\$32,274	\$50,937	39%	\$0
August	\$15,552	\$16,074	\$2,589	\$34,215	\$32,274	\$50,937	67%	\$0
September	\$7,263	\$16,074	\$2,589	\$25,926	\$32,274	\$50,937	51%	\$0
October	\$28,442	\$16,074	\$2,589	\$47,105	\$32,274	\$50,937	92%	\$0
November	\$20,319	\$16,559	\$2,616	\$39,493	\$33,270	\$52,445	75%	\$0
December	\$32,381	\$16,559	\$2,616	\$51,556	\$33,270	\$52,445	98%	\$0
January	\$54,516	\$16,852	\$2,616	\$73,984	\$33,928	\$53,396	139%	\$0
February	\$36,545	\$17,145	\$2,616	\$56,305	\$34,587	\$54,347	104%	\$0
March	\$109,668	\$16,660	\$2,589	\$128,917	\$33,591	\$52,840	244%	\$13,286
April	\$22,784	\$17,145	\$2,616	\$42,544	\$34,587	\$54,347	78%	\$67,154
May	\$30,496	\$17,145	\$2,616	\$50,256	\$34,587	\$54,347	92%	\$1,676
June								
Total	\$359,110	\$182,361	\$28,638	\$570,109	\$366,917	\$577,915	99%	\$82,116

**CITY OF NORTH POLE
GROUP HEALTH PLAN
ACTUAL COST COMPARED TO MAXIMUM COST
PLAN YEAR: JULY 1, 2012 THROUGH JUNE 30, 2013
Claims in excess of the Specific Stop Loss of \$35,000 EXCLUDED**

Month	Total Paid Health Claims	Stop-Loss	Admin & U/R	Actual Cost	Maximum Claims	Maximum Cost	SURPLUS (deficit)	Ratio	Amounts Over \$35,000
July	\$1,143	\$16,074	\$2,589	\$19,806	\$40,343	\$59,006	\$39,200	34%	\$0
August	\$15,552	\$16,074	\$2,589	\$34,215	\$40,343	\$59,006	\$24,791	58%	\$0
September	\$7,263	\$16,074	\$2,589	\$25,926	\$40,343	\$59,006	\$33,079	44%	\$0
October	\$28,442	\$16,074	\$2,589	\$47,105	\$40,343	\$59,006	\$11,900	80%	\$0
November	\$20,319	\$16,559	\$2,616	\$39,493	\$41,588	\$60,762	\$21,269	65%	\$0
December	\$32,381	\$16,559	\$2,616	\$51,556	\$41,588	\$60,762	\$9,206	85%	\$0
January	\$54,516	\$16,852	\$2,616	\$73,984	\$42,411	\$61,878	-\$12,106	120%	\$0
February	\$36,545	\$17,145	\$2,616	\$56,305	\$43,233	\$62,994	\$6,689	89%	\$0
March	\$109,668	\$16,660	\$2,589	\$128,917	\$41,989	\$61,238	-\$67,680	211%	\$13,286
April	\$22,784	\$17,145	\$2,616	\$42,544	\$43,233	\$62,994	\$20,450	68%	\$67,154
May	\$30,496	\$17,145	\$2,616	\$50,256	\$43,233	\$62,994	\$12,737	80%	\$1,676
June									
Total	\$359,110	\$182,361	\$28,638	\$570,109	\$458,645	\$669,644	\$99,535	85%	\$82,116

**CITY OF NORTH POLE
GROUP HEALTH PLAN
CIGNA RUNOUT COSTS**

PLAN YEAR: JULY 1, 2012 THROUGH JUNE 30, 2013
Claims in excess of the Specific Stop Loss of \$30,000 EXCLUDED

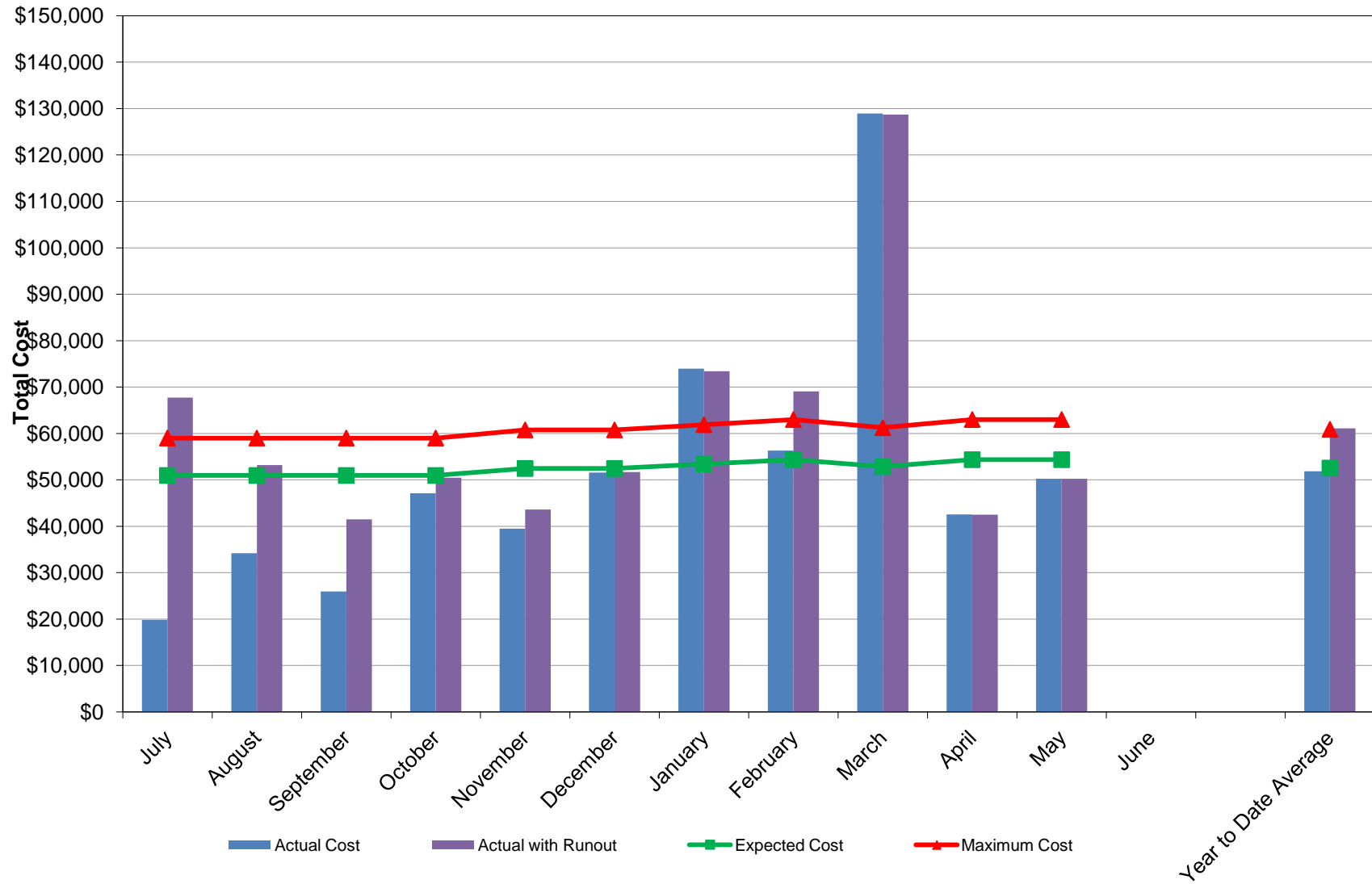
Month	Med / Vis / Rx Claims	Rx Claims	Dental Claims	Total Claims	Admin	Runout Costs Cost	Eligible Employees	Average Cost per Empl.
July	\$45,843	\$512	\$1,541	\$47,895	\$0	\$47,895	41	\$1,168
August	\$18,028	\$0	\$919	\$18,948	\$0	\$18,948	41	\$462
September	\$15,580	\$0	\$0	\$15,580	\$0	\$15,580	41	\$380
October	\$3,010	\$0	\$363	\$3,373	\$0	\$3,373	41	\$82
November	\$3,659	\$0	\$432	\$4,091	\$0	\$4,091	41	\$100
December	\$110	\$0	\$10	\$120	\$0	\$120	41	\$3
January	-\$567	\$0	\$0	-\$567	\$0	-\$567	41	-\$14
February	\$12,759	\$0	\$0	\$12,759	\$0	\$12,759	41	\$311
March	-\$174	\$0	\$0	-\$174	\$0	-\$174	41	-\$4
April	-\$67	\$0	\$0	-\$67	\$0	-\$67	41	-\$2
May	\$0	\$0	\$0	\$0	\$0	\$0	41	\$0
June								
Total	\$98,180	\$512	\$3,266	\$101,957	\$0	\$101,957	451	\$226

**CITY OF NORTH POLE
GROUP HEALTH PLAN
ALL COSTS INCLUDING RUNOUT
PLAN YEAR: JULY 1, 2012 THROUGH JUNE 30, 2013
Claims in excess of the Specific Stop Loss of \$35,000 EXCLUDED**

Month	Total Paid Health Claims	Stop-Loss	Admin & U/R	Actual Cost	Maximum Cost	SURPLUS (deficit)	Ratio	Amounts Over \$35,000
July	\$49,038	\$16,074	\$2,589	\$67,701	\$59,006	-\$8,695	115%	\$0
August	\$34,500	\$16,074	\$2,589	\$53,163	\$59,006	\$5,843	90%	\$0
September	\$22,844	\$16,074	\$2,589	\$41,507	\$59,006	\$17,499	70%	\$0
October	\$31,815	\$16,074	\$2,589	\$50,479	\$59,006	\$8,527	86%	\$0
November	\$24,410	\$16,559	\$2,616	\$43,584	\$60,762	\$17,178	72%	\$0
December	\$32,501	\$16,559	\$2,616	\$51,676	\$60,762	\$9,086	85%	\$0
January	\$53,949	\$16,852	\$2,616	\$73,417	\$61,878	-\$11,539	119%	\$0
February	\$49,303	\$17,145	\$2,616	\$69,064	\$62,994	-\$6,070	110%	\$0
March	\$109,495	\$16,660	\$2,589	\$128,743	\$61,238	-\$67,506	210%	\$13,286 *
April	\$22,717	\$17,145	\$2,616	\$42,477	\$62,994	\$20,517	67%	\$67,154 *
May	\$30,496	\$17,145	\$2,616	\$50,256	\$62,994	\$12,737	80%	\$1,676 *
June								
Total	\$461,067	\$182,361	\$28,638	\$672,066	\$669,644	-\$2,422	100%	\$82,116

* Stop Loss Claim Lasered at \$100,000

**City of North Pole
Group Health Plan
July 1, 2012 to June 30, 2013**



**AUIB Renewal Projection for:
CITY OF NORTH POLE
Effective July 1, 2013**

**Latest 12 Months
March 12 -February 2013**

<u>Months</u>	<u>Employees</u>	<u>Med/Rx/Dent/Vis</u>
June	41	28,347
July	41	49,038
August	41	34,500
September	41	22,844
October	41	31,815
November	42	24,410
December	42	32,501
January	42	53,949
February	42	36,545
March	41	109,495
April	42	22,717
May	42	32,172
Total	498	478,333
Monthly Average	42	39,861

**Latest 12 Months
March11 -February 2012**

<u>Employees</u>	<u>Med/Rx/Dent/Vis</u>
41	45,239
37	40,618
38	26,067
41	28,858
39	28,007
38	44,208
41	34,176
42	36,915
42	72,706
42	48,624
42	20,150
41	74,666
484	425,568
40	35,464

Ave. Claims Per EE Per Month Med/Rx/Dent/Vis
960.51

Med/Rx/Dent/Vis
879.27

Weighted Average (M/Rx/D/V) 960.51 (.75) + 879.27 (.25) = 940.20
Trend 11% Annually over 14 mos 1.126
Exp. Clm. Factor (M/Rx/D/V) 1,058.66

Projection for 2013-2014

Expected Claims \$1,058.66

Maximum Claims \$1,323.33
(125% of Exp.)

Includes CIGNA Runout

**AUIB Renewal Projection for:
CITY OF NORTH POLE
Effective July 1, 2013**

**Latest 12 Months
March 12 -February 2013**

<u>Months</u>	<u>Employees</u>	<u>Med/Rx/Dent/Vis</u>
June	41	28,347
July	41	49,038
August	41	34,500
September	41	22,844
October	41	31,815
November	42	24,410
December	42	32,501
January	42	53,949
February	42	36,545
March	41	44,495
April	42	22,717
May	42	32,172
Total	498	413,333
Monthly Average	42	34,444

**Latest 12 Months
March11 -February 2012**

<u>Employees</u>	<u>Med/Rx/Dent/Vis</u>
41	45,239
37	40,618
38	26,067
41	28,858
39	28,007
38	44,208
41	34,176
42	36,915
42	72,706
42	48,624
42	20,150
41	74,666
484	425,568
40	35,464

Ave. Claims Per EE Per Month Med/Rx/Dent/Vis
829.99

Weighted Average (M/Rx/D/V) 829.99 (.75) + 879.27 (.25) = 842.31
Trend 11% Annually over 14 mos 1.126
Exp. Clm. Factor (M/Rx/D/V) 948.44

Med/Rx/Dent/Vis
879.27

Projection for 2013-2014

Expected Claims \$948.44

Maximum Claims \$1,185.55
(125% of Exp.)

Adjusted for Large Claim Laser

Includes CIGNA Runout

City of North Pole Large Claims Report

CIGNA	No. of Claims	Gross Claims	Claims Over Specific	Net Claims	Est Spec Premium	Stop Loss Level	
2003 / 2004	2	262,804	119,023	143,781	33,342	25,000	357.0%
2004 / 2005	0	163,936	0	163,936	33,898	25,000	0.0%
2005 / 2006	1	202,966	17,958	185,008	51,296	25,000	35.0%
2006 / 2007	0	123,163	0	123,163	69,169	25,000	0.0%
2007 / 2008	3	226,537	34,732	191,806	116,201	25,000	29.9%
2008 / 2009	1	273,749	28,165	245,584	193,915	30,000	14.5%
2009/2010	1	431,722	67,465	364,257	209,420	30,000	32.2%
2010/2011	2	250,529	32,617	217,912	236,321	30,000	13.8%
2011/2012	2	609,687	230,882	378,805	245,509	30,000	94.0%

TOTAL	9 years	2,545,093	530,842	2,014,251	1,189,072		44.6%
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HSI

2012/2013	1	359,110.00	82,116.26	276,993.74	131,411.00	35,000.00	62.5%	1 Laser at \$100,000
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**City of North Pole
2013-2014 Renewal**

		ISSI Stop Loss			ISSI Stop Loss Revised		HCC Life		Standard Ins	
Standard Specific		\$35,000 Specific Stop Loss								
		Current	Renewal	Chg	Renewal	Chg	Renewal	Chg	Renewal	Chg
Administrative Fee										
AW Rehn	42	\$ 28.18	\$ 28.18	0%	\$ 28.18	0%	\$ 28.18	0%	\$ 28.18	0%
AUIB	42	\$ 35.71	\$ 36.78	3%	\$ 36.78	3%	\$ 36.78	3%	\$ 36.78	3%
Total Monthly Admin Fee		\$ 2,683.38	\$ 2,728.32	2%	\$ 2,728.32	2%	\$ 2,728.32	2%	\$ 2,728.32	2%
Specific Premium										
Employee Only	11	\$ 172.35	\$ 224.30	30%	\$ 203.38	18%	\$ 198.53	15%	\$ 201.44	17%
Family	31	\$ 465.31	\$ 605.54	30%	\$ 549.07	18%	\$ 534.65	15%	\$ 524.08	13%
Total Monthly Stop Loss Premium		\$ 16,320.46	\$ 21,239.04	30%	\$ 19,258.35	18%	\$ 18,757.98	15%	\$ 18,462.32	13%
Aggregate Premium										
Employee Only	42	\$ 19.63	\$ 19.63	0%	\$ 19.63	0%	\$ 18.06	-8%	\$ 16.48	-16%
Total Monthly Aggregate Premium		\$ 824.46	\$ 824.46	0%	\$ 824.46	0%	\$ 758.52	-8%	\$ 692.16	-16%
Total Monthly Fixed Costs		\$ 19,828.30	\$ 24,791.82	25%	\$ 22,811.13	15%	\$ 22,244.82	12%	\$ 21,882.80	10%
Annual Fixed Costs		\$ 237,939.60	\$ 297,501.84		\$ 273,733.56		\$ 266,937.84		\$262,593.60	
Claim Factors										
Employee Only	11	\$ 421.96	\$ 591.98	40%	\$ 493.03	17%	\$ 519.21	23%	\$ 518.82	23%
Family	31	\$ 1,244.90	\$ 1,716.50	38%	\$ 1,429.57	15%	\$ 1,418.54	14%	\$ 1,433.24	15%
Maximum Monthly Claims Cost		\$ 43,233.46	\$ 59,723.28	38%	\$ 49,740.00	15%	\$ 49,686.05	15%	\$ 50,137.46	16%
		\$ 518,801.52	\$ 716,679.36		\$ 596,880.00		\$ 596,232.60		\$601,649.52	
TOTAL MONTHLY Maximum Cost		\$ 63,061.76	\$ 84,515.10	34%	\$ 72,551.13	15%	\$ 71,930.87	14%	\$ 72,020.26	14%
TOTAL ANNUAL Maximum Cost		\$ 756,741.12	\$ 1,014,181.20		\$ 870,613.56		\$ 863,170.44		\$864,243.12	
TOTAL MONTHLY Expected Cost		\$ 54,415.07	\$ 72,570.44	33%	\$ 62,603.13	15%	\$ 61,993.66	14%	\$ 61,992.77	14%
TOTAL ANNUAL Expected Cost		\$ 652,980.82	\$ 870,845.33		\$ 751,237.56		\$ 743,923.92		\$743,913.22	

Total Increase (Maximum Cost)			\$ 257,440.08		\$ 113,872.44		\$ 106,429.32		\$107,502.00	
Employee	\$	677.83	\$ 900.87		\$ 781.00		\$ 800.76		\$ 801.70	
Family	\$	1,793.73	\$ 2,406.63		\$ 2,063.23		\$ 2,036.21		\$ 2,038.76	

**City of North Pole
2013-2014 Renewal**

		\$35,000 Specific Stop Loss			ISSI Stop Loss Revised		HCC Life		Standard Ins.	
Aggregating Secific \$15,000		Current	Renewal	Chg	Renewal	Chg	Renewal	Chg	Renewal	Chg
Administrative Fee										
AW Rehn	42	\$ 28.18	\$ 28.18	0%	\$ 28.18	0%	\$ 28.18	0%	\$ 28.18	0%
AUIB	42	\$ 35.71	\$ 36.78	3%	\$ 36.78	3%	\$ 36.78	3%	\$ 36.78	3%
Total Monthly Admin Fee		\$ 2,683.38	\$ 2,728.32	2%	\$ 2,728.32	2%	\$ 2,728.32	2%	\$ 2,728.32	2%
Specific Premium										
Employee Only	11	\$ 172.35	\$ 224.30	30%	\$ 190.28	10%	\$ 184.91	7%	\$ 188.59	9%
Family	31	\$ 465.31	\$ 605.54	30%	\$ 514.67	11%	\$ 497.97	7%	\$ 490.52	5%
Total Monthly Stop Loss Premium		\$ 16,320.46	\$ 21,239.04	30%	\$ 18,047.85	11%	\$ 17,471.08	7%	\$ 17,280.61	6%
Aggregate Premium										
Employee Only	42	\$ 19.63	\$ 19.63	0%	\$ 19.63	0%	\$ 18.06	-8%	\$ 16.48	-16%
Total Monthly Aggregate Premium		\$ 824.46	\$ 824.46	0%	\$ 824.46	0%	\$ 758.52	-8%	\$ 692.16	-16%
Total Monthly Fixed Costs		\$ 19,828.30	\$ 24,791.82	25%	\$ 21,600.63	9%	\$ 20,957.92	6%	\$ 20,701.09	4%
Total Annual Fixed Costs		\$ 237,939.60	\$ 297,501.84		\$ 259,207.56		\$ 251,495.04		\$ 248,413.08	
Claim Factors										
Employee Only	11	\$ 421.96	\$ 591.98	40%	\$ 493.03	17%	\$ 519.21	23%	\$ 518.82	23%
Family	31	\$ 1,244.90	\$ 1,716.50	38%	\$ 1,429.57	15%	\$ 1,418.54	14%	\$ 1,433.24	15%
Maximum Monthly Claims Cost		\$ 43,233.46	\$ 59,723.28	38%	\$ 49,740.00	15%	\$ 49,686.05	15%	\$ 50,137.46	16%
		\$ 518,801.52	\$ 716,679.36		\$ 596,880.00		\$ 596,232.60		\$ 601,649.52	
TOTAL MONTHLY Maximum Cost		\$ 63,061.76	\$ 84,515.10	34%	\$ 71,340.63	13%	\$ 70,643.97	12%	\$ 70,838.55	12%
TOTAL ANNUAL Maximum Cost		\$ 756,741.12	\$ 1,014,181.20		\$ 856,087.56		\$ 847,727.64		\$ 850,062.60	
TOTAL MONTHLY Expected Cost		\$ 54,415.07	\$ 72,570.44	33%	\$ 61,392.63	13%	\$ 60,706.76	12%	\$ 60,811.06	12%
TOTAL ANNUAL Expected Cost		\$ 652,980.82	\$ 870,845.33		\$ 736,711.56		\$ 728,481.12		\$ 729,732.70	
Total Increase (Maximum Cost)			\$ 257,440.08		\$ 99,346.44		\$ 90,986.52		\$ 93,321.48	
Employee		\$ 677.83	\$ 900.87		\$ 767.90		\$ 787.14		\$ 788.85	
Family		\$ 1,793.73	\$ 2,406.63		\$ 2,028.83		\$ 1,999.53		\$ 2,005.20	

City of North Pole

EXPERIENCE REPORTS:

The City of North Pole is averaging 42 covered employees per month, with an average of 106 covered participants including all dependents. Claims for service from 7/1/2012 through May 30, 2013 have totaled \$441,226 in 10 months. One claim has exceeded the Specific Stop Loss, and \$100,000 laser. The carrier has paid a total of \$82,116 to date, with an expected additional \$80,000 to be paid before year end in June. Average cost of coverage per employee is \$1,248 Per month. The plan is currently experiencing a loss ratio of \$99% of expected and 85% of maximum cost, excluding CIGNA run out claims.

In the last 10 months CIGNA run out claims have totaled \$11,957. When Run out claims are included the plans loss ratio is 100% of Projected Maximum. The claims graph shows costs both with and without the CIGNA run out claims. CIGNA will continue to pay claims for dates of service through June 30, 2012 for 15 months, (September 30, 2013).

RENEWAL PROJECTIONS:

At renewal we compare claims paid over the past 24 months to project future claims experience. Claims are broken into 12 month blocks. A waited average is determine by combining 75% of the most recent 12 months of claims with 25% of the claims in the prior 12 month period and applying a trend factor of 11%. We have prepared 2 projections this year, the first includes all claims paid and shows and shows paid claims have increased 12% in the most recent 12 months. However because you had one large claim with a specific laser of \$100,000 these numbers include an additional \$65,000 in claims you would not normally pay. The second projection shows adjusted claims with the \$65,000 removed. When these numbers are compared year over year claims actually decreased 3%. Both of these projections include CIGNA run out claims.

SPECIFIC STOP LOSS EXPERIENCE:

This report compares claims which have exceeded the Specific Stop Loss to the Premium paid to show annual Stop Loss Experience. In the past 9 years with CIGNA the carrier paid a total of \$530,842 in claims compared to receiving \$1,189,072 in premium for a loss ratio of \$44.6%.

This year with ISSI claims are currently \$82,110, compared to premium of \$131,411 for a loss ratio of \$62.5%. Additional claims of \$80,000 are expected to be paid before June 30, with only 1 more month or premium. This will be a losing year for the carrier.

RENEWAL RATES 2013-2014:

LIFE, AD&D & STD: Lincoln National Life

Group Life & AD&D \$50,000 Per employee, \$.18 / \$1,000. 2 Year rate guarantee at installation 7/1/2012.

Group Short Term Disability - \$.29 / \$100 of weekly benefit. 2 Year rate guarantee at installation 7/1/2012.

Voluntary Life & AD&D added, at no cost to the employer. Employees have the option of purchasing Life & AD&D coverage up to 5 x annual salary to a maximum of \$500,000, for both employee & spouse. \$100,000 is guaranteed issued for employees, \$20,000 guaranteed issued for spouse. Employees could also purchase \$10,000 of coverage for children.

HEALTH PLAN:

FIXED COSTS: These include TPA – Claims Payment, Utilization Review – including Well Baby and 24 Hr Nurse Line, and AUIB Consulting Fees.

TPA – AW REHN – quoted a 2 year rate guarantee so there will be no increase in costs for the 2013-2014 plan year.

UTILIZATION REVIEW – MEDICAL REHABILITATION CONSULTANTS - No rate increase.

UR Review \$2.30 PEPM

Well Baby \$.40 PEPM

24 Hr Nurse Line \$.80 PEPM

Case management is bill on an hourly basis of \$140 per hour.

PREFERRED PROVIDER PROGRAMS:

Alaska USA Insurance Brokers/Providence Hospital PPO – \$2.00 PEPM – No increase.

Wrap network provided through PHCS/MultiPlan, billed as 25% of savings – No Increase.

PHARMACY BENEFIT MANAGER:

Partners RX – Administrative fees built into claims expense – EE pays Co- Pay per prescription.

FSA VENDOR:

Eflexgroup – Provides FSA documentation & administration \$295/yr plus 3.95 PEPM with a minimum of \$75/mo.

This includes a Debit Card, so employees are able to pay providers directly, and will no longer have to pay cash and process paper claims for reimbursement. No Increase.

BENEFITS CONSULTANT:

Alaska USA Insurance Brokers – Annual Service Fee of \$18,540 – averaging \$36.78 PEPM – 3% increase.

STOP LOSS COVERAGE:

The current carrier IISI originally quoted a 30% increase in the Specific Stop Loss premium based on a contract change from 12/12 to 15/12 and “Leveraged Trend” (the expectation that the cost of services increase year over year) resulting in an annual increase of \$59,562. After considerable discussion they were able to reduce the Specific Premium increase to 18% resulting in an increase of only \$35,793 and a potential savings of \$23,768.

Based on ISSI’s unresponsiveness we asked other carriers to bid. HCC submitted a quote with a Specific Stop Loss premium increase of 15% and Standard Insurance quote a 13% increase in Specific Stop Loss Premium.

AGGREGATE STOP LOSS PREMIUM:

IISI’s renewal included no increase in Aggregate Stop Loss Premium. HCC’s quote included a 8% reduction in the Aggregate Stop Loss Premium and Standard Insurance quoted a 16% reduction in the Aggregate Premium.

TOTAL FIXED COSTS:

We have calculated each of the quotes for the upcoming year:

IISI – Original Quote	\$297,501	Annual increase of \$59,562
IISI – Revised Quote	\$ 273,733	Annual increase of \$35,793
HCC Life	\$266,937	Annual increase of \$28,998
Standard Ins.	\$262,593	Annual increase of \$24,654

AGGREGATE CLAIM FACTORS:

Each carrier has established a Maximum Claim factor for the 2013-2014 plan year.

IISI – Original Quote	\$716,679
IISI – Revised Quote	\$596,880
HCC Life	\$596,232
Standard Ins.	\$601,649

TOTAL ANNUAL COST:

	MAXIMUM CLAIMS	EXPECTED CLAIMS	% INCREASE
IISI – Original Quote	\$1,014,181	\$870,845	33%
IISI – Revised Quote	\$ 870,613	\$751,237	15%
HCC Life	\$ 863,170	\$743,923	14%
Standard Ins.	\$ 864,243	\$743,913	14%

The above rates utilize a standard Specific Stop Loss Deductible of \$35,000, all quotes are laser free.

We have included rates for an Aggregating Specific in an effort to further reduce fixed costs which we feel would benefit the City of North Pole. Using an Aggregating Specific the Specific Stop Loss Premium is reduced, in this case \$15,000. If the group has no claims in excess of the \$35,000 Specific Stop Loss the plan saves \$15,000 in Fixed Cost.

If the plan has specific claims which exceed the \$35,000 Specific, the plan would pay up to an additional \$15,000 on any combination of claims in excess of \$35,000. Basically this pays back the premium savings and the net result is the same rate you would have paid had you had a standard Stop Loss Policy.

TOTAL FIXED COSTS: Using the Aggregating Specific of \$15,000

We have calculated each of the quotes for the upcoming year:

IISI – Standard Quote	\$297,501	Annual increase of \$59,562
IISI – Revised Quote	\$259,207	Annual increase of \$21,267
HCC Life	\$251,495	Annual increase of \$13,555
Standard Ins.	\$248,413	Annual increase of \$10,743

Aggregate Premium and claims remain the same under both Specific Stop Loss methods.

TOTAL ANNUAL COST:

	MAXIMUM CLAIMS	EXPECTED CLAIMS	% INCREASE
IISI – Original Quote	\$1,014,181	\$870,845	33%
IISI – Revised Quote	\$ 856,087	\$736,711	13%
HCC Life	\$ 847,727	\$728,481	12%
Standard Ins.	\$ 850,062	\$729,732	12%

The above rates utilize a Aggregating Specific of \$15,000 with an Individual Specific Stop Loss Deductible of \$35,000, all quotes are laser free.

Based on the above quotes we recommend you consider the Aggregating Specific Contract at \$35,000 Individual Specific Premium. Moving to a 15/12 contract with the Aggregating Specific will reduce the overall increase in plan cost by an additional 2%.

We recommend you consider moving your Stop Loss coverage from IISI to HCC Life. Normally we would not recommend a change in Stop Loss Carriers after only 1 year. It is important to build a relationship with them to assure cooperation in the event of questionable claims.

IISI has been very responsive with the payment of the one large claim this plan year, however they were very difficult to work with on renewal and were unwilling to bring the rates down to a reasonable renewal until they were faced with other carriers who quoted rates in the area expected based on past experience.

Moving to HCC would result in a savings of \$7,000 on the Standard Stop Loss Contract or \$8,000 with the Aggregating Specific contract, over the renewal offer from IISI. This savings would mostly be in the Fixed Cost of the plan.

I look forward to meeting with you on June 3, and discussing this further.

Sincerely

A handwritten signature in cursive script that reads "Diana Stewart". The signature is written in dark ink and is positioned above the printed name.

Diana Stewart, RHU, CEBS
Sr. Benefits Account Manager
Alaska USA Insurance Brokers.

April 10, 2013

North Pole Community Chamber of Commerce
PO Box 55071
North Pole, Alaska 99705

City of North Pole
125 Snowman Lane
North Pole, Alaska 99705

Dear North Pole City Council:

The North Pole Community Chamber of Commerce board is very appreciative for the support the council has shown in past years through the sharing of bed tax monies.

With that support, we have seen a surge in involvement by members both old and new, and we are extremely encouraged by this desire from our members to make a difference in our community.

We currently have a full board of directors, and have resurrected our monthly members meetings. We have also begun to plan for our *annual* members meeting and elections in the fall.

The summer of 2013 is quickly filling with events and activities for our members as well as the community. With a new board and a new direction, NPCCC is working hard to be a true advocate for North Pole and our local businesses.

The board has realized the need for a new visitor center building and location. The old chamber cabin has seen a dramatic decline in visitors since the new interchange was installed on the Richardson Highway, and it is the desire of the board to move the visitor center to a more accessible location.

For 2013, NPCCC will be renting the former Santa Land RV Park building and will be relocating the visitor center there on a temporary basis. Current plans are to have the visitor center open from May 20, 2013 through September 20, 2013.

One of the ways NPCCC is trying to improve our community is by the completion of a new permanent visitor center. Throughout the summer of 2013, NPCCC will actively be seeking land and funding for the construction of a new visitor center. (Attached is a rough sketch and budget for the proposed visitor center).

NPCCC would like to ask the City of North Pole to consider making an investment into the North Pole community by donating land to NPCCC for our new location.

The city owned lot that NPCCC would ask council to consider is **Lot 1F2 of Santa's Village**, located adjacent to the North Pole Police Station on Cary Lane, behind Wendy's.

NPCCC would also like to recommend that if the city council decides to grant NPCCC the land, that council would withhold 50% of 2013 NPCCC bed tax monies, in order to offset the value of the land donation.

Based on the 2013 budget it is estimated that the city would retain approximately \$10,582.50 in bed tax monies.

NPCCC is dedicated to making North Pole a great place to live, work and play, and is excited about the potential to relocate our visitor center here in the heart of North Pole.

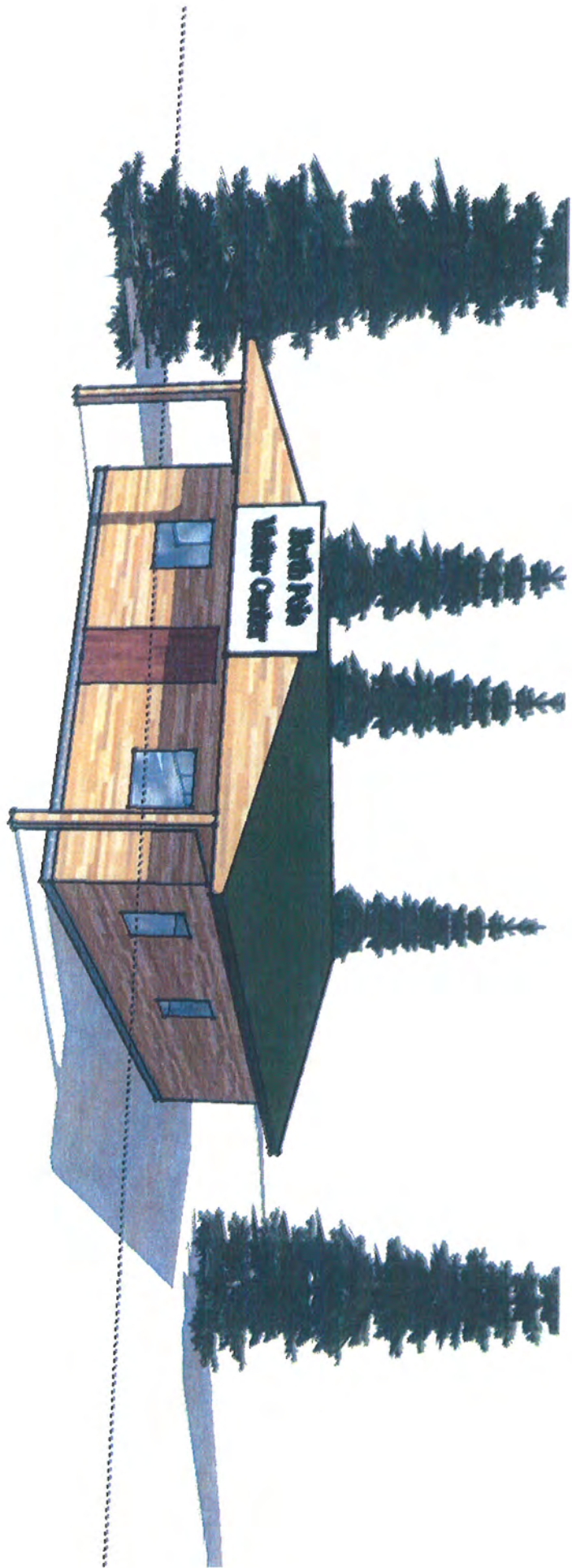
Thank you for your consideration and your service as we strive to serve our community.

Sincerely,

Rob Schreckhise, President
North Pole Community Chamber of Commerce

NPCCC Board Members:

Phil Zastrow
Tracy Pulido
Tammy Randolph
Bridgit Clements
Victoria Rock
Stan Jenco
Bridgit Lawson
Bryce Ward

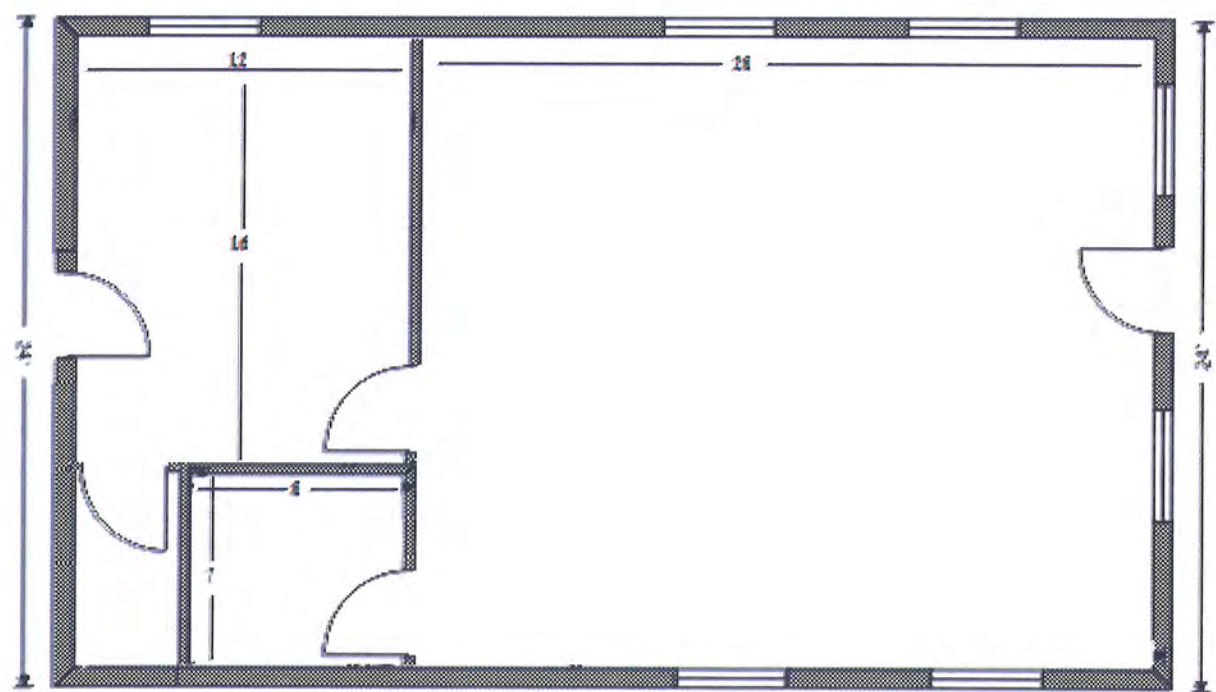


North Pole Chamber of Commerce visitor cabin budget

Visitor cabin budget

	Line Items	Phase	Total for phase
Drive way	\$4,000.00	1	
Dirt Work	\$6,500.00	1	
Foundation	\$5,500.00	1	
Sewer and H2O	\$8,000.00	1	\$24,000.00
Siding	\$4,000.00	2	
Framing	\$5,500.00	2	
Doors and Windows	\$4,000.00	2	
Roofing	\$4,000.00	2	\$17,500.00
Electric	\$3,500.00	3	
Plumbing	\$2,500.00	3	
Heating	\$3,000.00	3	\$9,000.00
Finish work	\$7,500.00	4	
Landscape	\$2,500.00	4	\$10,000.00
Reserve	\$9,500.00	Reserve	\$9,500.00
Total	\$70,000.00	Total	\$70,000.00

Monthly operating expense		
Electric	\$ 200.00	
Phone-internet	\$ 100.00	
Fuel oil	\$ 150.00	
Insurance	\$ 150.00	
Cleaning	\$ 50.00	
Total monthly	\$ 650.00	
Total annually	\$ 7,800.00	Grand total with one year operating expense \$77,800.00



Property Summary

[back to Search Page](#)

pan	property physical description	
0518620	LOT 1F2 SANTA'S VILLAGE Previously assessed as SANTAS VILLAGE 01F	
neighborhood	business	property class
0200 North Pole City		Vacant Land
millage group	most recent millage rate	Status
0219 SEC 15 & 16 2S-2E (NP)	15.4450	NORTH POLE, CITY OF
Fire Service Area		Additional Information
		Building Details
CITY OF NORTH POLE		View Property Location

Land Area

Parcel

1 34001 Square Feet

OWNER		ADDRESS
Name	Interest	No data returned
NORTH POLE CITY OF,	OWNERSHIP	

The FNSB provides a link to view the recorded document at the State of Alaska Recorders Office through the instrument #. The FNSB has no control over the contents posted on any external web sites and these sites may have separate terms of use and privacy policies. The inclusion of this web link does not imply endorsement by the FNSB of the site, its content, advertisers or sponsors.

Documents			
description	record date	Book Page	Instrument #
Warranty Deed	9/28/2006		2006-024787-0
Termination of Lease	8/28/2006		2006-021894-0
Warranty Deed	8/28/2006		2006-021895-0
Assignment of Lease	11/17/2005		2005-025673-0

Replat

7/25/2001

2001-014532-0

Pay Property Taxes by credit card

Tax History (Updated: 05/29/13 04:01 AM)

If taxes are delinquent interest calculation date is: 11/1/2006 and payment must be made with guaranteed funds.

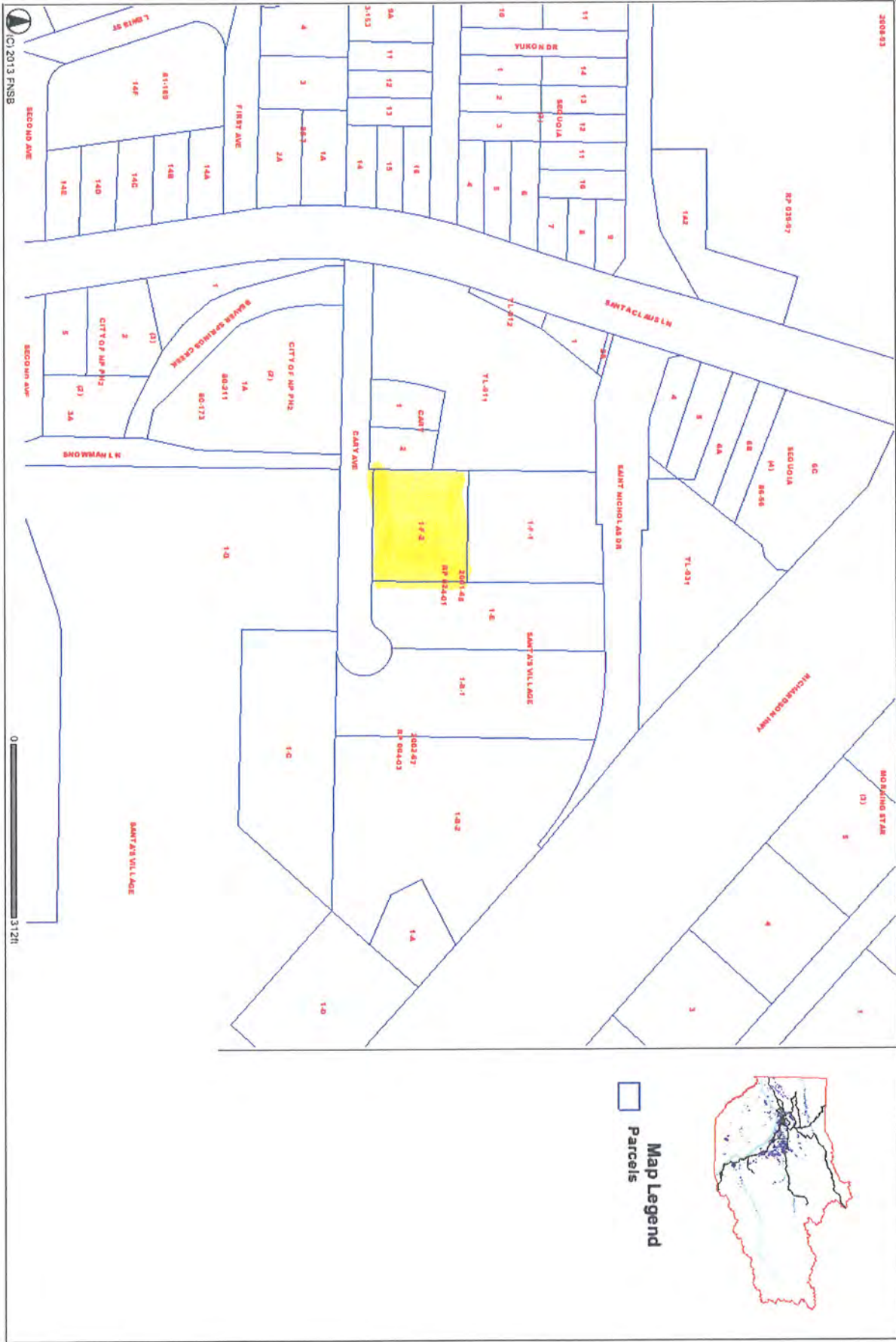
year	tax levied	taxes exempted	fees	total due	total paid	net due
2006	\$696.58	\$0.00	\$0.00	\$696.58	\$696.58	\$0.00
2005	\$709.36	\$0.00	\$202.94	\$912.30	\$912.30	\$0.00
2004	\$725.80	\$0.00	\$169.50	\$895.30	\$895.30	\$0.00
2003	\$729.52	\$0.00	\$0.00	\$729.52	\$729.52	\$0.00
2002	\$729.52	\$0.00	\$0.00	\$729.52	\$729.52	\$0.00

For questions regarding taxes, contact the FNSB Division of Treasury and Budget at 907-459-1441.



**Fairbanks North Star Borough GIS
FNSB Map**

As of: 5/29/2013



Map Legend
□ Parcels



0 312ft

© 2013 FNSB

Parcel Data Sheet

PAN	Description	Twn - Rng
0518620 01F2 SANTAS VILLAGE		2S 2E
Neighborhood	Business	Status
0200 North Pole City		Active - Roll Type 1
Millage Group	Most Recent Mill Rate	Tax Status
0219 SEC 15 & 16 2S-2E (NP)	15.445	NORTH POLE, CITY OF
Detail Description	Property Class	
LOT 1F2 SANTA'S VILLAGE Previously assessed as SANTAS VILLAGE 01F	Vacant Land	

Billing Address

NORTH POLE CITY OF
125 SNOWMAN LN
NORTH POLE AK 99705 7708

Ownership: (Name / Interest)

NORTH POLE CITY OF, OWNERSHIP

Documents: (Description / Record Date / Book / Page / Instrument# / Current / Amount)

Warranty Deed	09/28/2006	2006-024787-0
Warranty Deed	08/28/2006	2006-021895-0
Termination of Lease	08/28/2006	2006-021894-0
Assignment of Lease	11/17/2005	2005-025673-0
Replat	07/25/2001	2001-014532-0

Govt. Codes: (Entity / Account)

Situs Address

Land Sections: (ID / Land Class [Not Zoning] / Quantity)

1 Residential Office 34001 Square Feet

Assessment History:

Year	Land	Structures, etc.	Total	Taxable Amount
2012	40.801	0	40.801	
2011	40.801	0	40.801	
2010	40.801	0	40.801	
2009	40.801	0	40.801	
2008	40.801	0	40.801	

As Of: 6/29/2012

01F2 SANTAS VILLAGE : 0518620

Close

Last Appraisal Modification

Date	Appraiser	Reason
1/30/2002	CBB	13
1/29/2002	CBB	12

Cost

Land:	40,801
Site Imp:	0
Primary Struct:	0
Secondary	0
Mobile Home(s):	0
Misc Imp:	0
Non-Standard:	0
Total:	40,801

History of Values

Year	Land	Improvement	Total	%Chg
2013	40,801	0	40,801	0.0
2012	40,801	0	40,801	0.0
2011	40,801	0	40,801	0.0
2010	40,801	0	40,801	0.0
2009	40,801	0	40,801	0.0
2008	40,801	0	40,801	—
			5 Year APR	0.0

Printed On: 5/29/2013 11:27:14 AM

Printed By: elnert



Fairbanks North Star Borough Emergency Operations Department

3175 Peger Road • PO Box 71267 • Fairbanks, AK 99707-1267 (907)459-1481 fax 459-1119

FAIRBANKS NORTH STAR BOROUGH AND CITY OF NORTH POLE EMERGENCY MEDICAL SERVICES/AMBULANCE CONTRACT RENEWAL AND AMENDMENT NO. 3

1. The parties, the Fairbanks North Star Borough and the City of North Pole hereby agree to allow for the third renewal of their Emergency Medical Services/Ambulance Contract effective July 1, 2010 through June 30, 2011 for an additional one year period, July 1, 2013 through June 30, 2014.
2. This extension shall be on the same terms and conditions in the current contract, and any amendments thereto, with the following amendments:
 - a. Section 3. The total contract amount shall be \$395,653 for the period of the contract renewal.

**CITY OF NORTH POLE
EMERGENCY MEDICAL SERVICES/AMBULANCE CONTRACT**

SIGNATURE PAGE

APPROVED: _____ DATE: _____
Mayor
City of North Pole

APPROVED: _____ DATE: _____
Luke T. Hopkins, FNSB Mayor

ATTEST: _____ DATE: _____
Mona Lisa Drexler, FNSB Clerk

REVIEWED BY: _____ DATE: _____
Fairbanks North Star Borough Legal Department

ORIGINALS FILED WITH: Contractor, Clerk's Office and Emergency Operations Department



Fairbanks North Star Borough

Emergency Operations Department

3175 Peger Road • PO Box 71267 • Fairbanks, AK 99707 • (907) 459-1481 • FAX 459-1119

FAIRBANKS NORTH STAR BOROUGH AND CITY OF NORTH POLE EMERGENCY MEDICAL SERVICES AND AMBULANCE CONTRACT

Section 1. Parties

The parties to this Contract are the FAIRBANKS NORTH STAR BOROUGH ("Borough"), and the CITY OF NORTH POLE ("Contractor").

Section 2. Duties of the Contractor

A. General. The Contractor shall provide pre-hospital emergency medical and ambulance services within its Borough-assigned response area. The Contractor shall have a primary ambulance response area that includes the North Star Fire Service Area (see map, Appendix 1).

Within their capabilities, the Contractor may respond outside its assigned ambulance response area at the request of any other ambulance service within the Borough, including providing mutual aid.

The Contractor shall provide these services 24 hours per day, 7 days per week. The Contractor shall maintain a valid state of Alaska EMS Provider Certification (AS 18.08) throughout the contract period.

B. Contractor's Duties.

1. Employee Relations. The Contractor is responsible for employee hiring and promotion, employee discipline, and all other policies concerning employer and employees. The Contractor is solely responsible for recruiting, training, and other policies toward volunteers or paid staff. The Contractor is responsible for payment of wages and salaries to its employees, for timely and accurate submission of W-4 Forms and other information to the Internal Revenue Service, for payment of the Social Security employer's contribution, and for compliance with all other state and federal wage, hour, and tax laws.

2. Privacy Laws. Contractor shall agree to use and disclose Protected Health Information in compliance with the Standards for Privacy of Individually Identifiable Health Information ("Privacy Rule") (45 C.F.R. Parts 160 and 164) under the Health Insurance Portability and Accountability Act of 1996 and any other relevant state and federal privacy laws.

3. Dispatching. The Contractor shall be fully responsible for securing their emergency and non-emergency dispatch needs. The Contractor shall maintain the capability to be in radio communications with the emergency rooms of Fairbanks Memorial Hospital and Basset Army Hospital.

4. Training and Level of Service.

a. The Contractor shall ensure no individual operating under its authorization performs any medical care or stabilization techniques on any patient unless the Contractor's personnel has received the appropriate medical training. All Emergency Medical Technicians, under the control of the Contractor, will be trained as specified in the Alaska Administrative Code.

b. The Contractor shall ensure that its initially responding ambulance is staffed to the advanced life support level as defined in 7 AAC 26.230(b)(2)(i.e., must have an EMT-II or EMT-III, mobile intensive care paramedic, or other medical personnel certified or licensed to provide advanced life support (e.g., registered nurse, physician's assistant, or physician), and at least one other person trained to at least the EMT-I level when using a surface transportation vehicle, available to respond to emergency calls 24 hours a day). Likewise, the Contractor shall operate their ambulances under all response and medical protocols established by Alaska Administrative Code.

c. The Contractor shall maintain a professional affiliation with a state-licensed local physician as its individual medical director under whose medical protocols it functions. The Contractor shall ensure that their medical director reviews their emergency medical responses periodically.

d. Within limitations of appropriations, the Borough shall coordinate initial and recertification training of the Contractor's EMT I + II + IIIs. The Contractor, or student, shall be responsible for all class books, lab fees, credit fees, National Registry fees, test fees and other miscellaneous costs.

e. If the Contractor requests additional EMT training beyond what the Borough is financially able to provide or if the Contractor requires any additional medical training to fulfill the requirements of this contract, such additional medical training and related costs will be the sole responsibility of the Contractor.

f. The Contractor shall annually submit to the Borough the names of all personnel operating within the requirements of this contract.

g. The Contractor shall submit to the Borough, with their annual contract fee requests, their EMT training needs and justifications for the following year.

h. The Contractor shall maintain accurate records of the training certifications of all its personnel, including, but not necessarily limited to, driver's training, initial and recertification at the appropriate EMT level, and Contractor-approved continued medical education classes. An annual summary of personnel training qualifications will be provided to the Borough.

i. When necessary, the Contractor may summon the assistance of the closest fire department that is authorized to perform such duties as may be required at the emergency scene. The contract amount is inclusive of all amounts necessary to reimburse any such fire department for these services.

Section 3. Duties of the Borough

The Borough shall monitor the Contractor's compliance with this contract; however, the Borough shall not otherwise supervise or direct the Contractor. The Contractor is an independent contractor of the Fairbanks North Star Borough.

The Borough shall pay the Contractor for this contract the sum of \$359,772.00, inclusive of amounts necessary to compensate for the use of fire assets required in the course of EMS response.

Section 4. Contract Term, Renewal, Termination, Integration

A. Term. This contract shall cover a period from July 1, 2010, unless otherwise notified by the Borough and shall terminate on June 30, 2011. The contract shall become effective on the date of signing.

B. Renewal. This contract may be extended for four (4) additional one (1) year periods by mutual consent of the parties. Five (5) months prior to the annual termination date, the Borough and Contractor shall confer on the feasibility of exercising a renewal option. Contract amounts shall be negotiated annually in accordance with procedures found in Section 6.

C. Termination. This contract may be terminated by:

1. Mutual written consent of the Borough and Contractor;
2. Written request by either party based on non-performance of the other party, after sixty (60) calendar day notice. This notification time shall permit resolution of any disagreements.
3. Abandonment by Contractor. If the Borough terminates this contract for nonperformance or abandonment, the Borough may have the services provided by another Contractor and may use funds originally allocated to the Contractor under this agreement. The Contractor under this agreement is responsible to return to the Borough any unused or unencumbered funds. Likewise, the Borough will retain any undistributed contract funds should abandonment by the Contractor occur.
4. Upon termination of this contract all assets owned by the Borough as part of this contract will be inventoried and returned to the physical control of the Borough.

D. Failure to object not a waiver. The failure of either party to object to non-performance of or to seek to complete performance of, any duty under this contract shall not constitute a waiver of any subsequent breach of the same, or of any different duty.

E. Integration. This contract, its appendices, and the map of the primary response area constitute the entire agreement between the Borough and the Contractor and supersede all previous representations and agreements between the parties. This contract shall be binding upon the successors and assigns of each of the parties.

F. Amendments. Any modifications, changes or additions to this contract shall be sequentially numbered and dated amendments with signatures of both the Borough and Contractor, specifying the scope of any changed duties and any monetary changes required by said amendments.

G. Interpretation. This contract shall be governed by the laws of the State of Alaska with venue in the Fourth Judicial District, Fairbanks, Alaska. All parties have been afforded the opportunity to review this contract prior to signing with the assistance of counsel. This contract shall not be interpreted against the drafter.

H. Assignment. No benefit under this contract may be assigned, nor may any duty under this contract be delegated, without the prior written consent of the other party which shall not be unreasonably withheld.

Section 5. Contract Representatives - Notices

A. The Borough's representative for this contract shall be the Borough Emergency Operations Director.

B. The Contractor's representative for this contract shall be the North Pole City Mayor.

C. Any notices under this agreement shall be in writing, personally delivered, mailed or faxed, and addressed to the respective contract representative. Either party may change its contract representative or its address for notices by written notice to the other.

BOROUGH	Emergency Operations Director Fairbanks North Star Borough P.O. Box 71267 Fairbanks, Alaska 99707 Tel: 459-1481 Fax: 459-1119
----------------	------------------------------------------------------------------------------------------------------------------------------------------------

CONTRACTOR	North Pole City Mayor 125 Snowman Lane North Pole, AK 99705 Tel: 488-2281 Fax: 488-3002
-------------------	-------------------------------------------------------------------------------------------------------

Section 6. Budgets, Contract Fees, and Financial Matters

A. The Contract price shall be determined by annual negotiations between the Borough Emergency Operations Director and the Contractor, subject to approval by the Borough Mayor and funding by the Borough Assembly. This Contract is subject to appropriation of the contract amount by the Borough Assembly and ratification by the North Pole City Council.

B. On or about December 31st, the Contractor shall present to the Borough Emergency Operations Director a proposed Operating Budget for the following fiscal year. The proposal shall identify all expenses of providing the contract services.

After negotiations, the Borough Emergency Operations Director will forward his recommendation to the Borough Mayor for approval and inclusion in the Borough's annual budget submittal to the Borough Assembly.

C. The Borough has made one contract payment in the amount of \$59,251. A payment of \$120,635 will be due on or about September 1, 2010. The balance of the contract amount will be due on or about January 15, 2011. In subsequent contract years, the Borough will make semi-annual contract payment to the Contractor in two equal amounts, on or about July 15 and January 15.

D. The Contractor shall maintain its internal financial records in accordance with generally accepted accounting principles. As with all government records, all such Contractor financial records, including any audit reports, shall be available upon reasonable request and at reasonable times for inspection by representatives of the Borough.

Section 7. Purchasing and Reporting Requirements

A. The Contractor will be responsible for obtaining its own disposable medical supplies and Hepatitis B vaccine for its personnel.

B. The Contractor shall not sell, mortgage, encumber by lien, rent, or otherwise transfer ownership or possession of any Borough-owned equipment, vehicles, or facilities to any other person or entity without prior written consent of the Borough Mayor or designee.

C. The Borough shall provide medical reporting forms to the Contractor, who will ensure they are filled out accurately and completely. The Contractor will adhere to all billing and response accountability procedures as requested by the Borough Emergency Operations Director, including complying with electronic reporting standards when the ePCR system becomes operational. All hand-written patient care reports (PCRs) for transported patients will be turned into the FNSB Emergency Operations office by 5p.m. on the 15th and 30th of each month for the preceding two week period. If this day falls

on a weekend or holiday, the reports are due by 5p.m. of the next Borough working day. PCR's are to be complete and legible and will contain the following required billing information prior to submittal:

- Date of Service
- Agency Incident Number
- Agency Vehicle Identifier
- Patient Name
- Patient Address
- Patient Birth date
- Patient gender
- Patient Social Security Number
- Patient contact telephone number
- Patient Insurance information (if available)
- Transported miles calculation
- Level of service code (BLS, ALS1, ALS2)
- Written documentation to substantiate level of service code
- Name of medic in charge
- Receiving hospital face-sheet
- Signed AOB form

An administrative fee of \$25 may be collected by the Borough from the Contractor for each incomplete or untimely PCR.

D. The Contractor shall provide the Borough Emergency Operations Director, by the 10th day of the subsequent month, a monthly summary of all run activities.

E. The Contractor shall submit an annual report by Sept. 1 that summarizes the types of medical emergencies to which the Contractor has responded and training programs, together with the numbers of Contractor personnel attending, and other such pertinent information that may be requested by the Borough.

F. The Contractor shall submit to the Borough on an annual basis, or update annually, the following:

1. Statistical review of activity: for example (but not limited to) number and types of emergency responses, average personnel on scene, and the number and type of community and/or school activities.

2. Five and ten year operational plans, as approved by the Contractor.

3. Operational Profile: to include the department's mission statement, operation overview (what they do and how), staffing, identification of problems, how they integrate with their neighboring fire and/or EMS departments.

Section 8. Insurance

A. The Contractor will be responsible for securing their own insurance coverage to include: comprehensive general liability insurance, auto liability insurance, workers compensation insurance, property insurance and EMS professional liability insurance, at coverage levels agreed upon by the Contractor and the Borough Risk Manager. The Borough Risk Manager shall consult with the Contractor annually to determine the type and level of coverage under this contract. Such consultation shall take place no later than November 15th and coverage limits agreed upon no later than December 15th for the upcoming contract year.

B. The Contractor agrees to maintain a policy comparable to, or more restrictive than, the Borough policy prohibiting possession/use of firearms by department personnel when engaged in official department activities.

Section 9. Ownership of Records

All records kept by the Contractor in support of this contract shall be the property of the Contractor, but shall be made available to the Borough upon reasonable notice and at reasonable times and places. This power to review records continues for six (6) years after the termination of this contract, whether the contract is terminated by the parties or ends by its own terms.

Section 10. Hold Harmless

A. The Contractor shall indemnify and defend the Borough against any claim arising from any wrongful act or negligence of the Contractor to use such skill, prudence, and diligence as other members of the Contractor's profession commonly possess and exercise. The Contractor's duty to exercise a professional standard of care applies to both intentional acts and failures to act. The Contractor has no duty to defend or indemnify the Borough against any claim or action alleging, arising from or based, on a wrongful or negligent act by the Borough. The duty of the Contractor to indemnify and defend the Borough extends to

1. Claims for death, or for damage to persons or property,
2. Claims for economic loss, and
3. Claims for costs, expenses, and attorney's fees.

B. The Borough shall indemnify and defend the Contractor against any claim arising from any wrongful act or negligence of the Borough to use such skill, prudence, and diligence as other similar governmental agencies would commonly possess and exercise. The Borough's duty to exercise a professional standard of care applies to both intentional acts and failures to act. The Borough has no duty to defend or indemnify the Contractor against any claim or action alleging a wrongful or negligent act by the Contractor. The duty of the Borough to indemnify and defend the Contractor extends to

1. Claims for death, or for damage to persons or property,

2. Claims for economic loss, and
3. Claims for costs, expenses, and attorney's fees.

**F.N.S.B. EMERGENCY MEDICAL SERVICES AND
AMBULANCE CONTRACT**

SIGNATURE PAGE

APPROVED: _____ DATE: _____
City of North Pole Mayor

APPROVED: _____ DATE: _____
Fairbanks North Star Borough Mayor

ATTEST: _____ DATE: _____
Fairbanks North Star Borough Clerk

REVIEWED: _____ DATE: _____
Fairbanks North Star Borough Legal Department

ORIGINALS FILED WITH: Contractor, Clerk's Office and Emergency Operations Department

CITY OF NORTH POLE

Ordinance 13-09

**AN ORDINANCE AMENDING TITLE 15, BUILDING AND CONSTRUCTION,
CHAPTER 15.05 ADMINISTRATIVE CODE CONCERNING VALUATION OF
BUILDING IMPROVEMENTS FOR THE DETERMINATION OF PERMIT 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 clarify questionable areas.

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

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

Section 2. Amend Title 15, Building and Construction, Chapter 15.04 Administrative Code, Section 15.04.050, Local amendments to the Uniform Administrative Code, 1997 Edition, revise the former amendment of Section 3.04.2, Permit Fees, paragraph two as follows:

~~The determination of value or valuation under any of the provisions of these codes shall be made by the building official based upon the latest Building Valuation values released by the International Code Council and adjusted by a factor of 1.3. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing system and other permanent equipment.~~

304.2 Permit Fees. The determination of value or valuation under any of the provisions of these codes shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air-conditioning, elevators, fire-extinguishing systems and other permanent equipment. Valuation shall be determined in accordance with the latest edition of the Building Safety Journal data chart as published by the International Code Council based on the final contract amount, whichever is greater. When calculating the valuation utilizing the building valuation data chart the regional modifier shall be (1.3). A copy of the bid award may be required by the building official. In any case the final determination of value or valuation under any of the provisions of these codes shall be made by the building official.

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
17th day of June, 2013.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk