



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING **Monday, July 6, 2015**

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

MAYOR

Bryce Ward 888-4444

CITY CLERK

Kathy Weber, MMC 488-8583

COUNCIL MEMBERS

Michael Welch- <i>Mayor Pro Tem</i>	488-5834
Thomas McGhee- <i>Deputy Mayor Pro Tem</i>	455-0010
Preston Smith – <i>Alt. Deputy Mayor Pro Tem</i>	488-8824
Elizabeth Holm	488-6125
Sharron Hunter	978-5591
Kevin McCarthy	590-0800

- 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

- a. Ordinance 15-11, an Ordinance of the North Pole City Council to amend Title 5, Chapter 5.08 – Liquor Regulations, and introduce Section 5.08.030 – Council review of license issuance, renewal, transfer, relocation, or continued operation

12. New Business

- a. Request from Fairbanks Convention & Visitors Bureau dba Explore Fairbanks for 3rd and 4th quarter 2014 bed tax in the amount of \$2,705.87
- b. Reimbursement request by Buddy Lane for damages sustained to personal ATV while performing City business.

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 \$10.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.



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

A regular meeting of the North Pole City Council was held on Monday, June 15, 2015 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, June 15, 2015 to order at 7:00 p.m.

There were present:

**Ms. Holm
Ms. Hunter
Mr. McCarthy
Mr. McGhee
Mr. Smith
Mr. Welch
Mayor Ward**

Absent/Excused

CALL TO ORDER/ROLL CALL

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Monday, June 15, 2015 at 7:00 p.m.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Councilman McGhee

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of June 15, 2015

Seconded by Mr. Welch

Discussion

None

Mr. McGhee moved to amend the agenda to consent as follows:

Old Business

- b. Ordinance 15-09, an Ordinance of the City of North Pole, Alaska to amend the 2015 budget to authorize purchase o a replacement pickup truck for the public works department
- c. Ordinance 15-10, an Ordinance of the City of North Pole, Alaska to amend Title 13, Public Services, and adding Chapter 32 – General provisions for drilling water wells, to update ordinance, and establish process for permitting the installation of water wells

New Business

- c. Ordinance 15-11, an Ordinance of the North Pole City Council to amend Title 5, Chapter 5.08 – Liquor Regulations, and introduce Section 5.08.030 – Council review of license issuance, renewal, transfer, relocation, or continued operation.
- d. Resolution 15-12, a Resolution establishing the water treatment plant emergency system improvements project as the City of North Pole’s priority capital project for the municipal matching grant program in State fiscal year 2017

Seconded by Mr. Welch

Discussion

None

On the amendment

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

On the Agenda as Amended

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Welch *moved to Approve the minutes of June 1, 2015.*

Seconded by Mr. McGhee

Discussion

None

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

We are seeking donations for the Trooper Park. If you are interested in donating your time or resources please talk to me or Chief Dutra with the Police Dept. We had a great contractor meeting today and look forward to starting work when the road weight restrictions are lifted.

The 4th of July festival “A Patriots Christmas” is only 3 short weeks away. If you are interested please contact me or Katy Englund for details. Flint Hills Resources has graciously agreed to come on as title sponsor again this year, Thank YOU! The next meeting will be here at City Hall tomorrow evening at 6:15pm.

The ground breaking ceremony was a great success on the 5th. Governor Walker was present in North Pole for the fusing of the pipe and a short speech on this momentous event.

I was able to attend the change of command for Col. Snelson at FT. Wainwright last Friday. Col Snelson was in charge of the air brigade and is responsible for my introduction to golf. He was a great leader here in the Interior and is planning on staying because he loves it so much here.

I was also able to attend the ribbon cutting for the Tanana Trails housing project. This project was over 10 years in the making at it was great to tour the new buildings. It was interesting to see the change in the terrain from 15 years ago when me and my buddies used to play there.

The State announced last week that they are not going to make a determination on the cleanup level for sulfolane for 2 years citing the need for the results of the NTP study that will be completed in 2017. Not having a cleanup standard poses a significant challenge for the City and for the responsible parties to determine what needs to be done achieve a reasonable cleanup plan.

The Audit should be completed on Wednesday of this week. Staff met with the auditors last week and it was clear it would not be ready for this meeting. We have scheduled a special meeting for Monday June 29th at 6:00 p.m. for the presentation of the audit, per our charter. This year even with significant economic challenges we still managed to keep our expenditures under budget and our revenues came in over expected.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Ms. Hunter asked where the Tanana Trails housing was located. She also asked about the Amazing Race during the July 4th celebration.

- **Presentation by Water & Soil Conservation on Elodea**

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

-

Fire Department, Chief Lane

- None

Finance, Tricia Fogarty

-

Director of City Services, Bill Butler

Building Department

- July 14: FNSB Planning Department will be reviewing the conditional use application for the proposed senior housing project in Stillmeyer Estates Subdivision)
 - Public will be able to comment at the meeting

Public Works

- FMATS 2014 repaving project in final stages (3rd and 4th Avenues by the Elementary; School; West 6th Avenue; Manley Street; Owens Street; & Blanket Boulevard)
- Hurst Road: City section nearing completion
- City's annual road patching work completed

Utility Department

- Complaints about odor from wastewater plant declining
 - Chemistry of lagoon 1 appears to be shifting to "normal" (color change from dark to more normal green—algal bloom)
- \$1.9 million for Sewer Lift Station Rehabilitation Project still in the 2016 Capital Budget
 - Waiting for governor's signature on budget
- Five of Utility's grants audited last week.
 - 2 ½ days scheduled for audit, but lasted approximately one day

- Passing audits important because ADEC withholds 5-10% of reimbursable funds until pass audit
- Utility has approximately \$100,000 being withheld

Natural Gas Utility Board

- Gas pipeline installation continues at approximately 1,000 to 1,500 feet/day
- State approved purchase of Fairbanks Natural Gas
 - What this specifically holds for IGU not yet determined
 - One possible outcome is the consolidation of the two entities into a single public utility
- ADIEA release a request for proposals to for a natural gas supplier
- Focused on Cook Inlet but also gave flexibility to get natural gas from any cost-effective source, including the North Slope

Mr. McGhee asked about the striping on Badger Rd.

Mr. Welch stated that his wife heard that there weren't many qualified people to do with the IGU.

Mr. Smith asked if Mr. Butler could put something on the website concerning the difference between an easement and utility easement.

Borough Representative

- Ordinance in regards to the vote by mail did not garner enough votes.

City Clerk, Kathy Weber

- There will be a Special Meeting on Monday, June 29, 2015 at 6:00 p.m. Kohler, Schmitt, & Hutchison will be presenting the 2014 Annual Audit.
- Aaron Jacobson has been hired as the new archivist under the grant. He is helping to continue to research data that needs to be archived for the City.
- The City has long talked of possibly getting a museum in the area. I have been in contact with borough officials and they are interested in talking with us about the use of the old library. I will be coming before council in the weeks to come with a business plan and more information.
- I will be on vacation from Thursday, June 18 – Friday, June 26, 2015. I will have email and cell phone service if you need to contact me.

ONGOING PROJECTS

None

CITIZENS COMMENTS

None

OLD BUSINESS

Ordinance 15-07, An Ordinance of the City Of North Pole, Alaska to amend Title 2, Personnel System, Chapter 36, Section.480 Insurance and Disability Benefits

Mayor Ward stated that this ordinance changes the contribution amount for employees from \$0 to \$45 per month and for dependents to go from \$100 per month to \$175 per month. This works out to be approximately \$101 per month for a family.

Public Comment

Steve Dutra – 125 Snowman Lane

Mr. Dutra finished his presentation that he didn't get to finish at the last meeting. He felt that the contribution would be a significant impact to some of the employees' wages. He felt that with the healthcare renewal coming in the middle of the year that it doesn't let the Department Heads come up with budgetary fixes. He felt there could have been other alternative to consider.

Mr. Smith asked if we are asking the right questions to the broker for what we need for the employees. He asked if the NPPD could put together a wellness program for the officers.

Ms. Holm asked if he could give his presentation to Agnew:Beck.

Mr. Welch asked how many employees the NPPD had hired this past year and what their expectations would be toward paying for their benefits. He asked Chief Dutra what would be fair for his employees.

Mr. McGhee said that every year he puts forth raising the sales tax and he doesn't have the support of the employees. He said the surplus he was proposing at the last budget session was shot down. The council needs the support of the employees at the budget session. He said we need to be proactive and the cost of doing business is going up for everyone.

Ms. Hunter asked if these were voted down would there be things that department heads would be able to do to decrease their budgets.

Mayor Ward asked if Chief Dutra thought 5% of the cost of healthcare was unreasonable.

Chief Dutra said he is speaking for the people at the lower end of the payscale and that it is a lot of money.

Mayor Ward asked if he knew that 81% of the NPPD budget was personnel.

Mr. Welch asked if Chief Dutra was aware of the fact that this was going up from \$100 to \$120 before this was released.

Mr. McGhee said he was concerned about what Chief Dutra meant by cutting services and if it would be wiser to raise sales tax to pay for those services.

Mr. McGhee *moved to Adopt Ordinance 15-07, an Ordinance of the City of North Pole, Alaska to amend Title 2, Personnel System, Chapter 36, Section.480 Insurance and Disability Benefits*

Seconded *by Mr. Welch*

Discussion

Mr. McGhee said he supports Chief Dutra in what he wants for costs. He hopes to see the sales tax raised to help see these services kept. He asked to move this forward and

Mr. Welch said he has talked with other employees and department heads and said that they have said they were all right with lower pay because they had better benefits. He said that for employees that will be

Mr. Welch *move to amend line 33 amend to employees shall pay a \$25 monthly premium and \$150 for dependent coverage*

Seconded *by Mr. McCarthy*

Discussion

Mr. Welch

Mr. Smith commented on the ambulance fee for the residents and the changes over the years.

Mr. McCarthy stated that he is in favor of the amendment.

Ms. Hunter

Ms. Holm said that the average employee makes about \$60,000 a year. She has a good feeling that with getting Agnew:Beck on board that there will be

Mr. McGhee asked how this amendment will affect the budget

Mr. Smith asked about increasing the deductible.

Mr. Kestram said that the City did increase the deductible from \$300 to \$375.

Ms. Hunter said she is in favor of the amendment and using the approach of Ms. Holm in reverse and if we have to increase it next year we have more time. The best solution goes with Councilman McGhee on the proposal for sales tax and hopes the council will consider that. They need the support of the residents and the council is the body that needs to look at this and keep a balance with the services that the City needs to provide.

Mr. Smith asked if the City could put together a wellness program and capitalize on these gains.

Mayor Ward said he has ran some of the numbers. He state that and look at how they manage the City in a responsible way With the number the employee would be paying \$46.15 per pay period. With the changes as present it would increase to 102 and imprlemnt \$68.09 per PP. The reason why we brought this forward is \$200,000 from FHR and double digit increase in health insurance. 80% of costs are wages and affects the vehicles they drive and not in the best interest of the City and look after the well being of our employees. The 5% is in the best interest. Looking at a change and piece mealing it together and reduce the amount that employees and wider gap in the budget and where they are going to find it. To find 430,000 – 40,00 I the budget is to cut personnel. That is the only way he sees this happening. It is difficult and a challenge. He as not in favor of the amendment.

Mr. Welch said his numbers were based on 30 families and approximately 12 other employees instead of 540 a year 340 a year and 19,000 instead of \$30,000. Keep in mind that we don't know how much the spousal coverage wuld be barred in the contract before us.

Ms. Holm said she ran the numbers she came up with different numbers.

Mr. Welch said that \$220 per family a \$2640 a year. Under his plan it would be \$2100 a year. At the same token looking at dependents. Would be 300 a year instead of 540 a year it brings it to 80% without the amendment and 55 for the employee.

Mr. McGhee said he supports the Mayor on this and if we support this amendment we need to look at cutting services. We need to look at our budget for 2016 and support what the mayor has brought forward. Right now is not the time to do this amendment.

On the amendment

FAILED

On the main motion

Discussion

Mr. McGhee said we should be talking about this during the budget session and see the City become more proactive and see increases in our revenues and need to stop being dependent on what the bases are doing and start looking at what the City does. In regards to what he means by their support is not losing job and going somewhere else but when City residents are .

Ms. Hunter

Ms. Holm said that

Ms. Hunter moved to amend line 33 – shall pay .5% of their salary for healthcare coverage and .5% for dependent coverage.

Seconded by Mr. Welch

Discussion

Ms. Hunter said this will address the Chiefs comments that people that make a larger salary can afford and have a more disposable income and not putting a

Mr. McGhee said he doesn't think this is a fair deal It doesn't matter what the cost is the same for a doctor visit and to pay more he can't . The mayor has already set up what the cost of this is and not over charger and its ok to charge them more and is not a fair system.

Ms. Holm said her numbers didn't make sense.

Mr. Kestram said this would put us over and the City would lose their grandfather rights.

Ms. Hunter withdrew her amendment

Mr. Welch removed his second.

NEW BUSINESS

Renewal of 2015-2016 City of North Pole Health Insurance With AW Rehn

Mayor Ward

Public Comment

Steve Dutra – 125 Snowman Lane

Mr. Dutra said he liked to see all the discussion and hoped to see that. He doesn't think the denial of spousal coverage is fair. He said that the \$100,000 for spousal coverage and dependents and the 2nd is that what if a person works at Walmart and that business offers a

healthcare plan and purchase that health insurance because they , and not what you thought . Work he to the benefit of our fmaaiies. Does not and not what it is going to save us. Pull the spousal out of the contract.

Geoff Coon – 110 Lewis Street

Mr. Coon said he is also affected by this. It is not clear to him and not clear to other employees. This is a small City and should have gotten a phone call and is a fine print and if he didn't get it then they didn't get it. He would like to have it dropped as well and make a comment on and council member who talked about the squeaky wheel. He likes the fact that your elected for your opinion and everyone that elected you.

Buddy Lane, 110

Echoed chief dutra and coon you will penalize a spuse at home or at work and not treating all your employees the same. Thanke the council for their work and encouraged them to drop that protion.

Bill Bellant, 125 Snowman Lane

He objected to the removal of the spousal coverage. The children can be double covered and the spouse cannot. Its not fair.

Chad Rathbun, 125 Snowman Lane

Mr. Rathbun said that this is a guestiment and that this is and more public testimony that this would need to have to give back as the employees and his wife is not covered by other insurance and he wouldn't want to see this.

Tricia Fogarty, 125 Snowman Lane

Encouraged that part of the contract if our spouse lost their coverage they wouldn't be able to get health insurance.

Mr. McGhee *moved to Approve the Renewal of 2015-2016 City of North Pole Health Insurance with AW Rehn*

Seconded by Mr. Welch

Discussion

None

Mr. Welch *moved to amend with the following:*
To barre language on denial of spousal coverage in the contract

Seconded by Ms. Hunter

Discussion

Mr. McGhee asked for clarification on the verbiage on the spousal coverage. He asked if a person was an American native if they would be

On the amendment

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

On the main motion as amended

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

Fairbanks North Star Borough and City of North Pole Emergency Medical Services and Ambulance Contract

Deputy Chief Coon stated that this contract is for \$419,750

Public Comment

Mr. Welch *moved to Approve Fairbanks North Star Borough and City of North Pole Emergency Medical Services and Ambulance Contract*

Seconded by Mr. McCarthy

Discussion

Ms. Holm said that this contract was not for enough money and that the City

Ms. Hunter said that she would like to send some sort of message to the FNSB. Year after year receiving this as a take it or leave it the borough is trying to take advantage of us and other fire services. She will vote for this as it was recommended by Deputy Chief Coon.

Ms. Holm said they just went through this with the dispatch contract. They had to decide to charge us more or end the contract.

Maor Ward said that we can work with them to make it better and has been working with the borough mayor. He has learned that a little finesse is better. If the city wishes to provide this service to the borough it will take an effort on our part and the borough.

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

COUNCIL COMMENTS

Ms. Holm – would like to give a shout out to the North Pole Worship Center to assisted living home and giving out water and a great outreach.

Mr. Welch – nice to see us back in the 80's and have 22 hours of daylight. Won't get dark until July 27th. Nice to see employees come out and give their . looking forward to the 4th of July and look forward to the June 29th meeting on the audit.

Mr. McGhee – awesome weekend and brought in 280 motorcycles from Shanghai, Venezuela. Filled the riverboat discovery with motorcyclist and visited outside the refinery and outside the Santa Claus House and economic impact on City of Fairbanks and City of North Pole. Looking forward to . Be careful and look out for the other guy. Give the right of way.

Mr. McCarthy – glad to see people in the audience stay until the end. A lot of the things they heard them say and said a lot of things and when second reading were not heard and roasted over the fire. It literally was night and day and missed the boat.

Mr. Smith – thanks to all the guys that came out and appreciates all the people using the bike paths.

Ms. Hunter – apologize to all the employees and first session and discussed the insurance and put it on consent agenda instead of opening to public comment. Thanked for coming out and testifying and makes a big difference.

Mayor Ward – reminder of special meeting of June 29th and not another meeting until after July 4th.

ADJOURNMENT

Mr. McGhee adjourned the meeting at 9:21 p.m.

Seconded by Mr. McGhee

The regular meeting of June 15, 2015 adjourned at 9:21 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, July 6, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

ORDINANCE 15-11

AN ORDINANCE OF THE NORTH POLE CITY COUNCIL TO AMEND TITLE 5,
CHAPTER 5.08 – LIQUOR REGULATIONS, AND INTRODUCE SECTION 5.08.030 –
COUNCIL REVIEW OF LICENSE ISSUANCE, RENEWAL, TRANSFER,
RELOCATION, OR CONTINUED OPERATION

WHEREAS, changes to the practices, regulation and policies is a continually changing requirement; and

WHEREAS, the North Pole Municipal Code should be amended to conform to the requirements of the City; and

WHEREAS, the City of North Pole desires to give clarity to the North Pole Municipal Code:

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

Section 2. Title 5 - Business Licenses, Taxes and Regulations, Chapter 5.08 – Liquor Regulations, Introducing Section 5.08.030 Council review of license issuance, renewal, transfer, relocation, or continues operation is hereby amended as follows [new text in *italicized red font*; deleted text in ~~strike through~~ font]:

5.08.030 Council review of license issuance, renewal, transfer, relocation, or continued operation.

A. The council may protest the issuance, renewal, transfer, relocation, or continued operation of an alcoholic beverage license as provided in state law. The protest shall cite any of the following criteria which the council determines to be pertinent:

- 1. The character and public interests of the surrounding neighborhood;*
- 2. Actual and potential law enforcement problems, including the proximity of the premises to law enforcement stations and patrols;*
- 3. The concentration of other licenses of the same and other types in the area;*
- 4. Whether the surrounding area experiences an unacceptable rate of alcohol abuse or of crime or accidents in which the abuse of alcohol is involved;*
- 5. The adequacy of parking facilities;*
- 6. The safety of ingress to and egress from the premises;*
- 7. Compliance with state and local fire, health and safety codes;*

- 39 8. *The degree of control the licensee has or proposes to have over the conduct of the*
40 *licensed business;*
- 41 9. *The history of convictions of the applicants and affiliates of the applicants for:*
42 a. *Any felony involving moral turpitude;*
43 b. *Any violation of AS Title 04; and*
44 c. *Any violation of the alcoholic beverage control laws of another state as a*
45 *licensee of that state;*

46 10. *Whether the applicant or the applicant's affiliates are untrustworthy, unfit to conduct a*
47 *licensed business or constitute a potential source of harm to the public;*

48 11. *Any other factor the council determines is generally relevant or is relevant to a particular*
49 *application.*

50 B. *The council may also protest the issuance, transfer, renewal, relocation, or continued*
51 *operation of a license as provided in state law if it determines any of the following conditions*
52 *exist:*

53 1. *The business operated under the license is, on the date the council considers the license,*
54 *delinquent in the payment of any sales tax or penalty or interest on sales tax arising out of the*
55 *operation of the licensed premises;*

56 2. *There are delinquent water & sewer or penalty or interest thereon arising out of the*
57 *operation of the licensed premises;*

58 3. *There is a delinquent charge or assessment owing the City of North Pole by the licensee*
59 *for a municipal serviced provided for the benefit of the business conducted under the license or*
60 *for a service or an activity provided or conducted by the municipality at the request of or arising*
61 *out of an activity of the business conducted under the license;*

62 4. *If the license requested is for a beverage dispensary and is requested under AS*
63 *04.11.400(d)(1), unless the tourist facility will contain 30 or more rooms;*

64 5. *The business operated under the license is, on the date the council considers the*
65 *application, in violation of state or local fire, health, or safety codes. A criminal conviction of*
66 *the violation is not a prerequisite for a protest under this section.*

67 C. *If the council recommends protest of the issuance, renewal, transfer, relocation, or continued*
68 *operation of a license it shall state the basis of the protest and the applicant shall be afforded*
69 *notice and an opportunity to be heard at an abbreviated informal hearing before the council to*
70 *defend the application. For the purposes of the subsection, notice shall be sufficient if sent at*
71 *least ten days prior to the hearing by certified first class mail to the address last provided by the*
72 *applicant to the City Clerk. At the conclusion of the hearing, the council decision to protest the*
73 *application shall stand unless the majority of the council votes to withdraw the protest.*

74 **Section 3. Effective Date**

75 This ordinance shall become effective at 5:00 p.m. on the first City business day following its
76 adoption.

Sponsored by: Mayor Ward
Introduced and Advanced: June 15, 2015
Possible Adoption: July 6, 2015

77 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this
78 6th day of July, 2015.

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Bryce J. Ward, Mayor

82 ATTEST:

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

PASSED/FAILED Yes: No: Absent:

June 12, 2015

City of North Pole
125 Snowman Lane
North Pole AK 99705

Dear Mayor Ward and City Council Members:

This letter is in regards to Fairbanks Convention and Visitors Bureau dba Explore Fairbanks requesting the 3rd and 4th Quarter 2014 allotment of the North Pole City bed tax. The total request is for \$2,705.87. Please find attached the Year-to-Date Bed Tax Summary Report for the FNSB region as well as the North Pole specific data.

In 2014, our Tourism team attended eight domestic consumer and travel trade shows and 12 international trade shows and sales missions. They hosted 18 familiarization tours which included over 100 tour operators, travel agents and transportation representatives from around the world. They also launched a Spanish-language website to target the growing Latin American audience, bringing the number of foreign-language websites to five.

Explore Fairbanks Visitor Services personnel greeted more than 114,000 visitors in 2014. The Golden Heart Greeter volunteers assisted with 29 conventions and community events with 274 hours of service in 2014.

The Advertising and Public Relations team, in conjunction with the CEO, embarked on the new destination video project in 2014. In October during the Alaska Travel Industry Association Convention the new video was released. In early 2015 Explore Fairbanks won the Silver award in the Destination Videos category from the North American Travel Journalists Association. This award competition, now in its 23rd year, honors the “best of the best” in travel writing, photography and promotion that covers all aspects of the travel industry worldwide. They hosted 26 media tours with 40 participants in 2014.

In 2015 we are working on increasing our footprint in the China market as well as developing a new website which is accessible across multiple platforms. At Explore Fairbanks we continue to market the region through participation in consumer and travel tradeshows, sales missions, press trips, collateral material and offering visitors services including trip planning to help optimize the visitor’s experience.

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

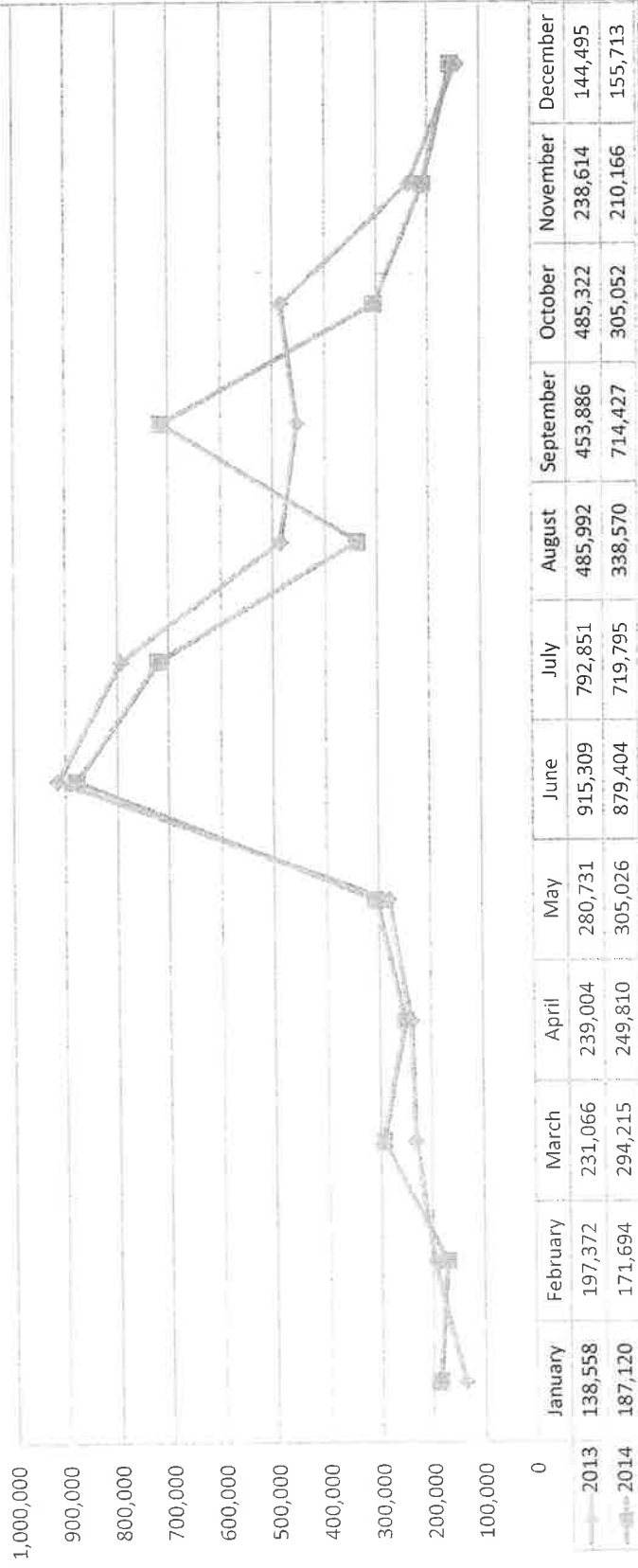
Sincerely,

Dawn Murphy
Finance and Administrative Director

Bed Tax Year To Date Dollar Change through December 2014									
Government Bed Tax Collections	Month			Year-to-Date (YTD)					
	Month 2013	Month 2014	Month Net Gain/Loss +/-	Month % +/-	YTD 2013	YTD 2014	YTD Net Gain/Loss	YTD Net Gain/Loss	Year % +/-
*FNSB (other than cities)	38,964	41,916	2,952	7.58%	1,918,329	1,728,163	-190,166	-190,166	-9.91%
City of Fairbanks	103,367	110,906	7,540	7.29%	2,632,839	2,720,456	87,616	87,616	3.3%
City North Pole	2,164	2,891	726	33.56%	52,032	82,374	30,342	30,342	58.3%
Totals	144,495	155,713			4,603,200	4,530,992		-72,207	-1.57%
		Month Net Gain/Loss	11,218.28	7.76%		YTD Net Gain/Loss			

*FNSB figures subject to change due to fiscal year-end adjustments

Cumulative Monthly Bed Tax Comparative 2013/2014



NORTH POLE CITY HOTEL/MOTEL BED TAX COLLECTION

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	5 year comparison 2010-2014
JAN		1,970.59	1,313.34 -33.35%	1,566.91 19.31%	3,873.71 147.22%	1,840.58 -52.49%							20.17%
FEB		1,263.64	2,291.49 81.34%	2,279.70 -0.51%	1,556.06 -31.74%	1,029.96 -33.81%							3.82%
MAR		2,998.96	2,927.86 -2.37%	2,096.83 -28.38%	1,531.38 -26.97%	4,839.01 215.99%							39.57%
APR		2,870.45	4,762.92 65.93%	2,797.83 -41.26%	1,188.13 -57.53%	1,774.93 49.39%							4.13%
MAY		11,754.14	7,446.07 -36.65%	8,619.01 15.75%	3,733.12 -56.69%	9,221.77 147.03%							17.36%
JUN		7,566.02	11,802.77 56.26%	16,056.34 36.04%	7,222.81 -55.02%	18,647.27 158.17%							26.61%
JUL		11,036.93	17,684.72 59.70%	14,518.28 -17.90%	8,827.79 -39.20%	10,707.62 21.29%							3.85%
AUG		6,487.05	15,567.30 139.98%	19,220.83 23.47%	16,300.60 -15.19%	19,498.13 59.87%							36.59%
SEP		6,649.40	7,386.97 11.09%	7,795.32 5.53%	8,358.29 7.22%	6,938.76 83.78%							10.56%
OCT		4,478.60	7,050.50 57.43%	4,886.37 -30.69%	8,446.94 72.87%	3,687.16 -2.49%							8.37%
NOV		2,517.26	2,266.56 -9.96%	1,970.34 -13.07%	2,769.59 40.56%	1,297.97 -40.49%							-8.84%
DEC		1,941.41	886.35 -54.35%	1,070.68 20.80%	2,083.75 94.62%	2,164.28 3.86%							19.70%
TOTAL	40,676.67	83,937.79	83,172.71	85,894.07	52,031.93	82,373.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annual % of Change		106.35%	-0.91%	3.27%	-39.42%	58.31%							

Fairbanks Convention and Visitors Bureau (FCVB)
Adv Classified Balance Sheet, Comparative 2015-2014
4/30/2015


	YTD 2015	2014 Year-End
Assets		
Current Assets		
Cash	\$124,627	\$686,529
Receivables	\$30,371	\$221,356
Inventory	\$0	\$78,170
Prepaid Expenses	\$59,163	\$175,322
Due From Accounts	<u>\$182,665</u>	<u>\$0</u>
Total Current Assets	\$396,826	\$1,161,377
Property & Equipment		
Property & Equipment	\$285,749	\$285,749
Less accumulated depreciation	<u>-\$182,552</u>	<u>-\$182,552</u>
Total Property & Equipment	\$103,196	\$103,197
Total Assets	<u>\$500,022</u>	<u>\$1,264,574</u>
Liabilities		
Current Liabilities		
Accounts Payable	\$36,420	\$140,648
Conference Fee Payable	\$0	\$0
Payroll Liabilities	\$96,621	\$64,993
Deferred Income	\$0	\$57,633
Unearned Revenues	\$47,315	\$144,470
Line of Credit	\$75,000	\$0
Due to Account	<u>\$182,665</u>	<u>\$0</u>
Total Current Liabilities	\$438,022	\$407,744
Net Assets		
Investments in Property & Equipment	\$103,196	\$103,196
Board Designated for Subsequent Years	\$285,300	\$208,578
Board Designated Working Capital Reserve	\$320,000	\$256,000
Undesignated	\$148,335	\$289,056
Net Change in Net Assets	<u>-\$794,831</u>	<u>\$0</u>
Total Net Assets	\$62,001	\$856,830
Total Liabilities and Net Assets	<u>\$500,022</u>	<u>\$1,264,574</u>

Fairbanks Convention and Visitors Bureau (FCVB)
Advance Classified Revenue Statement
April-2015

	April-15			Year To Date 2015			Annual Budget	
	Actual	Monthly Amended Budget	Variance	Actual	YTD Amended Budget	Variance	Amended 201 5	Actual YTD vs Annual Budget
Operating Revenue								
Revenue								
Bed Tax/Grant Revenue	\$108,708	\$104,025	4.50%	\$166,881	\$104,025	60.42%	\$2,936,680	5.68%
Advertising Revenue	\$150	\$0	#DIV/0!	\$45,580	\$42,500	7.25%	\$110,750	41.16%
Membership Revenue	\$9,857	\$4,000	146.43%	\$98,827	\$91,000	8.60%	\$110,350	89.56%
Meetings & Convention Revenue	\$136	\$50	172.32%	\$196	\$300	-34.68%	\$1,000	19.60%
Tourism Revenue	\$0	\$0	#DIV/0!	\$14,900	\$10,000	49.00%	\$10,000	149.00%
Visitors Services Revenue	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$300	0.00%
Miscellaneous Revenue	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$0	#DIV/0!
In-Kind Donations/Trade Out Revenue	\$1,745	\$1,745	0.00%	\$44,412	\$44,412	0.00%	\$44,412	100.00%
Total Revenue	\$120,596	\$109,820	8.22%	\$370,796	\$292,237	11.68%	\$3,213,492	10.16%
Total Operating Revenue	\$120,596	\$109,820	8.22%	\$370,796	\$292,237	11.68%	\$3,213,492	10.16%
Operating Expenses								
Personnel Expenses								
Personnel Expenses	\$108,529	\$112,022	-3.12%	\$448,719	\$462,397	-2.96%	\$1,408,544	31.86%
Total Personnel Expenses	\$108,529	\$112,022	-3.12%	\$448,719	\$462,397	-2.96%	\$1,408,544	31.86%
Direct Marketing Expenses								
Production	\$0	\$500	-100.00%	\$2,138	\$2,500	-14.48%	\$30,300	7.06%
Media Placement	\$23,375	\$55,072	-57.56%	\$212,082	\$259,473	-18.26%	\$504,600	42.03%
Collateral Material	\$4,824	\$8,625	-44.07%	\$78,685	\$90,848	-13.39%	\$160,950	48.89%
Website Development	\$25	\$2,000	-98.75%	\$3,585	\$8,000	-55.19%	\$20,000	17.92%
Promotional Merchandise	\$2,858	\$2,000	42.90%	\$19,838	\$31,682	-37.38%	\$31,995	62.00%
FAMs/Site Visits/Press Tours	\$2,052	\$2,050	0.12%	\$11,831	\$18,675	-36.65%	\$54,150	21.85%
Trade Shows	\$1,195	\$6,000	-80.08%	\$42,628	\$52,790	-19.25%	\$72,190	59.05%
Travel & Entertainment	\$9,442	\$12,520	-24.59%	\$28,461	\$45,920	-38.02%	\$106,620	26.69%
Local Meetings	\$555	\$1,200	-53.73%	\$2,569	\$4,536	-43.36%	\$13,872	18.52%
Special Promotions	\$3,517	\$10,758	-67.30%	\$27,446	\$46,658	-41.18%	\$105,974	25.90%
International Marketing	\$0	\$5,000	-100.00%	\$27,013	\$28,000	-3.53%	\$56,000	48.24%
Research	\$0	\$0	#DIV/0!	\$4,044	\$5,748	-29.65%	\$6,798	24.07%
Event Hosting Expense	\$7,123	\$11,403	-37.53%	\$14,478	\$20,009	-27.64%	\$44,359	32.64%
Telephone Expense	\$594	\$1,375	-56.82%	\$1,963	\$5,500	-64.31%	\$16,500	11.90%
Dues/Subsription	\$4,850	\$43	11179.07%	\$9,950	\$5,897	68.73%	\$15,466	64.33%
(800) Inquiry Service	\$25	\$40	-37.50%	\$100	\$160	-37.50%	\$480	20.83%
Mail Fulfillment/Postage Expense	\$8,968	\$12,442	-27.92%	\$56,618	\$57,693	-1.86%	\$193,925	29.20%
Direct Mail/Promo	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$16,000	0.00%
In-Kind/Trade Out Expense	\$1,745	\$0	#DIV/0!	\$44,412	\$44,412	0.00%	\$44,412	100.00%
Total Direct Marketing Expenses	\$71,148	\$131,028	-47.03%	\$587,842	\$728,501	-25.40%	\$1,504,591	36.12%
Indirect Marketing Expenses								
Computer Expense	\$4,511	\$4,931	-8.52%	\$18,198	\$19,724	-7.74%	\$62,072	29.32%
Education/Training	\$230	\$2,050	-88.78%	\$1,284	\$4,350	-70.48%	\$7,140	17.99%
Equipment Rental	\$1,032	\$1,763	-41.46%	\$3,821	\$7,052	-45.82%	\$21,156	18.06%
Insurance Expense	\$1,275	\$1,500	-15.02%	\$5,082	\$6,000	-15.30%	\$18,000	28.23%
Interest/Finance Charge	\$0	\$412	-100.00%	\$0	\$625	-100.00%	\$3,284	0.00%
Bank Fees	\$271	\$900	-69.87%	\$3,218	\$3,800	-15.32%	\$11,500	27.98%
Professional Fees	\$0	\$2,100	-100.00%	\$16,100	\$18,600	-13.44%	\$22,400	71.88%
Rent Expense	\$17,892	\$17,898	-0.03%	\$71,567	\$71,592	-0.03%	\$214,776	33.32%
Supply/Office Expense	\$1,138	\$800	42.28%	\$8,717	\$8,200	6.30%	\$14,600	59.70%
Licenses & Taxes	\$1,080	\$0	#DIV/0!	\$1,080	\$1,080	0.00%	\$32,730	3.30%
Reimbursable Expense	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$0	#DIV/0!
Other Expense	\$0	\$54	-100.00%	\$0	\$216	-100.00%	\$600	0.00%
Capital Outlay	\$0	\$0	#DIV/0!	\$0	\$0	#DIV/0!	\$6,500	0.00%
Total Indirect Marketing Expenses	\$27,429	\$32,408	-15.36%	\$129,066	\$141,239	-8.62%	\$414,758	31.12%
Total Operating Expenses	\$207,106	\$275,458	-25.45%	\$1,165,627	\$1,332,137	-15.83%	\$3,327,893	33.69%
Income from Operations	-\$86,510	-\$165,638		-\$794,831	-\$1,039,900		-\$114,401	

Memo



To: Mayor Ward
From: Chief Lane 
CC:
Date: 6/30/2015
Re: Damage to ATV

Mayor,

As we discussed, on June 19th early morning we were dispatched to a large column of black smoke behind North Pole High School. We discovered that the smoke was outside the city across the Tanana slough, but due to the extreme fire danger it we felt we needed to find out if the fire was going to spread into the city. The slough was pretty much dry. We did not want to take the heavy trucks onto the river bed, so I responded with my ATV. While trying to gain access to where the fire was burning we were traveling in about 6 inches of water at a very slow speed when we fell into an unseen hole that completely sunk my ATV under water.

After about two hours we were able to retrieve my ATV from the water and towed it to my trailer. I dropped the ATV off at Phillips Recreation to have the fluids changed just after 10 am the same day. Getting the water out of the motor and drives as quickly as possible is very important. Phillips recreation was able to change all of the fluids and remove all of the water from the ATV. The electronic gauge was also damaged beyond repair, but they did not replace it as it had to be ordered.

Attached you find the bills associated with the incident. The bills total 1009.99. I am requesting to be reimbursed for these expenses due to the fact that they occurred while being used for city response. As we discussed the Fire Department does not own assets that would allow us to complete this response.

The extreme fire danger was the drive behind investigating the location of this fire. It ended up being a full size pick up sitting in the middle of the slough on fire. Luckily it was in the middle of the slough and did not spread into the black spruce that surrounded it. If it would have spread into the black spruce we would have had a major fire that would have spread into the city.

Please let me know if you have any questions.

THE OUTPOST

Harley -Polaris -Honda -Victory -BMW
1450 Karen Way
Fairbanks, AK 99709
907-456-3265 907-456-3135

Pick Ticket

LANE, BRYAN & KAREN
322-2193

Sold	S/O	Lay	P/U	PartNumber	2nd Part #	Src	Cat	Description	Extended	Bin
	1			3280479	3280479	PO	POP	ASM-CLUSTER,110MM,W/FUEL	\$377.99	

Sub-Total	\$0.00
LessDiscount	\$42.00
Quote Total	\$377.99

Boys of Hope
3615 Wrenthall Avenue
Fedotuk, Alaska 99709
(907) 474-0444

5689

NAME: Buddy Lane
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 YEAR MAKE AND MODEL: _____
 SERIAL NO. A1 R: _____

DATE IN: _____ AM/PM
 CUSTOMER'S ORDER NO.: _____ AM/PM
 ORDER WRITTEN BY: _____ AM/PM
 BUS PHONE: _____ EXT: _____
 HOME PHONE: _____
 CALL W/HEST: YES NO CALL WHEN READY: YES NO
 # OVER \$: _____ LICENSE NO: _____ MAILING: _____
 MECHANIC TECHNICIAN: _____

SERVICES REQUESTED/DESCRIPTION OF WORK AMOUNT

RZR (Snow) Dryer not get running
 Dryer just out
 Change hoses + Air filter
 Dryer cables

E-Mail: Dlane@northpolefire.org

TOTAL LABOR

PART NO. AND DESCRIPTION
(All parts new unless otherwise specified)

QTY	DESCRIPTION	AMOUNT
1	Air filters	39.00
2	Snow hoses	8.00
1	Oil change kit	37.00
3	gear case oil	16.00
		100.00

[Handwritten signature]

PAID BY: CASH CHECK CREDIT CARD
 MC VISA AMEX OTHER
 CC NO. _____ TERMS _____ EXP. _____
 ACCT. _____

I hereby authorize the above repair work to be done along with the necessary materials. You and your employees may operate vehicle for purposes of testing, inspection, or delivery at my risk. An express mechanics lien is acknowledged on above vehicle to secure the amount of repairs thereto. It is understood that you will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control.

SAVE OLD PARTS
 YES NO

TOTAL PARTS	132.00
TOTAL LABOR	500.00
TOTAL SUBLET	
GAS, OIL AND GREASE	
SHOP SUPPLIES	
EPA/WASTE DISPOSAL	
TAX	
TOTAL	632.00