



***CITY OF NORTH POLE***  
**Regular Meeting January 22, 2019**  
**North Pole Council Chambers**  
**125 Snowman Lane, North Pole, Alaska**  
[www.northpolealaska.com](http://www.northpolealaska.com)

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***Tuesday, January 22, 2019***  
**Committee of the Whole: 6:30 p.m.**  
**Regular City Council Meeting – 7:00 p.m.**

**MAYOR**

Michael Welch  
488-8584

**CITY CLERK**

Judy Binkley  
488-8583

**COUNCIL MEMBERS**

Doug Isaacson – Mayor Pro Tem	322-3133
Avery Thompson – Deputy Mayor Pro Tem	388-5351
Perry Walley – Alt Dep Mayor Pro Tem	347-0135
DeJohn Cromer	347-2808
Aino Welch	488-5834
David Skippis	750-5106

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**
  - a. January 07, 2019
  - b. January 14, 2019
6. **Communications from the Mayor**
  - a. Employer Support of the Guard and Reserve (ESGR) Award Presentation.
  - b. NPHS January 2019 Student of the Month – Anna Green.
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. Liquor License Renewal for Red Pants, Inc. dba The Refinery Lounge.
  - b. Request for Approval to Purchase Mobile Radios for the SHSP 2018 Grant in the Amount of \$29,007.32.
  - c. Request for Approval of Tuition Reimbursement for Officer Emily Gibson.
- 13. Executive Session**
  - a. To Discuss Personnel Issues in the Police Department.
- 14. Council Comments**
- 15. Adjournment**

*Detailed information and copies of agenda documents may be obtained at the Office of the City Clerk, 125 Snowman Lane or on the City website [www.northpolealaska.com](http://www.northpolealaska.com). Notice of Council Action is available at City Hall and on the City website following the meeting. Council Meetings are aired live via audio streaming from the City's website. Inquiries concerning ADA compliance or accommodations should be directed to the City Clerk.*



**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, January 07, 2019 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

**CALL TO ORDER/ROLL CALL**

Mayor Welch called the regular City Council meeting of Monday, January 07, 2019 to order at 7:00 p.m.

***There were present:***

**Doug Isaacson – Mayor Pro Tem**  
**Avery Thompson – Deputy Mayor Pro Tem**  
**Perry Walley – Alt Dep Mayor Pro Tem**  
**DeJohn Cromer**  
**Aino Welch**  
**David Skipps**  
**Mayor Welch**

***Absent/Excused***

**Excused**

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Mayor Welch

**INVOCATION**

Invocation was given by Mr. Walley

**APPROVAL OF AGENDA**

**Ms. Welch moved to approve the agenda of January 07, 2019**

**Seconded by Mr. Skipps**

**DISCUSSION**

**Ms. Welch moved to consent the following items:**

**New Business:**

- b. Request for Approval of Consulting Engineer Contracts with North Star Engineering and Inspection and Meurlott Consulting to Perform Building Plan Reviews and Inspections for the Building Department.**

**and remove the following item:**

**New Business:**

- c. Request for Approval of Proposed Scope of Services, Additional Site Characterization, City of North Pole 8<sup>th</sup> Avenue Fire-Well Pump House, ADEC File No. 100.38.224.

**Seconded by Mr. Skipps**

**Discussion**

None

***On the amendment***

**PASSED**

Yes: 6 – Skipps, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 1 - Thompson

***On the Agenda as amended***

**Discussion**

None

**PASSED**

Yes: 6 – Skipps, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 1 - Thompson

**APPROVAL OF MINUTES**

**Ms. Welch moved to approve the Minutes of December 10, 2018**

**Seconded by Mr. Skipps**

**Discussion**

None

**PASSED**

Yes: 6 – Skipps, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 1 - Thompson

**COMMUNICATIONS FROM THE MAYOR** (Audio 4:03)

- December 11<sup>th</sup> – Met with U.S. Army Alaska Commanding General, Maj. Gen. Mark O’Neil at Fort Wainwright.
- December 12<sup>th</sup> – Badger Expansion meeting.
- December 13<sup>th</sup> – 3 Mayor’s conference, held on the third Thursday of each month, attended my 2<sup>nd</sup> IGU board meeting, and met with the Newsminer.
- December 20<sup>th</sup> – I was a judge for the 8<sup>th</sup> graders at NPMS for “We the People,” Tricia and I met with Kathleen Thompson, and had an airport conference.
- December 22<sup>nd</sup> – We had the City Christmas party at the Hotel North Pole and it was a great time.
- December 25<sup>th</sup> – I was over at the Fire Department with Captain Hamlin and his shift to learn what they do.
- January 3<sup>rd</sup> – I was downtown with the Military Civilian meeting.
- January 4<sup>th</sup> – I did a showdown assignment with Chief Dutra’s administrative assistant, Alison Berka. I will be working with every department in the City so I can learn about how we work.

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

None

**COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK**

**Police Dept., Chief Dutra** (Audio 11:38)

- Thank you Mayor Welch and Councilwoman Welch for the Christmas party. Employees appreciated your efforts.
- Completed our annual department meeting. Was well attended and I thank Mayor Welch for participating.
- New cars have not been ordered and not been brought to Council until a new State of Alaska contract is out.
- I attended the Security Forces Christmas Party on behalf of the department as their Honorary Commander. Nice event – had fun.
- Our Range Group has met with the interior delegation about the interior range training area. Requested \$250,000 for scope study. Not sure what final ownership will look like but shall keep you posted.
- I have been asked to attend AACOP legislative meeting and APSC meeting in Juneau but likely will attend the AACOP legislative meeting on February 2.
- Mayor Welch job shadowed Alison and will be shadowing Rachel soon. Thank you for doing that.
- Leadership training coming to all department members and will be expanded to include spouses. Will check about Council members. Thank you Mayor Welch for your vision.

3

*Minutes  
January 07, 2019*

*NOT A VERBATIM TRANSCRIPT*

- SHSP grants due – working hard on reports.
- **Mayor Welch** asked if Council would be allowed to take the leadership course. Chief Dutra replied that he had not received an answer to that yet but will follow up.

**Fire Dept., Chief Coon** (Audio 20:13)

- Year End Report:
  - The Fire Department finished the year with just under 1300 calls. Of those, 1120 were ambulance calls. The Department has seen a steady rise in ambulance calls inside the City due to aging population and assisted living facilities inside our City.
  - The Fire Department generated roughly \$600,000 in revenue in 2018. This is \$50,000 more than last year.
  - The increase is from Emergency Management Grants for wages, inside the City ambulance billing, the Borough contract, and moto cross.
  - Although not all of the bills will be paid for some time, we are expecting to be under budget and looking forward to putting any surplus into the fleet fund.
- Maintenance Report:
  - B-shift is still working on repairing some leaks and end-of-year servicing.
  - B-shift has been completing some repairs to our saws. The chain saw is a year-round tool for us as we use it on every structure fire.
- Christmas caroling was good and seemed to be well received by the public. We did miss one half day of caroling due to a water pump going out on the squad.
- The new ambulance should be completed in February and delivered in March.
- Due to the Federal Government shut down, I am not able to assist the Council with NIMS training tonight. We will have to do it at another meeting.

**Director of City Services, Bill Butler** (Audio 25:55)

**Building Department**

- 2019 building permit application process is already underway:
  - Permit application submitted for generator at North Pole Middle School.
  - Anticipate initial permit application within 2 weeks for IGU storage facility.

**Public Works**

- Conducted a City-wide plowing before end of the year to improve travel over Christmas & New Year holidays.
- Graveling intersections is on-going activity.
- Staff have been using leave and comp time at end-of-year to reduce their leave balances so City has had numerous days with a single staff member the last few weeks of 2018.

**Utility Department**

- Sulfolane settlement.

- Water System Expansion work is addressing warranty and ongoing technical “tweaking” of the operational and electronic controls.
- Some HDPE pipe fusing had been occurring when the temperatures were moderate as preparation for 2019 construction season.
- Construction re-start will be weather dependent, but I do not expect to see serious water main installation until May.
- **Moose Creek Water System Expansion Project.**
  - Fiscal note and related ordinance are before the Council this evening. Purpose of the fiscal note is to have the funding mechanism in place.
  - Requesting a Special Council meeting on Monday, January 14 for second Council vote on fiscal note and ordinance.
  - Planning charrette scheduled for Thursday, January 24 to engage other agencies that are critical to success of the Moose Creek project. Need DOT to allow project to suspend water main under the bridge that crosses the flood control channel or for the Army Corps to allow the water main to be buried in the flood control channel.
- Fuel theft occurred at the Utility Shop over the weekend. Hopefully, there was no major freeze damage, but staff are just now warming the building.
  - Two protective measures we are exploring are an automatic gate as we have on other Utility facilities and a Sensa-phone to notify staff with a low-temperature alarm.
  - **Mayor Welch** asked if we are going to try to put cameras out there and if so, when. The police cars are also being unplugged in the parking lot here. Chief Dutra replied that we have a grant and will have to go out to bid for a camera system.
  - **Mr. Isaacson** asked if we will be looking at the outbuildings as well and if that’s within the grant parameters. Chief Dutra replied that is not in the grant parameters. Mr. Butler added that we are considering the critical facilities.

#### **Natural Gas Utility Board**

- IGU is still engaged in intense negotiations with Knik Tribe [Owner] and Siemens Government Technologies, Inc. [Operator] for an alternative means to supply LNG to the Interior.
- There is an IGU meeting tomorrow, Tuesday, January 8 starting at 4:00 PM at the Key Bank Building on Cushman Street, Fairbanks.

**Finance, Tricia Fogarty** (Audio 39:58)

- November financials are on the dais for you tonight. Hopefully, by next meeting, I'll have the December financials for you.
- The Christmas party was very well attended and successful. Mayor Welch and Ms. Welch put a lot of time and effort into planning the party and also brought back the employee of the year awards.
- I went with the Mayor to meet Kathleen to discuss the procedures for the audit. Mayor Welch asked if she would be interested in being on the audit finance committee and she expressed interest in doing that.
- The Mayor and I also met with Gary Hutchinson from our audit firm, KSH, and we will be working with a new auditor.
- I have updated the budget books for you. It's not on the website yet but hopefully it'll be up by the end of the week.
- I'll be working on year-end payroll things and that will take a bit of time.
- **Mr. Isaacson** asked were we fell on the revenues. Ms. Fogarty replied that they were not included in the summarized financials but would send the full financials.

**Borough Representative, Ms. Welch** (Audio 45:23)

- Informed them that we passed our budget.
- Read most of the legislative priority resolution to them because I wanted them to make sure that they understood that we had some important things.
- Wendy Dominique was there for the School Board and they are working hard on changing the amount of money that the School District can squirrel away from projects and stuff.
- Individuals came to talk about marijuana, regarding selling and growing.
- There was a long discussion about changing some of the Borough's property and changing their designations. They ended up tabling the matter until the next meeting.

**City Clerk's Office, Judy Binkley** (Audio 47:55)

- The 2019 AML Winter conference is February 19-21. If you are interested in attending, please let me know and I will make the necessary arrangements.
- I put a copy of the 2019 FNSB Assembly Meeting schedule on the dais for you this evening. I have the sign-up sheet so please let me know which meetings you will be attending.

**ONGOING PROJECTS**

None



**CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)** (Audio 48:52)

- **Jerry Koerner**, 1141 Lake Drive, North Pole: Handed out two letters put together by the team he works with. The first letter deals with the expansion and areas of concern that they have when we expanded different areas and then their concerns of how it may affect current citizens on the water system and those who are not quite on it yet. The other is the water protection plan and some areas of concern that came up.

**OLD BUSINESS**

None

**Public Comment**

None

**NEW BUSINESS**

**REQUEST TO ADOPT THE SERVICE LINE REQUIREMENTS FOR WATER AND WASTEWATER – COMMERCIAL AND RESIDENTIAL STRUCTURES, REVISED NOVEMBER 26, 2018.** (Audio 55:06)

Mr. Butler introduced the request.

**Public Comment**

None

**Mr. Isaacson** *moved to Adopt the Service Line Requirements for Water and Wastewater – Commercial and Residential Structures, Revised November 26, 2018.*

**Seconded by Mr. Skipps**

**Discussion**

None

**PASSED**

Yes: 6 – Skipps, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 1 - Thompson

**REQUEST FOR APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE US ARMY CORPS OF ENGINEERS AND CITY OF NORTH POLE FOR \$275,000 TO INITIATE ENGINEERING AND DESIGN WORK FOR THE MOOSE CREEK WATER SYSTEM EXPANSION PROJECT.** (Audio 1:06:58)

Mr. Butler introduced the request.

**Mr. Isaacson** *moved to suspend the rules for 5 minutes.*

**Seconded by Ms. Welch**

**Public Comment**

None

**Ms. Welch** *moved to Introduce and Advance Ordinance 19-01, An Ordinance of the City of North Pole, Alaska to Amend the 2019 Operating Budget in Support of the Moose Creek Water System Expansion Project.*

**Seconded by Mr. Cromer**

**Discussion**

None

**PASSED**

Yes: 6 – Skipps, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 1 – Thompson

**Mr. Isaacson** *moved to Adjourn into Executive Session to Discuss Legal Issues and Strategy Associated with PFOS/PFOA, Personnel Issues in the Utility Department, and Personnel Issues in the City Clerk/HR Department.*

**Seconded by Mr. Skipps**

**Mayor Welch** brought the meeting back to order at 10:26 p. m.

**COUNCIL COMMENTS**

None

**Mr. Isaacson** *moved to adjourn the meeting at 10:27 p.m.*

**Seconded by Ms. Welch**

The regular meeting of Monday, January 07, 2019 adjourned at 10:28 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Tuesday, January 22, 2019.

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Michael W. Welch, Mayor

**ATTEST:**

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Judy L. Binkley, City Clerk

Draft



**Special City Council Meeting – 5:00 P.M.**

A special meeting of the North Pole City Council was held on Monday, January 14, 2019 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

**CALL TO ORDER/ROLL CALL**

Mayor Welch called the special City Council meeting of Monday, January 14, 2019 to order at 5:05 p.m.

***There were present:***

**Doug Isaacson – Mayor Pro Tem**  
**Avery Thompson – Deputy Mayor Pro Tem**  
**Perry Walley – Alt Dep Mayor Pro Tem**  
**DeJohn Cromer**  
**Aino Welch**  
**David Skipps**  
**Mayor Welch**

***Absent/Excused***

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Mayor Welch

**INVOCATION**

Invocation was given by Mr. Walley

**APPROVAL OF AGENDA**

**Mr. Isaacson moved to approve the agenda of January 14, 2019**

**Seconded by Ms. Welch**

**DISCUSSION**

None

**PASSED**

Yes: 7 – Skipps, Thompson, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 0

**CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)**

None

**OLD BUSINESS**

**ORDINANCE 19-01, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND THE 2019 OPERATING BUDGET IN SUPPORT OF THE MOOSE CREEK WATER SYSTEM EXPANSION PROJECT.** (Audio 2:30)

Mr. Butler introduced the ordinance.

**Public Comment**

None

**Mr. Isaacson *moved to Adopt Ordinance 19-01, An Ordinance of the City of North Pole, Alaska to Amend the 2019 Operating Budget in Support of the Moose Creek Water System Expansion Project.***

**Seconded *by Mr. Walley***

**Discussion**

None

**PASSED**

Yes: 5 – Skipps, Isaacson, Welch, Cromer, Walley

No: 2 – Thompson, Mayor Welch

Absent: 0

**Mr. Isaacson *moved to Adjourn into Executive Session to Discuss Personnel Issues in the Utility Department and Personnel Issues in the City Clerk/HR Department.***

**Seconded *by Ms. Welch***

**Mr. Thompson *moved to Allow Mr. Butler to Remain in the Executive Session to Discuss Personnel Issues in the Utility Department.***

**Seconded *by Ms. Welch***

**Mayor Welch brought the meeting back to order at 7:40 p.m.**

**Mr. Isaacson *moved to Approve the Actions as Recommended in the Executive Session to Discuss Personnel Issues in the Utility Department.***

**Seconded *by Ms. Welch***

**PASSED**

Yes: 7 – Skipps, Thompson, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 0

**Mr. Isaacson moved to Approve the Actions as Recommended in the Executive Session to Discuss Personnel Issues in the City Clerk/HR Department.**

**Seconded by Ms. Welch**

**PASSED**

Yes: 7 – Skipps, Thompson, Isaacson, Welch, Cromer, Walley, Welch

No: 0

Absent: 0

**COUNCIL COMMENTS**

None

**Mr. Isaacson moved to adjourn the meeting at 7:44 p.m.**

**Seconded by Ms. Welch**

The special meeting of Monday, January 14, 2019 adjourned at 7:45 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Tuesday, January 22, 2019.

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Michael W. Welch, Mayor

**ATTEST:**

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Judy L. Binkley, City Clerk



Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Anna Green is a senior at North Pole High School and is the daughter of Daniel and Kathryn Green of North Pole; and*

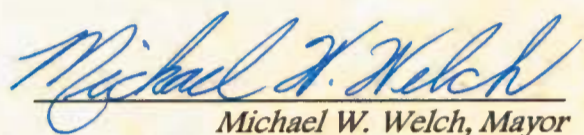
*WHEREAS, Anna is involved in Cross-Country Running and North Pole High Track and Field. Anna is also involved in the Patriot Poetry Competition; and*

*WHEREAS, Anna volunteers for the Food Bank, the Zion Lutheran Church VBS and baby sat for the Celebrate Recovery program. Anna has also received a University of Alaska Scholarship for her first year of college; and*


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

*NOW, THEREFORE, I, Michael Welch, Mayor of the City of North Pole, do hereby proclaim Anna Green the:*

*North Pole City Council  
High School Student of the Month  
For January 2019*

  
Michael W. Welch, Mayor

ATTEST:

  
Judy L. Binkley, City Clerk








# MEMORANDUM

City of North Pole Clerk's Office

Judy L. Binkley, City Clerk

TO: - Mayor Welch and City Council Members  
FROM: Judy L. Binkley, City Clerk   
SUBJECT: Application for Liquor License Renewal  
DATE: January 10, 2019

An application has been received by the State Alcohol and Marijuana Control Office (AMCO) for a liquor license renewal for the following:

<b>License Type:</b>	Beverage Dispensary	<b>License Number:</b>	780
<b>Licensee:</b>	Red Pants, Inc.		
<b>Doing Business As:</b>	The Refinery Lounge		

AMCO is required under Alaska Statute to notify the City in writing that this establishment is renewing their liquor license so the City Council can file a "protest" if they so desire.

The City Council is provided information on any complaints regarding the establishment from the Police Department, Fire Department, and also if they are up to date with their City business license, water & sewer, and all sales tax.

As of this date, the establishment is past due on their Utility account which has a balance of \$667.84 and have not filed October or November 2018 taxes, which are also past due. There are no other departmental objections.





THE STATE  
of **ALASKA**  
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,  
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

January 10, 2019

City of North Pole  
Attn: Kathy Weber  
Via Email: [kathy.weber@northpolealaska.org](mailto:kathy.weber@northpolealaska.org)  
Cc: [kmajor@fnsb.us](mailto:kmajor@fnsb.us)

**Re: Notice of 2019/2020 Liquor License Renewal Application**

<b>License Type:</b>	Beverage Dispensary	<b>License Number:</b>	780
<b>Licensee:</b>	Red Pants, Inc.		
<b>Doing Business As:</b>	The Refinery Lounge		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director  
[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



Alaska Alcoholic Beverage Control Board

## Form AB-17: 2019/2020 Renewal License Application

### What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that will expire on December 31, 2018. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

### Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Red Pants, Inc.	License #:	780
License Type:	Beverage Dispensary	Legal Ref.:	AS 04.11.090
Doing Business As:	The Refinery Lounge		
Premises Address:	6th & Old Richardson Highway		
Local Governing Body:	City of North Pole (Fairbanks North Star Borough)		
Community Council:	None		
Mailing Address:	PO Box 56165		
City:	North Pole	State:	AK
		ZIP:	99705

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Contact Licensee:	Georgiann Kannenberg	Contact Phone:	907 888 0722
Contact Email:	ggkannenberg@gmail.com		

**Optional:** If you wish for AMCO staff to communicate with individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:		Contact Phone:	
Contact Email:			







## Form AB-17: 2019/2020 Renewal License Application

## Section 2 – Entity or Community Ownership Information

This top subsection must be completed by any licensee that is a **corporation** or **LLC**. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). This number is neither your EIN/tax ID number, nor your business license number. **You may view your entity's status or find your CBPL entity number by visiting the following site:** <https://www.commerce.alaska.gov/cbp/main/search/entities>

General partnerships and local governments should skip to the second half of this page. Licensees who directly hold a license as an individual or individuals should skip to Section 3.

Alaska CBPL Entity #:	103758
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **stockholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

**Important Note:** The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application.

Name of Official:	Georgiann D. Kannenberg				
Title(s):	Director, President, Treasurer, Shareholder	Phone:	9078880722	% Owned:	50
Mailing Address:	4713 Amherst Drive				
City:	Fairbanks, AK	State:	AK	ZIP:	99709

Name of Official:	Paul S. Kannenberg				
Title(s):	Director, Shareholder, Vice President, Secretary	Phone:	9074606051	% Owned:	50
Mailing Address:	PO Box 16070				
City:	Wichita	State:	KS	ZIP:	67216

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	



**Form AB-17: 2019/2020 Renewal License Application****Section 3 – Sole Proprietor Ownership Information**

This section must be completed by any licensee who directly holds the license as an **individual or multiple individuals** and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information. Entities should skip to Section 4. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: ☐ applicant ☐ affiliate (spouse)

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

**Section 4 – Alcohol Server Education**

This section must be completed only by the holder of a **beverage dispensary, club, or pub** license or **conditional contractor's permit**. The holders of all other license types should skip to Section 5.

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

**Section 5 – License Operation**

Check a single box for each calendar year that best describes how this liquor license was operated:

2017 2018

The license was regularly operated continuously throughout each year.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
-------------------------------------	-------------------------------------

The license was regularly operated during a specific season each year.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

*If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.*

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

*If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.*







# Alaska Alcoholic Beverage Control Board

## Form AB-17: 2019/2020 Renewal License Application

### Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2017 and 2018:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2017 or 2018?

☐ ☒

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2017 or 2018?

☐ ☒

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

### Section 7 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

☒

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control Board.

☒

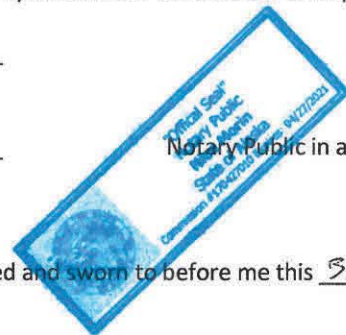
I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

☒

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Georgiann D. Kannenberg  
Signature of licensee

Georgiann D. Kannenberg  
Printed name of licensee



[Signature]  
Signature of Notary Public

Notary Public in and for the State of ALASKA

My commission expires: 04/27/21

Subscribed and sworn to before me this 31<sup>ST</sup> day of DEC, 20 18.

Seasonal License? ☐ Yes ☒ No

If "Yes", write your six-month operating period: \_\_\_\_\_

License Fee:	\$ 2500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 2800.00
Miscellaneous Fees:	<u>0</u>				
GRAND TOTAL (if different than TOTAL):	<u>2800.00</u>				





## North Pole Police Department

Chief Steve Dutra  
125 Snowman Ln.  
North Pole, AK 99705  
907-488-6902  
Northpolepolice.org



January 14, 2019

To: Honorable Mayor Welch  
North Pole Council Members

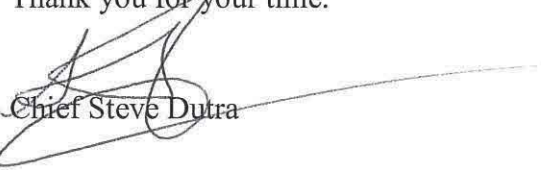
Re: Approval to purchase Mobile radios for SHSP 2018 Grant  
Amount of \$29,007.32.

I would like the council to approve the purchase of 6 mobile radios for the amount of \$29,007.32. We have received a sole source approval from DHS&EM to buy these radios from Motorola distributor ProComm.

We have received a 2018 SHSP grant in the amount of \$27,475.00 to buy mobile radios. The Fire Department has asked to upgrade 2 radios which pushed the cost over the grant amount. The Fire Department will be using funds from Equipment Outlay to offset the difference in the amount of \$1,532.32.

All the procedures used to arrive at this point follow the NPMC procurement rules outlined in Section 4.16 Purchasing.

Thank you for your time.

  
Chief Steve Dutra



**Quote Number:** QU0000464442

**Effective:** 14 JAN 2019

**Effective To:** 15 MAR 2019

**Bill-To:**

NORTH POLE, CITY OF  
125 SNOWMAN LN  
NORTH POLE, AK 99705  
United States

**Ultimate Destination:**

NORTH POLE, CITY OF  
125 SNOWMAN LN  
NORTH POLE, AK 99705  
United States

**Attention:**

**Name:** Steve Dutra  
**Phone:** (907)488-8456

**Sales Contact:**

**Name:** Angela Parker  
**Email:** aparker@procommak.com  
**Phone:** 907-563-1176

**Contract Number:** NASPO ValuePoint

**Freight terms:** FOB Destination

**Payment terms:** Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	2	M25KSS9PW1AN	APX6500 VHF MID POWER	\$2,438.00	\$1,779.74	\$3,559.48
(Notes)Fire						
1a	2	W22BA	ADD: STD PALM MICROPHONE APX	\$72.00	\$52.56	\$105.12
1b	2	G78AT	ADD: 3Y ESSENTIAL SERVICE	\$168.00	\$168.00	\$336.00
1c	2	G442AJ	ADD: O5 CONTROL HEAD	\$432.00	\$315.36	\$630.72
1d	2	G67BC	ADD: REMOTE MOUNT MID POWER	\$297.00	\$216.81	\$433.62
1e	2	G806BE	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$375.95	\$751.90
1f	2	G444AE	ADD: APX CONTROL HEAD SOFTWARE	-	-	-
1g	2	G792AB	ADD: VHF ANT WIDEBAND 136-174 MHZ	\$75.00	\$54.75	\$109.50
1h	2	B18CR	ADD: AUXILARY SPKR 7.5 WATT	\$60.00	\$43.80	\$87.60
1i	2	GA00235AA	ADD: NO GPS ANTENNA NEEDED	-	-	-
1j	2	G51AU	ENH: SMARTZONE OPERATION APX6500	\$1,200.00	\$876.00	\$1,752.00
1k	2	QA01648AA	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$5.00	\$3.65	\$7.30
1l	2	G361AH	ENH: P25 TRUNKING SOFTWARE APX	\$300.00	\$219.00	\$438.00
2	4	M25KSS9PW1AN	APX6500 VHF MID POWER	\$2,438.00	\$1,779.74	\$7,118.96
(Notes)Police						
2a	4	W22BA	ADD: STD PALM MICROPHONE APX	\$72.00	\$52.56	\$210.24
2b	4	G78AT	ADD: 3Y ESSENTIAL SERVICE	\$168.00	\$168.00	\$672.00
2c	4	G298AS	ENH: ASTRO 25 OTAR W/ MULTIKEY	\$740.00	\$540.20	\$2,160.80
2d	4	G843AH	ADD: AES ENCRYPTION APX	\$475.00	\$346.75	\$1,387.00
2e	4	G442AJ	ADD: O5 CONTROL HEAD	\$432.00	\$315.36	\$1,261.44
2f	4	G67BC	ADD: REMOTE MOUNT MID POWER	\$297.00	\$216.81	\$867.24
2g	4	G806BE	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$375.95	\$1,503.80
2h	4	G444AE	ADD: APX CONTROL HEAD SOFTWARE	-	-	-
2i	4	G89AC	ADD: NO RF ANTENNA NEEDED	-	-	-
2j	4	G142AD	ADD: NO SPEAKER NEEDED	-	-	-
2k	4	GA00235AA	ADD: NO GPS ANTENNA NEEDED	-	-	-
2l	4	G51AU	ENH: SMARTZONE OPERATION APX6500	\$1,200.00	\$876.00	\$3,504.00

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
2m	4	QA01648AA	ADD: ADVANCED SYSTEM KEY - HARDWARE KEY	\$5.00	\$3.65	\$14.60
2n	4	G361AH	ENH: P25 TRUNKING SOFTWARE APX	\$300.00	\$219.00	\$876.00
3	1220	SVC03SVC0115D	SUBSCRIBER PROGRAMMING	\$1.00	\$1.00	\$1,220.00

(Notes)NASPO Rate Programming and Freight

**Total Quote in USD** \$29,007.32

Q2186

PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format
- >Identify Tax Exemption Status (where applicable)
- >Include a Signature (as Required)



# Procurement Method Report Sole Source / Inadequate Competition

Use this form for Procurements (purchases/orders) that are Sole Source or Inadequate Competition. (Note: this is not the same as a pre-bid contract, if the purchase is using a pre-bid contract please use the appropriate form.)

Subrecipients shall accomplish three (3) requirements with this form: (1) identification of procurement method, (2) SAMS check, and (3) certification signature. (Project Manager's signature is adequate certification that competition was done, and that the Subrecipient is complying with the most stringent procurement procedures-whether federal, state, or local).

**Reminder:** Procurements must be conducted applying the most stringent of applicable procurement requirements (whether federal, state or local). Jurisdictions must adhere to their local requirements for all procurements if they are more stringent than those listed below.

**Subrecipient:** City of North Pole

**Grant Award/Disaster Number:** 20-SHSP-GY18 PBD/PW/PJ: PBD #2

## Procurement Method (per each Purchase/Order)

*This may include multiple invoices for each purchase or order.*

**NOTE:** DHS&EM will no longer approve (nor reimburse) this type of procurement after the purchase is made. E-mail to [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov) for approval

Sole Source/Inadequate Competition	
Vendor:	ProComm
Purchase Amount:	\$27,475.00
<b>Justification for Vendor Selection</b> – Provide justification for Vendor Selection in the below box. Please include any written supporting documents providing justification for vendor selection. Explanations of exemptions must contain findings of fact. Evidence must be included, consisting of material facts sufficient to independently determine that the findings of fact listed are true and accurate. Factual evidence may consist of written documents, records, supporting data, affidavits, or other information proving that the findings of fact are true and accurate. Itemized listings of findings of fact and material factual evidence should be included or attached.	
The City of North Pole uses Motorola radios for all their communications. In order to maintain compatibility we are looking at purchasing radios from the Motorola dealer for Alaska. ProComm is the dealer for these radios. We have reached out to them for an estimate and they can provide these portable radios for \$27,475.00	
Send to DHS&EM for approval prior to purchase	

## System for Award Management (SAMS) report is required for selected vendor

SAMS Report is a Mandatory Subrecipient Action	
<input checked="" type="checkbox"/>	1. Check System for Award Management (SAM) for debarment/suspension.
<input checked="" type="checkbox"/>	2. Print SAMS report page and attach to this form.

## Certification

I certify the above information is true and accurate. Documents related to this procurement are on file and available upon request.

Subrecipient Project Manager's Signature

Date

Printed Name and Title

E-mail signed form to [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov)

DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT	
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved
<input type="checkbox"/> Returned for Further Justification	Date
SAA/GAR Point of Contact or Authorized Representative	Date
Bill Dennis, Bill	12-3-18



## North Pole Police Department

Chief Steve Dutra  
125 Snowman Ln.  
North Pole, AK 99705  
907-488-6902  
Northpolepolice.org



January 14, 2019

To: Honorable Mayor Welch  
North Pole Council Members

Re: Officer Gibson Tuition Reimbursement

I am requesting tuition reimbursement approval from the council for Officer Emily Gibson. The total of this reimbursement is in the amount of \$1536.00 for classes she took and passed during the fall of 2018. Funds to reimburse Officer Gibson have been allocated to our 2018 training budget.

The knowledge that Officer Gibson gains from taking these Accounting classes directly benefits the City of North Pole. What Officer Gibson has learned from this classes can help with investigation of forensic cases which can involve scrolling through bank records and/or tax records to find irregularities.

Thank you,

A handwritten signature in blue ink, appearing to be "Steve Dutra", written over the "Thank you," text.

Chief Steve Dutra



# CITY OF NORTH POLE *Alaska*

## City of North Pole Tuition Reimbursement Agreement

### 2.36.231 Tuition reimbursements.

A. An employee who registers for course work to be taken on personal time that is considered to be of benefit to the City may be reimbursed up to one hundred percent of the tuition expense. In order to be considered for reimbursement, the employee must, prior to enrollment, receive department head approval and submit a tuition reimbursement agreement obtained by Human Resources that explains how the course will be of mutual benefit to the City and the employee and that funds are available in the department's budget. Pre-approval by the City Council is required on all tuition reimbursements.

B. Upon completion of the course, the employee shall submit evidence of successful completion and a brief written summary of the outcome of the course to their respective department head who will verify and issue the reimbursement. A copy of the transcript must be attached to the tuition reimbursement request. The employee shall sign an agreement that the tuition will be returned to the City if the employee leaves City employment within twelve months from date of completion of the course. (Ord. 16-07 § 2, 2016; Ord. 02-01 § 2, 2002; Ord. 00-04 § 2, 2000)

Department:

North Pole Police Department

Employee Name:

Emily Gibson

Date of request:

1-8-19.

Course Work Desired:

ACCT 361; Intermediate Accounting, ACCT 342

Education Institution:

University of Alaska Fairbanks

Course Dates:

August 27, 2018 - December 15, 2018

Cost of Course work:

\$1536.<sup>00</sup>

City of North Pole, Alaska

Per Ordinance 16-07

Page 1 of 2



## Departmental Approval

This course is deemed beneficial to the City of North Pole and the employee and funds are available in the department's budget.

Department Head Signature: \_\_\_\_\_

Date: 1-8-19

## City Council Approval

This agreement was approved by the City Council on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_: (Minutes attached)

City Clerk Attest: \_\_\_\_\_

Seal

The employee agrees that the tuition will be returned to the city if he/she leaves city employment within twelve months from date of completion of the course.

Upon completion of the course, the employee shall furnish evidence of successful completion and a brief written summary of the outcome of the course to their respective department head who will verify and issue the reimbursement. A copy of the transcript must be attached to the Tuition Reimbursement Request.

Employee Signature: \_\_\_\_\_

Dept Head Signature: \_\_\_\_\_

Date: 12/30/2018



**North Pole Police Dept.  
125 Snowman Ln.  
North Pole, AK 99705**

**Officer Emily Gibson  
Phone: 907-488-6902  
Fax: 907-488-5299**

# Memorandum

**To: Chief Steve Dutra  
Subject: UAF Fall Course Reimbursement  
Date: 1/7/2019**

Greetings,

I am writing this memo in regards to reimbursement for courses that I completed during the fall 2018 semester. The courses I completed were ACCT 361: Intermediate Accounting I and ACCT 342: Managerial Accounting. ACCT 361 went over the foundation of accounting and laid the framework for any of my future courses. This has been by far one of the more intensive classes that I have taken. The class went in depth into accounting practice, working capital, fixed asset accounts, as well as ethical dilemmas faced in accounting. ACCT 342 was based on a managerial perspective on planning, control, and decision making. These courses are required for my degree in accounting and count towards junior year requirements.

Thank you,

A handwritten signature in cursive script, appearing to read "Emily Gibson".

Emily Gibson

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Emily I. Gibson

Fall Semester 2018

Dec 29, 2018 05:42 pm

## Final Grades

**Student Information****Current Program**

Bachelor of Business Admin.

**Level:** Undergraduate - UAF**Program:** UAF Sch Mgmt BBA Deg**Admit Term:** Fall Semester 2016**Admit Type:** Readmitted After Transfer**Catalog Term:** Fall Semester 2016**College:** UAF School of Management**Campus:** UAF - Fairbanks Campus**Major and Department:** Accounting, Accounting**Academic Standing:** Good Standing**Undergraduate - UAF Course work**

CRN	Subject	Course	Section	Course Title	Campus	Final Grade	Attempted	Earned	GPA Hours	Quality Points
73003	ACCT	F342	F01	Managerial Cost Accounting	UAF - Fairbanks Campus	A	3.000	3.000	3.000	12.00
73004	ACCT	F361	F01	Intermediate Accounting	UAF - Fairbanks Campus	A-	3.000	3.000	3.000	11.10

**Undergraduate - UAF Summary**

	Attempted	Earned	GPA Hours	Quality Points	GPA
<b>Current Term:</b>	6.000	6.000	6.000	23.10	3.85
<b>Cumulative:</b>	167.000	155.000	155.000	481.90	3.10
<b>Transfer:</b>	0.000	0.000	0.000	0.00	0.00
<b>Overall:</b>	167.000	155.000	155.000	481.90	3.10

Select Another Term

**RELEASE: 8.7.1**

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LOG OUT to Help Protect Your Personal Information

30845327 Emily I. Gibson  
Fall Semester 2018  
Oct 29, 2018 05:54 pm

## Register/Add/Drop Classes:

**REGISTER/ADD:** Enter in Course Reference Number (CRN) or press Class Search button below.**DROP:** Use pulldown menu in the Change area for each course.

Press Complete Registration Changes button to save your changes.

You may use the "Drop-Web" option to remove yourself from a waitlisted course, or you will be automatically removed from the waitlist by the end of the semester with no charge. **DO NOT** use the "Withdrawal - Web" option to attempt removal from the waitlist. This option will add class charges to your account. See the Wait List FAQ for more information.

**Try Schedule Planner!**

## Current Schedule

Status	Change?	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Registered - Web on Aug 15, 2018	None	73003	ACCT	F342	F01	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Managerial Cost Accounting
Registered - Web on Aug 15, 2018	None	73004	ACCT	F361	F01	Undergraduate - UAF	3.000	Letter Grades with Plus/Minus	Intermediate Accounting

Total Credit Hours: 6.000

Billing Hours: 6.000

Minimum Hours: 0.000

Maximum Hours: 18.000

Date: Oct 29, 2018 05:54 pm

## Add Classes Worksheet

### CRNs

--	--	--	--	--	--	--	--	--	--

**Between midnight and 2 a.m. registration processing could take up to 5 minutes.**

Navigating away from this page may prevent you from getting the courses you requested.  
Please be patient and wait for the page to refresh after the transaction completes.

Complete Registration Changes

Class Search

Reset

Bookstore Directory

Get Books

**RELEASE: 8.7.1**

RETURN TO MENU SITE MAP | HELP

LOG OUT to Help Protect Your Personal Information


30845327 Emily I. Gibson

Oct 29, 2018 05:51 pm

## Account Detail for Term



Your current 1098T delivery option is to receive a hard-copy in the mail. Click here to change your option.

 Review detail transactions on your account, including current and future balance totals for the selected term and other terms.

Questions? Contact the appropriate office(s).

Once you click "Pay Now", you will be forwarded to a separate **secure** website to:

- Make your payment via a credit card or ACH payment
- Establish (or update) an Authorized User who can make payments on your account
- Schedule your payments in advance for automatic payment on the scheduled due date
- Receive email notification on payments made to your account by you or your Authorized User.

When you are done making your payment or establishing your authorized user, logout and close the payment system window before returning to UAOnline. If you have any questions, please contact your campus business office.

If you would like to add a parking decal, post office box or health insurance charge to your account before making payment, click on the appropriate link

Parking Decal For UAF Students ONLY - Click to add parking to your account (note this will take you to an external parking site)

SRC Usage - UAF students only

**Payment plans are available. For more information choose the link that represents the MAU where you have been admitted to your degree program.**

UAA Campus Payment Plans  
Payment Plans

UAF Campus Payment Plans

UAS Campus

\* ☐ By checking this box, you acknowledge you have read and agree to the following refund policy: Refunds are processed in accordance with approved schedules for dropping or withdrawing from courses. Please consult your local campus for the current schedule. Refunds are also processed for credit balances on accounts, net of any amounts owed to the university. If a refund is due, payments made to the university by credit card will generally be credited back to the card up to the amount of the charge, subject to any applicable laws, regulations or agreements. Individuals paying with gift card or prepaid card should retain the card to preserve the ability to credit such card.

**You must acknowledge the above before proceeding.**

**PAY NOW**

### 201803 Fall Semester 2018 Term Detail

Detail Code	Description	Charge	Payment	Balance
-------------	-------------	--------	---------	---------



FATH	UAF Athletics Fee	\$60.00	
FBTU	SOM Upper Level Tuition	\$1,536.00	
FCFF	UAF Facilities Fee	\$36.00	
FGT	General Technology Fee	\$30.00	
FHCF	Mandatory Health Ctr/Semester	\$150.00	
FMOL	SOM Classroom Technology Fee	\$25.00	
FNC	UA Network Charge-F	\$60.00	
FPDT	UAF Transportation Fee	\$22.00	
FPDX	Parking Multi Car Annual	\$163.00	
FSCF	SRC Semester Fee	\$135.00	
FSGF	UAF Student Government Fee	\$42.00	
FSLF	WC Student Life Fee	\$50.00	
FSMU	SOM Upper Tuition Surcharge	\$306.00	
FSUS	UAF Student Sustainability Fee	\$20.00	
FP	Personal Check	-\$2,635.00	
	<b>Net Term Balance</b>		\$0.00
	<b>Net Balance for Other Terms:</b>		\$0.00
	<b>Account Balance:</b>		\$0.00
	<b>Current Amount Due:</b>		\$0.00



The **Current Amount Due** balance may include charges for a prior term(s) which may have different payment deadlines. Please query the prior term.



No Authorized Financial Aid exists on your record for the selected term.

**Authorized Financial Aid as of Oct 29, 2018**

**Account Balance net of Authorized Financial Aid:** \$0.00

**Current Due net of Authorized Financial Aid:** \$0.00

**RELEASE: 8.7.1**

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**North Pole Police Dept.  
125 Snowman Ln.  
North Pole, AK 99705**

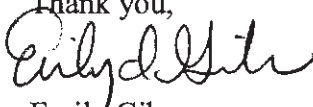
**Detective Emily Gibson  
Phone: 907-488-6902  
Fax: 907-488-5299**

# Memorandum

**To: Chief Steve Dutra  
Subject: UAF Fall Course Reimbursement  
Date: 10/29/2018**

Greetings,

I am writing this memo in regards to reimbursement for courses that I am currently working on this fall semester. The courses include ACCT361: Intermediate Accounting and ACCT 342: Managerial Cost Accounting. Both courses are required for my accounting degree that I am pursuing. The total cost is \$2635 and I am asking for a tuition reimbursement of \$1536.

Thank you,  
  
Emily Gibson