NOTICE OF OFFICES
CITY OF NORTH POLE REGULAR ELECTION
OCTOBER 4, 2022

DECLARATION OF CANDIDACY
& FILING INFORMATION PACKET

City Council Seats 2022

Office of the City Clerk
125 Snowman Lane
North Pole, Ak 99705
mdionne@northpolealaska.org
(907)488-8583
www.northpolealaska.com
NOTICE OF OFFICES
CITY OF NORTH POLE REGULAR ELECTION
OCTOBER 4, 2022

DECLARATION OF CANDIDACY
& FILING INFORMATION

The Regular Municipal Election for the City of North Pole will be held Tuesday, October 4, 2022. Declarations of Candidacy may be filed out with the City Clerk’s Office, 125 Snowman Lane, North Pole, Alaska from Friday, July 15 at 8:00 a.m. through Friday, July 29, 2022 at 5:00 p.m. for the follow seats:

City Council – 3-year term
City Council – 3-year term

QUALIFICATIONS – A qualified voter who has resided within the State of Alaska and the City of North Pole for at least one year prior to filing a Declaration of Candidacy may be eligible as a candidate for City Council. Candidates must meet the requirements set forth in City Code Chapter 3.16 Qualifications of Elected Office.

FILING – A completed, sworn Declaration of Candidacy and a public financial disclosure statement must be filed with the City Clerk at the time of candidacy filing along with a $25.00 non-refundable fee.

WITHDRAWAL DEADLINE – A candidate desiring to withdraw their Declaration of Candidacy may do so by filing a written request with the City Clerk at any time during the filing period and up to five business days following the close of the filing period (5:00 p.m. August 5, 2022).

Melissa Dionne
North Pole City Clerk
(907)488-8583
www.northpolealaska.com
Vote Local

Municipal Elections

October 4, 2022

Our Town. Your Vote.
## Important Dates and Deadlines

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate Filing Opens</td>
<td>Friday, July 15, 2022, 8 a.m.</td>
</tr>
<tr>
<td>Candidate Filing Closes</td>
<td>Friday, July 29, 2022, 5 p.m.</td>
</tr>
<tr>
<td>Candidate Withdrawal Deadline</td>
<td>Friday, August 5, 2022, 5 p.m.</td>
</tr>
<tr>
<td>Deadline for Voters to Register or Update Registration (online)</td>
<td>Sunday, September 4, 2022</td>
</tr>
<tr>
<td><strong>Register/Update Voter Registration w/State of Alaska</strong></td>
<td></td>
</tr>
<tr>
<td>Early Voting Begins (location TBD)</td>
<td>Monday, September 19, 2022</td>
</tr>
<tr>
<td>Absentee In-Person Voting Begins (weekdays only)</td>
<td>Monday, September 19, 2022, 8 a.m.</td>
</tr>
<tr>
<td>City of Fairbanks Clerk’s Office, 800 Cushman Street</td>
<td></td>
</tr>
<tr>
<td>By-Mail Absentee Ballot Application Deadline</td>
<td>Tuesday, September 27, 2022, 5 p.m.</td>
</tr>
<tr>
<td>Electronic Absentee Ballot Application Deadline</td>
<td>Monday, October 3, 2022, 12 p.m.</td>
</tr>
<tr>
<td>Absentee In-Person Voting Ends</td>
<td>Monday, October 3, 2022, 5 p.m.</td>
</tr>
<tr>
<td>Regular Election Day (click here for polling locations or call 888-383-8683)</td>
<td>Tuesday, October 4, 2022 Polls open from 7 a.m. - 8 p.m.</td>
</tr>
</tbody>
</table>
Declaration of Candidacy Form

1. Please provide your full name and the manner in which you wish your name to appear on the ballot.

______________  ______________
Full Name       Name on the Ballot

2. Please provide your full residence and mailing address.

______________

3. Please provide the office for which you are declaring candidacy for.

______________

4. Please indicate by initializing the correct line after reading the North Pole City Code below for candidacy qualifications that you do indeed meet the qualifications.

3.16.010 Qualifications.
   a. A candidate for City Mayor or City Council must be a qualified voter of the State of Alaska who has resided within the City for a period of one year preceding the period for filing a declaration of candidacy. An elected person may hold only one elective seat at a time. (Ord. 05-09 § 2, 2005)

Yes I do qualify (Initial) ___  After reading the City Code I don’t qualify (Initial) ___

5. The candidate shall certify information contained in the declaration of candidacy is true and accurate.

I_____________________________, do hereby certify that all information provided today is true and accurate.

______________  ______________
Signature       Date

SUBSCRIBED AND SWORN to before me this ___ day of ____, 20__.

______________________________
Notary Public in and for Alaska

My Commission expires: ________

A $25 (twenty-five-dollar) nonrefundable filing fee shall accompany the declaration of candidacy. (Ord. 16-01 § 2, 2016; Ord. 05-09 § 2, 2005) Please return to North Pole City Clerk no later than July 29 at 5:00PM.
Duties of City Council Members

1. Attend City Council meeting scheduled on the 1st and 3rd Mondays of each month at 6:30PM at the City Hall.

2. Actively participate in the budget creation of the City of North Pole. Budget workshops are held over 3 nights in October.

3. Attend Special City Council meetings from time to time.

4. Attend the Alaska Municipal League Newly Elected Leader Training the first week in December 2022.

5. Read Council Packets prior to each meeting to be prepared to discuss issues when at City Council Meetings.

6. Volunteer/assigned to be on committees that are sanctioned by the City Council for City related issues.

7. Strive to stay aware of what is going on within the City of North Pole.
Filing a Public Official Financial Disclosure (POFD) form with the Alaska Public Offices Commission (APOC)

To encourage accountability in government, discourage public officials from acting on personal or business interests, and develop public confidence in officials, certain public officials are required to disclose information about their personal finances. AS 39.50. Failure to timely comply with this requirement results in the automatic assessment of civil penalties, AS 39.50.135.

To file your POFD, you will need:
- A MyAlaska account (https://my.alaska.gov/)
- Financial information regarding income, property, business interests, and other assets for the previous calendar year for you, your spouse, and your dependent children

Start, Resume, Copy, or Amend your POFD statement by logging into MyAlaska and selecting APOC – Disclosure Forms under Services for Individuals. Select the “Public Official/Legislative Official Financial Disclosure Form (POFD/LFD)” link/tab to file a new statement or access previous statements. You may use this link to log directly into the POFD/LFD filing page.

- Refer to the “ACTIONS” bulleted for instructions on the appropriate action
- Take your time to review and follow all instructions on each page
- Contact APOC if you have questions or are unsure how to disclose your finances
- Submit your statement by typing in your MyAlaska password

Initial Statement: Due within 30 days of taking office
Annual Statement: Due annually on March 15
Final Statement: Due within 90 days of leaving office

Contact APOC
Anchorage: 2221 E. Northern Lights Blvd., Room 128, Anchorage, AK 99508 / 907-276-4176 / Fax 907-276-7018
Juneau: 240 Main St., Room 201 / P.O. Box 110222, Juneau, AK 99811 / 907-465-4864 / Fax 907-465-4832
Website: http://doa.alaska.gov/apoc/  E-mail: doa.apoc@alaska.gov
POFD for Municipal Officers and Candidates

You may only file this paper POFD if you are a municipal officer or municipal candidate and are serving or seeking office in a municipality with a population of less than 15,000.

All other filers must file electronically via myAlaska: https://my.alaska.gov/

If you are a municipal candidate and already have a current POFD on file you do not need to file a candidate POFD (AS 15.13.030)

Contact APOC
Anchorage: 2221 E. Northern Lights Blvd., Rm. 128, Anchorage, AK 99508 / 907-276-4176 / Fax 907-276-7018
Juneau: 240 Main St., Rm. 201 / P.O. Box 110222, Juneau, AK 99811 / 907-465-4864 / Fax 907-465-4832
Toll-free in-state: 800-478-4176 / Online: http://doa.alaska.gov/apoc / E-mail: apoc@alaska.gov

This is a public record – Do not include information such as social security or account numbers

If you have nothing to report in a section, check NONE. Attach additional pages where needed

Filing as a Municipal: □ Office Holder □ Candidate

Statement Type:
□ Candidate POFD: Due when filing declaration of candidacy or nominating petition.
□ Initial POFD: Due 30 days from appointment.
□ Annual POFD: Due by March 15 each year after appointment.

Municipality or Borough: __________________________________________

Position: □ Borough/City Mayor □ Assembly member □ Councilmember □ School Board Member
□ Elected Utility Board Member □ Borough/City Manager □ Planning or Zoning Commission

NAME: __________________________________________________________

E-MAIL: __________________________________________________________

PHONE: ___________________________ FAX: ________________________

MAILING ADDRESS: ______________________________________________

SPOUSE’S NAME: ________________________________________________

NUMBER OF DEPENDENT CHILDREN: ________________________________
SALARIED EMPLOYMENT INCOME

Income is anything of value and covers all forms of compensation or benefits from an employer including wages, salary, commissions, tips, bonuses, housing, use of an automobile and deferred compensation. Report each employer who paid you, your spouse, or children more than $1,000. Include amount, dates and terms of employment, and time worked.

Amounts of income may be stated in these ranges: (1) $250-$1,000 gifts only; (2) $1,000-$2,000; (3) $2,000-$5,000; (4) $5,000-$10,000; (5) $10,000-$20,000; (6) $20,000-$50,000; (7) $50,000-$100,000; (8) $100,000-$200,000; (9) $200,000-$500,000; (10) $500,000-$1,000,000; (11) $1,000,000 or more

Earned By: ☐ Filer ☐ Spouse ☐ Child

☐ Full-time ☐ Part-time ☐ Seasonal ☐ Commission ☐ Project ☐ Hourly

Income Amount: $

Dates and amount of time worked:

Employer:

Address:

Description:

Earned By: ☐ Filer ☐ Spouse ☐ Child

☐ Full-time ☐ Part-time ☐ Seasonal ☐ Commission ☐ Project ☐ Hourly

Income Amount: $

Dates and amount of time worked:

Employer:

Address:

Description:

Earned By: ☐ Filer ☐ Spouse ☐ Child

☐ Full-time ☐ Part-time ☐ Seasonal ☐ Commission ☐ Project ☐ Hourly

Income Amount: $

Dates and amount of time worked:

Employer:

Address:

Description:
SELF-EMPLOYMENT INCOME

List each source of self-employment income over $1,000. See AS 39.50.200(10), source of income, 2 AAC 50.799(a), definition of self-employment, 2 AAC 50.695, reporting deferred income; and 2 AAC 50.700 for details. Disclose each client, customer or business that paid you and/or your family members more than $1,000. Self-employment includes sole proprietors, partnerships, limited liability companies and professional corporations. Disclose income from corporations in which the filer and/or family members, hold a controlling interest (2 AAC 50.700(b)). **Exemptions:** To obtain an exemption you must file a written request and receive an exemption from the commission (2 AAC 50.775, 2 AAC 50.821).

Earned By: □ Filer □ Spouse □ Child

□ Full-time □ Part-time □ Seasonal □ Commission □ Project □ Hourly

Income Amount: $

Dates worked: __________________________ Amount of time worked: __________________________

Business name: __________________________

Client name and address: __________________________

Client name and address: __________________________

Description of services: __________________________

Earned By: □ Filer □ Spouse □ Child

□ Full-time □ Part-time □ Seasonal □ Commission □ Project □ Hourly

Income Amount: $

Dates worked: __________________________ Amount of time worked: __________________________

Business name: __________________________

Client name and address: __________________________

Client name and address: __________________________

Description of services: __________________________

RENTAL INCOME

If any person paid you and/or your family members more than $1,000 in rent during the preceding calendar year, report the name of the person and amount paid. If the property is managed by a person other than the filer or a family member, list the manager’s name. Disclose the location of the property under Real Property Interests.

<table>
<thead>
<tr>
<th>OWNER:</th>
<th>TENANT NAMES</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Filer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Spouse</td>
<td></td>
<td></td>
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<tr>
<td>□ Child</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Co-Owners</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
DIVIDEND AND INTEREST INCOME

If more than $1,000, disclose dividends, interest and other distributions of earnings from a business or investment. Include dividends or interest from bank accounts, capital gains, money market accounts, certificates of deposit, and Native corporation dividends. PFDs are only applicable if more than $1,000.

<table>
<thead>
<tr>
<th>RECIPIENT</th>
<th>SOURCE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Filer</td>
<td>☐ Child</td>
<td>☐ Spouse</td>
</tr>
<tr>
<td>☐ Filer</td>
<td>☐ Child</td>
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<tr>
<td>☐ Filer</td>
<td>☐ Child</td>
<td>☐ Spouse</td>
</tr>
</tbody>
</table>

OTHER INCOME

List source and amount of income over $1,000 not listed elsewhere on this form, including sale of goods or property, taxable capital gains, pensions, retirement cash-outs, government entitlements, alimony or child support payments, honoraria and any other payments not otherwise accounted for.

<table>
<thead>
<tr>
<th>RECIPIENT</th>
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<tbody>
<tr>
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<td>☐ Child</td>
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<td>☐ Filer</td>
<td>☐ Child</td>
<td>☐ Spouse</td>
</tr>
</tbody>
</table>

GIFTS WORTH MORE THAN $250

Include travel expenses, discounts not available to the public, loans forgiven or paid by a third party. Do not report gifts from spouse, domestic partner, parent, dependent child, sibling, grandparent, aunt, uncle, niece or nephew.

<table>
<thead>
<tr>
<th>RECIPIENT</th>
<th>DESCRIPTION</th>
<th>SOURCE</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Filer</td>
<td>☐ Child</td>
<td>☐ Spouse</td>
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<tr>
<td>☐ Filer</td>
<td>☐ Child</td>
<td>☐ Spouse</td>
<td></td>
</tr>
</tbody>
</table>
BUSINESS INTERESTS

Report businesses in which the filer or family member: 1) Served as stockholder, owner, officer, director, partner, proprietor, employee, or held an interest. 2) Had ownership interests of more than $1,000 in a publicly traded corporation, a business, shares in non-publicly traded corporations, sole proprietorships, or limited liability companies. Include options to buy, non-profit organizations, corporations, businesses, associations, and trade groups.

☐ Filer ☐ Spouse ☐ Child Position/Type of interest: __________________________
Business name: __________________________________________________________
Address: _________________________________________________________________
Description: _____________________________________________________________

☐ Filer ☐ Spouse ☐ Child Position/Type of interest: __________________________
Business name: __________________________________________________________
Address: _________________________________________________________________
Description: _____________________________________________________________

☐ Filer ☐ Spouse ☐ Child Position/Type of interest: __________________________
Business name: __________________________________________________________
Address: _________________________________________________________________
Description: _____________________________________________________________

REAL PROPERTY INTERESTS

A primary residence or recreational property held for personal use may be described only by zip code (2 AAC 50.720).
(Enter 'Not Reported' for address if this applies to you.) Report the nature of the interest held in the property; including fee simple ownership, tenancy in common, general or limited partnership, and holder of an option to purchase. If property is jointly owned, check applicable boxes.

Owner(s): ☐ Filer ☐ Spouse ☐ Child ☐ Co-owner: __________________________
Address or description and zip-code: ________________________________________
Ownership interest: ______________________________________________________

Owner(s): ☐ Filer ☐ Spouse ☐ Child ☐ Co-owner: __________________________
Address or description and zip-code: ________________________________________
Ownership interest: ______________________________________________________

Owner(s): ☐ Filer ☐ Spouse ☐ Child ☐ Co-owner: __________________________
Address or description and zip-code: ________________________________________
Ownership interest: ______________________________________________________
TRUSTS, RETIREMENT ACCOUNTS, OR OTHER BENEFICIAL INTERESTS

NONE: □

Report each trust, retirement account or beneficial interest that exceeded $1,000 during the reporting period, including a retirement plan, employee pension plans, profit-sharing, family, or education trusts, deferred compensation plans, annuity plans or any other similar arrangements intended to provide future income for the filer and/or family member. Identify individual investments accounts if you and/or family members manage or personally control the investments.

Owned By: □ Filer □ Spouse □ Child Percent Owned: ____________________________
Managed By: ________________________________________________________________
Fund or Companies: ___________________________________________________________________

Owned By: □ Filer □ Spouse □ Child Percent Owned: ____________________________
Managed By: ________________________________________________________________
Fund or Companies: ___________________________________________________________________

Owned By: □ Filer □ Spouse □ Child Percent Owned: ____________________________
Managed By: ________________________________________________________________
Fund or Companies: ___________________________________________________________________

LOANS, LOAN GUARANTEES, AND DEBTS OVER $1,000

NONE: □

Report each creditor, lender or guarantor to whom more than $1,000 was owed during the reporting period. List financial obligations, including property owned or sold during the reporting period; loans that have been guaranteed; delinquent taxes; alimony; child support payments; medical bills; boat and vehicle loans; business and personal loans; escrows; student loans; signature loans and promissory notes. Loans include secured, unsecured and contingent loans. Do not list credit card obligations or revolving charge accounts.

Debtor: □ Filer □ Spouse □ Child
Type: □ Lender □ Creditor □ Guarantor Name: ________________________________

Debtor: □ Filer □ Spouse □ Child
Type: □ Lender □ Creditor □ Guarantor Name: ________________________________

Debtor: □ Filer □ Spouse □ Child
Type: □ Lender □ Creditor □ Guarantor Name: ________________________________
GOVERNMENT CONTRACTS AND OFFERS TO CONTRACT

List contracts, bids and offers to contract with the state or any state or municipal agency or entity. Report contract interests as individual, sole proprietor, family member, partnership, professional corporation, limited liability company, or through a corporation in which filer or family member/s held a controlling interest.

Contractor: □ Filer □ Spouse □ Child    Type of Interest: __________________________

□ Bid  □ Offer □ Held    Contract ID: __________________________

Contracting Agency: ____________________________________________

Description: ____________________________________________________

NATURAL RESOURCE LEASES

List mineral, timber, oil and gas leases – held, bid or offered. Report lease interests as individual, sole proprietor, family member, partnership, professional corporation, limited liability company, or corporation in which you and/or a family member held a controlling interest.

Leaseholder: □ Filer □ Spouse □ Child    Type of Interest: __________________________

□ Bid □ Offer □ Held    Lease ID: __________________________

Description: ____________________________________________________

CERTIFICATION

I certify under penalty of perjury that the foregoing is true and the information in this disclosure statement is, to the best of my knowledge, true, correct and complete. A person who knowingly makes a false sworn certification is guilty of perjury.

SIGNATURE: ____________________________________________________

PRINTED NAME ______________________ DATE SIGNED ________________

File this POFD with the municipal clerk where you hold or seek office.

THIS IS A PUBLIC DOCUMENT