



FAIRBANKS CITY COUNCIL
AGENDA NO. 2018-15
REGULAR MEETING AUGUST 6, 2018
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

WORK SESSION

6:00 p.m. – City Strategic Plan Final Draft

It is the mission of the City of Fairbanks to provide essential services to the residents of the City that increase the desirability of the City as a place to live, work, and visit. Essential services include not just the visible activities of police, fire, and public works employees, but also the creation and maintenance of community infrastructure, promotion of safe housing and construction standards, and the sound management of community assets.

REGULAR MEETING

7:00 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS on consent agenda items indicated by an asterisk (*). Testimony is limited to three minutes. Any person wishing to speak needs to complete the register located in the hallway. Normal standards of decorum and courtesy should be observed by all speakers. Remarks should be directed to the City Council as a body rather than to any particular Council Member or member of the staff. In consideration of others, please silence all cell phones and electronic devices.
6. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of Consent Agenda passes all routine items indicated by an asterisk (*). Consent Agenda items are not considered separately unless a Council Member so requests. In the event of such a request, the item is returned to the General Agenda.

7. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

- *a) Regular Meeting Minutes of May 21, 2018

8. SPECIAL ORDERS

- a) The Fairbanks City Council will hear interested citizens concerned with the following application for a New Brewpub Liquor License. Public Testimony will be taken and limited to three minutes.

Type: Brewpub, License #5628
 DBA: Midnite Mine Brewing Company
 Applicant: Midnight Mine, LLC
 Address: 308 Wendell Avenue, Fairbanks, Alaska

- b) The Fairbanks City Council will hear interested citizens concerned with the following application for a New Beverage Dispensary Duplicate Liquor License. Public Testimony will be taken and limited to three minutes.

Type: Beverage Dispensary – Duplicate, License #5629
 DBA: Midnite Mine
 Applicant: Midnight Mine, LLC
 Address: 308 Wendell Avenue, Fairbanks, Alaska

- c) The Fairbanks City Council will hear interested citizens concerned with the following application for a New Marijuana Cultivation Facility License. Public Testimony will be taken and limited to three minutes.

Type: Standard Marijuana Cultivation Facility, License #13479
 DBA: North Star Fire
 Applicant: North Star Fire, LLC
 Address: 3780 Leasure Street, Suite 3, Fairbanks, Alaska

- d) The Fairbanks City Council will hear interested citizens concerned with the following Marijuana License Applications for Renewal. Public Testimony will be taken and limited to three minutes.

Lic. #	DBA	License Type	Licensee	Address
10131	Pakalolo Supply Company, Inc.	Retail Marijuana Store	Pakalolo Supply Company, Inc.	1851 Fox Avenue
10230	Pakalolo Supply Company, Inc.	Standard Marijuana Cultivation Facility	Pakalolo Supply Company, Inc.	1851 Fox Avenue
11053	True Dank	Retail Marijuana Store	True Dank, LLC	1550 Cushman Street, Suite A
11051	Northlink, LLC	Standard Marijuana Cultivation Facility	Northlink, LLC	1550 Cushman Street, Suite B

9. MAYOR'S COMMENTS AND REPORT

- a) Special Reports

10. UNFINISHED BUSINESS

11. NEW BUSINESS

- *a) Resolution No. 4840 – A Resolution Authorizing the City of Fairbanks to Accept Funding from the Bureau of Justice Assistance for the FFY2018 Edward Byrne Memorial Justice Assistance Grant. Introduced by Mayor Matherly.
- *b) Ordinance No. 6080 – An Ordinance Amending Fairbanks General Code Chapter 42, Labor Relations and Negotiations. Introduced by Council Member Cleworth.
- *c) Ordinance No. 6081 – An Ordinance Amending Fairbanks General Code Section 2-113, Location; Changing Notice and Section 2-119, Order of Business. Introduced by Council Members Cleworth and Rogers.

12. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

13. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Reappointment to the Clay Street Cemetery Commission
- *b) Permanent Fund Review Board Meeting Minutes of April 25, 2018

14. CITIZENS' COMMENTS, oral communications to the City Council on any item not up for public hearing. Testimony is limited to three minutes.

15. COUNCIL MEMBERS' COMMENTS

16. CITY CLERK'S REPORT

17. CITY ATTORNEY'S REPORT

18. EXECUTIVE SESSION

- a) FFU Labor Negotiations
- b) PSEA Labor Negotiations
- c) IBEW Labor Negotiations

19. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, MAY 21, 2018
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 7:00 p.m. on the above date, following a 6:15 p.m. Work Session for a FNSB VISTA Program Update, to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following Council Members in attendance:

Council Members Present: Joy Huntington, Seat A
June Rogers, Seat B
Valerie Therrien, Seat C
Jonathan Bagwill, Seat D
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: None

Also Present: Paul Ewers, City Attorney
Emily Braniff, Deputy City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Angela Foster-Snow, HR Director
Eric Jewkes, Police Chief
Ron Templeton, Assistant Fire Chief
Christina Rowlett, Risk Manager/Purchasing Agent

Deputy City Clerk Emily Braniff read the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by Deputy Clerk Braniff.

FLAG SALUTATION

Mayor Matherly asked the Council to join him in the Flag Salutation.

CITIZENS' COMMENTS ON CONSENT AGENDA ITEMS

Mayor Matherly called for Public Testimony and, hearing none, declared Public Testimony closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mr. Pruhs, seconded by Ms. Therrien, moved to APPROVE the Agenda and Consent Agenda.

Mr. Pruhs pulled Resolution No. 4833 from the Consent Agenda.

Mr. Cleworth pulled Resolution No. 4835 from the Consent Agenda.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Deputy Clerk Braniff read the Consent Agenda, as Amended, into the record.

APPROVAL OF PREVIOUS MINUTES

- a) Regular Meeting Minutes of April 9, 2018.

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

- a) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Application for Transfer of Ownership, Location, Name Change, and Restaurant Designation Permit:

Type: Restaurant/Eating Place, License #4344
DBA: Bahn Thai Restaurant
Applicant: Somnuk, LLC
Location: 541 Third Avenue, Fairbanks
From: Thai and Asian Cuisine/Chiang Mai Restaurant, LLC
Location: 338 Old Steese Highway, Fairbanks

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to WAIVE PROTEST on the Liquor License Application for Transfer of Ownership, Location, Name Change and Restaurant Designation Permit.

Mayor Matherly called for Public Testimony and, hearing none, declared Public Testimony closed.

Mr. Pruhs stated he would vote in favor of the license because they run an exemplary business.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER OF OWNERSHIP, LOCATION, NAME CHANGE, AND RESTAURANT DESIGNATION PERMIT AS FOLLOWS:

YEAS: Cleworth, Pruhs, Rogers, Huntington, Bagwill, Therrien
NAYS: None

Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly stated that school is out, and the kids are happy. He spoke to the success of the Third Thursday event with lots of vendors and people out enjoying the activities. He thanked

Julie Jones for changing out the flags on the Cushman Street Bridge. **Mayor Matherly** reported the many activities the Mayor's Office has been involved with since the last Council meeting.

a) Special Reports

Public Works Director Jeff Jacobson stated that his department is on a campaign to get citizens to trim their own trees; he explained that his crew will be trimming trees later in the summer. He reported that the previous owner of the Reflections building has finally finished removing items from the property and that he is looking into demolition costs. Mr. Jacobson stated they are working on securing the building so that nobody can gain access and potentially get hurt.

Mayor Matherly thanked everyone for helping with clean-up day; he reported it was a success.

NEW BUSINESS

- a) Resolution No. 4833 – A Resolution to Apply for and Accept Funds from the Alaska Division of Homeland Security and Emergency Management for the FFY2018 Emergency Management Performance Grant. Introduced by Mayor Matherly.

Ms. Therrien, seconded by **Mr. Pruhs**, moved to APPROVE Resolution No. 4833.

Mr. Pruhs asked Assistant Fire Chief Ron Templeton about the purpose of the grant; Mr. Templeton explained that under the grant, some staff could bill time to the grant program when they are working on emergency management projects. **Mr. Pruhs** asked if that would mean an increase to the budget; Mr. Templeton replied that it would not affect the budget because it would only be activated if something catastrophic happened.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 4833 AS FOLLOWS:

YEAS: Bagwill, Cleworth, Rogers, Huntington, Therrien, Pruhs

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Resolution No. 4833 APPROVED.

- b) Resolution No. 4834 – A Resolution to Accept Funding from the Alaska Division of Homeland Security and Emergency Management for the SFY2019 Local Emergency Planning Committee Grant. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Resolution No. 4835 – A Resolution to Apply for Funds from the Alaska Highway Safety Office for the FFY2019 DUI Traffic Enforcement Unit. Introduced by Mayor Matherly.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE Resolution No. 4835.

Mr. Cleworth stated he pulled the resolution because he had questions for the Police Chief; **Mayor Matherly** stated Chief Jewkes was unable to attend the meeting. **Mr. Cleworth** asked

Chief Financial Officer Carmen Randle whether the grant funds were for overtime; Ms. Randle explained that the grant funds would fund the DUI traffic enforcement unit.

A ROLL CALL VOTE ON THE MOTION TO APPROVE RESOLUTION NO. 4835 AS FOLLOWS:

YEAS: Rogers, Bagwill, Therrien, Pruhs, Cleworth, Huntington

NAYS: None

Mayor Matherly declared the MOTION CARRIED and Resolution No. 4835 APPROVED.

- d) Resolution No. 4836 – A Resolution to Apply for and Accept Funds from the United States Department of Justice for the FFY2018 Bulletproof Vest Partnership Grant. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- e) Ordinance No. 6074 – An Ordinance Repealing Fairbanks General Code Section 1-19. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

- f) Ordinance No. 6075 – An Ordinance Authorizing and Directing Retention of the Property Known as the Polaris Building for Public Purpose Upon Tax Foreclosure. Introduced by Mayor Matherly and Council Member Pruhs.

ADVANCED on the CONSENT AGENDA.

DISCUSSION ITEMS

- a) Committee Reports

Golden Heart Parking Services – **Mr. Cleworth** thanked the staff – the ticket writers – at the Transportation Center for doing such a good job in keeping the Parking Garage clean.

Legislative Priorities Committee – **Ms. Therrien** stated that she was happy to report that the State changed its tune on revenue sharing, and the City of Fairbanks will receive a payment.

WRITTEN COMMUNICATIONS TO COUNCIL

- a) Reappointment to the Hotel/Motel Discretionary Fund Committee

APPROVED on the CONSENT AGENDA.

CITIZENS' COMMENTS

Sarie Gresehover, 126 2nd Avenue, Fairbanks – Ms. Gresehover stated that she owns and manages the former Smith Apartments located next to the old dairy. She stated that since taking

ownership seven years ago, they have greatly improved the property; she spoke to some of the housing programs available to her tenants. She stated the old dairy is a nuisance and is now in such disrepair that she is losing good tenants. Ms. Gresehover asked the Council allocate money to or pressure the owner to erect a seven-foot fence around the structure. She stated that the property has caused a big strain on City resources over the last three weeks, and the average response time for the Fairbanks Police Department (FPD) has been about nine hours. Ms. Gresehover stated tenants have been threatened by people living at the old dairy property; she stated tenants have had their tires slashed by people inhabiting the old dairy. She stated she is erecting a fence along her property line, and she would like the owner or the City to do the same.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger complimented the City for how good Noble Street looks. He spoke to the potholes in other streets throughout the City. He spoke to the need for public restrooms and suggested the City apply for a grant to pay for the project.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney stated the old dairy is an eyesore that the City should have taken care of a long time ago. He stated the property is a nuisance and that there are always people trying to live there. He complained that Lavelle's Taphouse was serving alcohol outside at the Third Thursday event and spoke against serving alcohol on the street.

COUNCIL MEMBERS' COMMENTS

Mr. Cleworth stated he has debated whether the City has the right to abate the old dairy property; he added that something needs to be done. He commented that the painting on Noble Street looks great, but they are now waiting to find out if the City and DOT can partner to complete the painting at a lower cost. He asked City Attorney Paul Ewers if he has made any headway in getting other agencies' cooperation in sharing the cost of the water contamination. Mr. Ewers stated that other agencies are not stepping up with open checkbooks, and he added that the City is working on identifying usage records of the Fire Training Center by other agencies. He stated that the tricky part is identifying when the foam was used in the fire pit. **Mr. Cleworth** stated that the City should be aggressive in recovering some of the cost from other agencies because it is unfair to City taxpayers to have to bear the entire cost.

Mr. Pruhs stated it is time to see some progress with holding other agencies responsible for the contamination issue; he asked Mr. Ewers to have it wrapped up within 90 days. **Mr. Pruhs** spoke to the strain being put on the Fire Department by calls involving incapacitated persons; he asked whether the CSP could take over those calls. He suggested a penalty be charged to nuisance property owners as an incentive to get their property in good condition.

Ms. Therrien asked Mr. Ewers if there is a statute of limitation for going after other agencies that should be held accountable for the water contamination. Mr. Ewers stated the City has six years from the date it became aware of the contamination. **Ms. Therrien** stated she attended the Candidate Open House, and she was impressed with how well-attended it was.

Ms. Rogers agreed with Mr. Cleworth and Mr. Pruhs that the City should go after other agencies that contributed to the contamination. She stated she would like to see the complaint relating to Lavelle's Taphouse and drinking on the street. **Mayor Matherly** stated he did not receive a written complaint.

Ms. Huntington stated she is happy to hear that the State will fund revenue sharing. She thanked Mr. Pruhs for all the work he does in regard to the Polaris Building.

Mr. Bagwill thanked Ms. Smart for the introduction to the VISTA volunteers and for being present at Council meetings. He encouraged people to take part in public service.

Mr. Bagwill, seconded by **Mr. Pruhs**, moved to go into Executive Session for the purpose of discussing Gavora, Inc. v. City of Fairbanks, 4FA-16-01898CI, Settlement Offers; FFU Labor Negotiations; and IBEW Labor Negotiations.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly called for a brief recess.

EXECUTIVE SESSION

- a) Gavora, Inc. v. City of Fairbanks, 4FA-16-01898CI, Settlement Offers
- b) FFU Labor Negotiations
- c) IBEW Labor Negotiations

The City Council met in Executive Session to discuss Gavora, Inc. v. City of Fairbanks, 4FA-16-01898CI, Settlement Offers; FFU Labor Negotiations; and IBEW Labor Negotiations. Direction was given to the legal team and the negotiating team, respectively, and no action was taken.

ADJOURNMENT

Mr. Bagwill, seconded by **Ms. Therrien**, moved to ADJOURN the meeting.

Mayor Matherly called for objection and, hearing none, so ORDERED.

Mayor Matherly declared the meeting adjourned at 9:37 p.m.

JIM MATHERLY, MAYOR

ATTEST:


D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly & City Council Members
FROM: D. Danyielle Snider, CMC, City Clerk 
SUBJECT: Application for New Brewpub Liquor License
DATE: August 1, 2018

An application has been received from the State of Alaska Alcohol and Marijuana Control Office (AMCO) for the following new Brewpub liquor license:

License #: **5628**
License Type: **Brewpub**
D.B.A.: **Midnite Mine Brewing Company**
Licensee/Applicant: **Midnight Mine, LLC**
Physical Location: **308 Wendell Avenue, Fairbanks AK**

Pursuant to FCG Sec. 14-178 the Council must determine whether or not to protest the liquor license action after holding a public hearing.

FGC Section 14-168, new locations, requires advertising in the newspaper and mailing notice of the date, time and place of public hearing to all owners of record of land within 500 feet of the place where alcoholic beverages will be sold. The City Clerk has complied with this provision.

Chief Jewkes has included a call-out report for the location at 308 Wendell Avenue, but he has not made a recommendation to protest the issuance of the license.

The Building Department has recommended protest of the license until a Certificate of Occupancy is issued. There are no other departmental objections to the issuance of the license.



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715
Fax (907)459-6710

ALCOHOL BEVERAGE CONTROL BOARD LIQUOR LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 POLICE DEPARTMENT
 FIRE DEPARTMENT
 BUILDING DEPARTMENT

DATE: 07/03/2018

FROM: CITY CLERK'S OFFICE

RE: LIQUOR LICENSE ACTION – NEW LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 07/03/2018 (60 DAY DUE DATE 08/31/2018)

DATE RESPONSE DUE: **07/31/2018** for City Council Meeting of 08/06/2018

License #: 5628
License Type: Brewpub
D.B.A.: Midnite Mine Brewing Company
Licensee/Applicant: Midnight Mine, LLC
Physical Location: 308 Wendell Avenue, Fairbanks, Alaska
Mail Address: PO Box 73852, Fairbanks, Alaska, 99707
Telephone #: 907-978-7384

Corp/LLC Agent:	Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Rick Mensik	PO Box 70655 Fairbanks, AK 99707	907-347-6671	05/03/2017 – Alaska	Yes

Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Sharon Mensik	2701 Chief Alexander Drive Fairbanks, AK 99709	907-978-7384	Member – 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS:

UNTIL CERTIFICATE OF OCCUPANCY IS ISSUED

DEPARTMENT SIGNEE:

[Signature]
(Signature)


CLEMENS M CLOOTEN
(Printed Name)

NOTE: THIS COMPLETED FORM MUST BE RETURNED TO THE CITY CLERK'S OFFICE BY THE DATE INDICATED

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly & City Council Members
FROM: D. Danyielle Snider, CMC, City Clerk 
SUBJECT: Application for New (Duplicate) Liquor License
DATE: August 1, 2018

An application has been received from the State of Alaska Alcohol and Marijuana Control Office (AMCO) for the following new Beverage Dispensary liquor license (duplicate of beverage dispensary license #725, Midnite Mine):

License #: **5629**
License Type: Beverage Dispensary – Duplicate
D.B.A.: **Midnite Mine**
Licensee/Applicant: Midnight Mine, LLC
Physical Location: 308 Wendell Avenue, Fairbanks AK

Pursuant to FCG Sec. 14-178 the Council must determine whether or not to protest the liquor license action after holding a public hearing.

FGC Section 14-168, new locations, requires advertising in the newspaper and mailing notice of the date, time and place of public hearing to all owners of record of land within 500 feet of the place where alcoholic beverages will be sold. The City Clerk has complied with this provision.

Chief Jewkes has included a call-out report for the location at 308 Wendell Avenue, but he has not made a recommendation to protest the issuance of the license.

The Building Department has recommended protest of the license until a Certificate of Occupancy is issued. There are no other departmental objections to the issuance of the license.



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

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Fax (907)459-6710

ALCOHOL BEVERAGE CONTROL BOARD LIQUOR LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 POLICE DEPARTMENT
 FIRE DEPARTMENT
 BUILDING DEPARTMENT

DATE: 07/03/2018

FROM: CITY CLERK'S OFFICE

RE: LIQUOR LICENSE ACTION – NEW LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 07/03/2018 (60 DAY DUE DATE 08/31/2018)

DATE RESPONSE DUE: 07/31/2018 for City Council Meeting of 08/06/2018

License #: 5629
License Type: Beverage Dispensary – Duplicate
D.B.A.: Midnite Mine
Licensee/Applicant: Midnight Mine, LLC
Physical Location: 308 Wendell Avenue, Fairbanks, Alaska
Mail Address: PO Box 73852, Fairbanks, Alaska, 99707
Telephone #: 907-978-7384

Corp/LLC Agent:	Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Rick Mensik	PO Box 70655 Fairbanks, AK 99707	907-347-6671	05/03/2017 – Alaska	Yes

Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Sharon Mensik	2701 Chief Alexander Drive Fairbanks, AK 99709	907-978-7384	Member – 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST REASONS: UNTIL CERTIFICATE OF OCCUPANCY IS ISSUED

DEPARTMENT SIGNEE:

(Signature)


CLEVERIS M. CLOOTEN
(Printed Name)

NOTE: THIS COMPLETED FORM MUST BE RETURNED TO THE CITY CLERK'S OFFICE BY THE DATE INDICATED ABOVE. YOU MAY E-MAIL, OR FAX (459-6710) THE FORM.

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly and City Council Members
FROM: D. Danyielle Snider, CMC, City Clerk 
SUBJECT: Application for New Marijuana Cultivation Facility License
DATE: August 1, 2018

Attached you will find a notification from the Alcohol and Marijuana Control Office (AMCO) of an application for a new marijuana cultivation facility license along with additional information for the following applicant:

License #: 13479
License Type: Standard Marijuana Cultivation Facility
D.B.A.: North Star Fire
Licensee/Applicant: North Star Fire, LLC
Physical Location: 3780 Leasure Street, Suite 3, Fairbanks Alaska

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council must determine whether or not to protest the marijuana license action after holding a public hearing.

A notice of the date, time, and place of the public hearing has been mailed to all property owners of record within 1,000 feet of the proposed marijuana cultivation facility, and notice of the public hearing will be advertised in the Fairbanks Daily News Miner on Friday, August 3, 2018.

The Clerk's Office received one written objection to the issuance of the license; please see the attached letter.

Pursuant to FGC 14-213(b), no cultivation facility may be located within 750 feet of residential zones MF, MFO, TF and SF. None of the zones listed are within 750 feet of the proposed establishment.

The Building and Fire Departments recommend that this license be protested until a Certificate of Occupancy is issued. There are no other departmental objections to the issuance of the license.



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715
Fax (907)459-6710

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 06/26/2018

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – NEW CULTIVATION LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 06/26/2018 (60 DAY DUE DATE 08/24/2018)

DATE RESPONSE DUE: 07/31/2018 for City Council Meeting of 08/06/2018

License #: 13479
 License Type: **Standard Marijuana Cultivation Facility**
 D.B.A.: North Star Fire
 Licensee/Applicant: North Star Fire, LLC
 Physical Location: 3780 Leasure Street, Suite 3, Fairbanks, Alaska

Corp/LLC Agent:	Address	Date and State of Ltd Partner/Corp	Good standing?
North Star Fire, LLC Jana Weltzin, Agent	3003 Minnesota Dr., Ste. 201 Anchorage, AK 99503	06/08/2017 – Alaska	Yes

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Kirsten Hagen	390 Hawk Eye Downs Drive Fairbanks, AK 99709	215-617-2805	Member / 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS:

UNTIL PLANS ARE SUBMITTED + APPROVED AND A CERTIFICATE OF OCCUPANCY IS ISSUED

DEPARTMENT SIGNEE:

[Signature]
(Signature)

CLEMENS M. CLOWEN
(Printed Name)



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

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Fax (907)459-6710

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 06/26/2018

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – NEW CULTIVATION LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 06/26/2018 (60 DAY DUE DATE 08/24/2018)

DATE RESPONSE DUE: 07/31/2018 for City Council Meeting of 08/06/2018

License #: 13479
License Type: Standard Marijuana Cultivation Facility
D.B.A.: North Star Fire
Licensee/Applicant: North Star Fire, LLC
Physical Location: 3780 Leasure Street, Suite 3, Fairbanks, Alaska

Corp/LLC Agent:	Address	Date and State of Ltd Partner/Corp	Good standing?
North Star Fire, LLC Jana Weltzin, Agent	3003 Minnesota Dr., Ste. 201 Anchorage, AK 99503	06/08/2017 – Alaska	Yes

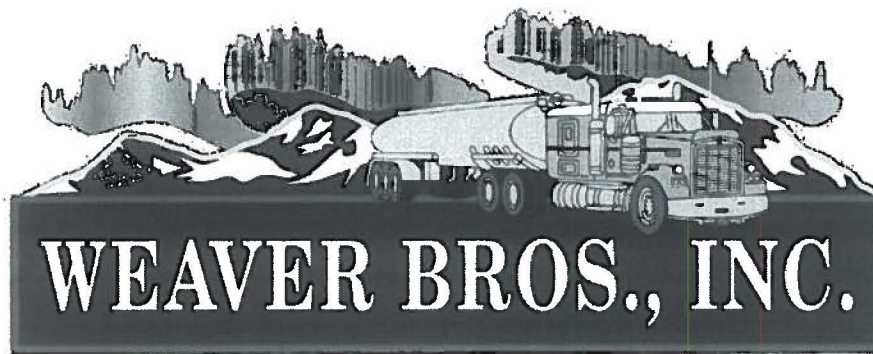
Member/Officer/Director:	Address	Phone	Title/Shares (%)
Kirsten Hagen	390 Hawk Eye Downs Drive Fairbanks, AK 99709	215-617-2805	Member / 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS: Fire Department protests license until the issuance of a Certificate of Occupancy by the Building Department.

DEPARTMENT SIGNEE: Jamie M. Dwyer 1 6/27/18



*D. Dainyella Snider C.M.C.
Fairbanks City Clerk*

RECEIVED

JUL -5 2018

CITY OF FAIRBANKS

*Thank you for notifying me of the application for a
marijuana cultivation license application # 13479
I live in Kenai and I won't be able to make the
City Council meeting on August 6, I hope this letter
will be OK. I very strongly object to the granting
of the application, it is near our property and I
know it will only cause problems with vandalism
and break ins as it has in Kenai and Anchorage*

*Thank you
James H. Doyle Pres.
Weaver Bros Inc.*

ANCHORAGE
2230 Spar Ave
Anchorage, AK 99501
(907) 278-4526

KENAI
P.O. Box 2229
Kenai, AK 99611-2229
(907) 283-7957

FAIRBANKS
P.O. Box 60981
Fairbanks, AK 99706-0981
(907) 456-7704



MEMORANDUM

TO: City of Fairbanks Council
FROM: D. Christine Nelson, AICP *DCN*
Community Planning Director
DATE: June 26, 2018
SUBJECT: North Star Fire, LLC – Cultivation License #13479

A "marijuana cultivation facility, indoor small" is a listed permitted use in the General Use 1 (GU-1) zoning district pursuant to FNSBC 18.84.020.A.1 and 18.96.240.A.6. Zoning permit # 18057 was issued to use 1,030 square feet in an existing building for a commercial marijuana cultivation facility.

FNSBC 18.96.240.A.3 addresses buffer distances for commercial marijuana establishments. Buffer distances are measured from the "nearest public entrance of a commercial marijuana establishment" to the "principal building containing other uses listed in subsections (A)(3)(a) through (c)" of FNSBC 18.96.240.A.3, in accordance with FNSBC 18.96.240.A.3.d.

The proposed marijuana establishment is not located within any known sensitive use buffers listed in FNSBC 18.96.240.A.3. The Fairbanks Native Association facility is approximately 575 feet to the west, across Cushman Street and a residential zoning district is approximately 1,735 feet or greater to the east. The distances to these uses all exceed the 100 foot buffer required by FNSBC 18.96.240.A.3.c. The Wayland Baptist University campus is approximately 1,500 feet to the northwest, exceeding the 200 foot buffer for post-secondary school buildings required by FNSBC 18.96.240.A.3.b. Please see the attached proximity and zoning map.

This memo pertains to the review of borough-required sensitive use buffers only; Community Planning did not review for state or city required buffers.



Fairbanks North Star Borough

Generic Report

PAN# 0171182
Printed on: 06/05/2018

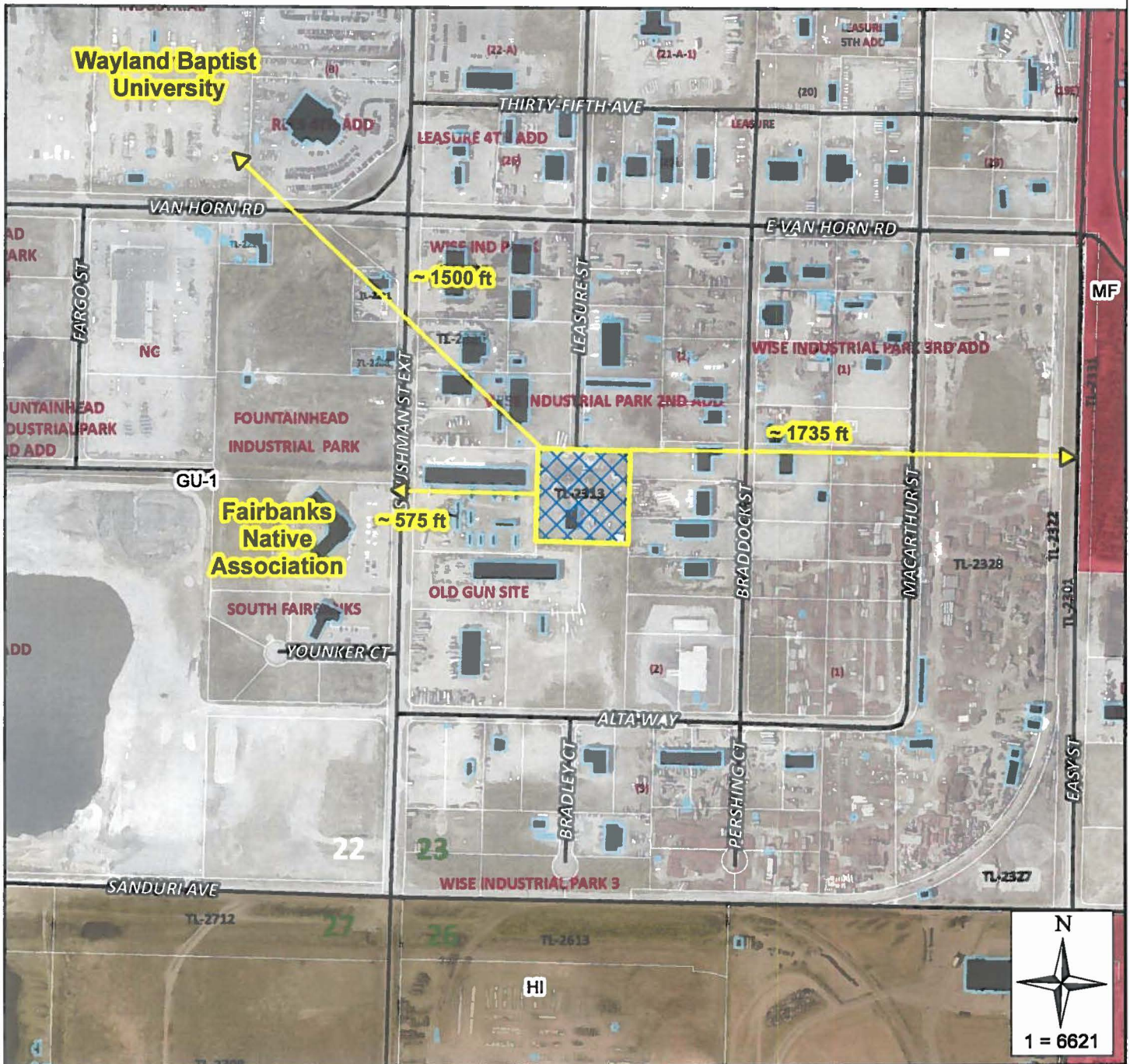
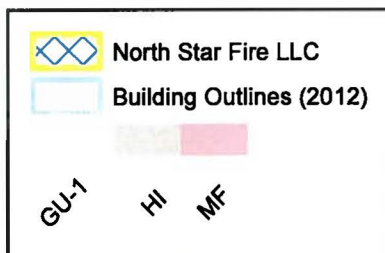


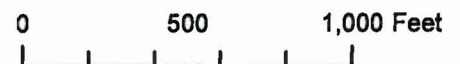
Image courtesy of: Pictometry

Property Information for PAN#: 0171182

PROPERTY DESCRIPTION: 1S 1W, SEC: 23, TAXLOT: 2313
 OWNER: Hagen Alfred D li
 SITUS ADDRESS: 3780 Leasure St
 ZONING: GU-1/MNO (100%)
 COMMUNITY PLANNING PERMITS:
 Zoning: 17655



Proximity, Zoning and Sensitive Use Map
North Star Fire LLC
Marijuana License - New - #13479
Standard Cultivation Facility



The Fairbanks North Star Borough does not warrant the accuracy of maps or data provided, nor their suitability for any particular application. There may be errors in the data.



**Fairbanks North Star Borough
Department of Community Planning**

P.O. Box 71267
Fairbanks, Alaska 99707-1267

Zoning Permit Number: **18057**

Phone: (907) 459-1260

Fax: (907) 459-1255

planning@co.fairbanks.ak.us

General Information

Date: 6/8/2018

Applicant: HAGEN KIRSTEN

Business Name: NORTH STAR FIRE

Telephone: (215) 870-1100

Cell Phone:

Email: kirstenkara@aol.com

Mailing Address: 390 HAWK-EYE DOWNS DR, FAIRBANKS AK 99712

Property Owner: HAGEN ALFRED D II

Property Description: 0171182 TL-2313 SECTION 23 T1S-R1W

Site Address: 3780 LEASURE ST

Existing Use: Industrial

Structure: Manufacturing, processing or treatment of goods and services

Proposed Use: Commercial

Structure: Marijuana cultivation facility, indoor small : 1,030 sq.ft.

Dwelling Units: 0	New: N/A	Existing: N/A	Building Type: Principal
Building Height: (feet)			
Stories: 1			
Total Area of Structure: 1,030 SF	New: 0 SF	Existing: 1,030 SF	
Lot Size: 129,809 SF			

Notes: Please check with the City of Fairbanks for building permit requirements.

Conditions: N/A

Zoning Specifications

Existing Zone: GU-1/MNO (100%)

Flood Zone: X PROTECTED BY LEVEE (100%)

Minimum Lot Size: *40,000 sq.ft.*

Floodplain Permit Required: No

Front Yard Req: *None*

FNSB Driveway Permit Required: No

Side Yard Req: *None*

Road Service Area Name: NONE

Rear Yard Req: *None*

Parking Spaces Req: 0

The holder of this permit is the property owner or is authorized to act for the property owner and the info provided is true and complete.

The holder of this permit is required to comply with all other applicable laws, including city, borough, state and federal laws.

The holder of this permit shall submit current and accurate documents if the site plans or other application materials are changed subsequent to issuance of this permit.

This permit is appealable and the appeal must be submitted and perfected within 15 days of the date of the decision in accordance with FNSBC 18.104.090.

This permit is issued contingent upon the applicant obtaining the appropriate State of Alaska Commercial Marijuana Facility License.

Reasons: Marijuana cultivation facility, indoor small is a permitted use in the GU-1 zone

Permit Approval: Approved

Mari Singh
Zoning Official: Singh, M

6/8/2018

Date

Alcohol & Marijuana Control Office

License Number: 13479

License Status: New

License Type: Standard Marijuana Cultivation Facility

Doing Business As: NORTH STAR FIRE

Business License Number: 1055553

Designated Licensee: Kirsten Hagen

Email Address: kirstenkara@aol.com

Local Government: Fairbanks North Star Borough

Community Council:

Latitude, Longitude: 64.484100, -147.422300

Physical Address: 3780 Leasure St.
Suite 3
Fairbanks, AK 99701
UNITED STATES

Licensee #1

Type: Entity

Alaska Entity Number: 10060874

Alaska Entity Name: North Star Fire, LLC

Phone Number: 215-617-2805

Email Address: kirstenkara@aol.com

Mailing Address: 3780 Leasure St.
Fairbanks, AK 99701
UNITED STATES

Entity Official #1

Type: Individual

Name: Kirsten Hagen

[REDACTED]

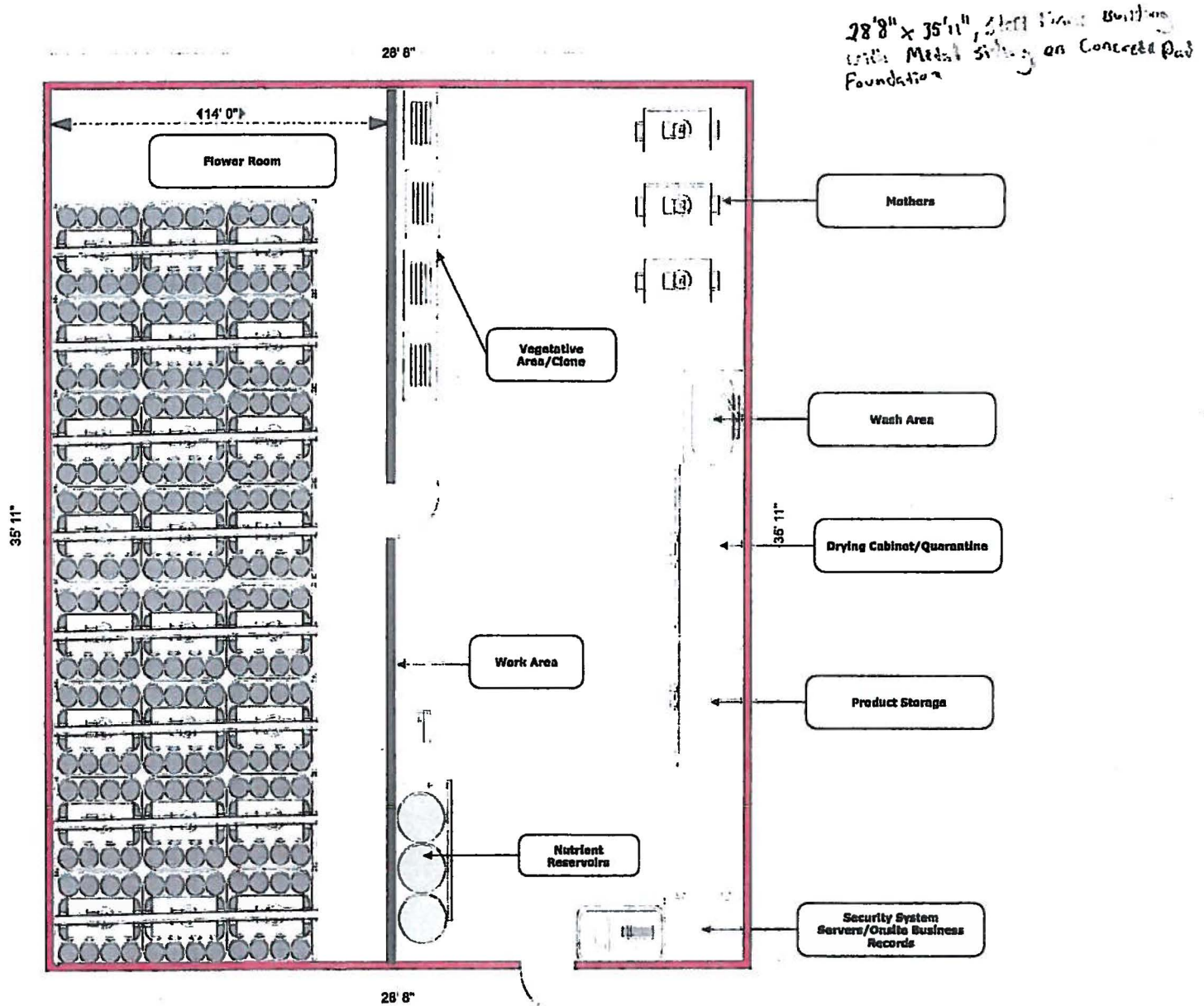
[REDACTED]

Phone Number: 215-617-2805

Email Address: kirstenkara@aol.com

Mailing Address: 390 Hawk Eye Downs Drive
Fairbanks, AK 99709
UNITED STATES

Note: No affiliates entered for this license.



Red marks Licensed Premises
and
Restricted Access Area

22'8" x 35'11" Steel Frame
Building with metal siding
on concrete pad foundation
(Licensed premises and restricted
Access Area)

North Star Fire Site Plan



100 ft



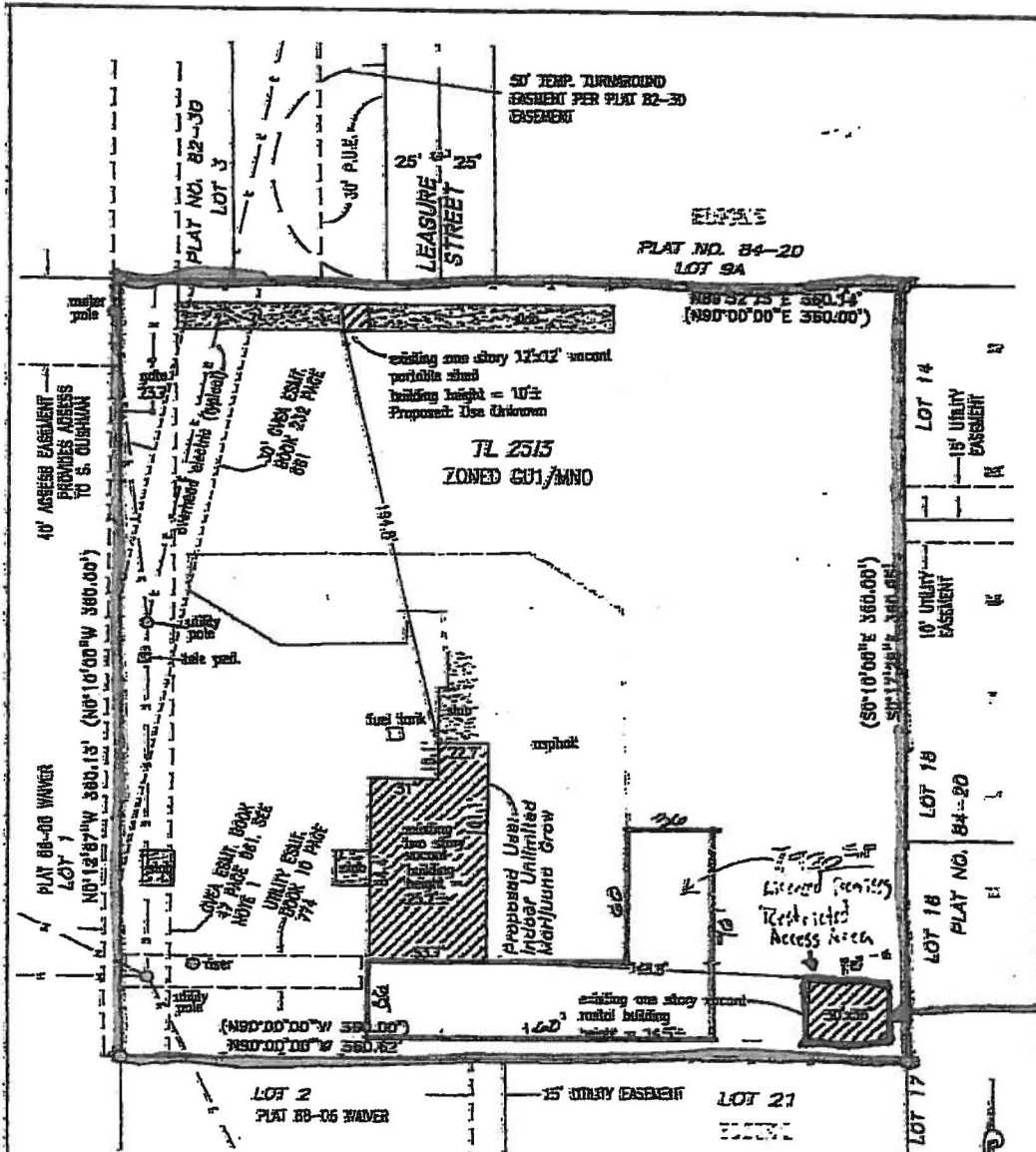
Unassociated
Businesses

Licensed Premises
and Restricted
Access Area

Lot Lines



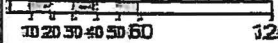
Received by AMCO 5.23.18



28'8" x 35'11"
steel frame build-a
With metal siding
On concrete pad
Foundation

- Notes:
- 1) This easement is not shown on, nor shown as vacated on the adjoining plats of record.
 - 2) Use of major structure provided by owner.
 - 3) All instrument numbers and Book and Page numbers are from the Fairbanks Recording District.
 - 4) () = record information.

SCALE: 1" = 60'



CONDITIONAL USE SITE PLAN

ppTL2513.dwg

DATE OF SURVEY: 5-9-2017 ADDRESS: 3825 LEASURE STREET SCALE: 1" = 50'

1.0-SYMBOLS FOR FOUND SURVEY MONUMENTATION

LEGAL DESCRIPTION: TAX LOT 2513, SECTION 23 T1S R1W (SEE INST. # 2013-019729-0 F.R.D.)

All that portion of the Southwest Quarter (SW 1/4), Section Twenty-Three (23), Township One South (T1S), Range One West (R1W), Fairbanks Meridian, located in the Fairbanks Recording District, Fourth Judicial District, State of Alaska, more particularly described as follows:
 COMMENCING at the East 1/4 Corner of Section 22, Township 1 South, Range 1 West, Fairbanks Meridian; THENCE South 0°10' East along the East Section line of said Section 22 a distance of 387.70 feet; THENCE due East a distance of 527.88 feet to the TRUE POINT OF BEGINNING; THENCE continuing due East a distance of 360.00 feet; THENCE South 0°10' East a distance of 360.00 feet; THENCE due West a distance of 360.00 feet; THENCE North 0°10' West a distance of 360.00 feet to the TRUE POINT OF BEGINNING.

Easements shown herein taken from Plats of Record and documents provided by Yukon Title. Prepared for Fred Hagen. Prepared by Nordland Surveying and Consulting 326 Driveway St Suite 102 Fairbanks, AK 99701

Received by AMCO 5.23.18



MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly and City Council Members

FROM: D. Danyielle Snider, CMC, City Clerk 

SUBJECT: Marijuana License Renewals

DATE: August 1, 2018

Notice has been received from the State Alcohol & Marijuana Control Office (AMCO) for the following marijuana license renewals:

Lic. #	DBA	License Type	Licensee	Premises Address
10131	Pakalolo Supply Company, Inc.	Retail Marijuana Store	Pakalolo Supply Company, Inc.	1851 Fox Avenue
10230	Pakalolo Supply Company, Inc.	Standard Marijuana Cultivation Facility	Pakalolo Supply Company, Inc.	1851 Fox Avenue
11053	True Dank	Retail Marijuana Store	True Dank, LLC	1550 Cushman Street, Ste. A
11051	Northlink, LLC	Standard Marijuana Cultivation Facility	Northlink, LLC	1550 Cushman Street, Ste. B

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council may determine whether to protest marijuana license renewals after holding a public hearing. The 60-day deadline for response to AMCO on the above-listed renewals is August 27, 2018.

Pursuant to FGC Sec. 14-216, I have also included for your review a notice of violation filed against one of the retail store licensees within the past 12 months.

The Police Department has included a call report for the above-listed locations (attached); however, Chief Jewkes is not recommending a protest for any of the renewals.

There are **no departmental objections** to the above-listed marijuana license renewal applications. Please contact me if you need any further information.

Notice of Violation

(3AAC 306.805)

This form, all information provided and responses are public documents per Alaska Public Records ACT AS 40.25

Date: 6/14/18

License #/Type: #11053 Retail Store

Licensee: True Dank, LLC

Address: 1550 Cushman Ste. A, Fairbanks AK 99701

DBA: True Dank

AMCO Case #: AB 18-000681

This is a notice to you as licensee that an alleged violation has occurred. If the Marijuana Control Board decides to act against your license, under the provisions of AS 44.62.330 - AS 44.62.630 (Administrative Procedures Act) you will receive an Accusation and Notice of your right to an Administrative Hearing.

Note: This is not an accusation or a criminal complaint.

On 5-29-18 it came to Enforcement's attention True Dank was not reporting sales in METRC since April 5, 2018. I, Investigator Stonecipher went to the Retail Store on 5-31-18 to investigate the incident. It was determined the licensees were using Greenbits Point of Sale system to track sales. Greenbits information was not being uploaded into METRC as required. The licensees admitted they failed to check METRC; as they were relying on Greenbits for inventory tracking. The licensees immediately began to contact METRC and Greenbits support systems to rectify the issue.

This is a violation of 3 AAC 306.330 (a) & (c) Marijuana Tracking System.

3 AAC 306.805 provides that upon receipt of a Notice of Violation, a licensee may request to appear before the board and be heard regarding the Notice of Violation. The request must be made within ten days after receipt of the Notice. A licensee may respond, either orally or in writing, to the Notice. 3 AAC 306.810(3)(A)(B)(C) failed, within a reasonable time after receiving a notice of violation from the director, to correct any defect that is the subject of the notice of violation of AS 17.38 or this chapter, a condition or restriction imposed by the board or other applicable law.

IT IS RECOMMENDED THAT YOU RESPOND IN WRITING TO DOCUMENT YOUR RESPONSE FOR THE MARIJUANA CONTROL BOARD.

***Please send your response to the address below and include your Marijuana Establishment License Number in your response.**

Alcohol & Marijuana Control Office
ATTN: Enforcement
550 W. 7th Ave, Suite 1600
Anchorage, Alaska 99501
amco.enforcement@alaska.gov

Issuing Investigator: A. Stonecipher

Received by: *Travis Fraser*

SIGNATURE:

SIGNATURE: *[Signature]*

Delivered VIA: Email

Date: *6-15-18*

Article #



June 15, 2018

True Dank
1550 South Cushman St.
Suite A
Fairbanks AK, 99701

Re: True Dank, LLC NOV - Metrc Sales Reporting Case AB 18-000681

Amanda Stoncipher had informed us about an issue with our METRC not reporting any sales from the dates between 4/4/2018 and (at that time the present) 5/30/2018. As soon as this was brought to our attention, we immediately contacted METRC and GreenBits (our retail POS) customer service and tried to figure out the issue.

After being bounced between both companies, the issue was resolved and GreenBits had reported all the backlog of sales to METRC and has been reporting properly since.

We realize that this could have been caught and resolved a lot earlier if we had been checking METRC sales reports for True Dank instead of relying solely on GreenBits. We will now make it a point to check our METRC sales reports every night to make sure the info is flowing properly.

Sincerely,

A handwritten signature in black ink, appearing to read "Travis Fraser", is written over the word "Sincerely,".

Travis Fraser
NorthLink / True Dank
Owner
(907) 378-7437

CITY OF FAIRBANKS PUBLIC SAFETY

PAKALOLO SUPPLY COMPANY

1851 Fox Ave 07/14/2017 - 07/14/2018

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	10/19/2017 04:29	ALARM BURGLARY -	1851 FOX AVE	L5	FAB	10/19/2017 05:00:55
	10/19/2017 03:42	ALARM BURGLARY -	1851 FOX AVE	L5	FAB	10/19/2017 04:22:14
17003591	10/16/2017 09:05	SI - FOLLOW-UP	1851 FOX AVE	O36	RPT	10/16/2017 12:32:46
17003591	10/16/2017 06:41	ALARM BURGLARY -	1851 FOX AVE	O16	RPT	10/16/2017 07:47:08

Total Number of Events Listed: 4

CITY OF FAIRBANKS PUBLIC SAFETY

NORTHLINK

1550 S. Cushman St Ste B 07/14/2017 - 07/14/2018

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
18002368	07/10/2018 04:04	SI - COMMUNITY	1550 S CUSHMAN ST	O39	NRP	07/10/2018 04:05:18
	07/05/2018 23:34	ASSAULT - BRAVO	1550 S CUSHMAN ST	O34	RPT	07/06/2018 02:15:04
	06/19/2018 22:21	REDDI	1550 S CUSHMAN ST	DESK	NRP	06/19/2018 22:58:27
	05/27/2018 14:47	DISTURBANCE -	1550 S CUSHMAN ST	O9	NRP	05/27/2018 15:10:30
	09/28/2017 10:53	WELFARE CHECK -	1550 S CUSHMAN ST	O9	NRP	09/28/2017 11:36:14

Total Number of Events Listed: 5

Introduced by: Mayor Matherly
Introduced: August 6, 2018

RESOLUTION NO. 4840

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO
ACCEPT FUNDING FROM THE BUREAU OF JUSTICE ASSISTANCE
FOR THE FFY2018 EDWARD BYRNE MEMORIAL JUSTICE
ASSISTANCE GRANT**

WHEREAS, the City of Fairbanks received notification of funding through the Bureau of Justice Assistance for the FFY2018 Edward Byrne Memorial Justice Assistance Grant (JAG) Program in the amount of \$26,903 to support a range of program areas including law enforcement; and

WHEREAS, the City of Fairbanks will use the funds to update and improve technology available to conduct and support major case and drug investigations; and

WHEREAS, the City of Fairbanks is not required to provide a match.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Mayor or his designee is authorized to execute any and all documents required for accepting funds on behalf of the City for this grant.

PASSED and APPROVED this 6th Day of August 2018.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4840

Abbreviated Title: FFY2018 JUSTICE ASSISTANCE GRANT (JAG) FEDERAL PROGRAM

Department(s): POLICE

Does the adoption of this ordinance or resolution authorize:

1) additional costs beyond the current adopted budget? Yes _____ No X

2) additional support or maintenance costs? Yes _____ No X

If yes, what is the estimate? see below

3) additional positions beyond the current adopted budget? Yes _____ No X

If yes, how many positions? _____

If yes, type of positions? _____ (F - Full Time, P - Part Time, T - Temporary)

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Building	Personnel	Total
Camera system	\$8,703			\$8,703
GPS device maint & license renewal	\$1,000			\$1,000
Earpieces and microphones for portable radios	\$2,200			\$2,200
Electronic upgrade to investigations forensic computers	\$8,000			\$8,000
Gas Masks - 10 each	\$7,000			\$7,000
TOTAL	\$26,903	\$0	\$0	\$26,903

FUNDING SOURCE:	Equipment	Building	Personnel	Total
FFY2018 Edward Byrne Memorial JAG	\$28,100			\$28,100
				\$0
				\$0
TOTAL	\$28,100	\$0	\$0	\$28,100

Any maintenance would be included in the Police Department annual budget through the General Fund.

Reviewed by Finance Department: Initial cp Date 8/1/2018

ORDINANCE NO. 6080

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
CHAPTER 42, LABOR RELATIONS AND NEGOTIATIONS**

WHEREAS, certain sections of the current Chapter 42 of the Fairbanks General Code have become outdated, certain sections require amendment, and reorganization of the chapter is needed.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows:

SECTION 1. That Fairbanks General Code Chapter 42, Labor Relations and Negotiations, is hereby amended by repeal and reenactment as follows:

Sec. 42-1. Labor relations.

(a) The mayor shall have the basic responsibility for labor relations as set forth in this chapter. The mayor will be the lead spokesperson for the city in negotiations with employee organizations representing city employees for the purpose of negotiating collective bargaining agreements as to wages, benefits, and terms and conditions of employment. The mayor may designate an alternate spokesperson.

(b) The city council may select a different lead spokesperson for labor negotiations. The council also may delegate a qualified individual to be a member of the city's negotiating team without negating the authority of the mayor to act as the lead spokesperson for negotiations.

(c) All substantive labor negotiations shall be conducted in open sessions.

(d) The city's basic goal in labor negotiations will be to treat city employees in a similar manner, as much as is appropriate, and to pay similar wages for similar work.

(e) The mayor will look for a common policy on boiler plate language which will be consistent in all contracts.

(f) The city council is committed to the following goals:

1. Rewarding superior employees with merit pay increases in lieu of increases based solely on longevity.
2. Fair and reasonable deductibles in medical insurance.

3. Limiting personal leave to reasonable levels.
4. Consistency between bargaining units, as well as between union and non-union employees.
5. Negotiating contracts with annual wage and benefit reopeners if future sources of funding are not identified and secured.
6. Seeking to eliminate terms with complex pay premiums, work rules that reduce productivity, or other terms that impede accountability.

(g) The provisions of FGC Sec. 50-83 regarding the one-year ineligibility period for employment of former city council members must be included in all collective bargaining agreements.

(h) All collective bargaining agreements must be ratified by an ordinance enacted by the city council. Amendments to labor contracts negotiated during the life of the contract are not effective until approved by council ordinance.

Sec. 42-2. Labor negotiations.

(a) The city negotiating team shall be solely embodied to negotiate on behalf of the city. Individual members of the city council shall not enter into separate negotiations with any union representative or union member. From the date of the mayor's transmittal as provided for in section 42-2(b)(1) until ratification of a collective bargaining agreement, all communication from the union regarding issues in negotiations, both written and oral, must be addressed to members of the city's negotiating team and not to individual council members.

(b) Labor negotiations will be conducted in the following manner:

1. At least one month prior to the start of negotiations for a replacement collective bargaining agreement (CBA), the mayor shall present a copy of the expiring CBA to the council, along with proposed terms for the replacement agreement.
2. The mayor shall provide to the council detailed cost estimates, prepared by the chief financial officer, for all economic proposals.
3. The council shall meet and discuss the proposals for the replacement CBA. The council shall provide discernable direction to the negotiating team concerning strategies, goals, and objectives and provide discernable monetary limits for economic proposals.
4. The mayor will commence negotiations and, if possible, reach tentative agreements on economic and non-economic bargaining proposals. The mayor will provide the council with periodic reports on the status of negotiations and on contract terms proposed by union negotiators and on offers or counter-offers contemplated by the city's negotiators.

5. The mayor may not offer or tentatively agree to any economic proposal that substantially deviates from the monetary limits provided by the council without seeking further guidance from the council. The mayor must provide the council with updated cost estimates, prepared by the chief financial officer, when seeking further guidance from the council on economic proposals.
6. Before an ordinance ratifying a CBA is introduced, a comprehensive list of the proposed changes to the CBA, along with the CFO's fiscal note for the contract's duration, will be given to the council for review.

Sec. 42-3. Retroactive pay.

It is the policy of the city not to pay retroactive pay in one fiscal year for a previous fiscal year. If the city is negotiating a contract which would call for retroactive pay, and if negotiations will not be completed in the fiscal year in which they were begun, and if it appears approval of the contract will not happen until the next fiscal year, the parties will negotiate a separate agreement on retroactive pay and submit it to the city council no later than the second to the last meeting of the year. If the city council does not approve retroactive pay before the end of the fiscal year, no retroactive pay will be paid for that fiscal year.

Sec. 42-4. Employee bulletin board posting.

The city will provide space on bulletin boards located in employee work areas to be used by the employees for posting notices pertaining to recreational and social activities, results of union elections, union meeting notices, legislative or city council enactments and judicial decisions affecting public employee labor relations. Materials which are obscene, defamatory or which impair the operations of the city or which constitute partisan political campaign material will not be posted.

Section 2. That the effective date of this Ordinance shall be the ____ day of August 2018.

Jim Matherly, City Mayor

AYES:
 NAYS:
 ABSENT:

ATTEST:

APPROVED AS TO FORM:

 D. Danyielle Snider, CMC, City Clerk

 Paul Ewers, City Attorney

Chapter 42 - LABOR RELATIONS AND NEGOTIATIONS
(as currently written)

Sec. 42-1. - Labor relations.

The mayor shall have the basic responsibility for the labor relations as set forth in this chapter, unless the council by majority vote selects a different spokesperson. The spokesperson specifically shall:

- (1)
 - a. Have the authority to negotiate with representatives of employee organizations representing city employees for the purpose of arriving at collective bargaining agreements as to wages, hours and terms or conditions of employment. The council by majority vote may delegate a qualified individual to be a member of the negotiating team without negating the authority of the mayor to act as sole spokesperson for negotiations, provided that the mayor may designate an alternate. The mayor shall present any such agreements as may be negotiated to the city council, along with an explanation and cost analysis, and any such agreements shall not be effective unless and until approved by ordinance of the city council. In negotiating contracts, the mayor will use provisions of the personnel program, unless directed otherwise, as guidelines to be achieved. The basic goal will be to treat city employees in a similar manner as much as appropriate, and to pay similar wages for similar work.
 - b. Any amendments to a labor contract negotiated during the life of the contract shall not be effective unless and until approved by ordinance of the city council. The mayor shall convey the proposed amendment to the city council with explanation and cost analysis for the city council's consideration.
- (2) Conduct labor negotiations in a manner as follows:
 - a. Prior to negotiations for a replacement bargaining agreement (or any part of an agreement), or at any time as the city is under a lawful obligation to bargain economic terms of employment, the mayor shall present to the city council a copy of the expired collective bargaining agreement, where applicable, and a proposed replacement agreement.
 - b. The proposed replacement agreement shall be presented to the city council at least one month prior to the commencement of negotiations. The city council shall meet and discuss the replacement agreement and shall provide discernible direction to the mayor concerning strategies, goals, objectives, etc.
 - c. The city council shall review and identify noneconomic bargaining items upon which the mayor may commence negotiations and reach tentative agreement. The city council shall review and identify economic bargaining items upon which the mayor may commence negotiations; however, the mayor shall make no tentative agreement to any economic proposal which substantially deviates from the city council's approval prior to receiving further approval.
 - d. The mayor shall provide the city council with periodic information reports which shall describe the status of pending negotiations.
 - e. Upon completion of negotiations, the mayor shall, where applicable, present to the city council for ratification all tentatively agreed upon provisions in the replacement bargaining agreement.
 - f. The provisions of section 50-83 regarding the one-year period of ineligibility for the employment of former city councilmembers shall be included in all collective bargaining agreements.
 - g. The mayor shall look for a common policy on boiler plate language which will be consistent in each contract. This completed document shall be submitted to the different labor organizations and city council for review. A meeting shall be scheduled with all parties to establish a procedure for incorporation of the language into the contracts.
 - h. In preparing for negotiations, the mayor shall incorporate compensation data from the public and private sector.

- i. The mayor shall negotiate a competitive wages and benefits package. Wages and benefits which are found to be above average shall be frozen until such time as wages and benefits have fallen below average.
- j. All substantive labor negotiations shall be negotiated in open sessions.
- k. Not more than three on-duty union member employees may take part in negotiations.
- l. Individual members of the city council shall not enter into separate negotiations with any union representative or member. From the date of the mayor's transmittal as provided in subsection (2)b. until the ratification of the ordinance, all communication regarding issues in negotiation, both written and oral, from the union should be addressed to members of the city's negotiating team and not to individual council members.
- m. The city negotiating team shall be solely embodied to negotiate on behalf of the city council.
- n. The city council remains committed to the following goals during the negotiating process:
 - 1. Reward superior employees with merit pay increases in lieu of increases based solely on longevity.
 - 2. Fair and reasonable deductibles in medical insurance.
 - 3. Analyze possible alternatives to the state public employees retirement system plan.
 - 4. Limiting personal leave to reasonable levels.
 - 5. Consistency between bargaining units, as well as between union and non-union employees.
 - 6. Negotiate contracts with annual wage and benefit reopeners if future sources of funding are not secured.
 - 7. Seek to eliminate terms with complex pay premiums, work rules that reduce productivity, or other terms that impede accountability.

Sec. 42-2. - Health and medical program.

- (a) The mayor shall submit to the city council a health and medical program for the city employees; except that city officials elected (or filling elected positions by appointment) on or after October 6, 1987, shall not be covered by any city health or medical coverage unless the official began participation in the health and medical plan as an elected official before October 6, 1987, and has not in the case of reelection had a break in elected service. Such a program shall be adopted by resolution of the city council. The mayor will review the health and medical program each year and submit his recommendations to the city council.
- (b) Elected city officials (or those filling elected positions by appointment) who are not eligible for health and medical coverage under subsection (a) of this section may elect during the time of service as a city official to be part of the group health and medical program if they pay the city the average cost per employee per month for all periods of participation in the program.
- (c) Negotiated contracts shall contain a provision indicating whether employees covered by the contract shall be members of the city health and medical program or another program.

Sec. 42-3. - Retroactive pay from one fiscal year to a previous fiscal year.

It shall be the policy of the city not to pay retroactive pay from one fiscal year to a previous fiscal year. If the city is negotiating a contract with an employee group which would call for retroactive pay, and negotiations will not be completed in the fiscal year in which they were begun, and it appears approval of the contract will be achieved so that it would require payment of retroactive pay to a previous fiscal year, the parties to the negotiations will negotiate a separate agreement on retroactive pay in time to submit that agreement to the city council at a regular meeting prior to the end of the fiscal year in which negotiations were begun. If the city council does not approve retroactive pay before the end of the fiscal year, no retroactive pay will be paid for that fiscal year.

Sec. 42-4. - Training.

City employees, before being allowed to participate in training at city expense other than on-the-job training at city locations, shall be required to sign an agreement providing that they will not voluntarily resign from employment for a period of at least one year from the date training is completed. The agreement shall further provide that if an employee does resign within one year of completion of training, he shall repay the city its costs for such training as well as all wages and per diem paid him during such training on a pro rata basis of 1/12 per month of each remaining month of the yearly per diem subsequent to the training.

Sec. 42-5. - Employee bulletin board posting.

The city will provide space on bulletin boards located in employee work areas to be used by the employees. The employees may use these boards for the posting of notices pertaining to recreational and social activities, results of union elections, union meeting notices, legislative or city council enactments and judicial decisions affecting public employee labor relations. Materials which are obscene, defamatory or which impair the operations of the city or which constitute partisan political campaign material shall not be posted.

ORDINANCE NO. 6081

**AN ORDINANCE AMENDING FAIRBANKS GENERAL
CODE SECTION 2-113, LOCATION; CHANGING NOTICE
AND SECTION 2-119, ORDER OF BUSINESS**

WHEREAS, any citizens' comments of a general nature are near the end of the meeting, forcing individuals to wait an uncertain length of time to speak.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows:

Section 1. That FGC Sec. 2-113, Location; changing notice and FGC Sec. 2-119, Order of business are hereby amended as follows [new text in **underlined bold** font; deleted text in ~~strikethrough~~ font]:

Sec. 2-113. – Location; time; changing notice.

(a) The date and time of the regular meetings of the city council shall be **the second and fourth Mondays**~~Monday following the first and third Thursdays~~ of each month at **6:30**~~7:00~~ p.m., and the place for the meeting shall be held in the city council chambers or such other place as the city council by resolution shall authorize. **Any deviation from the second and fourth Monday schedule must be approved by the city council.** The meetings shall start at **6:30**~~7:00~~ p.m. unless changed by unanimous consent of the city council.

* * * * *

Sec. 2-119. Order of business; citizens addressing city council.

(a) At every regular meeting of the city council, the order of business shall be as follows:

- (1) Roll call.
- (2) Invocation.
- (3) Flag salutation.
- (4) Ceremonial matters (proclamations, introductions, recognitions, and awards).
- (5) Citizens' comments, **oral communications to the city council on any item not up for public hearing**~~on consent agenda items~~ (testimony limited to three minutes **per person; comment period will end no later than 7:30 p.m.**).
- (6) Approval of agenda and consent agenda. (Approval of consent agenda passes all routine items indicated by asterisk (*) on the agenda. Consent agenda items are not considered separately unless a council member so requests. In the event of such request, the item is returned to the general agenda).
- (7) Approval of minutes of previous meetings.

- (8) Special orders.
- (9) Mayor's comments and report.
- (10) Council members' comments.**
- ~~(11)~~ Unfinished business.
- ~~(12)~~ New business.
- ~~(13)~~ Discussion items (information and reports).
- ~~(14)~~ Written communication to the city council.
- ~~(14) Citizens' comments, oral communications to the city council on any item not up for public hearing (unscheduled; testimony limited to three minutes).~~
- (15) Council members' comments.
- (16) City clerk's report.
- (17) City attorney's report.
- (18) Executive Session (if necessary).
- (19) Adjournment.

Section 2. That the effective date of this Ordinance is the ____ day of August 2018. The change of the meeting dates to the second and fourth Mondays of each month will not become effective until January 1, 2019.

Jim Matherly, Mayor

AYES:
 NAYS:
 ABSENT:
 ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

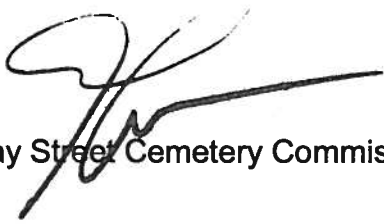
Paul J. Ewers, City Attorney

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor
Subj: Request for Concurrence – Clay Street Cemetery Commission
Date: August 1, 2018



The term of Seat C on the Clay Street Cemetery Commission currently filled by Ms. Aldean Kilbourn will expire on August 31, 2018.

Ms. Kilbourn is currently the Commission chair, and she wishes to continue serving. I hereby request your concurrence to the following **re-appointment**:

Ms. Aldean Kilbourn Seat C Term to Expire: August 31, 2021

Ms. Kilbourn's application and resume are attached.


Thank you.

dds/



CLAY STREET CEMETERY COMMISSION

BOARD DETAILS



OVERVIEW

- SIZE** 8 Seats
- TERM LENGTH** 3 Years
- TERM LIMIT** N/A

The Clay Street Cemetery Commission shall advise the City Council and Mayor regarding the restoration, improvement, and maintenance of the Clay Street Cemetery. It shall provide and update a long-term plan for the cemetery.



DETAILS

BOARD/COMMISSION CHARACTERISTICS

The Clay Street Cemetery Commission shall consist of seven members, three of whom must be residents of the City, appointed by the Mayor and confirmed by the City Council. One member shall be active in the study of Fairbanks history, one member shall have experience or interest in maintaining the cemetery and five members shall represent the community at large (or four members shall be at-large representatives if a Council Member is appointed to the Commission). The City Public Works Director shall be an ex-officio member of the Commission. Appointed members shall serve a three-year term. A chairperson shall be selected from among the Commission's members.

MEETINGS

The Commission shall conduct regular public meetings, including public hearings required as a condition of receipt of grants. If authorized by the City Council, the Commission may convene into executive session in accordance with state law.

[Meeting Minutes](#)

ENACTING LEGISLATION

FGC 2-485 through 2-488

ENACTING LEGISLATION WEBSITE

<http://bit.ly/2lJa2Yf>

JOINT COMMISSION DETAILS

N/A

EMAIL THE COMMISSION MEMBERS

claystreetcemeterycommission@fairbanks.us

Profile

Aldean

First Name

Kilbourn

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

Yes

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

no current paycheck

Employer

an involved citizen

Job Title

Which Boards would you like to apply for?

Clay Street Cemetery Commission: Submitted

Interests and Experiences

Why are you interested in serving on a City board or commission? What experiences can you contribute to the benefit of the board or commission?

Have served on the board the past three years doing research on those buried in the cemetery, verifying where Bed Tax markers are to be placed, overseeing Boy Scouts working on Eagle projects.

Please provide a brief personal biography in the space below, or attach a resume.

attached

Upload a Resume

List any professional licenses or training you believe are relevant to the seat you are applying for.

teaching certificate state of Alaska in social studies and library media

Aldean Kilbourn

Fairbanks, AK

email:

Education

University of Washington, B.A. in political science (1969-1972)

University of Alaska – Fairbanks, teaching certificate (1973-1974)

University of Washington, M.A. in Library and Information Science (2003-2007)

Work Experience

6/15-8/15 **Summer Temporary Librarian**, Keith B. Mather Library, Geophysical Institute, University of Alaska
12/10-3/12 **Special Project Librarian**, Keith B. Mather Library, Geophysical Institute, University of Alaska
1/09-8/10 **Part-time, Temporary Librarian**, Keith B. Mather Library, Geophysical Institute, University of Alaska
12/07-8/08 **Special Project Librarian**, Keith B. Mather Library, Geophysical Institute, University of Alaska
5/96-Present **Small Business Owner**, Bentley Car Wash (self-service, operational April - October)
10/99-5/10 **Project CRISS trainer**, Fairbanks North Star Borough School District and Northwest Arctic Borough Schools
8/02-2014 **Substitute Teaching** in the Fairbanks North Star Borough for middle schools only and school libraries
1/81-8/02 **Teacher**, Fairbanks North Star Borough School District, Fairbanks, Alaska (French; Spanish; World History; U.S. History; Asia, Africa, Latin America; American Government, Language Arts, Reading)
-West Valley High School (81-86) -North Pole Middle School (87-97; team leader)
-Ryan Middle School (97-99; team leader) -Randy Smith Middle School (99-02; team leader)
10/76-8/80 **Administrative Assistant**, Richard Scott Financial Plans, Fairbanks, AK
8/74-11/75 **Substitute Teacher**, Fairbanks North Star Borough School District
1/74-6/74 **Legislative Aide**, Fairbanks Legislative Information Office, State of Alaska
8/71-6/72 **Administrative Assistant**, Mr. James Ryan, Vice President for Planning & Budgeting, University of Washington
1/71-6/71 **Legislative Intern**, to the Honorable Hal Wolf, Majority Floor Whip, House of Representatives, Washington State
1969-1971 **Clerk**, Pat's Bookery, Olympia, WA (summers only)

Activities and Community Involvement

2015-present Member/Officer, historian, Fairbanks Clay Street Cemetery Commission
2015-2017 Member, FNSBSD's Curriculum Advisory Board
2007-present Member/Officer Atmospheric Sciences Librarians International
2010-2014 Completed seaplane rating, high performance endorsement
2006-2017 Appointed representative of library users, Alaska Governor's Advisory Council on Libraries
2009-present Member/Officer of the Fairbanks Genealogical Society
1973-2016 Member/Officer of the Fairbanks Branch, American Association of University Women
2002-present Member/Officer Delta Kappa Gamma International Society, Alaska, Theta Chapter
1973-1986 Member/Officer Tanana Valley Kennel Club
1973-1984 Member/Officer Fairbanks League of Women Voters
1984-1994 Member, Fairbanks North Star Borough's Community Research Center Advisory Board
1979-1981 Completion of study, awarded private pilot's license
Summer 1982 Awarded *Stage* language study scholarship in Nice, France by French government through French embassy in Washington, D.C.
1983-2010 Inservice presenter for FNSBSD
1985-6 & 1992-4 Member, FNSBSD's Social Studies Curriculum Revision Committee, presenter to School Board for final adoption
1995/'97/'99/'01/'02 Nominated for consideration as one BP's Teachers of Excellence

References

Judith Triplehorn

Cheryl Dow

Jayne Naze

City of Fairbanks
Permanent Fund Review Board
(Quarterly Meeting Minutes)
April 25, 2018

The Permanent Fund Review Board (PFRB) convened at 1:30 P.M. on the above date in the Council Chambers to conduct a quarterly meeting with the following board members in attendance.

Board Members Present: Council Member Valerie Therrien
Patty Mongold
Dave Owen
Bernard Gatewood
Jennifer Imus

Also Present: Carmen Randle, Chief Financial Officer
Brandy Nicoli, Chief Investment Officer-APCM
Blake Phillips, Director of Institutional Sales-APCM

Valerie motioned and Bernard seconded to approve the January 29, 2018 minutes with the attachment of the “APCM VIEWS” document.. The PFRB unanimously agreed.

Carmen reviewed the account’s performance through December 31, 2017:

- \$129,607,362 - Balance including accrued income
- \$ 549,439 - Dividend and interest earnings
- \$ 1,108,871 - Realized gain
- \$ (2,876,563) - Unrealized gains
- \$ 26,152 - Management and custodial fees
- \$ (1,237,124) - 2017 Earnings - net of expenses

The 2018 draw is expected to be made in December 2018. The budgeted appropriations to the general and capital funds are shown below, respectively:

- 2018 \$4,815,487 and \$601,936

Reported Performance

1st Quarter		Year to Date		Last 12 Months		Inception to Date	
Account	Benchmark	Account	Benchmark	Account	Benchmark	Account	Benchmark
-0.97%	-1.05%	-0.97%	-1.05%	8.37%	8.13%	5.51%	5.17%
	0.13% ¹		0.13% ²		0.50% ³		
<u>-0.97%</u>	<u>-0.93%</u>	<u>-0.97%</u>	<u>-0.93%</u>	<u>8.37%</u>	<u>8.63%</u>	<u>5.51%</u>	<u>5.17%</u>

1 12.5 bps - per quarter rounded

2 50 bps hurdle -annual (YTD = 12.5 basis pts X # quarters)

3 50 bps hurdle codified in March, 2009. Inception performance begins January 31, 1998.

Brandy reported the fund value was \$129,251,000 on April 24, 2018. The portfolio performance resulted in a (negative) -0.97% 1st quarter/YTD return, which was less than the -.93% benchmark. The combined equity allocation returned -1% while the fixed income allocation returned -.95%. She reported that there continues to be good economic growth and earnings. Rates support full valuations and the low 6.7% volatility of 2017 is normalizing around 16.7%. APCM recommends that the portfolio maintain a modest overweight to international stocks and gradually move towards neutral as the cycle matures. In addition regularly rebalance to harvest gains and control risk and expect modest returns relative to history.

Brandy introduced a new core asset classification called real asset Infrastructure. By investing in infrastructure (airports, highways, gas facilities, etc.) the portfolio will be less sensitive to economic downturns and cash flows from the asset are more stable.

Brandy also introduced a new tool that may help incrementally increase portfolio earnings. Hedge Fund Beta helps dampen portfolio volatility and/or generate a consistent level of return, regardless of market results. The PFRB asked Blake to draft changes to the City's investment policy to utilize the new infrastructure asset class and the Hedge Fund Beta tool. Valerie motioned, Bernard seconded and the PFRB unanimously agreed to present the changes to the investment policy to the City Council.

There were no compliance issues to report during the quarter.

The PFRB set the next quarterly meetings for Tuesday, July 24, 2018 at 1:30 P.M. in the Council Chambers.

Valerie motioned and Jennifer seconded for adjournment at 3:30 p.m. and the PFRB agreed.

Minutes will be placed on the July 24, 2018 agenda for approval.