



FAIRBANKS CITY COUNCIL
AGENDA NO. 2021-06
REGULAR MEETING – MARCH 8, 2021
MEETING WILL BE HELD VIA ZOOM WEBINAR AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

It is the mission of the City of Fairbanks to provide quality essential services to all City residents to ensure Fairbanks is a vibrant place to live, work, thrive, and visit.

REGULAR MEETING
6:30 p.m.

1. ROLL CALL
2. INVOCATION
3. FLAG SALUTATION
4. CEREMONIAL MATTERS (Proclamations, Introductions, Recognitions, Awards)
5. CITIZENS' COMMENTS, oral communications to the City Council on any item not up for public hearing. Testimony is limited to three minutes, and the comment period will end no later than 7:30 p.m. Any person wishing to speak needs to complete the register located in the hallway. Respectful 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.

NOTE: Due to concerns over the COVID-19 pandemic, special procedures are being implemented for City Council Meetings. The Mayor, Council Members, and the public may participate remotely during this time. Citizens may have written comments read into the record if submitted to the City Clerk in advance, or citizens may provide testimony via Zoom webinar if registered to do so in advance of the meeting (the three-minute time limit applies to all forms of public testimony). To help achieve social distancing, the seating in Council Chambers is spread out and limited. No more than 30 individuals will be allowed in the Chambers at the same time. Citizens arriving after the maximum number has been reached will be directed to wait in another area until it is their turn to speak to the Council. Meeting attendees must wear a mask or face covering (masks will be provided to those who do not have one). We thank you for your understanding and cooperation during this time.

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 February 8, 2021

8. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Address
4465	Roundup Steak House	Beverage Dispensary	The Last Roundup, LLC	2701 S. Cushman Street
145	Boatel Bar	Beverage Dispensary	ABIE Neubauer, Inc.	3368 Riverside Drive

b) The Fairbanks City Council will hear interested citizens concerned with the following Marijuana License Application for Transfer of Ownership. Public testimony will be taken and limited to three minutes.

Type/License: Retail Marijuana Store/License #17250
DBA: Pipe and Leaf: Premium Alaskan Cannabis
Applicant: Pipe and Leaf, LLC
3546 Airport Way, Fairbanks
From Owner: Haley Essig

9. MAYOR'S COMMENTS AND REPORT

a) Special Reports

10. COUNCIL MEMBERS' COMMENTS

11. UNFINISHED BUSINESS

- a) The Fairbanks City Council will consider following application for a New Marijuana Retail Store License. POSTPONED from the Regular Meeting of February 22, 2021; a public hearing was held at that time.

Type: Marijuana Retail Store, #26251
DBA: GoodSinse, LLC
Applicant: GoodSinse, LLC
Address: 29 College Road, Suite 8C, Fairbanks, Alaska

- b) Appointment of Chief of Police – POSTPONED from the Regular Meeting of February 22, 2021.

12. NEW BUSINESS

- *a) Resolution No. 4957 – A Resolution Authorizing the City of Fairbanks to Accept the FFY2020 Community Development Block Grant (CDBG). Introduced by Mayor Matherly.
- *b) Resolution No. 4958 – A Resolution Adopting the Multi-Jurisdictional Hazard Mitigation Plan as the Official Mitigation Plan of the City of Fairbanks, Pending FEMA Approval. Introduced by Mayor Matherly.
- *c) Resolution No. 4959 – A Resolution Recognizing International Women’s Day. Introduced by Council Members Kun and Therrien.
- *d) Ordinance No. 6149 – An Ordinance Amending the 2021 Operating and Capital Budgets for the First Time. Introduced by Mayor Matherly.

13. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

14. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Clay Street Cemetery Commission Meeting Minutes of January 6, 2021
- *b) Clay Street Cemetery Commission Meeting Minutes of February 3, 2021

15. COUNCIL MEMBERS’ COMMENTS

16. CITY CLERK'S REPORT
17. CITY ATTORNEY'S REPORT
18. EXECUTIVE SESSION
 - a) Fairbanks Firefighters Union Labor Negotiation Strategy
19. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, FEBRUARY 8, 2021
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 6:30 p.m. on the above date, following a 5:30 p.m. Work Session on the Joint Hazard Mitigation Plan Draft, to conduct a Regular Meeting of the Fairbanks City Council via Zoom webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding (remotely) and with the following Council Members in attendance:

Council Members Present: Shoshana Kun, Seat A (remotely)
June Rogers, Seat B (remotely)
Valerie Therrien, Seat C
Aaron Gibson, Seat D
Lonny Marney, Seat E
Jim Clark, Seat F

Absent: None

Also Present: Margarita Bell, Chief Financial Officer (remotely)
Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director (remotely)
Mike Meeks, Chief of Staff
Kristi Merideth, FECC Manager (remotely)
Angela Foster-Snow, HR Director
Tod Chambers, Fire Chief (remotely)
Geoff Coon, Assistant Fire Chief (remotely)
Richard Sweet, Acting Police Chief
Ron Dupee, Acting Deputy Police Chief
Gerrit Butler, FPD
Dennis Benn, FPD
Taylor Burcell, FPD
Jill Copeland, FPD
Kelly Copeland, FPD

City Clerk Danyielle Snider read aloud the Mission Statement of the City of Fairbanks.

INVOCATION

The Invocation was given by City Clerk Danyielle Snider.

FLAG SALUTATION

Mayor Matherly led the Flag Salutation.

CEREMONIAL MATTERS

Mayor Matherly welcomed new police officers Taylor Burcell, Jill Copeland, and Kelly Copeland. Acting Chief Rick Sweet performed the swearing in duties and pinned their badges on them.

CITIZENS' COMMENTS

Greg Foster, Fairbanks – Mr. Foster spoke to the hiring process for Police Chief and made clear he was not speaking against any specific candidate. He added that he had previously applied for the Police Chief position in 2019, at which time he had come in second place. He stated that he had also applied for the current opening and had been told he was not qualified. Mr. Foster stated that he had learned that he had not truly been qualified the first time he had applied, and he was concerned that he had been a finalist without making the qualifications. He stated that he had discovered that another applicant had been found unqualified despite his extensive experience and had not been allowed the opportunity to interview. Mr. Foster stated that his greatest concern is that eight individuals were removed from the process prior to the hiring committee review. He stated that he was aware of the subject matter experts used for initial review but felt strongly that internal candidates must be considered to fix the issues within the FPD department. Mr. Foster went on to list his experience in law enforcement and spoke to his disbelief that he would be found unqualified. He stated his concern that the committee that was installed to make these decisions was not allowed to see his or the other qualified applicant he previously mentioned. He went on to state that 18 applications were not a significant number of applications to warrant removal of any of them prior to putting them before the hiring committee and that he did not believe the process to be fair or unbiased. He added that the City Council is the “checks and balances” of the City government and asked that all applications remain until the hiring committee has the opportunity to review all of them, thereby adding transparency and building trust in the process.

City Clerk Danyielle Snider stated that there were no more comments to be heard in person, and testimony over Zoom was heard next.

Victor Buberger, Fairbanks – Mr. Buberger stated that Zoom was very difficult to use and could use improvement. He stated that during Mayor Matherly’s term the City was in the process of hiring its 4th Police Chief and questioned the reasons behind that. Mr. Buberger speculated that newly hired Police Chiefs may be taking the job in order to gain benefits and suggested that the Council place a minimum term requirement. He added that the last hire for Police Chief had been a wild card who had up and left shortly after taking office. Mr. Buberger spoke to Acting Chief Sweet and suggested that the City appoint him considering he has been in the position for some time. He added that the previous speaker had questions regarding qualifications to which Mr. Buberger attributed to the “Alaskan Theory” of whacked up policies. He stated that perhaps the previous speaker could have been the most qualified candidate; however, his application was not even considered. Mr. Buberger stated that he did not think the City was in the right financial shape to undertake the Polaris Building project, especially given the current state of tourism and the potential impact on taxpayers.

City Clerk Danyielle Snider stated that there were no more comments to be heard in person or over Zoom and proceeded to read the following written comments into record:

JoLee Giuchici, Fairbanks – Ms. Giuchici reminded the Council of the November 23, 2021 City Council meeting where Mayor Matherly had stated that the hiring process for a Police Chief would be the same process that had been followed two years previously. She added that Mayor Matherly had also said that even though the hiring committee would be capped at nine members, all citizens’ comments and feedback would be welcome. She stated that Mayor Matherly had claimed that diversity, transparency, and officer training were all important to him and that he would be working hard to ensure the hiring process would be successful with emphasis on transparency and integrity. Ms. Giuchici stated that the process in place was an insult to the community. She added that Mayor Matherly had included a review by “subject matter experts,” which had not been disclosed to the hiring committee, the City Council, or to the public and resulted in eight applicants being removed from the pool of candidates prior to review by the hiring committee. Ms. Giuchici inquired about the matrix used to determine the top ten candidates and noted that this review had not been part of the previous hiring process. She stated that it was her belief that local, qualified applicants were deemed unqualified and asked that the City Council not approve any candidate for the Police Chief position until the hiring committee had the opportunity to review all qualified applications. Ms. Giuchici stated that it was disingenuous to state that the hiring committee had made strides to address the concerns raised by public comments when the committee had not been given all information. She added that three of the five finalists were not from the Fairbanks region and indicated that hiring a non-local candidate has not worked well for the City in the past. Ms. Giuchici clarified that all local applicants who meet the qualifications should be interviewed as it is her belief that local hires would be best suited to build strong relationships and work effectively with many different areas of the Fairbanks community. Ms. Giuchici added that Mayor Matherly could have appointed his choice to the position of Police Chief, but he instead developed a process that proved to be disingenuous at best and fraudulent at worst. She asked why a process should be implemented if the integrity of the process would not be upheld. She ended by repeating her request that the Council not approve any candidate until all applicants, who meet the requirements, have been presented to the committee.

Deborah Hicks, Fairbanks – Ms. Hicks stated her concern in regard to the lack of transparency in the vetting and hiring process for Police Chief. She stated that the Council should not approve any of the five finalists until all applications could be evaluated by the hiring committee. She noted that there had been a total of 18 applications but only 10 forwarded to the hiring committee, and it was not made clear why the eight applicants were eliminated from consideration. Ms. Hicks stated that it is the Mayor’s duty to ensure the hiring process is fair and transparent and, by not allowing the hiring committee to review all applications, it has been neither fair nor transparent. She continued by stating that three of the five finalists were not local to the Fairbanks area. She stated that Fairbanks and the greater Alaskan region are very unique, and it should be considered essential to evaluate all qualified local applicants due to their relationships within the community and their experiences with other local law enforcement agencies. Ms. Hicks stated that hiring local is very important to her as a citizen of Fairbanks. She added that by using a hiring process that is not clear or unbiased results in a disservice to one of the most important organizations within the community, the applicants, and the public. She ended by asking that all applications be reconsidered prior to a formal selection of Police Chief.

Heidi Haas, Fairbanks – Ms. Haas thanked the Council for the opportunity to provide public comment and stated that she had concerns with regard to the Police Chief hiring process. She

added that the information provided in the previous City Council meeting had left her feeling that information had been withheld from the hiring committee. She added that the Mayor had the authority to appoint the Police Chief but, instead, had elected to use a transparent process with the help of the community through a committee. Ms. Haas stated that she felt the process had been less than transparent and had led many to question the steps taken which resulted in two qualified Fairbanks applicants not being considered by the hiring committee. She encouraged the Council to take necessary actions to allow the hiring process to be performed in the fair and transparent manner that it had been presented. She added that all qualified applications should have been forwarded to the hiring committee and the failure to do so has shed a bad light on the City, the process, and the police force and puts the selected candidate at an immediate disadvantage.

Hearing no more requests for public comment, **Mayor Matherly** declared Public Testimony closed.

APPROVAL OF AGENDA AND CONSENT AGENDA

Ms. Kun, seconded by **Ms. Rogers**, moved to APPROVE the Agenda and Consent Agenda.

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

City Clerk Snider read the Consent Agenda into the record.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of January 11, 2021.

APPROVED on the CONSENT AGENDA.

SPECIAL ORDERS

a) The Fairbanks City Council heard interested citizens concerned with the following Liquor License Applications for Renewal.

Lic. #	DBA	License Type	Licensee	Address
3483	Fairbanks Curling Club	Beverage Dispensary	Fairbanks Curling Club, Inc.	1962 2nd Avenue
3282	Sam's Club #6603	Package Store	Sam's West, Inc.	48 College Road
3687	Thai House Restaurant	Restaurant/Eating Place	Boonchoo, Inc.	412 5th Avenue

Mr. Clark, seconded by **Mr. Marney**, moved to WAIVE PROTEST on the Liquor License Applications for Renewal.

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

Mr. Gibson asked if the unused license that is being held by Sam's Club could be preventing another business from holding a license. City Clerk Snider replied that it would only pertain to package-store licenses, and the assumption is that Sam's Club would be selling it.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE LIQUOR LICENSE APPLICATIONS FOR RENEWAL AS FOLLOWS:

YEAS: Rogers, Gibson, Therrien, Clark, Marney, Kun

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

b) The Fairbanks City Council considered its protest of the following liquor license transfer following a request by the applicant:

License Type: Beverage Dispensary, License #4547

D.B.A.: Ethos Brewing Company

Licensee/Applicant: Humble Roots, LLC

Physical Location: 314 Wendell Avenue, Fairbanks, Alaska

From: McCoy's Underground / North Star Dining, LLC

Location: 636 28th Avenue, Suite 2

Ms. Therrien, seconded by **Mr. Gibson**, moved to WITHDRAW PROTEST on the Liquor License Application for Transfer.

Rick Mensik, Fairbanks – Mr. Mensik asked the Council to provide the same consideration they had given to Latitude 65, as they too have been encumbered by the 180-day limit to complete construction and obtain approval by the local governing body. He added that due to the added brewery portion of the business, they would also be required to obtain two additional licenses that cannot be initiated until the transfer is approved by AMCO. He clarified his request to have the protest waived pending a certificate of occupancy from the City building department.

Hearing no more requests for public comment, **Mayor Matherly** declared Public Testimony closed.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WITHDRAW PROTEST ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER AS FOLLOWS:

YEAS: Kun, Gibson, Therrien, Clark, Marney, Rogers

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

Ms. Rogers, seconded by **Ms. Therrien**, moved to WAIVE PROTEST, Conditional Upon Certificate of Occupancy, on the Liquor License Application for Transfer.

Mayor Matherly asked Mr. Mensik when he expected to be finished with construction.

Mr. Mensik stated that they were working as fast as they could to get the building completed; however, he had been informed by his contractor and architect to expect shortages in building supplies due to implications of the Covid-19 pandemic.

Ms. Rogers thanked Mr. Mensik for his willingness to keep the Council informed.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST, CONDITIONAL UPON CERTIFICATE OF OCCUPANCY, ON THE LIQUOR LICENSE APPLICATION FOR TRANSFER AS FOLLOWS:

YEAS: Marney, Clark, Rogers, Kun, Gibson, Therrien

NAYS: None

Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly thanked the eleven individuals who have spent over 30 hours working on the hiring committee for police chief. He added that they will be spending several more hours before selecting their recommendation for the top candidate. **Mayor Matherly** clarified that City Code allows for the Mayor to either select individuals directly or to use a format in order to fill department head positions prior to confirmation by the City Council. He stated that he had opted to use a format more complicated than those used to select the Chief Financial Officer and Fire Chief by including a community panel for the interview process. **Mayor Matherly** expressed his gratitude to the following panel volunteers: Andrew Aquino of the Fairbanks Diversity Council; Fairbanks Fire Chief Tod Chambers; Benny Colbert, former NAACP President; Bobby Dorton, representing Behavioral Health; Joe Dallaire of the Fairbanks District Attorney's Office, Chief Steve Ginnis from the Fairbanks Native Association, Brenda Stanfill from IACNVL, Jeff Hurben, representing small businesses; and Alaska State Trooper Captain Ron Wall. He went on to state that the candidate forum would happen the following evening. **Mayor Matherly** also extended his thanks to Human Resources Director Angela Foster-Snow, Public Information Officer Teal Soden, and Chief of Staff Mike Meeks for their hard work during the process. He added his thanks to the subject-matter-experts who reviewed the initial 18 applications for minimum and preferred experience and qualifications and provided input to the interview panel: Police Chief Ed Mercer from the City and Borough of Juneau and Greg Russell from the Alaska Municipal League. **Mayor Matherly** explained that the subject matter experts selected ten applications for the interview committee to review, from which the interview committee selected five to participate in the public forum. He continued by clarifying that from the five applicants who will be interviewed, the panel will make its recommendation to him, and his appointment will be brought to the Council at the next regular meeting. **Mayor Matherly** thanked the City Council for their continued hard work. He stated that mask wearing is still an issue in the City, and he emphasized the need for everyone to continue to mask-up. He expressed his pride in the successful rollout of vaccines within the community, sharing that many of the first responders had already received their second round of immunizations. He mentioned that there remain several Covid-19 testing places, including the State Health Department trailer located outside of the Public Works department. He encouraged all citizens to continue to wear masks when in public, stating that it will take time for the vaccines to provide the necessary "herd immunity" required before masks will no longer be needed. **Mayor Matherly** added that if local businesses

need help in acquiring masks, he would be happy to bring some by. He ended his report by inviting Scott McCrea from Explore Fairbanks to provide a special report.

a) Special Reports

Scott McCrea, Explore Fairbanks – Mr. McCrea stated that he would be speaking in his capacity as Director of Tourism and Convention Sales for Explore Fairbanks and thanked the Council for the opportunity to give his report. He shared that Canada would be extending the ban on cruise vessels carrying more than 100 passengers from operating within Canadian waters until February of 2022. He continued by adding that the ban had originally been enacted in March 2020 and had been scheduled to be lifted at the end of February 2021. Mr. McCrea stated that Explore Fairbanks, partnered with other tourism advocates, is committed to seeking a different resolution for cruises to Alaska this summer. He emphasized that 41% of Alaskan summer visitors arrive by Gulf of Alaska cruise land tour packages. Mr. McCrea added that while the ban is a blow to potential tourism, these orders can change with circumstances, and the wording in the order allows for Canada to rescind the ban if the health situation approves. He stated that Alaska Travel Industry Association (ATIA), Cruise Line Industry Association of Alaska, along with the Congressional Delegation are pursuing strategies with the hope of a different outcome. He reported that the cruise lines that would be affected by this ban are also hopeful for a different outcome and have not yet cancelled any of their scheduled voyages. He explained that one of the options is a temporary waiver of the Passenger Vessel Services Act, PVSA, which states that foreign vessels cannot cross American waters without stopping at least once in a foreign port, and Canadian ports help serve that purpose for Alaskan bound cruises of which most are foreign flagships. Mr. McCrea stated that Carnival and other cruise companies have committed to continuing their land-based tours for Summer 2021 and have stated that they will be opening and operating their properties within Fairbanks and Denali. He added that prior to the Canadian announcement, his department had been involved in the promotion of land tour itineraries and fly-drive tours. Mr. McCrae stated that travel agents and tour operators are very keen on finding other ways to get tourists to Alaska without the cruises due to the interest expressed in the leisure travel market. He concluded by asking Deb Hickok to speak about a recent survey that speaks to the interest in Alaska tourism, and he thanked the Council for their support and reinvestment of Hotel/Motel tax dollars.

Mr. Clark asked for clarification on the percentage of visitors who visit Fairbanks. Mr. McCrea stated that a study done in 2016 by the Alaska Visitors Statistics Program indicated that 41% of visitors to Fairbanks in the summer months arrive by cruise ships.

Mr. Marney inquired to the status of local hotel business with regard to local events. Mr. McCrea stated that occupancy is down from previous years, but some are getting bookings by hosting small events.

Deb Hickok, Explore Fairbanks – Ms. Hickok thanked the Mayor and the Council for the opportunity to update them on the status of the travel industry. She shared her apprehension about the pending decision from Canada to extend the ban on border crossings past its current expiration date of February 21, 2021 in addition to the extended port closures. She reiterated Mr. McCrae's statement that 41% of Fairbanks visitors arrive by cruise ship and added that an additional 10% are long-haul highway travelers, making up a total of 51% of the typical summer tourism that is effectively in the hands of the Canadian decision makers. Ms. Hickok went on to

speak about the more positive situation at Fairbanks International Airport where the expectation is an increase of 120% seats above 2020 numbers. She added that Condor, American, United and Sun Country airlines would be adding flights to and from Fairbanks. She stated that in a recent consumer study conducted by Destination Analyst of American travelers, Fairbanks ranked #1 in likely future visitation of 23 western state destinations, followed by Alaska as a whole and Anchorage, with Hawaii coming in fourth. She stated that the same study found that the most effective tool for learning about and planning trips to new destinations were websites and email, but also official local and state visitor guides. Ms. Hickok stated that the results of the beforementioned study and other studies show that marketing does matter, and the marketing work being done by Explore Fairbanks has been making a positive impact on local business. Ms. Hickok stated that marketing has continued even with the significant budget and personnel cuts demanded by the Covid-19 pandemic. She added that the Council's support of destination marketing has been one of the most important actions by the City government in assisting in the recovery of tourism. She thanked the Council for their continued support and the hard work done by CFO Margarita Bell to distribute stimulus funding to Explore Fairbanks and the community. Ms. Hickok stated that Explore Fairbanks had acquired \$686,000 in stimulus funds from seven different sources, with the two grants provided by the City making up 62% of the total CARES Act funding they had received. She added that without the CARES Act funding the projected revenue loss would have been 51%; instead it was only 34%. Ms. Hickok stated that the majority of the funding had been put into marketing. She added that due to changes in regulations, Explore Fairbanks will be able to apply for the PPP loan in 2021 which will help a great deal. She stated that Mike Meeks had inquired about any resolutions the Council might issue to further help the recovery of tourism; she stated she will be providing a letter with suggestions. She ended by expressing her appreciation of the Council and their support.

Mayor Matherly stated that the pandemic has had a very real impact on the community and many organizations such as Explore Fairbanks. He stated he appreciates the efforts the organization has put forth to persevere. He added that he would like to pass his condolences to the Explore Fairbanks staff, and Ms. Geiger in particular.

Ms. Rogers asked Ms. Hickok to explain the relationship between Explore Fairbanks and the development of the Condor Airlines partnership. Ms. Hickok shared that in 2001 two individuals initiated the conversation with Condor: Dave Carlstrom, the Marketing Manager at Fairbanks International and Andy Anger, the owner of a backcountry touring company. She stated that Condor had wanted a two-year risk abatement guarantee that would essentially pay the airline in the event of canceled flights. She stated that the first year was guaranteed by the owner of Chena Hot Springs Resort, Bernie Karl. She stated that Explore Fairbanks began marketing immediately and hired a contractor in Germany to help with tourism support. She added that had it not been for the 9/11 disaster, all flights would have been successful. She stated that the second-year risk abatement was provided by the consortium created by Explore Fairbanks and 15 local businesses, and, fortunately, all flights were successful. She concluded by saying that 2021 will be the 20th year Condor has been flying to Fairbanks International Airport.

Ms. Therrien asked Ms. Hickok if there was anything the City could do regarding the requirements for Covid-19 testing and quarantining, as that could discourage people from visiting. Ms. Hickok responded that during the recent ATIA meeting, they discussed revisiting the strict social distancing guidelines that are placed on visitors entering Alaska. She added that the guidelines have changed in a number of days and are unenforceable. She stated that the

ATIA had sent a letter to the Governor last week asking that the language be changed from “must” to “recommend” so as not to prevent potential tourists from booking their trips. Ms. Hickok stated that Explore Fairbanks is in favor of the Covid-19 testing. She added that it is similar to the requirements for Hawaii, and they have been very successful with tourism, with some of the lowest incidents of infection, during the pandemic. **Ms. Therrien** asked that the Council be provided with a copy of the letter.

Mr. Clark asked for more information regarding the survey that ranks Fairbanks over Hawaii. Ms. Hickok explained that the survey first compares the locations that have been visited, and Fairbanks ranks lower on that list. She explained that the second list is of the cities that people aspire to visit, and when those lists are combined into an index, Fairbanks rises to the top of the list. She clarified that the end result is that Fairbanks has a lot of potential. **Mr. Clark** asked who provided the survey. Ms. Hickok stated that it was Destination Analysts, a very credible company. She added that there are weekly studies done, but Fairbanks had not previously appeared in studies because they had not been including Fairbanks as an option in their research. Ms. Hickok stated that Explore Fairbanks paid for research in order to be added to the list and to gain familiarity with potential visitors.

Mr. Marney asked if the survey was done worldwide or in the US only. Ms. Hickok stated that the study was done on American travelers and had been broken down in the Eastern, Central and Western states; she stated Fairbanks ranked number one in the study of Western state destinations.

Mayor Matherly thanked Ms. Hickok and Mr. McCrea for their updates. He welcomed the three new police officers and congratulated Officers Bonham and Flesching on the recent additions to their families. He added that Officer Winters and his wife were closely awaiting the birth of their child as well. **Mayor Matherly** reminded the Council of the public forum to be held the following evening at 5:30 p.m. and noted that it will be available online, on the radio, and in person. He stated that following the public forum, the interview panel will make their recommendations and that he would then make his selection to be brought to the City Council.

UNFINISHED BUSINESS

- a) Ordinance No. 6144 – An Ordinance Amending Fairbanks General Code Chapter 2, Article V, Division 3, by Adding a New Section 2-658 Regarding Grant Procedures. Introduced by Council Member Gibson. First Reading of this Ordinance was POSTPONED from the Regular Meeting of November 23, 2020.

ADVANCED on the CONSENT AGENDA.

NEW BUSINESS

- a) Resolution No. 4953 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the United States Department of Homeland Security for the FFY2020 Assistance to Firefighters Grant (AFG). Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- b) Resolution No. 4954 – A Resolution Authorizing a Payment in Lieu of Taxes Agreement with the Interior Regional Housing Authority. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Ordinance No. 6148 – An Ordinance Ratifying a Collective Bargaining Agreement Between the City of Fairbanks and the International Brotherhood of Electrical Workers Local 1547. Introduced by Mayor Matherly.

ADVANCED on the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS AND COMMITTEE REPORTS

Ms. Therrien stated her concern regarding the process for Chief of Police. She stated that the Mayor had not mentioned that individuals would be selecting the applicants to be interviewed by the committee. She added that it was especially concerning due to the fact that there seemed to be two individuals from Fairbanks that should have qualified. **Ms. Therrien** encouraged the Council and the Mayor to allow all of the applicants to be interviewed by the committee. She added that she would feel very uncomfortable moving forward otherwise. **Ms. Therrien** offered her congratulations to the new police officers. She shared that she had been in attendance at the FNSB Borough Assembly meeting the previous week but had been unable to participate due to the incorrect code given to her; she encouraged all Council members to check with the Borough Clerk to verify they have the correct meeting information in the future. **Ms. Therrien** stated she had also attended the AML meeting on February 5, 2021 and shared that the biggest item of conversation had been the Disaster Declaration (SB56). She spoke to how the House had failed to organize, resulting in the possibility that the Disaster Declaration may not receive legislative approval before it expires on February 14, 2021. **Ms. Therrien** asked if the Mayor might be interested in sending a letter to the Governor in support of the AML recommendations. She added that they had discussed the process behind a bill related to Geobonds. She stated that Senator Micciche had proposed a statewide sales tax at 2% in the winter season and 4% during the summer; however the bill had not yet been introduced, nor had an analysis of the impact been provided. She stated that AML had concerns regarding the impact to the cost of living for those communities that already have a sales tax and for those living in rural Alaska. She added that it could bring over \$1 billion in revenue, but not enough to cover the deficit. **Ms. Therrien** stated that the CARES Act had been discussed and that Senator Kawasaki had introduced a PERS bill that could add a Tier 5. She added that a Tier 5 could reduce the amount paid into TRS and PERS. She stated that Title 4 was currently being rewritten by Sen. Micciche which may have an impact on liquor licenses. **Ms. Therrien** shared that she had also attended the AML Board meeting where AML finances were the primary topic of discussion. She spoke about the AML's Municipal Health Trust and stated that the City may want to look into it to see if there can be savings on employee premiums. She reported that she will be attending the AML legislative meeting every Friday. **Ms. Therrien** added that the AML will be hosting a conference of young Alaskans to participate in a mock legislature and that she had missed the City legislative meeting.

Ms. Kun thanked Ms. Therrien for her time spent attending meetings and reporting back to the Council. She stated that she agreed with Mr. Foster and felt that all candidates for Police Chief should have been presented to the hiring committee, but she understood the Mayor's attempt at

trying to set up the most transparent process he could; she stated she respected that. She went on to give a land acknowledgment and gave the CARE line number and text information, 741-741, for those who may be experiencing the blues.

Ms. Rogers shared that she had attended the legislative meeting with Yuri Morgan, AC Rick Sweet and ADC Ron Dupee along with guest, Senator Elvi Gray. She stated that discussion around legislative priorities would be ongoing and that the next meeting would be on February 16 at 4:00 p.m. She went on to congratulate the three new officers who were sworn in. She added that while she has been off the premises physically for some time, she still enjoys seeing the affirmation of dedication. **Ms. Rogers** stated that she felt the need to speak to the concerns brought up by Ms. Therrien and Ms. Kun. She went on to say that she had received many letters and calls from concerned citizens. She thanked the Mayor for his explanation of process, however, she felt that the Council should have been made aware of it in the beginning. She added that it was very uncomfortable to be receiving the information midway through the process, and it has left individuals confused and guessing at what has been transpiring. **Ms. Rogers** stated that it was very concerning to hear that one person who applied had been deemed qualified for the same position in the past but was found to be unqualified now. She added that it does not coincide with the idea that the City is following the same process as they had done before. She emphasized that the criticisms and concerns presented should not be taken lightly and that the hiring process may need to be postponed. She added that there are a great many parameters within the City Code, Human Resources policies, and Union contracts that require consideration during the process. She stated that she does not feel that the process was presented in a way that has allowed the Council and staff to arrive at this point with all of the same information.

Mr. Gibson asked the City Attorney, Paul Ewers, if the state of the Governor's Disaster Declaration would have any effect on the City's declaration. Mr. Ewers responded that the City's declaration is not dependent upon the Governor's declaration and therefore would not be affected in that way. He stated, however, that the Governor's declaration could have ramifications that may impact the City in other ways. **Mr. Gibson** thanked those who had taken the time to send emails and provide testimony to the Council and acknowledged that there have been a lot of concerns presented. He went on to say that it is the Council's role to decide if they want to confirm or deny the Mayor's selection for Police Chief. He added that the Mayor and the administration are working through a process that should be respected regardless of the Council's full agreement of the process.

Mr. Marney stated that he would be attending the next meeting by Zoom as he would be visiting family in Ohio. He went on to say that he was very concerned about the Police Chief hiring process. He stated that it feels as if the public and the media have more information on the process than he does and added that he was shocked to realize that Mr. Foster would not be included in the final 5 candidates selected for interviews. He went on to share that he had done research on the communities the non-local candidates were from and found that they were very small and incomparable to Fairbanks. **Mr. Marney** acknowledged the Mayor's work and the process but stated that it is very important that the correct person is chosen and that the person will be committed to staying at the City for a long time. He congratulated the new officers and was heartened by seeing Burcell take his oath, as he has known the family for quite some time. He concluded by stating that it is very good to see local kids growing up to become officers.

Mr. Clark shared his excitement at witnessing the three new officers being sworn in and seeing the police force grow. He added that there were a lot of candidates for Police Chief and he predicted that there would continue to be growth in the police department. He stated that, ultimately, it is the Mayor's responsibility to select the Police Chief, and it is the Mayor who will be held responsible for the actions of the new Police Chief. He stated the Council has the right to either agree with the Mayor's selection or to ask him to start the hiring process over. **Mr. Clark** added that he was excited for the public forum the following day and to see who the Mayor would choose to bring before the Council. He concluded by stating that he had missed the legislative meeting due to having the wrong day but plans on being at the next one.

WRITTEN COMMUNICATIONS TO COUNCIL

- a) Permanent Fund Review Board Meeting Minutes of October 21, 2020

ACCEPTED on the CONSENT AGENDA

- b) Hotel/Motel Discretionary Fund Committee Meeting Minutes of December 21, 2020

ACCEPTED on the CONSENT AGENDA

ADJOURNMENT

Mr. Gibson, seconded by **Mr. Marney**, moved to ADJOURN the meeting.

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

Mayor Matherly declared the meeting adjourned at 7:59 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, MMC, CITY CLERK

Transcribed by: RR



800 Cushman Street
Fairbanks, AK 99701

Telephone (907)459-6702
Fax (907)459-6710

MEMORANDUM

TO: Mayor Matherly and City Council Members

FROM: D. Danyielle Snider, MMC, City Clerk 

SUBJECT: Liquor License Renewals

DATE: March 3, 2021

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

Lic. #	DBA	License Type	Licensee	Address
4465	Roundup Steak House	Beverage Dispensary	The Last Roundup, LLC	2701 S. Cushman Street
145	Boatel Bar	Beverage Dispensary	ABIE Neubauer, Inc.	3368 Riverside Drive

Pursuant to FGC Sec. 14-178 the Council must determine whether to protest liquor license renewal applications after holding a public hearing.

Per the Council's request, the Police Department has included a call report for the locations listed. Asterisked items in the attached call reports indicate that the call was attributed to the business itself.

There are no department-recommended protests to the above-listed liquor license renewals.

CITY OF FAIRBANKS PUBLIC SAFETY

Roundup Steak House 2701 S. Cushman Street

02/13/2020 - 02/11/2021

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
★ 21000292	01/23/2021 05:26	COMMERCIAL	2701 S CUSHMAN ST	O53	RPT	01/23/2021 08:25:58
21000036	01/03/2021 15:17	FOUND PROPERTY -	2701 S CUSHMAN ST	O58	RPT	01/03/2021 19:29:42
✎ 20004499	11/29/2020 04:19	SI - FIELD CONTACT	2701 S CUSHMAN ST	O19	RPT	11/29/2020 08:38:25
✎	11/27/2020 09:06	SI - SECURITY CHECK	2701 S CUSHMAN ST	O55	NRP	11/27/2020 09:07:02
✎ 20004424	11/23/2020 07:28	COMM BURG -	2701 S CUSHMAN ST	O58	RPT	11/23/2020 11:02:29
20003040	08/20/2020 20:10	SI - FOLLOW-UP	2701 S CUSHMAN ST	O50	RPT	08/21/2020 12:47:47
✎ 20002446	07/11/2020 01:38	DISTURBANCE	2701 S CUSHMAN ST	O19	RPT	07/11/2020 04:10:02
✎ 20002390	07/07/2020 11:55	PAST BURGLARY -	2701 S CUSHMAN ST	O56	RPT	07/07/2020 13:21:31
20002237	06/27/2020 03:03	DUI - PARKED -	2701 S CUSHMAN ST	O19	RPT	06/27/2020 07:11:49
	05/19/2020 11:20	TRESPASS/UNWANTE	2701 S CUSHMAN ST	S1	NRP	05/19/2020 12:20:50
	04/03/2020 15:04	VERBAL DOMESTIC	2701 S CUSHMAN ST	O54	NRP	04/03/2020 16:01:26
✎	02/23/2020 02:26	SI - BAR CHECK	2701 S CUSHMAN ST	O17	NRP	02/23/2020 02:31:03
✎ 20000611	02/21/2020 22:01	TRESPASS/UNWANTE	2701 S CUSHMAN ST	S5	RPT	02/21/2020 23:15:49

Total Number of Events Listed: 13

CITY OF FAIRBANKS PUBLIC SAFETY

Boatel Bar 3368 Riverside Drive

02/13/2020 - 02/11/2021

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	11/30/2020 23:20	DUI - PARKED -	3368 RIVERSIDE DR	O21	NRP	11/30/2020 23:48:12
20004372	11/18/2020 17:31	REDDI	3368 RIVERSIDE DR	O9	RPT	11/18/2020 20:55:31
20003850	10/14/2020 07:57	PAST BURGLARY -	3368 RIVERSIDE DR	O50	RPT	10/14/2020 14:44:45
	09/14/2020 17:10	TRESPASS/UNWANTE	3368 RIVERSIDE DR	O13	NRP	09/14/2020 17:33:53
20003192	08/31/2020 15:47	PAST THEFT - BRAVO	3368 RIVERSIDE DR	DESK	RPT	08/31/2020 16:29:15
20002259	06/28/2020 16:43	THEFT - DELTA	3368 RIVERSIDE DR	O39	RPT	06/28/2020 17:37:35
20002149	06/21/2020 01:50	DUI - MOVING - DELTA	3368 RIVERSIDE DR	O58	RPT	06/21/2020 06:55:01
20001903	06/07/2020 02:50	ASSAULT - DELTA	3368 RIVERSIDE DR	O53	RPT	06/07/2020 03:05:35
	05/24/2020 00:43	SHOTS FIRED -	3368 RIVERSIDE DR	O19	NRP	05/24/2020 01:05:04
	05/18/2020 22:20	REDDI	3368 RIVERSIDE DR	S11	NRP	05/18/2020 22:46:16
	04/27/2020 16:42	AOA - NON URGENT -	3368 RIVERSIDE DR	O50	NRP	04/27/2020 16:52:21
	02/23/2020 01:56	SI - BAR CHECK	3368 RIVERSIDE DR	O17	NRP	02/23/2020 01:58:09

Total Number of Events Listed: **12**




800 Cushman Street
Fairbanks, AK 99701

Telephone (907)459-6702
Fax (907)459-6710

MEMORANDUM

TO: Mayor Matherly and City Council Members

FROM: D. Danyielle Snider, MMC, City Clerk 

SUBJECT: Application for Marijuana License Transfer

DATE: March 3, 2021

An application has been received by the State Alcohol and Marijuana Control Office (AMCO) for transfer of ownership for the following marijuana license:

License Type: Retail Marijuana Store, License #17250
 DBA: **Pipe and Leaf: Premium Alaskan Cannabis**
 Licensee/Applicant: Pipe and Leaf, LLC
 Physical Location: 3546 Airport Way, Fairbanks AK

Corp/LLC Agent:	Address	Phone	Date/State of Incorporation	Good standing?
Pipe and Leaf, LLC Haley Essig	1244 Viewpointe Drive Fairbanks, AK 99709	907-317-7346	04/23/19 – AK	Yes

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Haley Essig	1244 Viewpointe Drive Fairbanks, AK 99709	907-317-7346	Member / 100%

If **transfer** application, current license information:

Current D.B.A.: Pipe and Leaf: Premium Alaskan Cannabis
 Current Licensee: Haley Essig
 Current Location: 3546 Airport Way, Fairbanks, AK

Pursuant to FGC Sec. 14-215(a), the Council must determine whether to protest the marijuana license action after holding a public hearing. The City Clerk has complied with the advertising requirement set forth in FGC Sec. 14-214(c)(1).

The Fairbanks Police Department has included a call-out report for the location at 3546 Airport Way, but none of the calls for service directly related to the business.

There are no **departmental-recommended protests** to the transfer of the license.

CITY OF FAIRBANKS PUBLIC SAFETY

PIPE AND LEAF 3546 AIRPORT WAY

01/30/2020 - 01/28/2021

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
20002661	07/31/2020 20:38	SI - FOLLOW-UP	3546 AIRPORT WAY	S3	RPT	07/31/2020 21:17:21
20000787	03/15/2020 01:18	SUPPLEMENTAL-	3546 AIRPORT WAY	O2	RPT	03/29/2020 07:11:31

Total Number of Events Listed: **2**



Alaska Marijuana Control Board

Marijuana Establishment

Form MJ-17c: License Transfer Application

What is this form?

This form must be used to initiate a transfer of ownership of a marijuana establishment license under 3 AAC 306.045. This transfer application must be completed and submitted to AMCO's main office, along with all necessary supplemental documents and fees listed in **Form MJ-17b: License Transfer Application Checklist**, before a transfer of ownership, including a change that affects the controlling interest of an entity, will be considered by the Marijuana Control Board.

Please note that licensees seeking to change controlling interest of an entity that owns multiple licenses must submit a separate completed copy of this form and the required supplemental documents and fees for each license.

Section 1 – Transferor Information

Enter information for the **current** licensee and licensed establishment.

Licensee:	Haley Essig	License Number:	17250		
License Type:	Marijuana Retail Store				
Doing Business As:	Pipe and Leaf				
Premises Address:	3546 Airport Way				
City:	Fairbanks	State:	Alaska	ZIP:	99709
Email:	connect@akpipeandleaf.com				
Local Government:	City of Fairbanks and Fairbanks North Star Borough				

Regular ownership transfer

Transfer of controlling interest in the licensed entity

Section 2 – Transferee Information

Enter information for the **new** applicant seeking to be licensed. The business license # should be issued for the DBA listed below, and held by the transferee.

Licensee:	Pipe and Leaf, LLC	Alaska Entity #	10104595		
Mailing Address:	1244 Viewpointe Drive				
City:	Fairbanks	State:	Alaska	ZIP:	99709
Doing Business As:	Pipe and Leaf: Premium Alaskan Cannabis				
Business License #:	2086134	Business Phone:	907-328-7747		
Designated Licensee:	Haley Essig				
Contact Email:	connect@akpipeandleaf.com	Phone #	907-317-7346		



Form MJ-17c: License Transfer Application

Section 3 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 4. If any entity official is another entity, you must include the AK Entity # of that entity in the Entity Official Name field, attach a separate completed copy of this page that breaks down the ownership information for that entity, and submit the supplemental documents and fingerprint fees listed on Form MJ-17b required for each individual entity official. Entity documents must be submitted for each entity listed on this form.

If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, list each *officer or director, and owner of any of the corporation's stock*.
- If the applicant is a limited liability company, list each *member holding any ownership interest and each manager*.
- If the applicant is a partnership or limited partnership, list each *partner holding any interest and each general partner*.

Entity Official Name:	Haley Essig				
Title(s):	Manager, Member	Phone:	907-317-7346	% Owned:	100
Email:	connect@akpipeandleaf.com				
Mailing Address:	1244 Viewpointe Drive				
City:	Fairbanks	State:	Alaska	ZIP:	99709

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

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

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

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



Form MJ-17c: License Transfer Application

Section 4 – Other Licenses

Ownership and financial interest in other marijuana establishments:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other marijuana establishment that is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, which license number(s), and license type(s):

Haley Essig, Cultivation License #12488

Section 5 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:

JDW, LLC - Attorney Jana Weltzin and staff

Section 6 – Transferee Certifications

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

Initials

I certify that all proposed licensees (as defined in 3 AAC 306.020) have been listed on this application.

Completed copies of all required documents and fees listed on Form MJ-17b are attached to this form.

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

I agree to provide all information required by the Marijuana Control Board in support of this application.

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this form, including all accompanying schedules and statements, is true, correct, and complete.

Haley Mae Essig
Signature of transferee



William Mack
Notary Public in and for the State of Alaska. Virginia

Haley Essig
Printed name of transferee

My commission expires: 01/31/2024 Augusta
Notarized online using audio-video communication
Subscribed and sworn to before me this 9th day of December, 2020



Form MJ-17c: License Transfer Application

Section 7 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

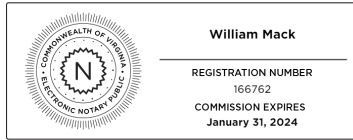
I declare under penalty of unsworn falsification that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) approve of the transfer of this license, and that the information on this form is true, correct, and complete.

Haley Mae Essig

Signature of transferor

Haley Essig

Printed name of transferor



William Mack

William Mack

Notary Public in and for the State of Alaska. Virginia Augusta
My commission expires: 01/31/2024

Notarized online using audio-video communication

Subscribed and sworn to before me this 9th day of December, 2020

Signature of transferor

Printed name of transferor

Notary Public in and for the State of Alaska.

My commission expires: _____

Subscribed and sworn to before me this ____ day of _____, 20____.

Signature of transferor

Printed name of transferor

Notary Public in and for the State of Alaska.

My commission expires: _____


Subscribed and sworn to before me this ____ day of _____, 20____.



MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly and City Council Members
FROM: D. Danyielle Snider, MMC, City Clerk 
SUBJECT: Application for New Retail Marijuana Store License
DATE: February 18, 2021

Notification has been received from the Alcohol and Marijuana Control Office (AMCO) of an application for a new Retail Marijuana Store License for the following applicant:

License #: **26251**
License Type: **Retail Marijuana Store**
D.B.A.: GoodSinse, LLC
Licensee/Applicant: GoodSinse, LLC
Physical Location: 29 College Road, Suite 8C, Fairbanks, Alaska

Pursuant to FGC Sec. 14-214 and 3 AAC 306.060, the Council must determine whether to protest the marijuana license application after holding a public hearing. The 60-day deadline for the City's response to AMCO is March 15, 2021.

A notice of the date, time, and place of the public hearing has been mailed to all property owners within 1,000 feet of the proposed retail marijuana store, and a notice of the public hearing will be advertised in the Fairbanks Daily News Miner on Friday, February 19, 2021.

Attached is the application for the new retail license along with supporting documentation. Also attached are two emails from FNSB Community Planning Director Christine Nelson regarding the zoning permit. The site was formerly the location of another marijuana retail store that ceased operations in August 2020, and the zoning permit became void when that business closed. The applicant has applied for a new zoning permit, but the application is incomplete. Community Planning is currently working with the applicant on this.

The the Police Department has included a one-year call report for the location; however, they indicated that none of the calls listed relate to the GoodSinse, LLC business. There are **no departmental objections** to the issuance of the license.

March 3 UPDATE: On February 23, the Clerk's Office received a copy of the approved Zoning Permit for GoodSinse, LLC from Fairbanks North Star Borough Community Planning. The permit is attached to this packet.

CITY OF FAIRBANKS PUBLIC SAFETY

29 COLLEGE RD

01/19/2020 - 01/17/2021

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	09/17/2020 16:32:03	ALARM BURGLARY -	29 COLLEGE RD	O7	FAB	09/17/2020 16:59:54
	05/27/2020 21:49:26	FRAUD/FORGERY	29 COLLEGE RD	O34	NRP	05/28/2020 00:26:05
	02/15/2020 09:57:05	ALARM BURGLARY -	29 COLLEGE RD	O9	FAB	02/15/2020 10:04:40
	01/20/2020 15:35:23	SUPPLEMENTAL-ALPHA	29 COLLEGE RD	S3	NRP	01/20/2020 15:49:35
20000218	01/20/2020 13:46:28	COMMERCIAL BURGLARY	29 COLLEGE RD	O39	RPT	01/20/2020 15:10:37

Total Number of Events Listed: 5



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

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

Zoning Permit Number: **18624**

Phone: (907) 459-1260

Fax: (907) 459-1255

planning@co.fairbanks.ak.us

General Information

Date: 2/23/2021

Applicant: PETERS DANIELLE

Business Name: BUSINESS SERVICES OF ALASKA, LLC

Mailing Address: 2750 PARK WAY, NORTH POLE AK 99705

Property Owner: GOLDEN EAGLE DEVELOPMENT INC

Property Description: 0399205 1985T/R INACTIVATE NKA

Site Address: 29 COLLEGE RD

Existing Use: Commercial Structure: Retail marijuana store

Telephone: 907-347-7688

Cell Phone:

Email: businessservicesofalaska@gmail.com

Proposed Use: Commercial Structure: Retail marijuana store

Dwelling Units: 0	New:	Existing:	Building Type: Principal
Building Height: Stories: 1	(feet)		
Total Area of Structure: 842 SF	New: 0 SF	Existing: 842 SF	
Lot Size: 78,713 SF			

Notes: Retail marijuana store is a permitted use in the GU-1 zoning district. Attached Sensitive Use Buffer map conforms to Title 18 Supplementary Regulations regarding commercial marijuana establishments (FNSBC 18.96.240.A.3) Please contact the City of Fairbanks for building permit requirements.

Conditions:

Zoning Specifications

Existing Zone: GU-1 (100%)

Flood Zone: X PROTECTED BY LEVEE (98%)/AE (2%)

Minimum Lot Size: 40,000

Floodplain Permit Required: No

Front Yard Req: 0

FNSB Driveway Permit Required: No

Side Yard Req: 0

Road Service Area Name: NONE

Rear Yard Req: 0

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: Retail marijuana store is a permitted use in the GU-1 zoning district.

Permit Approval: Approved

Kristina Heredia

2/23/2021

Zoning Official: Kristina.Heredi, A

Date



Fairbanks North Star Borough
Department of Community Planning
 907 Terminal Street/P.O. Box 71267
 Fairbanks, Alaska 99707-1267
 (907) 459-1260 Fax: (907) 205-5169
 planning@fnsb.us

For Office Use Only
 Received By: _____
 Receipt No.: 547777
 Date Submitted: _____

RECEIVED
 By Adam Pruett at 1:54 pm, Feb 18, 2021

MARIJUANA FACILITY
ZONING PERMIT APPLICATION

*****FEES ARE NON-REFUNDABLE*****

FEES: \$250 verification of sensitive use buffers

Applicant:	Property Owner:
Contact Name: <u>Danielle Peters</u>	Name: <u>Business Services of Alaska LLC</u>
Business Name: <u>Business Services of Alaska</u>	Mailing Address: <u>2750 Park Way</u>
Mailing Address: <u>2750 Park Way</u>	City, State Zip: <u>North Pole AK 99705</u>
City, State Zip: <u>North Pole, AK 99705</u>	Phone: <u>(907) 347-7688</u>
Contact Number: <u>(907) 347-7688</u>	Cell: " "
E-mail: <u>businessservicesofalaska@gmail.com</u>	E-mail: <u>businessservicesofalaska@gmail.com</u>

Property Information:	
Property Description: <u>River Mall Condo, Lot 8C</u>	
Situs Address: <u>29 College Rd 8C</u>	Lot Size: <u>N/A</u> <input type="checkbox"/> acres <input type="checkbox"/> square feet
Parcel Account Numbers (PAN): <u>399205 0417459 DP</u>	Existing Zone: <u>GU-1</u>
Existing Use & Structures: <u>Commercial, retail marijuana store</u>	

Proposed Use/Construction:		
Description of proposed use: <u>Commercial, retail marijuana store</u>		
Include number of employees, seating capacity, net office or sales area (sq. ft.) <u>Max employees: 5; Seating: 0; office: 18 sqft; Sales: 540 sqft</u>		
Size of existing construction in square feet: <u>842 sqft</u>	Size of proposed construction in square feet: <u>N/A</u>	Building height/number of stories: <u>1 story</u>

I have attached a detailed site plan drawn to scale and to the standards of the Commercial/Industrial Site Plan guidelines.

I certify that the information included in this application is to the best of my knowledge true and complete.

APPLICANT SIGNATURE: [Signature] DATE: 2/16/21
 OWNER SIGNATURE (if different): _____ DATE: _____

If the applicant is not the sole property owner, written consent of all property owners must be provided pursuant to FNSBC 18.104.040(B).

I understand that the Zoning Permit is appealable and that said appeal must be submitted and perfected within 15 days of the date of the decision in accordance with FNSBC 18.104.090.

I can be notified of the decision at the above (phone number) (address) (e-mail).

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

COMMERCIAL MARIJUANA FACILITY ZONING PERMIT INTAKE CHECKLIST

1. A completed zoning permit application form including all of the following information:

- Property description and address
- Total (maximum) number of employees working on the site, including full and part-time, temporary and seasonal
- Property owner's signature or signed letter authorizing use of the property for a commercial marijuana facility

2. A site plan drawn to a verifiable scale with north arrow and dimensions in feet (i.e. 1" = 10' or 1" = 20', etc.), including all of the following information:

More than one site plan of different scales may be used to illustrate the site.

- Location and dimensions of property lines
- Name of the access road and any other roads adjacent to the property lines
- Location and dimensions of all existing and proposed buildings and structures (including additions) such as greenhouses, barns, offices, employee washrooms/restrooms, sheds, carports, etc. Label as existing or proposed
- In the Light Commercial (LC) zone, list the height of all buildings
- Uses of all existing and proposed buildings and structures, portions of buildings, and areas of the property, such as residence, barn, storage, land in crops, etc.
- Setback distances of all existing and proposed buildings and structures from property lines, except in the General Use (GU) zones
- Location and dimensions of all existing and proposed signage, except in GU zones
- If adjacent to residentially zoned property, show the location of all outdoor lighting

- Location, type and depth of surface material and dimensions of existing and proposed driveways. *A driveway permit may be needed if accessing a Road Service Area (RSA) road or AKDOT&PF permitted right-of-way (ROW) or if located within city limits.*
- Location, type and depth of surface material and dimensions of off-street parking spaces, except in the GU zones. Off-street parking spaces are required to be at least 9' by 18', with sufficient back-up and maneuvering area such that all back-up and maneuvering actions occur on the site (FNSBC 18.96.060). Label parking spaces with dimensions.
- Location, type and depth of surface material and dimensions of loading areas. This requirement does not apply in the GU zones.
- Location, type and depth of surface material and dimensions of all traffic circulation areas, except in the GU zones. Show drive aisles, backing and maneuvering areas and all areas where motor vehicles will travel on the site.
- Show any obstructions located within the parking and vehicle maneuvering areas, such as a wall, post, guard rail, or other obstruction, except in GU zones.
- Demonstrate compliance with Marijuana Facility Standards listed in FNSBC 18.96.030.

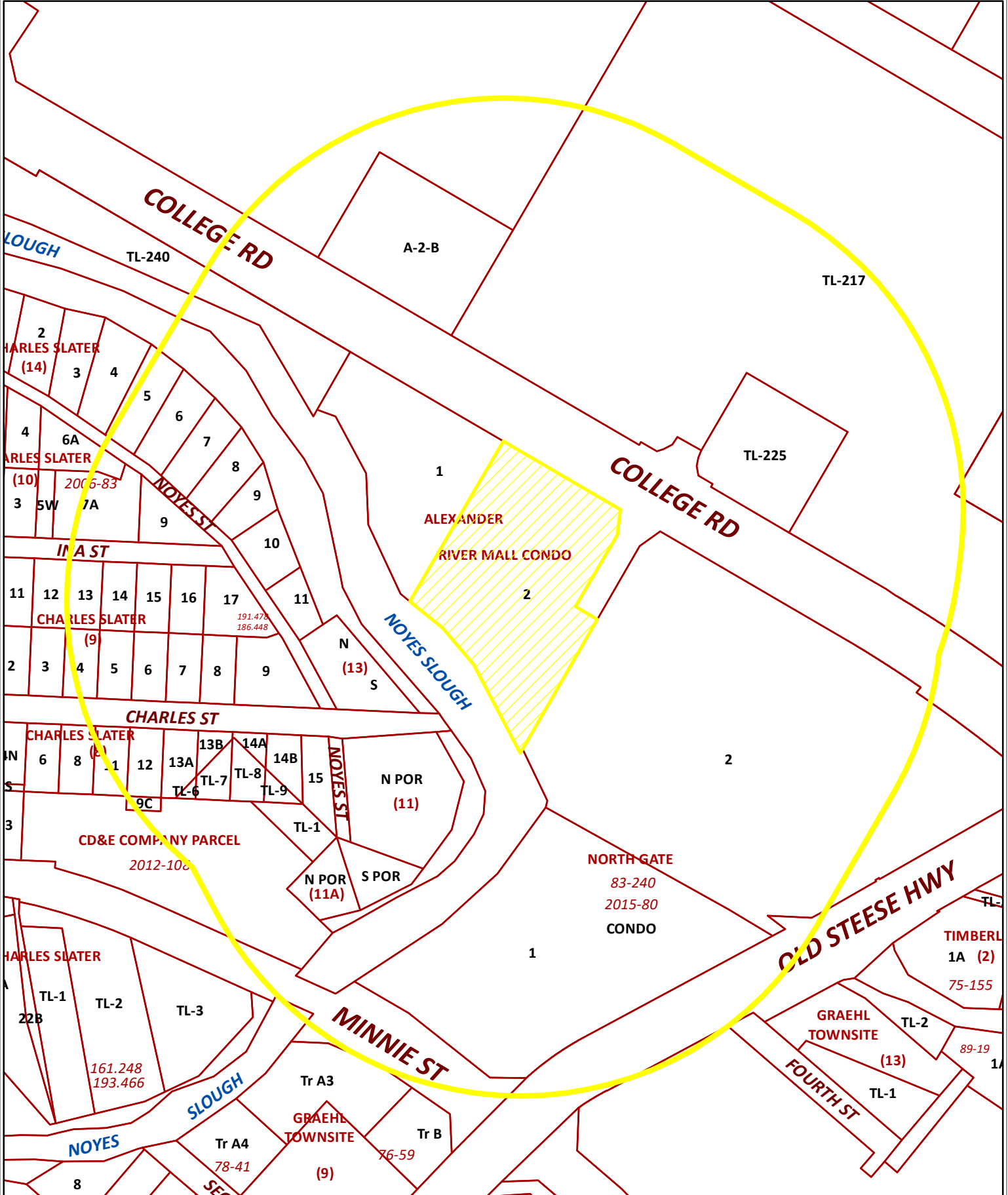
3. OTHER REQUIRED INFORMATION:

- Provide a floor plan drawn to scale. This requirement does not apply in GU zones unless using only a portion of a building. If using a portion of a building, show how portions of building are separated (i.e. fire wall with person door, etc.). Label with dimensions, square footage and specific use of each floor area used for:
 - Production activities such as cultivation, drying, processing, manufacturing, retail sales, etc.
 - Non-production activities such as storage, employee areas such as locker room, break room, rest rooms, and stairs or hallways, etc.
- Provide a map showing all lots and parcels within 500 feet of the subject property to be utilized as a marijuana facility. Label all specific land uses located on each property including the subject property such as dwelling, restaurant, church, retail store, etc. The land uses on each property may be listed by tax lot on a separate sheet.



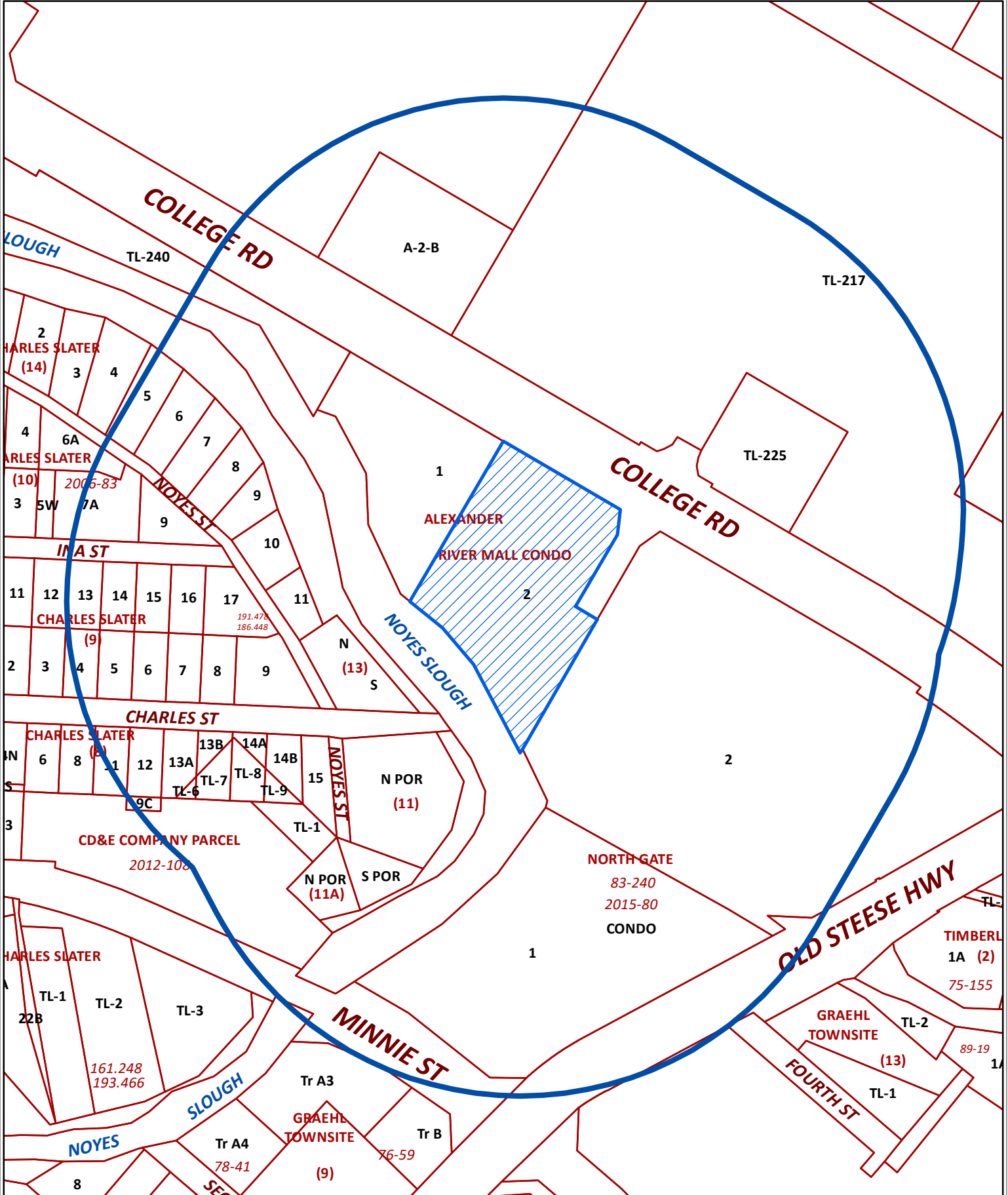
Fairbanks North Star Borough

500 Foot Buffer Map



Fairbanks North Star Borough

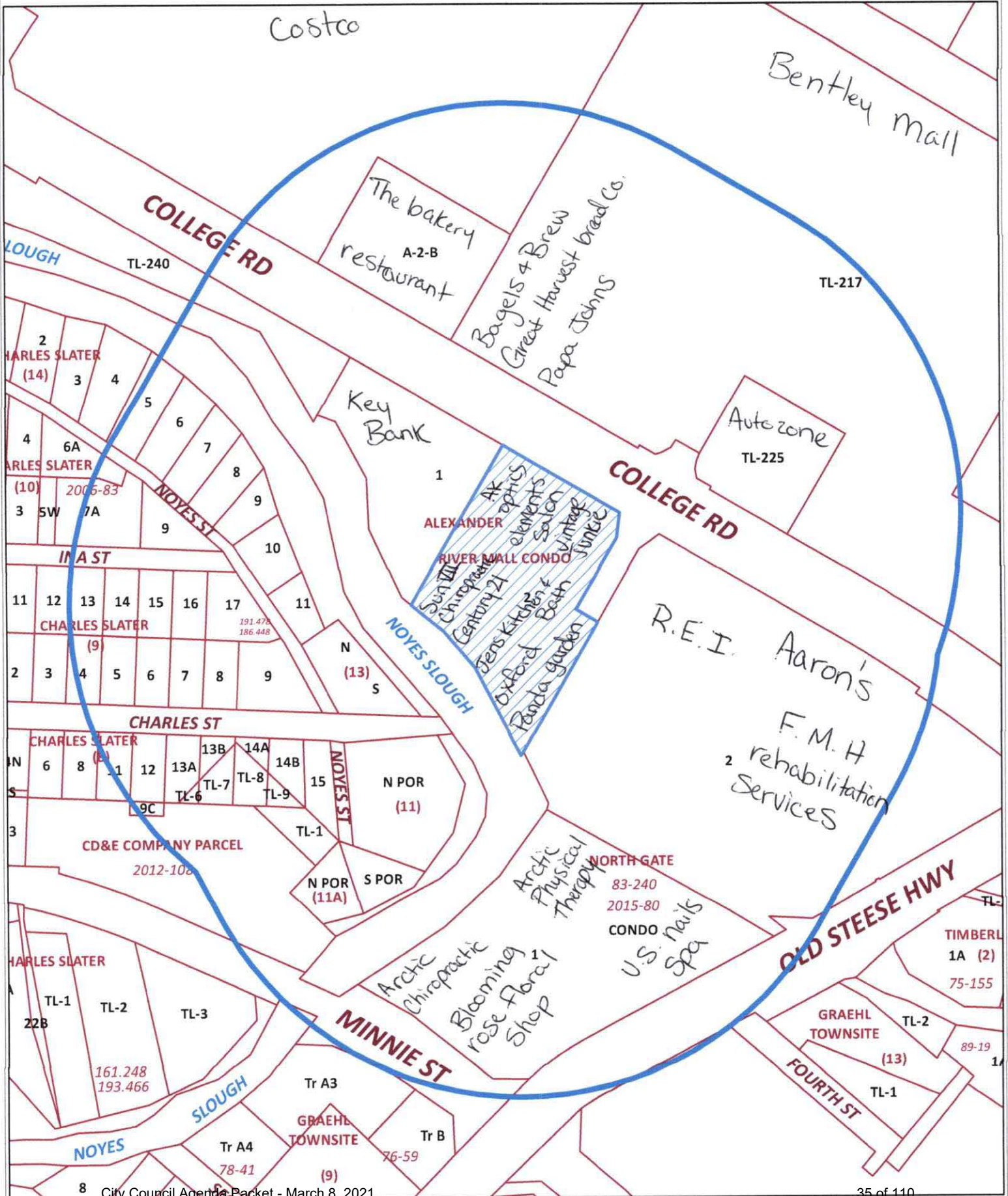
500 Foot Buffer Map





Fairbanks North Star Borough

500 Foot Buffer Map



Alcohol & Marijuana Control Office

License Number: 26251

License Status: New

License Type: Retail Marijuana Store

Doing Business As: GOODSINSE LLC

Business License Number: 1035647

Designated Licensee: Danielle Peters

Email Address: goodsinse@yahoo.com

Local Government: Fairbanks (City of)

Local Government 2: Fairbanks North Star Borough

Community Council:

Latitude, Longitude: 64.850326, -147.705410

Physical Address: 29 College Road Suite 8C
Fairbanks, AK 99701-1739
UNITED STATES

Licensee #1

Type: Entity

Alaska Entity Number: 10037034

Alaska Entity Name: GoodSinse LLC

Phone Number: 907-347-7688

Email Address: goodsinse@yahoo.com

Mailing Address: 2750 Park Way
North Pole, AK 99705
UNITED STATES

Entity Official #1

Type: Individual

Name: Danielle Peters

SSN: [REDACTED]

Date of Birth: [REDACTED]

Phone Number: 907-347-7688

Email Address: goodsinse@yahoo.com

Mailing Address: 2750 Park Way
North Pole, AK 99705
UNITED STATES

Entity Official #2

Type: Individual

Name: Daniel Peters

SSN: [REDACTED]

Date of Birth: [REDACTED]

Phone Number: 907-347-9475

Email Address: goodsinse@yahoo.com

Mailing Address: 2750 Park Way
North Pole, AK 99705
UNITED STATES



Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	GoodSinse LLC	MJ License #:	26251		
License Type:	Retail Marijuana Store				
Doing Business As:	GoodSinse LLC				
Premises Address:	29 College Rd. Suite 8C				
City:	Fairbanks	State:	Alaska	ZIP:	99701



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

GoodSense Retail will purchase cannabis and cannabis products from Alaska State licensed facilities. Marijuana and Marijuana products will be delivered to GoodSense retail by an authorized agent with valid handler's card and identification from the State of Alaska. The date, time, and person delivering will be recorded using a log created by GoodSense as well as the State of Alaska approved tracking system, METRC. Most cannabis will be prepackaged ready for retail sale upon delivery. An employee will weigh or count products to ensure weight and products are accurate and align with the manifest generated using METRC. Some cannabis may be packaged on site in accordance State of Alaska Regulation 3 AAC 306 by a GoodSense employee. Products will then be stocked and stored in a secure area accessed by employees only. Customers entering the store will first be asked to show ID ensuring persons younger than twenty-one (21) years of age do not enter the premises. Customers will be allowed to view and smell cannabis in acrylic and/or glass smell jars before making their purchase. Once transactions are complete the customer will be expected to leave the premises.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

GoodSense will have strict policies regarding selling, giving, distributing, or delivering to intoxicating individuals. The appearance of intoxication/ impairment in an individual will be observed by GoodSense employees and verified by the manager on duty. If the patron is behaving disturbingly, clearly intoxicated, under the influence of controlled substances, or a danger to self and/ or others, GoodSense shall refuse service. Any incident of conflict with customer or refusal of service shall be written in a log to be kept on file at premises. No on-site consumption is permitted. No open packages or consuming within the store. Alcohol is prohibited on site, limiting substance crossover.

3.2. I certify that the retail marijuana store will not:

Initials

- a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;
- b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the Internet;
- c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;
- d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or
- e. allow a person to consume marijuana or a marijuana product on the licensed premises.

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Answer "Yes" or "No" to the following question:

Yes No

3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a).

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4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products.

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4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e).

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4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365.

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4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

a. is false or misleading;

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b. promotes excessive consumption;

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c. represents that the use of marijuana has curative or therapeutic effects;

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d. depicts a person under the age of 21 consuming marijuana; or

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e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.

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4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;

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b. on or in a public transit vehicle or public transit shelter;

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c. on or in a publicly owned or operated property;

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d. within 1,000 feet of a substance abuse or treatment facility; or

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e. on a campus for postsecondary education.

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Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

GoodSense will utilize jars for examining, with perforated top in order for customer to self test fragrance. Glass enclosed display case will contain cannabis product. No cannabis will be accessible to customers without purchasing. Cannabis product will be sold and prepackaged in increments, ranging between .5 to 28g. Cannabis will also be sold in deli style (weighed on site from a bulk container), using a certified scale and packaged according to state regulations. A sticker will be affixed to the outer bag, containing the customers purchase, that will read, "not for public consumption."



Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

All cannabis received from cultivation facilities in sealed, temper-evident shipping container shall meet state reg 306.470 and 306.475. All cannabis received from cannabis manufacturing facility shall meet state regs 306.565 and 306-570. All incoming cannabis to retail will include a transport manifest from METRC. Prepackaged sealed cannabis intended for resale to consumers will not weigh more than one ounce. Any added text to the packaging will be the logo and business license number of retail. Cannabis sold from retail establishment will be packaged in an opaque resealable, child-resistant packaging. GoodSinse shall affix a label to each package of marijuana or marijuana product, including name, license number, total estimated amount of THC in the product, and public health statements (Noted below in sample label) Packaging will not have any printed images, including cartoon characters that specifically target individuals under 21 years of age. METRC will be used during the cannabis products whole life cycle, from seed to safe, including transfers between GoodSinse specific license.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):





Section 7 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store’s procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

Goodsense will refuse to sell marijuana or a marijuana product to a person who does not produce a form of a valid photographic identification, showing that a person is 21 years of age or older, to a GoodSense employee at the retail counter. Valid IDs include one of the following:
(1) an unexpired, unaltered passport
(2) an unexpired, unaltered driver's license, instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province or territory of Canada.
(3) an identification card issued by a federal of state agency authorized to issue a driver's license or identification card.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area.

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Section 8 – Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

The removal of all solid waste for the facility is done by Business Services of Alaska LLC or Alaska Waste Management. We are connected to College Utilities for waste water. Cannabis solid waste, including expired or outdated marijuana or marijuana product, will be stored in accordance with local, state and department of environmental conservation (DEC) regulations until its destruction and eventual compost or removal. All cannabis plant waste, including expired or outdated marijuana or marijuana product will be weighed, logged, and held on camera seventy-two (72) hours before being ground and mixed with equal parts compostable material. Some examples of compostable materials used are wood chips, saw dust, soybean meal, barley, plant root balls, or any other compostable material that renders the waste unusable for its original intended use. Once mixed, the mixture will be placed in the secure compost pile, dumpster, livestock feed pile, or prepared for removal from the premises, GoodSense will notify the Board using METRC at least three (3) days before destruction or composting any waste. No unusable cannabis will leave the premises until it has been properly processed.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it.

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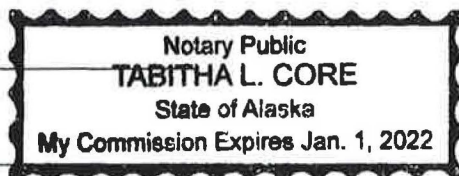
I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

[Signature]

Signature of licensee

Daniel Peters

Printed name of licensee



[Signature]

Notary Public in and for the State of Alaska

My commission expires: Jan 1st 2022

Subscribed and sworn to before me this 13th day of January, 2021.



(Additional Space as Needed):



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38** of **Alaska Statutes** and **Chapter 306** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03**, **Form MJ-04**, **Form MJ-05**, or **Form MJ-06**) to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	GoodSinse LLC	MJ License #:	26251		
License Type:	Retail Marijuana Store				
Doing Business As:	GoodSinse LLC				
Premises Address:	29 College Rd. Suite 8C				
City:	Fairbanks	State:	Alaska	ZIP:	99701

Mailing Address:	2750 Park Way				
City:	North Pole	State:	Alaska	ZIP:	99705

Designated Licensee:	Danielle Peters				
Main Phone:	907-347-7688	Cell Phone:	907-347-7688		
Email:	goodsinse@yahoo.com				



Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

GoodSense will display a sign on the door entry that states no one under the age of twenty-one (21) is allowed per 3 AAC 306.325. GoodSense will ID all Visitors Upon entry. GoodSense will have locked doors with signs that read "Employees Only - Restricted Access Area - Visitors Must Be Escorted". All visitors after having their ID's checked must sign in to the visitor log with their name, the date and time of entry. As visitors exit they will write in their sign out time in the same log. No more than five visitors per escort will be permitted in the restricted access area. Escorts must have employee identification badges with photo. Visitors shall have their own distinguished "visitors badge" which they will wear at all times when in restricted access areas. No one under twenty-one (21) years of age will be allowed on the premises.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

GoodSense restricted access areas are marked with signs that read "Restricted Access Area, Employees Only". All restricted access areas are equipped with commercial grade lockable doors and entry codes for staff only. GoodSense staff will first request valid photo identification to prove age of twenty-one (21) years or older. Visitors will record their name, date, and time onto a visitor log sheet. Visitors will obtain a VISITOR badge to be worn at all times while within the facility. A GoodSense staff member will be with visitors at all times until the visitor has checked out on the visitor log and left the restricted area(s). No more than five (5) visitors per GoodSense agent will be allowed in the restricted access area(s). GoodSense has a third party security system along with a high definition security camera system. Cameras cover all areas of the building besides the bathroom. Outdoor cameras cover the doors. All cameras can identify an individual from 20'. There are motion detectors through out the building and glass break sensors on all windows.

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

Admission will require photo identification to prove age of twenty-one (21) years or older. Visitors will print their name, the date, and the time on the visitor log sheet when entering the facility. Visitors are required to wear a visitor identification badge and be escorted by a staff member at all times. Once the visitor has been escorted from the restricted areas and the Visitor badge has been returned, the visitor will sign out. All visitor log sheets will be kept on file as part of our normal record keeping for at least three years and six months on the premises.



Form MJ-01: Marijuana Establishment Operating Plan

3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:

The image shows two identification badge templates. The top badge is labeled 'STAFF' and includes fields for 'FirstName', 'LastName', and 'MHP#'. The bottom badge is labeled 'VISITOR'. Both badges feature the 'GoodSense' logo and a cannabis leaf icon.

Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Exterior lighting has been installed along the outside of the whole building, including exterior doors. Video surveillance cameras are placed throughout the property, and all doorways are in view of the cameras. All cameras can identify an individual from 20' away.



Form MJ-01: Marijuana Establishment Operating Plan

3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Exterior doors have door contacts that will trip an alarm during an unauthorized breach. Glass break sensors are installed on all exterior windows and glass doors. The interior of the building is equipped with motion sensors. Motion detectors are installed in the hallways and entrances to ensure tracking of unwanted intruders. A panic button in the retail will notify police dispatch when triggered. Alarms will be activated and deactivated with a keypad code, and all security systems, including cameras, will have a battery back up. When GoodSinse is closed for business, the alarm system will be activated. It will be connected to all exterior doors and windows to alert the 24 hour alarm company of a breach. GoodSinse will be able to monitor and review surveillance remotely to coordinate with local law enforcement for apprehension and prosecution. Employees are trained to not open the door before opening of the store or after closing to ensure security while inventory is being transported from storage. GoodSinse uses high definition cameras for best quality video and to ensure all areas outside the premises are covered. After using a notification device, employees of GoodSinse will cooperate with intruders to deescalate any potentially violent situation. The employees will allow the unauthorized person(s) to leave the premises as quickly as possible, with the intention of allowing law enforcement to handle apprehension and prosecution. Authorized person(s) will review and copy any relevant video surveillance to aid prosecution. In the event of a break in/ unauthorized access GoodSinse will notify the department on Commerce, Community, and Economic Development, Alcohol and Marijuana Control Office, as immediately as possible, within a 24 hour time frame of any evidence of theft or otherwise unexplained disappearance of marijuana, products, and/or money from the premise.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

METRC will be used diligently to track cannabis products between GoodSinse's cultivation, manufacturing, and retail facilities. This will ensure no appearance of division between licenses occurs. Each license will maintain record books to ensure tracking of all cannabis products while in the facility or when being transferred between them. Record books will supplement tracking data to the States tracking system/ to increase loss prevention, all employees shall have criminal background checks to ensure good moral character, and all employees must hold a Marijuana Handler Permit Card. Any missing product or products found to be sold after purchasing it at the retail level will be reported to local law enforcement and AMCO.

3.7. Describe your policies and procedures for preventing loitering:

Signage will be placed along all outside areas of the building that read "No Loitering & No Trespassing." Video surveillance is noted as customers enter the parking lot. GoodSinse employees are trained to watch video surveillance for suspicious activity and to enforce our no loitering policy. Law enforcement will be contacted to handle any loiters who will not vacate the premises.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.

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AMCO Received 011321 BB




Form MJ-01: Marijuana Establishment Operating Plan


Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility. 

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image. 

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application. 

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board). 

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Video cameras will be placed in a manner that will cover every entrance/exit, recording both interior and exterior views, and will cover the entire perimeter of the premises. The cameras will record twenty-four (24) hours a day, seven (7) days a week, and will include high resolution and offer a variety of angles to ensure every area is covered and recorded. Restricted access areas will also have coverage from strategically placed cameras. The parking lot will be covered by cameras for vehicle identification.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

Dedicated digital video recorders will record all surveillance video and will be stored in a locked cabinet. Access will only be available to the owners and management, who will then be able to assist any law enforcement of AMCO agent. Video Surveillance footage will be stored for forty (40) days and will be overwritten daily. Footage archived for criminal activity will be stored off premises in a format that cannot be altered. An alert system for faulty equipment will be installed.



Form MJ-01: Marijuana Establishment Operating Plan

Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises:

Initials

- a. all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years (records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises);
- b. a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;
- c. the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;
- d. records related to advertising and marketing;
- e. a current diagram of the licensed premises, including each restricted access area;
- f. a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;
- g. all records normally retained for tax purposes;
- h. accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;
- i. transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and
- j. registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.

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4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All records used by GoodSense shall be kept at the licensed premises for the current year. A monthly back up of financial records will be kept off site for a minimum of three (3) years. A current employee list will be maintained containing full name and Marijuana Handlers Permit number. Any business contacts, marketing, and advertising records will be maintained. A current diagram of premises noting restricted access areas will be kept on site. A physical log of visitors will be maintained and kept on premises in accordance with company record keeping for three and a half years. GoodSense will utilize the METRC inventory tracking system adopted by the State as well as supplemental tracking of inventory to ensure no internal theft occurs. Any cannabis product that is transported off the premises will be recorded in METRC, will be securely stored, and will only be transported by someone with a Marijuana Handler Permit Card. All records will also be backed up on a cloud based service to ensure files are secure if loss of equipment or building were to occur. All records will be available to the Marijuana Control Board upon request.



Form MJ-01: Marijuana Establishment Operating Plan

Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc.

DP

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745.

DP

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745.

DP

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment.

DP

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises.

DP

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired.

DP

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

GoodSense employees are required to have a valid Marijuana Handler Card to be employed or to continue employment (3 AAC 306.700) and a valid copy of the card will be kept on the premises at all times. Training consists of the new hire job shadowing a senior employee. Employees will be trained on security measures and controls for prevention of diversion, theft, and loss of marijuana; emergency repose procedures; and laws regarding confidentiality. Employees will be required to complete all continuing education as required by the State. Employees will be trained to comply will all D.E.C. requirements; and State and local regulations, including but not limited to, safe kitchen practices., sanitary practices, how to recognize and handle impairment and underage customers, etc. Employees will also be trained to comply with 3 AAC 306.735 regarding health and safety standards.



Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present. [DP]

7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded. [DP]

7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace. [DP]

7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d). [DP]

Answer "Yes" or "No" to each of the following questions: Yes No

7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram. [X] []

7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram. [X] []

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2): [Empty box]

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

All employees of GoodSense will maintain a current State Marijuana Handler Permit Card. Products that will be transported will be in an opaque container, limited to five pounds per tag ID, with a tamper proof seal. A completed transport manifest will be kept with the transporter and cannabis at all times. METRC will be used to record the type, amount, weight and name of transported products, time of departure and expected delivery time. It will also include the vehicle information including the make, model and license plate number of the vehicle transporting cannabis. It will be transported and stored in a lockable compartment of the vehicle where it will remain until arrival at the named destination. The transporting vehicle will travel directly to the destination. The recipients will only include State licensed facilities. A signature, printed name, Marijuana Handler Permit number, and time of arrival will be recorded on the manifest upon arrival to the destination. A copy of the completed manifest will be kept at GoodSense.



Form MJ-01: Marijuana Establishment Operating Plan

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700. DP

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle. DP

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport. DP

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport. DP

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment. DP

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received. DP

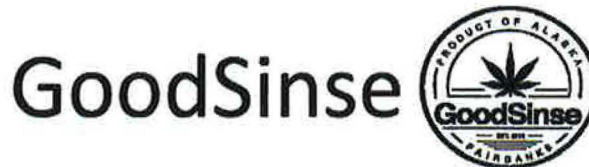
8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest. DP

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

GoodSense Retail will have one lighted sign that will be 24"x120" located on the outside of the building.





Form MJ-01: Marijuana Establishment Operating Plan

9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

GoodSinse plans to use the following advertisement mediums:

- Radio
- Newspaper
- Social Media
- Website

GoodSinse will include the following logo in their advertisements as well as all applicable AMCO warning statements as defined in state and local regulations.



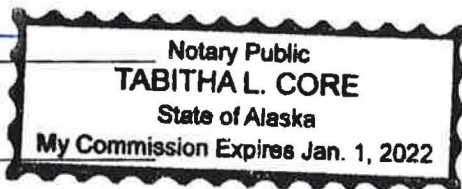
I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

[Handwritten signature of Daniel Peters]

Signature of licensee

Daniel Peters

Printed name of licensee



[Handwritten signature of Tabitha L. Core]

Notary Public in and for the State of Alaska

My commission expires: Jan 1st 2022

Subscribed and sworn to before me this 13th day of January, 2021.



(Additional Space as Needed):



Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). **All areas designated as the licensed premises of a single license must be contiguous. All diagrams must have the licensed premises area labeled, and outlined or shaded as appropriate.**

What must be submitted with this form?

Applicants must attach multiple diagrams to this form, including (as applicable):

- **Diagram 1:**
a diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;
- **Diagram 2:**
if different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas' relationship to the current proposed licensed premises (*details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change must be submitted and approved before any planned expansion area may be added to the licensed premises*);
- **Diagram 3:**
a **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;
- **Diagram 4:**
an **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises (*this can be obtained from sources like Google Earth*); and
- **Diagram 5:**
a diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants (*a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises*).

This form, and all necessary diagrams that meet the requirements on Page 2 of this form, must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	GoodSinse LLC	MJ License #:	26251		
License Type:	Retail Marijuana Store				
Doing Business As:	GoodSinse LLC				
Premises Address:	29 College Rd. Suite 8C				
City:	Fairbanks	State:	Alaska	ZIP:	99701



Alaska Marijuana Control Board
Form MJ-02: Premises Diagram

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices. Items marked with a double asterisks (***) are only required for those retail marijuana establishments that are also applying for an onsite consumption endorsement.

The following details must be included in all diagrams:

- License number and DBA
- Legend or key
- Color coding
- Licensed Premises Area Labeled and Shaded, or Outlined as appropriate
- Dimensions
- Labels
- True north arrow

The following additional details must be included in Diagram 1:

- Surveillance room
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license or endorsement types
- ** Serving area(s)
- **Employee monitoring area(s)
- **Ventilation exhaust points, if applicable

The following additional details must be included in Diagram 2:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions

The following additional details must be included in Diagrams 3 and 4:

- Areas of ingress and egress
- Cross streets and points of reference

The following additional details must be included in Diagram 5:

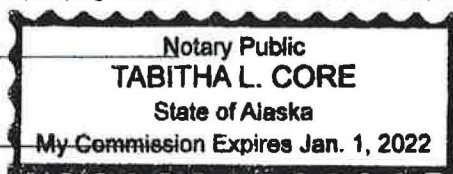
- Areas of ingress and egress
- Entrances and exits
- Walls and partitions
- Cross streets and points of reference

I declare under penalty of unsworn falsification that I have attached all necessary diagrams that meet the above requirements, and that this form, including all accompanying schedules, statements, and depictions is true, correct, and complete.



Signature of licensee

Daniel Peters
Printed name of licensee



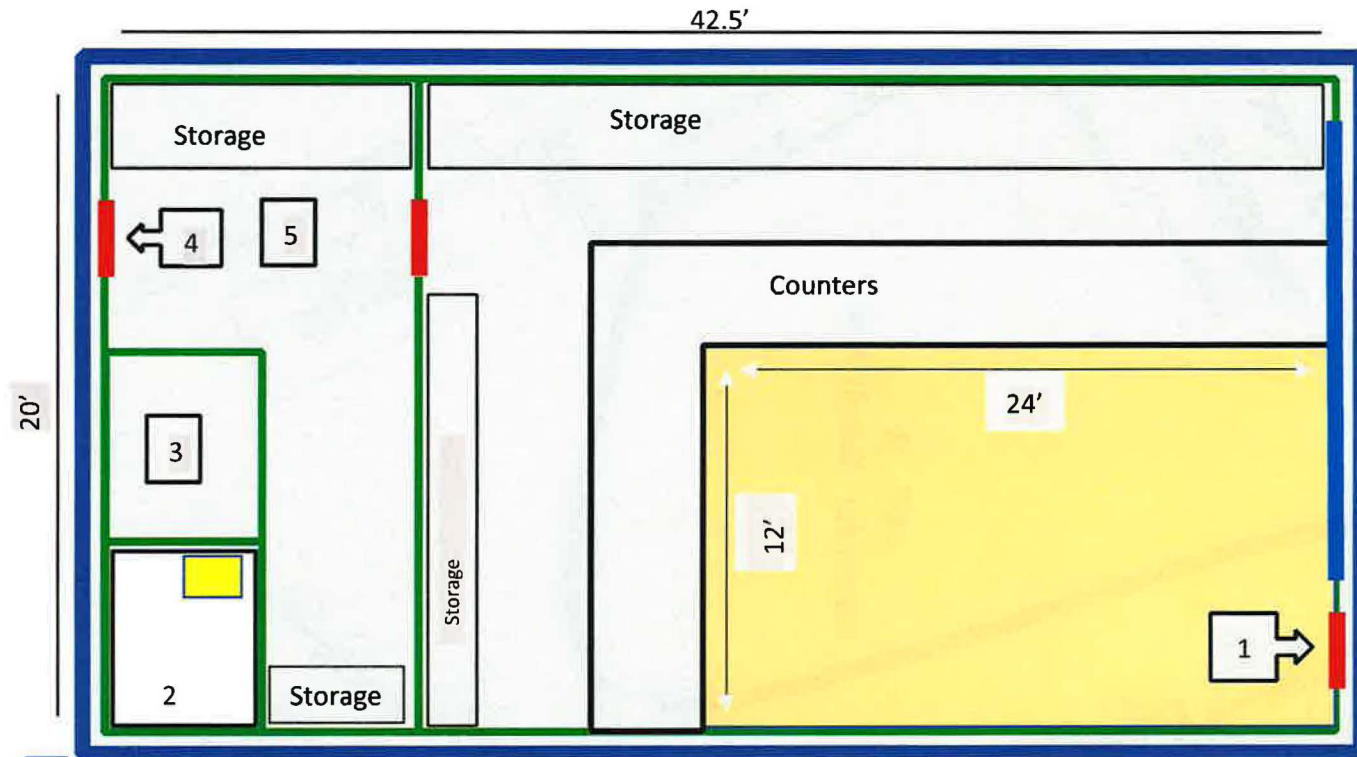









Notary Public in and for the State of Alaska

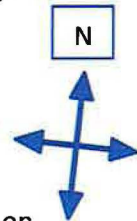
My commission expires: Jan 1st 2022

Subscribed and sworn to before me this 13th day of January, 2021.

Diagram 1 & 2 Business License # 1035647 DBA GoodSinse Retail License # 26251



-  Licensed Premises
-  Building walls
-  Restricted area: Under video surveillance
-  Retail area: Under video surveillance
-  Windows
-  Lockable Door
-  Bathroom Sink
- 1 Entrance and Exit/ No persons over 21 sign
- 2 Employee Restroom
- 3 Boiler Room
- 4 Emergency Exit
- 5 Surveillance Room: Restricted access signage on both entrances



Received AMCO 011321 RB

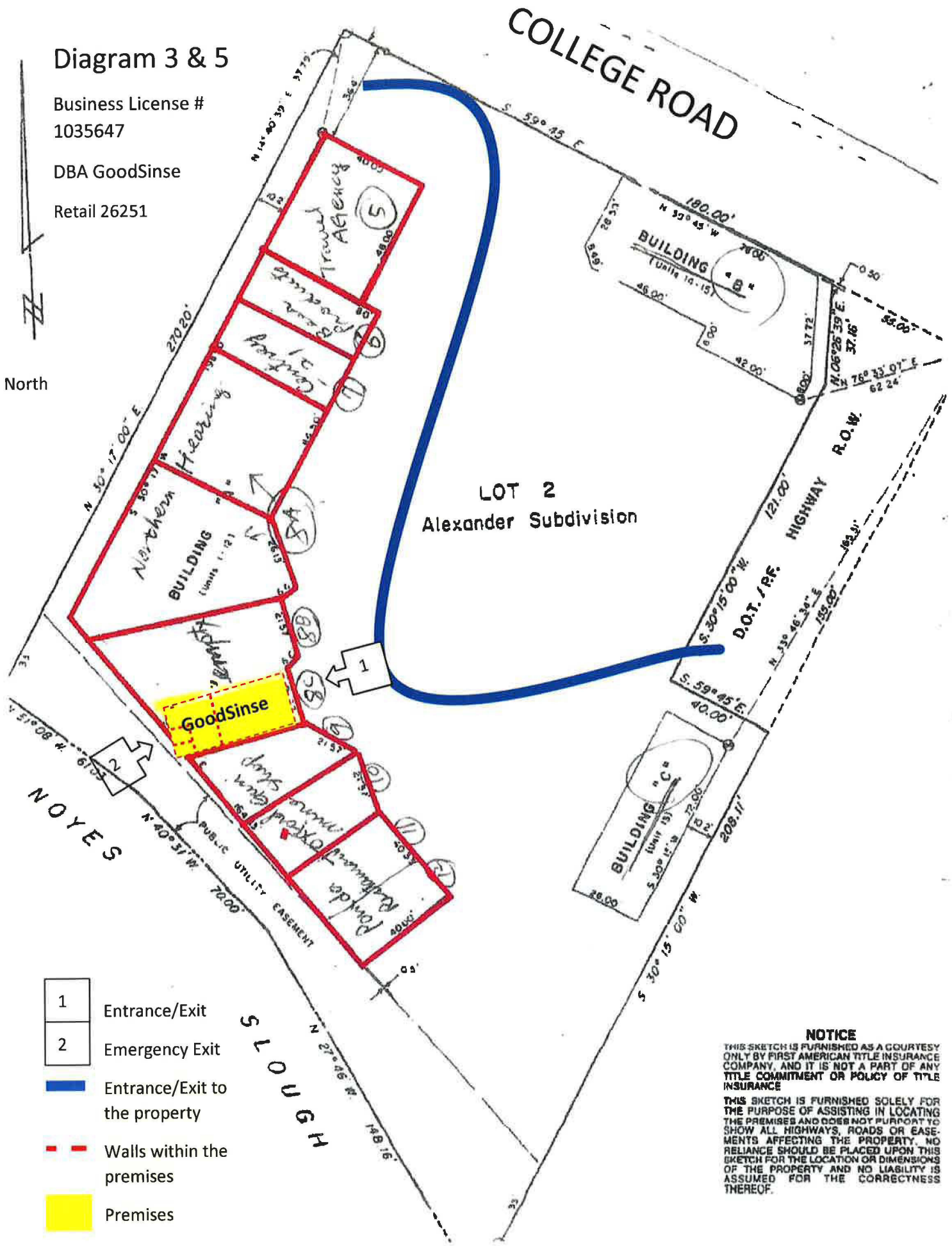
Diagram 3 & 5

Business License #
1035647

DBA GoodSinse

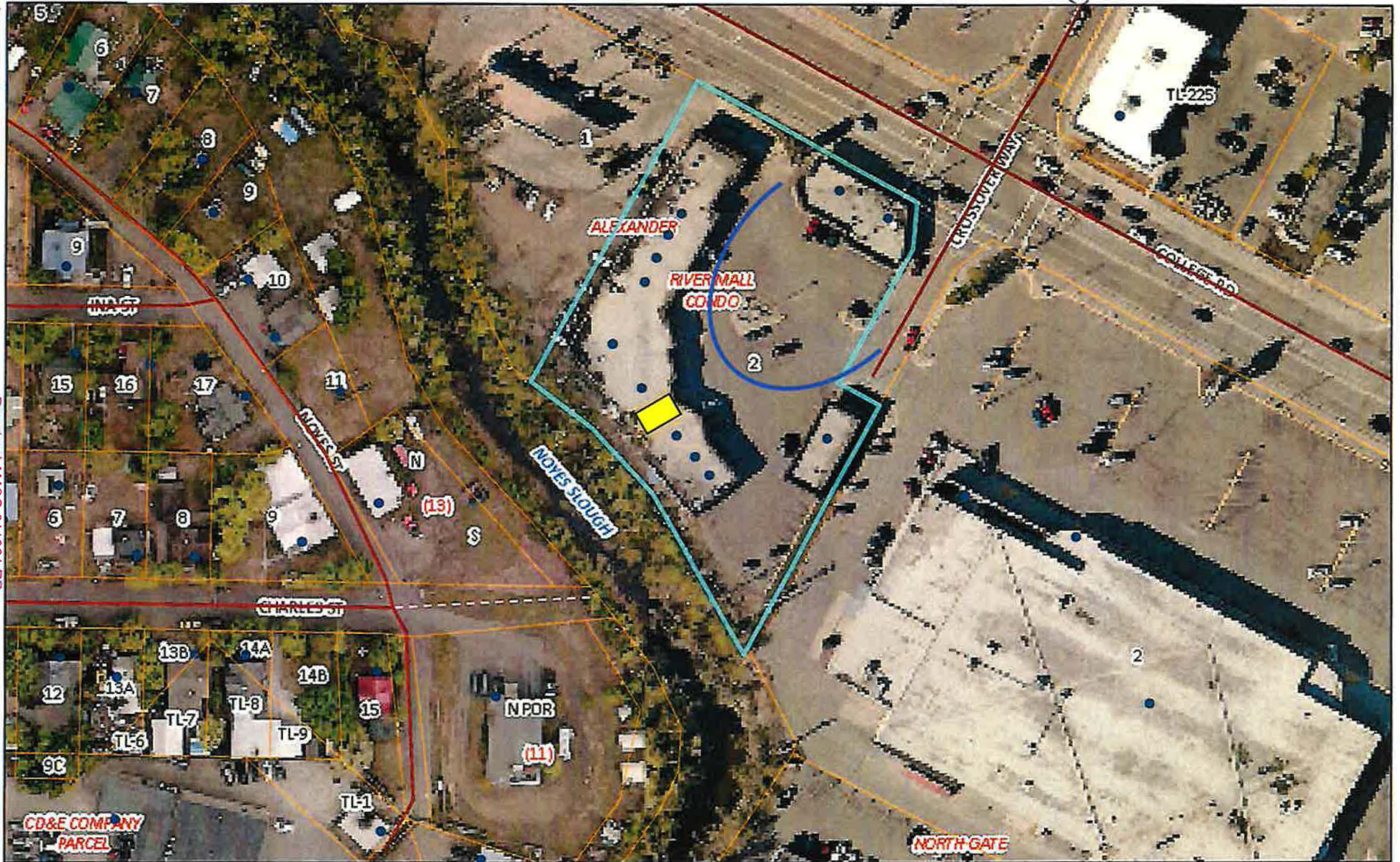
Retail 26251

North



- 1 Entrance/Exit
- 2 Emergency Exit
- Blue line Entrance/Exit to the property
- Red dashed line Walls within the premises
- Yellow Premises

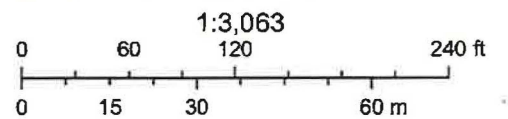
Received AMCO 011321 RB



Received AMCO 011321 RB

8/5/2020, 5:54:59 PM

- Parcels w/ Taxroll Info
- Unconstructed Roads
- Constructed Roads
- Street Address
- Sections
- Road Labels Small
- Parcel Labels
- Imagery_2017_Pictometry_Fairbanks
- Red: Band_1
- Green: Band_2
- Entrance/Exit to the property
- Premises





CITY OF FAIRBANKS

MEMORANDUM

To: City Council Members
From: Mayor Matherly
Subject: Request for Confirmation – Fairbanks Police Chief
Date: February 17, 2021

Following the review of all documentation and in response to the recommendation made by a panel of community members; I have made the decision to appoint Lieutenant Ron Dupee to Police Chief.

Because of his lengthy career and dedication to the Fairbanks Police Department, his commitment to the community, and his innovative ideas to continue to move our Police Department forward; I am confident this decision is in the best interest of the City of Fairbanks.

Thank you.

Attachment: Ron Dupee Application Packet

RON DUPEE

Chief of Police Applicant

BIOGRAPHY

COVER LETTER

APPLICATION

RESUME



Ron Dupee BIO

- Please give a brief description of your work history.

I began my law enforcement career as a civilian with the Alaska State Trooper Wildlife Division (AWT). In 2000 I attended the Alaska Department of Public Safety Academy in Sitka Alaska before I moved to Dutch Harbor Alaska to work on a Trooper patrol vessel. I served on the Alaska State Troopers Tactical Dive Team. While serving with AWT I also served the Unalaska Dept of Public Safety as Reserve Officer. I was hired as a Corrections Officer with Unalaska DPS and a short time later as a Patrol Officer. While working for Unalaska DPS I created, and lead, a Dive Team for evidence recovery. I returned to Fairbanks in 2005 when I was hired as a Patrol Officer with the Fairbanks Police Department. I became a Field Training Officer and Instructor in the areas of Taser, Standard Field Sobriety Tests (DUI), Datamaster, and Drug Recognition Expert. In 2016 I was promoted to the rank of Patrol Sergeant. In 2018 I was promoted to Lieutenant. In the spring of 2020, I graduated from the FBI National Academy, a highly sought-after training program for Law Enforcement executives. Only the top 1% of Law Enforcement executives are accepted to attend. Since September of 2020 I have been the acting Deputy Chief of the Fairbanks Police Dept.

- Please give any personal details you would like to share (family, hobbies, etc.)

I was born and raised here in Fairbanks. I graduated from West Valley High School and attended College at UAF. I played hockey for the Fairbanks Ice Dogs for 2 years before starting my Law Enforcement career. In 2002 I married my wife, Dawniel Dupee, who currently works for UAF. Together we have 3 boys. I am active in the community helping coach hockey and sitting on various boards. Being a home grown Fairbanksan I have participated in many of the great adventures that Fairbanks and Alaska have to offer. My fondest memories from my childhood are of my dad and his heart for the people in this community. He was always serving others and helping anyone in need. Some of my closest friends to this day are from our adventures of hunting, and fishing. This is a legacy I want for my kids, help those who need it, be kind, respectful and the hardest working person in the room, but don't forget to enjoy the great things this city and state have to offer. I continue to embrace all the seasons of Fairbanks and spend much of my time outdoors enjoying time with my family, hunting, fishing, and trapping.

- Why do you want to be the Police Chief for Fairbanks Police Department?

Since I was 20 years old, I knew I wanted to serve my community, make it safer, and help others. I knew the right direction for me was to go into a law enforcement. I was so driven to accomplish this goal I put myself through the police academy. It has been a great privilege and honor to work for the last 16 years in the community I was born and raised in. It has been rewarding to have the opportunity to help the people in our community. Going through the ranks at FPD I believe I have the tools and experience to continue a legacy of excellence through policing and serving the Golden Heart community. I believe the men and women at the Fairbanks Police Department deserve a Chief that will treat them with respect and inspire them to do excellent work. The citizens of the City of Fairbanks deserve Officers who show excellence in every contact and a Police Department which is transparent and open. Our employees deserve to know they will be held accountable for their actions and decisions. I want to be the Chief of Police for the Fairbanks Police Department because I believe that I can create a culture of trust, promote community relationships, inspire Officers, create inclusion and transparency of the Fairbanks Police Department. I was born and raised in Fairbanks I have raised my family here, and ultimately, I want to retire here. I want Fairbanks to be a place we can all be proud to call home.

Thank you,

Ron Dupee

RON DUPEE

▪ Fairbanks, AK 99708 ▪

12/14/2020

Jim Matherly
Mayor
City of Fairbanks
800 Cushman St
Fairbanks, Alaska 99701

Dear Mayor Matherly:

As a respected law enforcement professional offering expertise across comprehensive departmental operations, I am pleased to present the enclosed resume for your review. My technical expertise and proven communication skills are complemented by my demonstrated strength in providing key leadership and training. Reliably upholding the law and resolving critical issues to ensure public safety, I am poised to enhance results as Chief of Police for the Fairbanks Police Department, both immediately and long term.

My highly effective communication abilities ensure productive interaction with diverse audiences, fostering trust, and driving efficiency. Throughout my sixteen-year experience with the Fairbanks Police Department, I have developed and applied my law enforcement skills through extensive training. Performing interviews, securing evidence, and developing leads, I consistently ensure the accomplishment of critical objectives.

Please consider the following:

- Model dedication, respect, and professionalism. Served as acting Deputy Chief, Promoted to Lieutenant in '18. Served as Sergeant from '16. Served as an acting Sergeant for one month in '12; demonstrated strength in providing departmental leadership and guiding junior officers. Facilitated the creation of two permanent traffic unit positions within the office. Provided leadership as Union President.
- Frequently honored for outstanding performance; Meritorious Service Medal, Police Medal with Valor, earned Eagle Award for outstanding service three times. Additionally awarded Alaska Highway Safety Office (AHSO) Highway and Emergency Related Operations (HERO) award for performance.
- Recognized with Mothers Against Drunk Driving (MADD) Outstanding Service Award for DUI arrests in '09; additionally earned AHSO '10 Award of Excellence for most state-wide DUI arrests by a non-patrol officer.
- Completed extensive professional development, including FBI National Academy. Technologically proficient utilizing law enforcement equipment as well as computer technology.

My outstanding experience and law enforcement knowledge give me confidence in my ability to quickly become a valued member of your command staff team. An interview in which we can more fully discuss my potential contributions as a Lieutenant would be most welcome. Thank you for your consideration.

Sincerely,



Ron Dupee

City of Fairbanks
Internal Job Application
Updated Resume Required

The City of Fairbanks is an equal opportunity employer and affords equal opportunity to all applicants for all positions, without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, veteran status or any other status protected under local, state or federal laws.

Position(s) Applying for:	Job Number(s)
Chief of Police	

Applicant Information:

Last Name: Dupee	First Name: Ron	MI: J
Address: _____		
Telephone Number: Home/ Mobile: _____	Work: _____	Ext: _____

Current position at City of Fairbanks: <u>Acting Deputy Chief</u>
Department: <u>Fairbanks Police Department</u>
Original Date of Hire: <u>June 15th</u> / <u>2005</u>

Please complete the following questions. Use additional pages if necessary.

- 1) Have you read the Job Description(s) and can you perform the essential functions of this job?
Yes, I have read the job description and I can perform the essential, and non-essential functions of the Chief of Police

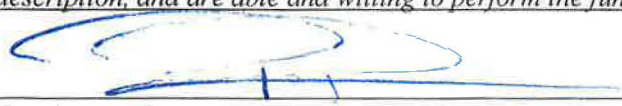
- 2) Describe your current qualifications for the position you are applying for, to include education, skill, abilities, work habits, and work experience.

See Attached

- 3) Explain why you are applying for this position.

See Attached

By signing below you signify that all information contained above is accurate, that you have read and understand the job description, and are able and willing to perform the functions and duties of that position.



 Employee Signature

12/23/20
 Date

For HR use only:			
Date Rec'd _____	Rec'd by _____	Logged in job folder _____	MUNIS _____

Questions for Application

1. Yes, I have read the job description and I can perform the essential, and non-essential functions of the Chief of Police.
2. I began my law enforcement career as a Fish and Wildlife Aide with the Alaska State Trooper in 1999. I have been a law enforcement officer for over 20 years. My employment with the Fairbanks Police Department began in 2005 and I have worked up to the current rank of Lieutenant. Currently I am the most senior Lieutenant at FPD, with more than double the police supervision time of the next Lieutenant. In my time with FPD I have worked as a patrol officer, Field Training Officer, Sergeant, Lieutenant, and the acting Deputy Chief.

During my tenure with FPD I also held the position of PSEA Corporate board President for the union. Holding this position allowed me to gain knowledge in budgeting and managing employees. PSEA had 4 fulltime employees and a budget of about 1 million dollars that I was responsible for.

I currently hold an Advanced Certificate from the Alaska Police Standards Council. While I do not possess a degree, I do have over 60 college credits including 12 which I received this year, 2020, when I graduated from the FBI National Academy, session #279. The FBI National Academy is an advanced law enforcement administrative course held in Quantico, Va. Only 1% of law enforcement administrators are selected and attend this school.

3. There are many reasons I am applying for this position. I was born and raised here in Fairbanks and have raised my children in this great community. I believe the Police Department deserves a Chief who understand the local community and one who understands the Police Department. Being a homegrown leader, I believe I can bring an intimate perspective to promote positive, safe policing and professional relationships with the department and the community members. You will find in my resume my extensive history of experience that is needed to produce a future plan of success ensuring the Police Department's environment is welcoming, and continue to pursue in developing and advancing the Police Department to be made up of diverse groups of individuals. Creating an environment that represents inclusion will ensure insight into the unique cultures of Fairbanks to be represented and respected during contact with every community member. I want to make Fairbanks a place where people feel comfortable raising their children and walking down the street. I have spent the last 16 years in various positions at the Fairbanks

Police Department and believe I have the extensive and progressive experience that is required in serving as Chief of Police. I have watched and learned from the various leadership styles and leadership directions that have come and gone. From the many different styles of leadership, I find that the most important skills are communication; active listening, clarity, and transparency. The best thing about the Fairbanks Police Department is, FPD is one big family. My desire is to equip and train every officer for excellence, to make FPD an attractive place to work and to build positive relationship with the members and the Fairbanks community. We cannot accomplish our goals without community focused support. I believe I have the experience and knowledge to achieve the Police Department role in the City of Fairbanks Missions statement: "It is the mission of the City of Fairbanks to provide quality essential services to all City residents to ensure Fairbanks is a vibrant place to live, work, thrive, and visit."

Education

I was born and raised in Fairbanks, Alaska. I attended Monroe Catholic High School and graduated from West Valley High School in 1997 with my high school diploma. I attended the University of Alaska Fairbanks taking my core classes while playing hockey with the Fairbanks Ice Dogs Jr Hockey team. I then paid my way through the ALETS academy in Sitka. After being hired as an Officer with the Fairbanks Police Department I completed some college classes through UAF, I later enrolled in an Associates' program in Business Management Degree with Eastern Gateway Community College. At this time have over 60 credit hours. In January of 2020, I attended the only class at the FBI National Academy, Session #279, where only 1% of the nation's top law enforcement officers train in all areas of leadership.

11/2003 - APSC Basic Police Officer Certificate
06/2010 - APSC Certified Police Instructor
05/2011 - APSC Intermediate Police Officer Certificate
03/2017 - APSC Advanced Police Officer Certificate

Work Experience

Patrol Lieutenant

March 2018-Present

*Fairbanks Police Department
911 Cushman Street
Fairbanks, Alaska 99701
907.450.6500*

Supervise patrol Sergeants and assist with command staff operations. Scheduling, overtime, reviewing reports and approving reports. Field supervision of patrol sergeants and patrol officers, going to calls and assisting. Supervises patrol and traffic activities on an assigned shift by briefing personnel at roll call on previous shifts' activities; assigns personnel to specific areas or tasks on a shift; inspects personnel for proper uniform and equipment; observes subordinate officers to evaluate performance, and provides assistance; reviews activity reports of subordinates for completeness and accuracy; recommends appointments, service awards.

Extra Duties:

Department Training Lieutenant, Datamaster Supervisor, Standard Field Sobriety Test Instructor, Drug Recognition Expert, Drug Recognition Expert Instructor, Field Training Officer, Calls for Service Team, Training Team, After Action Review Team, Team Leader for Accident Investigation Team, Computer Technology Administrator, SWAT Tech Officer, Supervisor for Shop With A Cop.

Achievements:

Police Medal with Valor December 2017. Meritorious Service Medal August 2017. 2017 Exemplary First Responder Award. Honored three times with Eagle Award for outstanding service; additionally awarded Alaska Highway Safety Office (AHSO) Highway and Emergency Related Operations (HERO) award for performance. Earned Mothers Against Drunk Driving (MADD) Outstanding Service Award for DUI arrests in '09; additionally earned AHSO '10 Award of Excellence for most state-wide DUI

arrests by non-patrol officer. 2 Personal Commendations, 2 Letters of Commendation and several Letters of Appreciation.

Patrol Sergeant

November 2016-March 2018

*Fairbanks Police Department
911 Cushman Street
Fairbanks, Alaska 99701
907.450.6500*

Supervise patrol officers and assist Lieutenants with command staff operations. Assist the Lieutenants with scheduling, overtime, reviewing reports and approving reports. Field supervision of patrol officers, going to calls and assisting. Supervises patrol and traffic activities on an assigned shift by briefing personnel at roll call on previous shifts' activities; assigns personnel to specific areas or tasks on a shift; inspects personnel for proper uniform and equipment; observes subordinate officers to evaluate performance, and provides assistance; reviews activity reports of subordinates for completeness and accuracy; recommends appointments, service awards.

Achievements:

Police Medal with Valor December 2017. Meritorious Service Medal August 2017. 2017 Exemplary First Responder Award. Honored three times with Eagle Award for outstanding service; additionally awarded Alaska Highway Safety Office (AHSO) Highway and Emergency Related Operations (HERO) award for performance. Earned Mothers Against Drunk Driving (MADD) Outstanding Service Award for DUI arrests in '09; additionally earned AHSO '10 Award of Excellence for most state-wide DUI arrests by non-patrol officer. 2 Personal Commendations, 2 Letters of Commendation and several Letters of Appreciation.

Patrol Officer / Permanent Traffic Unit Officer

June 2005-November 2016

*Fairbanks Police Department
911 Cushman Street
Fairbanks, Alaska 99701
907.450.6500*

Special Assignment the Traffic Unit; Duties included heavy traffic enforcement with an emphasis on impaired driving, speed enforcement and occupant protection. Presenting training to law enforcement agencies, service agency, schools and community groups on Standardized Field Sobriety Tests, Drug Recognition Expert, Occupant Protection and traffic laws. Patrol Officer duties included protection of life and property through enforcement of statutes and laws, render emergency assistance to the public, patrol residential, rural and business areas of the City. Perform standard crime and accident prevention duties, apprehend criminals, serve arrest warrants, court documents, issue citations for violations of City ordinances and State statutes, identify and recover stolen property, investigate traffic accidents and crimes, make arrest decisions and determine when to use force or firearms.

Achievements:

During my time with the Traffic Unit I was able to help convert the unit from a 2 man unit to a 4 man unit supervised by a Sergeant. I helped get a contractual change to allow half of the unit to remain in permanent status. I created and updated statistical sheets for the unit. I wrote grants and secured funding for training classes for members of the unit. Served as Acting Sergeant for one month in 2012; demonstrating strength in departmental leadership and guiding junior officers. Recognized as go-to resource for information technology; demonstrated key proficiency with applicable computer programs.

Patrol Officer

September 2002-June 2005

*Unalaska Department of Public Safety
PO Box 370
Unalaska, Alaska 99685
907.581.1233*

Patrol Officer duties include protection of life and property through enforcement of statutes and laws, render emergency assistance to the public, patrol residential, rural and business areas of the City. Perform standard crime and accident prevention duties, apprehend criminals, serve arrest warrants and court documents, issue citations for violations of City ordinances and State statutes, identify and recover stolen property, investigate traffic accidents and crimes, make arrest decisions and determine when to use force or firearms.

Special Assignments:

While working for the Unalaska DPS I had many special assignments. I formed a tactical dive team based on training I had received with AST. I wrote policies and procedures and implemented the program. I was in charge of the Public Safety Tactical Dive Team and ran operations to search for persons suspected of drowning. I designed a new graphic for the side of the marked patrol vehicles.

Corrections Officer

March 2002 - September 2002

*Unalaska Department of Public Safety
PO Box 370
Unalaska, Alaska 99685
907.581.1233*

Corrections Officer duties included maintaining security within the institution and overseeing the health and safety of staff and prisoners. Patrol and visually inspect units, prisoners, prisoner property and clothing, to ensure the welfare, safety and security of the facility and the occupants. Maintain visual surveillance of grounds by foot. Perform inspections and searches of inmates and cells, checking for contraband and compliance with regulations; investigate and report unusual circumstances. Conduct pat and/or strip searches of prisoners and visitors. Observe prisoners directly and indirectly through visual, audio and video monitoring, checking for unusual or abnormal activity, to ensure the physical safety of prisoners, staff and the public. Observe and respond to obvious and subtle changes in prisoner conversation or behavior that might be inappropriate or indicate the potential for trouble.

Boat Officer 1

November 2000 - March 2002

*Alaska State Troopers Wildlife Protection
2315 Airport Beach Rd
Dutch Harbor, Alaska 99685
907.581.6303*

The Boat Officer 1 functions as a deckhand and performs basic marine maintenance and repair and duties of food preparation. Duties included maintain, repair and paint decks, hulls, engines and superstructure of vessels; operate deck/fishing gear and auxiliary machinery; rig booms; handle lines; stand lookout and wheel watches; prepare food; and clean vessel areas. I Supervised Fish and Wildlife Aide(s).

Achievements:

Promoting to Boat Officer from Wildlife aide was a goal I had set early on when I was hired in Unalaska. The Boat Officer supervised the Wildlife Aide and took on more responsibility on the ship. I

was able to join the Alaska State Troopers Tactical Dive Team, where I learned how to dive and assist the Troopers in looking for evidence underwater and help with underwater recoveries.

Using skills I learned in the construction field I developed a plan to paint the ballast tanks on the boat without having to go to dry dock. I was able to remove the existing paint and re-paint the tank while supervising several part time employees and maintaining a safe working environment.

Fish and Wildlife Aide

June 2000 -November 2000

*Alaska State Troopers Wildlife Protection
2315 Airport Beach Rd
Dutch Harbor, Alaska 99685
907.581.6303*

Under supervision of a State Trooper / Boat Officer, Aides perform routine field maintenance and patrol duties. They assist in the prevention of violations and enforcement of fish and wildlife regulations. This particular Aide position was on the Patrol Vessel Stimson.

Fish and Wildlife Aide

August 1999 –October 1999

*Alaska State Troopers Wildlife Protection
1978 Peger Rd
Fairbanks, Alaska 99701
907.451.2775*

Under supervision of a State Trooper, Aides perform routine field maintenance and patrol duties. They assist in the prevention of violations and enforcement of fish and wildlife regulations. Aides regularly operated ATV's and small vessels during the course of their duties.

Training

Bold=Supervisory Classes

*Self-initiated training

- 11/2020 Deescalation, Intervention & Force Mitigation - online
- 10/2020 Implicit Bias – online
- **01/2020 * FBI National Academy – Quantico, Virginia**
- **11/2019 * Officer / Citizen Encounters – Fairbanks, Alaska**
- **11/2019 *Leading Without Rank – Fairbanks, Alaska**
- **12/2018 * Confronting the Toxic Officer – Nashville, TN**
- **12/2018 *Taking the Lead:Courageous Leadership for Today's Public Safety – Nashville, TN**
- **08/2018 *24th Annual IACP DRE National Conference – Nashville, TN**
- **03/2018 *International Law Enforcement Educators and Trainers Association St. Louis MO**
- **03/2018 *Alaska DRE In-service Training - Anchorage, Alaska**
- **12/2017 Supervising Patrol Critical Incidents NTOA-Fairbanks, Alaska**
- **08/2017 *23rd Annual IACP DRE Conference - National Harbor, MD**
- 03/2017 *Alaska DRE In-service Training - Anchorage, Alaska
- 02/2017 *Supervisor Liability Training LEMI - Anchorage, AK

- **08/2016** *22nd Annual IACP DRE National Conference - Denver, CO
- 04/2016 *Lifesavers Conference - Long Beach, CA
- **03/2016** *Alaska DRE In-service - Anchorage, Alaska
- **10/2015** *Breath Test Supervisor - Anchorage, AK
- 09/2015 Diversity Training Phase 1 - Fairbanks, Alaska
- **08/2015** *DRE National Conference - Cincinnati, OH
- **06/2015** *MADD National Conference - Washington DC
- **05/2015** *Alaska DRE In-service - Anchorage, Alaska
- 02/2015 *Union Leadership: Strategies, Tips - Las Vegas, NV
- **01/2015** MILO Range Training (Firearms Training) - Fairbanks, Alaska
- 10/2014 Crisis Intervention Group Training - Fairbanks, Alaska
- **10/2014** Crisis Intervention Training - Fairbanks, Alaska
- 08/2014 Active Shooter - Fairbanks, Alaska
- 06/2014 *Forensic Mapping (Total Station) - Fairbanks, Alaska
- 05/2014 *Liquid Natural Gas and Fire Suppression - Fairbanks, Alaska
- 05/2014 *Alaska DRE In-service - Anchorage, Alaska
- 04/2014 *MADD Refusal Conference - Seattle, WA
- 12/2013 Constitutional Considerations - Fairbanks, Alaska
- 05/2013 FPD In-service - Fairbanks, Alaska
- 10/2012 Emergency Motor Vehicle Operations - Fairbanks, Alaska
- 09/2012 *Breath Test Supervisor - Anchorage, AK
- 06/2012 First Aid - Fairbanks, Alaska
- 03/2012 *North American Standard Part A&B((Commercial Vehicle) - Raleigh, NC
- 02/2012 *Field Training Officer Course - FPD Fairbanks, Alaska
- 02/2012 *Alaska DRE In-service Training - Anchorage, Alaska
- **11/2011** Bloodborne Pathogens FPD Fairbanks, Alaska
- **11/2011** Hazardous Materials FPD Fairbanks, Alaska
- **05/2011** *DRE In-Service, Fairbanks Alaska
- **05/2011** Reid Interviewing Class – FPD Fairbanks, Alaska
- **04/2011** Incident Command 100 FPD Fairbanks, Alaska
- **04/2011** Incident Command 700 FPD Fairbanks, Alaska
- **08/2010** *16th Annual IACP DRE Training Conference Pittsburgh, Pennsylvania
- **08/2009** *15th Annual IACP DRE Training Conference Little Rock, Arkansas
- **04/2009** *DRE Pre School Ofc Rigdon & I instructed - NARTA Prescott Valley, Arizona
- **04/2009** *DRE Instructor School - Laramie, Wyoming

- 08/2008 *14th Annual IACP DRE Training Conference - Indianapolis, Indiana
- 06/2008 *SFST Instructor Course - Sacramento, California CHP Academy
- 06/2008 Active Shooter Training – FPD taught by Active Shooter Training
- 03/2008 *2008 Lifesavers Conference on Highway Safety - Portland Oregon
- 11/2007 Active Shooter Training - Fairbanks Police Department
- 10/2007 EVOC - Fairbanks Police Department
- 07/2007 13th Annual IACP DRE Training Conference - Las Vegas, Nevada
- 06/2007 *Preliminary Training Course, Drug Evaluation and Classification Course NARTA Prescott Valley, Arizona
- 03/2007 Commerical Vehicle Drug Interdiction - State of Alaska Department of Commerical Motor Vehicle
- 06/2006 *Child Passenger Safety Seat Technician - Fairbanks Police Department
- 03/2006 Interoperable Communication - Fairbanks Police Department
- 09/2005 Digital Audio Recorder - Fairbanks Police Department
- 09/2005 Courtview Introduction - Fairbanks Police Department
- 09/2005 Provisional Driver's License - Fairbanks Police Dpeartment
- 08/2005 Datamaster Training / SFSTS / HGN - Fairbanks Police Department
- 07/2005 Tatical Blanket Training - Fairbanks Police Department
- 03/2005 FLIR Training - Fairbanks Police Department
- 07/2004 Handgun Refresher - Unalaska Police Department
- 07/2004 Control Tactics - Unalaska Police Department
- 07/2004 *Effective Police Communications - Unalaska Police Department
- 05/2004 Expandable Baton - Unalaska Police Department
- 04/2004 *Taser Instructor Class - Anchorage Police Department*
- 04/2004 *Protecting Lives Saving Futures (DUI / DRE Training) - State of Alaska Crime Lab - Anchorage, Alaska
- 03/2004 Control Tactics - Unalaska Police Department
- 03/2004 Verbal Judo - Unalaska Police Department
- 01/2004 OCAT Pepper Spray - Unalaska Police Department
- 01/2004 LEO Flying Armed - Unalaska Police Department
- 01/2004 Police Traffic Radar - Unalaska Police Department
- 10/2003 Field Training Manual - Unalaska Police Department
- 09/2003 Reid Interviewing Class - Unalaska Police Department
- 08/2003 Basic Drug Identification - Unalaska Police Department
- 08/2003 Tobacco Enforcement - Unalaska Police Department
- 06/2003 Firearms Training - Unalaska Police Department
- 06/2003 Control Tactics for Confined Spaces - Unalaska Police Department
- 05/2003 Introduction to Alcohol Laws - Unalaska Police Department
- 05/2003 Use of Non Deadly Force - Unalaska Police Department
- 03/2003 *Integrity Leadership - Unalaska Police Department

- 03/2003 Commerical Vehicle Enforcement - Unalaska Police Department
- 11/2002 Datamaster Training / SFSTS / HGN - Unalaska Police Department
- 11/2002 Police Traffic Lidar - Unalaska Police Department
- 11/2002 Police Traffic Radar - Unalaska Police Department
- 10/2002 *Hazard Communications Training - Unalaska Police Department
- 10/2002 Firearms Training - Unalaska Police Department
- 07/2002 *Risk Management - Online from Multijurisdictional Task Force
- 07/2002 *Explosives, Booby Traps & Bomb Threat - Online from Multijurisdictional Task Force
- 06/2002 Firearms Training - Unalaska Police Department
- 05/2002 *Drugs in America - Unalaska Police Department
- 05/2002 Building Searches - Unalaska Police Department
- 05/2002 OCAT Recertification - Unalaska Police Department
- 04/2002 Control Tactics - Unalaska Police Department
- 04/2002 Use of Force - Unalaska Police Department
- 04/2002 Traffic Stops - Unalaska Police Department
- 03/2002 Control Tactics and CPR - Unalaska Police Department
- 03/2002 Domestic Violence - Unalaska Police Department
- 12/2001 Motor Vehicle Accidents - Unalaska Police Department
- 11/2001 Control Tactics - Unalaska Police Department
- 11/2001 Firearms Training - Unalaska Police Department
- 09/2001 DARE/School Relations - Unalaska Police Department
- 08/2001 Firearms Training - Unalaska Police Department
- 08/2001 Fingerprinting - Unalaska Police Department
- 07/2001 Control Tactics - Unalaska Police Department
- 06/2001 Interview and Interrogation Techniques - Unalaska Police Department
- 05/2001 Firearms Training - Unalaska Police Department
- 04/2001 Report Writing - Unalaska Police Department
- 04/2001 Building Searches - Unalaska Police Department
- 04/2001 Tactical Responses - Unalaska Police Department
- 03/2001 Crime Scene Investigation - Unalaska Police Department
- 02/2001 Evidence Handling - Unalaska Police Department
- 02/2001 Search and Seizure - Unalaska Police Department
- 02/2001 Enforcement Communications - Unalaska Police Department
- 01/2001 Control Tactics - Unalaska Police Department
- 12/2000 State of Alaska Tactical Dive Training - Sitka, Alaska
- 12/2000 OC and the Use of Force Continuum - Unalaska Police Department
- 11/2000 *Reserve Officer Introduction Training - Unalaska Police Department
- 06/2000 *State Of Alaska DPS Police Training Academy - Sitka, Alaska

Professional Affiliations

Corporate Board President ~ Public Safety Employees Association
Union President ~ Fairbanks Police Department Employees Association
Member ~ Alaska Peace Officers Association
Member ~ International Law Enforcement Educators and Trainers Association

Community Involvement

Member, True North Church ~ Security Advisor, True North Church ~ Instructor for Financial Peace University teaching people how to learn to control their money ~ Car Seat Check Events ~ Officer B-Safe ~ School / Military Presentations on Drinking and Driving ~ Teaching Support for DUI Classes ~ Operation Glow ~ Assistant Coach, Fairbanks Youth Hockey Teams ~ Assistant Coach, Interior Youth Baseball Teams ~ Past Board Member, Interior Youth Baseball Association ~ Security Volunteer, Arctic Winter Games ~ Shop With a Cop Events ~ Member, Friends of Partners Relief Organization for Burma Refugees ~ Community 5K Run for Relief ~ Assistant Coordinator, Alaska Statehood 5K Run ~ Past Security Advisor for Friends Church ~ Member, Alaska Trappers Association ~

RON DUPEE

Chief of Police Applicant

LETTER OF RECOMMENDATIONS

City of Fairbanks Chief of Police Hiring Committee,

It is with much enthusiasm that I recommend Ron Dupee for the position of Chief of Police for the city of Fairbanks.

I have had the pleasure of being a neighbor and friend to Ron for the past ten years. During this time, I have gained an outside perspective about the challenges of being in law enforcement and how that shapes the character of those within the profession. Having an outside perspective allows me to see things through the lens of what the community will get from a leader of this organization.

Over the last ten years, I have seen Ron as a dedicated city employee who has served our community under several different positions and responsibilities within the Police Department. Ron's dedication to the department has been reciprocated with promotions and advancements during times of both stability and high turnover. Sticking through when times are tough is a strength Ron exhibits. This shows up in neighborhoods when, after heavy snowfalls, Ron serves his neighbors by plowing driveways and shoveling snow after a long shift at work. I have witnessed numerous times "Civilian Ron" assisting people stuck in snow banks or mechanical issues on the side of the road.

Ron's longevity to the department, the many leaders he has served under, and the City of Fairbanks help cement the earnest desire he has to support the community he calls home and the department he serves with. Long term employees are difficult to keep and even more difficult when the weight of social injustice and funding is consistently under scrutiny, it is easy to see why so many may choose a different career path. Ron has remained loyal to the Fairbanks Police Department and his ability to be promoted within while serving in high capacities to those around him highlights Ron's good-nature or temperament to this career field and the specific skill set he provides to do the job he is entrusted with.

Ron commits to doing his job right, to serve and protect those in need. I was able to pass through Washington DC near the completion of Ron's time at the FBI academy and get a broad overview of this challenge. Choosing to go through a course like the FBI Academy encapsulates what I see in Ron. A leader who is committing to refine themselves, to continue to be curious and ask more questions. A leader who is dedicated to bringing back what they have learned and put into practice. To teach others, to raise the standards for everything around you by starting with one's self. I believe these factors help demonstrate the persistent work ethic Ron possesses. I see in his actions as a neighbor where he for years has volunteered to serve on our Road Service Committee, as a father to his boys who he is dedicated to mentoring into productive citizens and the heavy involvement as member of the community through various sporting, recreation and school activities.

I believe Ron will prove to be a knowledgeable, determined, considerate Chief of Police for our city and I would welcome any additional questions you may have for me.

Respectfully,



Charlie Leonelli
Chief Administrative Officer
MAC Federal Credit Union

December 14, 2020

Kristi Merideth

To Whom It May Concern:

It is with much enthusiasm that I recommend Lt. Ron Dupee for the position of Chief of Police with the Fairbanks Police Department.

I should be noted that although I am a City of Fairbanks employee, I am submitting this letter of recommendation as a private citizen.

I have had the pleasure of working with Lt. Dupee for the past 15 years after he was hired as a patrol officer with FPD. Before becoming the Dispatch Center Manger for the Fairbanks Emergency Communication Center, I worked as a line dispatcher, often on the same shift as Ron. From a dispatch perspective, Ron was easy to work with and was a hard worker who never hesitated to jump on calls for service or be the first officer out the door on a hot call.

As we have both progressed through the ranks to positions in leadership in the city government, I have continued to work with Ron on a variety of issues that affect both the FECC and FPD. Some of these issues deal with our respective union membership, while others directly affect the daily operations of our departments. Ron has always shown a willingness to work together to tackle whatever happens to be the problem of the day for the betterment of our departments.

Perhaps what impresses me the most is Ron's dedication to the Fairbanks community, the Fairbanks Police Department and his family. Ron was born and raised in Fairbanks. He even played hockey on one of the first Ice Dog teams. He has completely invested himself and his family into making Fairbanks a better place to live. He has volunteered his time at countless community events, volunteering hundreds of hours generally under the guise of FPD which sheds FPD in a positive light in the community.

In my opinion, the next Chief of Police at FPD should be hired from within the department and perhaps more importantly be an officer that is locally grown and 100% invested in not only FPD, but in the Fairbanks community.

Respectfully Submitted,



Kristi Merideth

MATTHEW L. SODEN

Fairbanks, AK 99707 |

12-22-2020

Mayor Jim Matherly
City of Fairbanks
800 Cushman Street
Fairbanks, AK 99701

Dear Mayor Matherly:

I am writing to you today to endorse and support Lt. Ron Dupee as the next Chief of Police for the Fairbanks Police Department. I retired as a Lieutenant from the Fairbanks Police Department in July 2019 after serving 25 years. During my time with the department, I had the privilege of serving with Lt. Dupee throughout his career with the Fairbanks Police Department. Lt. Dupee is the best choice to lead FPD through the challenges ahead as the Chief of Police.

I had the privilege of being one of Lt. Dupee's training officers when he came to FPD and I worked with and supervised him during his career. I observed that Lt. Dupee is a dedicated, highly ethical police officer who has served his department and community with distinction. I was proud to see Lt. Dupee accept greater responsibility and take on a leadership role within the FPD, first as a peer leader and then as a supervisor. I served on the promotion board when Lt. Dupee was promoted to Lieutenant and was impressed by his plan to address, not only the career needs of his peers, but also the emotional and personal needs of officers and their families. With all the issues facing those in law enforcement today, Lt. Dupee's approach stands out in his desire to see to his officers thrive.

With the challenges facing law enforcement, and the Fairbanks Police Department, I can think of no one who would be a better leader than Lt. Dupee. In my experience, candidates from within the department have been far superior choices as Chief than external candidates. They have a stronger commitment to the employees, a better understanding of what Fairbanks needs from their police department, and are committed to seeing the department, and the City of Fairbanks, succeed and grow. I strongly urge you and the hiring committee to select Lt. Dupee as the next Chief of Police for the Fairbanks Police Department.

Sincerely,

Matthew L. Soden
Lieutenant-Retired
Fairbanks Police Department

JOSE LUIS II MARTINEZ H

Fairbanks, AK 99709

December 23, 2020

City of Fairbanks Mayor James Matherly

Dear Mayor Matherly

It is my distinct honor to be writing you to recommend Ron Dupee for Chief of Police for the City of Fairbanks.

I have known Ron for more than 2 decades. He and I attended Monroe Catholic Jr/Sr High School for many years. I have always known Ron to be a person of truth, honesty, integrity, as well as friendly and kind. I have been proud to see how far he has come in his career as a police officer protecting our communities across Alaska.

I believe Ron has what it takes to be an effective and successful Chief of Police. I believe his experience as a 20-year career police officer gives him the experience he needs to be a great leader in his hometown. With more than 15 years with the Fairbanks Police Department, and a graduate of the FBI National Academy, he has been able to receive the experience, knowledge, and training needed to become a successful Chief of Police, with honor, service, and integrity.

As a life-long Fairbanks community member, he has the knowledge and understanding what Fairbanks needs, and how it operates. Fairbanks is a unique community. That's part of what makes us the golden-heart city. Fairbanks needs a leader that plans to be in Fairbanks for many years, knows what it takes to live here, and how the community works together. I believe Ron to have all those qualities and experience. I also believe he has no intention of leaving Fairbanks anytime soon. I believe Ron to have a GOLDEN heart personality. To have the knowledge and experience he brings to our Police force, and our city. He has the characteristics of a true, and much needed leader that is needed during these most uncertain and challenging times. That is why I stand in support of my friend Ron Dupee, as Chief of Police.

Sincerely yours,

Jose Luis II Martinez H.

Kim Duquette

From: Angela Foster-Snow
Sent: Tuesday, January 26, 2021 10:12 AM
To: Kim Duquette
Subject: Fw: Police Chief-Ron Dupee

Follow Up Flag: Follow up
Flag Status: Completed


For his file


Angela Foster-Snow

CITY OF FAIRBANKS
Human Resources Director

800 Cushman Street, Fairbanks, Alaska 99701

afoster-snow@fairbanks.us

 907.459.6780

 907.456.6731

www.fairbanksalaska.us

From: Warren Moore
Sent: Wednesday, January 20, 2021 5:22 PM
To: Jim Matherly; Angela Foster-Snow
Subject: Police Chief-Ron Dupee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am very excited to hear that Ron Dupee has applied for the vacant position of Police Chief for Fairbanks. I have known Ron for 12 years and I have nothing but positive things to say about him. Ron and I coached hockey together for years and have also just been friends.

As a professional and business owner in our community, I am excited to see us have a local guy who is so involved in our community being considered. Community involvement is so important in our current political environment. I am still brought to tears when I recall Ron trying so hard to help a disabled young man (a friend of mine) who had his tricycle stolen out of his yard. Ron did his very best to find the bike and when we had to conclude that it was gone, he spearheaded an effort to purchase a new bike for this young adult who desperately needed it. I will never forget that act of kindness by Ron and the rest of FPD. These are the kinds of actions that spread positivity in the community.

I am also excited for the chance to see a local who understands our people and our environment move into such a critical role where our city can also see some longevity at the position. Ron will be a great Police Chief!

Kim Duquette

From: Angela Foster-Snow
Sent: Tuesday, January 26, 2021 10:07 AM
To: Kim Duquette
Subject: Fw: Fairbanks Police Chief / Ron Dupee

For Ron's file.

Angela Foster-Snow

CITY OF FAIRBANKS
Human Resources Director

800 Cushman Street, Fairbanks, Alaska 99701

afoster-snow@fairbanks.us

☎ 907.459.6780

📠 907.456.6731

www.fairbanksalaska.us

From:
Sent: Tuesday, January 26, 2021 8:47 AM
To: Angela Foster-Snow
Subject: Fairbanks Police Chief / Ron Dupee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Angela Foster-Snow

This is Keith Petersen with Alaska Window Installers. I have lived in Fairbanks since 1984 and have operated the window and door installation business for the passed 16 years. I wanted to thanks you for your service to our City of Fairbanks and to express my approval of Ron Dupee for the position of Fairbanks Police Chief. I feel that Mr. Dupee would be a perfect fit for this position. He has had years of law enforcement experience locally and in the rural communities, he recently trained with the FBI National Academy and has taken all opportunities to advance his knowledge. I feel that he would be able to lead our Fairbanks law enforcement department very well. I think that Fairbanks needs a person that has grown up and lived in town for most of their life to really understand our community.

I have known Ron personally for nearly 10 years and have had the opportunity to travel with him to a Christian men's retreat called the Return in Seattle Washington. He plays an active roll in the hockey community and leads his family with strong Christian values.

I strongly support Ron in this new venture and believe he will lead in an ethical and moral way to maintain a strong and safe community.

Thank you
Keith Petersen

Angela Foster-Snow

From: Teal Soden
Sent: Friday, February 12, 2021 1:12 PM
To: Mike Meeks; Angela Foster-Snow
Subject: FW: Support of Lt. Ron Dupee for City of Fairbanks Police Chief

From: Krislyn DeLeon
Sent: Tuesday, January 26, 2021 5:25 PM
To: Jim Matherly <JMatherly@fairbanks.us>
Subject: Support of Lt. Ron Dupee for City of Fairbanks Police Chief

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Mayor:

I would like to officially recommend Lieutenant Ron Dupee for the position of Fairbanks Police Chief. I know of no better person to serve the people of Fairbanks than Lt. Dupee. I have known Lt. Dupee for approximately 15 years, both personally and professionally. I have known him to be honest, hard working and invested in serving Fairbanks.

Lt. Dupee is committed to Fairbanks not only as a police officer but as an involved member of the community. His involvement in the many community outreach programs at FPD has allowed us to work together on occasion. I am always happy to assist FPD in any way I can as a business owner, particularly because Lt. Dupee always conveys that our support is needed and appreciated.

Mt. McKinley Animal Hospital has been a supporter of the FPD canine program for several years. Through those years I have seen many changes in the administration at FPD. In my opinion, the most successful police chiefs at FPD are those who have strong ties to the local community. I believe this is best achieved by appointing a police chief who has been a part of the community and has made Fairbanks their home. Only someone from Fairbanks can fully understand and navigate our unique challenges. I believe Lt. Dupee is the best person for this position.

Sincerely,

Krislyn J. DeLeon, DVM
Mt. McKinley Animal Hospital

Kim Duquette

From: Angela Foster-Snow
Sent: Friday, January 29, 2021 7:48 AM
To: Kim Duquette
Subject: Fwd: support letter for Ron Dupee

Please add to file.

Sent from my iPhone

Begin forwarded message:

From: sam halbert
Date: January 28, 2021 at 3:06:13 PM AKST
To: Jim Matherly <JMatherly@fairbanks.us>
Cc: Angela Foster-Snow <AFoster-Snow@fairbanks.us>
Subject: support letter for Ron Dupee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

January 28, 2021

Dear Mayor Matherly,

I am writing this letter in support of Lt. Ron Dupee, acting deputy chief, for the chief's position.

I have known Ron approximately 30 years. He is best friends with my son Edward Halbert, who is an Alaska state trooper. He spent a good share of his growing up years at our home. He played Hockey for the Fairbanks ice dogs, along with Edward. They both worked for Halco Enterprises, A construction company that I own. They ran the painting division of the company. Ron was a Quick learner and always followed directions. He was a dedicated hard worker. I have been around Ron a lot over the years. He has been at my cabin in Kodiak, hunting and fishing, with his sons. Also Moose and caribou hunting on the ferry trail and the Swede lake area. I have seen him grow into A strong, principled man and fellow warrior in the fight against evil in his home and our community. He is a great father to his sons. He had an awesome relationship with his father. After he passed, Ron ask me if I would be his second dad. I said without hesitation I would be honored. His priorities Are well aligned with what makes him a good husband, father and leader in our church and This great city.

Over the last few years I have heard him and my son talking around the camp fire and various family Gathering about the future and their careers. Ron has always had a big heart for the Fairbanks city police

Department and has wanted nothing more than to make it a better place to work and serve the people Of Fairbanks.

Ron has a great way with people in our community and his leadership will be by example, with humility and strength!

Over the years I have seen a lot of changes and huge challenges in the leadership of the police department.

I know Ron, being born and raised in Fairbanks will have the best interest of Fairbanks at heart. His stable

qualities' are What is needed for years to come. There will be a better working relationship between the city

and the police department. I know Ron's leadership will take a lot of worry off your shoulders so you will have

more time to deal with other pressing issues.

I sincerely hope and pray that Lt. Ron Dupee will be seriously considered for the chief's position.

Mr Mayor thank you for taking the time to read this letter of recommendation. I hope if you have any questions,

You would give me a call.

God Bless you and this great city of Fairbanks,

Always,

Sam Halbert

Kim Duquette


From: Angela Foster-Snow
Sent: Saturday, January 30, 2021 9:36 AM
To: Kim Duquette
Subject: Fw:


For File

Angela Foster-Snow
CITY OF FAIRBANKS
Human Resources Director

800 Cushman Street, Fairbanks, Alaska 99701

afoster-snow@fairbanks.us

 907.459.6780

 907.456.6731

www.fairbanksalaska.us

From: Jason Lindsey
Sent: Friday, January 29, 2021 8:49 PM
To: Jim Matherly
Cc: Angela Foster-Snow
Subject:

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mayor Matherly,

I am writing today to encourage your selection of Ron Dupee as the new Chief of Police for the Fairbanks Police Department.

I have known Ron for the past five years through our involvement with youth hockey in Fairbanks. Ron's son, Cooper, and my son, Finn, have played on the same competitive hockey teams throughout this time. In my role as assistant coach of the teams, I have had the pleasure of knowing Ron as a fellow hockey parent, but also as a steadfast volunteer for the program. He has volunteered his time on the ice, and currently volunteers as the video review coach for the NAHA Grizzlies 12UA team.

What I would like you to know about Ron from my perspective is that Ron cares very much about Fairbanks and the role that youth sports and character development play in the health of our community. He has continuously made time to prioritize our practices, games and tournaments around his demanding work schedule. He has the tough role of collecting video footage of our games, reviewing for demonstrations of great hockey, as well as opportunities for improvement. He spends hours pouring over video to find clips to review with the team. And the kids love it. He is kind in his video review presentations, asks the kids a lot of questions, engages them in the process and discussions, and points out the good, as well as what needs improvement. This is a challenging role as all kids come from different backgrounds and family experiences. He is always mindful of the players feelings and prioritizes compassionate

teamwork and development. He is not only teaching the team hockey, but great skills in self-reflection, self-improvement, and teamwork, which leads to self-confidence in these young athletes. The team loves seeing themselves on video and talking about the game – and Ron always throws in a video montage of all of their goals and celebrations.

In addition, Ron is always looking for opportunities to get the kids involved in their community. Through the “Shop with a Cop” program, he has recruited team members to volunteer their time to help with the program. This shows our team that investing in their community is as important as working hard on the ice. He truly believes that character development is critical, along-side skill development, in youth sports. His goal is to help kids become athletes, but more importantly, become kind and compassionate citizens, as well.

Ron is a home-grown leader. He knows the Fairbanks community and cares very much about its future success. In my opinion, he would make an exceptional Police Chief that will take his role seriously, and he will continue to invest his time and talent into the Fairbanks Community.

Thank you,

Jason Lindsey

Angela Foster-Snow

From: Teal Soden
Sent: Friday, February 12, 2021 1:05 PM
To: Mike Meeks; Angela Foster-Snow
Subject: FW: Chief of Police candidate Ron Dupee

From: Leah Smith
Sent: Monday, February 1, 2021 2:38 PM
To: Jim Matherly <JMatherly@fairbanks.us>
Cc: Ron J. Dupee <RDupee@fairbanks.us>
Subject: Chief of Police candidate Ron Dupee

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Jim (Mr. Mayor),

I hope this letter is not too late! I wanted to give my support to Ron in his pursuit of the Chief of Police position.

First I would like to give you a brief history of myself. I was born in Palmer but raised in Fairbanks since 1981. I went to Lighthouse Christian Academy from K-12 and graduated in 1993. (Side note, I actually hired you to be the DJ at our 10 yr reunion and you did a fabulous job! Lol) My father is Daniel Meyer, who is better known in these parts as Mocha Dan. After living a little over a decade in MN, I relocated my family back to Fbks and have been happily raising my 4 kids here since 2007.

Now back to Ron. I have known Ron and Dawniel for.... gosh, 7 years? Give or take.... Since day one I have been very impressed with both of them. Not only are they friendly and outgoing, but they are extremely intelligent, witty, generous and caring. You can tell they have a genuine interest in the welfare of those around them and are willing to help if needed. I have gotten solid and much appreciated advice from both of them on multiple occasions. Also, they led a Financial Peace University class at our church in which I learned that they had practiced extreme self discipline and had been able to eradicate their debt in an impressively short amount of time. Hard working, focused, efficient and diligent are other characteristics I would use to describe them. Just all around great people who anyone would be happy to have in their corner.

I truly hope Ron is given the opportunity to serve our community in this position. I wholeheartedly believe he would be an invaluable asset to Fairbanks and would use this position to improve many aspects that would make this town an even better place to live!

Thank you for your time,

Leah Smith

Angela Foster-Snow

From: Annunziato, Michael P CTR USARMY USARAK (USA)
Sent: Friday, February 5, 2021 2:51 PM
To: Jim Matherly
Cc: Angela Foster-Snow
Subject: Support for Ron J. Dupee for Police Chief (UNCLASSIFIED)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CLASSIFICATION: UNCLASSIFIED

Mayor Matherly and Mrs. Foster-Snow,

Hello, my name is Michael Annunziato and I would like to take the opportunity to briefly endorse Ron J. Dupee for Police Chief. I have know Ron for about ten years now. Our paths first crossed while our boys were t-ball age. Ron and I coached local community baseball together for both our oldest and youngest sons. This is where our friendship began. The first year we coached together my orinigal assisant coach never showed up to the first few practices and never called to say why. I was slightly overwhelmed coaching by myself and Ron stepped up to help without ever needing to be asked. Getting to know Ron has been a real pleasure. Ron is always first to volunteer and is ,and I believe will always be, the perfect example for hard work and dedication. He was constantly reinforcing the kids and teaching them to always respect the other team and the umpires positions and rullings. During practices he would explain to the team how hard work and dedication to one's craft is the most important lesson they will learn on the field or off of it. Every year after that every parent and child on the team requested that Ron and I be their coaches for the next season. Ron is a natural leader and someone that believes strongly in community relations and earning respect by giving respect. Because of this, the parents and kids always loved to see Ron on the field or in the dugout either before the game or right after the game started after his police duties ended for the day.

I'm also writing this email to both of you because I belive Ron is the perfect person to be our new Police Chief. I have a B.A. in Criminal Justice from UAF and during my studies the concept of the right person for policing was frequently discussed. The "right" type of police officer would have to have a strong moral character, excellent public relations, be a natural leader, intelligence, and be a respected member of the community. That "right person" is Ron J. Dupee. He's not just a friend of mine but also someone I know I could call if I was ever in dire need or help and he wouldn't hesitate to do everything in his power to help. He's the type of person that would give you his coat in the middle of January if you were cold.

Furthermore, I serviced in the Army at Fort Wainwright and have a good understanding of the way this very large part of our community thinks our local police officers should be. Ron is someone that they would respect and admire.

Thank you for your time,
Michael Annunziato

CLASSIFICATION: UNCLASSIFIED



North Pole Police Department



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

February 16, 2021

To: Honorable Fairbanks City Council

Re: Letter of support for Deputy Chief Ron Dupee

Dear Fairbanks City Council members,

As the Police Chief for the City of North Pole, I am honored to express my unequivocal approval and support of the appointment of Deputy Chief Ron Dupee as the next Fairbanks Police Chief. I have known and worked with Deputy Chief Dupee for over 20 years and I can tell you he is a good choice to lead the Fairbanks Police Department.

His dedication and commitment to the citizens of Fairbanks is undisputed. Deputy Chief Dupee is a career police officer who is a good family man with high moral standards. He is a good choice, and we are honored to support him and the department in any way we can. We are also very thankful for the open and transparent process used to select him for the top job. That rigorous process, watched by us all, shows that the City of Fairbanks truly cares about who sits in that position.

I would encourage the Fairbanks City Council to support Mayor Matherly in his choice for Police Chief and vote to confirm the selection of Deputy Chief Ron Dupee as the next Police Chief for the City of Fairbanks.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Dutra".

Chief Steve Dutra

RESOLUTION NO. 4957

**A RESOLUTION AUTHORIZING THE CITY OF FAIRBANKS TO ACCEPT
THE FFY2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

WHEREAS, the City of Fairbanks has been notified by the Alaska Department of Commerce, Community, and Economic Development that the City was awarded \$850,000 in Community Development Block Grant (CDBG) funds; and

WHEREAS, the City of Fairbanks was awarded funds to renovate the kitchen, dining room, and restroom of the Fairbanks Senior Center; and

WHEREAS, the North Star Council on Aging is providing a match in the amount of \$310,755 towards the cost of the Senior Center Renovation.

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 the Community Development Block Grant.

PASSED and APPROVED this 8th day of March 2021.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4957

Abbreviated Title: FFY2020 COMMUNITY DEVELOPMENT BLOCK GRANT

Department(s): CITY PROPERTY

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
Fairbanks Senior Center Renovation		\$1,160,755		\$1,160,755
				\$0
				\$0
				\$0
				\$0
TOTAL	\$0	\$1,160,755	\$0	\$1,160,755

FUNDING SOURCE:	Equipment	Building	Personnel	Total
Grant Fund (Federal)		\$850,000		\$850,000
North Star Council on Aging		\$310,755		\$310,755
				\$0
TOTAL	\$0	\$1,160,755	\$0	\$1,160,755

The North Star Council on Aging leases the City of Fairbanks building located on 1424 Moore Street. The lease is effective until December 31, 2030. The North Star Council on Aging will provide the match for this grant and will be responsible for maintenance and operations.

Reviewed by Finance Department: Initial cp Date 2/22/2021

RESOLUTION NO. 4958

**A RESOLUTION ADOPTING THE MULTI-JURISDICTIONAL HAZARD
MITIGATION PLAN AS THE OFFICIAL MITIGATION PLAN OF THE
CITY OF FAIRBANKS, PENDING FEMA APPROVAL**

WHEREAS, the City of Fairbanks is vulnerable to damages from natural hazard events which pose a threat to public health and safety, and could result in property loss and economic hardship; and

WHEREAS, staff representing the Fairbanks North Star Borough, the City of Fairbanks, the City of North Pole, and the State of Alaska (“Project Team”) have jointly developed a plan to mitigate the hazards that threaten life and property; and

WHEREAS, the Multi-jurisdictional Hazard Mitigation Plan (HMP) recommends actions to protect people and property at risk from natural hazards, and these actions will reduce future public and personal costs of disaster response and recovery; and

WHEREAS, public meetings and surveys were conducted during the formation of the HMP to solicit public opinion and disseminate information; and

WHEREAS, the Federal Emergency Management Agency (FEMA) mandates the creation of HMPs to coordinate pre- and post-disaster mitigation planning efforts and funding; and

WHEREAS, the HMP is a technical, non-binding, non-regulatory document.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fairbanks hereby adopts the Multi-Jurisdiction, Multi-Hazard Mitigation Plan as an official plan of the City of Fairbanks, pending approval by FEMA.

BE IT FURTHER RESOLVED that City of Fairbanks staff will work with the multi-departmental Hazard Mitigation Planning Team, to include staff from the Fairbanks North Star Borough and the City of North Pole, to lead annual efforts to make administrative and statistical updates to the HMP as indicated in the Plan Maintenance Section of the document.

BE IT FURTHER RESOLVED that that the Hazard Mitigation Planning Team has the authority to make administrative text changes, update statistics, and add new projects during the review cycles between adoption periods.

BE IT FURTHER RESOLVED that the City of Fairbanks will review, revise, and re-adopt the plan, in its entirety, every five years.

PASSED and **APPROVED** this 8th day of March 2021.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Paul Ewers, City Attorney

To view the full Multi-Jurisdictional Hazard Mitigation Plan (HMP), the HMP appendices, and other information relating to the HMP, visit <https://www.fnsb.gov/841/Multijursidictional-Hazard-Mitigation-Pl>.

RESOLUTION NO. 4959

A RESOLUTION RECOGNIZING INTERNATIONAL WOMEN’S DAY

WHEREAS, March 8th is International Women’s Day (IWD); and

WHEREAS, the seeds for IWD were planted in 1908 when 15,000 women marched through New York City demanding shorter working hours, better pay, and the right to vote; and

WHEREAS, in 1910, Clara Zetkin proposed an international day to honor women at an International Conference of Working Women in Copenhagen. Zetkin’s suggestion was unanimously approved by the 100 women, from 17 countries, in attendance; and

WHEREAS, the day was first celebrated in 1911 and made official internationally in 1975 when the United Nations recognized IWD; and

WHEREAS, the IWD theme for 2021 is “Choose to Challenge”; and

WHEREAS, in the United States, IWD coincides with Women’s History Month (March), and a presidential proclamation is issued every year honoring the achievements of American women.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the City of Fairbanks recognizes International Women’s Day and honors the achievements of women in Fairbanks and around the world.

PASSED and APPROVED this 8th day of March 2021.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Paul J. Ewers, City Attorney

Introduced By: Mayor Matherly
Finance Committee Meeting: March 2, 2021
Introduced: March 8, 2021

ORDINANCE NO. 6149

**AN ORDINANCE AMENDING THE 2021 OPERATING
AND CAPITAL BUDGETS FOR THE FIRST TIME**

WHEREAS, this ordinance incorporates the changes outlined on the attached fiscal note to amend the 2021 operating and capital budget.

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

SECTION 1. There is hereby appropriated to the 2021 General Fund and Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2021 and ending December 31, 2021 (see pages 2 and 3):

GENERAL FUND

<u>REVENUE</u>	COUNCIL APPROPRIATION	INCREASE (DECREASE)	AMENDED APPROPRIATION
Taxes, (all sources)	\$ 21,266,773	\$ -	\$ 21,266,773
Charges for Services	5,566,800	-	5,566,800
Intergovernmental Revenues	1,473,000	173,150	1,646,150
Licenses & Permits	1,759,950	-	1,759,950
Fines, Forfeitures & Penalties	486,500	-	486,500
Interest & Penalties	185,500	-	185,500
Rental & Lease Income	145,762	-	145,762
Other Revenues	221,000	-	221,000
Other Financing Sources	4,824,283	(1,434,919)	3,389,364
 Total revenue appropriation	 \$ 35,929,568	 \$ (1,261,769)	 \$ 34,667,799
 <u>EXPENDITURES</u>			
Mayor Department	\$ 689,354	\$ 5,165	\$ 694,519
Legal Department	202,469	2,110	204,579
Office of the City Clerk	423,293	3,965	427,258
Finance Department	956,686	53,125	1,009,811
Information Technology	2,322,265	1,537	2,323,802
General Account	3,668,500	196,887	3,865,387
Police Department	7,344,706	66,209	7,410,915
Communications Center	2,568,194	4,285	2,572,479
Fire Department	7,367,999	85,688	7,453,687
Public Works Department	8,669,313	139,827	8,809,140
Engineering Department	802,163	24,105	826,268
Building Department	664,314	11,575	675,889
 Total expenditure appropriation	 \$ 35,679,256	 \$ 594,478	 \$ 36,273,734
 Estimated general fund balance	 \$ 13,358,295	 \$ -	 \$ 13,358,295
Prior year encumbrances	-	(518,563)	(518,563)
Transfer to capital fund	-	(1,500,000)	(1,500,000)
Increase (Decrease) to fund balance	250,312	162,316	412,628
2021 estimated unassigned balance	<u>\$ 13,608,607</u>	<u>\$ (1,856,247)</u>	<u>\$ 11,752,360</u>
 Minimum unassigned fund balance requirement is 20% of budgeted annual			 <u>\$ 7,254,747</u>

CAPITAL FUND

<u>REVENUE</u>	COUNCIL APPROPRIATION	INCREASE (DECREASE)	AMENDED APPROPRIATION
Transfer from Permanent Fund	\$ 640,004	\$ 8,135	\$ 648,139
Transfer from General Fund	-	1,500,000	1,500,000
Property Repair & Replacement	145,000	-	145,000
Public Works	250,000	-	250,000
Garbage Equipment Reserve	255,750	-	255,750
IT	70,000	-	70,000
Police	180,000	-	180,000
Communications Center	140,000	-	140,000
Fire	290,000	-	290,000
Building	10,000	-	10,000
Total revenue appropriation	<u>\$ 1,980,754</u>	<u>\$ 1,508,135</u>	<u>\$ 3,488,889</u>
 <u>EXPENDITURES</u>			
Property Repair & Replacement	\$ 360,000	\$ 1,506,055	\$ 1,866,055
Public Works Department	422,000	724,837	1,146,837
IT Department	201,304	39,001	240,305
Police Department	240,000	223,078	463,078
Fire Department	375,000	386,878	761,878
Road Maintenance	453,890	113,886	567,776
Total expenditure appropriation	<u>\$ 2,052,194</u>	<u>\$ 2,993,735</u>	<u>\$ 5,045,929</u>
Estimated capital fund balance	\$ 13,895,485	\$ -	\$ 13,895,485
Prior year encumbrances	-	(1,547,570)	(1,547,570)
Increase (Decrease) to fund balance	(71,440)	61,970	(9,470)
2021 estimated assigned fund balance	<u>\$ 13,824,045</u>	<u>\$ (1,485,600)</u>	<u>\$ 12,338,445</u>

SECTION 2. All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2021 and ending December 31, 2021.

SECTION 3. The effective date of this ordinance shall be the 22nd day of March 2021.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, MMC, City Clerk

Paul J. Ewers, City Attorney

FISCAL NOTE
ORDINANCE NO. 6149
AMENDING THE 2021 OPERATING AND CAPITAL BUDGETS
FOR THE FIRST TIME

GENERAL FUND
\$1,261,769 Decrease in Revenue
\$594,478 Increase in Expenditures

Revenue

1. Tax Revenue
2. Charges for Services
3. Intergovernmental Revenues
 - \$173,150 increase in community sharing funds
4. License and Permits
5. Other Revenue
6. Other Financing Sources
 - \$65,081 increase in transfer from permanent fund
 - (\$1,500,000) transfer to the capital fund

Expenditures

1. Mayor & Council
 - \$2,045 increase in salaries and benefits for Ordinance 6148 (IBEW)
 - \$3,120 increase to reimburse health insurance cost for Mayor
2. City Attorney's Office
 - \$2,110 increase in salaries and benefits for Ordinance 6148 (IBEW)
3. City Clerk's Office
 - \$3,965 increase in salaries and benefits for Ordinance 6148 (IBEW)
4. Finance Department
 - \$37,000 increase for encumbrance carryforward
 - \$16,125 increase in salaries and benefits for Ordinance 6148 (IBEW)

5. Information Technology

- \$1,537 increase for encumbrance carryforward

6. General Account

- \$196,887 increase for encumbrance carryforward

7. Police Department

- \$63,554 increase for encumbrance carryforward
- \$2,655 increase in salaries and benefits for Ordinance 6148 (IBEW)

8. Dispatch

- \$1,800 increase for encumbrance carryforward
- \$2,485 increase in salaries and benefits for Ordinance 6148 (IBEW)

9. Fire Department

- \$80,188 increase for encumbrance carryforward
- \$5,500 increase in salaries and benefits for Ordinance 6148 (IBEW)

10. Public Works

- \$137,197 increase for encumbrance carryforward
- \$2,630 increase in salaries and benefits for Ordinance 6148 (IBEW)

11. Engineering

- \$400 increase for encumbrance carryforward
- \$23,705 increase in salaries and benefits for Ordinance 6148 (IBEW)

12. Building Department

- \$11,575 increase in salaries and benefits for Ordinance 6148 (IBEW)

CAPITAL FUND
\$1,508,135 Increase in Revenue
\$2,993,735 Increase in Expenditures

Revenue

1. Other Financing Sources
 - \$8,135 increase in transfer from permanent fund
 - \$1,500,000 transfer from general fund to capital fund

Expenditures

1. Property Repair & Replacement
 - \$406,055 increase for encumbrance carryforward
 - \$1,100,000 increase for Police Station 2nd Floor Balcony Enclosure
2. Public Works
 - \$321,837 increase for encumbrance carryforward
 - \$5,000 increase for light duty dump bed truck
 - \$347,000 increase for loader
 - \$51,000 increase for van
3. Garbage Equipment Reserve
4. IT Department
 - \$39,001 increase for encumbrance carryforward
5. Police Department
 - \$223,078 increase for encumbrance carryforward
6. Communications Center
7. Fire Department
 - \$386,878 increase for encumbrance carryforward
8. Road Maintenance
 - \$170,721 increase for encumbrance carryforward
 - (\$171,835) decrease for Sign Replacement Project
 - \$55,000 increase for 5th Avenue Reconstruction Project
 - \$60,000 increase for Signal Upgrade Project



CLAY STREET CEMETERY COMMISSION
 REGULAR MEETING MINUTES – JANUARY 6, 2021
 HELD VIA TELECONFERENCE (459-6769) AND
 IN FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:00 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with **Chair Aldean Kilbourn (Seat C)** presiding (telephonically) and with the following members in attendance:

Members Present: Kristina Heredia, Seat D (telephonic)
 Julie Jones, Seat E (telephonic)
 Karen Erickson, Seat F (telephonic)
 Jeff Jacobson, PW Director & Ex-Officio Member (telephonic)

Absent: George Dalton, Seat A
 Michael Gibson, Seat B
 Victoria Dowling, Seat G

Also Present: D. Danyielle Snider, City Clerk
 Rochelle Rodak, Deputy City Clerk

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of December 2, 2020.

Ms. Erickson, seconded by **Ms. Jones**, moved to APPROVE the Regular Meeting Minutes of December 2, 2020.

Chair Kilbourn, seconded by **Ms. Erickson**, moved to AMEND the minutes by adding the name “Brian Beal” where the minutes noted “a friend of Frank Turney.”

Chair Kilbourn took a voice vote on the motion to APPROVE the meeting minutes, as Amended, and all members voted in favor.

APPROVAL OF AGENDA

Ms. Erickson, seconded by **Ms. Jones**, moved to APPROVE the agenda.

Ms. Erickson, seconded by **Ms. Jones**, moved to AMEND the agenda by adding Frank Turney’s Memorial to the Open Agenda.

Chair Kilbourn took a voice vote on the motion to APPROVE the agenda, as Amended, and all members voted in favor.

COMMUNICATIONS TO COMMISSION

Chair Kilbourn stated the Pioneer Igloo #4 Foundation has not been holding meetings, and that is why she has not received a response on the request for assistance in purchasing monuments.

UNFINISHED BUSINESS

a) 2020 Bed Tax Grant Application

Ms. Jones shared that the grant application presentation with the Hotel Motel Discretionary Fund Commission went very well. She stated that it was held both via Zoom and in Council Chambers, and she had attended in person. **Ms. Jones** indicated that her testimony went longer than the allotted time and that she was disappointed she was unable to wrap it up with a bow. The recommended amount to be awarded to the Commission is \$7,567.00, pending approval by the City Council on Monday, January 11, 2021.

Ms. Erickson thanked Ms. Jones for her work in the application and presentation process.

Chair Kilbourn expressed her appreciation for Ms. Jones.

Ms. Jones thanked the City Clerk for aligning the Festival Fairbanks and the Clay Street Cemetery Commission testimonies back to back. She stated that she was not aware if it was intentional, however, it is helpful because she also presents for the Festival Fairbanks application. **Ms. Jones** continued by saying she enjoys the process and the opportunity to meet the other non-profit groups and the people that are doing great things for Fairbanks.

Mr. Jacobson noted that Yukon Quest was absent from the award list and asked if they had missed the application deadline, failed to meet guidelines or declined to apply.

Ms. Jones stated that she believed it was due to a missed deadline because of new management.

City Clerk Snider responded that they could have missed the deadline, or they could be one of the organizations that have opted to save their funds from 2020 to be used in events in 2021. Due to the pandemic many of them were not able to hold their events and because that the City has made a special allowance to allow those organizations to hold on to those funds to be used in 2021.

Chair Kilbourn clarified that if the grant funds were awarded, the Commission could begin planning for monuments that may take until the following year to be installed. She asked for clarification in regard to the availability of the grant funds.

Ms. Jones stated that the Commission has applied for the funds, but they have not yet been awarded. She continued to say that it is very unusual for the City Council not to approve the recommendation of the Hotel Motel Discretionary Fund Committee, and once the City Council approves the award it will be deposited into the Clay Street Cemetery Commission account. The Commission would have until December of 2021 to spend those funds.

NEW BUSINESS

a) Bed Tax Grant Funds for Monument Repair

Ms. Erickson stated that she would like to see some of the grant funds used to repair some of the existing markers. She mentioned the obelisk located in the third or fourth row of the north-east section of the cemetery that has been separated from its base for many years. **Ms. Erickson**

continued by giving suggestions to the use of Ms. Jones' adhesive or other repair work, indicating that she would like to see that marker restored. She noted that the marker belonged to a Mr. Sam Agazaroff, a Teamster who was bringing a load of cord wood in on the Old Steese Highway when his horse bolted, threw him from the wagon, and he was crushed to death.

Chair Kilbourn stated that she believed the marker to have been written in Russian and thought he may be on the list to receive an entirely new marker. She continued by confirming Ms. Erickson's concern for the several markers that are broken completely from their base. **Chair Kilbourn** stated it was her understanding that the Commission had done a thorough walkthrough and taken notes on markers that needed to be fixed, and those on the North side are scheduled to be completed this summer.

Ms. Erickson stated that she had not been aware of that plan and appreciated the information and discussion. **Chair Kilbourn** shared she had walked the north side of the cemetery with Mr. Dalton and Janet Richardson in the later part of the summer to make comparisons and write notes. **Ms. Jones** asked Chair Kilbourn to supply the Commission with a copy of the list of planned repairs for the next meeting so that a record could be kept tracking the accomplishment of goals.

Chair Kilbourn stated that it was a possibility. She also mentioned a concern for the 8-12 flat, unmarked concrete markers or bases with no information on them and the desire to provide those with new markers that could be attached directly to the existing concrete.

Ms. Jones clarified her request by stating that it would be helpful to have a list of the monuments that need repaired due to chips or being broken but will survive. She stated that her intent is to keep an ongoing record of repaired monuments so that if a Commission member misses a meeting the minutes will reflect the progress of the repairs made. **Chair Kilbourn** affirmed that could be done.

Ms. Erickson indicated that the expense should not be too high and asked if Public Works Director Jeff Jacobson would walk the grounds with the Commission members later this summer to see if some of those repairs might be done by the City. **Mr. Jacobson** stated that with guidance this would be possible. **Ms. Erickson** suggested that a tour of the cemetery with Mr. Jacobson be added to the May 2021 agenda. **Mr. Jacobson** confirmed that would be a great idea and that the more Public Works can do to help reduce the cost, the better. **Chair Kilbourn** agreed that would be a great idea and asked Deputy Clerk Rodak to note the meeting to be held in May will be at the Clay Street Cemetery.

OPEN AGENDA

- a) Frank Turney's Memorial

Mr. Jacobson stated that he had already scheduled an appointment with Ms. Jones to decide on where to place Mr. Turney's memorial. He stated they scheduled to meet on May 6; however, it would make sense to move that to the regular meeting on May 5, 2021 that will be at the cemetery. **Ms. Erickson** stated that this was a great idea. **Chair Kilbourn** stated that it should be noted to meet at the shed where Frank Turney's plaque will be mounted at 5:00 p.m. on May 5, 2021 for the regularly scheduled meeting.

b) Research and Stories for Those Interred at the Cemetery

Ms. Jones stated that she had not finished the research on the individual she had been assigned by Chair Kilbourn and wanted to give a gentle reminder to the other members to keep this project in mind.

Ms. Erickson stated that she has still be unable to find any new information for the individual she had been assigned. She continued by stating that there was nothing to write except the basic facts of his death. **Chair Kilbourn** suggested checking newspapers for more information.

Ms. Erickson stated that she had checked the newspaper; however, she did not think it was germane to write that the man had stayed at the Nordale Hotel. **Chair Kilbourn** stated that many of these types of histories read in that manner. **Ms. Erickson** indicated that she did not see any value in that information and would not be participating in that type of writing.

Chair Kilbourn explained that there had been a request for information regarding an individual interred at the cemetery, and the Commission was able to provide a picture of the hotel that the person had stayed at to the requesting relative. She went on to share that the person requesting the information had been extremely excited to see where his relative had stayed in the 1910s. **Chair Kilbourn** stated that she felt this information was of real interest to a lot of people.

Ms. Erickson stated that if there were pictures attached to the research she was conducting she would save that; however, the research she has done has given minimal results with the individual being casually mentioned with six or seven other individuals listed. She restated that she did not consider this necessary information.

Ms. Jones suggested that Ms. Erickson report back that there was not substantial information and perhaps move on to another name. She continued by suggesting that Chair Kilbourn retain that name for another person to provide the written commentary. **Ms. Jones** ended by saying that it was the Commission's intention to do this project and wanted to provide the gentle reminder for the members to keep it in mind.

Ms. Erickson asked for clarification regarding the Rotary request for information. **Chair Kilbourn** clarified that the Rotary had been given as an example; however, this project was for the Clay Street Cemetery Commission to provide a brochure or a notebook for tourists to find information about the people buried at the cemetery.

Ms. Heredia stated that she had been unable to locate any additional information on the name she had been provided other than that provided from Chair Kilbourn. She mentioned that she had received suggestions to contact Ron with the Tanana Historical Society.

Ms. Jones suggested members use a subscription service through newspapers.com and spoke to the entertainment she has received from reading those articles.

Ms. Erickson suggested FamilySearch.org, which is a free website.

c) Technical Request

Ms. Jones stated that with every conference call meeting the Commission had held, she has had no trouble hearing the members, but the Clerk is very quiet and hard to hear. Others confirmed they also have a hard time hearing the Clerk.

Deputy Clerk Rodak stated that she would speak up and move closer to the microphone in the future.

NEXT MEETING DATE

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, February 3, 2021.

Ms. Erickson indicated that she will not be in town during that time and that she could participate by phone; however, it may be best if the Commission ensure a quorum is in attendance in the event of her absence.

ADJOURNMENT

Ms. Erickson, seconded by **Ms. Jones**, moved to ADJOURN the meeting. **Chair Kilbourn** declared the meeting ADJOURNED at 5:27 p.m.



Aldean Kilbourn, Chair



Rochelle Rodak, Deputy Clerk II

Transcribed by: RR



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – FEBRUARY 3, 2021
HELD VIA TELECONFERENCE (459-6769) AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:00 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with **Chair Aldean Kilbourn (Seat C)** presiding (telephonically) and with the following members in attendance:

Members Present: George Dalton, Seat A (telephonic)
Kristina Heredia, Seat D (telephonic)
Julie Jones, Seat E (telephonic)
Victoria Dowling, Seat G (telephonic)
Jeff Jacobson, PW Director & Ex-Officio Member (telephonic)

Absent: Michael Gibson, Seat B
Karen Erickson, Seat F

Also Present: Rochelle Rodak, Deputy City Clerk

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of January 6, 2021.

Ms. Jones, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of January 6, 2021.

Chair Kilbourn took a voice vote on the motion to APPROVE the meeting minutes, and all members voted in favor.

APPROVAL OF AGENDA

Ms. Dowling, seconded by **Ms. Jones**, moved to APPROVE the agenda.

Chair Kilbourn took a voice vote on the motion to APPROVE the agenda, and all members voted in favor.

EVENTS & PUBLIC RELATIONS

Chair Kilbourn noted that the May meeting was scheduled to be held at the cemetery shed at 5:00 p.m. on Wednesday the 5th.

UNFINISHED BUSINESS

a) Planned Repairs & Replacements for NE Section

Chair Kilbourn stated that she had sent out a list of the planned repairs for the N.E. section including a list that included entries from the database that may need addressed. She continued to address some of the markers that caused her the most concern.

Ms. Jones thanked Chair Kilbourn for providing the list and suggested that the work of going through the repairs could better be done in person after the snow had melted.

b) Pioneer Foundation Letter Update

Chair Kilbourn spoke with Mr. Gibson, who had spoken with the Pioneers and learned that the letter from the Commission had been tabled. She stated that Mr. Gibson had suggested that the Commission provide a list of five Pioneer members who are missing markers. She added that she and Janet Richardson had been researching Pioneers who may be buried without markers in the Cemetery.

Ms. Jones asked if the assumption was that the Pioneers would be more likely to donate if the Commission provided specific names for markers that were planned for repair or replacement.

Chair Kilbourn stated that was how she understood it based on her conversation with Mr. Gibson.

c) Example of Write-Up on Cora Anderson

Ms. Dowling stated that she had read the example of the write up and asked where Chair Kilbourn had found that information. She added that she had performed searches on Cora Anderson to see if she could come up with the information provided in Chair Kilbourn's example, and she was unable to do so.

Chair Kilbourn stated that she had used Newspapers.com, News Paper Archives, Genealogy Bank, Ancestry.com, and Family Search.

Ms. Dowling stated that she was still unable to find any information on the name she was given.

Chair Kilbourn stated that Ms. Dowling could request a different name when that problem arises. She added that information can sometimes come from links on family trees provided on Ancestry.com, and that can be helpful to search with as much information as possible, including multiple last names, birth dates, locations, etc.

d) Bed Tax Grant Signature

Ms. Jones stated that either herself or Chair Kilbourn could sign the grant acceptance at City Hall.

Chair Kilbourn stated that she was not currently in town.

Ms. Jones stated that she would take care of it and that the email she had received did not contain the document she had expected.

Chair Kilbourn explained that the document needed to be signed prior to the deposit being made into the account for the Clay Street Cemetery Commission.

NEXT MEETING DATE

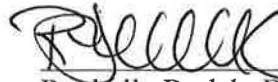
The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, March 3, 2021 at 5:00 p.m. and will be held via teleconference.

ADJOURNMENT

Ms. Jones, seconded by **Mr. Dalton**, moved to ADJOURN the meeting. **Chair Kilbourn** declared the meeting ADJOURNED at 5:17 p.m.



Aldean Kilbourn, Chair



Rochelle Rodak, Deputy Clerk II

Transcribed by: RR