



FAIRBANKS CITY COUNCIL
AGENDA NO. 2018-01
REGULAR MEETING JANUARY 8, 2018
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

PRELIMINARY MEETING

6:00 p.m. Work Session – City Marijuana Regulations

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

REGULAR MEETING

7:00 p.m.

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

6. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

*a) Regular Meeting Minutes of September 25, 2017

*b) Regular Meeting Minutes of October 9, 2017

7. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Premises Address
3489	Arctic Fox Bar	Beverage Dispensary	Arctic Fox Bar, LLC	623 Old Steese Hwy

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

Type: Marijuana Cultivation Facility, License #14467
DBA: Tanana Herb Company, LLC
Licensee/Applicant: Tanana Herb Company, LLC
Physical Location: 1200 Well Street, Fairbanks, Alaska

c) The Fairbanks City Council will consider the following request by Lavelle's Taphouse, LLC (Arlette Eagle-Lavelle) for an extension of premises of alcohol service area.

Type: Beverage Dispensary, License #270
DBA: Lavelle's Taphouse
Licensee/Applicant: Lavelle's Taphouse, LLC
Physical Location: 414 2nd Avenue, Fairbanks, Alaska

8. MAYOR'S COMMENTS AND REPORT

a) Special Reports

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- *a) Resolution No. 4819 – A Resolution Allocating Discretionary Funds From Hotel/Motel Tax in the Amount of Two Hundred Seventy Thousand Dollars (\$270,000). Introduced by Council Member Rogers.

11. DISCUSSION ITEMS (Information and Reports)

- a) Committee Reports

12. WRITTEN COMMUNICATIONS TO THE CITY COUNCIL

- *a) Public Safety Commission Meeting Minutes of October 11, 2016
- *b) Public Safety Commission Meeting Minutes of January 10, 2017
- *c) Public Safety Commission Meeting Minutes of April 11, 2017
- *d) Public Safety Commission Meeting Minutes of July 11, 2017
- *e) Board of Plumber Examiner Meeting Minutes of September 12, 2017
- *f) Fairbanks Diversity Council Meeting Minutes of October 10, 2017
- *g) Chena Riverfront Commission Meeting Minutes of November 8, 2017
- *h) Reappointments to the Public Safety Commission

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

14. COUNCIL MEMBERS' COMMENTS

15. CITY CLERK'S REPORT

16. CITY ATTORNEY'S REPORT

17. EXECUTIVE SESSION

- a) AFL-CIO Labor Negotiations
- b) FFU Labor Negotiations
- c) IBEW Labor Negotiations

18. ADJOURNMENT



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, SEPTEMBER 25, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

The City Council convened at 7:00 p.m. on the above date, following a 5:30 p.m. Work Session for an Interior Gas Utility Report and a 6:10 p.m. Work Session on the Arcadis Team, FNSB/EAFB Regional Growth Plan, to conduct a Regular Meeting of the Fairbanks City Council at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following Council Members in attendance:

Council Members Present: June Rogers, Seat B
Valerie Therrien, Seat C
Jonathan Bagwill, Seat D (telephonic)
Jerry Cleworth, Seat E
David Pruhs, Seat F

Absent: Joy Huntington, Seat A (excused)

Also Present: Jeff Jacobson, Public Works Director
Christina Rowlett, HR Admin
Mike Meeks, Chief of Staff
Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Carmen Randle, Chief Financial Officer
Angela Foster-Snow, HR Director
Jim Styers, Fire Chief
Stephanie Johnson, Dispatch Center Manager

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 asked Ms. Rogers to lead the Flag Salutation.

CITIZEN'S COMMENTS

Krista Major, 907 Terminal Street, Fairbanks – Ms. Major reported that Ms. Smart had her baby and that both mom and daughter are doing great. She thanked Mayor Matherly and Chief of Staff Mike Meeks for attending the air quality conference. She stated that, since its opening, the Recycling Center has processed 17 tons of recyclables. She invited everyone to attend Mayor Kassel's community sand box group to discuss a vision for the Fairbanks North Star Borough (FNSB).

Heather Cavanaugh, 6611 Crooked Tree Drive, Anchorage – Ms. Cavanaugh stated she is the Director of External Affairs at Alaska Communications, and she spoke to the new high-speed broadband internet service they are installing in the Fairbanks area. She stated that Alaska Communications will bring high-speed internet to 12,000 new locations in the Fairbanks North Star Borough between now and 2025. She referenced a packet she provided to the Council.

Vivian Tanner, 3527 Hoonah Drive, North Pole – Ms. Tanner was introduced by Ms. Cavanaugh as the Director of District Operations. She stated the technology is fixed wireless which is similar to wireless but requires an antenna to be put on each home. She reported they are testing in the Chena Hot Springs area and that it is working well.

Ms. Cavanaugh stated the funds for the project come from the Federal Communications Commission (FCC). She stated that the network must be completed by 2025 but that they are hoping to have it done as soon as possible. She stated that getting help from the City by way of permitting and land leases would help in project development.

Maria Patricia, Fairbanks (address not provided) – Ms. Patricia spoke to the role of government in society. She spoke in favor of the NFL players kneeling because of racial inequality in the country. She spoke in favor of the stand Rosa Parks took on the bus many years ago. Ms. Patricia asked the Council what constitutes a legal arrest and stated that an arrest needs to be preceded by a warrant. She stated the FPD is not following proper practice because people should be taken to a magistrate or judge before going to jail.

Mr. Cleworth stated he does not follow the “sovereign citizen” movement, but he asked Ms. Patricia if she thought people did not need to have driver’s licenses. Ms. Patricia stated she rejects the sovereign citizen philosophy and that she does not accept that as an identity. She stated she was falsely taken into custody and imprisoned.

Mr. Bagwill asked Ms. Patricia if she had spoken with the Chief of Police about the incident. Ms. Patricia stated she spoke to former Chief Aragon, and he commented that her problem was above his pay grade. She stated she has not yet contacted the current Police Chief.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney spoke to a resolution introduced by former Council Member Lloyd Hilling in 2006 relating to medicating children. He stated he is voting no on the cannabis issue on the ballot; he added that he stands against tyranny and oppression and that the Council should too. Mr. Turney stated cannabis should not go back to a “black market” industry and told everyone to “not be a dope and to get out and vote.” He reported that he ate cannabis cookies before the City Council meeting.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger thanked Ms. Patricia for her intelligent message and requested that she attend meetings more often. He spoke to the need for potholes to be filled before the snow falls. He reported that he drives by Council Members’ homes and notices that they are not affected by the large number of potholes in other neighborhoods. Mr. Buberger stated the snow removal was so bad last year that it caused one girl to walk on the street, and she was killed. He stated the City needs to take care of the whole community, not just Council Members’ neighborhoods and the core downtown area. He stated the City needs to be safe for everyone.

Amy Geiger, 4400 Stanford Drive, Fairbanks – Ms. Geiger stated she is representing Explore Fairbanks, and she reported on the 2017-2018 Winter Travel Guide. She spoke to the effectiveness of the Guide and to how it helps grow tourism in the Interior. She thanked the City for reinvesting bed tax dollars into destination marketing.

Michael Farrell, P.O. Box 83327, Fairbanks – Mr. Ferrell recommended various books to the Council relating to morality and law. He spoke to the handouts he provided and questioned the wages of the Explore Fairbanks director. He stated the Council should look at the industry standard, and he indicated that the wages are beyond the industry standard.

Randy Griffin, P.O. Box 73653, Fairbanks – Mr. Griffin spoke to the issues he has with Obamacare; he stated the individual mandate forces people to buy a product they may or may not want. He stated the government has no right to dictate that everyone must carry health insurance. He stated that the NFL players should not kneel for the Pledge of Allegiance. He stated that the country is under attack, and if Obamacare survives the country will go into a downward spiral.

Darlene Herbert, 906 Woodlawn Road, Fairbanks – Ms. Herbert stated she did not have anything to say but that she had not been to a meeting in a while. She stated she does not smoke marijuana but that she is going to vote no on the ballot issue. She stated she will not vote to raise property taxes just because City employees want more money. Ms. Herbert stated if City employees want more money they need to find employment elsewhere, because the people already pay them enough. She stated if property taxes are raised, it will put hardships on City residents.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

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

Ms. Therrien pulled Resolution No. 4808 from the Consent Agenda.

Mr. Cleworth pulled Resolution No. 4811 from the Consent Agenda.

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

City Clerk Snider read the Consent Agenda, as Amended, into the record.

SPECIAL ORDERS

- a) The Fairbanks City Council heard interested citizens concerned with the following Marijuana License Application for Renewal:

Lic. #	DBA	License Type	Licensee	Premises Address
10958	Green Life Supply, LLC	Standard Marijuana Cultivation Facility	Green Life Supply, LLC	511 30th Avenue

Mr. Pruhs, seconded by **Ms. Therrien**, moved to WAIVE PROTEST on the Marijuana License Application for Renewal.

Manish Singh, 907 Terminal Street, Fairbanks – Mr. Singh stated he works for the FNSB in the Community Planning Department. He reported that Green Life Supply, LLC is not within any sensitive use buffer zones.

Scott Eickholt, 3321 Chetana Drive, Fairbanks – Mr. Eickholt stated he is the Business Manager for the Laborers' Union Local 942 and that the GoodSense owners have been good neighbors and wonderful to work with. He stated they have followed all the rules and have substantially improved the curb appeal of the property. He stated that he believes the same of the Green Life Supply owners and that he will be touring their facility soon. He spoke in support of the marijuana industry.

Frank Turney – Mr. Turney spoke in favor of the Green Life Supply license. He stated that he would like to see marijuana tax revenue dedicated to something specific, not just put into the General Fund.

Melissa Charlie, 150 Rhubarb Drive, Fairbanks – Ms. Charlie spoke on behalf of the Fairbanks Native Association (FNA) Board of Directors; she stated they oppose the renewal of the Green Life Supply cultivation license as well as the new retail store license. She stated the facility is too close to the Ralph Perdue Center, a treatment facility for Alaskans. She asked the Council to oppose the license.

Ms. Therrien asked if an FNA representative attended the Planning Commission meeting when the license was discussed. Ms. Charlie stated she did not know when a hearing took place or if there was a representative present at the time of the meeting. **Ms. Therrien** asked Ms. Charlie if she understood that the facility is outside of the required buffer zone. Ms. Charlie stated she understood but that a retail marijuana facility so close to the treatment facility would be detrimental to patients' sobriety.

Darlene Herbert – Ms. Herbert spoke against the renewal of the cultivation license for Green Life Supply and stated it is too close to a youth facility.

Nathan Davis, 511 30th Avenue, Fairbanks – Mr. Davis stated the Alcohol and Marijuana Control Office (AMCO) verified his buffer zones; he stated he has done nothing wrong and has invested his life savings into his marijuana facilities.

Ms. Therrien asked if any youth have tried to enter the facility; Mr. Davis replied that none had. He stated that neighbors have come to check his facility out, but folks from FNA have not.

Ms. Rogers asked Mr. Davis if anyone from the FNA Board had spoken with him about their concerns; Mr. Davis stated they had not.

Victor Buberger – Mr. Buberger stated his surprise that there is a cultivation facility in the old Chaz building. He stated he has dropped people off at the Perdue Center over the years and that alcohol is worse than marijuana.

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

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

YEAS: Cleworth, Pruhs, Rogers, Therrien

NAYS: Bagwill

ABSENT: Huntington

Mayor Matherly declared the MOTION CARRIED.

b) The Fairbanks City Council heard interested citizens concerned with the following Application for a New Retail Marijuana Store License:

Type: Retail Marijuana Store, License #11927

DBA: Green Life Supply, LLC

Licensee/Applicant: Green Life Supply, LLC

Physical Location: 511 30th Avenue, Fairbanks, Alaska

Mr. Pruhs, seconded by **Ms. Therrien**, moved to WAIVE PROTEST on the New Retail Marijuana Store License.

Manish Singh – Mr. Singh stated the retail marijuana store is not within any sensitive use areas for the FNSB and that he would be happy to answer any questions.

Ms. Therrien asked Mr. Singh if AMCO communicates with the Borough about sensitive use zones. Mr. Singh stated the State determines buffer zone distances by pedestrian path, not as the crow flies.

Frank Turney – Mr. Turney spoke in favor of the new retail license.

Darlene Herbert – Ms. Herbert stated that drugs being so close to the youth facility is wrong, and she encouraged the Council to vote against the license.

Scott Eickholt – Mr. Eickholt again stated that GoodSense, LLC has been a good neighbor to the Laborers' Union and that they have increased neighborhood security. He encouraged the Council to approve the Green Life Supply retail license because it is a much-needed revenue stream. He stated the microbreweries and other liquor establishments are not targeted like marijuana businesses are and that Green Life Supply should be allowed to operate.

Mr. Cleworth asked Mr. Eickholt if he was speaking on behalf of the Union or for himself. Mr. Eickholt stated that he has taken a position of support for the employees that the marijuana businesses have employed.

Charles Lincoln, 612 30th Avenue, Fairbanks – Mr. Lincoln stated he works at Advanced Printing Company, and he shared his concern about marijuana marketing being geared toward children. He asked whether edibles would be sold at the location.

Melissa Charlie – Ms. Charlie stated FNA opposes the retail location because it is too close to the treatment facility.

Nathan Davis – Mr. Davis stated his logo does not have a cannabis leaf on it and that he has been listed by AMCO to be one of the safest facilities in the state. He stated he has 100 security cameras monitoring the premises and accountability software that tracks exactly who things are sold to. He stated there would be no way for a minor to get their hands on his products.

Ms. Therrien asked Mr. Davis if he intends to sell edibles at his location. Mr. Davis reported he would sell baked goods.

Ms. Rogers asked if he would be selling gummy worms and other types of candy. Mr. Davis stated gummies worms and lollipops are not currently available in the State.

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

Ms. Therrien reported she has no concern that children would enter the location and try to buy candy; she indicated that she would support the license.

Ms. Rogers thanked Mr. Davis for giving his word that he would speak with his neighbor.

Mr. Cleworth stated he is concerned with the buffer zone issue because the State and the Borough have differing definitions for buffer zones.

Mr. Pruhs stated the business complies with all Borough and State regulations. He stated he went to Pakalolo earlier in the day to speak to the owner, and he had to show his identification in order to enter the facility. He reported Mr. Davis has been in business for a year with no incidents and that he does not think children will try to enter the building.

Mr. Bagwill stated there had been incidents at the establishment which are shown on the police call report, and he asked Chief Jewkes to speak to them. Chief Jewkes stated he did not bring his list but that he would look into it.

Mr. Davis stated he could speak to the two incidents. He stated that when he first bought the building they had to run off some people who were squatting in it. He stated that that someone broke into one of his employee's cars and stole some personal items, so it was reported as a theft. Chief Jewkes confirmed that was correct and that the other incident involved two males harassing a female in a wheelchair, but it was not related to the business.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO WAIVE PROTEST ON THE NEW RETAIL MARIJUANA STORE LICENSE AS FOLLOWS:

YEAS: Rogers, Therrien, Pruhs
NAYS: Bagwill, Cleworth
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly encouraged everyone to get out and vote in the upcoming Municipal Election. He reported he spoke with Marc Marlow about the Polaris Building and that he intends to have a Colorado-based company come in and remove all hazardous material from the building so he can restore it. **Mayor Matherly** introduced Mike Sanders and Scott Weiser; he asked them to come forward to give a report on the Housing & Homeless Coordinator efforts.

a) Housing & Homeless Coordinator Report

Housing & Homeless Coordinator Mike Sanders stated he has met his six month mark working with the City and that the Alaska Mental Health Trust Authority has decided fund the position for another year. He stated Mr. Weiser is an AmeriCorps VISTA volunteer who is here for the year and will help fill the VISTA position before he leaves. Mr. Sanders reported on the activities he has been involved with during the past six months. He stated he has been blessed to see all the programs receiving funding to continue work in the following year. He stated he has moved a day shelter up on the wish list that was given to him when he started with the City. Mr. Sanders stated he had hoped the old Reflections building could become a day shelter, but it burned down. He reported he is working with the JP Jones Community Center as a possible day shelter. He stated Mr. Weiser is in charge of finding programs that can be held during the day at the Center. He spoke to an upcoming housing event at the Westmark Hotel on December 6.

UNFINISHED BUSINESS

- a) Ordinance No. 6060 – An Ordinance to Provide a Stipend and Resolutions to Residents and Businesses with Drinking Water Contamination by Perfluorinated Compounds (PFCs). Introduced by Council Members Pruhs and Rogers. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Ms. Rogers**, moved to ADOPT Ordinance No. 6060.

Mr. Cleworth suggested letting the public testify before moving to amend the ordinance.

Mr. Pruhs stated the only difference between the two versions is the water stipend.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to SUBSTITUTE Ordinance No. 6060, as Amended (Proposed Substitute “A”) for Ordinance No. 6060.

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

Keith Hanneman, 1306 Polar Drive, Fairbanks – Mr. Hanneman stated he is speaking on the behalf of his mother who lives in the contaminated area, and he commended the City for getting clean water to the residents. He stated he did not like the language in the ordinance that states the City is providing a valuable real estate upgrade because it is the City’s fault the water is contaminated. He stated the stipend seems fair, but he does not agree with the part that absolves the City of any future real estate liability.

Tim Berg, 3536 Vian Way, Fairbanks – Mr. Berg stated the well that is attached to his house is over the contamination limit but that he hauls his own water. He stated he can turn two valves to use well water, but he chooses not to. He spoke to the various categories for properties listed in the ordinance and questioned which category his property may fall into. He suggested some changes to the ordinance that would make it easier for the public to read and understand.

Charles Cartier, 2770 Picket Place, Fairbanks – Mr. Cartier stated he is leasing a building on Picket Place that is between two buildings getting water installation; he asked that the building he is leasing be hooked up also.

Mr. Pruhs asked the level of contamination of Mr. Cartier's water, Mr. Cartier stated the latest reading was a 56, and **Mr. Pruhs** suggested he speak with City Engineer Jackson Fox.

Meredith Coats, 2546 Talkeetna Avenue, Fairbanks – Ms. Coats stated she has been a resident of Fairbanks for 66 years and that she has never attended any of the water contamination meetings. She asked why people are getting upset about getting water bills because they are getting free water. She stated City tax payers should not have to pay the bills for all of the residents of the contaminated area to get free water. She stated that she understands State funds have dried up but that there may be federal grant funds that could pay toward water connections.

Tom Benson, 3330 Holden Road, Fairbanks – Mr. Benson stated he has a house in the contaminated area but that he also has a vacant piece of land in the same area. He asked whether the City would hook his vacant property up to water if he chose to build a house on it. He stated the City should pay the Golden Heart Utilities (GHU) assessment if he chooses to build a house.

Linda Kirschner, 3455 Vian Way, Fairbanks – Ms. Kirschner echoed Mr. Benson's thoughts that the City should pay for the water hookup if the owner chooses to build a house on a vacant lot. She stated that if they decided to build on the property, they would drill a shallow well to have the water tested then make a claim to the City if the water was contaminated. She wondered if the City would still pay for the connection in that scenario.

Leonard Thiltgen, 2263 Bridgewater Drive, Fairbanks – Mr. Thiltgen stated he is concerned about the amount of money the City is going to give residents annually because he only paid \$1,073 dollars for the last 12 months of water service. He stated the City is giving way more than necessary on an annual basis for water service and should reconsider.

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

Mr. Pruhs asked City Engineer Jackson Fox to come forward to speak to the contamination issue. Mr. Fox stated that the late Fire Chief Warren Cummings tasked the Engineering Department with digging up the burn pit in 2014 and paving the parking lot because the pit had not been used since 2004. Mr. Fox stated they knew there may be some contamination so they tested the water and found petroleum and PFC contamination. Mr. Fox explained that the burn pit liner seems to have protected the ground underneath it, but the contamination was caused by contaminants that spilled or were sprayed out of the burn pit onto the surrounding gravel. **Mr. Pruhs** asked how many wells the Engineering Department has tested so far; Mr. Fox replied that

the City has tested over 160 wells to date. **Mr. Pruhs** asked how much money has been spent to date on the contamination; Mr. Fox replied that the City has spent over \$3 million. **Mr. Pruhs** asked how many homes the City is supplying water to; Mr. Fox replied that the City is connecting 40 homes to water service, and 20 of them are already completed. Mr. Fox stated the City has paid for water jug delivery to the affected homes for drinking and cooking. He stated that if the ordinance passes that there may be more people that come out to have their well tested because it allows for more testing. **Mr. Pruhs** asked how many houses he estimates the City will be hooking up in all; Mr. Fox stated that he would estimate 25 more homes more next summer. **Mr. Pruhs** asked the average cost per hookup; Mr. Fox stated it costs on average \$35,000 per home. **Mr. Pruhs** asked what the numeric contamination threshold is for hooking someone up to water service; Mr. Fox replied that it is 59.5; he stated that the City tests properties on a quarterly basis.

Ms. Therrien asked about people who have vacant lots who may choose to build someday. Mr. Fox stated that there is existing code requiring everyone inside City limits to be hooked up to public water if they are within 200 feet of a water main.

Ms. Rogers asked Mr. Fox to speak to other organizations who used the training facility. Mr. Fox stated many entities have used it, and City Attorney Paul Ewers is developing a list of users. **Ms. Rogers** asked if he has heard of anyone threatening lawsuits; Mr. Fox stated he has heard of several people discussing it.

Mr. Cleworth asked how much money he expects the claims and judgements to amount to and how much the City will need to recapture. Mr. Fox stated he did not know but that someone in Finance may know. Chief Financial Officer Carmen Randle stated her best estimation is \$4.2 million including all City claims. **Mr. Cleworth** stated he did not want to include the cost of claims—only the water service project.

Mr. Pruhs stated the City needs to limit its exposure to liability. He stated if people do not want to opt in, they do not have to.

Ms. Therrien asked Mr. Ewers how many claims has the City received; Mr. Ewers stated there have not been any lawsuits filed yet.

Mayor Matherly spoke to other entities' use of the burn pit. He stated that the City acted quickly to take care of the residents with contaminated water. He stated that he has spoken with Governor Walker about the contamination issue to get it on his radar. He stated the City did the right thing by taking care of affected residents as quickly as possible.

Mr. Cleworth asked if there are pending lawsuits nationwide against the manufacturer 3M. Mr. Ewers stated that there are lawsuits pending. **Mr. Cleworth** stated he believes that the City used the pit less than other entities, and others should also be held accountable. He expressed concern for City taxpayers having to front the money to cover the contamination. Mr. Ewers stated he is making efforts to contact other entities, but he doubts the City will see contributions from anyone before next spring.

Mr. Pruhs stated it took North Pole seven years to address their water contamination issue, and the City of Fairbanks did not find that acceptable.

Ms. Randle stated the estimated cost of the water contamination remediation is going to be \$3,099,000. **Mr. Cleworth** stated that would raise the mill rate for property taxes by 1.5%.

Ms. Rogers stated she wants to be fair to the taxpayers and to the residents affected by the contamination.

Mr. Cleworth, seconded by **Mr. Pruhs**, moved to AMEND Section 5 of Ordinance No. 6060, as Amended, so that it reads, “For Category 4 properties inside the City limits, the residents will be required to connect to the water main at their expense as already required by City Code.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6060, AS AMENDED, AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Bagwill, Cleworth

NAYS: None

ABSENT: Huntington

Mayor Matherly declared the MOTION CARRIED.

Ms. Therrien stated she spoke with Mr. Berrey, and he asked if he could put a well on his property in the future and not connect to public water.

Mr. Pruhs stated the ordinance is only about water connection, and it does not address his issue.

Ms. Therrien moved to AMEND Section 1 of Ordinance No. 6060, as Amended, by changing two years to five years and by changing the maximum amount from \$2,500 to \$6,250.

The motion FAILED for lack of a second.

Mr. Cleworth thanked everyone for working on the ordinance and stated that the issue is not good for anyone. He stated many agencies in the State used the training facility, but the City has had to take the lead to protect its residents. He stated he does not know the right dollar amount, but a line needs to be drawn in the sand. He stated the City needs to get other responsible parties on board to chip in and help with the water contamination issue.

Ms. Randle asked why the ordinance says “stipend” and “credit” in two different places. **Mr. Cleworth** stated it is a water service credit up to \$2,500.

Mr. Pruhs stated if a resident uses more than \$2,500, they will have to cover the additional cost.

Ms. Therrien, seconded by **Mr. Pruhs**, moved to AMEND Ordinance No. 6060, as Amended, by changing the word “credit” in Section 3 to “stipend.”

Ms. Randle asked whether the Finance Department would have to maintain the bills or whether the City would pay lump sum amounts. **Mr. Pruhs** questioned why the issues were not brought up previously.

Mayor Matherly stated it would be hard to monitor each household's monthly bill; **Mr. Pruhs** clarified that the intent would be for the City to prepay annually on behalf of residents. He indicated that he would agree to whatever is easiest for the Finance Department. Ms. Randle stated she would like ask College Utilities that any credits come back to the City at the end of the two years.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6060, AS AMENDED, BY CHANGING THE WORD "CREDIT" IN SECTION 3 TO "STIPEND" AS FOLLOWS:

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

Mayor Matherly declared the MOTION CARRIED.

Council Members discussed whether to give the full \$2,500 water service stipend to residents or whether to allow *up to* \$2,500 and take back any unused amounts.

Ms. Therrien, seconded by **Mr. Pruhs**, moved to AMEND Section 1 of Ordinance No. 6060, as Amended, by replacing the words "not to exceed" with "of."

Ms. Therrien, with the concurrence of the Second, moved to AMEND the motion by also striking "over the next two years" and "for those two years" from Section 1 of Ordinance No. 6060, as Amended.

Mayor Matherly called for objection to AMENDING the motion to amend, and hearing none, so ORDERED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND SECTION 1 OF ORDINANCE NO. 6060, AS AMENDED, BY REPLACING THE WORDS "NOT TO EXCEED" WITH "OF" AND BY STRIKING "OVER THE NEXT TWO YEARS" AND "FOR THOSE TWO YEARS" AS FOLLOWS:

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

Mayor Matherly declared the MOTION CARRIED.

Ms. Therrien stated she will vote no on the ordinance because she believes the stipend should be higher.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6060, AS AMENDED, AS FOLLOWS:

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

Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6060, as Amended, ADOPTED.

- b) Ordinance No. 6061 – An Ordinance Amending Fairbanks General Code Section 70-321 Regarding Responsibility for Removal of Snow and Ice from Sidewalks and Moving Snow from Private Property onto a Street or Sidewalk. Introduced by Mayor Matherly. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Mr. Cleworth**, moved to ADOPT Ordinance No. 6061.

Frank Turney – Mr. Turney reported he has been doing snow removal downtown for several years, and he complained that nobody enforces residents to clear their sidewalks. He stated he would rather see a community service consequence than a fine for putting snow in the street. He spoke to sidewalks downtown being neglected by local businesses.

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

Public Works Director Jeff Jacobson explained the process the ordinance will create in order to enforce snow removal from residents' sidewalks. He explained that there were many issues that came up during the past winter, and he hopes the ordinance is a solution. He stated that if a citizen places their snow in the street or does not clear their sidewalk, the ordinance allows the City to remove it and send a bill for the service. He explained that if the resident does it a second time, a \$200 citation may be issued.

Mr. Cleworth stated there used to be a fine in the Code relating to snow removal; Mr. Ewers stated the fine was in the City's Schedule of Fees and Charges for Services, which is not a proper place for a fine. **Mr. Cleworth** stated he does not want Public Works to clear snow from private lots; he stated that it is the owner's responsibility. He expressed concern that owners are not promptly removing snow from private property. He suggested postponing the vote on Ordinance No. 6061 until later in the meeting so that City staff could draft some language regarding prompt snow removal by those in control of private premises.

Mr. Cleworth, seconded by **Ms. Therrien**, moved to POSTPONE Ordinance No. 6061 until after Council Members' comments.

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

Mayor Matherly stated he may have indicated earlier that people would be able to speak to another version of Ordinance No. 6060 at a separate time. Because of that, **Mayor Matherly** asked the Council if they would like to reopen the issue and hear from others in the audience.

Mr. Cleworth, seconded by **Ms. Therrien**, moved to SUSPEND THE RULES to allow for public comment on Ordinance No. 6060.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION SUSPEND THE RULES TO ALLOW FOR PUBLIC COMMENT ON ORDINANCE NO. 6060B, AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Bagwill, Cleworth
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED by five affirmative votes.

Mr. Bagwill, seconded by **Mr. Pruhs**, moved to REOPEN PUBLIC COMMENT on Ordinance No. 6060.

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

Frank Turney – Mr. Turney was confused about the topic open for public hearing.

Mayor Matherly clarified that the hearing is in regard to Ordinance No. 6060. Mr. Turney stated that he is happy the residents are getting just compensation and that he would hate to see what the lawsuits look like.

Curt McDonald, 2463 Hill Road, Fairbanks – Mr. McDonald stated he lost three dogs to cancer from tumors on their spleen, so he hooked up to the public water system 12 years ago. He stated that some residents will be willing to work with the City in cost-saving efforts.

Terry Reeves, 1731 Bridgewater Drive, Fairbanks – Mr. Reeves stated he would like to get his six-plex hooked up to public water, but he has not reached the contamination level yet. He stated a contractor told him it would cost \$18,000 to hook it up but that he has no money to pay for it. He asked if there was any way for him to get hooked up while the line is being laid.

Mr. Pruhs asked Mr. Reeves for his phone number, and Mr. Reeves provided it to him.

Mr. Cleworth asked Mr. Reeves how much the contractor said it would cost to hook his property up to public water; Mr. Reeves replied that the contractor's estimate was \$18,000.

David Berrey, 3174 Davis Road, Fairbanks – Mr. Berrey stated the Council is working under false assumptions by comparing the FTC water contamination to the contamination in North Pole. He pointed out some of the differences between the two contamination issues. He spoke to being made whole and stated that nothing the Council has discussed will make him whole. Mr. Berrey stated he did not appreciate Mr. Pruhs saying he is getting a property upgrade with the water hookup because it was the City that destroyed the water he had. He stated he did not want to go to court, but he will if the City does not make him whole.

Charles Cartier – Mr. Cartier asked that his house on Pickett Place be considered for water hookup due to the contamination issues in his area.

Mr. Pruhs asked for Mr. Cartier's phone number, and Mr. Cartier provided it to him.

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

NEW BUSINESS

- a) Resolution No. 4808 – A Resolution Amending the City Schedule of Fees and Charges for Services Relating to Snow Removal. Introduced by Mayor Matherly.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE Resolution No. 4808.

Ms. Therrien stated she thinks Resolution No. 4808 is related to Ordinance No. 6061 and should be discussed after the ordinance is addressed.

Mr. Pruhs, with the concurrence of the Second, WITHDREW the motion to approve Resolution No. 4808.

Mayor Matherly called for objection to addressing Ordinance No. 6061 at the beginning of New Business instead of after Council Members' Comments, and hearing none, so ORDERED.

The motion to ADOPT Ordinance No. 6061 was made by Mr. Pruhs and seconded by Mr. Cleworth earlier in the meeting.

Attorney Ewers distributed a proposed amendment to Ordinance No. 6061, Sec. 70-321(d). He stated there was also a typo in the word "Charges" that was corrected. Clerk Snider read the proposed language into the record.

Ms. Therrien, seconded by **Mr. Bagwill**, moved to AMEND Ordinance No. 6061 by replacing the existing language in subsection (d) with the proposed language that was distributed.

Mr. Cleworth asked Mr. Ewers to speak to the changes; Mr. Ewers stated it allows for a \$200 fee to be issued to residents who do not comply with snow removal requirements.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND ORDINANCE NO. 6061 BY REPLACING THE EXISTING LANGUAGE IN SUBSECTION (d) WITH THE PROPOSED LANGUAGE THAT WAS DISTRIBUTED AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Bagwill, Cleworth
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6061, AS AMENDED, AS FOLLOWS:

YEAS: Rogers, Bagwill, Therrien, Pruhs, Cleworth
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6061, as Amended, ADOPTED.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to APPROVE Resolution No. 4808.

Ms. Therrien stated that she pulled the resolution because she knew some language would have to be changed; Mr. Jacobson suggested some changes to the City's Schedule of Fees and Charges for Services that concurred with the changes made to Ordinance No. 6061, as Amended.

Ms. Therrien, seconded by **Mr. Cleworth**, moved to AMEND the Schedule of Fees and Charges for Services attached to Resolution No. 4808 by adding the words "failure to remove from" before the word "sidewalk" in the first line under Topic and by striking the words "who moved snow" in the first line under Description.

Ms. Rogers spoke to some contradictory statements in the resolution; Mr. Jacobson provided clarification.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND THE SCHEDULE OF FEES AND CHARGES FOR SERVICES ATTACHED TO RESOLUTION NO. 4808 BY ADDING THE WORDS "FAILURE TO REMOVE FROM" BEFORE THE WORD "SIDEWALK" IN THE FIRST LINE UNDER TOPIC AND BY STRIKING THE WORDS "WHO MOVED SNOW" IN THE FIRST LINE UNDER DESCRIPTION AS FOLLOWS:

YEAS: Rogers, Bagwill, Therrien, Pruhs, Cleworth
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED.

A ROLL CALL VOTE WAS TAKEN TO APPROVE RESOLUTION NO. 4808, AS AMENDED, AS FOLLOWS:

YEAS: Bagwill, Cleworth, Rogers, Therrien, Pruhs
NAYS: None
ABSENT: Huntington
Mayor Matherly declared the MOTION CARRIED and Resolution No. 4808, as Amended, APPROVED.

- b) Resolution No. 4809 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Alaska Highway Safety Office for FFY2018 DUI Traffic Enforcement Unit. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- c) Resolution No. 4810 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Alaska Division of Homeland Security for the FFY2017 Emergency Management Performance Grant. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

- d) Resolution No. 4811 – A Resolution Authorizing the City of Fairbanks to Accept Funds from the Alaska Division of Homeland Security for the FFY2017 State Homeland Security Program. Introduced by Mayor Matherly.

Mr. Cleworth, seconded by **Mr. Pruhs** moved to APPROVE Resolution No. 4811.

Mr. Cleworth stated that he thinks accepting the funds is a good thing for the City.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION NO. 4811 AS FOLLOWS:

YEAS: Pruhs, Therrien, Cleworth, Bagwill, Rogers

NAYS: None

ABSENT: Huntington

Mayor Matherly declared the MOTION CARRIED.

- e) Ordinance No. 6062 – An Ordinance Amending Fairbanks General Code Sec. 2-119 Order of Business; Sec. 2-121 Speaking, Recognition; and Sec. 2-122 Voting. Introduced by Mayor Matherly and Council Member Bagwill.

ADVANCED on the CONSENT AGENDA.

DISCUSSION ITEMS

- a) Committee Reports

FMATS Policy Committee – **Mr. Cleworth** stated a decision was made at the last meeting that FMATS will become fully independent of the City. He stated there will be a 7:00 a.m. meeting to discuss a transition plan.

Fairbanks Diversity Council (FDC) – **Mayor Matherly** stated the FDC met and discussed its parameters and what it should be sending out to the public. **Ms. Rogers** added that the FDC sub-committees are plugging along and are meeting regularly to get things done.

COMMUNICATIONS TO COUNCIL

- a) Chena Riverfront Commission Meeting Minutes of July 12, 2017

ACCEPTED on the CONSENT AGENDA.

- b) Board of Plumber Examiner Meeting Minutes of June 20, 2017

ACCEPTED on the CONSENT AGENDA.

- c) Reappointments to the Board of Plumber Examiners

APPROVED on the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS

Mr. Bagwill encouraged everyone to get out and vote in the Municipal Election. He stated it has been a long meeting but a good one. He thanked residents for coming out to speak during public testimony. He stated that someone accused the Council of going off halfcocked and that he did not think it was a fair statement; he commented that the Council does care.

Ms. Rogers thanked everyone for coming out to testify because hearing citizens' comments is an important part of being a Council Member. She stated she did not like the comment about the Council operating under false data because the Engineering Department and Mr. Pruhs have done diligent work. She stated sometimes the meetings can be lengthy but that she is hopeful all that was discussed helps the community.

Ms. Therrien reminded everyone to vote in the Municipal Election. She stated she spoke with an ambulance driver who reported that Cowles Street near the hospital is in dire need of repair. She stated she would like a report on when it would be fixed. **Mayor Matherly** stated he would speak with staff.

Mr. Pruhs commended Mr. Buberger and Ms. Herbert for staying through the lengthy meeting. He welcomed Ms. Snider back from vacation and spoke to how well the Clerk's Office operated while she was out. He thanked those who testified and worked on the contamination issue.

Mr. Cleworth read aloud a letter a local property owner gave to him regarding a change to a fire prevention equipment property tax exemption from the FNSB. He stated he was not aware of that particular exemption and asked Mr. Ewers if he could speak to it. Mr. Ewers stated he was not aware of the exemption.

Mr. Pruhs stated he will be working with Senator Coghill's office on the exemption and there will be more information to come. He stated that the exemption would allow business owners to claim a property exemption if they have an approved fire suppression system installed.

Mr. Cleworth questioned why it is costing the City so much money to hook up each household to water service. He stated that he would like a clearer explanation to provide to constituents.

CITY CLERK'S REPORT

- a) Approval of Election Judges for the 2017 Municipal Election.

APPROVED on the CONSENT AGENDA.

Ms. Snider reported that early voting will remain open in the Clerk's Office until 5:00 p.m. the day before the Municipal Election.

Mr. Pruhs, seconded by **Ms. Therrien**, moved to ENTER Executive Session for the purpose of discussing Gavora, Inc. v. City of Fairbanks 4FA-16-01898CI: Settlement Proposals.

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

Mayor Matherly called for a brief recess.

EXECUTIVE SESSION

a) Gavora, Inc. v. City of Fairbanks 4FA-16-01898Cl: Settlement Proposals

The City Council met in Executive Session to discuss Gavora, Inc. v. City of Fairbanks 4FA-16-01898Cl: Settlement Proposals. Direction was given to the legal team, and no action was taken.

ADJOURNMENT

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

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

Mayor Matherly declared the meeting adjourned at 11:42 p.m.

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



FAIRBANKS CITY COUNCIL
REGULAR MEETING MINUTES, OCTOBER 9, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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

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

Absent: None

Also Present: Paul Ewers, City Attorney
D. Danyielle Snider, City Clerk
Jeff Jacobson, Public Works Director
Mike Meeks, Chief of Staff
Stephanie Johnson, Dispatch Center Manager
Christina Rowlett, HR Admin
Angela Foster-Snow, HR Director
Eric Jewkes, Police Chief
Jackson Fox, City Engineer
Ron Templeton, Deputy Fire Chief
Mike Sanders, Housing & Homeless Coordinator

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 asked Mr. Cleworth to lead the Flag Salutation.

Mayor Matherly introduced the students interning at City Hall: Will Gottmeyer in Engineering, Shana Mattson in the Housing & Homeless Coordinator's Office, and Gwendolyn Daniels and Calista Elzey in the Human Resources Department.

CITIZEN'S COMMENTS

Krista Major, 907 Terminal Street, Fairbanks – Ms. Major stated that she is representing the Fairbanks North Star Borough (FNSB). She stated the Downtown Fairbanks Kickoff event was a success with great participation. She stated there will be another community meeting in January

after the feedback is thoroughly reviewed. Ms. Major stated the Borough will host a Procurement Vendor Fair on October 27 from 8 a.m. – 1 p.m. She stated Borough offices will be closed on October 18 in observance of Alaska Day.

Anna Nelson, 2545 Livingston Loop, Fairbanks – Ms. Nelson stated she is the Executive Director of the Interior AIDS Association and that they were awarded \$400,000 by a State grant to help with opioid treatment. She stated the program also helps to prevent overdose deaths for those without insurance. She stated case managers will work together with other organizations to help prevent the spread of AIDS among drug users. Ms. Nelson thanked Ms. Rogers for all the help she provided during the grant writing process.

Mayor Matherly stated he will be speaking later in the week at an opioid workshop, and he shared that the Fairbanks Police Department (FPD) has installed a takeback box for unused medication. He encouraged everyone to use it.

Mr. Cleworth asked if the grant process was competitive; Ms. Nelson stated that there were not enough proposals to make it very competitive but that two grants were awarded.

Ms. Rogers asked Ms. Nelson to elaborate on the strength of the grant; Ms. Nelson stated the proposal was very strong, and the group has united other groups and coalitions to spread the word on who to call if help is needed.

Christian Hood, 2101 Charlijo Loop, Fairbanks – Ms. Hood stated that the last time she attended a Council meeting the Council waived protest of her retail marijuana license. She reported they had a successful opening. She stated they held a First Friday event and donated 5% of the sales to the Stone Soup Café. She thanked the Council for the opportunity to give back.

Mr. Pruhs thanked Ms. Hood for the honor of introducing herself to him at a function a few nights earlier. He stated he admires what she does for the community.

Sam Hachey, 2008 Perkins Drive, Fairbanks – Mr. Hachey stated he is the representative for Tanana Herb Company, a marijuana cultivation facility. He stated he is thankful to be able to provide a service to the community and to generate tax revenue and jobs. He stated he has submitted an application to the State to move to a larger building, and he shared his excitement for the expansion.

Dave Berrey, 3174 Davis Road, Fairbanks – Mr. Berrey stated he just returned from Washington D.C. where he met with Senators Lisa Murkowski and Dan Sullivan and their staff. He stated he was able to work with the Environmental Defense Fund to network. He encouraged the City to work with the State and residents to alleviate the contamination problems. Mr. Berrey stated the Senators were very receptive, and they are anxious and willing to help. He stated they would like to identify funds so the City of Fairbanks does not have to shoulder the entire cost. He thanked the City for stepping up to the plate but stated that he believes it is shortsighted for the City to turn someone's water off because they refuse to sign the water stipend agreement. He stated that he was promised to be made whole at the July 10 Council Meeting, and he requested that the meeting minutes from that meeting be amended to reflect the "made whole" statement.

Ms. Therrien asked Mr. Berrey to clarify what the Senators said about financial help. Mr. Berrey started he does not know exactly what they can do but that they were very receptive. He mentioned the use of the facility by the federal government.

Michael Farrell, P.O. Box 83327, Fairbanks- Mr. Farrell stated the traffic on Lacey Street is hindered by the large dumpsters in the parking lot at the Co-op Market; he stated eventually someone is going to get hurt. He spoke to a handout he provided to the Council which was an excerpt from a 1984 book by George Orwell. He spoke to the Fairbanks Economic Development Corporation (FEDC) Form 990 handouts he provided, and he questioned whether City bed tax dollars should be funding that organization.

Maria Patricia, Fairbanks (no address provided) – Ms. Patricia spoke to a 2009 report produced by the U.S. Department of Homeland Security titled, “Rightwing Extremism: Current Economic and Political Climate Fueling Resurgence in Radicalization and Recruitment.” She stated that the report was generated by the U.S. government to deter and prevent terrorist attacks and is an effort to influence domestic, public opinion. Ms. Patricia read aloud portions of the report. She stated that active, conservative groups who lobby and protest government are a terrorist threat in the eyes of the federal government.

Mr. Cleworth asked for the date of the report; Ms. Patricia replied it is dated April 7, 2009.

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney celebrated the outcome of the vote on the local citizens’ initiative which allowed cannabis businesses to remain legal. He spoke against mind-altering drugs being given to children in order to correct behavior. He spoke against the ballot question that would have raised citizens’ property taxes. Mr. Turney stated Arlette Eagle-Lavelle knew that the Polaris Building was a mess when started her downtown business and that she should stop whining about the dead pigeons. He spoke against the City garnishing people’s dividend checks for not paying for City garbage collection.

Laurel Sliney, 500 Ketchikan Avenue, Fairbanks – Ms. Sliney stated that residents spoke loudly on the ballot issue regarding property taxes and that the Council and Mayor need to stop taking from residents. She stated all she hears about from the Council is that they need to find more revenue and that they need to look for more revenue sources. She stated the City should not have to pay electrician wages to employees who collect garbage and drive trucks. She suggested getting rid of garbage collection altogether and eliminating that department. She stated her road looks like a map of the moon with all the potholes, and something needs to be done about it.

Mr. Cleworth asked if the potholes are on Ketchikan Avenue; Ms. Sliney replied that E Street is the real problem.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger expressed thanks for the turnout at the October 4 election and shared his hope that it would continue in the future. He complained about the new speed humps around the City and stated that they should install temporary ones like the ones at the Tanana Valley Clinic. He stated it would create a tremendous cost savings to the City if they used those instead.

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

APPROVAL OF AGENDA AND CONSENT AGENDA

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to APPROVE the Agenda and Consent Agenda.

Mr. Cleworth pulled the Memo Regarding Change Orders from the Consent Agenda.

City Attorney Ewers stated that the Executive Session for Gavora, Inc. v. City of Fairbanks, 4FA-16-01898CI: Offers of Judgement should be rescheduled to the next City Council Meeting.

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

City Clerk Snider read the Consent Agenda, as Amended, into the record.

SPECIAL ORDERS

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

Type: Restaurant/Eating Place, License #4831
DBA: Irashai Japanese Restaurant
Applicant: 2GIRO, Inc.
419 Merhar Avenue, Ste. B, Fairbanks
From: Wasabi Bay Restaurant/Soon Teack Park
1448 Cushman Street, Fairbanks

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

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

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

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

Mayor Matherly declared the MOTION CARRIED.

MAYOR'S COMMENTS AND REPORT

Mayor Matherly thanked the public for coming out in droves to vote in the local election, and he thanked the City Clerk's Office for the hard work they put into it. He stated he will be speaking at an opioid conference later in the week and shared the importance of the issue to Alaskans. He encouraged everyone to use the prescription drop off box at FPD. He stated that Halloween is coming up and encouraged everyone to watch out for kids.

UNFINISHED BUSINESS

- a) Ordinance No. 6062 – An Ordinance Amending Fairbanks General Code Sec. 2-119 Order of Business; Sec. 2-121 Speaking, Recognition; and Sec. 2-122 Voting. Introduced by Mayor Matherly and Council Member Bagwill. SECOND READING AND PUBLIC HEARING.

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to ADOPT Ordinance No. 6062.

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to SUBSTITUTE Ordinance No. 6062, as Amended, for Ordinance No. 6062.

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

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney stated the Mayor is trying to stifle free speech by moving citizens comments to later in the meeting and that the ordinance smells bad.

Victor Buberger, P.O. Box 58192, Fairbanks – Mr. Buberger stated that the Council should look around the room and realize that most of the people who came to testify have already left. He spoke against changing the order of the meeting.

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

Mayor Matherly stated that he has had many complaints from people who have come to a Council meeting to speak to a specific agenda item, but they left before the agenda item came up because public testimony was so long. He stated dealing with City business is just as important as hearing citizens' comments.

Mr. Cleworth, seconded by **Ms. Rogers**, moved to AMEND Sec. 2-119(a)(5) of Ordinance No. 6062, as Amended, by rewording it to read, "Citizens' comments on consent agenda items up to 8 p.m. (testimony limited to five minutes). If comments do not utilize the entire allocated time, then public comments on any item not up for public hearing will be heard until 8:00 p.m."

Ms. Huntington stated it was her understanding that the ordinance was designed to allow for Council members' comments to be closer to citizens comments on the agenda.

Ms. Therrien stated she thinks allowing for an hour of public comment at the beginning of the meeting will lead to confusion and unfairness to citizens who come to testify.

Mr. Pruhs spoke to the time limits that other organizations allow; he stated that they do not offer additional time to speak. He stated citizens get five minutes for public testimony, and the Council is very liberal with giving extra time. He stated that splitting public testimony is not necessary.

Mr. Bagwill stated the Council is there to help run the City, so business should be handled first. He stated it is important that citizens have a time to speak, but meetings are not called "Citizens'

Comment” meetings for a reason. He stated people who want to testify on an ordinance or resolution should not have to wait so long to get to City business.

Mayor Matherly echoed Mr. Bagwill’s thoughts and stated the Council will never do away with Citizens’ Comments; he clarified he only wants to change the order of business.

Ms. Huntington stated she likes the intent of the ordinance and that she has heard community members express frustration about the Council’s inability to respond immediately to items addressed during Citizens’ Comments. She stated she thought moving Citizens’ Comments closer to Council Members’ Comments will keep the items a citizen wants addressed fresh in the Councils’ minds.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND SEC. 2-119(a)(5) OF ORDINANCE NO. 6062, AS AMENDED, BY REWORDING IT TO READ, “CITIZENS’ COMMENTS ON CONSENT AGENDA ITEMS UP TO 8 P.M. (TESTIMONY LIMITED TO FIVE MINUTES). IF COMMENTS DO NOT UTILIZE THE ENTIRE ALLOCATED TIME, THEN PUBLIC COMMENTS ON ANY ITEM NOT UP FOR PUBLIC HEARING WILL BE HEARD UNTIL 8:00 P.M.” AS FOLLOWS:

YEAS: Cleworth
NAYS: Rogers, Bagwill, Therrien, Pruhs, Huntington
Mayor Matherly declared the MOTION FAILED.

Mr. Cleworth, seconded by **Mr. Pruhs**, moved to AMEND Sec. 2-119(g) of Ordinance No. 6062, as Amended, by adding “other than during public hearing” after “...a staff report at any time...”

Mr. Cleworth, with the concurrence of the Second, moved to AMEND the motion to amend by changing “public hearing” to “citizens’ comments.” There was no objection to the motion to amend the amendment.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND SEC. 2-119(g) OF ORDINANCE NO. 6062, AS AMENDED, BY ADDING “OTHER THAN DURING CITIZENS’ COMMENTS” AFTER “...A STAFF REPORT AT ANY TIME...” AS FOLLOWS:

YEAS: Pruhs, Therrien, Huntington, Cleworth, Bagwill, Rogers
NAYS: None
Mayor Matherly declared the MOTION CARRIED.

Mr. Cleworth stated Citizens’ Comments is a time for the public to testify on anything they want and still get home at a decent time. He stated nobody will know when to testify if Citizens’ Comments are moved later into the meeting.

Ms. Rogers stated it is important to allow citizens to comment and that it makes sense to have Citizens’ Comments and Council Members’ Comments closer to each other.

Mr. Cleworth, seconded by **Ms. Huntington**, moved to POSTPONE Ordinance No. 6062, as Amended, to the next Regular Council Meeting.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO POSTPONE ORDINANCE NO. 6062, AS AMENDED, TO THE NEXT REGULAR COUNCIL MEETING AS FOLLOWS:

YEAS: Rogers, Huntington, Cleworth
NAYS: Therrien, Pruhs, Bagwill, Matherly
Mayor Matherly declared the MOTION FAILED.

Mr. Pruhs stated the intent is to prioritize City business while allowing people time for public comment. He stated that the Council always allows additional time.

Ms. Rogers stated she agrees with Mr. Pruhs and that the Council historically has been very generous with giving extra testimony time to anyone who needs it.

Ms. Huntington thanked Mr. Cleworth for always being conscious of people's time and for respecting their right to have a voice. She stated she could hear the sincerity in each Council Member's voice in wanting to accommodate citizens.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE NO. 6062, AS AMENDED, AS FOLLOWS:

YEAS: Therrien, Rogers, Pruhs, Bagwill, Huntington
NAYS: Cleworth
Mayor Matherly declared the MOTION CARRIED and Ordinance No. 6062, as Amended, ADOPTED.

NEW BUSINESS

- a) Resolution No. 4812 – A Resolution Authorizing the City of Fairbanks to Apply for Funds from the Alaska Division of Homeland Security for the FFY2017 Pre-Disaster Mitigation Grant Program. Introduced by Mayor Matherly.

PASSED and APPROVED on the CONSENT AGENDA.

DISCUSSION ITEMS

- a) Committee Reports

FMATS Policy Committee – **Mr. Cleworth** stated there was a special FMATS meeting where members discussed the future direction of FMATS. He stated they are seeking to become autonomous and he briefly spoke to the conflicts between their bylaws and the memorandum of agreement they signed.

Ms. Therrien asked whether FMATS would still be housed in City Hall. **Mr. Cleworth** stated that the City can still house them but that all four involved organizations need to bring something to the table to help cover personnel costs. He stated DOT, the City of North Pole, and the City of Fairbanks have all helped out, but it is not clear if the Borough is contributing. He added that it has been a controversial topic for years.

COMMUNICATIONS TO COUNCIL

a) Memo Regarding Change Orders to Hilton/1st Ave. and Gateway Projects

Mr. Pruhs, seconded by **Mr. Bagwill**, moved to APPROVE the Memo Regarding Change Orders to Hilton/1st Avenue and Gateway Projects.

Mr. Cleworth asked City Engineer Jackson Fox came forward to provide a staff report. Mr. Fox spoke to the change orders that were made to correct some drainage and sidewalks as well as the installation of speed humps.

Mr. Cleworth asked about the funding source for the speed humps; Mr. Fox replied that the Finance Department would know for sure but that he thought it came from a road maintenance account. **Mr. Cleworth** asked City Attorney Paul Ewers whether the Council should have approved the \$45,000 change order prior to the work being done; Mr. Ewers replied affirmatively. Mr. Fox stated the changes were approved through the Finance Department and the Purchasing Agent. **Mr. Cleworth** spoke of his dislike for speed humps.

Mr. Pruhs asked when the speed humps were installed; Mr. Fox stated they were done in August. **Mr. Pruhs** asked Mr. Fox if he has received any complaints about them, Mr. Fox stated he has received numerous thanks for putting them in. **Mr. Pruhs** stated that he believes the speed humps are necessary for safety on the street being discussed.

Ms. Therrien asked Mr. Fox if he was required to lump all of the items together or if he could have done a variety of smaller change orders. Mr. Fox stated he did not draft the memo; he stated it was written by the Finance Department and signed by him. **Ms. Therrien** stated it could have been brought to the Council broken into several different change orders.

Ms. Rogers stated that since the funds were in a pre-approved maintenance account she does not see any issue with the change orders.

Mr. Cleworth stated the City Council needs to be aware of change orders prior to the work being complete because they need to be a part of the process.

Ms. Rogers stated she understands Mr. Cleworth's concern, but she knows Mr. Fox to be a knowledgeable employee that regularly agonizes over every dollar spent. She stated she would rather recognize his qualities and not take a standpoint of mistrust.

Mr. Cleworth stated he did not know how 17th Avenue got speed humps but that they cannot just drop speed humps in every neighborhood; he stated it is too expensive. He stated that spending \$3,000 per speed hump is not right during a time where the City is counting pennies. **Mr. Cleworth** stated Public Works has to maintain the speed humps, and if they are hiring temporary snow removal crews they may not know where the humps and could hit them.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MEMO REGARDING CHANGE ORDERS TO HILTON/1ST AVENUE AND GATEWAY PROJECTS AS FOLLOWS:

YEAS: Bagwill, Rogers, Huntington, Therrien, Pruhs
NAYS: Cleworth
Mayor Matherly declared the MOTION CARRIED.

- b) Clay Street Cemetery Commission Meeting Minutes of August 2, 2017

ACCEPTED on the CONSENT AGENDA.

- c) Clay Street Cemetery Commission Meeting Minutes of September 6, 2017

ACCEPTED on the CONSENT AGENDA.

- d) Fairbanks Diversity Council Meeting Minutes of August 8, 2017

ACCEPTED on the CONSENT AGENDA.

- e) Appointment to the Public Safety Commission

APPROVED on the CONSENT AGENDA.

COUNCIL MEMBERS' COMMENTS

Ms. Huntington acknowledged that the State recognized Indigenous People's Day on Columbus Day and that she is proud of her Athabascan heritage. She stated she is looking forward to trying out the new order of business at the next Council meeting. She thanked the Council for having patience with her attending telephonically.

Ms. Rogers shared that she was pleased with the increased voter turnout for the municipal elections. She stated the Council serves all of those who voted, not just those who are on a particular side of an issue. She stated that they also represent people who did not vote and asked that they be kept in mind. **Ms. Rogers** thanked everyone for the wonderful discussions during the meeting, and she stated that she values different opinions and diverse conversations.

Ms. Therrien, in regard to earlier discussion on opioids, stated that she took the least amount of prescription drugs that she could when she got her meniscus repaired. She asked Clerk Snider what the total voter turnout percentage was. Clerk Snider replied that absentee and questioned ballots have not yet been counted but that she estimates the City's 2017 voter turnout will be between 24% and 25%. **Ms. Therrien** thanked the News Miner for the good reporting they did throughout the election process.

Mr. Pruhs recognized FPD and Fire Department staff over the busy Permanent Fund Dividend (PFD) weekend. He stated he looks forward to seeing the Mayor's 2018 proposed budget.

Mr. Cleworth thanked Clerk Snider for the memo she provided to the Council, and he stated that the decline in citation revenue is alarming. He stated two citizens reported that an information sign is blocking a stop sign at the corner of Cushman and 7th Avenue. He asked Public Works to take a look at it.

Mr. Bagwill stated the voters have spoken, and now it is time to get busy with work that needs to be done. He stated he read that a person can get addicted to opioids in 3 days and that he has seen prescription drugs kill people and tear families apart. He stated he understands Mr. Berrey's frustration but that he does not know if there is a way to make residents in the water contamination area "whole."

Mr. Pruhs, seconded by **Ms. Therrien**, moved to go into Executive Session for the purpose of discussing IBEW Labor Negotiations.

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

Mayor Matherly called for a brief recess.

EXECUTIVE SESSION

a) IBEW Labor Negotiations

The City Council met in Executive Session to discuss IBEW labor negotiations. Direction was given to the negotiating team, and no action was taken.

ADJOURNMENT

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

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

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

JIM MATHERLY, MAYOR

ATTEST:

D. DANYIELLE SNIDER, CMC, CITY CLERK

Transcribed by: EB



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715

Fax (907)459-6710

MEMORANDUM

TO: Mayor Jim Matherly and City Council Members

FROM: D. Danyielle Snider, CMC, City Clerk



SUBJECT: Liquor License Renewal

DATE: January 3, 2018

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

Lic. #	DBA	License Type	Licensee	Premises Address
3489	Arctic Fox Bar	Beverage Dispensary	Arctic Fox Bar, LLC	623 Old Steese Highway

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

Per the Council's request, the Police Department has included a call report for the location (attached); however, Chief Jewkes is not recommending a protest for the renewal.

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

CITY OF FAIRBANKS PUBLIC SAFETY

ARCTIC FOX BAR 623 OLD STEESE HWY

11/26/2016 - 11/26/2017

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	11/23/2017 21:58	DUI - PARKED -	623 OLD STEESE HWY	O16	NRP	11/23/2017 22:23:17
	11/09/2017 08:58	OFFICER ADVICE	623 OLD STEESE HWY	DESK	NRP	11/09/2017 09:37:06
	11/04/2017 02:08	NUISANCE - BRAVO	623 OLD STEESE HWY	O3	NRP	11/04/2017 02:42:43
	10/28/2017 04:12	INCAPACITATED	623 OLD STEESE HWY	O3	NRP	10/28/2017 04:44:21
	10/21/2017 05:41	INCAPACITATED	623 OLD STEESE HWY	O35	NRP	10/21/2017 06:05:56
	10/09/2017 20:14	REDDI	623 OLD STEESE HWY	S10	NRP	10/09/2017 20:41:56
17003440	10/06/2017 20:30	SI - FOLLOW-UP	623 OLD STEESE HWY	O30	RPT	10/06/2017 21:20:56
17003440	10/04/2017 18:52	SI - FOLLOW-UP	623 OLD STEESE HWY	O30	RPT	10/04/2017 19:05:16
17003440	10/04/2017 14:38	ASSAULT - BRAVO	623 OLD STEESE HWY	O30	RPT	10/04/2017 17:49:46
17003272	09/25/2017 17:22	SUPPLEMENTAL-	623 OLD STEESE HWY	O5	RPT	09/28/2017 00:51:41
17003305	09/24/2017 04:34	SUSPICIOUS VEHICLE	623 OLD STEESE HWY	O35	RPT	09/24/2017 05:33:06
17003272	09/21/2017 00:24	VIOLATION OF CRT	623 OLD STEESE HWY	O5	RPT	09/21/2017 05:26:36
	08/27/2017 03:31	INCAPACITATED	623 OLD STEESE HWY	O35	NRP	08/27/2017 04:07:21
	08/19/2017 03:43	INCAPACITATED	623 OLD STEESE HWY	O16	NRP	08/19/2017 03:44:26
	07/22/2017 00:45	SI - BAR CHECK	623 OLD STEESE HWY	O29	NRP	07/22/2017 00:56:02
	07/22/2017 00:04	SI - BAR CHECK	623 OLD STEESE HWY	S9	NRP	07/22/2017 00:06:46
	07/19/2017 23:57	DRUGS - SALE -	623 OLD STEESE HWY	L6	NRP	07/20/2017 00:31:17
	06/30/2017 00:16	REDDI	623 OLD STEESE HWY	O3	NRP	06/30/2017 00:30:56
	06/25/2017 03:43	INCAPACITATED	623 OLD STEESE HWY	O16	NRP	06/25/2017 05:16:17
	06/15/2017 22:59	SUSPICIOUS PERSON	623 OLD STEESE HWY	O3	NRP	06/15/2017 23:55:16
	05/18/2017 13:45	DV - VERBAL -	623 OLD STEESE HWY	O39	NRP	05/18/2017 14:53:26
	05/13/2017 02:55	SI - FIELD CONTACT	623 OLD STEESE HWY	O3	NRP	05/13/2017 03:03:02
17001456	05/06/2017 02:16	REDDI	623 OLD STEESE HWY	O32	RPT	05/06/2017 03:50:11
17001387	04/30/2017 03:27	SHOTS FIRE - DELTA	623 OLD STEESE HWY	O16	RPT	04/30/2017 07:35:16
	04/22/2017 03:37	REDDI	623 OLD STEESE HWY	O16	NRP	04/22/2017 03:51:36
	04/15/2017 17:35	REDDI	623 OLD STEESE HWY	O4	NRP	04/15/2017 18:27:24
	04/06/2017 01:47	DUI - BRAVO	623 OLD STEESE HWY	O30	NRP	04/06/2017 02:15:12
	04/05/2017 21:59	REDDI	623 OLD STEESE HWY	DESK	NRP	04/05/2017 22:31:12
17001058	04/03/2017 22:27	SUSP	623 OLD STEESE HWY	O4	RPT	04/03/2017 22:51:37
	03/25/2017 02:15	DUI - PARKED -	623 OLD STEESE HWY	O32	NRP	03/25/2017 02:25:23
	03/18/2017 03:53	DISTURBANCE -	623 OLD STEESE HWY	O17	NRP	03/18/2017 04:01:16
17000860	03/17/2017 21:46	REDDI	623 OLD STEESE HWY	O32	RPT	03/18/2017 00:00:56
	03/17/2017 20:25	DISTURBANCE -	623 OLD STEESE HWY	S1	NRP	03/17/2017 20:56:31
	03/16/2017 02:02	DISTURBANCE -	623 OLD STEESE HWY	O16	NRP	03/16/2017 02:17:36
	03/06/2017 04:42	SI - FOLLOW-UP	623 OLD STEESE HWY	O39	NRP	03/06/2017 04:48:26
	02/06/2017 00:08	SI - AOA	623 OLD STEESE HWY	O16	NRP	02/06/2017 00:15:10
	01/22/2017 03:34	DISTURBANCE -	623 OLD STEESE HWY	O39	NRP	01/22/2017 03:49:52
	01/20/2017 01:21	DUI - BRAVO	623 OLD STEESE HWY	O32	NRP	01/20/2017 02:09:11
17000162	01/16/2017 07:10	BURGLARY - BRAVO	623 OLD STEESE HWY	O26	RPT	01/16/2017 09:21:27
	01/15/2017 00:09	SI - BAR CHECK	623 OLD STEESE HWY	O35	NRP	01/15/2017 00:20:16
	12/11/2016 02:50	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	12/11/2016 03:02:16


Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	12/10/2016 02:25	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	12/10/2016 02:45:16
	12/04/2016 01:57	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	12/04/2016 02:10:01
	12/03/2016 01:58	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	12/03/2016 02:05:01
	12/03/2016 01:40	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	12/03/2016 01:52:19
	11/27/2016 01:11	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	11/27/2016 01:20:03
	11/26/2016 02:21	SI - BAR CHECK	623 OLD STEESE HWY	O30	NRP	11/26/2016 02:36:29

Total Number of Events Listed: 47

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly and City Council Members
FROM: D. Danyielle Snider, CMC, City Clerk 
SUBJECT: Application for New Standard Marijuana Cultivation Facility License
DATE: January 3, 2018

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

License #: 14467
License Type: **Standard Marijuana Cultivation Facility**
D.B.A.: Tanana Herb Company, LLC
Licensee/Applicant: Tanana Herb Company, LLC
Physical Location: 1200 Well Street, Fairbanks Alaska

Pursuant to 3 AAC 306.060, the Council must determine whether or not to protest the marijuana license action after holding a public hearing.

This application for a new license will be advertised in the Fairbanks Daily News Miner on January 5, 2018, and a notice of the date, time and place of the public hearing has been mailed to all property owners within 500 feet of the proposed marijuana establishment.

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



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

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

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 12/06/2017

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION - NEW CULTIVATION LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 12/06/2017 (60 DAY DUE DATE 02/02/2018)

DATE RESPONSE DUE: 01/02/2018 for City Council Meeting of 01/08/2018

License #: 14467
 License Type: Standard Marijuana Cultivation Facility
 D.B.A.: Tanana Herb Company, LLC
 Licensee/Applicant: Tanana Herb Company, LLC
 Physical Location: 1200 Well Street, Fairbanks, Alaska

Corp/LLC Agent:	Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Tanana Herb Company, LLC Leslea Nunley, Agent	PO Box 81772 Fairbanks, AK 99708	907-388-8023	03/15/2016 - Alaska	Yes

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Leslea Nunley	PO Box 81772 Fairbanks, AK 99708	907-388-8023	Member / 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST
REASONS: Protest recommended until the Certificate of Occupancy is issued.

DEPARTMENT SIGNEE: James N. Styers / James N. Styers
 (Signature) (Printed Name)



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

(907)459-6715

Fax (907)459-6710

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 12/06/2017

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – NEW CULTIVATION LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 12/06/2017 (60 DAY DUE DATE 02/02/2018)

DATE RESPONSE DUE: 01/02/2018 for City Council Meeting of 01/08/2018

License #: 14467
License Type: Standard Marijuana Cultivation Facility
D.B.A.: Tanana Herb Company, LLC
Licensee/Applicant: Tanana Herb Company, LLC
Physical Location: 1200 Well Street, Fairbanks, Alaska

Corp/LLC Agent:	Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Tanana Herb Company, LLC Leslea Nunley, Agent	PO Box 81772 Fairbanks, AK 99708	907-388-8023	03/15/2016 – Alaska	Yes

Member/Officer/Director:	Address	Phone	Title/Shares (%)
Leslea Nunley	PO Box 81772 Fairbanks, AK 99708	907-388-8023	Member / 100%

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST REASONS: UNTIL CERTIFICATE OF OCCUPANCY IS ISSUED


DEPARTMENT SIGNEE:

CLEMENS M. CLOOTEN
(Printed Name)

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



M E M O R A N D U M

TO: City of Fairbanks Council
FROM: Kellen D. Spillman, AICP 
Deputy Director, Community Planning
DATE: December 15, 2017
SUBJECT: Tanana Herb Company, LLC – Standard Cultivation License #14467

A “marijuana cultivation facility, indoor unlimited” is a listed permitted use in the Heavy Industrial (HI) zoning district pursuant to FNSBC 18.76.020.A.9. Zoning permit #17888 was issued to use a 49,993 square foot existing building for a commercial marijuana cultivation establishment.

FNSBC 18.96.240.A.3 addresses buffer distances for commercial marijuana establishments. Buffer distances are measured from the “nearest public entrance of a commercial marijuana establishment” to the “outer boundaries of school buildings, including outdoor school facilities where students are regularly found”; the “outer boundaries of playgrounds”; the “lot line of a lot in a residential zone”; and to the “principal building containing other uses listed in subsections (A)(3)(a) through (c)” of FNSBC 18.96.240.A.3, in accordance with FNSBC 18.96.240.A.3.d.

The proposed marijuana establishment is not located within any known sensitive use buffers listed in FNSBC 18.96.240.A.3. Please see the attached proximity and zoning map, which identifies for reference the following known sensitive uses outside the required buffers:

- Schools are located approximately 900 feet to the southeast and 1,450 feet to the east, meeting the required 500 foot buffer
- A vocational school is located approximately 1,400 feet to the east, meeting the required 200 foot buffer
- Residential zones are located approximately 650 feet to the south and 1,200 feet to the east, meeting the required 100 foot buffer



Fairbanks North Star Borough Generic Report

PAN# 0544078

Printed on: 12/12/2017

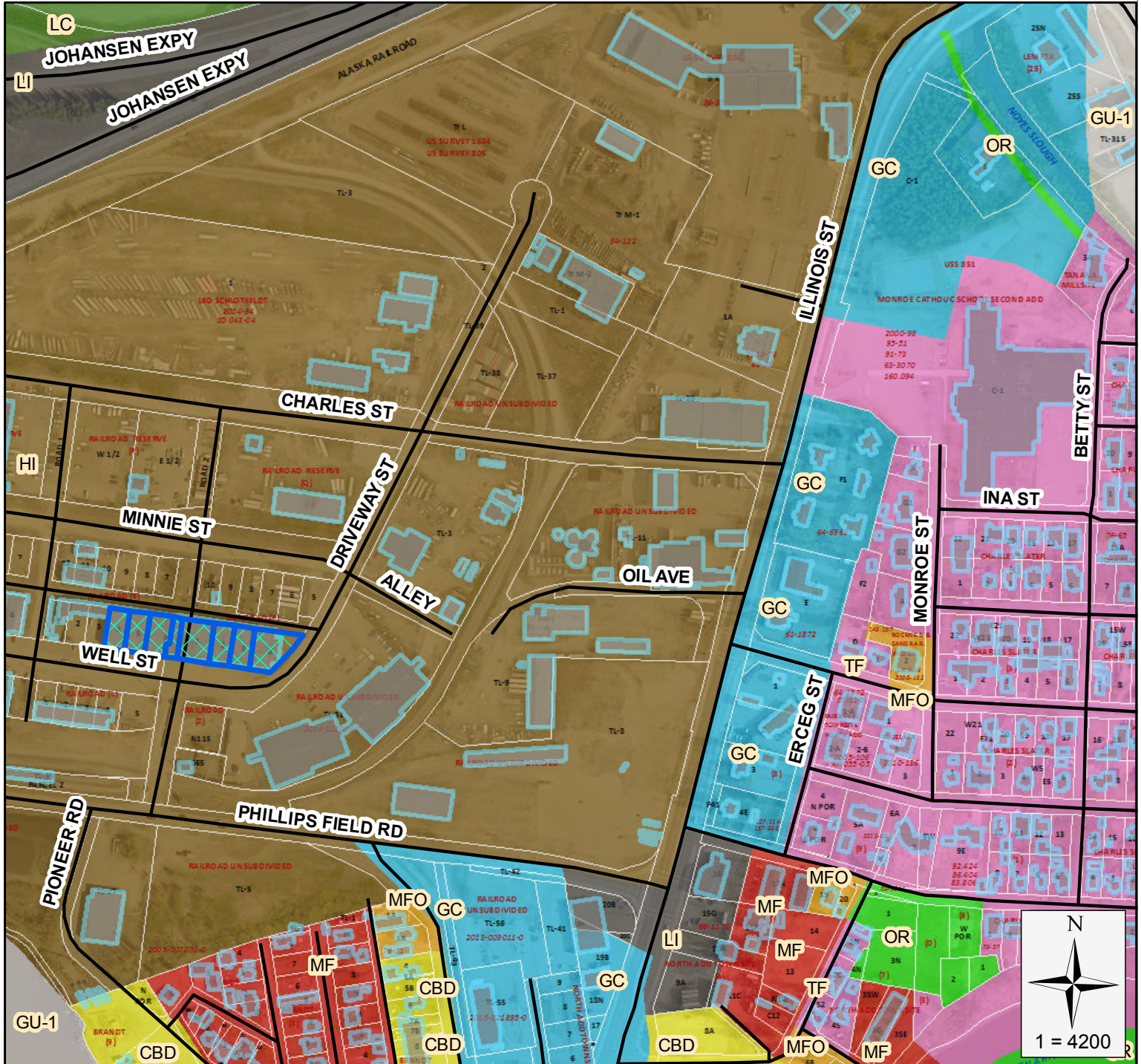


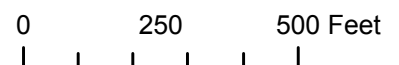
Image courtesy of: Pictometry

Property Information for PAN#: 0544078

PROPERTY DESCRIPTION: RAILROAD, BLOCK: E, LOT: UMB03
 OWNER: Alaska Railroad Corporation, Bear Electric Inc
 SITUS ADDRESS: 1200 Well St
 ZONING: Heavy Industrial (HI)
 COMMUNITY PLANNING PERMITS:
 Zoning: 17888

Proximity and Zoning Map
Tanana Herb Company, LLC
Marijuana License - New - #14467
Standard Cultivation Facility

Zoning	
	Tanana Herb Company, LLC
	Building Outlines (2012)
	CBD
	GC
	GU-1
	HI
	LC
	LI
	MF
	MFO
	OR
	TF





Fairbanks North Star Borough

Generic Report

PAN# 0544078

Printed on: 12/12/2017

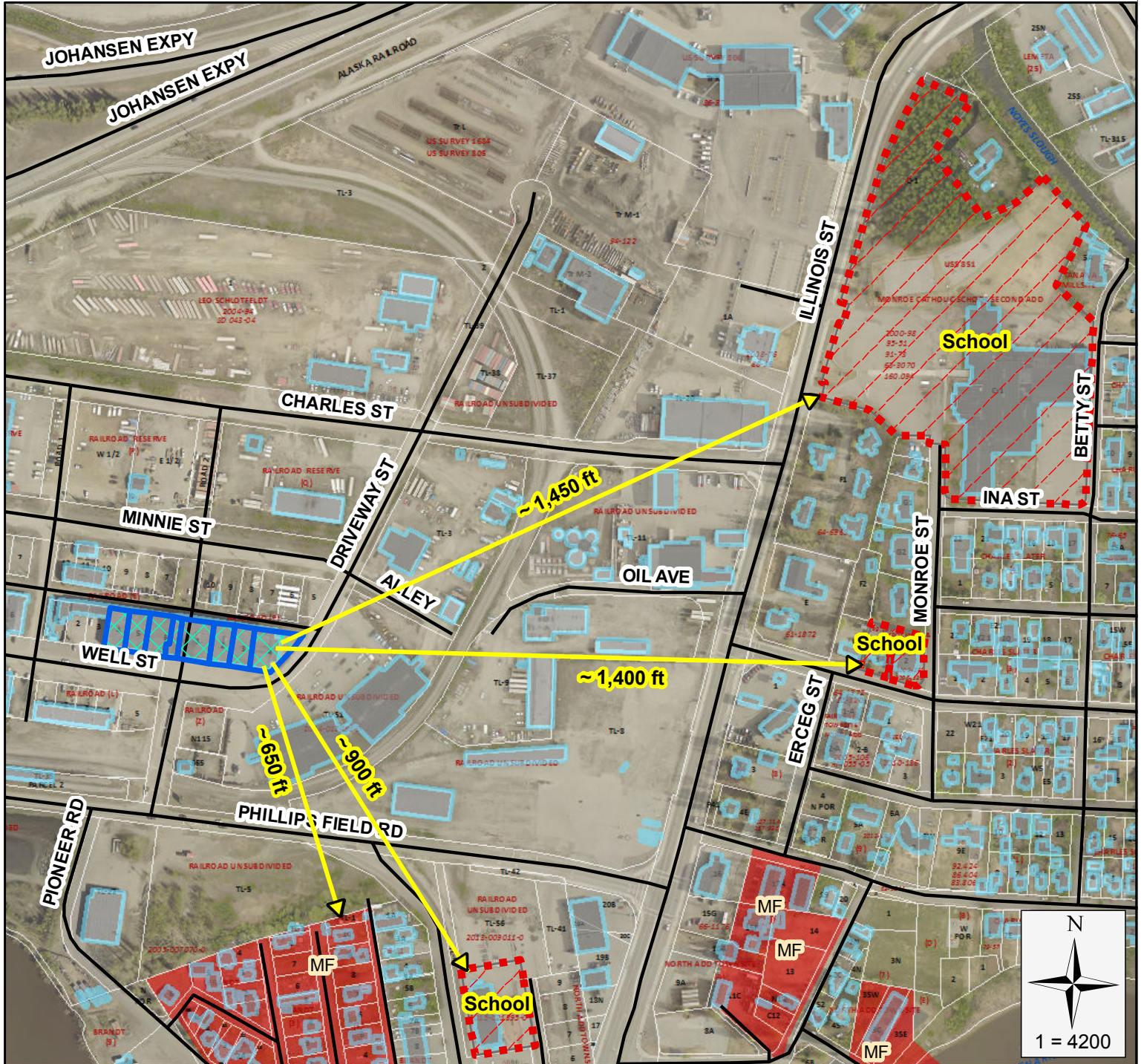


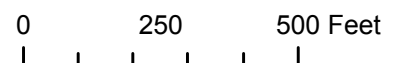
Image courtesy of: Pictometry

Property Information for PAN#: 0544078

PROPERTY DESCRIPTION: RAILROAD, BLOCK: E, LOT: UMB03
 OWNER: Alaska Railroad Corporation, Bear Electric Inc
 SITUS ADDRESS: 1200 Well St
 ZONING: Heavy Industrial (HI)
 COMMUNITY PLANNING PERMITS:
 Zoning: 17888

- Tanana Herb Company, LLC
- Parcels selection
- Sensitive Use
- Building Outlines (2012)
- MF

Sensitive Use Map
Tanana Herb Company, LLC
Marijuana License - New - #14467
Standard Cultivation Facility





Fairbanks North Star Borough Department of Community Planning

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

Zoning Permit Number: **17888**

Phone: (907) 459-1260

Fax: (907) 459-1255

planning@co.fairbanks.ak.us

General Information

Date: 12/14/2017

Applicant: NUNLEY LESLEA

Business Name: TANANA HERB COMPANY LLC

Telephone:

Cell Phone:

Email: tananaherbcompany@gmail.com

Mailing Address: PO BOX 81772, FAIRBANKS AK 99708

Property Owner: ALASKA RAILROAD CORPORATION

Property Description: 0043672 2004 T/R ASSEMBLED NOW KNOWN AS
0043702 2008 T/R ASSEMBLED NOW KNOWN AS
0544078 UMB03 BLOCK E RAILROAD
0544086 2004 T/R ASSEMBLED NOW KNOWN AS
0544094 2008 T/R ASSEMBLED NOW KNOWN AS
0544108 2004 T/R ASSEMBLED NOW KNOWN AS
0544116 2004 T/R ASSEMBLED NOW KNOWN AS
0544124 2004 T/R ASSEMBLED NOW KNOWN AS

Site Address: 1200 WELL ST

Existing Use: Industrial Structure: Warehouses

Proposed Use: Commercial Structure: Marijuana cultivation facility, indoor unlimited

Dwelling Units: 0	New: 0	Existing: 0	Building Type: Principal
Building Height: 28	(feet)		
Stories: 2			
Total Area of Structure: 49,993 SF	New: 0 SF	Existing: 49,993 SF	
Lot Size: 99,732 SF 49,806 SF			

Notes: Updated 12/14/17 - revised building square footage to 49,993 sq. ft. The lease area for this use is within a larger parcel, described in the provided lease document and an unrecorded plat for the "Fairbanks Terminal Reserve Depot & Leasing Area." Adequate parking meeting FNSBC 18.96.060 is available in the leased area for 6 employees. If additional employees are added to the use, additional off-street parking may be required.

All signage must meet the requirements listed in FNSBC 18.96.070.

The existing structure does not appear to meet front-yard setback requirements (FNSBC 18.72.030)

Please check with the City of Fairbanks for any permit requirements.

Conditions:

Zoning Specifications

Existing Zone: HI (100%)

Flood Zone: X PROTECTED BY LEVEE (100%)

Minimum Lot Size: 0

Floodplain Permit Required: No

Front Yard Req: 10

FNSB Driveway Permit Required: No

Side Yard Req: 0

Road Service Area Name: NONE

Rear Yard Req: 0

Parking Spaces Req: 4

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

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

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

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

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

Reasons: Marijuana cultivation facility, indoor unlimited meets Title 18 requirements

Permit Approval: Approved



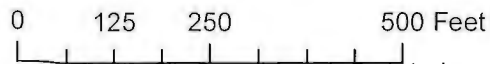
Zoning Official: Wasinger, S



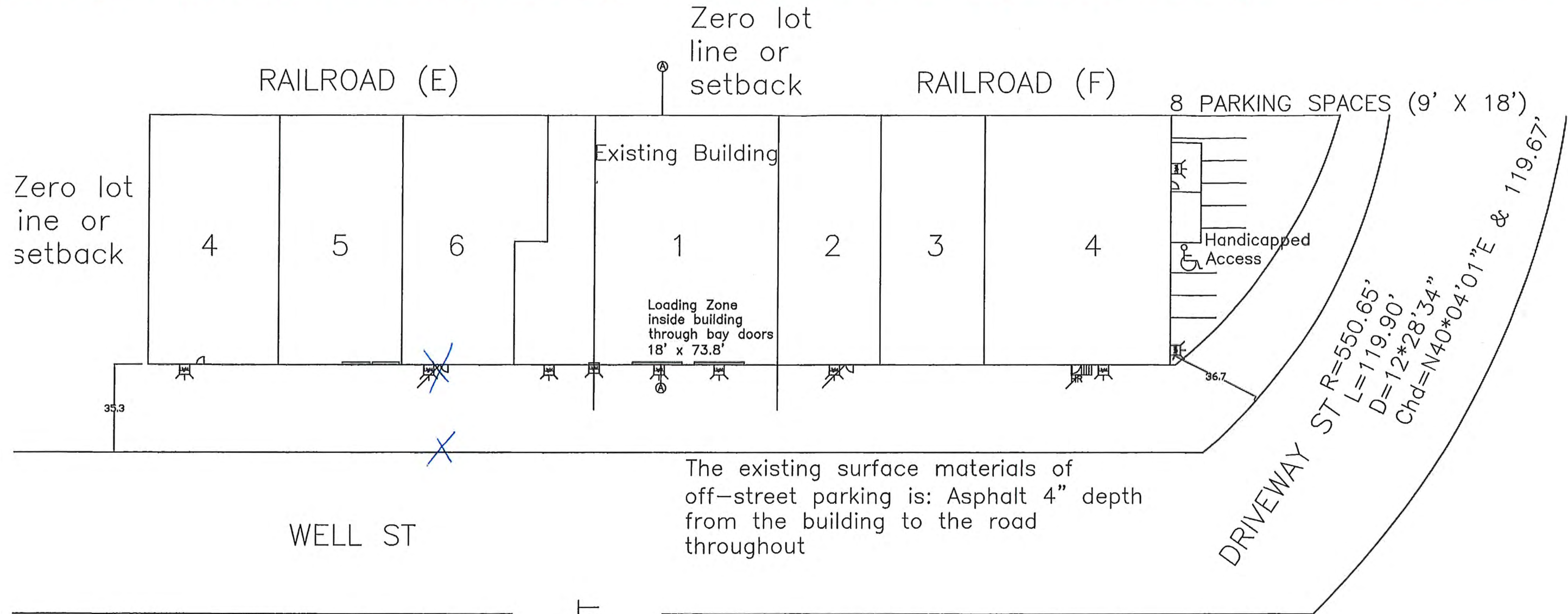
Date



1 inch = 250 feet



12/14/17 review of building square footage by Alex Bettisworth of CEDR Design revises full building square footage to Ground Floor Square Footage = 41,256 and Mezzanine Square Footage = 8717 for a total of 49,993 square feet. Building dimensions are 412.56' x 100'



The existing surface materials of off-street parking is: Asphalt 4" depth from the building to the road throughout

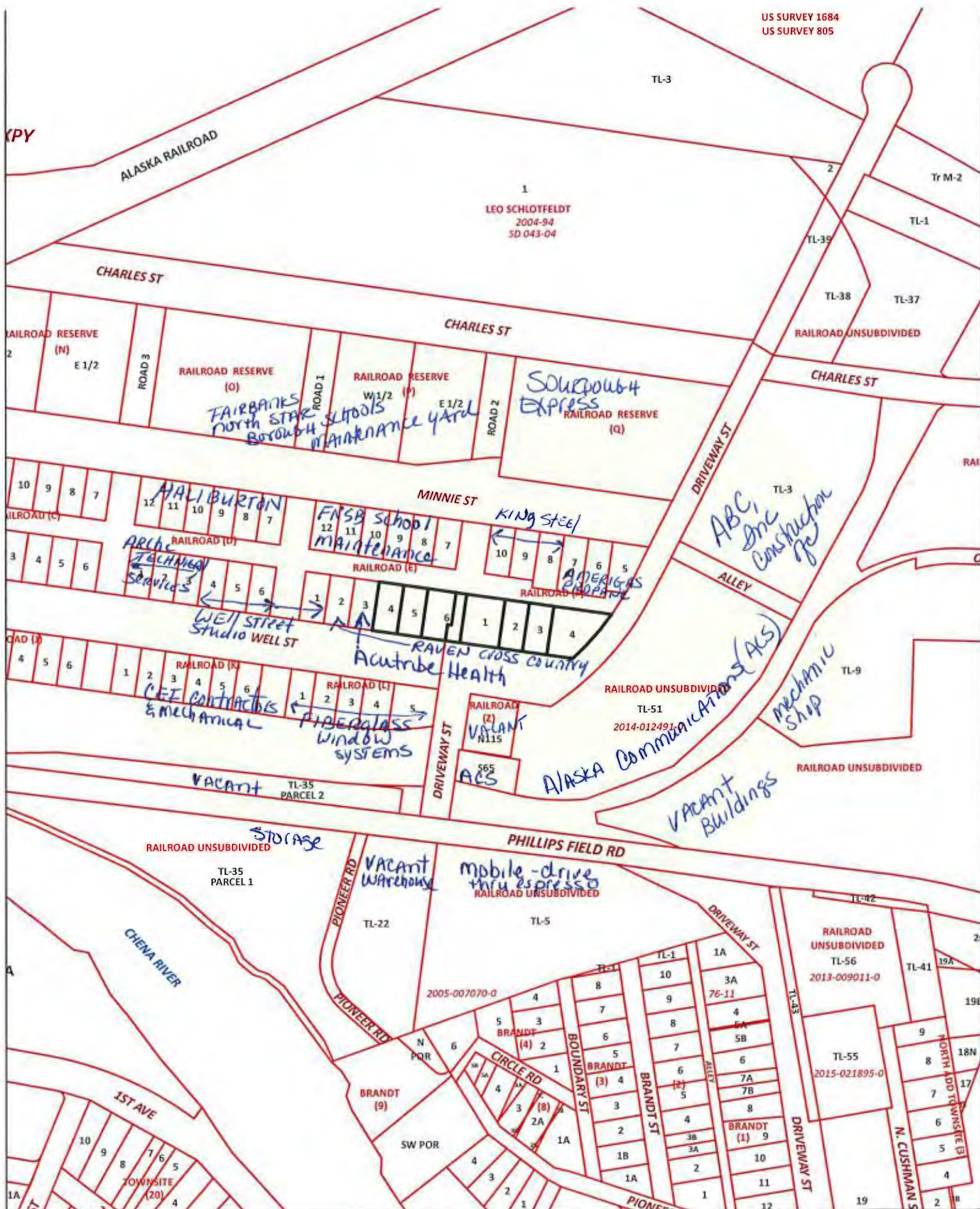
DRAWING AND SCALE BASED ON PRINTING 11' X 17" SIZE PAPER

North
Scale 1:40

DRIVEWAY ST

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
 Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
 Proposed use Plot Plan
 Marijuana Cultivation Facility Indoor Unlimited
 Space rented and used for cultivation
 Overall MAX height of exterior walls is 28'

Comm. Planning Dept
REVISED DEC 14 2017 SW
DATE _____ **RECEIVED**

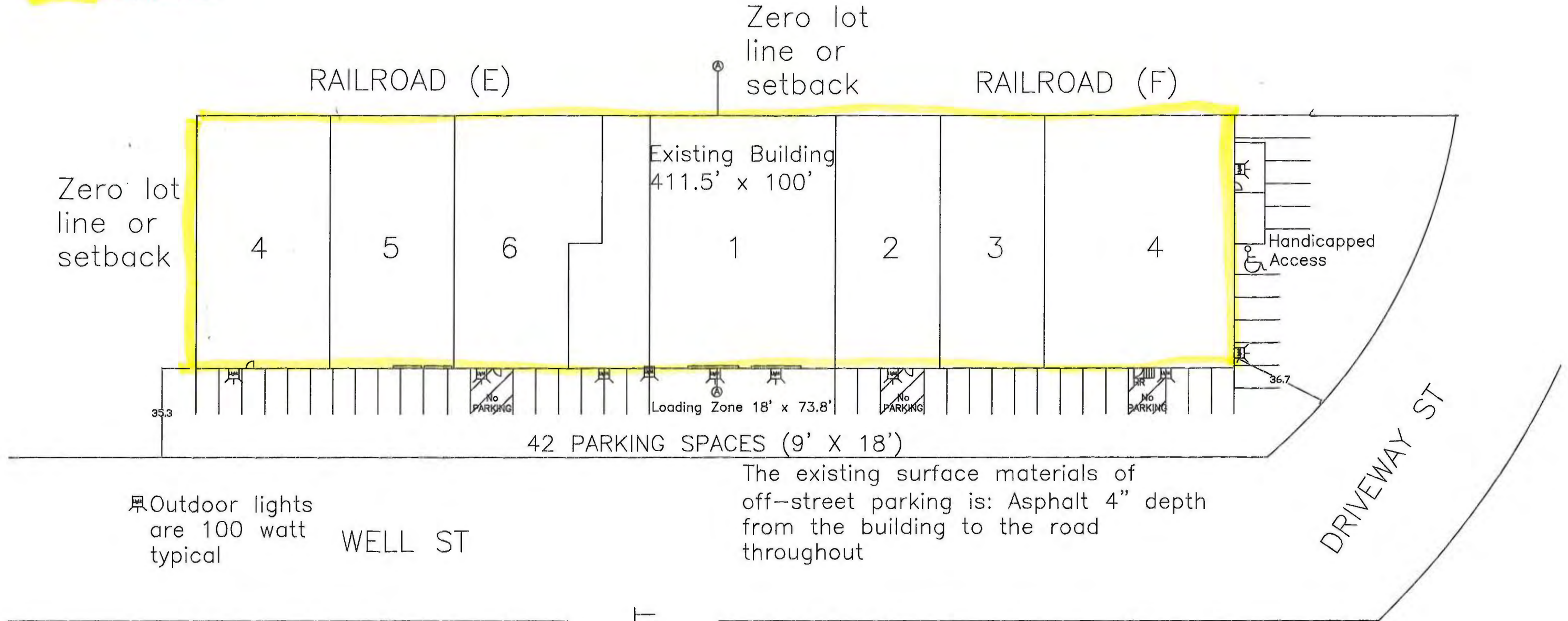


1 inch = 250 feet

0 125 250 500 Feet



restricted Access



Outdoor lights are 100 watt typical

WELL ST

The existing surface materials of off-street parking is: Asphalt 4" depth from the building to the road throughout

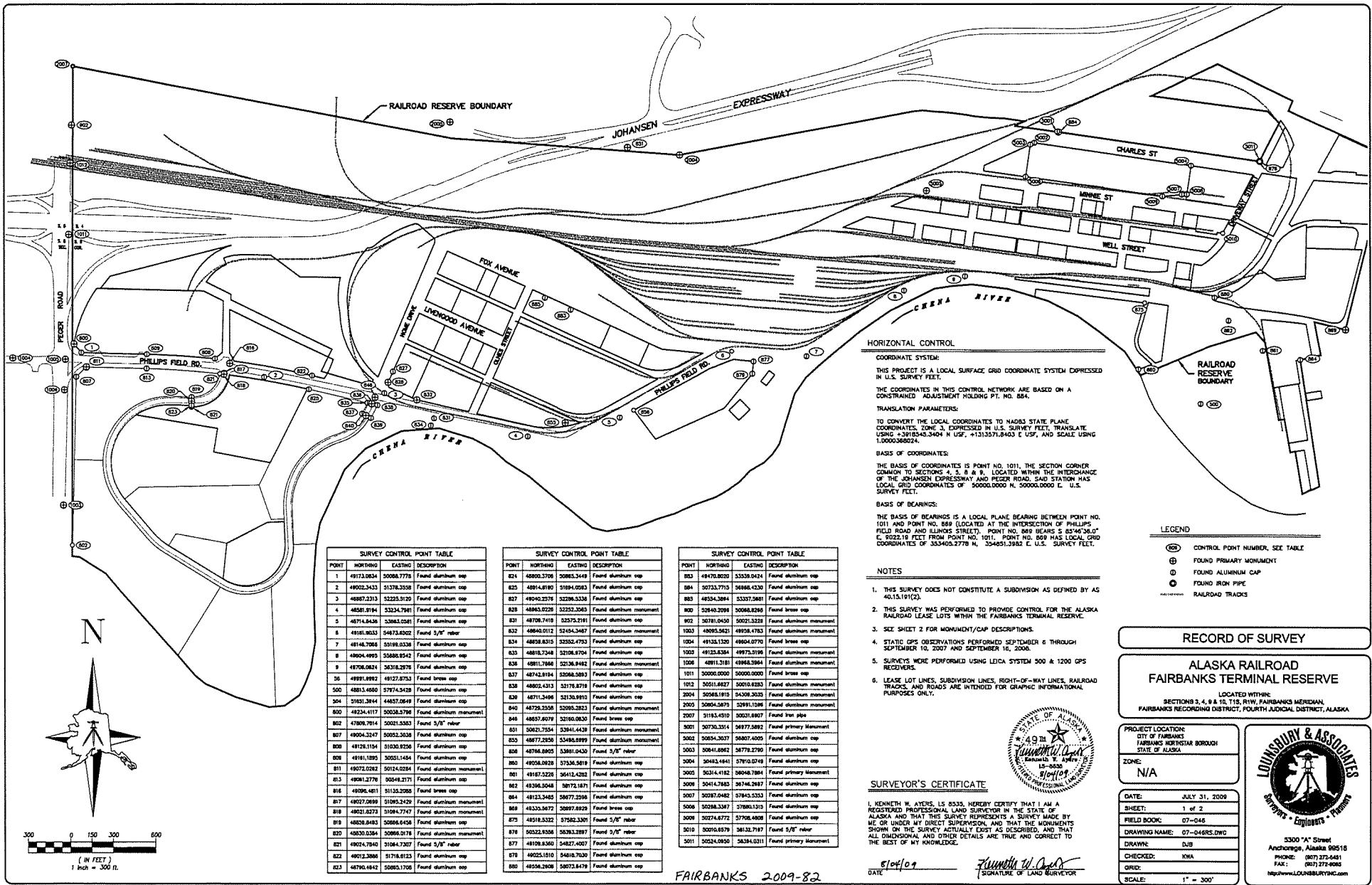
DRIVEWAY ST

DRIVEWAY ST

DRAWING AND SCALE BASED ON PRINTING 11' X 17" SIZE PAPER

North
Scale 1:40

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4, 5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use Plot Plan
Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation
Overall MAX height of exterior walls is 28'



SURVEY CONTROL POINT TABLE

POINT	NORTHING	EASTING	DESCRIPTION
1	49173.0834	50088.7778	Found aluminum cap
2	49002.5423	51778.3558	Found aluminum cap
3	48887.2313	52253.9120	Found aluminum cap
4	48581.8194	53234.7981	Found aluminum cap
5	48714.8438	53883.0581	Found aluminum cap
8	49181.9523	54673.8502	Found 3/8" rebar
7	48146.7066	55198.0338	Found aluminum cap
8	49004.4995	55880.8542	Found aluminum cap
9	49708.0824	56318.2976	Found aluminum cap
56	49991.8992	49127.8753	Found brass cap
500	48813.4690	57974.3429	Found aluminum cap
504	51831.2814	44657.0849	Found aluminum cap
800	48234.4117	50028.5798	Found aluminum monument
802	47809.7914	50021.5383	Found 3/8" rebar
807	49004.5247	50852.5638	Found aluminum cap
808	48128.1154	51030.8226	Found aluminum cap
809	49181.1895	50501.1494	Found aluminum cap
811	49072.0282	50124.0294	Found aluminum monument
813	49081.2778	50518.8171	Found aluminum cap
816	49296.4611	51135.0265	Found brass cap
818	49027.2888	51063.2423	Found aluminum monument
819	48023.8243	50868.6028	Found aluminum monument
820	48030.0364	50986.0176	Found aluminum monument
821	49024.7840	51064.7307	Found 3/8" rebar
822	48012.3800	51718.8123	Found aluminum cap
823	48740.4842	50895.1708	Found aluminum cap

SURVEY CONTROL POINT TABLE

POINT	NORTHING	EASTING	DESCRIPTION
824	48900.3708	50885.3148	Found aluminum cap
825	48914.8180	51894.0583	Found aluminum cap
827	49540.2578	52286.5338	Found aluminum cap
828	48963.0728	52253.2583	Found aluminum monument
831	48708.5418	53275.0191	Found aluminum cap
832	48640.0112	53154.2487	Found aluminum monument
834	48628.8310	53252.8753	Found aluminum cap
835	48818.2348	53108.8704	Found aluminum cap
838	48811.9846	52136.8482	Found aluminum monument
837	48742.8184	52088.5893	Found aluminum cap
838	48802.1313	53178.8719	Found aluminum cap
839	48711.3488	52130.8910	Found aluminum cap
840	48728.5358	52085.2823	Found aluminum cap
846	48657.8079	53160.0830	Found brass cap
851	50821.7554	53841.4438	Found aluminum monument
853	48677.2850	53488.8999	Found aluminum monument
858	48768.8905	53881.0430	Found 3/8" rebar
860	49058.0828	57336.5819	Found aluminum cap
861	49187.5228	56412.4282	Found aluminum cap
862	49386.5048	58172.1871	Found aluminum cap
864	48123.3485	58877.2286	Found aluminum cap
868	48330.9472	58877.8929	Found brass cap
873	48518.5322	57382.3031	Found 3/8" rebar
878	50522.0586	58333.2897	Found 3/8" rebar
877	48109.8360	54827.4007	Found aluminum cap
878	49025.1810	54818.7030	Found aluminum cap
880	48586.2808	58073.8478	Found aluminum cap

SURVEY CONTROL POINT TABLE

POINT	NORTHING	EASTING	DESCRIPTION
883	48470.8020	53338.0424	Found aluminum cap
884	50733.7713	58848.4230	Found aluminum cap
885	48544.3884	53337.5481	Found aluminum cap
880	52848.2099	50068.8288	Found brass cap
902	50778.0450	50221.3228	Found aluminum monument
1023	48958.5621	48938.4784	Found aluminum monument
1024	49135.1380	48949.0786	Found brass cap
1028	49123.8384	49978.5196	Found aluminum monument
1006	48911.3181	48988.1984	Found aluminum monument
1011	50000.0000	50000.0000	Found brass cap
1012	50511.8827	50018.8288	Found aluminum monument
2004	50848.1813	54308.3033	Found aluminum monument
2005	50884.5873	52891.1288	Found aluminum monument
2007	51183.1100	50021.8907	Found iron pipe
3001	50730.3514	58877.5892	Found primary Monument
3002	50854.3037	58807.4005	Found aluminum cap
3003	50841.4841	58778.2700	Found aluminum cap
3004	50443.1841	57810.0749	Found aluminum cap
3005	50341.4182	58048.7884	Found primary Monument
3008	50414.7883	58748.2887	Found aluminum cap
3007	50087.0042	57843.5333	Found aluminum cap
5006	50288.3347	57880.1310	Found aluminum cap
5009	50274.8772	57928.4808	Found aluminum cap
5010	50050.8579	58132.7187	Found 3/8" rebar
5011	50024.0000	58384.0311	Found primary Monument

HORIZONTAL CONTROL

COORDINATE SYSTEM:
 THIS PROJECT IS A LOCAL SURFACE GRID COORDINATE SYSTEM EXPRESSED IN U.S. SURVEY FEET.

THE COORDINATES IN THIS CONTROL NETWORK ARE BASED ON A CONSTRAINED ADJUSTMENT HOLDING PT. NO. 884.

TRANSLATION PARAMETERS:
 TO CONVERT THE LOCAL COORDINATES TO NAD83 STATE PLANE COORDINATES, ZONE 3, EXPRESSED IN U.S. SURVEY FEET, TRANSLATE USING +3018583.2404 N USE, +1310371.8463 E USE, AND SCALE USING 1.0000388024.

BASIS OF COORDINATES:
 THE BASIS OF COORDINATES IS POINT NO. 1011, THE SECTION CORNER COMMON TO SECTIONS 4, 5, 8 & 9, LOCATED WITHIN THE INTERCHANGE OF THE JOHANSEN EXPRESSWAY AND PEDER ROAD. SAID STATION HAS LOCAL GRID COORDINATES OF 50000.0000 N, 50000.0000 E U.S. SURVEY FEET.

BASIS OF BEARINGS:
 THE BASIS OF BEARINGS IS A LOCAL PLANE BEARING BETWEEN POINT NO. 1011 AND POINT NO. 889 (LOCATED AT THE INTERSECTION OF PHILLIPS FIELD ROAD AND ILLINOIS STREET). POINT NO. 889 BEARS S 85°46'36" E, 8202.18 FEET FROM POINT NO. 1011. POINT NO. 809 HAS LOCAL GRID COORDINATES OF 343405.2778 N, 354851.3983 E U.S. SURVEY FEET.

- LEGEND**
- ⊙ CONTROL POINT NUMBER, SEE TABLE
 - ⊕ FOUND PRIMARY MONUMENT
 - ⊖ FOUND ALUMINUM CAP
 - ⊙ FOUND IRON PIPE
 - RAILROAD TRACKS

- NOTES**
- THIS SURVEY DOES NOT CONSTITUTE A SUBDIVISION AS DEFINED BY AS 40.15.191(2).
 - THIS SURVEY WAS PERFORMED TO PROVIDE CONTROL FOR THE ALASKA RAILROAD LEASE LOTS WITHIN THE FAIRBANKS TERMINAL RESERVE.
 - SEE SHEET 2 FOR MONUMENT/CAP DESCRIPTIONS.
 - STATIC GPS OBSERVATIONS PERFORMED SEPTEMBER 8 THROUGH SEPTEMBER 10, 2007 AND SEPTEMBER 18, 2008.
 - SURVEYS WERE PERFORMED USING LEICA SYSTEM 500 & 1200 GPS RECEIVERS.
 - LEASE LOT LINES, SUBDIVISION LINES, RIGHT-OF-WAY LINES, RAILROAD TRACKS AND ROADS ARE INTENDED FOR GRAPHIC INFORMATIONAL PURPOSES ONLY.



SURVEYOR'S CERTIFICATE

I, MONIKA W. AYERS, LS 8033, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ALASKA AND THAT THIS SURVEY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THE MONUMENTS SHOWN ON THE SURVEY ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

DATE: 8/10/09
 SIGNATURE OF LAND SURVEYOR: *Monika W. Ayers*

RECORD OF SURVEY

ALASKA RAILROAD FAIRBANKS TERMINAL RESERVE

LOCATED WITHIN:
 SECTIONS 3, 4, 8 & 9 T11S, R1W, FAIRBANKS MERIDIAN,
 FAIRBANKS RECORDING DISTRICT, FOURTH JUDICIAL DISTRICT, ALASKA

PROJECT LOCATION:
 CITY OF FAIRBANKS
 FAIRBANKS METROPOLITAN BOROUGH
 STATE OF ALASKA

ZONE:
 N/A

DATE: JULY 31, 2009

SHEET: 1 of 2

FIELD BOOK: 07-045

DRAWING NAME: 07-048RS.DWG

DRAWN BY: DJB

CHECKED BY: KWA

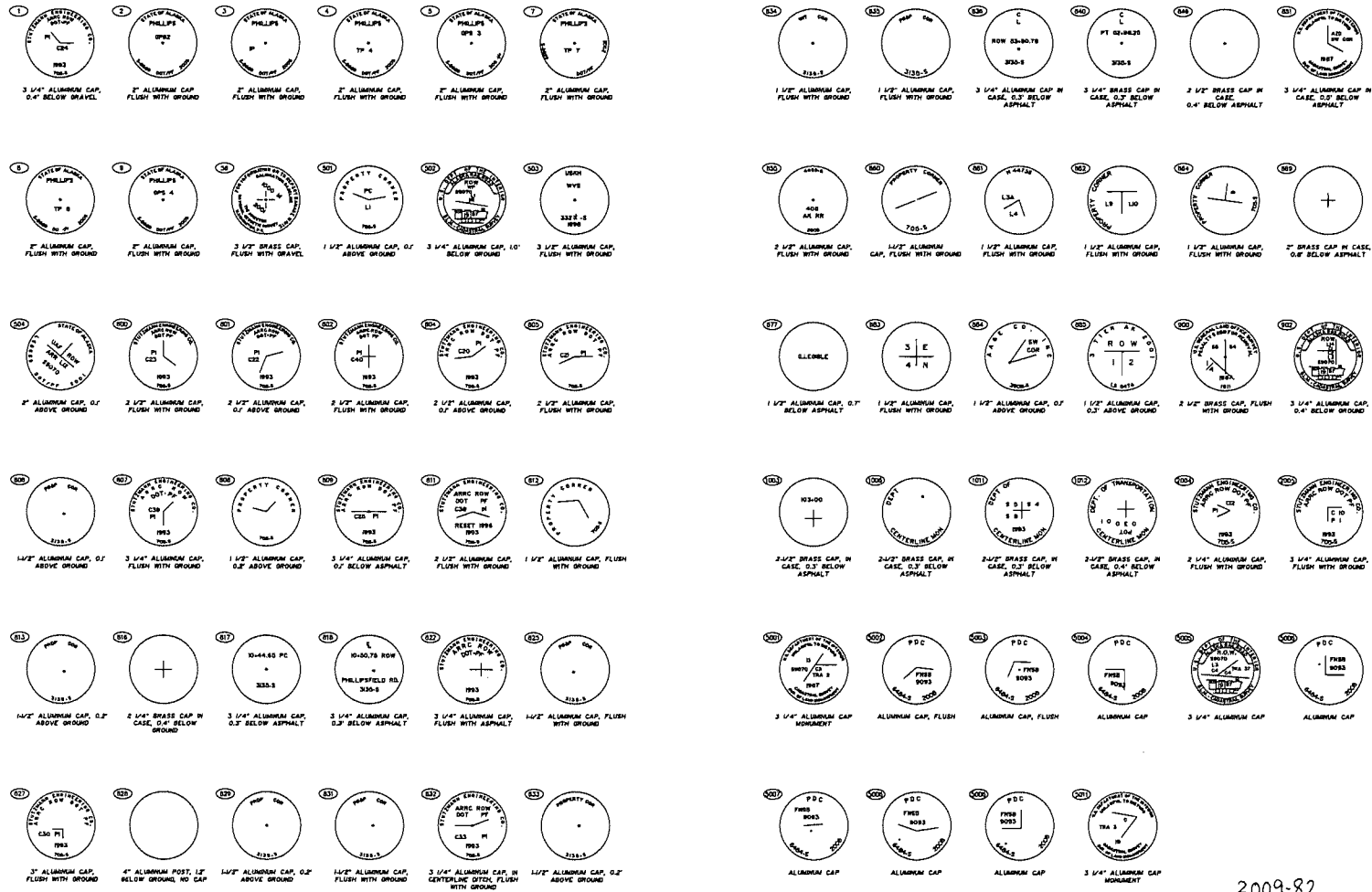
GRID:

SCALE: 1" = 300'

LOUNSBURY & ASSOCIATES
 SURVEYORS • ENGINEERS • PLANNERS

3300 "A" Street
 Anchorage, Alaska 99518
 PHONE: (907) 272-6481
 FAX: (907) 272-9085
 http://www.LOUNSBURYINC.com

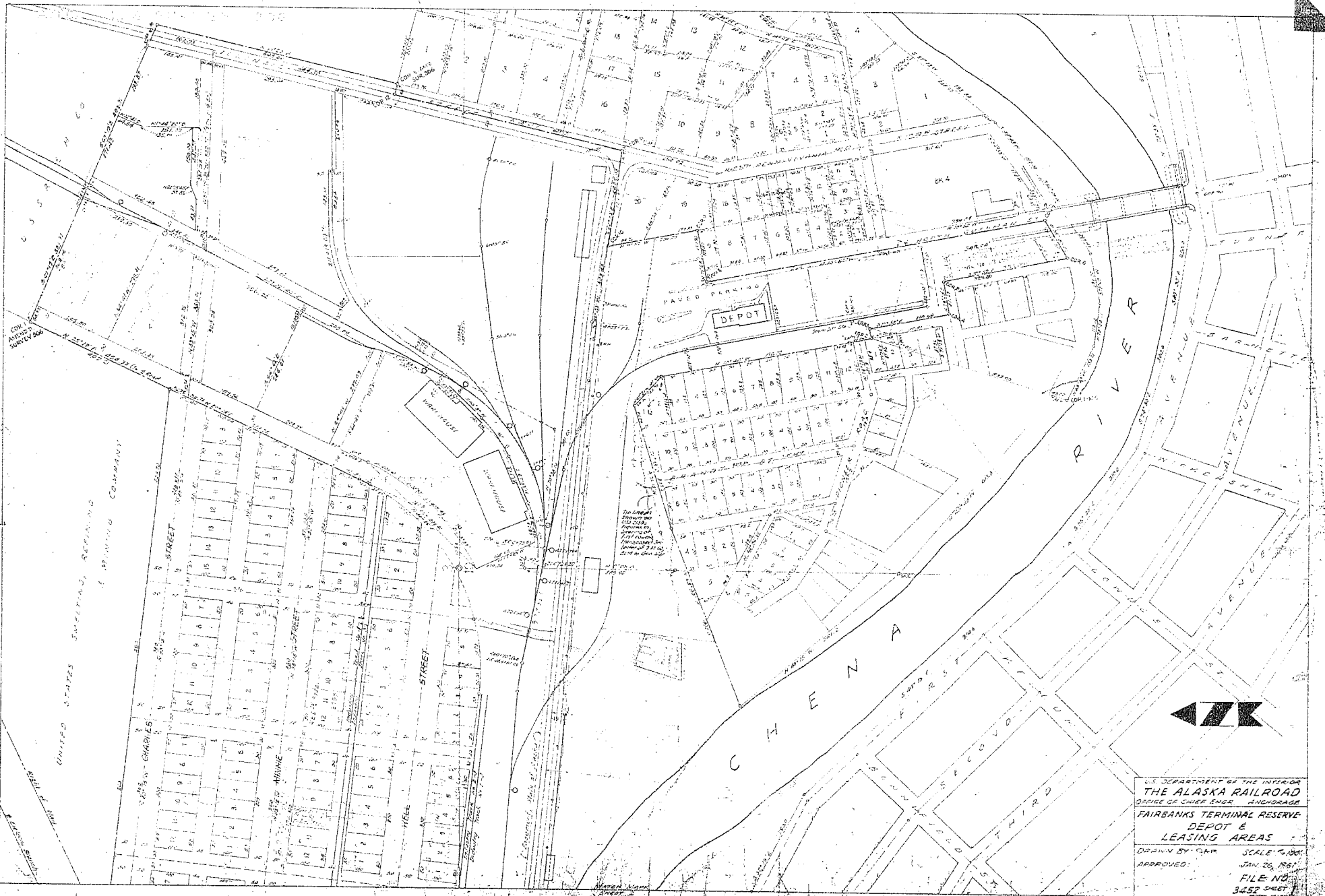
MONUMENT DETAILS:
(SEE COORDINATE TABLE SHEET 1)



2009-82
FAIRBANKS REC DIST
DATE AUG 13, 2009
TIME 1:54 P.M.
Prepared by LOUNSBURY
Address 1 ASSOC.

RECORD OF SURVEY	
ALASKA RAILROAD FAIRBANKS TERMINAL RESERVE	
LOCATED WITHIN: SECTION 3, 4, 8 & 10, T14S, R14W, FAIRBANKS MERIDIAN, FAIRBANKS RECORDING DISTRICT, FOURTH JUDICIAL DISTRICT, ALASKA	
PROJECT LOCATION: CITY OF FAIRBANKS FAIRBANKS NORTHSTAR BOROUGH STATE OF ALASKA	ZONE: N/A
DATE: JULY 31, 2009	SHEET: 2 of 2
FIELD BOOK: 07-048	DRAWING NAME: 07-048RS.DWG
DRAWN: DJB	CHECKED: KWA
GRID:	SCALE: N/A





U.S. DEPARTMENT OF THE INTERIOR
 THE ALASKA RAILROAD
 OFFICE OF CHIEF ENGR. ANCHORAGE
 FAIRBANKS TERMINAL RESERVE
 DEPOT &
 LEASING AREAS
 DRAWN BY: CWM SCALE: 1"=100'
 APPROVED: JAN 26, 1961
 FILE NO.
 3452 SHEET 1
 OF 1

ARR 1961-3452-001
 Alaska Railroad



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	TANANA HERB COMPANY, LLC				
Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaherbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	Entity Documents including: Business License, Entity Details filed with Alaska Dept of Commerce LLC Certificate LLC Initial Filing document LLC Operating Agreement
------------------------	--

OFFICE USE ONLY

Received Date:		Payment Submitted Y/N:		Transaction #:	
----------------	--	------------------------	--	----------------	--

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

TANANA HERB COMPANY, LLC

PO BOX 81772 FAIRBANKS AK 99708

owned by

TANANA HERB COMPANY, LLC

is licensed by the department to conduct business for the period

March 15, 2016 through December 31, 2017

for the following line of business:

11 - Agriculture, Forestry, Fishing and Hunting

31 - Manufacturing



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Chris Hladick

- Information**
 - Search and Database Download Information
 - Privacy Policy
 - Refund Policy
- Search License Data**
 - Corporations
 - Entities
 - Officials
 - Agents
 - Business Licenses
 - Tobacco Endorsements
 - Professional Licenses
 - Search All Sections (Name Only)
- Data Downloads**
 - Corporations Download
 - Officials Download
 - Agents Download
 - Business License Download
 - Tobacco Endorsement Download
 - Professional License Download
 - Guide Use Area Download

NAME(S)

Type	Name
Legal Name	Tanana Herb Company, LLC

ENTITY DETAILS

Entity Type: Limited Liability Company
Entity #: 10036773
Status: Good Standing
AK Formed Date: 3/15/2016
Duration/Expiration: Perpetual
Home State: ALASKA
Next Biennial Report Due: 1/2/2018
Entity Mailing Address: PO BOX 81772, FAIRBANKS, AK 99708-1772
Entity Physical Address: 3495 OLD RIVER LANDING, FAIRBANKS, AK 99709-2800

REGISTERED AGENT

Agent Name: Leslea Nunley
Registered Mailing Address: 2008 PERKINS DRIVE, FAIRBANKS, AK 99709-2838
Registered Physical Address: 2008 PERKINS DRIVE, FAIRBANKS, AK 99709-2838

OFFICIALS

Show Former

AK Entity#	Name	Titles	Percent Owned
	Leslea Nunley	Member	100

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
3/15/2016	Creation Filing	Click to View	Click to View
3/15/2016	Initial Report	Click to View	

TOP OF PAGE



State of Alaska
Department of Commerce, Community, and Economic Development
Corporations, Business, and Professional Licensing

Certificate of Organization

The undersigned, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that a duly signed and verified filing pursuant to the provisions of Alaska Statutes has been received in this office and has been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

Tanana Herb Company, LLC



IN TESTIMONY WHEREOF, I execute the certificate and affix the Great Seal of the State of Alaska effective **March 15, 2016**.

A handwritten signature in black ink, appearing to read "Chris Hladick".

Chris Hladick
Commissioner



THE STATE
of **ALASKA**

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806
(907) 465-2550 • Email: corporations@alaska.gov
Website: Corporations.Alaska.gov

AK Entity #: 10036773
Date Filed: 03/15/2016
State of Alaska, DCCED

FOR DIVISION USE ONLY

Limited Liability Company
Initial Biennial Report

Web-3/15/2016 10:51:54 AM

Entity Name: Tanana Herb Company, LLC
Entity Number: 10036773
Home Country: UNITED STATES

Home State/Province: ALASKA

Registered Agent

Name: Leslea Nunley
Physical Address: 2008 PERKINS DRIVE,
FAIRBANKS, AK 99709-2838
Mailing Address: 2008 PERKINS DRIVE,
FAIRBANKS, AK 99709-2838

Entity Physical Address: 3495 OLD RIVER LANDING, FAIRBANKS, AK 99709-2800

Entity Mailing Address: PO BOX 81772, FAIRBANKS, AK 99708-1772

Please include all officials. Check all titles that apply. Must use titles provided. Please list the names and addresses of the members of the domestic limited liability company (LLC). There must be at least one member listed. If the LLC is managed by a manager(s), there must also be at least one manager listed. Please provide the name and address of each manager of the company. You must also list the name and address of each person owning at least 5% interest in the company and the percentage of interest held by that person.

Name	Address	% Owned	Titles
Leslea Nunley	2008 Perkins Drive, Fairbanks, AK 99709-8328	100	Member

NAICS Code: 111998 - ALL OTHER MISCELLANEOUS CROP FARMING

New NAICS Code (optional):

I certify under penalty of perjury under the Uniform Electronic Transaction Act and the laws of the State of Alaska that the information provided in this application is true and correct, and further certify that by submitting this electronic filing I am contractually authorized by the Official(s) listed above to act on behalf of this entity.

Name: Leslea Nunley

OPERATING AGREEMENT

OF

TANANA HERB COMPANY, LLC

A LIMITED LIABILITY COMPANY

STATE OF

ALASKA

CERTIFICATE

The undersigned agree, acknowledge and certify that the foregoing document constitutes the Operating Agreement adopted by the Member(s) of the Company as of the date of this Agreement.

Leslea L. Nunley

SCHEDULE A

<u>Member</u> (Name and Address)	<u>Capital Contributions</u> (Cash, or Gross Asset Value of Property Contribution)	<u>Membership</u> <u>Interest</u>
Leslea L. Nunley, 2008 Perkins Drive, Fairbanks, AK 99709	\$ 1,000.00	<u>100</u> %
	\$	_____ %
	\$	_____ %

OPERATING AGREEMENT

OF

TANANA HERB COMPANY, LLC

A LIMITED LIABILITY COMPANY

STATE OF ALASKA

This OPERATING AGREEMENT is entered into and shall be effective as of March 15, 2016 by the undersigned.

RECITAL

The undersigned entity or person (the "*Member*") desires to establish a limited liability company (the "*Company*") with a single member and desires to set forth in this declaration (referred to as the "*Operating Agreement*") the terms of the Company's organization and operation. The Member, intending legally to be bound by this Agreement, declares as follows:

Article 1

FORMATION, PURPOSE AND DEFINITIONS

1.1 **Establishment of Limited Liability Company.** The Member hereby establishes a limited liability company with a single member, pursuant to the provisions of the laws governing limited liability companies in the State of Alaska (the "*Act*") and upon the terms declared in this Operating Agreement.

1.2 **Name.** Pursuant to the terms of this Agreement, the Member intends to carry on the activities of the Company under the above name. The Company may conduct its activities under any other permissible name designated by the Member.

1.3 **Principal Office of the Company.** The principal office of the Company shall be located at such location as the Member may determine. The registered agent for the service of process and registered office of the Company shall be the person and location set forth in the Formation Document filed with the governing State authority, and the Member may, from time to time, change such agent and office by appropriate filings as required by law.

1.4 **Purpose.** The Company may engage in any lawful business, investment, or other activity permitted under the Act or the laws of any jurisdiction in which the Company may transact its affairs. The Company shall have the authority to do all things necessary or advisable in order to accomplish such purposes.

1.5 **Term.** The term of this Company shall begin on the date of filing of a Formation Document with the governing State authority. The duration of the Company shall be indefinite and shall continue until the Company is dissolved in accordance with the provisions of Article 6 of this Agreement or the Act, which shall constitute the time specified for dissolution of the Company, as contemplated by the Act.

1.6 **Other Activities of the Member.** The Member may engage in or possess an interest in other business or investment ventures of any nature, whether or not similar to or competitive with the activities

of the Company. The Company may enter into transactions with the Member or the Member's affiliates.

1.7 **Defined Terms.** Capitalized words and phrases used in this Agreement shall have the meanings ascribed to such terms in the Glossary contained in Section 8.2 of this Agreement.

Article 2 CONTRIBUTIONS TO CAPITAL

2.1 **Capital Contributions.** Upon formation of the Company, the Member shall make the Capital Contribution set forth on Schedule A.

2.2 **Withdrawal of Capital.** The Member shall not be entitled to withdraw any part of the Member's Capital Contribution or to receive any distribution from the Company, except as provided in this Agreement.

2.3 **Additional Capital Contributions.** The Member shall not be required to make any additional capital contribution to the Company, except as provided in this Agreement.

2.4 **Interest on Capital Contributions.** No interest shall be due from the Company on any Capital Contribution of the Member.

2.5 **Limitation on Liability of Member.**

(a) Except as otherwise expressly required by applicable law of the State in which the Company is formed and organized, or as otherwise provided under this Agreement, no member (or holder of economic rights in the Company), manager, employee or agent of the Company shall be obligated personally for any debt, obligation, or liability of the Company, or for any debt, obligation or liability of another member, manager, employee or agent of the Company, by reason of being a member (or holder of economic rights), or by reason of acting in the capacity of a manager, employee or agent of the Company.

(b) A Member shall be personally obligated for any debt or liability that the Member expressly assumes in writing, including, without limitation, the obligation to make a specified Capital Contribution as provided in this Agreement.

Article 3 ALLOCATION OF PROFITS, LOSSES AND CASH FLOW

3.1 **Profits & Losses.** Profits and Losses for any fiscal year shall be allocated to the Member.

3.2 **Net Cash Flow Distributions.** Net Cash Flow shall be distributed in the following priority, subject to Article 6:

(a) First, to the Member in repayment of any advance of funds to the Company as a lender, to the extent of any advances still owed, including accrued and unpaid interest thereon, if any, and including, without limitation, amounts not then due and owing;

(b) Additional distributions, if any, will be made to the Member, in such amounts and at such times as determined by the Member.

Article 4 RIGHTS AND DUTIES OF MEMBER

4.1 **Management.** The business, investment, or other activities and affairs of the Company shall be managed by the Member. The Member shall have full and complete authority and power to manage and control the business, investment, or other activities and affairs and property of the Company, and to perform all acts or activity customary, necessary or advisable in connection with the Company's business. Nothing contained in this Agreement shall require any person to inquire into the authority of the Member to execute and deliver any document on behalf of the Company or to bind the Company pursuant to such document.

4.2 **Powers of Employee and Agents.** Unless authorized to do so by this Operating Agreement or by the Member, no attorney-in-fact, employee, or other agent of the Company shall have any power or authority to bind the Company in any way, to pledge its credit or to render it liable pecuniarily for any purpose.

4.3 **Liability for Certain Acts.** To the extent permitted by applicable law of the State in which the Company is formed and organized, the Member shall not be personally liable to the Company for failure to perform in accordance with, or to comply with the terms and conditions of, the Operating Agreement or for any other reason, regardless of whether such failure to perform, or to comply or such other reason constitutes gross negligence or willful misconduct by the Member. Notwithstanding anything to the contrary in this Agreement, and to the extent permitted by the law of the State in which the Company is formed and organized, the Member shall not have any fiduciary duty or obligation to a holder of economic rights or any other transferee of an interest in the Company (other than a person admitted as a Member) or to any other creditor of the Company.

4.4 **Indemnification.** The Member shall be indemnified by the Company, to the fullest extent permitted by the law of the State in which the Company is formed and organized, against any losses, judgments, liabilities and expenses (including reasonable attorney fees) incurred by the Member by reason of any act or omission performed or omitted by the Member in good faith on behalf of the Company in a manner reasonably believed by the Member to be within the scope of the authority granted to the Member by this Agreement. The Company may also indemnify its employees and other agents who are not members, to the fullest extent permitted by the law of the State in which the Company is formed and organized, provided that the indemnification in any given situation is approved by the Member.

Article 5 TRANSFER OF MEMBERSHIP INTERESTS

5.1 **Permitted Transfers.** The Member may transfer, whether voluntarily or involuntarily, any portion of the Member's Membership Interest in the Company, as provided for in this Agreement. For purposes of this Agreement, a "transfer" includes, but is not limited to, any sale, assignment, gift, exchange, hypothecation, collateral assignment or subjection to any security interest.

5.2 **Transfer of Membership Interest Without Substitution.** Subject to compliance with the conditions of Section 5.5, the Member shall have the right to transfer all or part of such Member's Membership Interest by a written instrument of transfer, the terms of which are not in contravention of

any of the provisions of this Agreement. Unless and until admitted as a substitute or additional Member in accordance with this Agreement, a transferee shall only be a holder of economic rights and shall be entitled to receive distributions from the Company, and be allocated Profits and Losses of the Company, attributable to the Membership Interest acquired by reason of such transfer from and after the effective date of the transfer of such Interest. All other rights attributable to such transferred Interest, including, without limitation, the right to inspect Company books and to vote on Company matters, shall terminate until and unless such transferee becomes a substituted or additional Member.

5.3 Admission of Transferees as New Members.

(a) A transferee holding economic rights in the Company from the Member may become an additional Member in the Company if, in addition to the requirements of Section 5.5, (i) the transferee obtains the written consent of the Member, which consent may be withheld for any reason or without reason as a matter of absolute discretion; and (ii) the transferor and transferee named in such transfer have executed and acknowledged such other instruments as such Member may reasonably deem necessary or desirable to effect such admission, including, without limitation, an amendment of this Agreement to reflect the presence of more than one Member holding an interest in the Company.

(b) A transferee holding all of the economic rights in the Company, as assignee of the Member's entire Membership Interest, may become a substituted Member in the Company if, in addition to the requirements of Section 5.5, the transferee appoints a new Member as provided in Section 6.1(d).

(c) A transferee accepted as a substitute or additional Member under this Section 5.3 shall have all of the rights and obligations of such transferee's predecessor in interest in the Company, to the extent that they relate to the transferred interest, except as otherwise modified or altered pursuant to an amendment of this Agreement.

5.4 Issuance of New Membership Interests. Any person acceptable to the Member may become an additional Member in the Company by the issuance of additional Membership Interests in exchange for such consideration as the Member may determine as a matter of absolute discretion. Such person may become an additional Member in the Company only if, in addition to the requirements of Section 5.5, the person executes such instruments as such Member may deem necessary or desirable to effect such admission, including, without limitation, an amendment of this Agreement to reflect the presence of more than one Member holding an interest in the Company.

5.5 Conditions on Transfers of Membership or Economic Interest. A transfer of a Membership Interest or economic rights in the Company, and the admission of additional Members, otherwise permitted by this Article 5 shall be subject to the following additional limitations:

(a) No Membership or economic rights may be transferred or issued if such proposed action, in the opinion of counsel for the Company, (i) would directly result in the cancellation of the Formation Document or an obligation to file a Certificate of Cancellation or Articles of Dissolution or similar document of record, or (ii) would impair the ability of the Company to be taxed as a sole proprietorship or partnership for Federal income tax purposes.

(b) No Membership Interest (or economic rights) may be issued by the Company or transferred by the Member unless the transferee (whether such person is to be admitted as a Member or will merely be a holder of economic rights) confirms in writing (acceptable to the Member, if any) that such transferee has accepted, assumed, and agreed to be bound subject to and bound by all of the

terms and conditions of this Agreement, as amended to reflect the presence of more than one Member, if applicable, or the presence of one or more holders of economic rights in the Company. Any such amendment shall be determined in writing, as the case may be, by the sole Member (or the Member's successor(s) appointed pursuant to Section 6.1(d), or by the Member and any persons to be admitted as additional members of the Company. No interest in the Company may be transferred unless the assigning Member delivers to the Company a written instrument of assignment, duly executed by the transferor or such transferor's personal representative or authorized agent.

5.6 Allocations Upon Transfer of Membership or Economic Interest or Upon Admission.

(a) As between the Member and such Member's transferee, profits, losses and credits for any semi monthly period shall be apportioned to the person who is the holder of the Membership Interest transferred on the last day of such semi monthly period, without regard to the results of the Company's operations during the period before or after such transfer. However, in the event that it is determined by the Member that the convention adopted by the Company to allocate income, gain, loss, deduction or credit of the Company is not in compliance with Section 706(d) of the Code, as modified by Regulations promulgated thereunder, then the Member shall revise the method of allocation to comply with such Regulations.

(b) No new members or holders of economic rights shall be entitled to any retroactive allocation of Profits or Losses incurred by the Company.

(c) Any distributions of cash or other property shall be made to the holder of record of any portion of a Membership Interest (or economic rights) on the date of distribution.

Article 6 DISSOLUTION AND LIQUIDATION

6.1 Events Triggering Dissolution. The Company shall dissolve and commence winding up and liquidating upon the first to occur of any of the following ("*Liquidating Events*"):

- (a) the determination by the Member, that the Company should be dissolved;
- (b) the insolvency or bankruptcy of the Company;
- (c) the sale of all or substantially all of the Company's assets; or
- (d) the Dissociation of the Member or any other act that causes the Company to have no remaining members under the Act, provided that any such event shall not be a Liquidating Event if a new member is appointed, in writing, by the Member's successor in interest within ninety (90) days of such Dissociation, and if there is more than one successor in interest to the Member, then appointment of a new member shall be made by the affirmative decision of persons holding a majority of such successor interests in the Company; or
- (e) any event that makes it impossible, unlawful or impractical to carry on the business of the Company.

6.2 Liquidation. Upon dissolution of the Company in accordance with Section 6.1, the Company shall be liquidated. The proceeds of such liquidation shall be applied and distributed in the following order of priority:

(a) to the payment of the debts and liabilities of the Company (other than debts or liabilities owing to the Member) and the expenses of liquidation;

(b) the setting up of any reserves which the Member (or a Liquidating Manager, appointed by the successor in interest to the Member, in the event of the Member's Dissociation) may deem reasonably necessary for any contingent or unforeseen liabilities or obligations of the Company, which reserves shall be paid over to an attorney at law of the State in which the Company is formed and organized, as escrow holder, to be held for the purpose of disbursing (under the direction of the Member (or the Liquidating Manager) such reserves in payment of any of the aforementioned liabilities and, at the expiration of such period (not to exceed two (2) years) as the Member (or Liquidating Manager) may deem advisable, for distribution in the manner hereinafter provided;

(c) to the repayment of any outstanding advances or loans that may have been made by the Member to the Company, other than capital contributions, pro rata on the basis of such advances and loans to the Company; and

(d) the balance, if any, to the Member, or the Member's successor in interest.

6.3 **Certificate of Cancellation.** Upon the dissolution of the Company and the completion of the liquidation and winding up of the Company's affairs and business, the Member (or Liquidating Manager) shall prepare and file a Certificate of Cancellation or Articles of Dissolution or similar document, to be placed of record with the appropriate State authority or agency, as required by the Act. When such certificate is filed, the Company's existence shall cease.

Article 7 ACCOUNTING AND FISCAL MATTERS

7.1 **Fiscal Year.** The fiscal year of the Company shall be the calendar year.

7.2 **Method of Accounting.** The Member shall select a method of accounting for the Company as deemed necessary or advisable and shall keep, or cause to be kept, full and accurate records of all transactions of the Company in accordance with sound accounting principles consistently applied.

7.3 **Records to be Maintained.** The Company shall maintain the following additional records:

(a) a current list of the full name and mailing address, of the Member and each Economic Interest Owner, if any, together with date on which each acquired an interest in the Company, the information set forth on Schedule A relating to the Member's Capital Contributions and Membership Interest, and the amount of Capital Contribution, if any, the Member has agreed to make in the future ;

(b) a copy of the Formation Document and all amendments to such document, together with signed copies of any powers of attorney pursuant to which the Formation Document or any such amendments were signed;

(c) a copy of the Company's federal, state and local income or information tax returns and reports for the three most recent fiscal years; and

(d) a copy of this Agreement, including any and all amendments to this Agreement.

7.4 **Bank Accounts.** The Member shall open and maintain (in the name of the Company) bank or brokerage accounts in which shall be deposited all funds of the Company. Withdrawals from such account or accounts shall be made upon the signature or signatures of such person or persons as the Member shall designate.

Article 8 MISCELLANEOUS

8.1 **Amendment.** This Agreement may be amended by the Member, at any time and for any reason, provided that such amendments are declared by the Member in a writing signed by the Member.

8.2 **Glossary.** As used in this Agreement, capitalized words and phrases shall have the following meanings:

(a) **Code.** "*Code*" means the Internal Revenue Code of 1986, as amended from time to time (or any corresponding provisions of succeeding law).

(b) **Company.** "*Company*" means the limited liability company governed by this Agreement.

(c) **Dissociation.** A person shall cease to be a Member upon the happening of any of the following events:

(i) the bankruptcy of a Member;

(ii) the assignment or transfer by a Member of such person's entire Membership Interest in accordance with the terms of this Agreement;

(iii) in the case of a Member who is a natural person, the death of the Member or the entry of an order by a court of competent jurisdiction adjudicating the Member incompetent to manage the Member's personal estate;

(iv) in the case of a Member who is acting as a Member by virtue of being a trustee of a trust, the termination of the trust (but not merely the substitution of a new trustee);

(v) in the case of a Member that is a separate organization other than a corporation, the dissolution and commencement of winding up of the separate organization; or

(vi) in the case of a Member that is a corporation, the filing of a certificate of dissolution, or its equivalent, for the corporation or the revocation of its charter.

(d) **Economic Interest.** "*Economic Interest*" means a share of the Company's Profits, Losses, Net Cash Flow, and other distributions of the Company's assets pursuant to this Agreement and the Act, but shall not include any right to participate in the management or affairs of the Company, including, without limitation, the right to vote on, consent to, or otherwise participate in any decision as a Member, all as provided in Section 5.2.

(e) **Formation Document.** "*Formation Document*" means the document initially filed of record with the applicable State agency or authority to establish the Company under the Act, including, without limitation, a Certificate of Formation or an Articles of Organization, as the case may be.

(f) **Net Cash Flow.** "*Net Cash Flow*" means the gross cash proceeds from Company operations (including all sales and dispositions) and all refinancings or placement of new mortgages on Company property, less the portion of such proceeds used to pay or establish reserves for all Company expenses, debt payments, capital improvements, replacements, and contingencies, all as determined by the Member. Net Cash Flow shall not be reduced by depreciation, amortization, cost recovery deductions, or similar allowances, but shall be increased by any reductions of reserves previously established pursuant to Section 4.2. Payments of principal and interest on any debts or other obligations of the Company, whether or not secured by mortgages or liens on Company property, shall be considered as a deduction from Net Cash Flow. For purposes of this Agreement, Net Cash Flow shall also include any Capital Contributions of the Member as well as any incremental adjustment to the value of the Company's property. Actual or deemed distributions to the Member (other than payments then due and owing to the Member as a Lender) shall not be taken into account for purposes of calculating Net Cash Flow.

(g) **Profit and Losses.** "*Profits*" and "*Losses*" means, for each fiscal year or other period, an amount equal to the Company's taxable income or loss for such year or period, determined in accordance with the Code, with the following adjustments. Any income of the Company that is exempt from federal income tax (or losses that are not deductible for federal income tax purposes) and not otherwise taken into account in computing Profits or Losses pursuant to this Subsection shall be added (or deducted, as the case may be) to such taxable income or loss.

8.3 Binding Effect. Except as otherwise provided in this Agreement to the contrary, this Agreement shall be binding upon and inure to the benefit of the Member, and the Member's personal representatives, successors and assigns.

8.4 Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State in which the Company is formed and organized.

8.5 Severability. The invalidity or unenforceability of any particular provision of this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted.

Alcohol & Marijuana Control Office

License Number: 14467

License Status: New

License Type: Standard Marijuana Cultivation Facility

Doing Business As: TANANA HERB COMPANY, LLC

Business License Number: 1033939

Designated Licensee: Leslea Nunley

Email Address: tananaherbcompany@gmail.com

Local Government: Fairbanks (City of)

Community Council:

Latitude, Longitude: 64.505800, -147.434100

Physical Address: 1200 Well Street
Fairbanks, AK 99701-2835
UNITED STATES

Licensee #1

Type: Entity

Alaska Entity Number: 10036773

Alaska Entity Name: Tanana Herb Company, LLC

Phone Number: 907-388-8023

Email Address: tananaherbcompany@gmail.com

Mailing Address: PO Box 81772
Fairbanks, AK 99708-1772
UNITED STATES

Entity Official #1

Type: Individual

Name: Leslea Nunley



Phone Number: 907-388-8023

Email Address: lesleanunley@gmail.com

Mailing Address: PO Box 81772
Fairbanks, AK 99708-1772
UNITED STATES

Note: No affiliates entered for this license.



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). Your diagram must show all entrances and boundaries of the premises, restricted access areas, and storage areas, and dimensions. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex. For those applying for a limited marijuana cultivation license, the proposed area(s) for cultivation must be clearly delineated.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 – Establishment Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Tanana Herb Company, LLC				
Premises Address:	1200 Well Street				
City:	Fairbanks	State:	AK	ZIP:	99701-2835



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501

marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Marijuana Control Board


Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access areas, and storage areas. Include dimensions in your drawing. Use additional copies of this form or attached additional documents as needed.

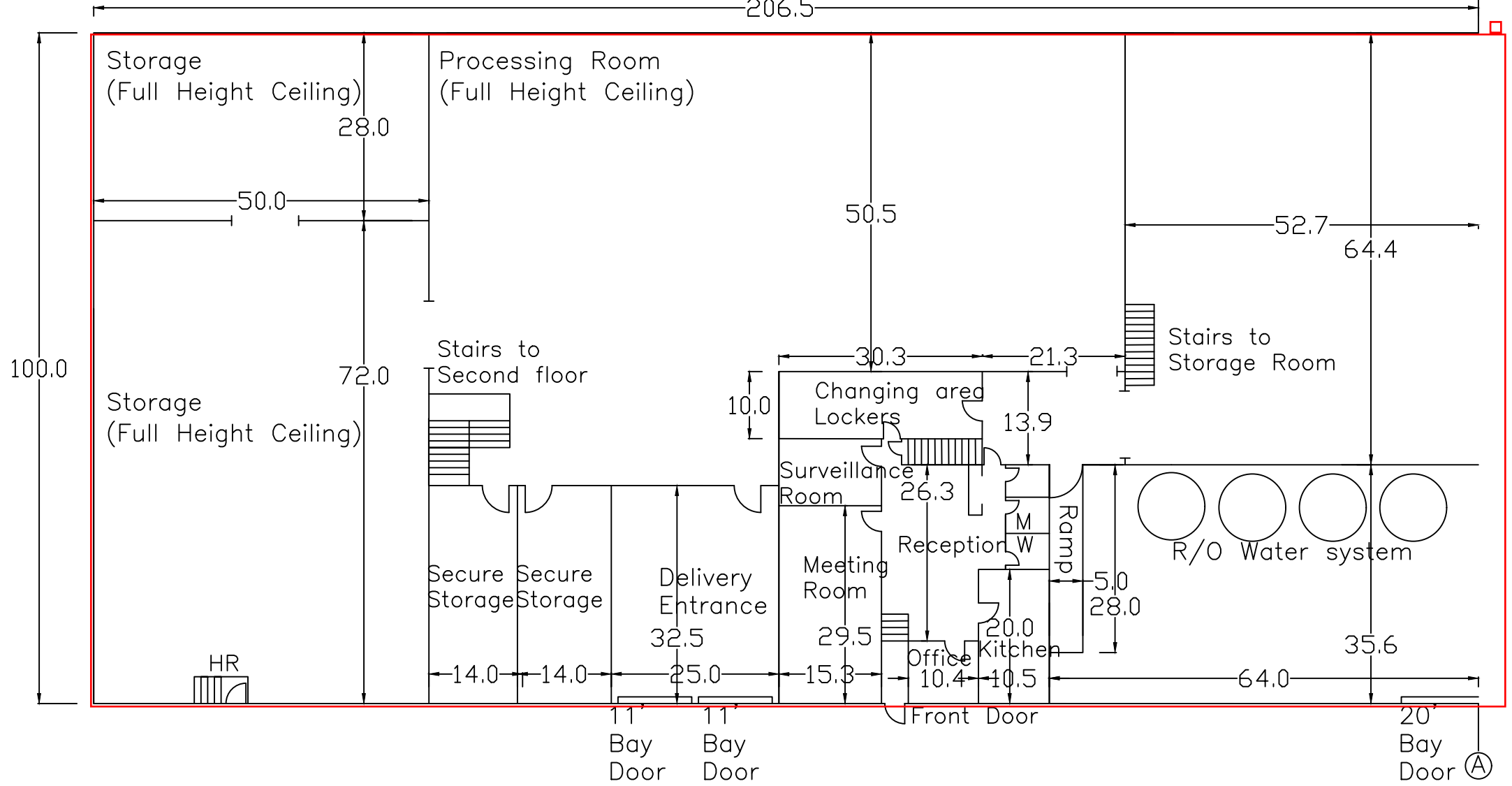
See attached drawings 1 through 4 of building layout drawings and 1 through 4 building camera layout.

Entire building is under lease to Tanana Herb Company and is entirely restricted access

North

 Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
 Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
 Proposed use (West Side of Building) page 1 Of 4
 Marijuana Cultivation Facility Indoor Unlimited
 Space rented and used for cultivation, Total sq ft of first floor 41,100

DRAWING AND
 SCALE BASED
 ON PRINTING
 11' X 17"
 SIZE PAPER



lower floor
 continued
 on page 2
 of 4

 Building boundary and restricted access area

Entire building is under lease to Tanana Herb Company and is entirely restricted access

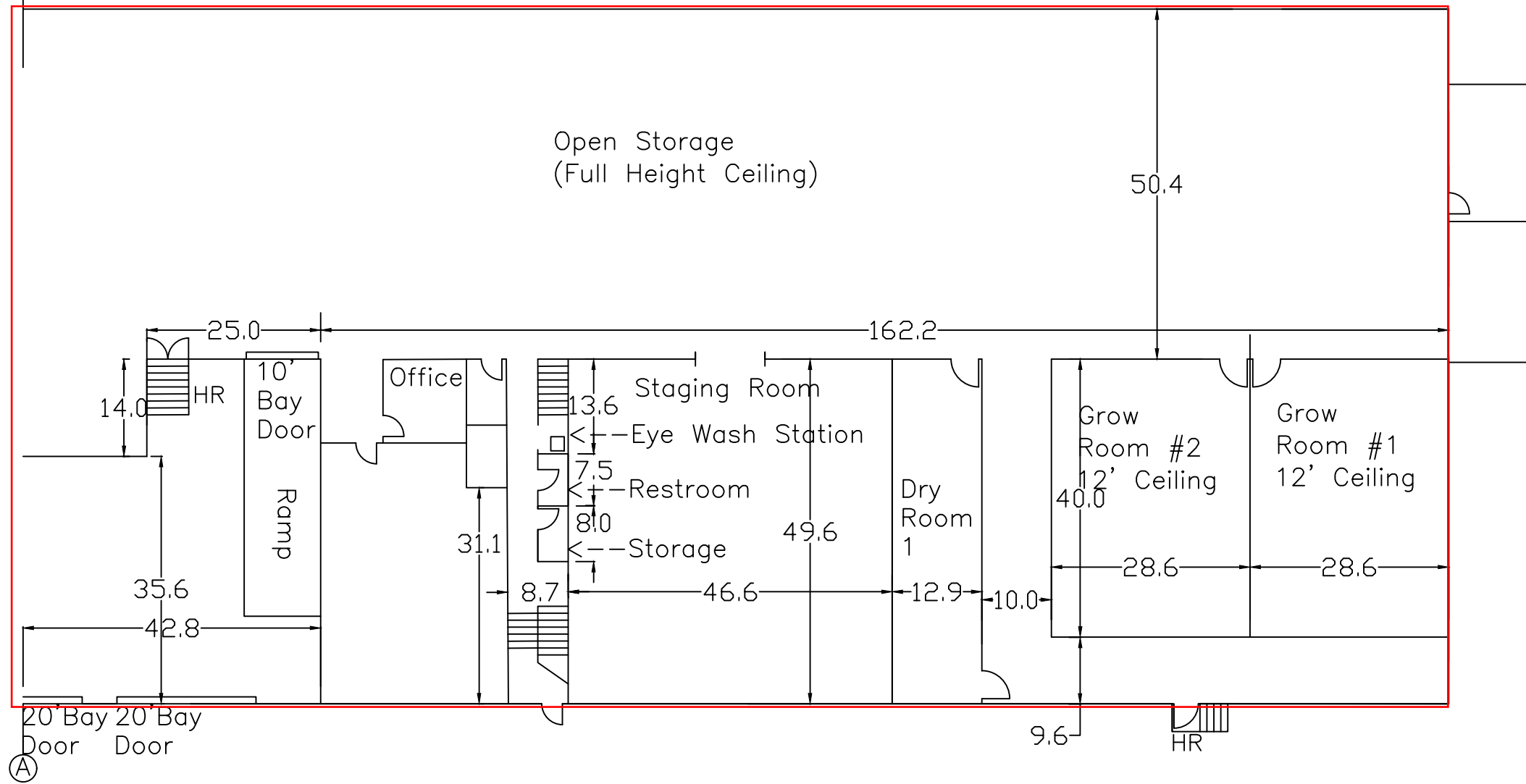
North
Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use (East Side of Building) page 2 Of 4

DRAWING AND
SCALE BASED
ON PRINTING
11' X 17"
SIZE PAPER

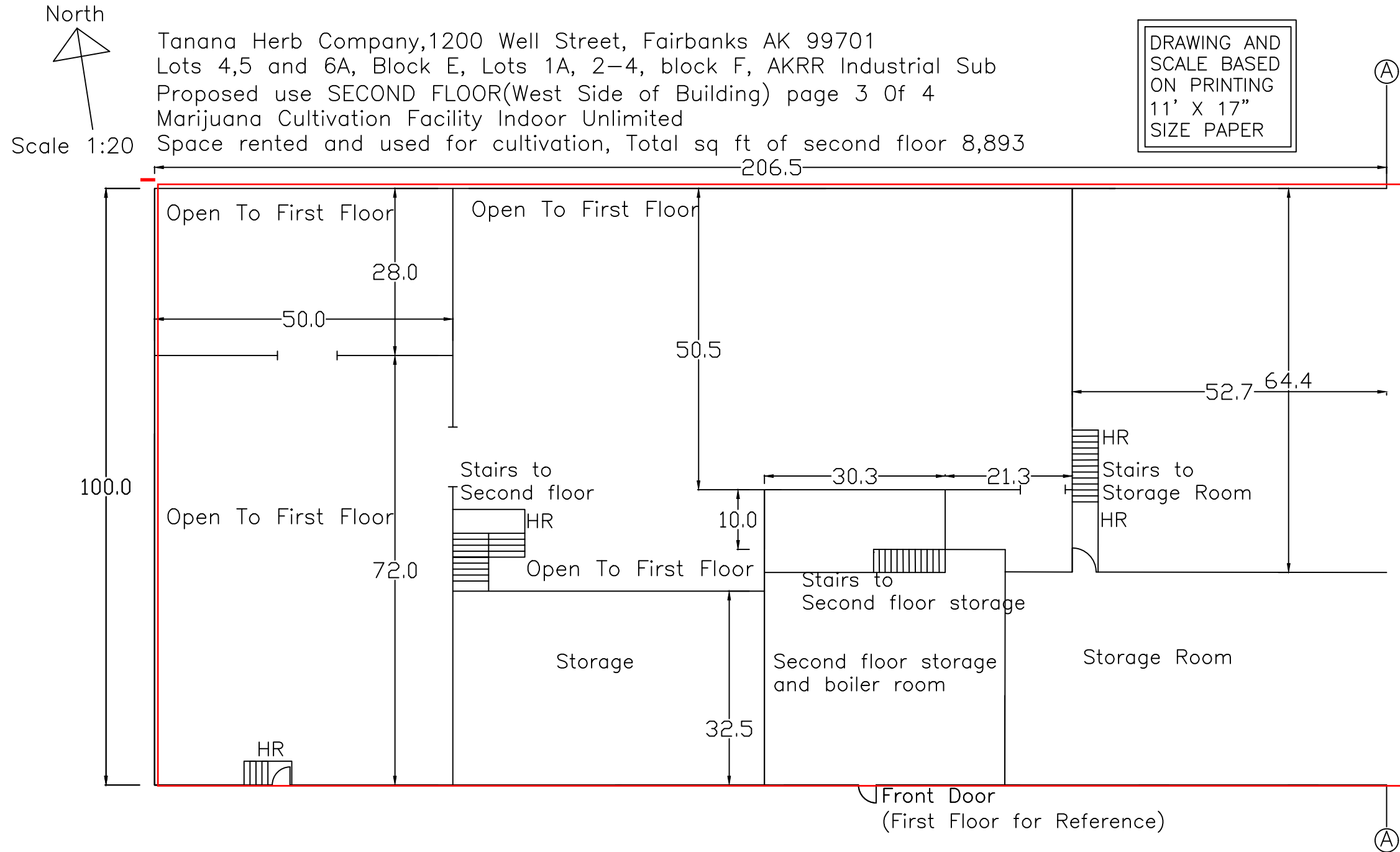
Ⓐ Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation, Total sq ft of first floor 41,100
205.0

lower floor continued
on page 1 of 4



Building boundaries and restricted access areas

Entire building is under lease to Tanana Herb Company and is entirely restricted access



upper floor continued on page 4 of 4

 Building boundaries and restricted access area

Entire building is under lease to Tanana Herb Company and is entirely restricted access

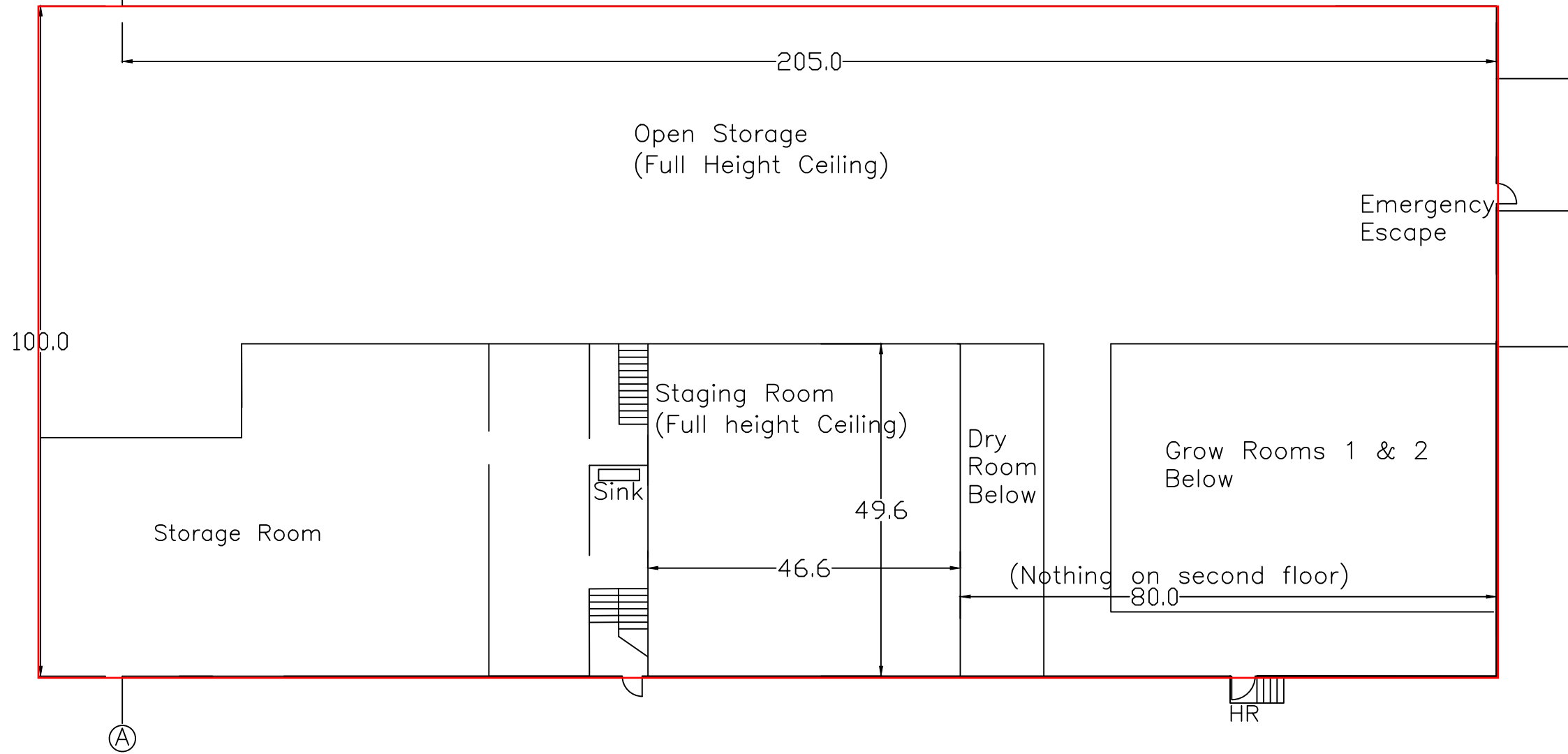


Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use SECOND FLOOR(East Side of Building) page 4 Of 4
Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation, Total sq ft of Second floor 8,893

DRAWING AND
SCALE BASED
ON PRINTING
11' X 17"
SIZE PAPER

upper floor
continued
on page 3
of 4



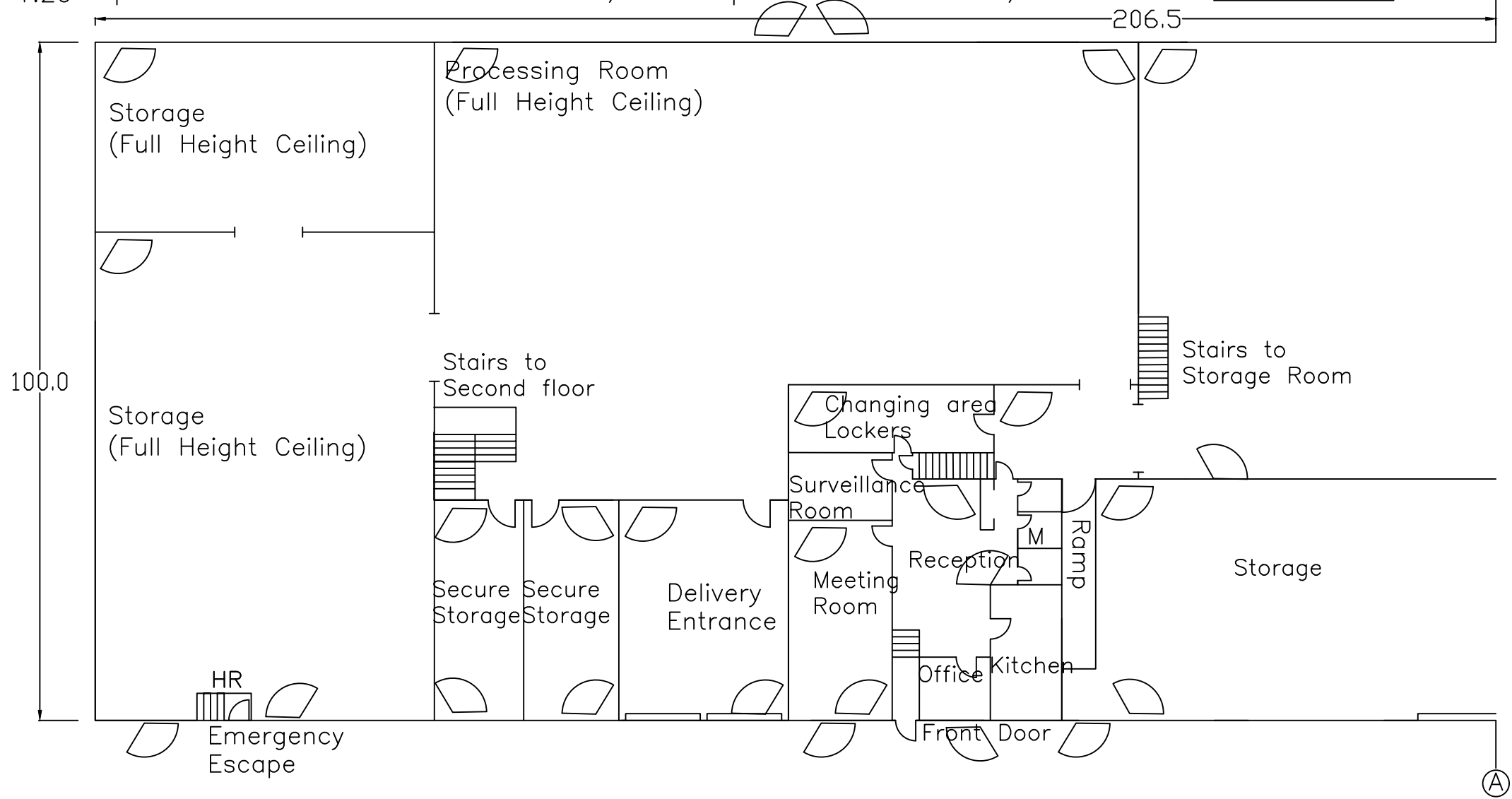
 Building boundaries and restricted access area

North

Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use CAMERA LOCATION(West Side of Building) page 1 Of 4
Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation, Total sq ft of first floor 41,100

DRAWING AND
SCALE BASED
ON PRINTING
11' X 17"
SIZE PAPER



lower floor continued
on page 2 of 4

North

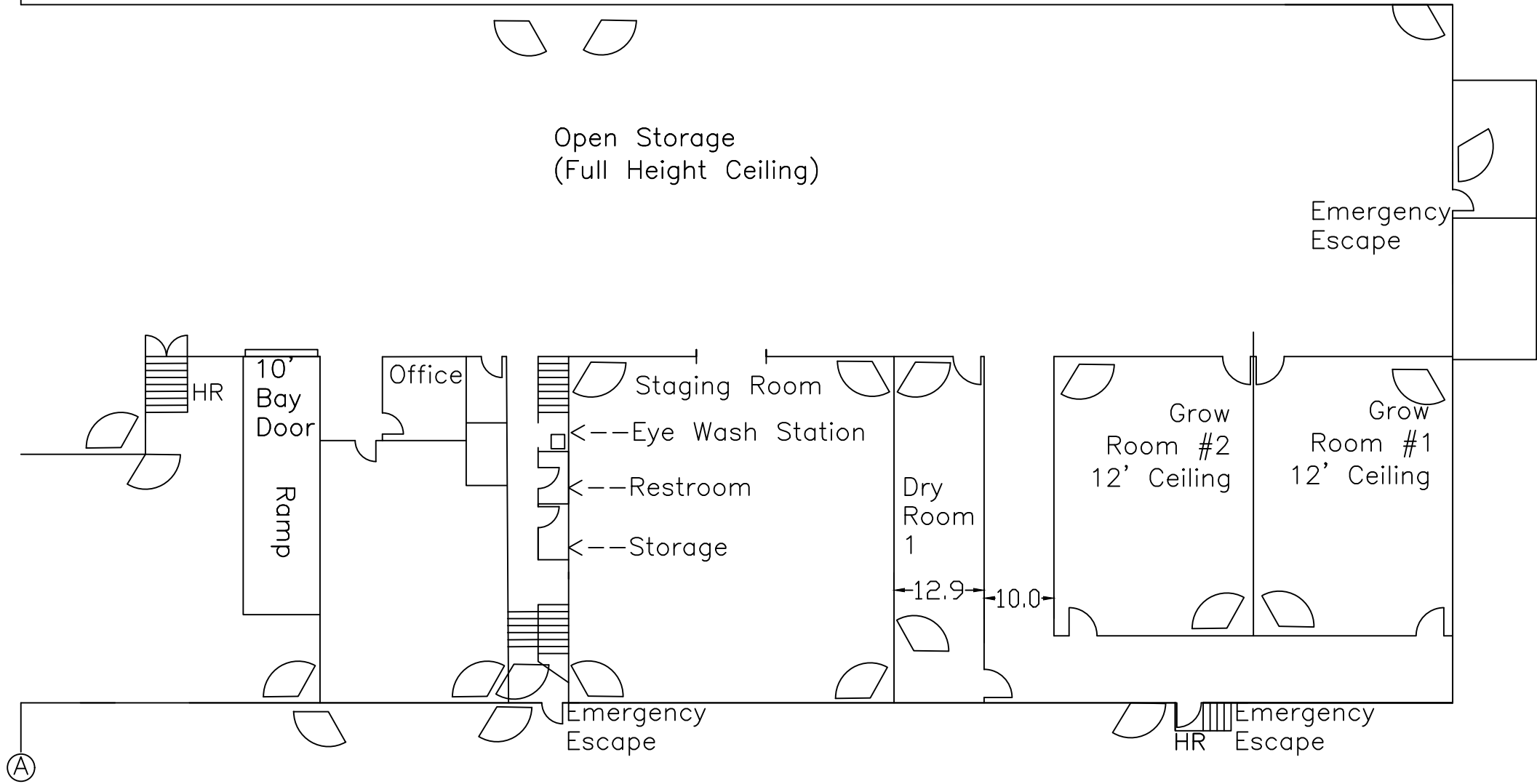


Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use CAMERA LOCATIONS(East Side of Building) page 2 Of 4
Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation, Total sq ft of first floor 41,100

DRAWING AND
SCALE BASED
ON PRINTING
11' X 17"
SIZE PAPER

lower floor continued
on page 1 of 4

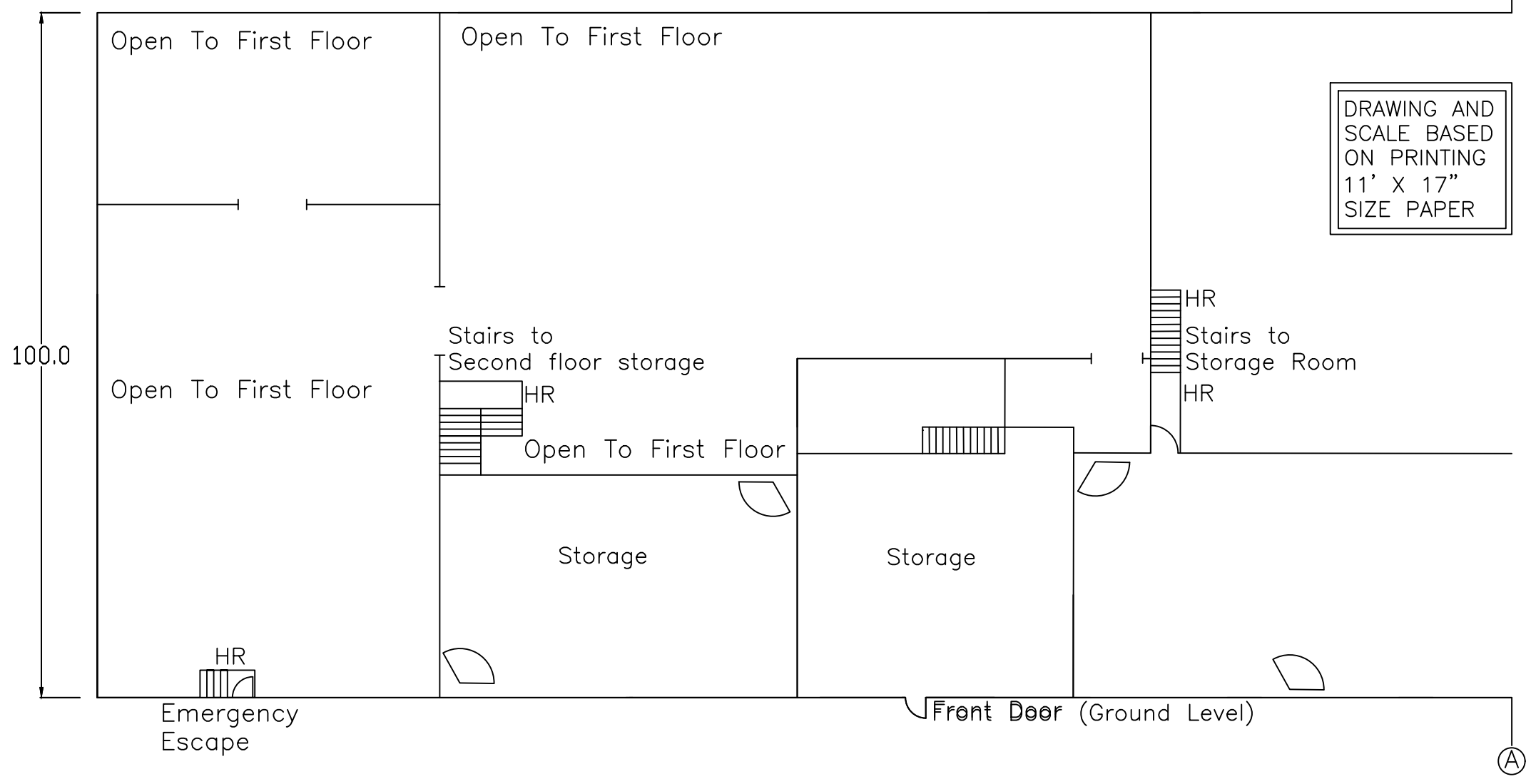


North



Scale 1:20

Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
Proposed use CAMERA LOCATIONS ON SECOND FLOOR(West Side of Building) page 3 Of 4
Marijuana Cultivation Facility Indoor Unlimited
Space rented and used for cultivation, Total sq ft of Second floor 8,893



upper floor continued on page 4 of 4

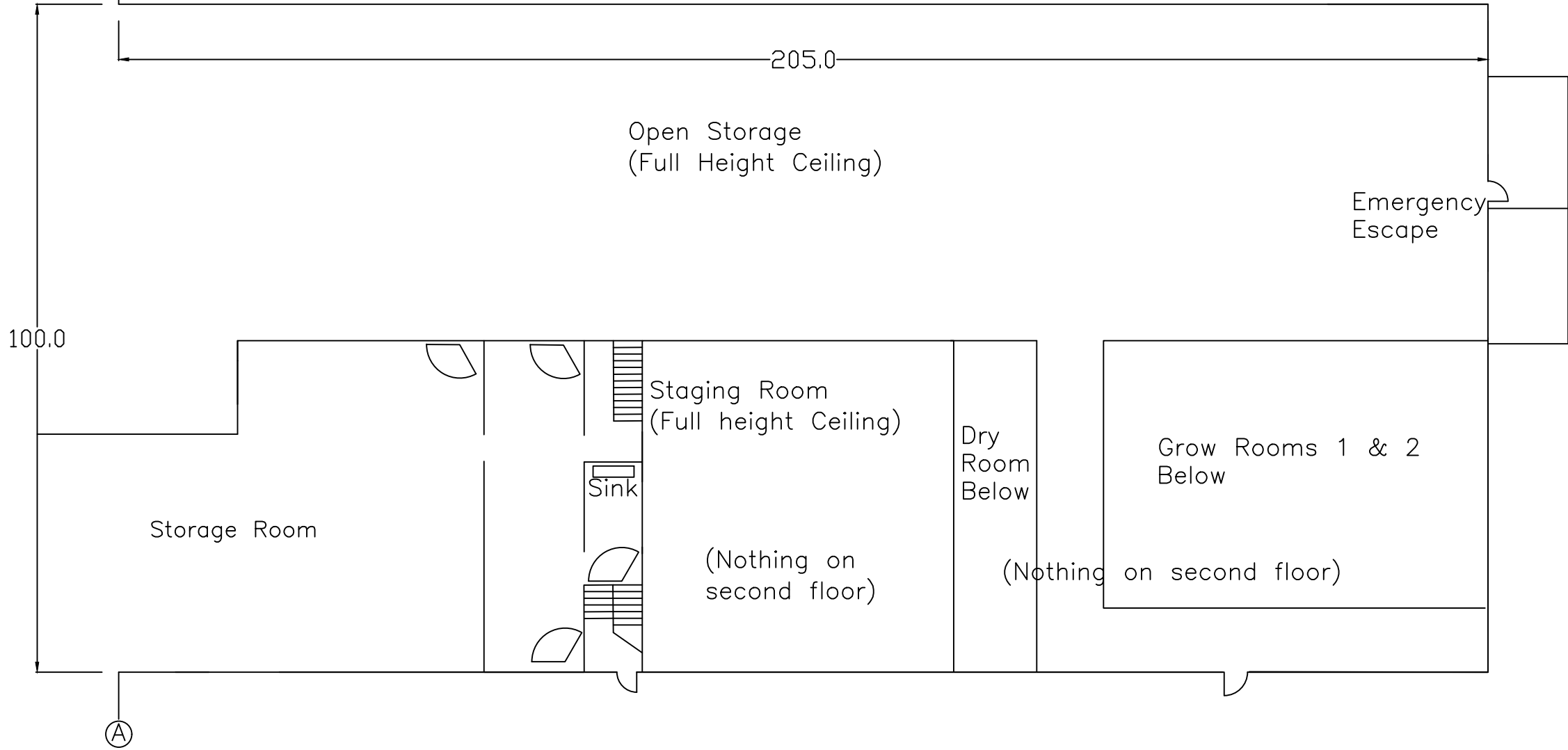


Tanana Herb Company, 1200 Well Street, Fairbanks AK 99701
 Lots 4,5 and 6A, Block E, Lots 1A, 2-4, block F, AKRR Industrial Sub
 Proposed use CAMERA LOCATIONS ON SECOND FLOOR(East Side of Building) page 4 Of 4
 Marijuana Cultivation Facility Indoor Unlimited
 Space rented and used for cultivation, Total sq ft of first floor 8,893

DRAWING AND
 SCALE BASED
 ON PRINTING
 11' X 17"
 SIZE PAPER

Scale 1:20

upper floor
 continued
 on page 3
 of 4





Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	TANANA HERB COMPANY, LLC				
Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaerbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	Completed MJ-01 Marijuana Establishment Operating Plan with attached sign in sheet, sample ID badge and training guide.
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OFFICE USE ONLY

Received Date:		Payment Submitted Y/N:		Transaction #:	
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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:

- Security
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Waste disposal
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising
- Control plan for persons under the age of 21

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 Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Tanana Herb Company, LLC				
Premises Address:	1200 Well Street				
City:	Fairbanks	State:	ALASKA	ZIP:	99701-2835
Mailing Address:	PO Box 81772				
City:	Fairbanks	State:	ALAS	ZIP:	99708
Primary Contact:	Leslea Nunley				
Main Phone:	907-388-8023	Cell Phone:	907-388-8023		
Email:	tananaherbcompany@gmail.com				



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

Restricted Access Areas (3 AAC 306.710):

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

This location has locked entry doors into the building and all restricted access doors will remain locked at all times. There are steel security doors on the front and sides of the building that are locked against outside entry. They have emergency push bars to exit in case of emergencies. Only Managers will have keys to the facilities restricted access doors. All others, including unscheduled visitors, will have to ring the front door bell and wait for a company representative to greet them during normal business hours.

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

Visitors will be met at the front door by a company representative. Visitors credentials will be reviewed at the front desk and they will be asked to sign in once their credentials have been approved. They will be given a visitor pass and escorted to the changing area to put Tyvek suits over their clothes to ensure cleanliness of the facility. Visitors will then be escorted to specific parts of the facility by a company representative. Upon completion of their business they will be escorted to the front desk to return their visitor badge and sign out. The company representative will ensure the visitors exit the building and will confirm the building exit door is locked behind them.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Describe your recordkeeping of visitors who are escorted into restricted access areas:

A visitor sign in sheet will be present at the front desk to record everyone entering and exiting the building. The sign in sheet will be filled out completely with the visitors name, date, company or organization, drivers license number or the number of some other form of valid picture ID, the reason for the visit, time in and time out. All completed sign in sheets will be kept in a locked records cabinet in a managers office.

Provide a copy of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises:

see attached ID sample



LESLEA NUNLEY

OWNER

4/5/2016

AR delaney



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

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

We will have wall mounted light fixtures on all corners of the building and over the doors. Our camera system is designed for daylight and no-light conditions, IR/1080p cameras.

An alarm system is required for all license types. Describe the security alarm system for the proposed premises:

This facility has a 3rd party company that will monitor our security system. The security system consists of door breaks as well as motion sensors on all exterior doors, the one window and the office area. If an alarm is triggered the 3rd party security service will notify us and then the police.

The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:

The security system has a key pad by the front door that will be set to active when the building is unoccupied. Only a manager will have access to the key pad and will activate and deactivate the system at the beginning and end of each day.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures for preventing diversion of marijuana or marijuana product:

During the hiring process, potential new employees will be warned about theft and if hired, will be required to sign a statement that they have been advised of the companies zero tolerance policy towards theft. Theft will not be tolerated and a second warning will not be given to those who violate the policy. The managers will randomly check bags of employees when they are leaving at the end of their shifts to ensure compliance. If an employee violates any of the security policies set forth by the company, or State law as adopted and defined by the Alaska Marijuana Control Board, they will be immediately terminated and escorted off the property. All employees are required to change into company issued scrubs that will be kept and washed on site. This will ensure our facility stays free from contaminants and prevents anyone from leaving the site with company property. There is also a high definition camera system with zero blind spots where cannabis is grown, processed and stored.

Describe your policies and procedures for preventing loitering:

The property is private, no trespassers will be allowed on the grounds for any reason. Scheduled visits and deliveries will be allowed during normal business hours. Authorities will be notified in any cases of loitering or emergencies. There is outside lighting and camera systems in place to monitor outside activity with appropriate signage displaying that the site is being monitored.

Describe your policies and procedures regarding the use of any additional security device, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm to enhance security of the proposed premises:

The alarm panel is equipped with a panic button and motion detectors are on all exterior doors.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when any automatic or electronic notification system alerts a local law enforcement agency of an unauthorized breach of security:

Any breach of security would notify the 3rd party security company. The security company will attempt to contact a Tanana Herb Company representative. If they cannot reach a representative they will notify authorities. If that happens we will let the police instruct us on further actions required and the incident will be logged and kept in the managers locked cabinet.

Video Surveillance (3 AAC 306.720):

All licensed marijuana establishments must meet minimum standards for surveillance equipment. Applicants should be able to answer "Yes" to all items below.

Video surveillance and camera recording system covers the following areas of the premises:	Yes	No
Each restricted access area and each entrance to a restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Both the interior and exterior of each entrance to the facility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Each point of sale area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Each video surveillance recording:	Yes	No
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clearly and accurately displays the time and date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is archived in a format that does not permit alteration of the recorded image, so that the images can readily be authenticated	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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:

There are 10 exterior infrared cameras facing the outside doors and all exterior walls. Each grow room has two cameras facing each other (covering the entire room). The front door and side doors will have cameras pointed at the door within 20 feet, monitoring people's faces and activities. Cameras will be facing all hallways, doors and restricted access areas to monitor people moving throughout the facility. The two garage area will have appropriate camera locations to ensure no blind spots.

Describe the locked and secure area where video surveillance recording equipment and 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 board:

There is a locked cabinet in the surveillance room that houses all camera feeds and databases. The surveillance room is a restricted access area with a locked door. Only managers have access to the surveillance room.

Location of Surveillance Equipment and Video Surveillance Records:

Yes No

Surveillance room or area is clearly defined on the premises diagram

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

Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board

Video surveillance records are stored off-site



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Business Records (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. Applicants should be able to answer "Yes" to all items below.

Business Records Maintained and Kept on the Licensed Premises:	Yes	No
All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Records related to advertising and marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A current diagram of the licensed premises including each restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A log recording the name, and date and time of entry of each visitor permitted into a restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
All records normally retained for tax purposes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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:

The surveillance room houses all camera recordings and is a restricted access area accessible only by management and is kept locked at all times. Confidential business and personnel records are kept in a locked cabinet in a managers office, which is kept locked when not in use and accessible only to management. A backup copy of vital employee records and business documents required to be available to the board, excluding video recordings, are kept in a secure location off site.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 3 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730, and identify how the proposed establishment will meet the listed requirements.

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements 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 propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

Applicants should be able to answer “Yes” to all items below.

Marijuana Tracking and Weighing:

Yes No

A marijuana inventory tracking system, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used

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

Describe the marijuana tracking system that you plan to use and how you will ensure that it is capable of sharing information with the system the board implements:

Metric is the regulatory compliance system that will be used as required by the Alaska Marijuana Control Office. This system provides all the necessary visibility, tracking and adherence to the rules and regulations adopted by Alaska Marijuana Control Board.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, 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, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

Applicants should be able to answer "Yes" to all items below.

Marijuana Handler Permit:	Yes	No
Each licensee, 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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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 premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Describe how your establishment will meet the requirements for employee qualifications and training:

Before being offered employment, each potential employee will verify they have done the training and have a valid Marijuana Handlers Permit. Background checks and drug testing will be performed upon offers of employment. A copy of the Handler Permit will be kept on file in the employee folder in a locked cabinet that is kept in a locked manager office. Before being offered employment extensive interviews will be conducted with a variety of knowledge based questions asked. These questions are attached to this document. A training guide for new employees is also attached.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to the statement below.

Marijuana Waste Disposal:

Yes

No

The marijuana establishment shall give the board at least 3 days notice in the marijuana inventory tracking system required under 3 AAC 306.730 before making the waste unusable and disposing of it



Describe how you will store, manage, and dispose of any solid or liquid waste, including wastewater generated during marijuana cultivation, production, process, testing, or retail sales, in compliance with applicable federal, state, and local laws and regulations:

All of the waste water from this facility runs into the city sewer system, which then leads to the city water sanitation system. Waste water will monitored and treated as per Federal, State and Local regulations. We do not use harmful chemicals in our facility that could potentially end up in the water system. All solid waste will be disposed of properly through the Borough landfill, via a secured dumpster or designated work truck, after it is rendered unusable.

Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

Ground marijuana waste will be mixed with a variety of material including, but not limited to, cardboard and growing media. Waste will be ground with a wood chipper to render it unusable and then combined with non-plant material at a 50/50 ratio.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

Step 1: The marijuana waste is initially collected and placed into a green waste container with a garbage bag. The bag will then be placed in the designated holding area for three days.

Step 2: The wood chipper will be removed from it's storage area and placed in the designated area outside in plain view of the camera system.

Step 3: Plant matter, non plant matter and appropriate safety equipment will be gathered and taken to designated work area.

Step 4: Safety and Start up procedures for operating the chipper will be followed including, checking oil, gas levels and inspecting for foreign material.

Step 5: The marijuana waste will be fed into the machine and ground. It will be mixed with a 50/50 ratio of non plant material.

Step 6: The new mix of destroyed marijuana waste and non plant material will be shoveled into a secure dumpster.

Step 7: An air compressor will be used to clean any foreign matter out of the chipper and the area will be inspected to ensure there is no remaining waste in the area.

Step 8: The chipper will be returned to it's designated storage area and a manager will be notified of the completed task.

Step 9: The manager will log the activity into the waste log book and input appropriate information into Metrc.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer “Yes” to all items below.

Marijuana Transportation:

Yes No

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

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

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

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

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

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

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



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment:

The marijuana that has been tested and approved for retail sales, shall be grouped together per incoming order. Each individual package of marijuana will not be larger than the states maximum requirements of five pounds per package. Each package will be vacuum and heat sealed & assigned a package tag number. Each package that has been labeled and sealed will be grouped together per manifest order. The packages will be logged into the marijuana tracking system prior to shipment to generate the delivery manifest. The totes will then be loaded into the delivery vehicle, into an internal locked cage where it will be out of view from any persons looking into the vehicle. If multiple deliveries are to occur in one day, the delivery driver will load the internal cage of the van according to stops. The manager will verify the delivery for accuracy and load safety and ensure the Metrc manifest is correct. The internal cage will be locked with a pad lock. The driver will then travel to the predetermined destination without stopping, offload the cargo and come straight back to the facility.

Describe the type of locked, safe, and secure storage compartments that will be used in any vehicles transporting marijuana or marijuana product:

The transport vehicle has a fully enclosed and lockable steel cage. The steel cage is custom built and secured via bolts through the floor boards. The cage will have one access door with a pad lock attached to the door and cage.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 7 – Signage and Advertising

Describe any signs that you intend to post on your establishment with your business name, including quantity and dimensions:

There will be an 11x17 sign on our front door with our business name and contact information. Our public hours will be posted on this sign as well, 10:00am to 4:00pm Monday through Friday.

If you are not applying for a retail marijuana store license, you do not need to complete the rest of Section 7, including Page 17.

Restriction on advertising of marijuana and marijuana products (3 AAC 306.360):

All licensed retail marijuana stores must meet minimum standards for signage and advertising.

Applicants should be able to answer "Agree" to all items below.

No advertisement for marijuana or marijuana product will contain any statement or illustration that:	Agree	Disagree
Is false or misleading	<input checked="" type="radio"/>	<input type="radio"/>
Promotes excessive consumption	<input checked="" type="radio"/>	<input type="radio"/>
Represents that the use of marijuana has curative or therapeutic effects	<input checked="" type="radio"/>	<input type="radio"/>
Depicts a person under the age of 21 consuming marijuana	<input checked="" type="radio"/>	<input type="radio"/>
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	<input checked="" type="radio"/>	<input type="radio"/>



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

No advertisement for marijuana or marijuana product will be placed:

Agree Disagree

Within one thousand 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

On or in a public transit vehicle or public transit shelter

On or in a publicly owned or operated property

Within 1000 feet of a substance abuse or treatment facility

On a campus for post-secondary education

Signage and Promotional Materials:

Agree Disagree

I understand and agree to follow the limitations for signs under 3 AAC 306.360(a)

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

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



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 8 – Control Plan for Persons Under the Age of 21

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:

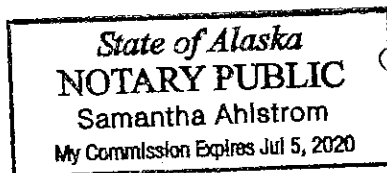
Each person who requests to enter the restricted access area will be met at the front door by a representative of the company. They will be required to show picture ID to ensure they are 21 or over. They will be required to follow all other guidelines as all other visitors, including a valid reason for entrance to the facility. If the guidelines are met, they will be asked to sign in on the visitor log and be escorted inside the facility. If they cannot prove they are 21 or older and have a valid reason for entrance to the facility they will not be allowed access and will be asked to leave the property.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

[Handwritten Signature]
Signature of licensee

[Handwritten Name]
Printed name

Subscribed and sworn to before me this 17th day of August, 2017.



[Handwritten Signature]
Notary Public in and for the State of Alaska.

My commission expires: July 5, 2020

Tanana Herb Company
Interview Questions

- 1) How did you hear about us?
- 2) Why do you want to work with us?
- 3) Do you have any experience with growing cannabis?
- 4) Tell me some signs of a sick plant.
- 5) Tell me about a health plant.
- 6) Tell me about sulfur and PM control.
- 7) Tell me about pruning.
- 8) Tell me about cloning.
- 9) What is your favorite media to grow in and why?
- 10) What is important to you?
- 11) What can we do to provide the best workplace for you?
- 12) How do you feel about working long hours on your feet?
- 13) Have you ever used a backpack sprayer?
- 14) Tell me about a normal day off?
- 15) Tell me about your normal working day?
- 16) Do you have reliable transportation to and from work?
- 17) Do you have a 3-5 year plan?
- 18) What do you prefer; working alone or with a group?
- 19) Do you have any hobbies?
- 20) Have you ever been convicted of a felony?
- 21) Will you consent to a background check?

Growers Training Guide and Check off list

1. **All levels of pruning**
 - 1.1. Light leaf pull
 - 1.2. Heavy leaf pull
 - 1.3. Underbrush clean up
 - 1.4. Dead/Damaged leaf pull
2. **Equipment care**
 - 2.1. Having work bucket full of all supplies
 - 2.2. Proper cleaning of all supplies
 - 2.3. Proper Clothing, scrubs, arm bands, gloves, head and beard hair protectors
 - 2.4. Taking care of all gear glasses, scissors, all bucket gear
3. **Nets**
 - 3.1. Making nets on pvc pipe frames
 - 3.2. Placing nets on beds permanent frames
 - 3.3. Lower nets onto plants
 - 3.4. Taking down and cleaning net frames
4. **Foliar Spraying**
 - 4.1. Using backpack sprayer properly
 - 4.2. Using atomizer properly
 - 4.3. Using right PPE equipment
 - 4.4. How to properly mix sprays
5. **Watering**
 - 5.1. Making nutrient tanks
 - 5.2. Proper watering for each room and pot size
 - 5.3. Knowing proper watering amount
 - 5.4. Checking mediums moist level
 - 5.5. Proper root drench and flush
6. **Harvest**
 - 6.1. Full supply set up in room
 - 6.2. Removing colas from netting
 - 6.3. trimming sugar leaf
 - 6.4. Proper paperwork on flower weight
 - 6.5. Hanging Flower
 - 6.6. Pot removal
 - 6.7. Basic clean up
7. **Bucking**
 - 7.1. Hanging wet flower
 - 7.2. Proper take down of hanging flower
 - 7.3. Proper labels on lot bins

- 7.4. Proper flower handling
- 7.5. Proper cleaning of bins
- 7.6. proper cleaning of dry rooms
- 8. **UV Light treatment**
 - 8.1. Proper PPE
 - 8.2. Properly application of light
- 9. **Scouting**
 - 9.1. Knowing cannabis deficiencies
 - 9.2. Checking and Identifying any problems in rooms
 - 9.3. Knowing different growing stages
 - 9.4. Proper water in medium
 - 9.5. Checking set points in rooms
- 10. **Sulfur Burning**
 - 10.1. Setting up burners
 - 10.2. Shutting down system
 - 10.3. Shutting down all fans
 - 10.4. Timing burning hours
 - 10.5. Making sure everything's back to normal
- 11. **PPE Training**
 - 11.1. How to properly wear all PPE equipment
 - 11.2. Proper use of all PPE equipment
 - 11.3. Proper disposal of PPE equipment
- 12. **Cleaning**
 - 12.1. Cleaning up after yourself in rooms
 - 12.2. Cleaning front house
 - 12.3. Cleaning main halls
 - 12.4. Cleaning utility sink area
 - 12.5. Opening dumpster
 - 12.6. Proper green and regular garbage removal

SANITATION TRAINING

- 1. **Foot Baths**
 - 1.1. Grow Room foot baths
 - 1.2. Foot Bath Arenas
- 2. **Sweeping**
 - 2.1. Broom storage
 - 2.2. Hall Sweep
 - 2.2.1. Deep Sweep
 - 2.2.2. Spot Sweep

3. Mopping

- 3.1.** Mop storage
- 3.2.** Mop bucket cleaning
- 3.3.** Dirty Mop storage
- 3.4.** Dry Room Mop
- 3.5.** Mother/Clone/Veg Area
- 3.6.** Hall Mop
 - 3.6.1.** Deep Clean
 - 3.6.2.** Dry Mop
 - 3.6.3.** Wet Floor signs
 - 3.6.4.** Grow Room Mop

4. Grow Room Cleaning

- 4.1.** Spot Sweep/Mop
- 4.2.** Post Prune Sweep
- 4.3.** Post-Harvest Cleaning
- 4.4.** Spill/Feed Line Leak

5. Octobubblers

- 5.1.** Assembly/Storage
- 5.2.** Octo Parts Cleaning/Storage
- 5.3.** Usage/Placement
- 5.4.** Feed Line Flush
- 5.5.** Octo Riser Replacement
- 5.6.** Feed Line Repair/Replacement

6. Waste

- 6.1.** Weighing waste
- 6.2.** Entering waste weight into BioTrack
- 6.3.** Waste Storage
- 6.4.** Use of scale
 - 6.4.1.** Waste Disposal Procedures
 - 6.4.2.** Comprehension of RCW 314-55-097
- 6.5.** Chipper Use
 - 6.5.1.** Proper Usage
 - 6.5.2.** Storage
 - 6.5.3.** Cleaning
 - 6.5.4.** Maintenance

7. Filters

- 7.1.** Knowledge of HVAC Filter size/location
- 7.2.** Monthly Filter Swap
- 7.3.** Processing/Front of House weekly Filter Swap
- 7.4.** Name/Date on Filter
- 7.5.** Rooftop Filter Swap

- 7.6. Storage areas
- 8. Inventory**
 - 8.1.** Personal Protection Equipment (PPE)
 - 8.2.** Use/Application
 - 8.3.** Storage
 - 8.4.** Cleaning/Disposal
 - 8.5.** Tasks
 - 8.5.1.** Location of task board
- 9. Proper radio use/storage**
- 10. Stay busy**

Mother room

- 1. Cloning**
 - 1.1. Cutting clones
 - 1.2. Plugging clones
 - 1.3. Proper sanitation
 - 1.4. mother plants to plugging stage
- 2. Planting**
 - 2.1. Using PPE
 - 2.2. Knowing pots and mediums
 - 2.3. Amending mediums
 - 2.4. Build and understanding build list boards
 - 2.5. Prep on veg plants
 - 2.6. Proper transplanting of all plants and sizes
- 3. Lights**
 - 3.1. Lower and raising lights (T5 & Gavitas)
- 4. All levels of pruning**
 - 4.1. Light leaf pull
 - 4.2. Heavy leaf pull
 - 4.3. Underbrush clean up
 - 4.4. Dead/Damaged leaf pull
- 5. Equipment care**
 - 5.1. Knowing where supplies are located
 - 5.2. Proper cleaning of all supplies
 - 5.3. Proper Clothing, scrubs, arm bands, gloves, head and beard hair protectors
 - 5.4. Taking care of all gear glasses, scissors, pumps, barrels, pots, face mask
- 6. Foliar Spraying**
 - 6.1. Using backpack sprayer properly
 - 6.2. Using atomizer properly
 - 6.3. Using right PPE equipment

6.4. How to properly mix sprays

7. Watering

7.1. Making nutrient tanks

7.2. Proper watering for each room and pot size

7.3. Knowing proper watering amounts

7.4. Checking mediums moist level

7.5. Proper root drench and flush

7.6. Bucket head on trays over flow

8. UV Light treatment

8.1. Proper PPE

8.2. Properly application of light

9. Scouting

9.1. Knowing cannabis deficiencies

9.2. Checking and Identifying any problems in rooms

9.3. Knowing different growing stages

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10. Sulfur Burning

10.1. Setting up burners

10.2. Shutting down system

10.3. Shutting down all fans

10.4. Timing burning hours

10.5. Making sure everything's back to normal

11. PPE Training

11.1. How to properly wear all PPE equipment

11.2. Proper use of all PPE equipment

11.3. Proper disposal of PPE equipment

12. Cleaning

12.1. Cleaning up after yourself in rooms

12.2. Cleaning front house

12.3. Cleaning main halls

12.4. Cleaning utility sink area

12.5. Opening dumpster

12.6. Proper green and regular garbage removal

12.7. Cleaning tanks, bed liners, planting tables, lights, fans

Processing

- 1. Trimming**
 - 1.1. Trimming
 - 1.2. Trim Master
 - 1.3. Trimminator
 - 1.3.1.using taking apart/putting back together cleaning
- 2. Joint Nation**
 - 2.1. Twisting
 - 2.2. Tubing
 - 2.2.1.Grinding
 - 2.2.2.filling barrels and running tables
 - 2.2.3.loading/unloading barrels
- 3. Label Land**
 - 3.1. Printing Labels
 - 3.2. Printing Barcodes
 - 3.3. Creating/editing custom labels
 - 3.4. Labeling lids/bottom of jars
 - 3.5. Using Joint label machine
 - 3.6. Using Jar label Machine
 - 3.7. Switching Label machine cartridges
 - 3.8. Big boxing jars
 - 3.9. Oil kits (packaging, sealing, and boxing oil)
- 4. Scales**
- 5. Oil**
 - 5.1.1. Checking in and organizing
 - 5.1.2. Weighing/packaging
 - 5.1.3. making panda pebbles
- 6. Processing orders**
 - 6.1. Updated online shared spreadsheets
 - 6.2. Writing Box labels
 - 6.3. Using BioTrack to create conversions
 - 6.4. Use BioTrack to create manifests
 - 6.5. use BioTrack to transfer orders
 - 6.6. Building joint/oil kits
- 7. Dishes - cleaning and boxing jars into flats**
- 8. Inventory Tracking**
 - 8.1. Shipments of supplies coming in, current inventory(building/kline) and ordering new supplies

Plumbing

1. Room Tutorial. How the system works
2. Cutting & Fitting PVC

3. Cutting and Fitting PEX
4. Drain line assembly and repair
5. Octo-bubbler install and maintenance
6. High pressure feed line install and maintenance
7. Pump and valve control systems
8. Sump system

Metal work

1. Cutting steel
2. Building bed frames
3. Welding
4. Proper PPE

Hand tools

1. Using all hand tools
2. Storage and care
3. Safety practices
4. Proper PPE

Power tools

1. Proper use and care
2. Proper PPE
3. Safety practices

Replacing parts

1. Pumps
2. Lights
3. Valves
4. Hose maintenance
5. Fans
6. Filters

Lights

1. Light track
2. Replacing bulbs
3. Safety considerations

Folk lift

1. Certified
2. Trained

Pallet jack

1. Proper Use
2. Be aware of surroundings

Alarms

1. Arming and disarming
2. Knowing how to check alarm
3. Using doors with alarm
4. Dumpster use
5. Bay doors

Safety Precautions

1. Using proper gear
2. Checking surroundings
3. Precautionary statements

Building

1. Fans
2. Bed frames
3. General labor
4. Piping
5. Water lines

Equipment care

1. Taking care of equipment
2. Putting equipment away
3. Cleaning equipment proper
4. Using right gear for project



Alaska Marijuana Control Board

Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana cultivation facility license and must accompany the **Marijuana Establishment Operating Plan (Form MJ-01)**, per 3 AAC 306.020(b)(1.1). Applicants should review **Chapter 306: Article 4** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of those 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 306.420(2).

What additional information is required for cultivation facilities?

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

- Prohibitions
- Cultivation plan
- Odor control
- Testing procedure and protocols
- Security

This form must be submitted to AMCO's main office before any marijuana cultivation facility 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:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Tanana Herb Company, LLC				
Premises Address:	1200 Well Street				
City:	Fairbanks	State:	ALASKA	ZIP:	99701-2835



Alaska Marijuana Control Board
**Operating Plan Supplemental
 Form MJ-04: Marijuana Cultivation Facility**

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Section 2 – Prohibitions

Applicants should review 3 AAC 306.405 – 3 AAC 306.410 and be able to answer “Agree” to all items below.

The marijuana cultivation facility will not:

Agree Disagree

Sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation

Allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on its licenses premises or within 20 feet of the exterior of any building or outdoor cultivation facility

Treat or otherwise adulterate marijuna with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana

Section 3 – Cultivation Plan

Review the requirements under 3 AAC 306.420, and identify how the proposed premises will meet the listed requirements.

Describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

The whole building will be considered restricted access. The entire square footage of the building is 49,999 square feet. The area that will be used for culitivation during the start up phase of this operation will be 2 grow rooms that are 40x28.6=1144 sq ft each; A drying room that is 49.6x12.9=640 sq ft; a processing/storage room that is 104.6x50.5=5282 sq ft and a staging/veg room that is 2311 sq ft . The total square footage of the building that will be under cultivation and/or used for processing, drying and storing is 10,521 square feet. These areas are identified on the MJ-02 premises drawings. Any changes made to the buiding to add areas will be submitted ot the board for approval prior to making changes.



Alaska Marijuana Control Board
**Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility**

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Describe the marijuana cultivation facility's growing medium(s) to be used:

The growing medium used will be Coco Coir and Rockwool.

Describe the marijuana cultivation facility's fertilizers, chemicals, gases, and delivery systems, including carbon dioxide management, to be used:

Fertilizers & Nutrients: Emerald Harvest grow A&B, bloom A&B, Emerald Goddess, honeycomb, root wizard, King Kola, Cal mag, sturdy stock, 3 parts base, grow and bloom. General hydroponics brand micro, grow, bloom, kool bloom. Cutting Edge Solutions sugar, bloombastic, mammoth P4, JR Peters hydro line, Prokure1, Dakine 420, SNS 203 pesticide soil drench/foliar spray, South Cascade Organics self-100, Flying Skull plant products-Nuk'em, EverGreen Pyrethrum Concentrate. Biosafe systems brand zero too 2.0, OxiPhos, TerraGrow, AzaGuard. PH White Wash, Activate Fungicide, Regalia RX Biofungicide, Canna Cannazym, World Garden LTD's Hygrozyme, Trinity TR Fungicide, Simple Green cleaner, Isopropyl Alcohol, Orange hand cleaner and H2O2. We don't have a current plan for a supplemental CO2 delivery system. We will be applying pesticides and fertilizers in two ways: through the root zone and with a backpack sprayer.

Describe the marijuana cultivation facility's irrigation and waste water systems to be used:

The watering system starts with a main reservoir. When the water adjusts to a usable temperature, it will be transferred to the room specific 200 gallon feed tanks in the main hallway. The appropriate nutrients will be mixed in these tanks. The nutrient rich water will be transferred utilizing a 1/3 HP pump to the individual rooms accordingly. All of the waster water is drained into the city water treatment center, where it will be monitored and cared for.



Alaska Marijuana Control Board
**Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility**

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Describe the marijuana cultivation facility's waste disposal arrangements:

Our non marijuana waste will be transferred to the Borough landfill via a dumpster or a designated company vehicle.

Section 4 – Odor Control

Review the requirements under 3 AAC 306.430, and identify how the proposed premises will meet the listed requirement.

Describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

Exhaust system air will be screened through carbon filters to mitigate any extraneous odor. There are also stand alone air/smell scrubbers in each room to reduce the odor prior to entering the exhaust systems. We also provide clean work scrubs to employees, that remain on the premises for laundering. Employees will change back into their clothing, that has not been in the growing areas, thereby preventing them from leaving the premises with the smell of marijuana in their clothing.



Alaska Marijuana Control Board

Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 5 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer “Agree” to the item below.

I understand and agree that:

Agree Disagree

The board will or the director shall from time to time require the marijuana cultivation facility to provide samples of the growing medium, soil amendments, fertilizers, crop production aids, pesticides, or water for random compliance checks



Describe the testing procedure and protocols the marijuana cultivation facility will follow:

State mandated testing procedures and protocols will be followed. After the cannabis has been harvested and dried, random samples will be taken. Testing samples will be created in Metrc and will be transferred, with a manifest, to an approved testing facility. After the samples have been approved for sale the established procedures will be followed to create sales and shipping manifests. The testing batch information will be submitted to our customers via our packaging and labels.

Until the testing results are received in writing, from the testing facility, the entire batch from which the samples were selected will be segregated and secured in a cool, dry location protected from contaminants. All testing results will be maintained as part of the business books and records.



Alaska Marijuana Control Board
**Operating Plan Supplemental
 Form MJ-04: Marijuana Cultivation Facility**

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Section 6 – Security

Review the requirements under 3 AAC 306.430 and 3 AAC 306.470 – 3 AAC 306.475, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer “Agree” to the two items below.

The marijuana cultivation facility applicant has:

Agree Disagree

Read and understands and agrees to the packaging of marijuana requirements under 3 AAC 306.470

Read and understands and agrees to the labeling of marijuana requirements under 3 AAC 306.475

Restricted Access Area (3 AAC 306.430):

Yes No

Will the marijuana cultivation facility include outdoor production?

If “Yes”, describe the outdoor structure(s) or the expanse of open or clear ground fully enclosed by a physical barrier:



Alaska Marijuana Control Board
Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility cannot be observed by the public from outside the facility:

There is one window on the first floor of the facility that looks into a small break room. That window is secured against unauthorized entry with metal bars. There are no views of any marijuana from that location. All other doors are solid steel security doors and do not offer views inside the facility. The facility walls are 28' high and made of concrete.

I certify that as a marijuana cultivation facility, I will submit monthly reports to the Department of Revenue and pay the excise tax required under AS 43.61.010 and 43.61.020 on all marijuana sold or provided as a sample to a marijuana establishment, as required under 3 AAC 306.480.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Lestea Nunley
Signature of licensee

Lestea Nunley
Printed name

Subscribed and sworn to before me this 17th day of August, 2017.

State of Alaska
NOTARY PUBLIC
Samantha Ahlstrom
My Commission Expires Jul 5, 2020

Samantha Ahlstrom
Notary Public in and for the State of Alaska.

My commission expires: July 5, 2020



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	TANANA HERB COMPANY, LLC				
Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaerbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	MJ-07 Public Notice Posting Affidavit and copy of Posted Notice
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OFFICE USE ONLY

Received Date:		Payment Submitted Y/N:		Transaction #:	
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Alaska Marijuana Control Board

Form MJ-07: Public Notice Posting Affidavit

What is this form?

A public notice posting affidavit is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(10). As soon as practical after initiating a new marijuana establishment license application, an applicant must give notice of the application to the public by posting a copy of the application (produced by the board's application website) for ten (10) days at the location of the proposed licensed premises and one other conspicuous location in the area of the proposed premises, per 3 AAC 306.025(b)(1).

This form must be completed and submitted to AMCO's main office before any 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:	Tanana Herb Company, LLC	License Number:	14467
License Type:	Standard Marijuana Cultivation Facility		
Doing Business As:	Tanana Herb Company, LLC		
Premises Address:	1200 Well Street		
City:	Fairbanks	State:	AK
		ZIP:	99701

Section 2 – Certification

I certify that I have met the public notice requirement set forth under 3 AAC 306.025(b)(1) by posting a copy of my application for the following 10-day period at the location of the proposed licensed premises and at the following conspicuous location in the area of the proposed premises:

Start Date: 08/22/17 End Date: 09/04/17

Other conspicuous location: The Lunch Deli posting board 1/2 mile from building

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

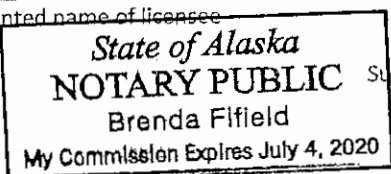
Leslea Nunley
 Signature of licensee

Leslea Nunley

Printed name of licensee

Brenda Filfield
 Notary Public for the State of Alaska

My commission expires: July 4, 2020



Subscribed and sworn to before me this 6th day of September, 2017.



Public Notice

Application for Marijuana Establishment License

License Number: 14467

License Status: Initiated

License Type: Standard Marijuana Cultivation Facility

Doing Business As: TANANA HERB COMPANY, LLC

Business License Number: 1033939

Email Address: tananaherbcompany@gmail.com

Latitude, Longitude: 64.505800, -147.434100

Physical Address: 1200 Well Street
Fairbanks, AK 99701-2835
UNITED STATES

Licensee #1

Type: Entity

Alaska Entity Number: 10036773

Alaska Entity Name: Tanana Herb Company, LLC

Phone Number: 907-388-8023

Email Address: tananaherbcompany@gmail.com

Mailing Address: PO Box 81772
Fairbanks, AK 99708-1772
UNITED STATES

Entity Official #1

Type: Individual

Name: Leslea Nunley

Phone Number: 907-388-8023

Email Address: lesleanunley@gmail.com

Mailing Address: PO Box 81772
Fairbanks, AK 99708-1772
UNITED STATES

Note: No affiliates entered for this license.

Interested persons should submit written comment or objection to their local government, the applicant, and to the Alcohol & Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.

POSTING DATE 8/22/17



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

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Section 1 – Establishment Information

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

Licensee:	Tanana Herb Company, LLC	License Number:	14467		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	TANANA HERB COMPANY, LLC				
Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaherbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	<p>MJ-08 Local Government Notice: one for the Fairbanks North Star Borough and one for the City of Fairbanks.</p>
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Received Date:		Payment Submitted Y/N:		Transaction #:	
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Alaska Marijuana Control Board
Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a new marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to the local government and any community council in the area of the proposed licensed premises. For purposes of this notification, the document that must be submitted is the application document produced by the online application system titled "Public Notice".

This form must be completed and submitted to AMCO's main office before any 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.

Table with 5 rows and 4 columns containing licensee information: Licensee (Tanana Herb Company, LLC), License Number (14467), License Type (Standard Marijuana Cultivation Facility), Doing Business As (Tanana Herb Company, LLC), Premises Address (1200 Well Street), City (Fairbanks), State (AK), and ZIP (99701-2835).

Section 2 - Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government official and community council (if applicable):

Local Government: City of Fairbanks, Name of Official: D. Danyielle Snider, Title of Official: City Clerk, Date Submitted: 8/21/2017, Community Council: (Municipality of Anchorage and Matanuska-Susitna Borough only), Date Submitted:

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Signature of licensee: Lestea Nunley

Printed name of licensee: Lestea Nunley

Notary Public in and for the State of Alaska: Brenda Fifield

My commission expires: July 4, 2020

Subscribed and sworn to before me this 22nd day of August, 2017.

State of Alaska NOTARY PUBLIC Brenda Fifield My Commission Expires July 4, 2020



Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a new marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to the local government and any community council in the area of the proposed licensed premises. For purposes of this notification, the document that must be submitted is the application document produced by the online application system titled "Public Notice".

This form must be completed and submitted to AMCO's main office before any 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:	Tanana Herb Company, LLC	License Number:	14467
License Type:	Standard Marijuana Cultivation Facility		
Doing Business As:	Tanana Herb Company, LLC		
Premises Address:	1200 Well Street		
City:	Fairbanks	State:	AK
		ZIP:	99701-2835

Section 2 – Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government official and community council (if applicable):

Local Government: Fairbanks North Star Borough Name of Official: Manish Singh
 Title of Official: Zoning Official Date Submitted: 8/21/17
 Community Council: _____ Date Submitted: _____
 (Municipality of Anchorage and Matanuska-Susitna Borough only)

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Leslea Nunley
 Signature of licensee
 Leslea Nunley
 Printed name of licensee

Brenda Elfield
 Notary Public in and for the State of Alaska
 My commission expires: July 4, 2020

Subscribed and sworn to before me this 22nd day of August, 2017.

State of Alaska
NOTARY PUBLIC
Brenda Elfield
 My Commission Expires July 4, 2020



Alaska Marijuana Control Board

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Cover Sheet for Marijuana Establishment Applications

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

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License Type:	Standard Marijuana Cultivation Facility				
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Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaherbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	Publishers Affidavit
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OFFICE USE ONLY

Received Date:		Payment Submitted Y/N:		Transaction #:	
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AFFP

Tanana Herb Company, LLC

Affidavit of Publication

UNITED STATES OF AMERICA }
STATE OF ALASKA } SS.
FOURTH DISTRICT }

42620

Tanana Herb Company, LLC is applying under 3 AAC 306.400(a)(1) for a new Standard Marijuana Cultivation Facility license, license #14467, doing business as TANANA HERB COMPANY, LLC, located at 1200 Well Street, Fairbanks, AK, 99701-2835, UNITED STATES.

Before me, the undersigned, a notary public, this day personally appeared Tameka Ambersley, who, being first duly sworn, according to law, says that he/she is an Advertising Clerk of the Fairbanks Daily News-Miner, a newspaper (i) published in newspaper format, (ii) distributed daily more than 50 weeks per year, (iii) with a total circulation of more than 500 and more than 10% of the population of the Fourth Judicial District, (iv) holding a second class mailing permit from the United States Postal Service, (v) not published primarily to distribute advertising, and (vi) not intended for a particular professional or occupational group. The advertisement which is attached is a true copy of the advertisement published in said paper on the following day(s):

Interested persons should submit written comment or objection to their local government, the applicant, and to the Alcohol & Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.

Publish: 08-19, 08-26 & 09-02-17

August 19, 2017, August 26, 2017, September 02, 2017

and that the rate charged thereon is not excess of the rate charged private individuals, with the usual discounts.

Advertising Clerk

Subscribed to and sworn to me this 2nd day of September 2017.

Marena Burnell, Notary Public in and for the State Alaska.

My commission expires: December 07, 2017

00009591 00042620

Leslea Nunley
Po Box 81772
Fairbanks , AK 99708

NOTARY PUBLIC
M. BURNELL
STATE OF ALASKA
My commission Expires December 7, 2017



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

What is this form?

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License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	TANANA HERB COMPANY, LLC				
Physical Address:	1200 Well Street				
City:	Fairbanks	State:	AK	Zip Code:	99701 - 2835
Designated Licensee:	Leslea Nunley				
Email Address:	tananaherbcompany@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	<p>Proof of Proposed Premises documents including:</p> <p>Lease from Alaska Railroad approving the sublease to Bear Electric Inc from current lessee Well Street, LLC to use as a marijuana cultivation facility.</p> <p>Lease from Bear Electric Inc to Tanana Herb Company, LLC to use the building for marijuana cultivation.</p> <p>Verification of assigned address as 1200 Wells Street from FNSB Community Planning FNSB Assessment summary with legal description and address information for property for verification with lease property descriptions.</p> <p>Copy of submitted FNSB zoning permit application listing street address, Borough legal description and property owner.</p>
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Received Date:		Payment Submitted Y/N:		Transaction #:	
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Supplement No. 2 to
ARRC Contract No. 20221
[New Contract No. 20320]

**AMENDMENT TO LEASE
AND
ASSIGNMENT OF LEASE
(With Consent)**

THIS AMENDMENT TO LEASE AND ASSIGNMENT OF LEASE is made on the day executed by the last signatory hereto, by and between **WELL STREET, LLC**, an Alaska limited liability company (hereinafter "ASSIGNOR"); **BEAR ELECTRIC, INC.**, an Alaska corporation (hereinafter "ASSIGNEE"), whose mailing address is P.O. Box 81772, Fairbanks, Alaska 99708; and the **ALASKA RAILROAD CORPORATION**, a public corporation created pursuant to AS 42.40 (hereinafter "LESSOR"), whose mailing address is P.O. Box 107500, Anchorage, Alaska 99510-7500.

RECITALS

A. LESSOR is the lessor of real property more fully described in the attached "Schedule 1" located in the Fairbanks Recording District, Fourth Judicial District, State of Alaska (the "Leased Premises") under that certain amended and restated ground lease, ARRC Contract No. 9132, dated September 19, 2007, between LESSOR and ADCO Properties, Inc. (the "Lease"), as more particularly described in that certain memorandum of lease which was recorded November 8, 2007 as Document No. 2007-026097-0 in the records of said recording district.

B. The Lease was assigned to ASSIGNOR under that certain Amendment to Lease and Assignment of Lease (With Consent), Supplement No. 2 to Contract No. 9132, dated November 16, 2016, which also revised rent provisions of the Lease and updated the legal description of the Leased Premises, and thereafter administered as ARRC Contract No. 20221. Said Supplement No. 2 was recorded November 17, 2016, at Document No. 2016-017271-0 in the records of said recording district.

C. ASSIGNOR is the lessee under the Lease or the successor in interest to such lessee.

D. It is the desire of ASSIGNOR to assign and transfer all of its rights, interest, liabilities and obligations in the Lease and the Leased Premises to ASSIGNEE, and it is the desire of ASSIGNEE to accept all rights, interest, liabilities and obligations in the Lease and the Leased Premises.

E. The parties desire to amend the Lease to reflect the correct area of the Leased Premises, which is actually slightly larger than indicated in previous Lease documents.

F. The parties further desire to amend the Lease to reflect a change in the use of the Leased Premises allowed under the Lease.

G. The consent of LESSOR is required for any amendment to or assignment of the Lease. LESSOR intends by its signature hereto both to consent to the Assignment of Lease set forth below and to agree to the Amendment of Lease set forth below.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the ASSIGNOR, ASSIGNEE and LESSOR agree as follows:

1. Schedule 1, referred to in Paragraph 1.01 of the Lease, is hereby deleted in its entirety and the attached "Schedule 1 (prepared 08/09/2017)" is inserted in place thereof. Any references in the Lease to "Schedule 1" shall henceforth be deemed to refer to "Schedule 1 (prepared 08/09/2017)".

2. Paragraph 4.01 of the Lease is hereby deleted in its entirety and the following inserted in place thereof:

4.01 Use of Leased Premises. Lessee specifically agrees that for the term of this Lease, it shall use the Leased Premises for no other purposes other than (i) warehouse, storage and office space; and/or (ii) marijuana cultivation. Any change in use will require prior written approval of Lessor.

3. ASSIGNOR hereby assigns all of its rights, interests, liabilities and obligations in the Lease and the Leased Premises to ASSIGNEE; and ASSIGNEE hereby accepts and assumes all of ASSIGNOR'S rights, interests, liabilities and obligations in the Lease and Leased Premises.

4. ASSIGNEE shall at all times henceforth be considered as the Lessee under the terms of the Lease, and shall perform all of the obligations of Lessee as set forth in the Lease and all amendments thereto, including but not limited to the amendments contained herein.

5. The lease amendment and assignment set forth herein shall have no force and effect until such time as they are agreed and consented to by the LESSOR pursuant to the terms of the Lease.

ASSIGNOR

WELL STREET, LLC

Dated: 8.16.17

By: John Mac Cheyne

Print: John Mac Cheyne

Its: Managing Member

ASSIGNEE

BEAR ELECTRIC, INC.

Dated: 8/16/17

By: [Signature]

Print: JAMES NUNLEY

Its: President

AGREEMENT TO LEASE AMENDMENT AND CONSENT TO ASSIGNMENT

The ALASKA RAILROAD CORPORATION, as LESSOR under the Lease, hereby agrees to the amendment of the Lease set forth in this Supplement No. 2 to ARRC Contract No. 20221. LESSOR further hereby consents to the assignment of the Lease, as amended herein, by ASSIGNOR to ASSIGNEE. This Consent shall not release ASSIGNOR from any obligations that may have arisen or accrued or be based on events which occurred before the assignment.

LESSOR's consent to both the foregoing Lease amendment and the foregoing assignment of the Lease shall be null and void from the outset if the above-referenced assignment transaction is not closed and this Amendment to and Assignment of Lease (With Consent) document is not recorded within one hundred and twenty (120) days of LESSOR's signature below.

Henceforth, this Lease shall be known and administered as LESSOR's Contract No. 20320

*Supplement No. 2 to
ARRC Contract No. 20221
[New Contract No. 20320]
Page - 3 -*

Except as otherwise expressly stated in this Supplement No. 2 to Contract No. 20221, nothing in this Consent to Assignment is intended to amend or alter any of the terms and conditions of the Lease or any amendments thereto previously executed by LESSOR and ASSIGNOR, or any predecessor in interest to either of them, all of which terms and conditions remain in full force and effect.

ASSIGNEE has made certain representations and warranties to LESSOR regarding its financial position. Any representation or warranty made by ASSIGNEE orally or in any document or certificate furnished to LESSOR in connection herewith which is untrue in any material respect as of the date on which made shall be an event of default for which the LESSOR may terminate the Lease.

Nothing in this Consent is to be construed as a consent by LESSOR to any subsequent assignment.

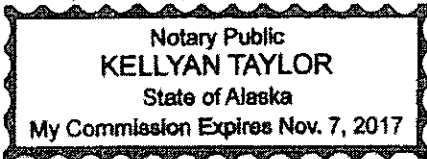
ALASKA RAILROAD CORPORATION

Dated: 8/16/2017

By: James W. Kubitz
James W. Kubitz
Vice President, Real Estate & Facilities

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 16 day of August, 2017, by James W. Kubitz, Vice President, Real Estate & Facilities of the Alaska Railroad Corporation, a public corporation created by Alaska Statute 42.40, on behalf of the corporation.



Kellyn Taylor
Notary Public in and for Alaska
My Commission expires: Nov. 7, 2017

STATE OF ALASKA)
)ss.
FOURTH JUDICIAL DISTRICT)

Well Street, LLC
Lease Contract No. 20221
[New Lease Contract No. 20320]

SCHEDULE 1

LEGAL DESCRIPTION (prepared 08/09/2017)

Seven lots within Section 3, Township 1 South, Range 1 West, Fairbanks Meridian, Alaska and situated in the Alaska Railroad Fairbanks Terminal Reserve in the Fairbanks Recording District, Fourth Judicial District, State of Alaska and described as follows:

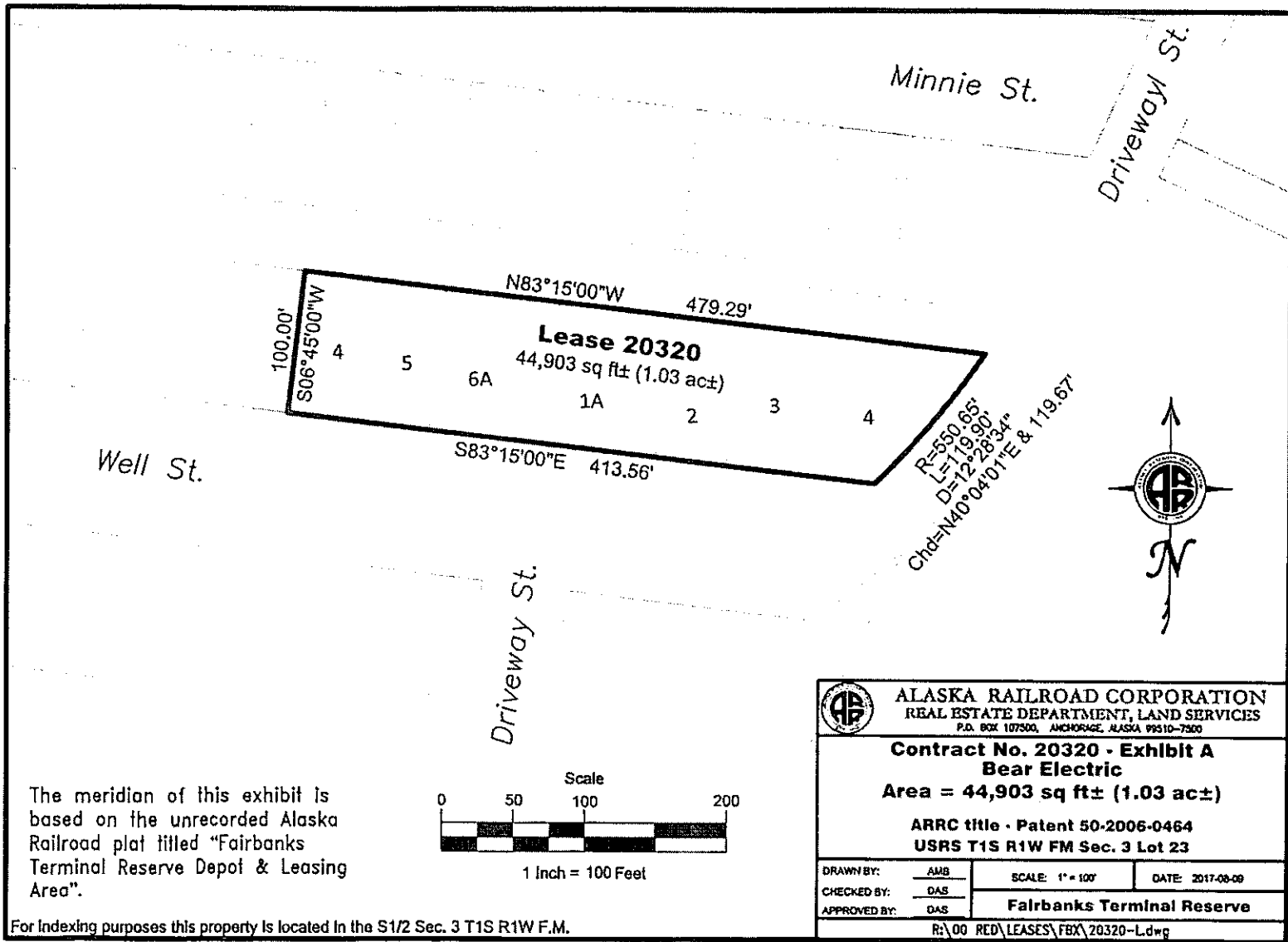
Lease Lots 4, 5 & 6A of Block E and 1A, 2, 3 & 4 of Block F as depicted on the unrecorded plat titled "Fairbanks Terminal Reserve Depot & Leasing Area" and the attached "Exhibit A", containing 44,903 square feet, more or less.

For indexing purposes the land lies within:
Lot 23, Section 3, Township 1 South, Range 1 West, Fairbanks Meridian

Recorder's Office, return to:
ALASKA RAILROAD CORPORATION
P.O. BOX 107500
ANCHORAGE, AK 99510-7500
STATE BUSINESS - NO CHARGE

*Schedule 1 to Supplement No. 2
ARRC Contract No. 20221
[New Contract No. 20320]*

Received by AMCO 9/6/2017



WAREHOUSE / SHOP LEASE

THIS AGREEMENT is entered into by and between

**Bear Electric
2008 Perkins Drive
Fairbanks, AK 99709**

hereinafter referred to as "LANDLORD"; and

**Tanana Herb Company
PO Box 81772
Fairbanks, AK. 99708**

hereinafter referred to as "TENANT".

WITNESSETH:

Tenant hereby leases and rents from Landlord that certain portion of the Landlord's property located at 1200 Well St., Fairbanks, Alaska, comprised of approximately 43,000 square feet of office and warehouse space.

TERM:

The INITIAL TERM of this lease is mutually agreed upon for the period of five (5) years commencing on the 1st day of August 2017 and expiring on the 31st day of July 2022.

SECURITY DEPOSIT:

SECURITYDEPOSIT SHALL BE WAIVED UNDER THIS LEASE AGREEMENT.

RENT:

Base rental rates shall increase throughout the term of this lease. The lease schedule shall be as follows:

Lease year 1- 5 (8/1/17 – 7/31/22) - \$40,000 per month;

Tenant shall pay to Landlord the scheduled amount as rent for the premises together with such other sums as may be assessed by the Landlord under other provisions of this lease payable in monthly installments in advance, on the fifth (5th) day of each and every calendar month during the term of the lease. The first installment in the amount of \$40,000.00 shall be due and payable upon signing of this lease.

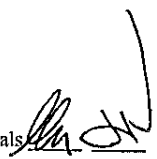
All rents and other sums due thereunder shall be paid in cash or electronically transferred without discount or offset to an account to be determined. Rent not received within ten (10) days of the date upon which it was due shall be in default and shall bear a four percent (4%) late fee. Unpaid late fees shall be treated as rent for all purposes under this lease.

UTILITIES:

It is understood and agreed by both the Landlord and Tenant that Tenant accepts unit in "as is" condition, and that Tenant shall be solely responsible for all utilities unless noted:

MAINTENANCE:

It is understood and agreed by both Landlord and Tenant that Tenant shall be responsible for maintenance of the leased premises except for those items which are Landlord's responsibility. Tenant promises to procure, maintain, and pay for all services necessary to maintain the leased premises in good repair, constant working order and in safe and sanitary condition; including but not limited to: electricity, heating fuel, water and septic. Landlord, at its cost and expense, shall maintain in good condition and repair, structural portions and the roof of the leased premises and be responsible for the replacement of all mechanical systems thereof during the term of this Lease and any extension or renewal thereof.

Initials 

ALASKA RAILROAD LAND LEASE:

Landlord shall pay and discharge any and all land lease payments and any other impositions or charges levied or charged against the Leased Premises and arising out of Landlord's master lease agreement with the AKRR for the Leased Premises, on or before the applicable due date.

TAXES:

Landlord shall pay and discharge any and all real estate taxes and any other taxes, impositions or charges levied or charged against the Leased Premises and arising out of Landlord's ownership of the Leased Premises, on or before the applicable due date.

SNOW REMOVAL:

It is understood and agreed by both Landlord and Tenant that Landlord shall be solely responsible for ground snow and roof snow removal.

TRASH REMOVAL:

It is understood and agreed by both Landlord and Tenant that Tenant shall be solely responsible for garbage/trash removal.

ALTERATIONS:

Tenant shall make no alterations to the building or premises, internal or external which would change the character or condition of the building, or premises without the written consent of the Landlord, to include heating and/or air conditioning system.

INSURANCE:

Tenant understands and agrees that Landlord does not provide or carry any liability or personal property insurance on the Tenant, Tenant's agents, nor their personal property.

Tenant further understands and agrees that Landlord and the owner shall in no manner whatsoever be held responsible or liable for any damage, injury, theft, loss, or harm of any kind occurring to Tenant, Tenant's agents or personal property on the leased premises except for Landlord's negligence. Any insurance required to conduct the activity to be conducted by Tenant and any protection and insurance whether required by law or regulation to procure desired Tenant shall be Tenant's sole responsibility to procure and maintain. Tenant shall obtain and keep in force during the term of this agreement a policy or policies of insurance covering personal injury and property damage, in the minimum amounts of Two Million Dollars, (\$ 2,000,000.00) per accident or loss and Two Million Dollars (\$ 2,000,000.00) per person. The Landlord shall be named as an additional insured under each of those policies of insurance and copies of the insurance shall be delivered to Landlord. Landlord's insurance on the leased premises, if any, is for the sole benefit and protection of the Landlord.

ASSIGNMENT AND SUBLETTING:

Tenant shall not add, transfer or encumber this agreement or the property described in this agreement or permit occupancy of the property by any other person without the prior written consent of the Landlord, which consent shall not be unreasonably withheld or delayed. Landlord shall have the absolute right to refuse any proposed assignment or sublease if the proposed assignee or proposed sublease intends to change the character or the use of the premises, or if the financial condition of the proposed assignee or proposed Tenant is not as good or better than the financial condition of the Tenant at the commencement of this lease.

Nothing contained in this lease shall be interpreted to impair or affect in any way the right of the Landlord to assign, encumber or impair its rights under this lease to any person as security, to obtain financing, or for any other commercial purpose, provided only that the assignment does not materially impair the Landlord's covenant of quiet enjoyment to the Tenant.

USE OF THE PREMISES:

It is understood and agreed by the parties hereto that the herein described premises, unless excepted in writing by Landlord, is limited in use. The premises herein described will be used solely as storage and normal business activity related to cannabis cultivation, manufacturing and retail sales of cannabis. Any change in business or deviation will be considered a breach of the lease.

Initials 

Tenant agrees to conduct its business so as not to constitute a nuisance and to observe all rules, regulations, and all laws and ordinances applicable to the use and occupancy of the premises. Tenant agrees not to store dead vehicles on the site at any time during the term of this lease. Failure to abide by this agreement shall constitute grounds for eviction.

HAZARDOUS SUBSTANCES:

It is understood and agreed to by Landlord and Tenant that all hazardous substances, including motor oil, shall be disposed of by Tenant in an environmentally approved manner. Any hazardous substances, including motor oil, spilled on the gravel pad, floor or ground must be cleaned up immediately by the Tenant. Repeated infractions, and/or failure to clean up spillage shall be cause for immediate eviction. Tenant agrees by execution of this document to bear all costs incurred by Landlord for removal and clean up of hazardous substances placed there by Tenant. It is understood and agreed by Tenant that hazardous substances, including waste oil, shall NOT be stored indoors.

Landlord agrees to hold tenant harmless from and against any and all damage or liabilities for any spills or contamination done by Landlord, landlord's agents or previous tenants, to tenant's premises and yard space.

FLOOR DRAINS:

Floor drains are solely for the disposal of water runoff. Tenant understands that units with septic systems are unable to handle excessive water disposal caused by vehicle washing and Tenant agrees not to wash any vehicles within the garage bays where septic systems are in use.

SURROUNDING AREA:

Tenant is responsible for the area immediately surrounding said leased unit. Upon vacating the unit, Tenant shall remove all items from within and without the leased unit.

QUIET ENJOYMENT:

Landlord covenants and warrants that, so long as Tenant is not in default under the covenants and agreements of this Lease, Tenant's quiet and peaceable enjoyment of the Leased Premises shall not be disturbed or interfered with.

INDEMNITY:

The Tenant shall indemnify, hold harmless and defend the Landlord and its agents from any and all liability to any person or persons for damages, claims, suits, liabilities, costs and expenses arising directly or indirectly from the occupancy and use of the premises, or arising from acts by such party, its agents, servants, employees, customers, sub-lessees and contractors, except to the extent caused by the negligence of willful misconduct of the other party or its agents, servants, employees, customers, sub-lessees or contractors.

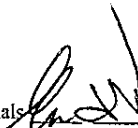
Landlord agrees to hold Tenant harmless from and against any and all damage or liabilities for any spills or contamination done by Landlord, Landlord's agents or previous tenants, to tenant's premises or yard space.

DEFAULT:

TENANT'S DEFAULT: The occurrence of any of the following shall constitute a default by Tenant:

- (a) Failure to pay rent within fifteen (15) calendar days of when due.
- (b) Abandonment of the premises.
- (c) Failure to perform any of the provisions of this lease if the failure to perform is not cured within thirty (30) days after notice has been given to Tenant. If the default cannot reasonably be cured within thirty (30) days, Tenant shall not be in default of this lease if Tenant commences to cure the default within the thirty (30) day period, and thereafter diligently and in good faith continues to cure the default.

Notices given under this paragraph shall specify the alleged default and the applicable lease provisions; and shall demand that Tenant perform the provisions of this lease or pay the rent that is in arrears, as the case may be, within the applicable period of time, or quit the premises. No such notice shall be deemed a forfeiture or a termination of this lease unless Landlord so elects in the notice.

Initials 

REMEDIES: If Tenant or Landlord, as the case may be, causes a default the non-defaulting party shall have all remedies permitted by law including the following. These remedies are not exclusive; they are cumulative and in addition to any remedies now or later allowed by law.

(a) Either party, following notice and opportunity to cure extended to the other, after the other commits a default, can cure the default at the defaulting party's cost. If a party at any time, by reason of the other's default, pays any sum or does any act that requires the payment of any sum, the sum paid by the non-defaulting party shall be due immediately from the defaulting party to the other at the time the sum is paid, and if paid at a later date shall bear interest at the rate of five percent (5%) per annum from the date the sum is paid by the non-defaulting party until reimbursed by the defaulting party. The sum, together with interest on it, shall be additional rent with respect to amounts payable by Tenant.

(b) In the case of a Tenant default, Landlord can continue this lease in full force and effect, and the lease will continue in effect as long as Landlord shall have the right to collect rent when due. During the period Tenant is in default, Landlord can enter the premises at reasonable times and re-let them together with all improvements to third parties for Tenant's account. Tenant shall be liable immediately to Landlord for all reasonable costs Landlord incurs in re-letting the premises for the remaining term hereof, including, without limitation, reasonable broker's commissions, reasonable expenses of remodeling the premises required by the re-letting, and like reasonable costs. Re-letting can be for a period shorter or longer than the remaining term of this lease. Tenant shall pay to Landlord the rent due under this lease (for the remainder only of the current term) on the dates the rent is due, less the rent Landlord receives from any re-letting. No act by Landlord allowed by this paragraph shall terminate this lease unless Landlord notifies Tenant that Landlord elects to terminate this lease.

(c) In the case of a Tenant default, Landlord can terminate Tenant's right to possession of the premises any time after reasonable notice of default and Landlord's election to terminate. No act by Landlord other than giving notice to Tenant shall terminate this lease. Acts of maintenance, efforts to re-let the premises, or the appointment of a receiver on the Landlord's initiative to protect Landlord's interest under its lease shall not constitute a termination of Tenant's right to possession. On termination under this paragraph, Landlord has the right to recover from Tenant:

(i) At the time of the award the total amount of the unpaid rent that had been earned at the time of termination of this lease;

(ii) At the time of the award the total amount of unpaid rent that would have been earned after the date of termination of this lease until the time of award less the amount of such rental that Tenant proves could have been reasonably avoided;

(iii) At the time of the award the total amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of the loss of rent that Tenant proves could have been reasonably avoided; and

(iv) Any other amount, and court costs, necessary to compensate Landlord for all detriment proximately caused by Tenant's default.

NOTICES:

All notices respecting this lease shall be in writing and delivered, in case of the Tenant, to the address listed above; and in case of the Landlord, by email at bearelectric.alaska@gmail.com and by mail to 2008 Perkins Drive, Fairbanks, Alaska 99709.

This lease shall bind and insure to the benefit of the parties hereto and their respective successors and assigns.

At the expiration or other termination of this lease, Tenant herein agrees to surrender the premises to Landlord in as good condition as when received, subject to ordinary wear and tear. Tenant is hereby authorized and required to remove all of its personal property and equipment.

GENERAL PROVISIONS:

A. Landlord or Landlord's agents shall have the right to enter leased premises at all times and promises to do so in such a manner as not to interfere with Tenant's use or occupancy of the premises. Landlord agrees to provide Tenant with 24 hour notice of inspection and understands that due to State regulations, Tenant will be required to escort all visitors through cultivation and retail facility.

B. Tenant shall be bound to prompt payment of all amounts due Landlord, without provisions for offset of any kind unless mutually agreed and documented by both parties.

Initials 

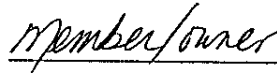
C. Failure of Landlord to promptly pursue remedies due Landlord through Tenant's nonperformance of any covenants and agreements of the lease, shall in no manner be construed to waive or relinquish any such right.

DATED this 1st day of August 2017

TENANT(S):

TENANT

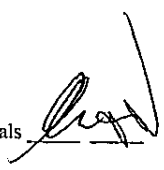

Tanaha Herb Company



LANDLORD:

Owner:


Bear Electric Inc.

Initials 



Fairbanks North Star Borough
P.O. Box 71267
Fairbanks, Ak 99707-1267

Date: 07/12/2017

WELL STREET LLC
ALASKA RAILROAD CORPORATION
PO BOX 60668
FAIRBANKS AK 99706 0668

RE: Physical Addresses (Property Acct# 0544094)

Dear Owners:

The Fairbanks North Star Borough Code (17.08.100) requires all areas of the FNSB to use the borough-wide FNSB street addressing system. The Fairbanks North Star Borough has assigned the following physical address(es) to the existing structure on

2008 T/R ASSEMBLED NOW KNOWN AS UMB03 BLOCK 3 R
as located on the attached site plan.

The assigned address(es) for your property is:
1200 WELL ST

For rapid and accurate dispatch of E-911 emergency aid (fire, police, ambulance), it is imperative that you post your numbers so they are clearly visible from the road.

Check with your phone and other telecommunication providers to insure the proper address appears in the E911 database.

Please post your numbers clearly on the structure, and at the driveway entrance if the building is not visible from WELL ST

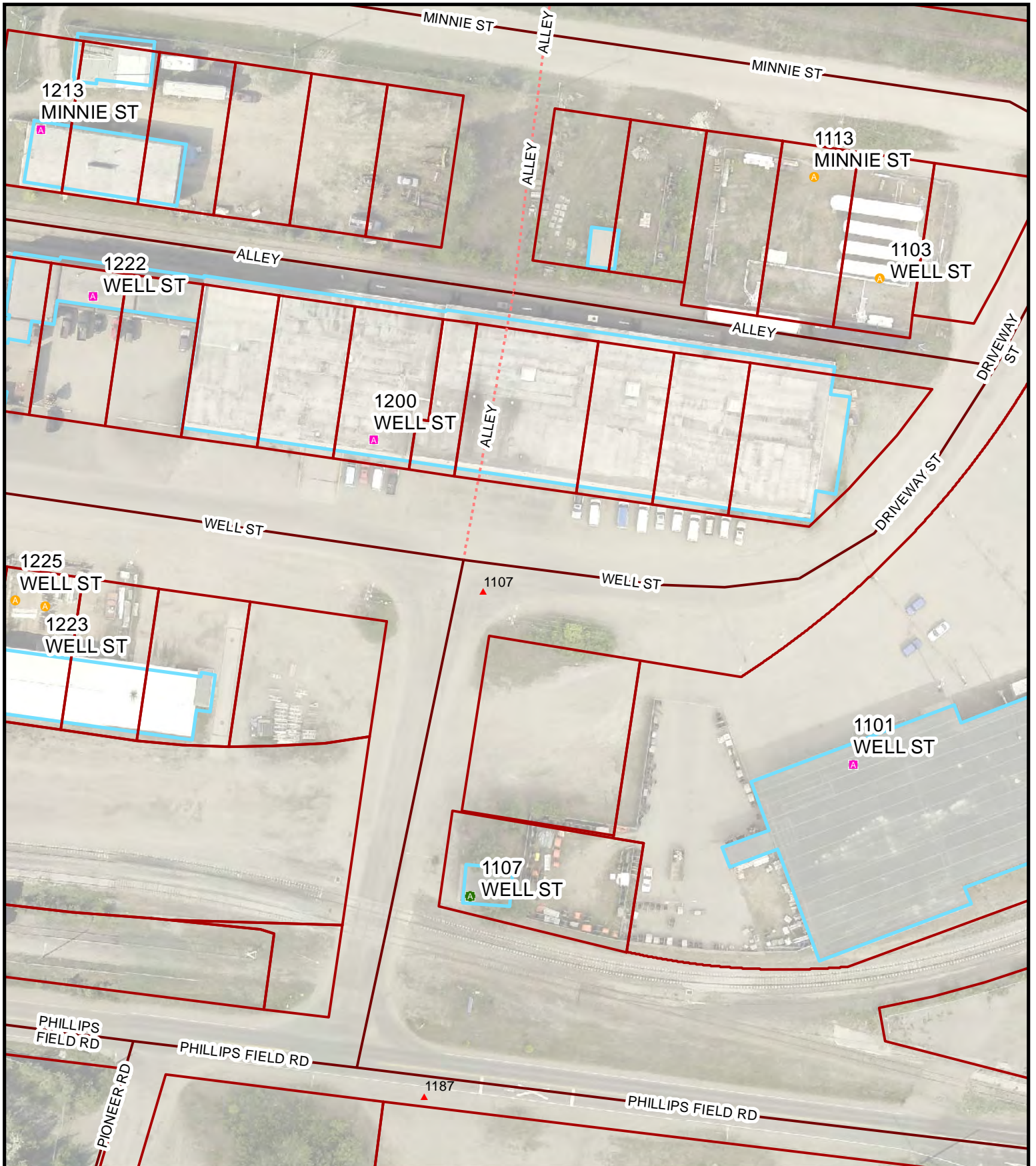
Reflective house number signs may be available free of charge from:

Fairbanks Fire Department (907) 450-6615

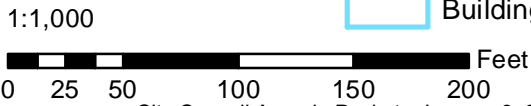
This letter should provide the necessary legalities for informing all applicable utility, title, mortgage, and insurance companies of the addresses assigned. If you have any questions, please contact me at Fairbanks North Star Borough, Department of Community Planning 459-1264.

Sincerely,

Bill Witte, GIS Tech – Street Addressing/E911
Ph: 907-459-1264 Email: bwitte@fnsb.us
Department of Community Planning



- ▲ Site Access Point
- Site Address Point
- Unverified Address
- ▲ Site Address with Access Point
- Vacant Awaiting Construction
- Vacant; No structure or site plan
- Building Outlines



Address Assignment Map


Revised by KRS CO 9/6/2017 7/12/2017

MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, CMC, City Clerk

TO: Mayor Jim Matherly and City Council Members

FROM: D. Danyielle Snider, CMC, City Clerk 

SUBJECT: Request for Seasonal Extension of Premises, Lavelle's Taphouse

DATE: January 3, 2018

A request has been received from the State Alcohol and Marijuana Control Office (AMCO) for an extension of premises for the following liquor license:

License Type: Beverage Dispensary, License #270
 D.B.A.: Lavelle's Taphouse
 Licensee/Applicant: Lavelle's Taphouse, LLC
 Physical Location: 414 2nd Avenue, Fairbanks, Alaska

Requests such as this are not very common, and our Code does not outline a specific process for Council consideration of premises extensions. I have followed a similar procedure as I would for a liquor license transfer. Below are the respective recommendations and comments from City departments, including three recommendations for protest:

Department	Recommendation	Comments
Building	NO PROTEST	None
Engineering	PROTEST	Public ROW is at times allowed for private use, but on a very short term basis, like a loading zone. This request is for a 24 hours a day for 6 months. The area requested will reduce available public parking. The temporary use granted last year was for the construction on Noble Street with the understanding it was temporary. While the responsibility for maintaining the barricades will be the applicant's, the liability for an accident will still be with the City. The red outlined area would require a tapered barrier on the side facing oncoming traffic and therefore encumber more existing parking than shown. ROW management would be compromised by setting this precedence. The activity in the parking lane will be an additional distraction for drivers already in the roadway and those pulling out of parking further to the east.
Finance	NO PROTEST	None
Fire	PROTEST	Safety concerns with traffic on 2nd Avenue passing through this area being unprotected (barriers/barricades). This is different than this summer. Extension of the building is expanding the building itself, thus increasing the occupant load above 49. This moved it from a "B" occupancy into an "A" occupancy.
Police	PROTEST	Ms. Lavelle has done an admirable job developing and managing the Taphouse from a public safety standpoint. Despite that, extending a licensed premise across a public sidewalk and into the roadway is not recommended.

Attached you will find Ms. Eagle-Lavelle's extension request packet to AMCO.



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

What is this form?

This licensed premises diagram change form is required for all liquor licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises, under 3 AAC 304.185.

Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, and consumption. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The **second page** of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form, as long as it meets the requirements listed on this form. The first and third pages must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office prior to altering the existing floor plan. The licensed premises may not be altered unless and until the AMCO Director has given written approval on this form. Please note that licensees seeking to change licensed premises diagrams for multiple licenses must submit a separate completed copy of this form for each license.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 - Establishment Information

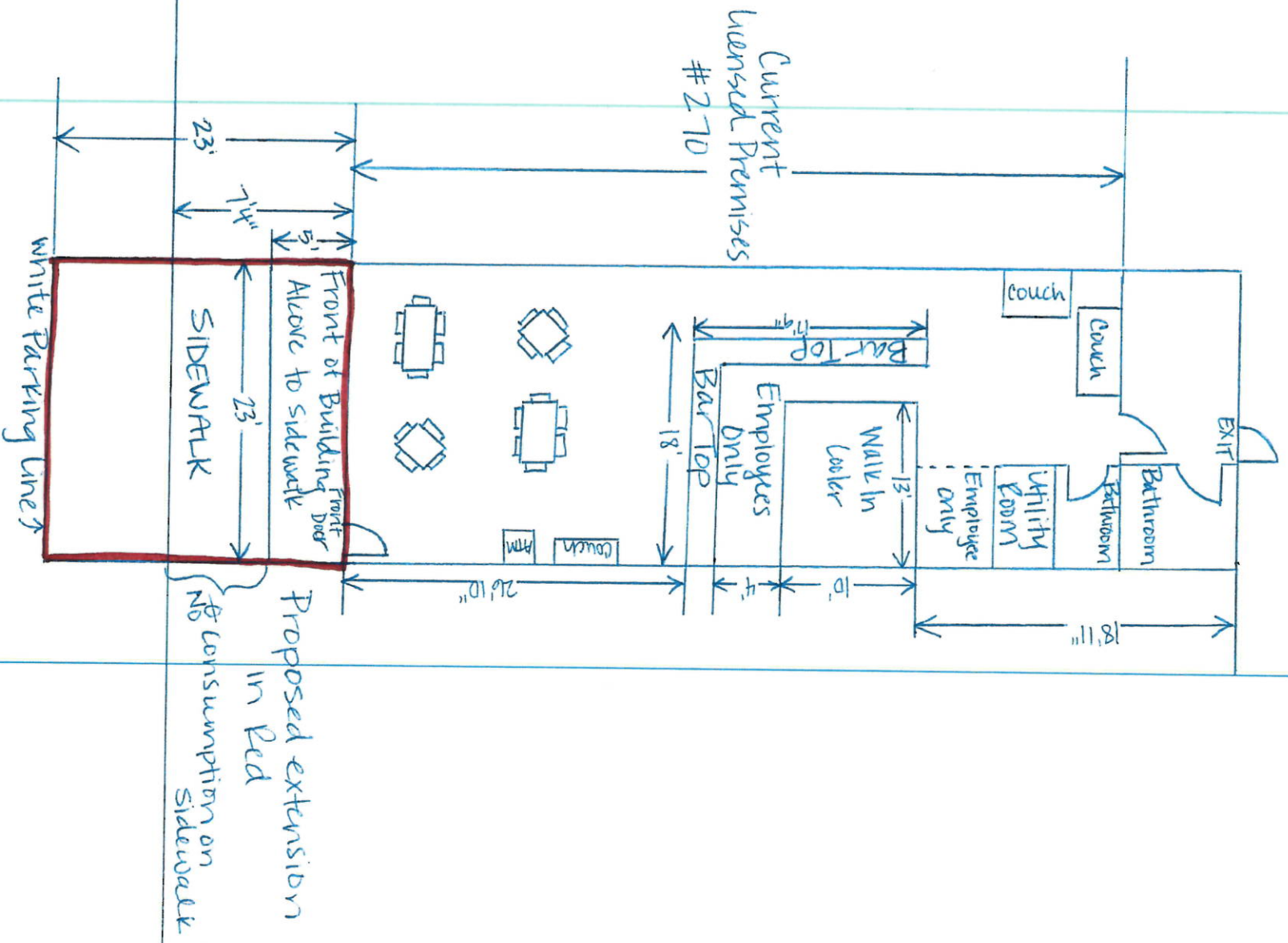
Enter information for the licensed establishment.

Licensee:	Lavelle's Taphouse, LLC	License Number:	270
License Type:	Beverage Dispensary License		
Doing Business As:	Lavelle's Taphouse		
Premises Address:	414 2nd AVE		
City:	Fairbanks	State:	AK
		ZIP:	99701



LACEY STREET

2ND AVENUE
DNE WAY



Proposed extension in Red
No consumption on sidewalk





RECEIVED
DEC 01 2017
CIVIL ENGINEER
STATE OF MISSISSIPPI



RECEIVED
DEC 01 2017
CITY OF SAN JOSE
CITY CLERK'S OFFICE



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-14: Licensed Premises Diagram Change

Section 3 - Declarations and Approvals

As a liquor licensee, I declare under penalty of unsworn falsification that I have examined this form, including all attachments, and to the best of my knowledge and belief find the provided information to be true, correct, and complete.

Ariette Eagle-Lavelle
Signature of licensee

Ariette Eagle-Lavelle
Printed name of licensee

Valentina Kurilchenko
**State of Alaska
NOTARY PUBLIC**
Valentina Kurilchenko

My Commission Expires 03-29-21 My commission expires: 03/29/2021

Valentina Kurilchenko
Notary Public in and for the State of Alaska.

Subscribed and sworn to before me this 30th day of November, 2017.

Local Government Review (to be completed by an appropriate local government official):

Yes No

The proposed changes shown on this form conform to all local restrictions and laws.

Signature of local government official

Date

Printed name of local government official

Title

AMCO Review:

Approved Disapproved

Signature of AMCO Enforcement Supervisor

Signature of Director

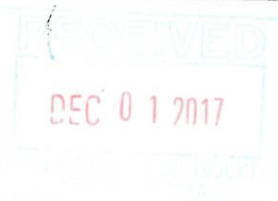
Printed name of AMCO Enforcement Supervisor

Printed name of Director

Date

AMCO Comments:

[Empty box for AMCO Comments]



November 30, 2017

To Whom it May Concern,

Attached is my completed AB-14: Licensed Premises Diagram Change. This extension of licensed premises would be seasonal, from approximately May 1st-October 1st weather dependent. I have brought this concept to the Fairbanks City Council. I'm also in contact with department heads to devise the best plan to make this work safely and efficiently. Please contact me with any questions, comments, or concerns.

Thank you for your time,

Arlette Eagle-Lavelle

Lavelle's Taphouse

(907)378-2233

DEC 01 2017

RESOLUTION NO. 4819

**A RESOLUTION ALLOCATING DISCRETIONARY FUNDS FROM
HOTEL/MOTEL TAX IN THE AMOUNT OF TWO HUNDRED
SEVENTY THOUSAND DOLLARS (\$270,000.00).**

WHEREAS, the total amount of discretionary funds from hotel/motel tax for the FY2018 budget is TWO HUNDRED SEVENTY THOUSAND DOLLARS (\$270,000.00); and

WHEREAS, the Mayor appointed a Committee to review grant applications from organizations to determine how and to whom these funds should be distributed; and

WHEREAS, although most proposals were laudable and had merit, there is only a limited amount of funds available; and

WHEREAS, after due deliberation the Committee is bringing forth the following recommendation for City Council consideration.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fairbanks, that:

Section 1. The following named recipients are hereby allocated the total sum of TWO HUNDRED SEVENTY THOUSAND DOLLARS (\$270,000.00), as follows:

Name of Organization	Award
Fairbanks Youth Litter Patrol, Inc.	\$ 10,000.00
Fairbanks Racing Lions Club	\$ 3,500.00
Fairbanks Community Band, Inc.	\$ 6,200.00
Iron Dog, Inc.	\$ 11,100.00
Friends of Creamer's Field	\$ 8,900.00
Fairbanks Youth Soccer Association	\$ 8,600.00
Sculpting World Friendships, Inc.	\$ 2,900.00
Tanana Valley State Fair Association	\$ 3,500.00
Love in the Name of Christ	\$ 1,900.00
Alaska International Senior Games, Inc.	\$ 10,000.00

Name of Organization (continued)	Award (continued)
Pioneer Memorial Park, Inc.	\$ 11,500.00
Tanana Yukon Historical Society	\$ 8,300.00
Fairbanks Children's Museum	\$ 9,500.00
Georgeson Botanical Garden Society	\$ 4,900.00
Fairbanks Tired Iron	\$ 8,300.00
Friends of the Tanana Valley Railroad	\$ 9,000.00
Fairbanks Community Museum	\$ 13,600.00
Christmas In Ice, Inc.	\$ 6,400.00
Goldpanner Baseball	\$ 8,600.00
Yukon Quest International	\$ 27,000.00
Denakkanaaga, Inc.	\$ 3,100.00
Fairbanks Arts Association	\$ 68,300.00
Festival Fairbanks, Inc.	\$ 24,900.00
TOTAL	\$ 270,000.00

Section 2. PASSED and APPROVED this 8th day of January 2018.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

PUBLIC SAFETY COMMISSION

**October 11, 2016
11:30 AM
Fairbanks Police Department (hosted by FECC)**

PSC Members: Joy Huntington (Seat A - 2018) Steve Heckman (Seat E - 2018)
Tom Temple (Seat B - 2018) Robert Kinnard (Seat F - 2016)
Peter Stern (Seat C - 2016) : Chairman Sean Reilly (Seat G - 2017)
Buzzy Chiu (Seat D - 2017) Thomas Carter (Seat H - 2017)

Regular Meeting Minutes

Call to Order at 11:33

ATTENDANCE: Joy Huntington, Tom Temple, Peter Stern, Buzzy Chiu, Steve Heckman, Robert Kinnard, Sean Reilly, and Thomas Carter

ADOPT AGENDA: The agenda was approved, with the order of the department reports changed to have FPD precede FFD.

APPROVE MINUTES: The minutes from the July 12, 2016 Regular meeting were approved as published.

PUBLIC COMMENT: No comments from the general public were offered.

Mayor Eberhart reported that the City just had a kick-off of its 6th Community Policing Area (Ringstad Park/old Weed & Seed area) and it went well. More on that later from FPD. The City was invited to apply for a grant from the Alaska Mental Health Trust, and applied for a 3 year grant funded Homeless & Housing Coordinator that would work out of his office. A similar position exists in Anchorage. The grant notification will be in November if the City is successful.

The Mayor, along with the Police Department and other civic leaders went to Bethel to see their Sobering Center. The team was able to secure lots of information, copies of their policies and procedures and other resources to assist in setting up a center in Fairbanks should funding be located.

2017 Budget meetings have started, and it will be a tight but balanced budget. Naturally the budget will be subject to any changes Mr. Matherly wishes to make should he win the election, as well as changes made by the Council. The budget has to be approved by the 2nd Council meeting in December.

DEPARTMENT REPORTS:

FPD – Deputy Chief Brad Johnson reviewed the statistic report. He indicated that Officer Phil James will be the designated officer for the new Community Policing area. On the budget front, FPD has had a JAG grant for many years that funded a police officer position. Last year, as they had fully funded FTE's, the money was used for much needed equipment. The intention is to reapply to fund the COF Investigator position in the statewide Drug Task Force, and has added it to the 2017, pending JAG approval. For capital items, FPD is requesting to purchase additional radios. The existing radios (both mobile and portable) need to be replaced. A Homeland Security grant for \$136K was received, but that will only purchase about a quarter of the radio fleet. Funds have been requested to purchase more, which if approved will have about half of their radios replaced. Additional radios will have to be secured in coming years complete the transition.

Currently FPD is down 7 positions. There are 4 lateral hires that are in preliminary background check. As they are already police officers, if they pass, they will go to Sitka for a 2 week refresher and then enter into the 17 week FPD field training program. Two new individuals have been hired and are currently in the police academy. Once they return they will then go into the FPD field training program. FPD is expecting 3 more departures between now and January 2017.

In response to a question about AFN, Deputy Chief Johnson reported that once again they will be working with the VPSO's and FPD is chairing the Safety Committee for the event. It will be a carbon copy of previous years. In response to a question about the dogs, the DEA grant funding to conduct the buying trip and purchase the dog had a limited window and expired Sept 30th. It is anticipated that funds will once again come available and that a buying trip will occur in the spring of 2017. Plans are to get two dogs – one as a drug dog, and a second as a dual purpose (drug and patrol dog). Styker is currently only working as a patrol dog now, and is expected to retire soon as he is getting up in years.

Deputy Chief Johnson was not able to answer a question about “No Left Turn on Red” on Gaffney Street which is normally allowed on a one way to a one way, as they were not involved with the decision making process for traffic pattern there. Chief Styers reported that he was told by the engineers testing the emergency traffic pattern that the sign would be left in place, to prevent people from turning left onto Cushman when emergency traffic is heading southbound against traffic on Cushman

FECC – Director Stephanie Johnson reviewed the statistics from the Communication Center. She also shared the stats for CSP activities, noting that for August and September that while these appear to jump significantly, she suspects it is not really a major increase in calls for service, but a more accurate reflection. With FECC handling all calls for service, and the CSP vehicles having the Freedom App to more accurately document actions, there is better accounting of activity level. CSP does not handle calls for service between 4-8am, and there is a noticeable increase in the FPD officer activity during that timeframe. This commission and the community need to continue to support this program.

Director Johnson reported that her budget for 2017 is static with the exception of an increase of another FTE, directly funded by service contracts from outside agencies. Westnet – the new fire alerting system – went online this summer. The beauty of this system allows the dispatch to hit a button and initiate an automated alert over the PA in 12 different fire departments as well as over the radio to get the crews moving while they continue to gather information from the caller. So far it has demonstrated dispatching is occurring 35-45 seconds faster, which may not seem to be a big number but it is huge when dealing with emergency dispatching. It is technology, and there is time needed for people to get used to the system, and for fine tuning, but it is progressing nicely.

Starting in July, FECC started dispatching for the Denali Borough & EMS, initially as temporary situation, and it has now become permanent. It is expected this will generate about \$24K a year. The area has about 300 calls for service a year and most of those occur from May 15-Sep 15 during tourist season, so it should not place any noticeable burden on FECC staff.

When asked about what the biggest issue her Center faces, Director Johnson said it is pay and benefits. Years ago, City of Fairbanks had the highest pay and best benefits and everyone wanted to get on with the City. Now, there are many places, including Alaska that pay better. The side effect of this is that retention is poor. When she was hired, she stayed at the bottom of the list for 3 years. When there was a vacancy and she moved up, the next person hired stayed on the bottom of the list for 3 years as well. The constant turnover results in more overtime as positions are vacant and in training, not to mention the cost of that training. Currently FECC is fully staffed for the first time in a long time.

FFD – Chief Styers reports FFD is fully staffed, although 2 new hires just started their recruit academy so they are not operational yet. FFD does not necessarily face the same problem in getting people, but faces the challenge of keeping them. Again, constant turnover results in the cost of recruiting training, equipping, as well as overtime to operate the department with open vacancies. He expects that there are 2-3 current employees who may find better positions and leave FFD.

In reviewing the statistics for the year, of note attention should be paid to the increase in ambulance calls, as well as the increase in number of multiple ambulance calls. These are ambulance calls that come in while a crew is out on another call all ready. Some of these are even 3rd and 4th ambulance calls, sometimes requiring ambulances from Steese or UAF to cover through mutual aid. He also noted that \$Value and \$Loss are often preliminary numbers at the time of the event, and especially for larger fires, do not get finalized for quite some time. Even today we received final numbers on a fire from 2015 that will once again change those numbers for that year.

For the 2017 it appears that it will remain pretty close to last year. He pushed for additional training funds to get officers needed leadership training. FFD is in the process of purchasing radios with Homeland Security grant funds, securing an additional grant that allowed for all the portable radios to be replace. A new ambulance has just arrived that was purchased with 2015 FFD Capital funds, and is in the process of being put in service. A second ambulance similar to it has been funded by Council with FFD Capital funds, and will be purchased before year end for a 2017 delivery date. A new Fire Chief vehicle has been purchased and will go into service shortly, replacing the existing 2004 Jeep he drives. FFD is going to attempt to secure funding under the CDBG grant for a replacement platform, but there is expected to be stiff competition at both the local and nation level for those funds.

He also reported that the Interior Fire Chiefs Association awarded the Fairbanks Fire Department Prevention Program, run by Deputy Fire Marshal Kyle Green, recognition as the Public Education Program of the year.

PW – No one was present from Public Works.

CLOSING COMMENTS:

Chairman Peter Stern will not be seeking reappointment when his term ends December 31, 2016. He expressed his appreciation to the Commission and City Staff for their work for the community.

NEXT MEETING:

The next regularly scheduled meeting will be held on January 10, 2017 hosted by the Fairbanks Police Department.

ADJOURNED: 12:49 pm

end of minutes

PUBLIC SAFETY COMMISSION

**January 10, 2017
11:30 AM
Fairbanks Police Department**

PSC Members: Joy Huntington (Seat A - 2018) Steve Heckman (Seat E - 2018)
Tom Temple (Seat B - 2018) (Seat F - 2019) Pending Appointment
(Seat C - 2019) Pending Appointment Sean Reilly (Seat G - 2017)
Buzzy Chiu (Seat D - 2017) Thomas Carter (Seat H - 2017)

Regular Meeting Minutes

Call to Order at 11:37

ATTENDANCE: Joy Huntington, Tom Temple, Buzzy Chiu, Steve Heckman, and Thomas Carter.
Absent: Sean Reilly The commission has two seats currently vacant.
(Note: as Chairman Peter Stern's term expired in 2016 and he declined to accept appointment to the commission for another term, Buzzy Chui agreed to Chair the meeting.)

ADOPT AGENDA: The agenda was approved as published. Robert Kinnard also termed

APPROVE MINUTES: The minutes from October 11, 2016 Regular meeting were approved as published.

PUBLIC COMMENT: No comments from the general public were offered.

DEPARTMENT REPORTS:

FECC – Director Stephanie Johnson reported her department's 2017 budget is status quo, with the addition of an additional position starting in July. FWW is still interested in a software share, and are in the approval process to sign a contract with the City. This will result in them being users on our suite and using our CAD system. She reviewed the states and will send out a update as she missed the fire agency detail. CSP is currently using the Freedom app and this is allowing credible capture of times and activity level and patterns. FECC currently has four (3 full time and 1 part time) vacancies.

FFD – Chief Jim Styers reported the Retired Fire Chief Warren Cummings passed away on January 3rd. The dedication ceremony of the Fairbanks Fire Department Headquarters building scheduled for tomorrow will proceed as planned. This is open to the public and commission members are invited to attend. In reviewing statistics, the number of multiple ambulance calls continues. This is pulling resources from fire response capabilities. The department is using NFPA 1710 standards as the tool to develop its performance measures.

Chief Styers is submitting a SAFER grant to the council for consideration. This would be a 75%-75%-35% reimbursement with a 3 year commitment. At the last meeting, in October, FFD had just hired two individuals who were starting their recruit academy, bringing FFD up to full staffing. They have completed their academy and are on shift. Since then they have had two more vacancies open up. The positions will be pulling from the current candidate list, and once they are selected, it will be 3-4 months before they are on shift. Assistant Chief Ernie Misewicz retired on January 6th. His position will not be filled until July 1.

FPD – Chief Eric Jewkes was congratulated on his appointment as Police Chief by the commission. He reports that FPD currently has 9 vacancies and 5 people in field training, resulting in 14 positions short in day to day activities. There were 13 people in recent oral boards. From this there are 2 set to send to the academy, possibly a 3rd. None of the previous lateral hires that expressed interested made the move to FPD. Majority of recent hires have been local. His department is working to collect marketing data, why did you apply, how did you hear about the position, etc. It takes 4 officers to field train one recruit, so it is going to take several years to bring FPD up to full staffing, given the current vacancies and the anticipated retirements. The goal is to bring on 10 new officers in 2017, and another 10 in 2018. This is going to be a lot of work for the existing officers.

The department reverted to an 8 hour shift schedule on January 1st. This eliminates the shift overlap. Questions about various police topics summarized as follows. In 2016, Anchorage had 37 with a population of 300K, while Fairbanks had 8 with a population of 30K. There is no organized gang activity in Fairbanks. The number of meth labs is down in Fairbanks, as it is easier to ship than manufacture here. Side effect of the new bail schedule and people being released on their own recognizance is that there is less of a cooling off/sobering up period. FPD is still committed to Community Neighborhoods and is meeting with the various groups.

PW – No one was present from Public Works. They were recognized for the great job they have done with snow removal, with crews working round the clock frequently this winter.

OLD BUSINESS

K9 – Stryker is doing patrol work only, no drug enforcement as he cannot be untrained to alert on marijuana. He has arthritis in both elbows. He is a 12 yo dog and is one injury away from retirement.

NEW BUSINESS

Buzzy Chui was unanimously appointed as the new commission Chairman.

CLOSING COMMENTS:

Mayor Matherly is looking forward to working with the commission. His goal is to have FPD fully staffed and trained. The tragic death of the woman released from FCC who was later hit by a vehicle as she walked down the middle of the road was unfortunate, but the FPD had no liability in it. The investigative report on Chief Randall Aragon will be released soon.

NEXT MEETING:

The next regularly scheduled meeting will be held on April 11, 2017 hosted by the Fairbanks Fire Department.

ADJOURNED: 12:48 pm

end of minutes

PUBLIC SAFETY COMMISSION

April 11, 2017
11:30 AM
Fairbanks Fire Department

PSC Members:

Joy Huntington (Seat A - 2018)	Steve Heckman (Seat E - 2018)
Tom Temple (Seat B - 2018)	(Seat F - 2019) Pending Appointment
(Seat C - 2019) Pending Appointment	Sean Reilly (Seat G - 2017)
Buzzy Chiu (Seat D - 2017)	Thomas Carter (Seat H - 2017)

Regular Meeting Minutes

Call to Order at 11:35

ATTENDANCE: Tom Temple, Buzzy Chiu, Steve Heckman. Absent: Joy Huntington, Sean Reilly, Thomas Carter and two seats currently vacant.

ADOPT AGENDA: The agenda was approved as published.

APPROVE MINUTES: Minutes for the January 10, 2017 regular meeting were held due to lack of quorum.

PUBLIC COMMENT: No comments from the general public were offered. Mayor Matherly reports that he will be presenting Jason Doxy to the council for membership, and he is working with Chief Styers to find a fire representative for the commission. He also reports the Sobering Center should be opening this summer.

DEPARTMENT REPORTS:

FECC – Director Stephanie Johnson reported that the web-based One Solution MCT update will soon be online for area departments served by FECC. Fort Wainwright Public Safety is still working on a software share of our CAD suite. AST is exploring a similar arrangement.

FFD – Chief Jim Styers reported HB176 would allow COF to tap into federal \$ to cover expenses not covered by Medicaid payments. This potentially could net \$360K-1.5M in revenue, which if secured would like to see put back into EMS. He reports FFD is at full staffing with the exception of an Asst Chief. They hope to make an offer by June 1st with a July 1st start date. In the process of developing a new recruit FF pool, with final CPAT testing in July. FFD, like FPD, wants to attract people with experience. Retention is a problem.

FPD – Officer Robert Hall reported that they have located a new dog in Alabama, from the same distributor where Stryker came from. It will take some time for training to be completed by Sgt Lockwood and Officer Hall as staffing does not allow them to come off the duty schedule. The dog will be dual purpose, but trained to drugs first, then for canine patrol work. Funds for the dog came from McKinley Animal Hospital.

Chief Eric Jewkes reports the department will be replacing its portables and mobiles at a cost of about \$350K. Portables have been funded by DHS&EM grant for this year, and hoping to obtain grant funds to complete the mobile replacements in 2018. Other grant equipment is in, including a UAV. They are working with UAF to develop training and policies for the unit.

Police Week in Washington, DC is coming up, which will provide training classes. Also Sgt. Allen Brandt's name will be added to the wall. Police Memorial Day is May 19th and there will be ceremony at FPD at 11AM.

Staffing continues to be an issue, with three more senior staff members retiring this year. Currently there are 8 vacancies with 3 in the academy. Currently there are no lateral applicants.

PW – Director Jeff Jacobson reports that this last winter was his first winter as PW director and it was a steep learning curve. The city has lost three storage locations over the years which means that snow has to be trucked further. Anticipated lots of standing water with the large snow fall so worked to have as much removed as possible before breakup.

City code prohibits the pushing of snow from private property onto public roads, but there is no enforcement. PW has to simply leave the snow, which causes folks to be upset, but there are fiscal and physical limitations that make it impossible to remove snow that was placed there from off of private property.

OLD BUSINESS - None

NEW BUSINESS - None

CLOSING COMMENTS:

Steve Heckman – Alaska Peace Officers is looking at a scholarship in Sgt Brandt's name.

Tom Temple commented that Jason Doxy will be a great addition to the commission.

Discussion regarding Clay St cemetery maintenance out to bid. May end up keeping it in-house.

NEXT MEETING:

The next regularly scheduled meeting will be held on July 11, 2017 hosted by FECC (at the Fairbanks Police Department.)

ADJOURNED: 12:35 pm

end of minutes

PUBLIC SAFETY COMMISSION

July 11, 2017
11:30 AM
Fairbanks Police Department (hosted by FECC)

PSC Members:

Joy Huntington (Seat A - 2018)	Steve Heckman (Seat E - 2018)
Tom Temple (Seat B - 2018)	Jason Doxey (Seat F - 2019)
Rich Meyer (Seat C - 2019)	Sean Reilly (Seat G - 2017)
Buzzy Chiu (Seat D - 2017)	Thomas Carter (Seat H - 2017)

Regular Meeting Minutes

Call to Order at 11:32

ATTENDANCE: Joy Huntington, Tom Temple, Steve Heckman, Jason Doxey and Thomas Carter.
Buzzy Chiu was excused.

ADOPT AGENDA: The agenda was approved as published.

APPROVE MINUTES: Minutes for the January 10, 2017 regular meeting and April 11, 2017 regular meetings were approved at the end of the meeting with a quorum established

PUBLIC COMMENT: No comments from the general public were offered.

DEPARTMENT REPORTS:

FECC – Director Stephanie Johnson reported that they currently have 5 unfilled full-time positions and 1 part-time position, with 4 people in background with conditional offers. Competition for qualified applicants is stiff, with other dispatch centers paying more. They also expect to lose Bonnie Nolan in September as she retires after 30 years.

FECC – FFW is still moving forward with their cooperative usage of our CAD. AST is considering entering into an agreement as well. If this actually occurs, it will expedite emergency service deployment and information sharing during emergencies.

FFD – Chief Jim Styers reports Ron Templeton started as Assistant Chief on July 1st. For the first time in 18 months, FFD has all of its FTE's filled. However, 3 individuals are currently out on light duty, so operationally they are still running short on each shift.

FFD – The new CBA signed in May transitioned the department to a new work schedule, with 48 hours on and 96 hours off. The newest ambulance A-09 is due in September. Minimum staffing level is 9 operational personnel, and when at minimum manning, FFD is operating 2 ambulance with 1 engine crew. While at full staffing currently, FFD is expecting a significant number of vacancies in the next 18-24 months.

FPD – Officer Robert Hall reported Stryker has retired, and Diesel is the new FFD K-9. He is currently undergoing training for narcotics detection and obedience training, and is expected to be in the field the end of summer.

FPD – Chief Eric Jewkes said they currently have a report backlog due to no DMT clerical staff so there is no June data on the report he shared. He discussed the staffing issues, and reports that currently they have 3 individuals in field training and 4-5 to put into the August academy. Statistically only 60 of applicants that make it to field training complete that training. FPD is expecting 2 more additional retirement caused vacancies in the spring.

PW – Director Jeff Jacobson said his crews are busy with brushing and pot hole patching. He delayed the hiring of summer temporary crews by a month to recover some of the excess funds spent for snow removal this spring. He reports the City Council approved revisions to city code that require people to separate out sharps (needles, etc) in their garbage. BBQ ashes need to be put in separate containers. Paints and solvents must also be separate from household garbage for pick up. They are also looking at code enforcement to prohibit people from pushing private snow into public areas (such as streets) as they do not have the resources to move all the extra snow. He also announced there will be a party on July 13th, to celebrate his 60th birthday and Annie Witt's 40 year anniversary with the city.

OLD BUSINESS - None

NEW BUSINESS - None

CLOSING COMMENTS:

Stephanie Johnson – The 5th Annual “Run From the Cops” will be July 29th at 11am.
It was reported that commission member Sean Reilly passed away on May 2nd.

NEXT MEETING:

The next regularly scheduled meeting will be held on October 10, 2017 at the Fairbanks Police Department.

ADJOURNED: 12:41 pm

end of minutes

BUILDING DEPARTMENT

PHONE 459-6723

FAX 459-6719

September 12th 2017

Board of Plumbing Examiners

Minutes

Meeting location and time: Council Chambers, 800 Cushman St., 12:00pm

Agenda:

Review recent examination results covering Ordinances 5830, 5837 and 5838 as adopted by the Fairbanks City Council.

Members Present:

Mike Desmond, Sean Randle, Mike Davis, Dan Portwine and Craig Hogenson

Meeting convened at 12:00 with the reading of the minutes of the prior meeting. A call to accept the minutes was made. Minutes were accepted as read. A discussion over the recent test results and review and scoring was made. A letter to the test candidate(s) will be sent by Board Chairman Mike Desmond.

Motion to adjourn was seconded. Meeting ended 1:00pm.

Chairman,



Mike Desmond



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 OCTOBER 10, 2017 – 5:30 PM
 FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The Fairbanks Diversity Council (FDC) convened at 5:30 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding and with the following members in attendance:

- | | |
|---|--|
| <p>Members Present:</p> <ul style="list-style-type: none"> Heidi Shepard, Seat A Montean Jackson, Seat C Juanita Webb, Seat D Herbert Butler, Seat G Rosalind Kan, Seat H | <ul style="list-style-type: none"> Marna Sanford, Seat I Jeff Walters, Seat M Amber Taylor, Seat N (arrived @ 5:43) June Rogers, Councilmember |
| <p>Members Absent:</p> <ul style="list-style-type: none"> Lisa Slayton, Seat B (excused) Travis Cole, Seat E (unexcused) Vacant, Seat F Douglas Toelle, Seat J (excused) | <ul style="list-style-type: none"> Jo Ann Borges, Seat K (excused) Rita Davis, Seat L (excused) Kelvin Lee, Seat O Angela Foster-Snow, HR Dir. (excused) |

Also Present: Emily Braniff, Deputy City Clerk

CALL TO ORDER & READING OF THE FDC MISSION STATEMENT

Chair Matherly read aloud the Mission Statement of the FDC. He stated that the group is one voting member shy of a quorum.

PLEDGE OF ALLEGIANCE

Chair Matherly led the group in the Pledge of Allegiance.

CITIZENS COMMENTS (Limited to 3 Minutes)

Frank Turney, 329 6th Avenue, Fairbanks – Mr. Turney gave an update on racial discrimination in the jury pool. He shared all sorts of case law from other states, and he indicated that one case involved discrimination based on gender and ethnic origin. He commented that there are fewer jury trials because everyone pleads out.

Ms. Jackson shared that Mayor Matherly recently attended and spoke at the 31st African-American Student Leadership Conference. She thanked him for taking time out of his busy day to spend time with secondary students in the community. She presented him with a gift from the on behalf of the students. **Chair Matherly** expressed appreciation for Ms. Jackson’s positive outlook; he stated that it was a fun event to attend.

APPROVAL OF AGENDA

After a quorum was established, **Chair Matherly** asked for a motion to APPROVE the Agenda. **Ms. Sanford**, seconded by **Mr. Walters**, moved to APPROVE the Agenda.

Chair Matherly called for objection to APPROVING the Agenda and, hearing none, so ORDERED.

CALENDAR OF EVENTS

Chair Matherly stated that he would be at the International Friendship Day event all day, and he encouraged members to sign up for a time slot. He stated the event would be on October 21. **Ms. Kan** stated that the event would take place at Pioneer Park.

Ms. Taylor stated that Fairbanks Native Association (FNA) will be holding a domestic violence awareness walk, vigil and talk on October 18, starting at 5:30 p.m. at 315 Wendell Avenue. She encouraged everyone to attend.

Chair Matherly stated that there will be an Opioid Summit at Wedgewood Resort on October 11 and 12. He stated the first day is more of a class-type setting, but the second day will be open to the public. He spoke to the opioid problem in Alaska and to how quickly a person can become addicted. He encouraged everyone to attend the event.

Mr. Butler recommended two books related to opioid addiction: Dreamland and Drug Lord, MD. **Chair Matherly** shared that the issue is personal to him because of his daughter's opioid addiction. He stated that there will be an open house at City Hall on Halloween Day starting at 10 a.m.

Mr. Walters stated that there is a fall fundraiser at the Morris Thompson Cultural and Visitors Center for the Festival of Native Arts on Friday the 13th. He stated that October 9 was Indigenous Peoples Day. **Mr. Butler** mentioned that the Alaska Federation of Natives event is coming up in Anchorage.

Ms. Kan stated that she is looking for a Native dance group to perform at the International Friendship Day event. **Mr. Butler** stated that he would speak to Ms. Kan about it later; other members made suggestions to Ms. Kan.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of September 12, 2017

Mr. Butler, seconded by **Ms. Taylor**, moved to APPROVE the Regular Meeting Minutes of September 12, 2017.

Chair Matherly called for objection to APPROVING the Minutes and, hearing none, so ORDERED.

FAIRBANKS POLICE DEPARTMENT & HUMAN RESOURCES REPORTS

a) EEOC Report Review

Chair Matherly stated that Ms. Foster-Snow and Police Chief Jewkes are not present to give reports. He stated that the City continues to test dispatch applicants. He stated that he is

currently working on the 2018 proposed City budget. **Mr. Walters** stated that the FDC would like to advertise City job openings at public events.

DIVERSITY TOPIC OF THE MONTH

a) Guest Speakers from Local High School Student Diversity Groups

Mr. Walters introduced two West Valley High School (WVHS) students who are involved with the Gender and Sexuality Alliance (GSA): Jorielle Livingston and Evan James. The students introduced themselves as the President and Vice President, respectively, of the GSA at WVHS. They spoke about the group's efforts to provide a safe place for LGBTQ students to express themselves and their identities. They stated that they want to make the high school a more safe and comfortable place for students. Evan spoke to concerning issues such as a lack of understanding of transgender issues by school staff and a lack of consequences for bullying by homophobic and transphobic students. The young people reported that the GSA at WVHS has been in place since 2002, and that this is their second year belonging to the group.

Ms. Jackson asked the students if they were aware of the Fairbanks North Star Borough (FNSB) School District's policy on bullying. The students indicated that the policy is included in the student handbook. **Ms. Jackson** stated that bullying is against the law; she encouraged the students to do some research on the state statute. She also encouraged them to find out the correct person to notify if and when bullying occurs. The students indicated that the WVHS GSA has a staff sponsor who serves as a sort of liaison between them and the administration.

Mr. Walters asked how many students belong to the WVHS GSA; the students replied that the number fluctuates, but they have about 15-20 students attend meetings. **Chair Matherly** stated he would love to come and talk to the GSA group if they invited him. Members discussed the possibility of having a student serve on the FDC. **Ms. Rogers** informed the students that the FNSB School District has a Diversity Council; she offered to attend a meeting with the students.

UNFINISHED BUSINESS

Ms. Sanford requested an update from the City Attorney on the powers and limitations of the FDC. **Mr. Walters** stated that City Clerk Danyielle Snider has been working with City Attorney Paul Ewers to address Ms. Sanford's questions. He reported that the FDC had received a green light to move forward with support of the potty project.

Ms. Sanford stated that she sent an email to City staff and the FDC, and she claimed she did not receive a response.

Ms. Webb asked whether the potty project letter is moving forward. **Chair Matherly** replied that the Gender Pioneers informed his office that they did not want the letter to be sent out yet because they had put the potty project on hold. **Ms. Sanford** stated that her understanding was that the Gender Pioneers did not want to bring the issue before the City Council, but that they still wanted to move forward with the letter to businesses.

Mr. Walters stated that the issue will come up at a later time, and his understanding is that the group is gathering more support for the letter before moving forward. He added that the Gender Pioneers appreciate that the FDC has offered its support for the potty project.

FDC COMMITTEE REPORTS

a) Policy & Procedure Committee Meeting Notes – 08/03/17 and 09/07/17

Mr. Butler, seconded by **Ms. Webb**, moved to ACCEPT the meeting notes. No members objected.

FDC MEMBERS COMMENTS

Ms. Jackson requested a moment of silence to honor those who lost their lives in the recent Las Vegas shooting. The group observed a moment of silence.

Mr. Butler stated that he has been catching up on reading FDC minutes. He stated that he would like to see all the FDC-related ordinances and approved resolutions linked on the City's website. He questioned whether the FNSB has any official documents supporting the FDC. **Mr. Butler** stated that he is concerned about the longevity of the FDC as new administrations come along. He recommended that the FDC invite the following individuals to speak at future meetings: FNSB Mayor Karl Kassel, a representative from the Alaska State Commission for Human Rights, a representative from the Equal Opportunity Commission, Anchorage Mayor Ethan Berkowitz, and Alaska Governor Bill Walker. **Mr. Butler** asked about the process for recommending agenda items; he stated there should be a procedure available to members. He spoke to the challenges in getting AFN to hold their annual conference in Fairbanks. He stated that local governments should support the event being held locally and work to improve aspects of hosting the conference. **Mr. Butler** recommended a one-hour PBS documentary addressing opioid addiction.

Ms. Rogers shared that there is a local committee coordinated by Explore Fairbanks that works to bring the AFN convention to Fairbanks. She expressed support for holding the event locally.

Chair Matherly stated that the process for adding FDC agenda items has been fairly loose. He stated that if someone has a suggestion for a guest speaker they can let him know and work to make arrangements. He stated that FPD recently placed a medicine take-back box in their lobby for folks to use to dispose of old or unused medication.

Ms. Taylor stated she has seen positivity in Fairbanks and that the Mayor has done a great job being involved in events and activities throughout the community. She thanked everyone for sharing all the events that they are a part of; she stated that she would continue to share hers.

Ms. Shepard stated that her office is working with the UAF Diversity Office on campus to put together a Diversity Fair for the spring semester; she stated she would like the FDC to attend.

Ms. Webb thanked Mr. Walters for inviting the students to speak. She asked if there were any committee reports.

Ms. Sanford stated that the Policy and Procedure Committee has met every month and that they are working hard in creating a policy vetting procedure; she stated that they are making progress.

Ms. Rogers thanked the students for speaking; she thanked Mr. Butler for all the research he does and for what he brings to the FDC. She asked that individuals not accept extra pain

medication from their doctors; she indicated that large prescriptions are part of the opioid problem.

Ms. Kan mentioned the upcoming International Friendship Day event. She stated that a representative from the Alaska Literacy Council approached her to see whether it would be appropriate if they spoke at an FDC meeting to help expand their program.

Mr. Walters stated that he is involved with the Parents and Friends of Lesbians and Gays group in Fairbanks who recently organized a brief survey about local concerns; he stated that the survey is optional and, with permission, he would send it to the City Clerk for distribution to the FDC. **Mr. Walters** stated that P-Flag is organizing an event on Friday, November 17 from 6 – 8 p.m. at the Unitarian Universalist Church which will give community members an opportunity to talk about LGBTQ-related issues in the community. He stated that he will send an email about the event as more information becomes available. In response to **Mr. Butler's** earlier question about FDC agendas, **Mr. Walters** stated that the City Clerk prepares a draft agenda and sends it to the Chair and Vice Chair a week prior to the meeting. He invited FDC members to send ideas for agenda items to him, the Mayor or the City Clerk. He stated that copies of the Diversity Action Plan (DAP) are available on the table. He thanked **Mr. Turney** for continuing to bring up the issue of discrimination in the jury pool. He wondered whether students who attended the leadership conference could come and speak to the FDC sometime in the future. **Ms. Jackson** stated that she would like to invite those students to speak at the January meeting.

Ms. Rogers reminded the FDC about the idea of shortening the Vice Chair's term to one year and creating another position to shadow the Vice Chair in order to make a smooth transition. **Mr. Walters** requested that the item be placed on the next agenda for discussion.

MEETING DATES

The next Regular Meeting of the FDC is scheduled for Tuesday, November 14, 2017.

Chair Matherly left the meeting just prior to adjournment.

ADJOURNMENT

Ms. Webb, seconded by **Ms. Sanford**, moved to ADJOURN the meeting.

Hearing no objection, **Vice Chair Walters** declared the meeting
ADJOURNED at 6:46 p.m.



Mayor Jim Matherly, Chair



D. Danyielle Snider, CMC, City Clerk

Transcribed by: DS

**FAIRBANKS NORTH STAR BOROUGH/CITY OF FAIRBANKS
CHENA RIVERFRONT COMMISSION**

**MINUTES
November 8, 2017**

A regular meeting of the Fairbanks North Star Borough/City of Fairbanks Chena Riverfront Commission was held in the Ester Conference Room, Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 12:04 p.m. by Anna Plager, Acting-Chairperson.

A. ROLL CALL

MEMBERS PRESENT:	Bob Henszey Ben Jaffa Anna Plager	Kelley Hegarty Lammers Carrie McEnteer Susan Rainey
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MEMBERS ABSENT:	Julie Jones Lee Wood Ian Olson	Gordon Schlosser Buki Wright
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OTHERS PRESENT:	Andrew Ackerman, City of Fairbanks (arrived 12:05 pm) Joe Kemp, ADOT&PF Brittany Smart, FNSB Mayor's Office Nancy Durham, FNSB Floodplain Administrator Kellen Spillman, FNSB CP Deputy Director Nicole Nordstrand, FNSB Recording Clerk
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B. COMMUNICATIONS TO THE COMMISSION

1. Chair's Comments

There were no comments by the Chairperson.

2. Communications to Chena Riverfront Commission

Mr. Spillman communicated that the Department of Community Planning is available to assist the Commission in providing research, draft motions, etc., in preparation for meetings in an effort to maximize the efficiency of meetings. He also reported that in the future, the minutes will not be on the Consent Agenda.

Clerk reported that Janet Smith will be replacing Ann Worhatch as the liaison for FNSB Public Works, and Jackson Fox with the City of Fairbanks is replacing Donna Gardino for FMATS.

Ms. Hegarty Lammers stated that she had heard a need to brief the Commission on the F-35 "bed down". Mr. Spillman indicated he would look into it and provide a briefing next month.

3. Citizen's Comments

No citizens were present.

C. * APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of Consent Agenda passes all routine items indicated by asterisk (*) on agenda. Consent Agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such request, the item is returned to the general agenda.

MOTION: To approve the Agenda and Consent Agenda by Ms. Rainey and seconded by Ms. Hegarty Lammers.

PASSED WITHOUT OBJECTION

Discussion ensued about changes brought up by Mr. Henszey at past meetings in which there was no quorum. It was requested that the minutes be distributed prior to the packet being published, and the Clerk indicated she would attempt to do that, unfortunately, work priorities may not allow it.

D. MINUTES

1. *Minutes from the June 14, 2017 Chena Riverfront Commission Meeting.
2. *Minutes from the September 13, 2017 Chena Riverfront Commission Meeting.
3. *Minutes from the October 11, 2017 Chena Riverfront Commission Meeting.

E. NEW BUSINESS

1. Election of Chair and Vice-Chair and/or Co-Chair for 2018

Ms. Plager requested nominations for the position of Chair. **Mr. Jaffa** nominated Mr. Olson. **Ms. Plager** asked for any objections, and hearing none, **appointed Mr. Olson as chairperson for 2018.**

Ms. Plager requested nominations for the position of Vice Chair. **Ms. Hegarty Lammers** nominated Ms. Plager. **Ms. Plager** appreciated the nomination and respectfully declined. **Ms. Hegarty Lammers** nominated Mr. Wright which was seconded by **Mr. Henszey**. **Ms. Plager** asked for any objections, and hearing none, **appointed Mr. Wright as vice chairperson for 2018.**

2. CRFC Rules and Procedures Amendment and possible Amendments

Mr. Spillman provided a summary of the proposed changes to Rule 8 and 16.

MOTION: To approve Rule 16 as presented by **Ms. Hegarty Lammers** and seconded by **Ms. Rainey**.

Discussion on the Motion

Mr. Henszey sought clarification on the first paragraph. **Ms. Plager** read the section aloud and confirmed it stated that an applicant would receive a copy of the Chena Riverfront Plan.

The Commission discussed the various changes which were necessitated by Ordinance No. 2017-46.

Ms. McEnteer questioned the twenty-four days under the Action section, and commented it should be within 24 days notification to the Commission.

MOTION: To amend Motion to approve Rule 16 to change Action paragraph to read “Within 24 days of notification to the Commission” by **Ms. Hegarty Lammers** and seconded by **Ms. Rainey**.

PASSED WITHOUT OBJECTION

ROLL (Main Motion)

PASSED WITHOUT OBJECTION

Mr. Spillman clarified the change in Rule 8 is to correct the changes in the FNSB code renumbering to correctly reflect the new numbering scheme (FNSB 4.04.070(B)) in the Commission's Rules.

Ms. Plager communicated that an absence reported to the Clerk prior to the meeting would constitute an excused absence. **Ms. Hegarty Lammers** questioned whether this is in line with the Mayor's new policy. **Ms. Smart** reiterated the purpose and intent of the policy on attendance.

MOTION: To approve Rule 8 to correct proper citation of FNSB 4.04.070(B)(2) by **Ms. Hegarty Lammers** and seconded by **Mr. Jaffa**.

PASSED WITHOUT OBJECTION

Discussion ensued about the proper process for deciding if a January meeting is necessary or if it would be a departure from the rules. **Mr. Spillman** drew attention to Rule 2 of the Commissions' Rules and Procedures and noted the allowance for the Commission to decide at its December meeting whether or not to hold a meeting in January.

3. Discussion on funding printing of riparian zone brochure: “Living Alongside Salmon Homes”

Ms. Plager opened the discussion with a summary of past discussions on the brochure.

Mr. Spillman further summarized the need to educate property owners, and communicated that there exists approximately \$1,000 in the Chena Riverfront Trust for the Commission to appropriate as it deems necessary, and communicated that the Department of Community Planning may be able to contribute a small amount.

Ms. Hegarty Lammers suggested that the \$1,000 be reserved for a project that is a “go or no-go” without the Chena Riverfront's funding.

Mr. Henszey stated his support of Ms. Hegarty Lammers suggestion. He further communicated that he had requested funds to purchase 500 copies, and requested the matter be tabled until his funding request gets a determination. **Mr. Henszey** inquired if the Community Planning funding could be used for postage.

Mr. Spillman responded that he would be willing to look into available funding.

The Commission discussed potential scenarios for methods of distributing the brochure to potential property owners, funding options/determinations, and the potential number of properties which exist along the river.

Mr. Spillman committed to providing the Commission with the number of properties along the anadromous waters at the next meeting.

F. UNFINISHED BUSINESS

1. Phillips Field Road Project Update (Carl Heim with ADOT&PF)

Mr. Carl Heim distributed a drawing on the “Retaining Wall Typical Section and Revegetation Details Schematic” and presented his overview update of the project and noted the elements incorporated at the recommendation of the Commission.

Discussion ensued on the specifics of materials, design, maintenance, and specifically, the cable safety rail. **Mr. Heim** committed to bringing back to the Commission more specificity on the cable safety rail materials once the proposals have been received and the contract awarded.

2. Review of CRFC Project List

Mr. Kemp reported that Russ Johnson would like to give a presentation in December on the Fairbanks Cushman Street Bridge project to provide an initial update of what the project entails. He also reported on the project at the intersection at 3rd Avenue and Steese Highway and noted upgrades and widening that would occur.

Ms. Plager indicated that there is no placeholder on the Project List for ADOT&PF's projects.

Discussion ensued concerning all of ADOT&PF's projects related to the Chena River, and project statuses, and keeping a running list to go along with the CRFC Project List that Mr. Kemp will provide to the Clerk for inclusion in the packet materials.

MOTION: To extend the meeting by five (5) minutes by **Ms. Hegarty Lammers** and seconded by **Mr. Henszey**.

PASSED WITHOUT OBJECTION

(Commissions Rainey, McEnteer, Mr. Kemp and Mr. Ackerman vacated the meeting at 1:30 p.m.)

3. Downtown Fairbanks Plan Updates

Mr. Spillman demonstrated navigation of the website dedicated to the Downtown Plan, and encouraged everyone to view it and take the survey.

G. EXCUSE FUTURE ABSENCES

No Commissioners indicated a future absence.

H. COMMISSIONER'S COMMENTS/COMMUNICATIONS

1. December 13th Agenda Setting

- a. F-35 "bed down" briefing.
- b. Educating Property Owners along Chena River and number of property owners along anadromous streams.
- c. Presentation by DOT&PF on Fairbanks Cushman Street Bridge.
- d. TVWA Watershed Resource Action Plan Executive Summary.
- e. Wendall Avenue Bridge (Letter to Governor).
- f. Badger Road / Salcha Area Plan (could be in December or January).
- g. Floodplain management (Chena Badger Slough & Tanana River/Salcha) – January's meeting.

2. Commissioner's/Liaisons' Comments

No comments by Commissioners


K. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:36 p.m.

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence - Public Safety Commission
Date: December 28, 2017

The term of Seat G on the Public Safety Commission currently filled by Mr. Jason McComas-Roe will expire on December 31, 2017. Mr. McComas-Roe has applied for reappointment.

I hereby request your concurrence to the following **reappointment**:

Seat G: Jason McComas-Roe Term to expire: December 31, 2020

Mr. McComas-Roe's application and resume attached.


Thank you.

dds/




PUBLIC SAFETY COMMISSION


BOARD DETAILS




OVERVIEW



SIZE 8 Seats



TERM LENGTH 3 Years



TERM LIMIT N/A

The purpose of the Public Safety Commission is:

- 1) To research issues that are delegated by the Mayor and/or City Council and provide advice to the Mayor or City Council on referred issues,
- 2) To advise the Mayor and City Council regarding police, fire suppression and prevention, emergency medical services and operation of emergency dispatch services, and
- 3) To receive and analyze public comments and complaints and make recommendations to the Mayor and City Council.



DETAILS

BOARD/COMMISSION CHARACTERISTICS

There shall be seven voting members of the Public Safety Commission, appointed by the City Mayor and confirmed by the City Council. A chairperson shall be selected from among the voting members and all voting members shall serve three-year terms. One City Council Member shall be a non-voting member of the Commission, nominated by the Mayor and confirmed by the City Council. The City shall ensure the following staff are available to attend meetings: Chief of Police or his/her designee; one current police department employee; Fire Chief or his/her designee; one current fire department employee; Emergency Services Dispatch Director or his/her designee; one current dispatch employee.

MEETINGS

The Public Safety Commission is a Committee operating under the authority as described in Fairbanks General Code 2-471 through 2-474. Meetings of the Commission are held quarterly or on an "as needed" basis and all meetings are open to the public. The Commission does not have the power to meet privately in executive session. Please contact the Office of the City Clerk for meeting locations and time.

[Meeting Minutes](#)

ENACTING LEGISLATION

FGC 2-471 through 2-474

ENACTING LEGISLATION WEBSITE

<http://bit.ly/2A6x3st>

JOINT COMMISSION DETAILS N/A

EMAIL THE COMMISSION MEMBERS publicsafetycommission@fairbanks.us

Profile

Jason

First Name

McComas-Roe

Last Name

Email Address

Street Address

Suite or Apt

Fairbanks

City

AK

State

99701

Postal Code

Mailing Address

Are you a City of Fairbanks resident? *

Yes

Home:

Primary Phone

Home:

Alternate Phone

Scottie's Plumbing of Fairbanks

Employer

Manager

Job Title

Which Boards would you like to apply for?

Public Safety Commission: Appointed

Interests and Experiences

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

Please see attached.

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

Please see attached.

Upload a Resume

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

Please see attached.

Jason McComas-Roe

Fairbanks, Alaska 99707

December 13th, 2017

The Honorable James Matherly
Mayor, City of Fairbanks
800 Cushman Street
Fairbanks, AK 99707

RE: Request for Consideration - Public Safety Commission Reappointment

Dear Mr. Mayor,

I write to request your consideration for reappointment to the Public Safety Commission. Having attended the October meeting and also having met the other members, I feel that I can make a positive contribution to the deliberations of the Commission. Should you or your staff have any questions, I can be reached directly @ (907) 388-7112.

Sincerely,

Jason McComas-Roe

Biographical Information

Jason McComas-Roe

Mailing address:

Fairbanks, Alaska 99707

Manager, Scottie's Plumbing of Fairbanks

Current Civic Involvement:

City of Fairbanks Public Safety Commission
Appointed Commission Member

Fairbanks North Star Borough Platting Board
Appointed Board Member

Past Civic Experience:

State of Colorado Rural Consortium Workforce Board
Appointed Board Member

State of Colorado Region 9 Workforce Board
Appointed Board Member

Youth Baseball of Southwest Colorado
Volunteer Board Member

La Plata County, Colorado Fairgrounds Commission
Appointed Commissioner

Kiwanis Club of Durango
Vice President

Past Fire Service Experience:

Animas Fire Protection District, Durango, Colorado
Elected Board Member


Durango Fire Department, Durango, Colorado
Reserve Firefighter

Upper Pine River Fire Protection District, Bayfield, Colorado
Pension Board Member
Volunteer Battalion Chief
Volunteer Engine Captain
Volunteer Firefighter

City of Fairbanks



MEMORANDUM

To: City Council Members
From: Jim Matherly, City Mayor 
Subject: Request for Concurrence – Public Safety Commission
Date: December 28, 2017

The term of Seat H on the Public Safety Commission currently filled by Mr. Thomas Carter will expire on December 31, 2017. Mr. Carter has applied for re-appointment.

I hereby request your concurrence to the following **reappointment**:

Seat H: Mr. Thomas Carter Term to expire: December 31, 2020

Mr. Carter's application is attached.

Thank you.

dds/

Profile

Thomas

First Name

Carter

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

Fairbanks

City

AK

State

[Redacted]

Postal Code

Mailing Address

[Redacted]

Are you a City of Fairbanks resident? *

Yes

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

MSI Autoparts

Employer

Manager

Job Title

Which Boards would you like to apply for?

Public Safety Commission: Submitted

Interests and Experiences

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

I can help solve problems between the city and the public in Issues related to fire, police, and city services. I have board expertise: the board only meets a few times a year, it took me some time to get grounded. I feel that I understand the function to the city and the internal workings of the board. Further, as a long time city resident and business owner, I understand the makeup of our Community .

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

Arrived in Fairbanks July 1967. Attended public school here through the 10th grade. Graduated high school in Columbus Ohio. Served in the military at Fort Wainright in the 472 MP company from 1974 to 1977. Separated from the Army after three more years of inactive service with an honorable discharge. Attended college and technical school in Mn. Returned to fairbanks in 1981. I own and operate Msi Auto Parts on 30th Ave.

[Upload a Resume](#)

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

During the time I was in the military I worked as a traffic MP on post during pipeline construction, town patrol with FPD, and was attached to the CID office. I understand the difficulties of police work, I can relate to law enforcement from both sides of the “street”.