



FAIRBANKS CITY COUNCIL
AGENDA NO. 2017-14
REGULAR MEETING JULY 24, 2017
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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, oral communications to Council on any item not up for Public Hearing. 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, kindly 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 PREVIOUS MINUTES

7. SPECIAL ORDERS

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

Lic. #	DBA	License Type	Licensee	Premises Address
10131	Pakalolo Supply Company, Inc.	Retail Marijuana Store	Pakalolo Supply Company, Inc.	1851 Fox Avenue
10230	Pakalolo Supply Company, Inc.	Standard Marijuana Cultivation Facility	Pakalolo Supply Company, Inc.	1851 Fox Avenue

8. MAYOR'S COMMENTS AND REPORT

9. UNFINISHED BUSINESS

- a) The Fairbanks City Council will consider the following application for a new Retail Marijuana Store License:

Type: Retail Marijuana Store, License #10589
DBA: Nature's Releaf, LLC
Licensee/Applicant: Nature's Releaf, LLC
Physical Location: 503 7th Avenue, Fairbanks, Alaska

NOTE: This item was POSTPONED from the Regular Meeting of July 10, 2017; a public hearing was held at that time.

- b) Ordinance No. 6054 – An Ordinance to Present to the Qualified Voters of the City of Fairbanks the Question of Maintaining Essential Services by Increasing Revenue to Offset Lost Funding from the State of Alaska. Introduced by Mayor Matherly and Council Members Huntington, Rogers and Therrien. SECOND READING AND PUBLIC HEARING.
- c) Ordinance No. 6055 – An Ordinance Amending Fairbanks General Code Chapter 86, Vehicles for Hire. Introduced by Mayor Matherly and Council Member Pruhs. SECOND READING AND PUBLIC HEARING.

10. NEW BUSINESS

- *a) Resolution No 4801 – A Resolution Awarding a Contract to DOWL for the Minnie Street Corridor Study in the Amount of \$476,530. Introduced by Mayor Matherly.

- *b) Ordinance No. 6056 – An Ordinance Amending FGC Sec. 2-655 Multiyear Contracts and FGC Sec. 2-149 Fiscal Note on Ordinances and Resolutions to Add Additional Requirements. Introduced by Council Member Cleworth.

11. DISCUSSION ITEMS (INFORMATION AND REPORT)

- a) Committee Reports

12. COMMUNICATIONS TO COUNCIL

- a) Memo to Approve the Appointment to City Council Seat D

- *b) Fairbanks Diversity Council Meeting Minutes of June 13, 2017

13. COUNCIL MEMBERS' COMMENTS

14. CITY CLERK'S REPORT

15. CITY ATTORNEY'S REPORT

16. EXECUTIVE SESSION

- a) IBEW Labor Negotiations

17. ADJOURNMENT



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: Marijuana License Renewals

DATE: July 20, 2017

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

Lic. #	DBA	License Type	Licensee	Premises Address
10131	Pakalolo Supply Company, Inc.	Retail Marijuana Store	Pakalolo Supply Company, Inc.	1851 Fox Avenue
10230	Pakalolo Supply Company, Inc.	Standard Marijuana Cultivation Facility	Pakalolo Supply Company, Inc.	1851 Fox Avenue

Pursuant to 3 AAC 306.060, the Council may determine whether to protest marijuana license renewals after holding a public hearing. The Marijuana Control Board (MCB) will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that the protest is arbitrary, capricious, and unreasonable. The 60-day deadline for response to AMCO on the above-listed renewals is August 21, 2017.

At the MCB meeting on May 15, 2017, the board delegated Director Erika McConnell the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for an application, or if any notices of violation have been issued for a license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

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 either of the renewals.

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

CITY OF FAIRBANKS PUBLIC SAFETY

Event List with Report Numbers

Pakalolo Supply Company 1851 Fox Avenue 06/21/2016 - 06/21/2017

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
	05/19/2017 07:33	ALARM BURGLARY -	1851 FOX AVE	O6	FAB	05/19/2017 08:00:30
	01/22/2017 07:53	ALARM BURGLARY -	1851 FOX AVE	O25	FAB	01/22/2017 08:09:30

Total Number of Events Listed: **2**




MEMORANDUM

City of Fairbanks Clerk's Office

D. Danyielle Snider, City Clerk

TO: Mayor Jim Matherly
City Council Members

FROM: D. Danyielle Snider, CMC, City Clerk 

SUBJECT: Application for New Retail Marijuana Store License

DATE: July 3, 2017

Attached you will find a notification from the Alcohol and Marijuana Control Office (AMCO) of an application for a new Retail Marijuana Store License and additional information for the following applicant:

License #: **10589**
License Type: **Retail Marijuana Store**
D.B.A.: Nature's Releaf, LLC
Licensee/Applicant: Nature's Releaf, LLC
Physical Location: 503 7th Avenue, Fairbanks, Alaska

Pursuant to 3 AAC 306.060, the Council may file a protest on a new marijuana establishment license within 60 days of receipt of application notice from AMCO; the 60-day deadline for the City's response is August 4, 2017.

A notice of the date, time and place of the public hearing has been mailed to all property owners within 500 feet of the marijuana establishment and will be advertised in the Fairbanks Daily News Miner on July 7, 2017.

The Building and Fire Departments recommend protest of this license until a Certificate of Occupancy is issued. There are no other departmental protests for this license.

Dani Snider

From: Christine Nelson <CNelson@fnsb.us>
Sent: Tuesday, July 18, 2017 4:15 PM
To: Dani Snider
Cc: Manish Singh; Stacy Wasinger; Kellen Spillman
Subject: FW: Question pertaining to buffer distance: Nature's Releaf and FNSB School District

Importance: High

Dani, do you have minutes or recording of the school district comments on the license request for my review of the issues? I will send a planner to the July 24th City Council meeting to answer any follow-up questions but below is FNSB's interpretation of Title 18 in this matter.

FNSBC 18.96.240(A)(3) states "No marijuana establishment, except a marijuana testing facility, shall be located within the following buffer distances:

a. Five hundred feet of primary and secondary school buildings (K-12) including vocational programs"

FNSB Title 18.04 defines "School buildings" as "buildings, except church buildings as defined, used primarily for teaching and instruction on a daily basis as its primary use, including elementary and secondary schools and colleges. This definition does not include trade/technical/vocational school."

Administrative buildings such as the FNSB School District building located at 520 5th Ave. are not considered to be "school buildings" because based on our knowledge, teaching and instruction on a daily basis is not the primary use of the building. Therefore the FNSB 500 foot buffer from a marijuana does not apply to this building. This building was not included in the buffer maps provided to the city for that reason.

FNSB measures buffers by the most direct route (as the crow flies) pursuant to FNSBC 18.96.240(A)(3)(d) which states " Buffer distances shall be measured from the nearest public entrance of a commercial marijuana establishment to:

i. Outer boundaries of school buildings, including outdoor school facilities where students are regularly found;"

The state measures their buffers by the closest pedestrian route and only the state can clarify how they make that determination. FNSB does not interpret whether the

building located at 520 5th Ave. or any other educational administrative building is subject to the state's marijuana buffer for schools.

Please let me know if you need any more information or have any follow-up questions.

D. Christine Nelson, AICP, CFM

Director of Department of Community Planning

Fairbanks North Star Borough

907 Terminal Street

P.O. Box 71267

Fairbanks, Alaska 99707-1267

cnelson@fnsb.us (e-mail)

907-459-1260 (main office)

907-459-1251 (direct)

907-459-1255 (fax)

www.fnsb.us (website)

From: Stacy Wasinger

Sent: Tuesday, July 18, 2017 9:28 AM

To: Christine Nelson

Cc: Manish Singh

Subject: FW: Question pertaining to buffer distance: Nature's Releaf and FNSB School District

From: Dani Snider [<mailto:DSnider@fairbanks.us>]

Sent: Tuesday, July 11, 2017 9:46 AM

To: Christine Nelson

Cc: Stacy Wasinger; Mike Meeks; Paul J. Ewers; Eric Jewkes

Subject: Question pertaining to buffer distance: Nature's Releaf and FNSB School District

Good morning, Christine,

At last night's Council Meeting, the Council postponed the vote on the Nature's Releaf marijuana retail license to the Regular Meeting of July 24. There was a question as to whether the School District building qualifies as a school, and there was some testimony to support the opinion that it would, including some comments from an Assistant Superintendent.

It was understood that the buffer distance is 500 feet, and we have both the state's definition and the borough's definition of how that distance is measured:

- Borough – nearest public entrance of marijuana establishment to outer boundaries of school buildings, including outdoor school facilities (as the crow flies)
- State – shortest pedestrian route from public entrance of marijuana establishment to outer boundaries of the school ground

The School District building was not addressed in the buffer zone documents provided by the Planning Department. Can you look into this issue and get back with me prior to the July 24 City Council Meeting?

Thank you,



D. Danyielle Snider, CMC
City Clerk | City of Fairbanks
800 Cushman Street | Fairbanks, Alaska
P 907.459.6774 | F 907.459.6710
dsnider@fairbanks.us



City of Fairbanks

Office of the City Clerk

800 Cushman Street

Fairbanks, AK 99701

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

ALCOHOL AND MARIJUANA CONTROL OFFICE MARIJUANA LICENSE RESPONSE FORM

- TO: FINANCE DEPARTMENT
 BUILDING DEPARTMENT
 FIRE DEPARTMENT
 POLICE DEPARTMENT

DATE: 06/07/2017

RECEIVED
JUN 27 2017
CITY CLERK'S OFFICE

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION - NEW RETAIL LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 06/07/2017 (60 DAY DUE DATE 08/04/2017)

DATE RESPONSE DUE: 07/05/2017 for City Council Meeting of 07/10/2017

License #: 10589
 License Type: Retail Marijuana Store
 D.B.A.: Nature's Releaf, LLC
 Licensee/Applicant: Nature's Releaf, LLC
 Physical Location: 503 7th Avenue, Fairbanks, Alaska

Corp/LLC Agent:	Mailing Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Nature's Releaf, LLC	503 7th Avenue Fairbanks, AK 99701	907-460-2128	05/27/2016 - Alaska	Yes

Member/Officer/Affiliate:	DOB	Mailing Address	Phone	Title/Shares (%)
Barbara Paschall	10/05/1964	540 Haines Avenue Fairbanks, AK 99701	907-460-2128	Member/100%
Kelly Paschall	09/24/1961	540 Haines Avenue Fairbanks, AK 99701	907-590-6761	Affiliate

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST REASONS: *PROTEST NOTICE CERTIFICATE OF OCCUPANCY IS ISSUED*

DEPARTMENT SIGNEE: *[Signature]* / CLARENCE M. CLOOTEN
 (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: 06/07/2017

FROM: CITY CLERK'S OFFICE

RE: MARIJUANA LICENSE ACTION – NEW RETAIL LICENSE APPLICATION

DATE NOTICE RECEIVED AT CLERKS OFFICE: 06/07/2017 (60 DAY DUE DATE 08/04/2017)

DATE RESPONSE DUE: 07/05/2017 for City Council Meeting of 07/10/2017

License #: 10589
License Type: ~~Retail Marijuana Store~~
D.B.A.: Nature's Releaf, LLC
Licensee/Applicant: Nature's Releaf, LLC
Physical Location: 503 7th Avenue, Fairbanks, Alaska

Corp/LLC Agent:	Mailing Address	Phone	Date and State of Ltd Partner/Corp	Good standing?
Nature's Releaf, LLC	503 7th Avenue Fairbanks, AK 99701	907-460-2128	05/27/2016 – Alaska	Yes

Member/Officer/Affiliate:	DOB	Mailing Address	Phone	Title/Shares (%)
Barbara Paschall	10/05/1964	540 Haines Avenue Fairbanks, AK 99701	907-460-2128	Member/100%
Kelly Paschall	09/24/1961	540 Haines Avenue Fairbanks, AK 99701	907-590-6761	Affiliate

ADDITIONAL COMMENTS:

NO PROTEST:
COMMENTS

PROTEST

REASONS: Fire Department recommends protest until the issuance of a Certificate of Occupancy by the Building Department.

DEPARTMENT SIGNEE: James A. Styers / Jim Styers
(Signature) (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.
IF YOU HAVE ANY QUESTIONS CALL OUR OFFICE AT 459-6774. THANK YOU.



M E M O R A N D U M

TO: City of Fairbanks Council

FROM: D. Christine Nelson, AICP *DCN*
Community Planning Director

DATE: June 16, 2017

SUBJECT: Nature's Releaf LLC – Retail License #10589

A “retail marijuana store” is a listed permitted use in the General Commercial (GC) zoning district pursuant to FNSBC 18.64.020.A.77. The applicant was issued a zoning permit # 17493 to use 250 net square feet of an existing building for a retail marijuana store.

The proposed marijuana establishment is not located within any known sensitive use buffers listed in FNSBC 18.96.240.A.3. However, two zoning lots containing a sensitive use with a 100-foot buffer per FNSBC 18.96.240.A.3.c is located within 500-feet of the facility. Lots 1A, 1B, 2, 4, 5, 6, 7, 10A, and 10C, Block 92 contain a church building, the First Presbyterian Church. The church building is located approximately 356 feet to the west at 547 Seventh Avenue. Lot 7C, Block 87 contains a substance abuse treatment center, owned by the Baan O Yeel Kon Corporation. The substance abuse treatment center is located approximately 231 feet to the north at 529 Sixth Avenue. Both of these sensitive uses are located outside of the 100 foot buffer required by the FNSB zoning code.



Fairbanks North Star Borough Generic Report

PAN# 0038202
Printed on: 06/09/2017

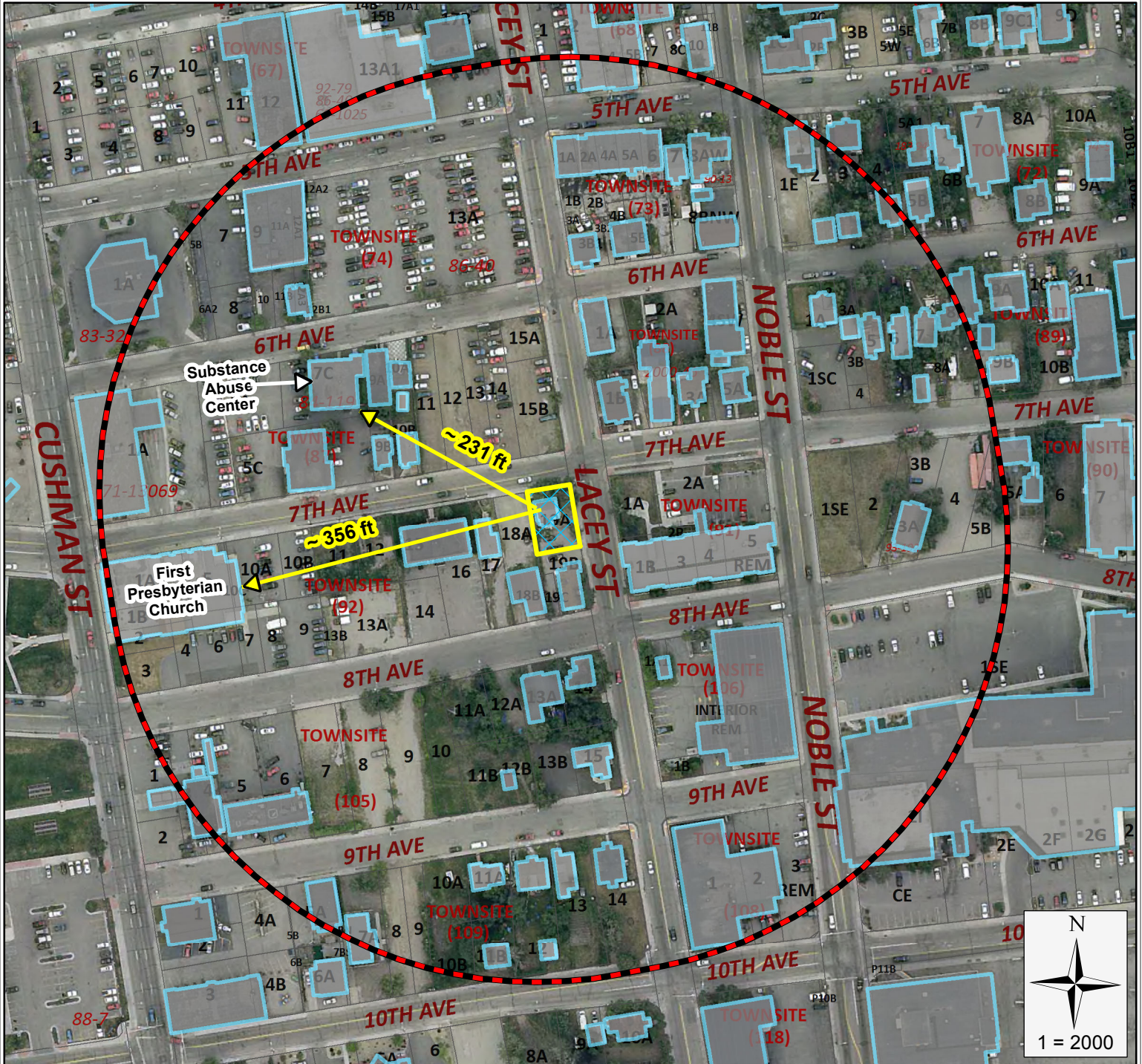


Image courtesy of: Pictometry

Property Information for PAN#: 0038202

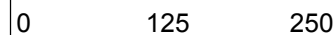
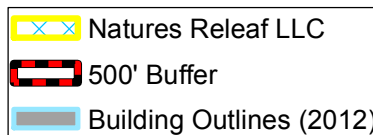
PROPERTY DESCRIPTION: FAIRBANKS TOWNSHIP, BLOCK: 92, LOT: 19A
 OWNER: Paschall Barbara E
 SITUS ADDRESS: 503 Seventh Ave
 ZONING: GC (100%)
 COMMUNITY PLANNING PERMITS:
 Zoning: 17493

Sensitive Use and Buffer Map

Natures Releaf, LLC
Marijuana License - New - #10589
Retail

NOTE:

All measurements are approximated using FNSB GIS data and are subject to limited accuracy





Fairbanks North Star Borough Generic Report

PAN# 0038202
Printed on: 06/09/2017

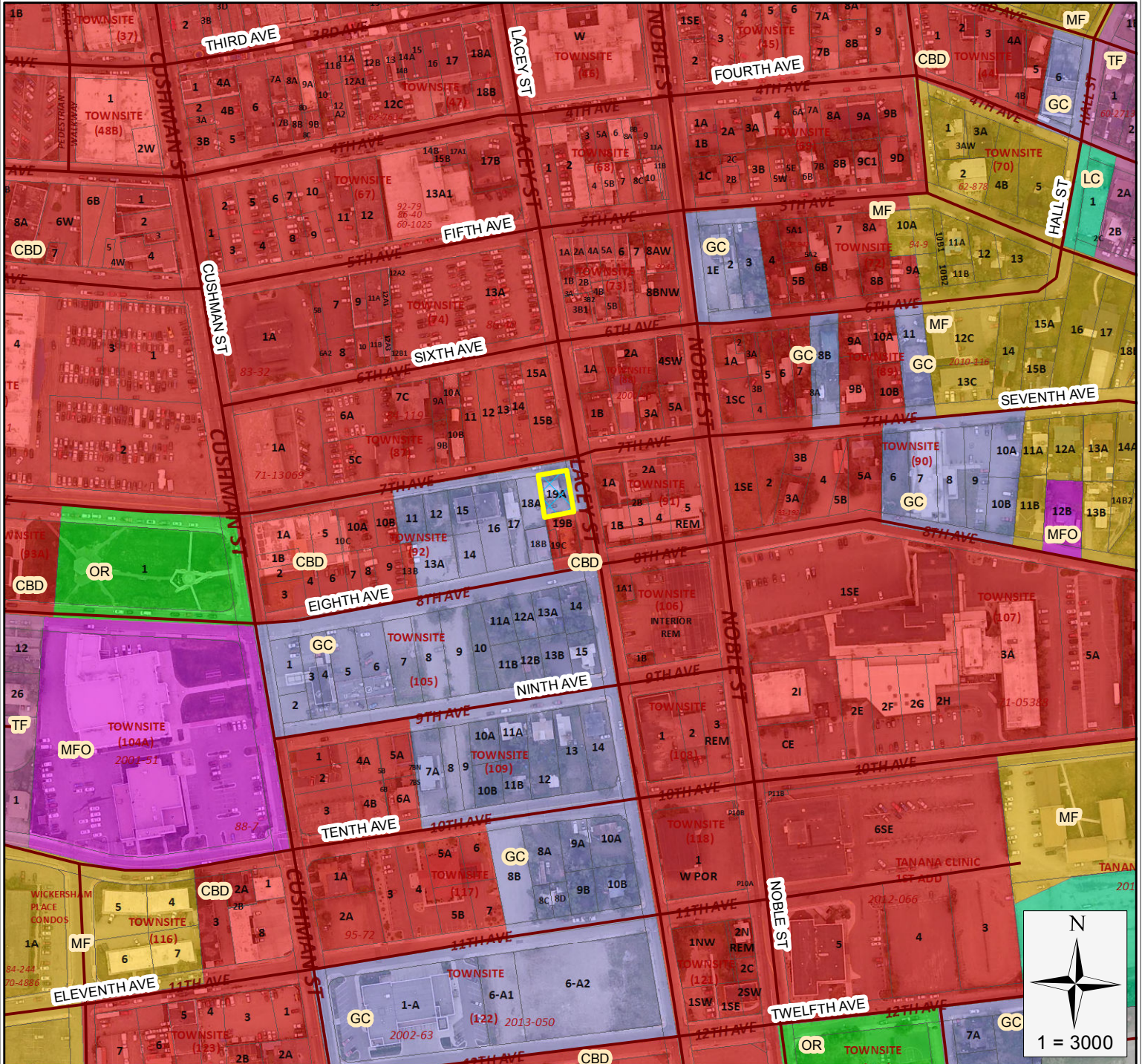


Image courtesy of: Pictometry

Property Information for PAN#: 0038202

PROPERTY DESCRIPTION: FAIRBANKS TOWNSI, BLOCK: 92, LOT:
19A
OWNER: Paschall Barbara E
SITUS ADDRESS: 503 Seventh Ave
ZONING: GC (100%)
COMMUNITY PLANNING PERMITS:
Zoning: 17493

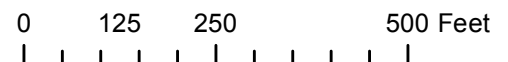
NOTE:

All measurements are approximated using
FNSB GIS data and are subject to limited accuracy



Proximity and Zoning Map

Natures Releaf, LLC
Marijuana License - New - #10589
Retail





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

P.O. Box 71267

Fairbanks, Alaska 99707-1267

Zoning Permit Number: **17493**

Phone: (907) 459-1260

Fax: (907) 459-1255

planning@co.fairbanks.ak.us

This permit is issued based on the lot dimensions and zone applicable to the lot on the date of issuance. If prior to construction, the zone or the lot dimensions change, this permit will no longer be valid and a new permit must be obtained.

General Information

Date: 4/20/2016

Applicant: PASCHALL KELLY

Mailing Address: 540 HAINES AVE, FAIRBANKS AK 99701

Telephone: 907-590-6761

Cell Phone:

Email: paschallb@hotmail.com

Property Description: 0038202 LOT 19A BLOCK 92 FAIRBANKS

Site Address: 503 SEVENTH AVE

Existing Use: Residential Structure: Single family residence

Proposed Use: Commercial Structure: Retail marijuana store : 250 sq.ft.

Dwelling Units: 0 New: 0 Existing: 0

Building Height (stories): 12

Total Area of Structure: 600 SF New: 0 SF Existing: 600 SF

Lot Size: 3,778 SF

Est. Construction Cost: \$35,000

Note: The existing structure is not compliant with current setback requirements for GC zone. This zoning permit is for remodelling the existing single-family house to a retail marijuana store. A loading area for this retail store is not required.

- I certify that I am the owner or that I am authorized to act for the owner of the property.
- I certify that this information is to the best of my knowledge true and complete.
- I acknowledge and will comply with the conditions set forth in this zoning permit.
- I understand that the holder of this permit is required to comply with all other applicable laws, including city, borough, state and federal laws.
- I agree to submit current and accurate documents if the site plan or other application materials are changed subsequent to issuance of this permit.
- I understand that this permit is appealable and that this appeal must be submitted and perfected within 15 days of the date of the decision in accordance with FNSBC 18.54.070.
- This permit is issued contingent upon the applicant obtaining the appropriate State of Alaska Commercial Marijuana Facility License.

Kelly Dawson
Applicant Signature

4/20/16
Date

Zoning Specifications

Existing Zone: GC (100%)
Minimum Lot Size: 0
Front Yard Req: 20
Side Yard Req: 0
Rear Yard Req: 0

Flood Zone: X PROTECTED BY LEVEE (100%)

Road Service Area: No
Parking Spaces Req: 1
Building Type: Principal

Conditions

Floodplain Permit Required: No
Conditions: Retail marijuana store

FNSB Driveway Permit Required: No

Reasons: Retail marijuana store meets Title 18 requirements

Permit Approval: Approved

Manish
Zoning Official: Singh, M

4/20/2016
Date

This is a Fairbanks North Star Borough Community Planning Department Zoning Permit. Please contact other departments and agencies to obtain permits as necessary.

Paschall

503 Seventh Avenue

Fairbanks Alaska

Comm. Planning Dept

APR 07 2016

RECEIVED

Building-

Height of building is 15 feet. Building has 1 level with a basement. It's 480 Sq. Feet

Loading and unloading of merchandise-

Lot sizes in our downtown area aren't conducive to a 40 foot loading and unloading zone. The nature of our business (small retail marijuana sales) isn't going to require that we have a large or medium sized truck to deliver our merchandise. The dimensions of our lot are 52.X72 Feet and with our building taking up part of that area this is just not feasible to our location.

Parking area ground surface-

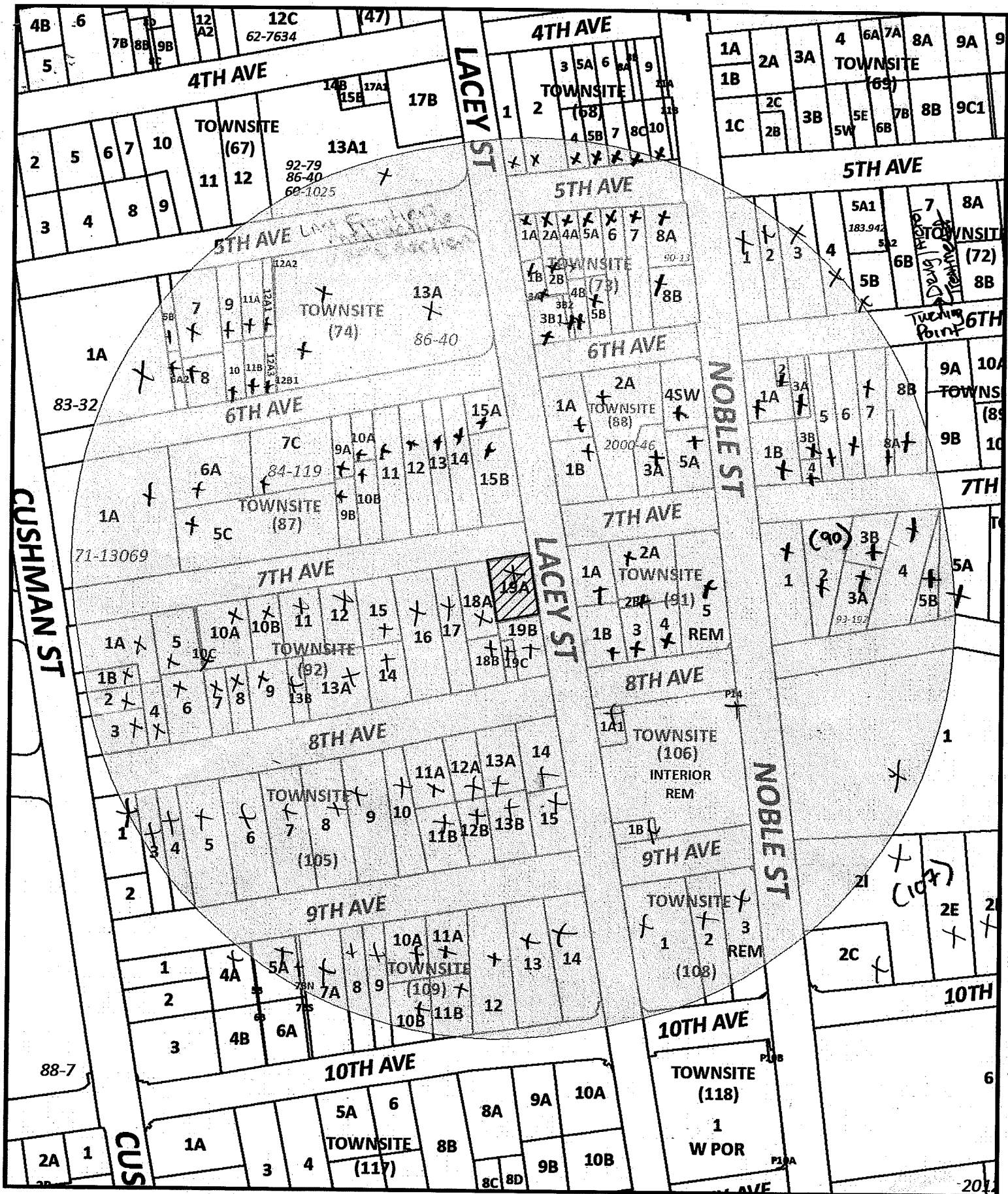
We will be putting in gravel to the depth of 6 inches for ground surface, for our parking area and as well as all traffic circulation areas.

Lighting-

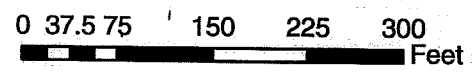
We have lights above each door with a total number of three. There is no need for additional lighting because we are not next to residentially zoned property

Business signs-

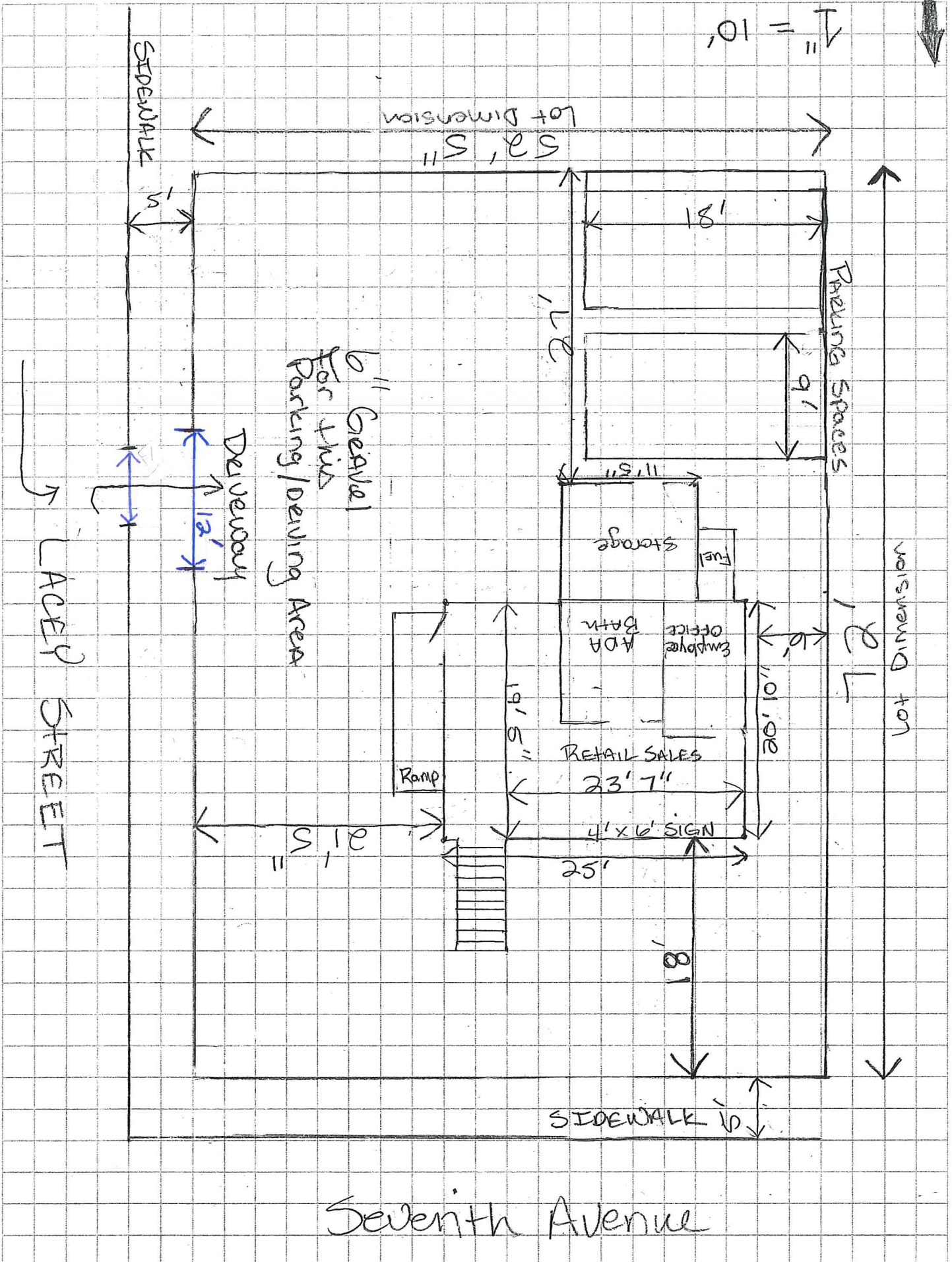
We will have one sign that is 4x6 feet and will be on the building on the Seventh Avenue side it will be primarily constructed of plywood, and paint



N



NORTH



Seventh Avenue

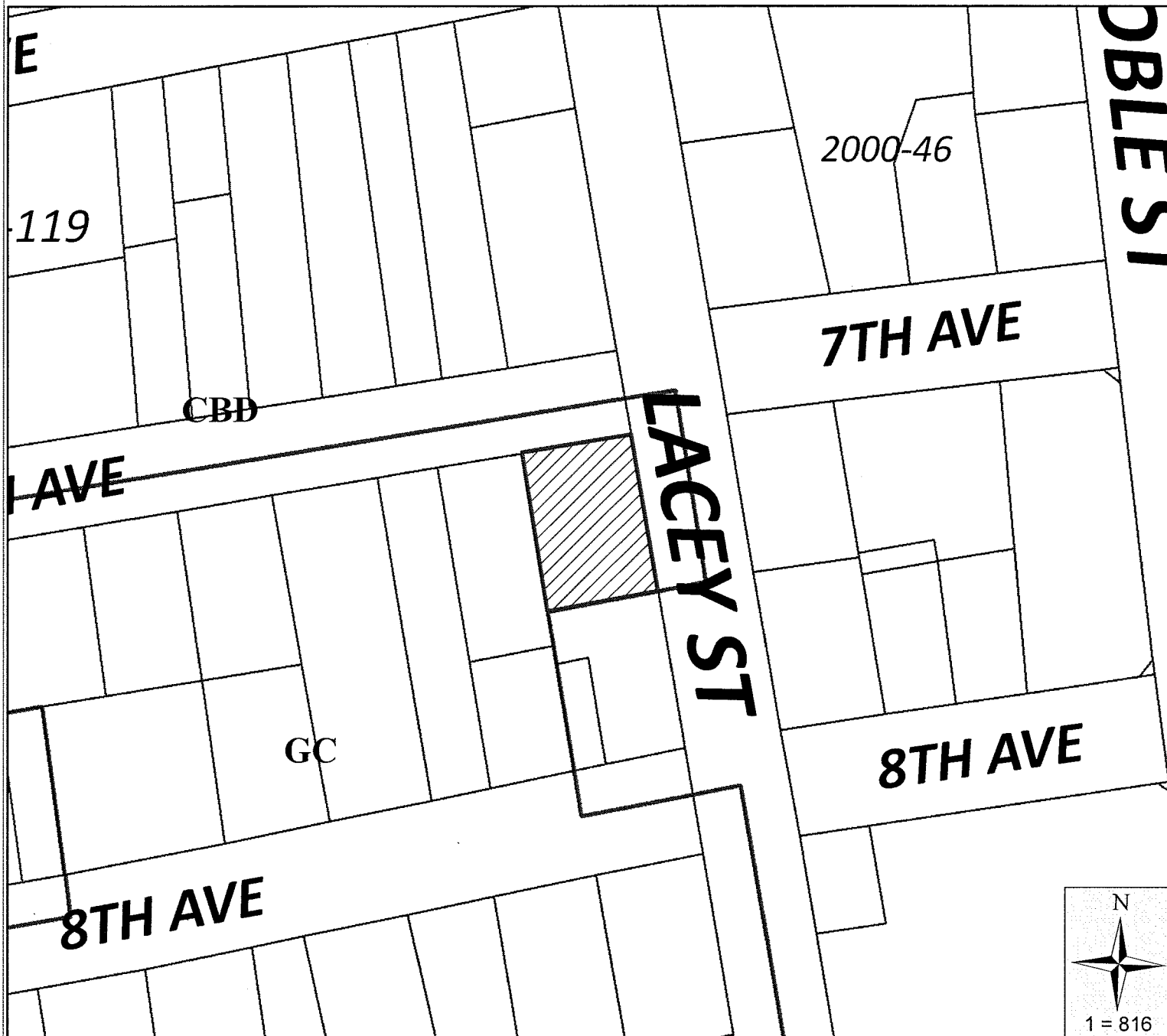


Fairbanks North Star Borough

Zoning Report

PAN# 0038202

Printed on: 04/20/2016

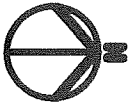


Property Information for PAN#: 0038202

PROPERTY DESCRIPTION: FAIRBANKS TOWNSHIP, BLOCK: 92, LOT: 19A
 OWNER: Paschall Kelly T
 BILLING ADDRESS: 540 Haines Ave Fairbanks, AK 99701 3728
 SITUS ADDRESS: 503 Seventh Ave
 PARCEL SIZE: 3778 SF
 FLOOD ZONE: X (100%)
 SPECIAL REG. AREAS: None
 ZONING: GC (100%)
 COMP PLAN: High Density Residential (100%)
 PLANNING DISTRICT: Fairbanks (100%)
 ROAD SERVICE AREA: City of Fairbanks (100%)
 FIRE SERVICE AREA: City of Fairbanks (100%)
 FIRE RESPONSE AGENCY N/A
 STRUCTURES: SFR (1 Unit)
 COMMUNITY PLANNING PERMITS: NONE

Controlled Access Roads	FEMA Flood Zones (March 17, 2014 dFIRM)
ARTERIAL - CONTROLLED ACCESS	A
Special Regulatory Areas	AE
CHENA RIVER CENTERLINE 200 ft BUFFER	AE, FLOODWAY
LEVEE 250ft BUFFER	AH
SALCHAKET HEIGHTS EROSION CONTROL	AO
	X

Paschall 503 Sedentia

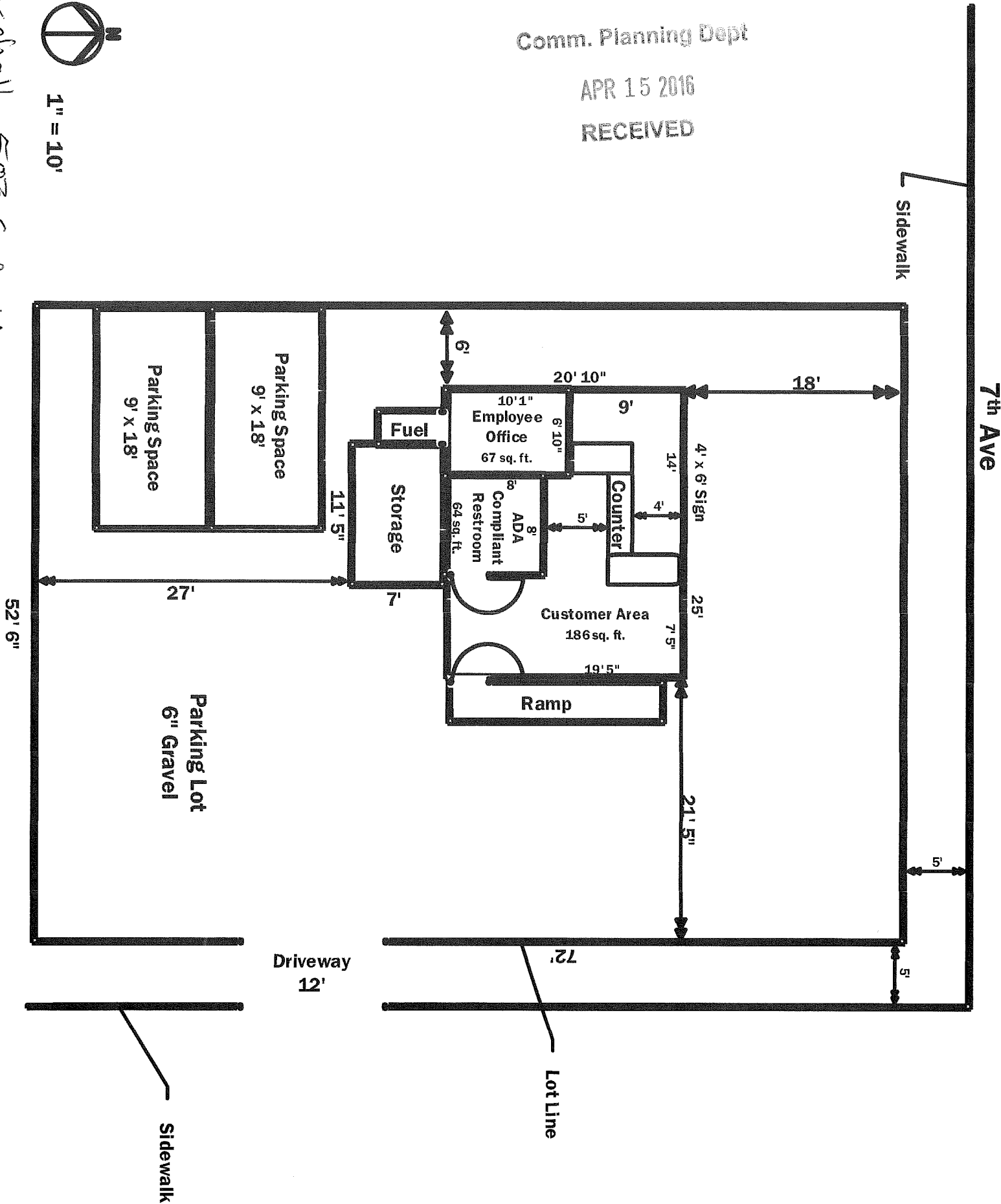


1" = 10'

Comm. Planning Dept

APR 15 2016

RECEIVED



Lacey St.

Alcohol & Marijuana Control Office

License Number: 10589

License Status: New

License Type: Retail Marijuana Store

Doing Business As: NATURES RELEAF LLC

Business License Number: 1038024

Designated Licensee: Barbara Paschall

Email Address: paschallb@hotmail.com

Local Government: Fairbanks North Star Borough

Community Council:

Latitude, Longitude: 64.840707, -147.716720

Physical Address: 503 7th. Avenue
Fairbanks, AK 99701
UNITED STATES

Owner #1

Licensee Type: Entity

Alaska Entity Number: 10038826

Alaska Entity Name: Natures Releaf, LLC

Phone Number: 907-460-2128

Email Address: paschallb@hotmail.com

Mailing Address: 503 7th. Avenue
Fairbanks, AK 99701
UNITED STATES

Affiliate #1

Licensee Type: Individual

Name: Kelly Paschall
[REDACTED]

Date of Birth: 09/24/1961

Phone Number: 907-590-6761

Email Address: kellypaschall@live.com

Mailing Address: 540 Haines Avenue
Fairbanks, AK 99701
UNITED STATES

Affiliate #2

Licensee Type: Individual

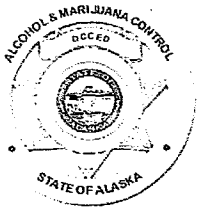
Name: Barbara Paschall
[REDACTED]

Date of Birth: 10/05/1964

Phone Number: 907-460-2128

Email Address: paschallb@hotmail.com

Mailing Address: 540 Haines Avenue
Fairbanks, AK 99701
UNITED STATES



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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<p>Application forms: For Applicant- Barbara Paschall MJ-00, MJ-01, MJ-02 plus Premise diagram, MJ-03, MJ-07, MJ-08, MJ-09</p>
------------------------	--

OFFICE USE ONLY

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



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:	Natures ReLeaf, LLC	License Number:	10589		
License Type:	Marijuana Retail Store				
Doing Business As:	Natures ReLeaf, LLC				
Premises Address:	503 7th. Avenue				
City:	Fairbanks	State:	ALASKA	ZIP:	99701

Mailing Address:	503 7th. Avenue				
City:	Fairbanks	State:	ALASKA	ZIP:	99701

Primary Contact:	Barbara Paschall				
Main Phone:	907-460-2128	Cell Phone:	907-460-2128		
Email:	paschallb@hotmail.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:

There will be signs 12x12 inches with 1/2 inch letters on a high contrast background posted at the entrance to the store that states: "No one under 21 years of age allowed."

We will require picture identification to ensure no one enters that is under 21 years of age. There will be signs within the store at areas of restriction that say: "Restricted Access Area" such as the office area or storage areas. Anyone entering the "Restricted Access Area" will be required to obtain a picture identification badge from an employee.

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

Customers will show picture ID to a camera and after an employee views the ID on the monitor and the customers meet requirements of being 21 years of age and older they will be buzzed into the store through a locked door, at which time they will be able to view product for sale through locked cabinets. There will be no access to product by helping themselves; an employee will assist them in their purchase by showing them items they wish to view. There will be barrel bolts installed on all display cases present in the store that hold product inventory. All "Restricted Access Areas" will be visible by signs. Anyone from an official agency that needs to tour the store and get into the "Restricted Access Areas" will first sign into the visitors log book and obtain a visitor identification badge from an employee. Visitors will be escorted." This store will limit the number of visitors to not more than five visitors for each licensee, employee, or agent of the licensee who is actively engaged in supervising those visitors.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

Visitors will have to use the log-in book that is kept at the counter. All visitors are required to sign in and wear a name badge. Visitors will need to sign in every time they exit and re-enter if wishing to gain access to restricted areas. Visitors will only need to reprint name badge if it has expired.

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

Name badge with a photo- will be 3"x5" as follows;

Natures ReLeaf,LLC MJ Retail Store
503 7th Ave. Fairbanks, Alaska
License #10589

PHOTO HERE

Barbara Paschall
Owner/Operator

Expires September 2017



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 photo sensitive lights to illuminate a twenty foot radius of all outside entrances and exits as well as windows. Lighting to be designed to come on when darkness falls so that video cameras will be able to capture high resolution images with discernible lighting.

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

An alarm system will be installed on all exterior doors and windows. If a door or window is penetrated or a motion detector tripped an audible alarm will sound, to be heard within a mile of the premises. And at the same time the system will notify manager and dispatch police to the premises.
Video surveillance will be installed with a camera recording system; the system will cover areas both interior and exterior of each entrance, and also restricted access areas and inside the selling floor all within the premises, 40 days of recorded video activity will remain archived in a secure, restricted access area (office)

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:

Management will arm the alarm system at the keyboard in the office. Once armed, the manager will have 60 seconds to vacate the building. The alarm system sensors will be active and alert the manager, police, and sound a 95 decibel (or greater) audible siren, if abridged. Alarm will be armed every time the building is vacant. It will be the manager on duty responsibility to arm the system prior to vacating the building.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

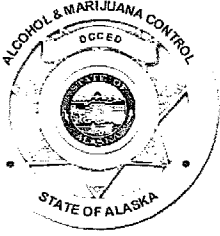
All product will be weighed upon arrival at the retail shop.
Daily there will be hard-count inventory; upon opening, before shift change, after shift change, and again when we close, so periodic inventory four times a day.
Security cameras to capture and store video of selling floor of all product.
Doors to secured areas will be assessable by installed electronic access doors that use key-cards and badges, and record who's entering secure areas along with a time stamp.

Describe your policies and procedures for preventing loitering:

Signage will be displayed stating "No loitering on the Premises". We will require all patrons to immediately exit the parking area after conducting business in the retail store.

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:

Two motion detector sensors will be employed in our business, one in the sales floor the other in the office. Two panic buttons as well will be in use, one in the sales floor behind the counter on the west wall, the other will be in the office next to the security camera monitors. Panic buttons will alert police to the event of an armed robbery and will be silent.



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:

I would like to point out our place of business is approximately 1 city block from Fairbanks Police department main office in downtown Fairbanks.

- 1) Go to the building in automobile.
- 2) Park a safe distance away within line of sight of business.
- 3) Wait for police to arrive.
- 4) Provide access to business to police (if needed) while waiting outside of building for police to clear the building of any intruders.
- 5) Document the alarm notification.
- 6) Determine an action plan to prevent future intrusion alarms.

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

Both the interior and exterior of each entrance to the facility

Each point of sale area

Each video surveillance recording:

Yes No

Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing

Clearly and accurately displays the time and date

Is archived in a format that does not permit alteration of the recorded image, so that the images can readily be authenticated



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:

Have exterior lighting to facilitate surveillance. Cameras will be placed at an angle to provide clear view of the area within 20 feet of each entrance both inside and outside. We will have a monitor at the register for viewing individuals approaching the premises door, and to view their picture ID before entrance into the licensed facility. We will hold the video footage for 40 days.

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:

The "restricted access area" (the office) will only be assessable by employees wearing a employee identification badge. We will allow access to other visitors of law enforcement, or agent of the board by first logging into visitor logbook which will record the name, date and time of visit, and then they will obtain a visitor badge.
 Inside the "office" area will be a locked closet that will contain our video footage as well as our records. The licensed owner/operator or authorized employee of the retail store will be the only individuals that will be able to unlock the "video/records closet". This area will be off limits to everyone except law enforcement or an agent of the board other employees will not have access to our video/records closet.

Location of Surveillance Equipment and Video Surveillance Records:	Yes	No
Surveillance room or area is clearly defined on the premises diagram	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Video surveillance records are stored off-site	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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"/> |



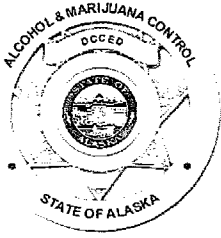
Alaska Marijuana Control Board

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:

Natures ReLeaf LLC will use the State marijuana tracking system: Franwell's Metric as well as MJ Freeway. All records accounting of each business transaction for the last six months and current year and for the following three years conducted at Natures ReLeaf, LLC will be kept on the premises. Daily record keeping of all transactions will be recorded on the computer and backed up daily to become part of the closing procedures of every day. All records to include: Daily accounting records, tax records, employee records, visitors logs, employee list with marijuana handler card information, business contact information for vendors, business contact for video surveillance system and security system, a current diagram of Natures ReLeaf, LLC to include restricted access areas, transportation records to include shipment information of marijuana and marijuana product, and all records of marijuana activity conducted at Natures ReLeaf, LLC. We will also maintain online storage with a company such as Carbonite. All records will be provided to the member of the board upon request.



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:

Natures ReLeaf,LLC will be using the State of Alaska's required software Franwell's Metrc system to be integrated with MJ Freeway a Point of Sale tracking system: seed-to-sale tracking software that manages every plant, gram, and dollar. The software includes a program called "gram tracker" this has a built in CRM module that will facilitate ease of use with a swipe of the customers identification card. this will keep track of our inventory and what is sold in our retail store. The program also helps us better serve our customers by keeping track of their identification and their purchase history. This record management feature keeps all information fully confidential, protecting both our customers and our company. The CRM module also allows you to customize each order to their specific needs. Record the customers cannabis preference, favorite products, and more. Natures ReLeaf will be using certified scales that will be an integral part of the tracking system/POS system. We will maintain registration of the scales and inspection reports-all reports and records will be kept on-site of the licensed premises of Natures ReLeaf,LLC.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

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

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

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

Each potential employee will go through an interview process if the candidate seems to be a viable hire then they will need to get fingerprinting a back ground check, take an online class for a DEC food handlers card and go through a marijuana handlers card class. After all of the above items are done and cleared the the applicant will be hired at which time they will be trained for the position they were hired for to include some in house training of company policy regarding the handling procedures of marijuana, helping the customer, knowledge of the different strains of marijuana and marijuana products that Natures ReLeaf, LLC sales.



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:

Nature ReLeaf LLC, will give the board a three day notice in the marijuana tracking system before we make the waste unusable and disposing of it, with the exception that the director authorizes immediate disposal on an emergency basis. We will dispose of any unusable marijuana products (solid or liquid) this licensed facility will render the product unusable by means of grinding it and /or mixing it with other compostable or non-compostable material. The compostable or non compostable material will be either food waste, vegetable based grease/oil or yard waste such as grass clippings. The material will then be delivered to a solid waste facility. We will keep an accounting record of all marijuana that is deemed unusable to include marijuana flower as well as edibles that this licensed retail store has.

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

For compostable materials it will be: food waste, yard waste (such as grass clippings). vegetable based grease or oils, when the board approves it to be used as compost feedstock or in an organic waste method. For non-compostable materials these will include; paper waste, cardboard waste, plastic waste, or oil. These will be delivered to an approved solid waste facility or other facility with the approval of my local government entity.



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:

Natures ReLeaf ,LLC is a retail store that will not be growing or selling actual marijuana plants. If the "Bud" of the plant that we sell becomes unusable by any reason, then we will notify the board with a three day notice. Natures ReLeaf ,LLC will then deem the product not usable by grinding it and mixing it with either a compostable material such as: food waste, yard waste, vegetable based grease or oils.

Or we will use a non compostable material such as: paper waste, cardboard waste, plastic waste, or oil. If it is a product that is an edible and it is deemed unusable the the previous procedures will be used- either grind it with a compostable or non compostable material.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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:

Natures ReLeaf, LLC will not be packaging and shipping product anywhere. The product will only be sold in our retail store. The product to be sold in child proof case that is approved by the State of Alaska marijuana control board.

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

Marijuana will be packaged in a sealed package and will be transported from the receiving facility in a locked, safe and secure storage compartment that is part of the motor vehicle or in a locked storage container that has a separate key or combination pad; and not be visible from outside the motor vehicle. In and are such as the trunk of the car. There will be a complete printed transport manifest present in the car with the marijuana product.



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:

I will have a 4x6 foot sign attached to the building with Natures Releaf, LLC on the sign. The sign will be posted at the 7th avenue side of my business. I will have a smaller sign 2x3 foot posted on the building on the Lacey street side. The signs will be constructed of a combination of wood and plastic with painted block letters (the 4x6 sign will have 5 inch letters and the 2x3 sign will have 3 inch letters) and a contrasting darker paint color for the back ground. The name: Natures Releaf, LLC and the address and phone number will be shown on the sign.

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="checkbox"/>	<input type="checkbox"/>
Promotes excessive consumption	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Represents that the use of marijuana has curative or therapeutic effects	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Depicts a person under the age of 21 consuming marijuana	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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="checkbox"/>	<input type="checkbox"/>



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:

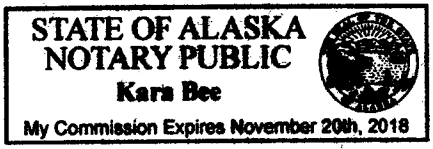
Natures ReLeaf, LLC will have an area that is entered and the customer will need to show picture identification to a camera, the employee will view the identification and if the customer is 21 years of age or older the customer will then be buzzed into the retail store through a locked and secured door. Then the employee will log the information on the customers identification into the computer system. All the marijuana and marijuana product will be sold packaged in a State of Alaska marijuana board approved child safe container. The packaged marijuana will be labeled with these statements: "Marijuana has intoxicating effects and may be habit forming and addictive."; (2) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."; (3) "There are health risks associated with consumption of marijuana. For use only by adults twenty-one and older. Keep out of the reach of children."; (5) "Marijuana should not be used by women who are pregnant or breast feeding.

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.

Barbara Paschall
Signature of licensee

Barbara Paschall
Printed name

Subscribed and sworn to before me this 11 day of July, 2016.



Kara Bee
Notary Public in and for the State of Alaska.

My commission expires: Nov, 20th 2018



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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<p>Application forms: For Applicant- Barbara Paschall</p> <p>MJ-00, MJ-01, MJ-02 plus Premise diagram, MJ-03,</p> <p>MJ-07, MJ-08, MJ-09</p>
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OFFICE USE ONLY

Received Date:		Payment Submitted Y/N:		Transaction #:	
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Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany the **Marijuana Establishment Operating Plan (Form MJ-01)**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of 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 306.315(2).

What additional information is required for retail stores?

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

- Prohibitions
- On-site consumption
- Displays and sales
- Exit packaging and labeling
- Security

This form must be submitted to AMCO’s main office before any retail marijuana store 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:	Natures ReLeaf, LLC	License Number:	10589		
License Type:	Marijuana retail store				
Doing Business As:	Natures ReLeaf, LLC				
Premises Address:	503 7th. Avenue				
City:	Fairbanks	State:	ALASKA	ZIP:	99701



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

Section 2 – Prohibitions

Applicants should review 3 AAC 306.310 and be able to answer “Agree” to all items below.

The retail marijuana store will not:

Agree Disagree

Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355

Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet

Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample

Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation

Allow a person to consume marijuana or a marijuana product on the licensed premises, except as provided in 3 AAC 306.305(a)(4)

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

Employees will be trained to know if the customer is exhibiting signs of being under the influence of alcoholic beverages inhalants, or controlled substances. If it appears that the customer is under the influence of one of these substances they will be asked to leave the premises and escorted out of the retail store.



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

Section 3 – On-site Consumption

Yes No

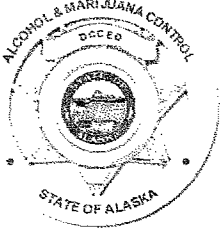
Do you plan to request approval of the board with your initial application to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?

If "Yes", describe how you ensure that only marijuana or marijuana products that were purchased at your proposed premises are being consumed, per 3 AAC 306.305(a)(4):

Section 4 – Displays and Sales

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

We will display our product behind glass cases that are locked. When a customer requests to look at a product then the employee will open the case and get the product out for the customer to view. If the customer purchases the product it will be weighed and scanned through our inventory tracking program and then be packaged in a child proof packaging and handed over the customer after they pay for it.



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

Section 5 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345, and identify how the proposed establishment will meet the listed requirements.

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

All marijuana will be packaged and labeled. The packaging will be in opaque, re-sealable, child resistant packaging. This packaging will be designed and constructed in a way that it will be significantly difficult for children under 5 years old to open.

Provide a sample label that the retail marijuana store will use to meet the labeling requirements under 3 AAC 306.645(b):

Natures ReLeaf, LLC
License #10589

Blueberry Haze
11.7% THC
Net weight 5 grams

WARNING:

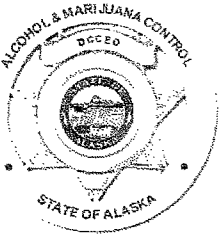
Marijuana has intoxicating effects and may be habit forming and addictive
Marijuana impairs concentration, coordination, and judgment. Do not operate a motor vehicle or machinery under its influence.

There are health risks associated with consumption of marijuana

For use by adults 21 years of age and older.

Keep out of reach of children

Marijuana should not be used by women who are pregnant or breast feeding.



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

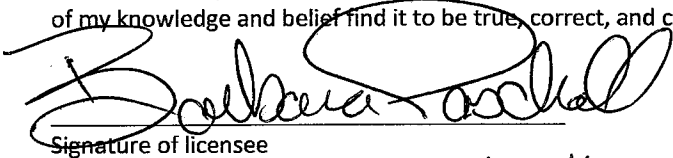
Section 6 – Security

Identification Requirement to Prevent Sale to Person Under 21 (3 AAC 306.350):

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

Before the customer gets inside the retail store they will need to show their photo Identification to a camera and then the employee will view the identification from a screen at the counter if the customer is 21 years of age or older they will be buzzed into the retail store through the locked door.

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

Barbara Paschall
Printed name

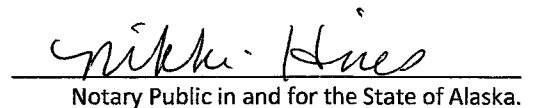
Subscribed and sworn to before me this 12 day of July, 2016.

STATE OF ALASKA
NOTARY PUBLIC

Nikki Hines

My Commission Expires February 22, 2020




Notary Public in and for the State of Alaska.

My commission expires: 2/22/2020



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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<p>Application forms: For Applicant- Barbara Paschall</p> <p>MJ-00, MJ-01, MJ-02 plus Premise diagram, MJ-03,</p> <p>MJ-07, MJ-08, MJ-09</p>
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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.

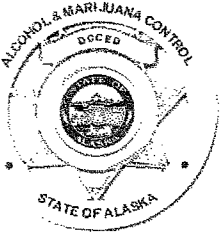
Yes No

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:	Natures ReLeaf, LLC	License Number:	10589		
License Type:	Marijuana retail store				
Doing Business As:	Natures ReLeaf, LLC				
Premises Address:	503 7th. Avenue				
City:	Fairbanks	State:	Alaska	ZIP:	99701



Alaska Marijuana Control Board
Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

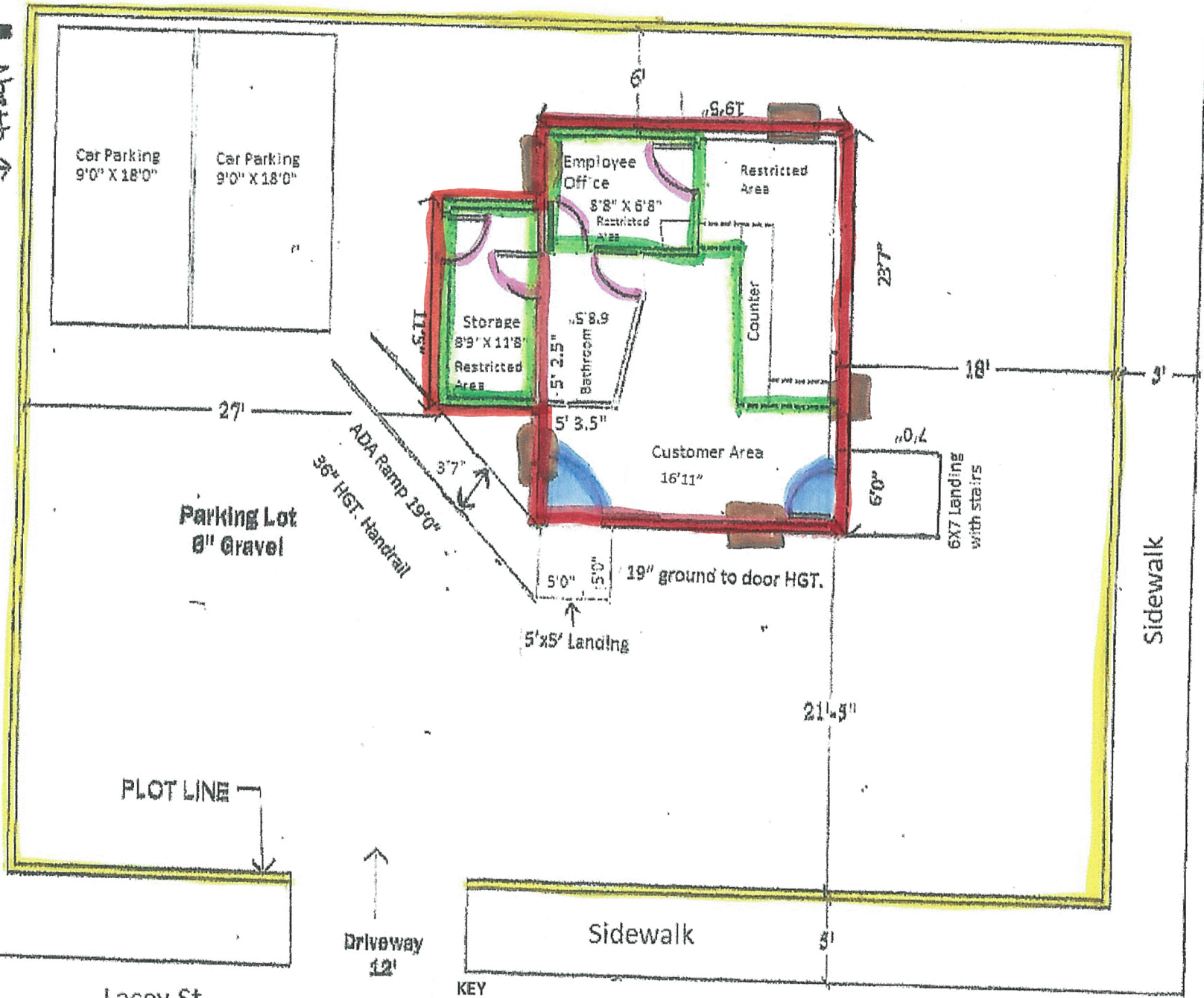
Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access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

SEE Attached



1" = 10'

North ↑



Seventh Ave.

Sidewalk

Sidewalk

Lacey St.

KEY

- RED=Boundary of licensed area
- GREEN=Area of restricted access
- BROWN=Windows
- YELLOW=Property boundary
- PINK=Doorways
- BLUE=ENTRANCE, EXIT



Natures ReLeaf, LLC

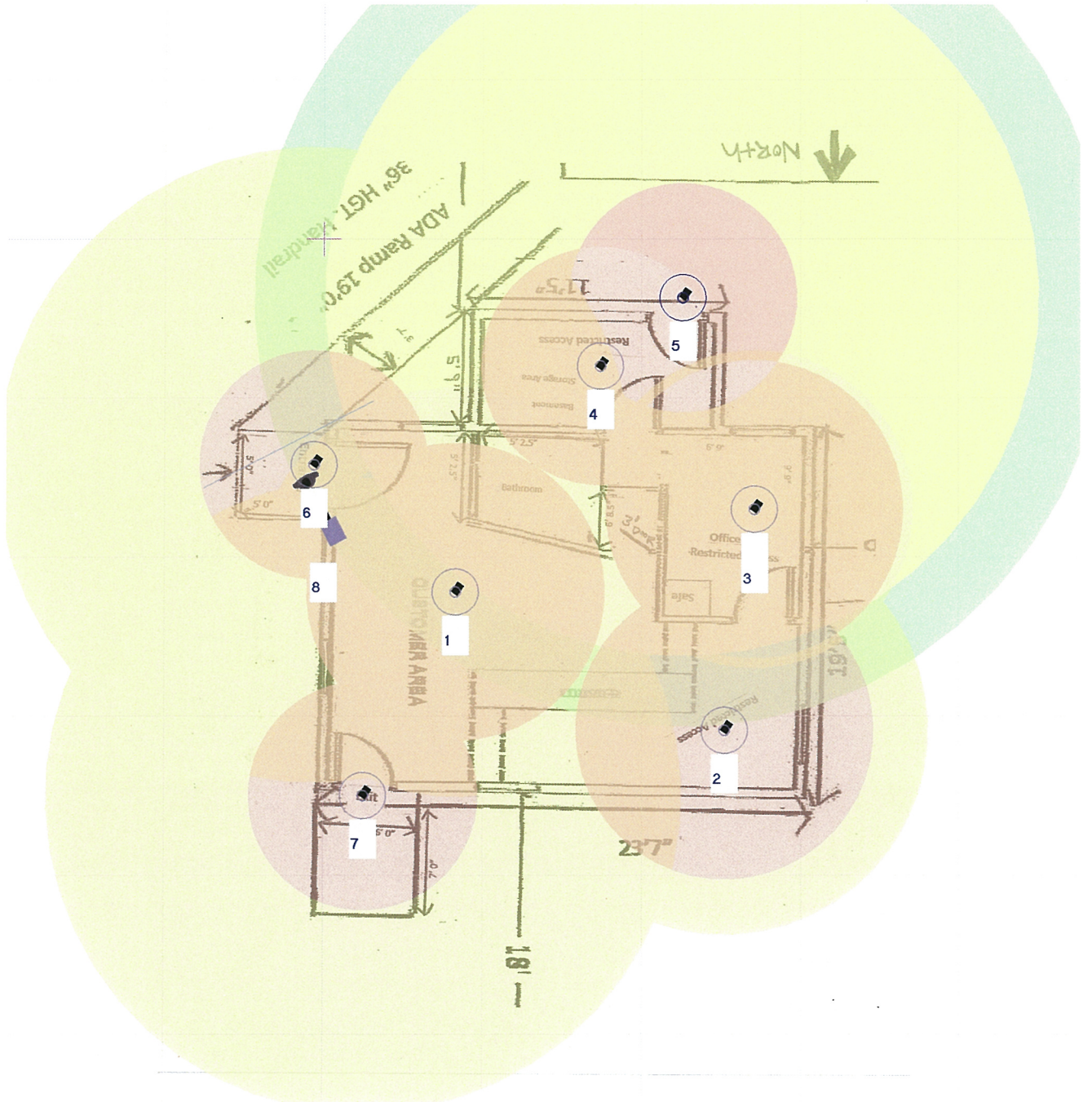
Security Camera coverage

Video Surveillance System

CITS
7/12/2016
Version 1.0

Re
Site Plan. Nature's Leaf Camera Coverage

Security Cameras



Camera 1



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 8 ft
Tilt: 31.8°
Viewing Angles °: 360°; 0°
Distance: 12.9 ft
FOV Width: 95.4 ft
Pixels On Target: 62 px/ft

Camera 2



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 8 ft
Tilt: 31.8°
Viewing Angles °: 360°; 0°
Distance: 12.9 ft
FOV Width: 95.4 ft
Pixels On Target: 62 px/ft

Camera 3



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 8 ft
Tilt: 38.7°
Viewing Angles °: 360°; 0°
Distance: 10 ft
FOV Width: 80.5 ft
Pixels On Target: 73 px/ft

Camera 4



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 8 ft
Tilt: 46.8°
Viewing Angles °: 360°; 0°
Distance: 7.5 ft
FOV Width: 68.9 ft
Pixels On Target: 85 px/ft

Camera 5



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 10 ft
Tilt: 20.3°
Viewing Angles °: 360°; 0°
Distance: 27 ft
FOV Width: 180.9 ft
Pixels On Target: 33 px/ft

Camera 6



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 10 ft
Tilt: 26.6°
Viewing Angles °: 360°; 0°
Distance: 20 ft
FOV Width: 140.5 ft
Pixels On Target: 42 px/ft

Camera 7



VIVOTEK: FE8391-V
Resolution: 2944x2944
Sensor Size: 1/2.3 ; 1:1
Focal Length: 1.5
Installation Height: 10 ft
Tilt: 26.6°
Viewing Angles °: 360°; 0°
Distance: 20 ft
FOV Width: 140.5 ft
Pixels On Target: 42 px/ft

Camera 8



VIVOTEK: FD8365EHV
Resolution: 1920x1080
Sensor Size: 1/2.8 ; 16:9
Focal Length: 3
Installation Height: 5 ft
Tilt: 3.3°
Viewing Angles °: 81.7°; 51.9°
Distance: 4.8 ft
FOV Width: 12 ft
Pixels On Target: 160 px/ft





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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<p style="text-align: center;">Proof of application initiation for Natures ReLeaf, LLC</p> <p style="text-align: center;">Food Establishment Permit</p>
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OFFICE USE ONLY

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

Application for Food Establishment Permit

JUL 21 2016

Alaska Department of Environmental Conservation

Division of Environmental Health

DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Food Safety and Sanitation Program



Permit ID: _____

Section 1- GENERAL INFORMATION (All applicants complete entire section - please print).

Purpose (check one) New Information Change Extensive Remodel Change of owner/operator Reactivate

Owner/Business Information	Name of Entity or Owner Responsible for Food Service Natures Releaf, LLC (Barbara Paschall)		AK Business License # 1038024		
	Business/Corporate Mailing Address 503 7th Avenue		City Fairbanks	State Alaska	
	Business/Corporate Phone (907) 460-2128		Email paschallb@hotmail.com		
	Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party Barbara Paschall and Kelly Paschall Owners			License # 10539	
	Type of Entity <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Other: LLC				Fax

Establishment Information	Establishment Name Natures Releaf, LLC		Physical Location 503 7th Ave. 99701		Nearest Community FNSB	
	Establishment Mailing Address 503 7th Ave.		City Fairbanks	State Alaska	Zip 99701	
	Establishment Phone (907) 460-2128		Fax		Contact Person Barbara Paschall	
	Establishment Physical Address 503 7th Ave.		City Fairbanks	State Alaska	Zip 99701	

SEATING: (Food Service Only) N/A 25 or less 26-100 > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

Retail store for Marijuana Sales

SECTION 2 - NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska's Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Supplement is required to process your application. Have you attached the Plan Review Supplement? Yes No

SECTION 3 - COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

FOOD SERVICE ESTABLISHMENTS

a. A copy of your menu will be required. Have you attached a copy of the proposed menu? N/A Yes No

b. Attach appropriate label, placard, or menu notation for the consumer advisories if you serve:
N/A Wild Mushrooms Unpasteurized juices Farmed halibut, salmon, or sablefish
 Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.

c. Methods of food preparation (check the one that most closely describes the establishment:
 Assembly of Ready to Eat Foods Cook and Serve
 Hot or cold Service for 2 hours or more is done
 Complex (Preparation 1 day or more in advance, cooling and reheating is done).

d. Style of Service: Counter Service Self Service (i.e. buffet line, salad bar) Table Service
 Other:

e. Do you plan to operate as a caterer? Yes No
If yes, list all the equipment used to protect food from contamination and maintain product temperature during:
Transportation: _____ Hot or Cold Holding: _____



RECEIVED

Plan Review Application

JUL 21 2016

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Permit ID:

Section A- General Information (All applicants complete entire section - please print).

Form with fields for Purpose (New Construction, Remodel of Existing Structure, New Retail, Reactivation), Establishment Name (Natures ReLeaf, LLC), Date (7-21-2016), Plan Review Contact Name (Barbara Paschall), Phone Number ((907) 460-2128), Email (paschallb@hotmail.com), Address (503 7th Ave. FBKS, AK 99701), and Proposed Opening Date (September 15, 2016).

If you are proposing to build a new food establishment or extensive remodeling of an existing food establishment in Alaska (except in the Municipality of Anchorage), you must submit a completed Plan Review Packet 30 days prior to construction. Additional information regarding calculations and drawings can be found in the Plan Review Guide.

Please Note: Failure to provide all the required information may delay the plan review process and permit issuance.

REQUIRED DOCUMENTATION LIST (Include the following in your packet) (Marijuana Retail Store)

Checklist for required documentation including Food Establishment Application, Fees, Plot Plan, Floor Plan, Plumbing Schematic, and Complete list of equipment.

SECTION B - REQUIRED DOCUMENTATION

Question a: Potable Water Supply. Have plans been submitted to the Drinking Water Program as required by 18 AAC 80? [X] N/A (Municipal Water Supply) Specify in comments.

*Attach a confirmation email or letter from the Drinking Water Program stating that the system has been approved.

Question b: Wastewater Disposal System. Have plans been submitted to the Wastewater Program as specified by 18 AAC 72? [X] N/A (Municipal System) Specify in comments.

*Attach a confirmation email or letter from the Wastewater Program stating that the system has been approved.

Question c: Solid Waste Disposal. Please describe how you plan to dispose of your solid waste:

Question d: Plot Plan. Have you included a detailed to scale drawing of the plot plan including: [X] All buildings, [X] Identify nearby roads, streets, other landmarks, and/or give GPS coordinates.

e. **Floor Plan.** A floor plan with the listed components must be submitted as part of the application packet. Have you included a floor plan? Yes No

Layout and purpose of each room Type and location of lighting

Location of fixed equipment and plumbing features Type and location of ventilation, both building and local systems

Size, construction, and design of fixed equipment

Location of restrooms, including the number of toilets and handwash sinks.

f. **Plumbing Schematic.** A plumbing schematic with the listed components must be submitted as part of the application packet. Have you included a detailed drawing of the plumbing schematic? Yes No

Plumbing schematic showing each hot, cold, and wastewater line.

Plumbing connection to the wastewater line (direct vs. indirect)

Hot water capacity

Have you contacted the State Plumbing Inspector? Yes No

G **Fire Marshall.** Have you contacted the State Fire Marshall? Yes No

Please describe your ventilation/hood system: *N/A*

No ventilation / HOOD system *Coolers are simply a retail store*

SECTION C – ADDITIONAL INFORMATION

a. **Storage.** How often will you receive food deliveries? Do you have adequate storage to support your operation? Consult the Plan Review Guide for information about storage capacity.

We will purchase edibles from an Alcohol & Marijuana Control office approved + licensed facility to sell in our retail store.

b. **Dressing Rooms and Locker Rooms.** Describe how employee clothing, belongings, etc will be stored:

N/A

c. **Poisonous/Toxic Materials.** Describe location and means to store poisonous or toxic materials:

In office area In a utility Cabinet.

d. **Floors/Walls/Ceilings.** Describe how the floors, walls, ceilings, and shelving will be finished (tile, paint, etc):

Vinyl Flooring, painted walls, painted ceilings.

e. **Warewashing:** Describe how dishes, utensil, and equipment will be washed:

N/A (Retail Store)

f. **Linens.** Describe how soiled and clean clothing/linens will be stored and where they will be cleaned:

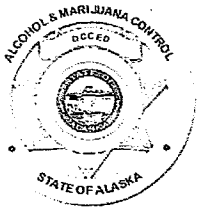
N/A (Retail Store)

SECTION D

I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I agree to pay all fees before operating.

Applicant's Signature *Barbara Paschall* Date *7-21-2016*

Applicant's Printed Name *Barbara Paschall* Title *owner*



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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<p>Application forms: For Applicant- Barbara Paschall</p> <p>MJ-00, MJ-01, MJ-02 plus Premise diagram, MJ-03,</p> <p>MJ-07, MJ-08, MJ-09</p>
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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:	Natures ReLeaf, LLC	License Number:	10589		
License Type:	Marijuana retail store				
Doing Business As:	Natures ReLeaf, LLC				
Premises Address:	503 7th. Avenue				
City:	Fairbanks	State:	Alaska	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: June 10, 2016 End Date: June 20, 2016

Other conspicuous location: Fairbanks City Hall

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.

Barbara Paschall
 Signature of licensee

Barbara Paschall
 Printed name of licensee



CHRISTOPHER SEAN CECIL WESSON
 Notary Public in and for the State of Alaska

My commission expires: JULY 28, 2026

Subscribed and sworn to before me on this 1st day of JUNE, 2017.



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 6 rows and 4-6 columns containing license details: Licensee (Natures ReLeaf, LLC), License Number (10589), License Type (Marijuana retail store), Doing Business As (Natures ReLeaf, LLC), Premises Address (503 7th. Avenue), City (Fairbanks), State (Alaska), ZIP (99701).

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 FNSB Name of Official: Manish Singh
Title of Official: Planner II Date Submitted: 6/6/2017
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.

Signature of licensee: Barbara Paschall

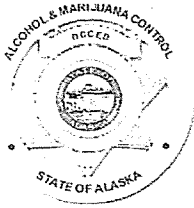
Printed name of licensee: Barbara Paschall

Signature of Notary Public: Courtney Ozimkoski

My commission expires: 3/25/2020

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





Alaska Marijuana Control Board

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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<ol style="list-style-type: none"> 1. Affidavit of Publication, 2. Proof of Legal ownership of Building (property Summary), 3. Diagram- Natures ReLeaf, LLC Security Camera placement
------------------------	--

OFFICE USE ONLY

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

Natures Releaf, LLC is applyin

Affidavit of Publication

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

35723

Natures Releaf, LLC
is applying under 3 AAC 306.300 for a new
Retail Marijuana Store license,
license #10589,
doing business as
NATURES RELEAF LLC,
located at
503 7th Avenue, Fairbanks, AK, 99701, UNITED
STATES.

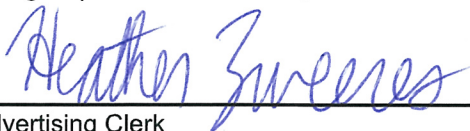
Before me, the undersigned, a notary public, this day personally appeared Heather Zweeres, who, being first duly sworn, according to law, says that he/she is an Advertising Clerk of the Fairbanks Daily News-Miner, a newspaper (i) published in newspaper format, (ii) distributed daily more than 50 weeks 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.

June 10, 2016, June 17, 2016, June 24, 2016

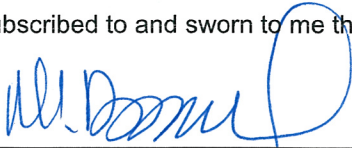
June 10, 17, & 24, 2016

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



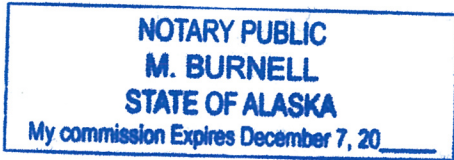
Advertising Clerk

Subscribed to and sworn to me this 24th day of June 2016.



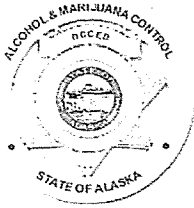
Marena Burnell, Notary Public in and for the State Alaska.

My commission expires: December 07, 2017



00008647 00035723

BARBARA PASCHALL
NATURE RELIEF, LLC
540 HAINES AVE
FAIRBANKS, AK 99701



Alaska Marijuana Control Board

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.

Section 1 – Establishment Information

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

Licensee:	Natures Releaf, LLC	License Number:	10589		
License Type:	Retail Marijuana Store				
Doing Business As:	NATURES RELEAF LLC				
Physical Address:	503 7th. Avenue				
City:	Fairbanks	State:	AK	Zip Code:	99701
Designated Licensee:	Barbara Paschall				
Email Address:	paschallb@hotmail.com				

Section 2 – Attached Items

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

Attached Items:	<ol style="list-style-type: none"> 1. Affidavit of Publication, 2. Proof of Legal ownership of Building (property Summary), 3. Diagram- Natures ReLeaf, LLC Security Camera placement
------------------------	--

OFFICE USE ONLY

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

LEASE AGREEMENT

This Agreement made the 1 day of June, 2017, by Barbara Paschall (hereinafter "MANAGEMENT"), which is authorized to manage the described PREMISES on behalf of the owner, and Natures ReLeaf, LLC, (hereinafter "RESIDENT"). For and in consideration of the mutual covenants herein, MANAGEMENT does rent/lease to RESIDENT, for commercial use, Premises will be used for a Marijuana Retail Store. Those PREMISES described as: 503 7th. Avenue Fairbanks, Alaska 99701 (hereinafter "PREMISES"), under the following terms and conditions.

Barbara Paschall ("management") rents 503 7th. Ave to the undersigned Tenant Natures ReLeaf, LLC a marijuana retail store owned by Barbara Paschall beginning June 1, 2017 The rent is \$ 1300 and is payable on the first of each month beginning June 1, 2017 If Tenant is not moving in on the 1st, the rent for the fractional month is \$ N/A The last full month of occupancy shall be June, 2020.

(1) Rent is due on the first day of each month, unless otherwise agreed in writing by the parties. If rent is not paid when due, a 7 day eviction notice may be given by Landlord.

Rent must be paid in cash
(Initial and date)

BP 6/1/2017

(2) A \$50.00 late fee will be charged if rent is paid on or after the sixth of the month.

(3) Landlord and Tenant specifically agree that "rent" includes uniform periodic rent, the \$50.00 late charge and any unpaid portion of the deposit.

(4) N/A

(5) RESIDENT agrees to pay for electricity and to provide MANAGEMENT with receipt showing that electricity has been put into RESIDENT'S name prior to occupancy of the PREMISES. Should RESIDENT fail to have billing transferred on the electricity, the RESIDENT shall be considered in default of the Agreement/Lease.

(Initial and date)

BP 6/1/2017

(6) RESIDENT pays for GARBAGE COLLECTION

(Initial and date)

The cost for garbage collection is \$40.00 per month. Payment for garbage collection is due on or before the 5th of each month

BP 6/1/2017

(Initial and date)

(7) Either the Landlord or the Tenant may terminate this tenancy, for any reason, by written notice given to the other 30 days before the first of the month. This is the required notice under this Rental Agreement and Alaska law. For example, if you wish to vacate your apartment on March 1, then you must give written notice on or before January 29. To vacate on April 1, you must give written notice on or before March 1, etc.

(8) No Tenant may assign his right to occupy this rental unit under this Rental Agreement. No Tenant may sub-lease this unit to any person for any period.

(9) Tenant has received a copy of the Rules and Regulations. Breach of the Rules and Regulations is a breach of this Agreement. Tenant has read the Rules and Regulations and

agrees to abide by said rules, which are Incorporated herein by reference, including all changes to said rules which are delivered in writing; changes in the rules will be effective on the first rental due date more than 30 days after the date on which written notice of the change is to Tenant.

(10) A deposit of \$ 1300 has been received. Tenant agrees that Landlord may retain the deposit to the extent of unpaid accrued rent (including late charges) or abnormal or abusive wear and tear or damage to the Premises or contents.

(11) If Tenant gives less than the required 30 day written notice of intent to terminate tenancy, rent continues to be charged and must be paid on the first of the month under this Rental Agreement. The deposit cannot be applied to accruing rent.

(12) If accrued rent (including late charges) and damages for tenant's non-compliance with AS 34.03.120 exceed the amount of deposit, Tenant shall pay the balance within 30 days after billing therefore; Landlord retains the right to sue for the remaining rent and all damages resulting from Tenant's breach of this Rental Agreement, rules and regulations and/or the law.

(13) Barbara Paschall is authorized to manage this property; resident will be notified in writing if this management arrangement changes. Property is owned by Barbara Paschall

(14) All personal property left on the premises including marijuana and marijuana Infused products will not be seized by the landlord/management of the property until after contacting the Alaska Marijuana Control office for further Instruction of disposal.

(15) RESIDENT shall make no electrical connection to any outlet other than those located in his unit or to his assigned car heater plug-in, and shall, in no way, modify the electrical system.

(16) Keys and Locks. RESIDENT is not permitted to change the locks or add locks without prior written consent of MANAGEMENT. RESIDENT is responsible for all keys issued and must return all keys and copies made by RESIDENT to MANAGEMENT at move out. If RESIDENT keeps keys after move out, rent will continue to be charged until keys are returned to MANAGEMENT.

Keys issued:

Apartment 2 Dead bolt

(17) MANAGEMENT will charge \$25.00 per key for replacing a key lost by RESIDENT. If loss of the key requires rekeying a lock, RESIDENT shall pay for all labor and materials needed for rekeying or replacing the lock.

(18) RESIDENT shall pay a \$20.00 service fee in the event landlord/manager is asked to unlock doors because RESIDENT has locked himself out and/or lost his keys.

(19) Use of Premises: The Premises shall be used solely as a Marijuana Retail Store by RESIDENT- Barbara Paschall and those persons authorized by MANAGEMENT, as listed in Paragraph 32 of the Agreement.

(20) RESIDENT agrees not to use Premises or permit Premises to be used for unlawful purposes. A violation of, state, city or borough law is a violation of this Rental Agreement.

(21) RESIDENT shall permit no extraordinary combustible material to be kept on the Premises and shall use every precaution to prevent fire, and shall permit nothing to be done that might increase the premium rates of insurance. No washing machines, clothes dryers or other major appliances of any type shall be permitted in the dwelling unit, unless MANAGEMENT specifies

that such unit is equipped with facilities for hook up of such appliances. No noise or nuisance permitted to disturb other RESIDENTS.

(22) There is hereby incorporated by reference in this Rental Agreement/Lease a (A) Premises Condition Statement, setting out the condition of the premises, including fixtures but excluding reference to any of the other contents of the premises, and, (B) a Contents Inventory itemizing or describing all of the furnishings and other contents of the premises and specifying the condition of each of them. In the Premises Condition Statement and Contents Inventory, the parties shall describe the premises and its contents at the commencement of the term of the period of the occupancy covered by the Rental Agreement. When signed by the parties, the Premises Condition Statement and Contents Inventory completed under this subsection become part of the Rental Agreement/Lease.

(23) RESIDENT shall notify MANAGEMENT immediately of any repairs necessary and MANAGEMENT shall have access to the Premises at any reasonable time for maintenance, repair or to provide or to protect the property.

(24) A tenant may not unreasonably withhold consent to MANAGEMENT or duly authorized agent, employee or representative of MANAGEMENT to enter dwelling unit in order to inspect the Premises, make necessary or agreed to services, or exhibit the dwelling until to prospective or actual purchasers, mortgagors, tenants, workmen or contractors. Upon providing twenty-four (24) hours notice, MANAGEMENT may enter the Premises. **MANAGEMENT MAY ENTER THE DWELLING WITHOUT THE CONSENT OF THE TENANT IN THE CASE OF ANY EMERGENCY.** In the event of the absence of the tenant in excess of seven (7) days, the MANAGEMENT may enter the Premises at times reasonably necessary for the purposes outlined herein. If RESIDENT refuses to allow lawful access, MANAGEMENT may obtain injunctive relief or may terminate this Agreement and in either case recover damages.

(25) The tenant shall notify MANAGEMENT of any extended absence from the Premises in excess of seven (7) days. MANAGEMENT may inspect Premises to determine whether it has been abandoned. If rent is in default and RESIDENT has been absent in excess of seven (7) days, MANAGEMENT may declare the Premises abandoned.

(26) RESIDENT shall use only that parking space designated for his use by MANAGEMENT. RESIDENT SHALL see to it that his guests use only parking spaces designated as guest parking. If guests park in any other spaces than those provided for guest parking, RESIDENT agrees to pay all towing and storage charges for removal of said guest vehicle.

(27) RESIDENT's guests shall not be permitted to stay more than seven days without express written consent of the MANAGEMENT. A guest is any person who is not listed on this Agreement. Guests must comply with this Agreement and any Rules and Regulations. RESIDENT is responsible for any and all actions of his guests.

(28) Resident can display signs promoting the Marijuana retail stores business name and hours of operation.

(29) Parking spaces are for tenant or customer operable motor vehicles only, not for storage of other personal items.

(30) The RESIDENT acknowledges that he/she has been given an executed copy of this AGREEMENT.

(31) MANAGEMENT and RESIDENT agree that MANAGEMENT may strictly enforce this Rental Agreement even if previous enforcement of its rights and remedies has been waived.

(32) Only the undersigned are RESIDENTS and may occupy the Premises, other persons to be on the premises are employees and customers of the business: Natures ReLeaf, LLC

Natures ReLeaf, LLC
Barbara Paschall (owner)

If two or more RESIDENTS sign this Rental Agreement, they are signing jointly and severally.

(33) RESIDENT is responsible for obtaining insurance on its own contents. MANAGEMENT does not carry contents insurance on RESIDENT'S personal property.

(34) Small pets are permitted by MANAGEMENT approval only and require an additional deposit.

RESIDENT must check off what pets will be on the Premises.

CAT

DOG

N/A

Dated this 1 day of June, 2017.

Tenant: Natures ReLeaf, LLC and Barbara Paschall (owner) Tenant:
Property Address: 503 7th Avenue, Fairbanks, ALASKA 99701

By: Barbara Paschall
Owner

The lease agreement for the property located at 503 7th. Avenue Fairbanks, Alaska 99701 will be between Natures ReLeaf,LLC and Barbara Paschall. The property will be used as a Marijuana Retail Store named Natures ReLeaf,LLC

In the event that the lease is breached or abandoned in any way causing the tenant to move out then the Management/Owner will not dispose of any Marijuana or Marijuana infused product left behind on the premises without first contacting the Alaska Marijuana control office to get permission and guidance from them on disposal of the items.

Management/Owner

Barbara Paschall

A handwritten signature in blue ink that reads "Barbara Paschall". The signature is written in a cursive, flowing style with a large loop at the end.

Property Summary

[back to Search Page](#)

PAN 0038202	PROPERTY PHYSICAL DESCRIPTION LOT 19A BLOCK 92 FAIRBANKS TOWNSITE	PROPERTY CLASS Residential
NEIGHBORHOOD 0110 Townsite	BUSINESS	STATUS TAXABLE
MILLAGE GROUP 0005 TOWNSITE	MOST RECENT MILLAGE RATE 17.0690	ADDITIONAL Building Detail View Property
FIRE SERVICE AREA CITY OF FAIRBANKS		
LAND AREA Parcel 1 3778 Square Feet		

OWNER		ADDRESS
NAME PASCHALL, KELLY T	INTEREST OWNERSHIP	SITUS ADDRESS 503 SEVENTH AVE

Documents

The FNSB provides a link to view the recorded document at the State of Alaska Rec through the instrument #. The FNSB has no control over the contents posted on any sites and these sites may have separate terms of use and privacy policies. The inc web link does not imply endorsement by the FNSB of the site, its content, advertiser

DESCRIPTION	RECORD DATE	BOOK	PAGE	INSTRUMENT
Representatives Deed	10/16/2014			2014-013372-0
Warranty Deed	5/12/2000	1186	767	
Warranty Deed	9/16/1996	870	138	
Deed of Trust	9/12/1996	870	141	
Deed of Trust	5/7/1996	858	142	
Warranty Deed	4/26/1985	821	179	1985-000483-0

Assessment History

For questions regarding assessments, contact the FNSB Department of Asses 907-459-1428.

YEAR	LAND	STRUCTURES ETC.	FULL VALUE TOTAL	EXEMPTIONS TOTAL
2016	\$30,224	\$38,522	\$68,746	\$0
2015	\$30,224	\$38,522	\$68,746	\$0
2014	\$30,224	\$38,522	\$68,746	\$0
2013	\$30,224	\$44,942	\$75,166	\$0
2012	\$30,224	\$52,151	\$82,375	\$0

[Pay Property Taxes by credit card](#)

Tax History (Updated: 07/11/16 04:30 AM AST)

If taxes are delinquent the interest calculation date is: 9/1/2016. All prior year payments must be made with guaranteed funds.

For payments made after the due dates, please call the FNSB Division of Treasury at 907-459-1441 for the correct amount.

YEAR	TAX LEVIED	STATE EXEMPTED	FEES	TOTAL DUE	TOTAL PAID
2016	\$1,173.42	\$0.00	\$0.00	\$1,173.42	\$0.00
2015	\$1,187.72	\$0.00	\$0.00	\$1,187.72	\$1,187.72
2014	\$1,162.14	\$0.00	\$36.94	\$1,199.08	\$1,199.08
2013	\$1,272.70	\$0.00	\$71.86	\$1,344.56	\$1,344.56
2012	\$1,396.26	\$0.00	\$0.00	\$1,396.26	\$1,396.26

ORDINANCE NO. 6054

**AN ORDINANCE TO PRESENT TO THE QUALIFIED VOTERS OF THE
CITY OF FAIRBANKS THE QUESTION OF MAINTAINING ESSENTIAL
SERVICES BY INCREASING REVENUE TO OFFSET LOST FUNDING
FROM THE STATE OF ALASKA**

WHEREAS, in the early 1980s, the State of Alaska provided substantial funding to municipalities in the form of revenue sharing and municipal assistance; and

WHEREAS, since that time, the City's share of State revenue sharing has significantly decreased; and

WHEREAS, in 2016, the State's Community Revenue Sharing program was renamed the Community Assistance Program; and

WHEREAS, before 2017, the seven-year average of revenue sharing funds received by the City was \$1,713,652 per year; and

WHEREAS, in 2017, it is estimated that the City will receive \$505,000 in revenue sharing funds; and

WHEREAS, given the State's current budget crisis, there appears to be no chance that revenue sharing funds will be restored to their previous levels, and funding may be cut even further; and

WHEREAS, absent additional revenue, this dramatic decrease in revenue sharing funds will result in a decrease in the current level of essential City services (police, fire, and public works); and

WHEREAS, the City's Finance Committee has examined other options for financing essential City services; and

WHEREAS, the proposed tax increase will be limited to \$1,713,652, minus any amount of revenue sharing funds the City actually receives from the State; and

WHEREAS, under the City's Charter, voter approval is required in order to increase taxes to offset the decreased revenue sharing funds.

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

SECTION 1. That the following proposition be presented to the qualified voters of the City of Fairbanks at the next general election:

Proposition B

INFORMATION: In the 1980s, the State provided substantial funding to the City in the form of revenue sharing. These funds have dramatically decreased. During the seven years prior to 2017, the City received an average of \$1,713,652 per year. The 2017 estimated amount is \$505,000, a 71% decrease. Given the State’s current budget crisis, these funds may disappear.

To maintain the current level of essential City services (police, fire, and public works) and to offset the loss of revenue sharing, the City Council adopted Ordinance No. 6054, which recommends increasing taxes by a yearly amount of \$1,713,652, minus any revenue sharing funds received. The proposed change would result in a tax increase of \$63 for every \$100,000 of assessed value, based on current property values.

Should Ordinance No. 6054 be ratified?

YES _____

NO _____

A “YES” vote ratifies Ordinance No. 6054 and allows the City to impose increased taxes to maintain city services in an amount of \$1,713,652, minus any revenue sharing funds the City receives from the State of Alaska.

A “NO” vote rejects Ordinance No. 6054.

SECTION 2. This ordinance was passed by the City Council on the 24th day of July 2017, but no change becomes effective unless and until the question is approved by the voters of the City of Fairbanks at a general election.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

**ORDINANCE NO. 6054, AS AMENDED
(PROPOSED SUBSTITUTE)**

**AN ORDINANCE TO PRESENT TO THE QUALIFIED VOTERS OF THE
CITY OF FAIRBANKS THE QUESTION OF MAINTAINING ESSENTIAL
SERVICES BY INCREASING REVENUE TO OFFSET LOST FUNDING
FROM THE STATE OF ALASKA**

WHEREAS, in the ~~early~~ 1980s, the State of Alaska provided substantial funding to municipalities in the form of revenue sharing and municipal assistance; and

WHEREAS, since that time, the City's share of State revenue sharing has fluctuated (it was eliminated altogether from 2004 to 2007) and in recent years has significantly decreased; and

~~**WHEREAS**, in 2016, the State's Community Revenue Sharing program was renamed the Community Assistance Program; and~~

WHEREAS, before 2017, the seven-year average of revenue sharing funds received by the City was \$1,713,652 per year; and

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NO _____

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Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

Ordinance No. 6054, as Amended
(Proposed Substitute)

ORDINANCE NO. 6055

**AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE
CHAPTER 86 VEHICLES FOR HIRE**

WHEREAS, the City Clerk’s Office continually strives to provide consistent and up-to-date services to Fairbanks residents through streamlined licensing regulations and procedures; and

WHEREAS, members of the tour and shuttle industry have expressed concern that the City’s definition of “Vehicle for Hire” might be construed so as to regulate certain tour industry vehicles not operating as traditional taxi services or operating primarily outside of the City; and

WHEREAS, the City’s Vehicles for Hire ordinances were designed to regulate taxi-type operations within the City; and

WHEREAS, FGC 86-31 currently includes transportation network companies such as Uber and Lyft in its definition of a Vehicle for Hire; and

WHEREAS, the State of Alaska has prohibited municipal government regulation of transportation network companies with the passage of House Bill 132; and

WHEREAS, ensuring that a chauffeur applicant is able to legally work in the United States promotes public safety and complies with federal law; and

WHEREAS, the transportation of marijuana by vehicles for hire should be regulated similarly to the transportation of alcohol.

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

SECTION 1. That Fairbanks General Code Chapter 86 Vehicles for Hire, Article II is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

DIVISION 1. – GENERALLY

Sec. 86-31. Definitions.

The following words, terms and phrases, when used in this article, have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Vehicle for hire means any motor vehicle used to transport passengers to any specified destination, upon request and for a fee, **to or from a location within the City limits** ~~over the streets of the city~~, and includes, but is not limited to: taxis, **cabs, shuttles, and** limousines, ~~tours~~

~~and shuttles, and vehicles operated in conjunction with transportation network companies such as Uber and Lyft.~~ Specifically excluded from regulation under this Chapter are: school buses, church buses, **vehicles used for the primary purpose of sightseeing and tours outside of the City, vehicles operated by a business where transportation is incidental to the primary line of business, vehicles of a business that operate on a charter or reservation-only basis,** vehicles owned or operated by the state or a political subdivision of the state, and commercial vehicles as defined **regulated** by state **or federal** law [~~AS 28.90.990(a)(2)~~].

* * * * *

DIVISION 3. – DRIVERS

Sec. 86-77. – Application for a chauffeur’s license.

(a) All applications for issuance or renewal of a chauffeur's license must be made upon forms provided by the city clerk and submitted to the city clerk for review. All applicants must meet the following requirements:

- (1) Must be 21 years of age or older and furnish proof if requested.
- (2) Must be able to read, write and speak the English language.
- (3) Must have a current Alaska State Driver's License.
- (4) Must not have any delinquent city criminal or traffic fines or fees.
- (5) Must not have had their driver's license suspended or revoked within two years of the date of application.
- (6) Must not have had a conviction within 24 months of:
 - a. Reckless or negligent driving;
 - b. Driving while license is canceled, suspended, revoked, or in violation of a limitation.
- (7) Except as otherwise provided in this subsection, the applicant must not have had a felony conviction within eight years or a misdemeanor conviction within four years of:
 - a. Prostitution or promotion of prostitution;
 - b. Any offense involving a controlled substance under AS Title 11, Chapter 71 or the laws of another jurisdiction having substantially similar elements;
 - c. Any felony or misdemeanor assault;
 - d. Burglary, felony theft, fraud or embezzlement;
 - e. Any sexual offense;
 - f. Any homicide or assault involving operation of a motor vehicle;
 - g. Two separate felony convictions of any type;
 - h. Driving a vehicle while intoxicated within five years or within eight years for a felony conviction;
 - i. Refusal to submit to a chemical test as defined in AS 28.35.032 within five years or within eight years for a felony conviction.
- (8) The applicant must not be addicted to the use of intoxicants or narcotics.

(9) The applicant must not be a sex offender or kidnapper subject to the registration requirements of AS Title 12, Chapter 63.

(10) The applicant must be a citizen of the United States or prove they can be lawfully employed in the United States.

(b) The city clerk's office will procure an online criminal history report for each applicant, the cost of which will be included in the chauffeur license application fee in the city schedule of fees and charges for services.

* * * * *

Sec. 86-88. – Alcoholic beverages, marijuana, and controlled substances.

No driver of a vehicle for hire may ~~consume~~ drink alcoholic beverages or any form of marijuana or be under the influence of a depressant, hallucinogenic, stimulant or narcotic drug, or any ~~controlled~~ substance listed as being controlled under AS 11.71, ~~as defined by AS 28.33.190~~, while on duty or within eight hours prior to operating a vehicle for hire.

* * * * *

Sec. 86-94. – Transporting alcohol or marijuana products without passengers.

It is unlawful for any driver of a vehicle for hire to purchase, transport or deliver alcohol or marijuana products at the request of any individual. Any transportation of alcohol or marijuana products in a vehicle for hire must be by a passenger riding in the vehicle.

SECTION 2. That the effective date of this Ordinance shall be the ___ day of _____ 2017.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

RESOLUTION NO. 4801

A RESOLUTION AWARDING A CONTRACT TO DOWL FOR THE MINNIE STREET CORRIDOR STUDY IN THE AMOUNT OF \$476,530

WHEREAS, in accordance with FGC Section 54-207 (Architectural, Engineering, & Land Surveying Contracts) DOWL was selected by the City of Fairbanks, Fairbanks Metropolitan Area Transportation System (FMATS), and Alaska Department of Transportation & Public Facilities (ADOT&PF) as the most qualified and suitable firm of demonstrated competence to perform planning, public involvement, and design work for the Minnie Street Corridor Study (hereinafter the “Project”); and

WHEREAS, the Project will define a “vision” for the Minnie Street corridor through public and agency involvement activities, defining the project’s specific purpose and need, identifying environmental impacts and mitigation strategies, conducting traffic analyses, evaluating project alternatives to arrive at a preferred alternative, and documenting all relevant coordination and decisions therein in accordance with Federal Highway Association (FHWA) provisions set forth in 23 U.S.C. 168(b)(1)(A) and associated regulations under 23 CFR 450.212(d) and 450.318(e); and

WHEREAS, the fee proposal submitted by DOWL to complete the Project was in the amount of four hundred seventy-six thousand five hundred thirty dollars (\$476,530), and City Council approval is required; and

WHEREAS, funding for this project was provided by the FMATS Transportation Improvement Program, and the City has already paid the required match.

NOW, THEREFORE, BE IT RESOLVED by the Fairbanks City Council that the Mayor is authorized to execute any and all documents required for expending funds on behalf of the City for the Project.

PASSED and APPROVED this 24th Day of July 2017.

Jim Matherly, City Mayor

AYES:
NAYS:
ABSENT:
APPROVED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney

CITY OF FAIRBANKS
FISCAL NOTE

I. REQUEST:

Ordinance or Resolution No: 4801

Abbreviated Title: AWARDING MINNIE STREET CORRIDOR STUDY CONTRACT TO DOWL

Department(s): ENGINEERING DEPARTMENT

Does the adoption of this ordinance or resolution authorize:

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

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

If yes, what is the estimate? see below

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

If yes, how many positions? _____

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

II. FINANCIAL DETAIL:

PROJECTS:	Equipment	Contracts	Personnel	Total
Minnie Street Study		\$476,530		\$476,530
				\$0
				\$0
				\$0
				\$0
TOTAL	\$0	\$476,530	\$0	\$476,530

FUNDING SOURCE:	Equipment	Contracts	Personnel	Total
FMATS Transportation Improvement Program.		\$433,499		\$433,499
City Match - ALREADY PAID RESOLUTION 4784		\$21,516		\$21,516
State DOT Match		\$21,515		\$21,515
TOTAL	\$0	\$476,530	\$0	\$476,530

The City previously provided the required match for this phase of the project (Resolution 4784). There is no additional City funding required at this time. The State has paid \$27,090 to date of a 35,218.70 required match. The balance is to be paid once they have an approved capital budget. Until the total match has been paid by the state, the contract will proceed in stages as match funding is available. This is the preliminary planning, public involvement and design stage of Minnie Street Corridor Project.

Reviewed by Finance Department: Initial cp Date 7/14/2017

ORDINANCE NO. 6056

**AN ORDINANCE AMENDING FGC SEC. 2-655 MULTIYEAR
CONTRACTS AND FGC SEC. 2-149 FISCAL NOTE ON ORDINANCES
AND RESOLUTIONS TO ADD ADDITIONAL REQUIREMENTS**

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

SECTION 1. That Fairbanks General Code Sec. 2-655 is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

Sec. 2-655. Multiyear contracts

(a) As part of an approved multiyear construction plan, contracts may be entered into for procurement of long lead time items. The amounts of such contracts shall not exceed the expenditure amounts in the approved plan.

(b) All multiyear contracts, including labor contracts, must have identifiable funding sources. The sponsor of the ordinance to approve a multiyear contract must identify the funding source for the duration of the contract ~~and any general fund balance or saving utilized to fund the contract.~~ **If the funding source for a labor contract includes any general fund balance or savings, the sponsor must also:**

- (1) Identify the amount;**
- (2) Identify the impact on the unassigned fund balance; and**
- (3) Identify the impact on the mayor's obligation to present a balanced budget under FGC Sec. 2-651(a).**

(c) The cost of a multiyear contract may not violate the minimum fund balance requirement of FGC Sec. 2-651(b).

SECTION 2. That Fairbanks General Code Sec. 2-149(c) is hereby amended as follows [new text in **underlined bold** font; deleted text in ~~striketrough~~ font]:

Sec. 2-149. Fiscal note on ordinances and resolutions.

* * * * *

(c) The fiscal note should cover the financial effects for the full term of the contract or grant **and must include the information required by FGC Sec. 2-655(b).**

* * * * *

SECTION 3. That the effective date of this Ordinance shall be the ___ day of August 2017.

Jim Matherly, Mayor

AYES:
NAYS:
ABSENT:
ADOPTED:

ATTEST:

APPROVED AS TO FORM:

D. Danyielle Snider, CMC, City Clerk

Paul J. Ewers, City Attorney



City of Fairbanks


MEMORANDUM

To: City Council Members

From: Jim Matherly, City Mayor

Subject: Request for Concurrence to Appointment of New Council Member

Date: July 20, 2017



As you are aware, Council Member Jerry Norum resigned his position on the City Council, effective July 10, 2017. Mr. Norum has been a valuable member of the Fairbanks community for many years and served as a City Council member from 1985 – 1991 and from 2016 – 2017.

City Charter Section 2.6 provides that vacancies on the City Council be filled by an appointment of the Mayor, subject to confirmation by the City Council. I nominate Mr. Jonathan Bagwill to fill the vacancy in City Council Seat D. Mr. Bagwill is a well-respected and active member of our community, and I believe he will serve the City well. A copy of his resume and letter of interest is attached.

I hereby request your concurrence with the appointment of Mr. Jonathan Bagwill to the Fairbanks City Council. If the Council concurs with this request, Mr. Bagwill will be sworn in and seated at the Regular City Council meeting of August 7, 2017.

Thank you.

dds/

JONATHAN BAGWILL FOR CITY COUNCIL, FAIRBANKS ALASKA

Jonathan Bagwill
907.347.2538
jonathan.bagwill@gmail.com

1571 Dogwood St
Fairbanks, Alaska
99709

Summary

A life-long resident of Fairbanks and a community-involved leader. Having been a permanent resident and physically present since leaving college in 1994, his focus has been to help and serve this community for the past 23 years. The opportunity and desire to hold public office was recently recommended to him and after much careful thought and counsel, he made application with the city in 2016 and ran for seat D. The interest in this public service office and the responsibility toward this city and community is paramount in his decision to make application for seat D again.

Experience

Senior Pastor, New Life Pentecostal Church / Apostolics of Fairbanks, Fairbanks Alaska — 2008 - Present

As a part of this job, the applicant is responsible for all the day to day running of the church. All the administrative and social aspects run across his desk. The overall direction of the church rests upon the shoulders of a senior pastor.

Assistant Pastor, New Life Pentecostal Church, Fairbanks Alaska — 1999-2008

As assistant pastor, the applicant was responsible for the running of day to day operations half of the time due to the Senior Pastor's work schedule and the fact that he worked in the villages of Kotzebue and Nome Alaska and was gone one week at a time. So half of the scheduled meetings were run by the applicant and was directly accountable to the senior pastor.

Youth Pastor, Christ Tabernacle, North Pole Alaska — 1994-1997

Responsible for the growth, maturity and maintaining of all the members of the church from ages of 12-19. Directly accountable to the senior pastor during this time.

Chaplain assistant, Electric-Environmental and Aircraft Electrician in the Alaska Army National Guard and Alaska Air National Guard — 1996-2004

All training and jobs were instrumental in furthering the career goals in both the private sector of Electrical and public service that the applicant now enjoys.

Journeyman Electrician, Various Employees — 2004-2013

The applicant went through his apprenticeship and tested out as a journeyman electrician as an employee of a few companies in the fairbanks area, which include; Wire-Communications, International Electric, Industrial Electric and Outlet Electric

before going to work for the state of Alaska, where he left to become a full-time pastor.

Education

Graduated High School at Stockton Christian School in Stockton, California.

Completed first year of Theological Studies at Jackson College of Ministries in Jackson Mississippi before being called to ministry in North Pole Alaska

Skills

As a member of the clergy, the applicant has training and experience in all areas of communication and diplomacy. With the ability of not losing sight of the goal and the big picture. He has no trouble making decisions when they need to be made and is adept in his ability to steer individuals or groups in the direction set forth by the authority having jurisdiction.

To Mayor Jim Matherly,

Hello sir, and I hope this day has found you in full recovery mode from the late night and the events from last night's City Council Meeting.

The purpose of this letter is to make you aware of my intention and desire to be on the city council. As you have come to know about me, I am a public servant. In every aspect of my job, I serve our community, our police officers and their families, the dispatchers of the FPD and even all that I have come to know and respect at Fairbanks City Hall.

I ran for this seat last fall and I am sorry that through the resignation of long time fairbanks resident, Jerry Norum, this seat is once again open. However, with this seat open, I believe that it would be in the best interest of the mayor to fill this seat with someone that brings to the table the qualities that I possess. I do not pretend to have a plethora of experience in politics, however two things come to mind. I am, by choice and creation a diplomat. I believe in bringing all parties to the table and finding any win/win if there be any, number two, I am a quick study, I know how to listen, step back from any situation and see the larger picture. These are the two major things that I can bring to the table. I would like to believe that my character will speak for itself.

My abbreviated social work history: I have been a minister in this area since returning from bible school (seminary) in 1994. I have worked in two churches in the past 23 years. One, I helped start from nothing. I know the complexities of working with people from all walks of life and experiences. With work in youth ministry for many years and pastoring in our city since 2008 as senior pastor of our church, I have worked with many other programs and have a burden to see our city as it once was. Safe for our children and theirs after them.

Mr Mayor, please consider me for this position, I will not let you, the city of fairbanks or our residents down.

In prayer,



Jonathan M Bagwill



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 JUNE 13, 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:

Members Present: Shirley Lee, Seat B Rita Davis, Seat L
 Montean Jackson, Seat C Jeff Walters, Seat M
 Travis Cole, Seat E Kelvin Lee, Seat O (telephonic)
 Herbert Butler, Seat G Angela Foster-Snow, HR Director
 Marna Sanford, Seat I June Rogers, City Council Member
 Douglas Toelle, Seat J

Members Absent: Ana Maria Richards, Seat A (unexcused) Rosalind Kan, Seat H (excused)
 Juanita Webb, Seat D (excused) Jo Ann Borges, Seat K (unexcused)
 Vacant, Seat F Amber Taylor, Seat N (excused)

Also Present: D. Danyielle Snider, City Clerk Christina Rowlett, HR Admin
 Eric Jewkes, Police Chief Mike Meeks, Chief of Staff

CALL TO ORDER & READING OF THE FDC MISSION STATEMENT

Chair Matherly called the meeting to order and read aloud the FDC Mission Statement. He stated that Ms. Trina Bailey is no longer a member of the FDC, and there is a vacancy.

Vice Chair Walters recognized members who were nearing term expiration. Ms. Jackson indicated that she would be willing to apply for reappointment; Ms. Lee stated that she will not be able to continue on the FDC. Chair Matherly stated that Ms. Richards has indicated that she would not be continuing on the FDC.

APPROVAL OF AGENDA

Mr. Toelle, seconded by Mr. Cole, moved to APPROVE the Agenda.

The Agenda was APPROVED without objection.

CITIZEN’S COMMENTS (Limited to 3 minutes)

Frank Turney 329 6th Avenue – Mr. Turney spoke to racial discrimination in jury selection, and he referenced the draft letter in the agenda packet. He indicated that he would like the letter to be sent to the Bar Association. He stated that he has done some homework on the issue and that the Supreme Court agrees that there is a problem. Mr. Turney spoke to jury consulting and stated that the process cherry picks jurors. He suggested that the letter also be sent to the Governor.

Police Chief Eric Jewkes – Chief Jewkes stated that he has observed a number of jury trials and that there is no external source by which jurors are selected.

Hearing no more requests for testimony, **Chair Matherly** declared Citizen’s Comments closed.

APPROVAL OF PREVIOUS MINUTES

a) Regular Meeting Minutes of May 9, 2017

Mr. Toelle, seconded by **Ms. Lee**, moved to APPROVE the May 9, 2017 meeting minutes.

The Minutes were APPROVED without objection.

FAIRBANKS POLICE DEPARTMENT & HUMAN RESOURCES REPORTS

HR Director Angela Foster-Snow spoke to the ordinance being introduced to the City Council that would give a \$20,000 bonus to a lateral police officer hired by the Fairbanks Police Department (FPD). She stated that bonuses would be paid with salary savings and would actually be a cost savings to the City since it costs about \$40,000 to train a brand new recruit. She stated that a lateral hire is someone who has already been academy-certified. She stated that FPD is currently very understaffed. **Ms. Foster-Snow** stated that the City is hoping to contract with a former Alaska State Trooper (AST) to perform background checks for employment at the City. She shared that there are four dispatchers in the background process currently; she indicated that it can be a long process. She stated that there is an Engineer I position open at the City that will close next Friday. She stated that she is working to update City job descriptions. She stated that she sometimes get phone calls inquiring about events pertaining to the FDC.

Ms. Rogers added that she is co-sponsoring the FPD bonus ordinance and that it may save even more money than anticipated.

Chief Jewkes stated that two officers who graduated from the Academy on Friday started at FPD on June 12. He stated those officers will begin field training the following week. He stated that five applicants are currently undergoing background investigation. He stated that there has been about a half a dozen inquiries since the FPD bonus ordinance was introduced. Chief Jewkes, in response to FDC member questions, confirmed that the questions asked of applicants during the interview process remain the same. He spoke to some of the details in the FPD bonus ordinance and to the staffing challenges at FPD. Chief Jewkes indicated that traffic enforcement can lead to crime prevention.

Ms. Rogers stated that she feels it is important for FDC members to speak to the City Council in support of the FPD bonus ordinance. She stated that she would like to do something special for Officer Elzey. **Chair Matherly** stated that he would bring pizza to the next FDC meeting.

Mr. Walters, seconded by **Mr. Butler**, moved that the FDC SUPPORT City Ordinance No. 6050 regarding FPD hiring bonuses.

There was a unanimous voice vote in the affirmative to SUPPORT
City Ordinance No. 6050.

DIVERSITY TOPIC OF THE MONTH

a) Invocations at Public Meetings

Ms. Sanford stated that she reached out to the sponsor of the failed FNSB ordinance which addressed invocations at public meetings. She stated that the topic is no longer forthcoming.

Chair Matherly stated that the City Clerk gives an invocation at City Council meetings, and it is more of a meditation than a religious prayer.

Mr. Butler stated that he supports the separation between church and state; he stated that he is against invocations at public meetings. **Mr. Walters** expressed some agreement with Mr. Butler and commented that he enjoys the reading of the FDC Mission Statement at the start of meetings.

Ms. Lee pointed out that since invocations are no longer an issue at the FNSB or at the City, the FDC may not need to spend any more time on it. **Ms. Sanford** stated that members should keep the issue on their minds in case it reemerges in the future. She stated that if it comes up again, she would like the FDC to address it. **Ms. Jackson** stated that she would like to see the Pledge of Allegiance added to FDC meetings.

UNFINISHED BUSINESS

a) Jury Selection Process, Letter to the Court System

Ms. Sanford, seconded by **Ms. Jackson**, moved to APPROVE the Letter to the Court System.

Mr. Walters spoke to the letter he drafted and to the research he did in preparing the document. Members discussed how to go about addressing jury discrimination in the court system since it is out of the City of Fairbanks and Borough jurisdiction. **Ms. Lee** commented that the letter should go to someone who can legally affect change. She stated that the recommendation may be to create a data collection tool to ensure a jury of peers is met and that information be made public.

Ms. Sanford stated that it is good idea to get the word out about FDC to the courts and legislature, but that she believes the issue of jury discrimination is outside the purview of the body. **Mr. Butler** stated that it is a nationwide issue that has gone on for centuries. He added that the FDC should acknowledge that the issue is concerning but is beyond the FDC. Members continued discussing how to proceed. **Ms. Lee** suggested adding language to request data collection and sending the letter to the court and the legislature.

Clerk Snider cautioned that it may not be appropriate for the FDC to send a recommendation directly to the State legislature since the FDC serves under the City Council. She suggested that a resolution to present to the City Council may be more appropriate.

Ms. Sanford suggested that a resolution could be sent to the Criminal Justice Commission; she stated that they take on new issues. **Mr. Toelle** agreed with Ms. Sanford's suggestion. **Chair Matherly** and **Mr. Walters** stated they would work with other members to prepare something.

Ms. Sanford, with the concurrence of the second, WITHDREW the motion to approve the letter.

b) Term Limit, Role, and Duties of Vice Chair

Mr. Walters proposed that the Vice Chair term be changed to a one-year term. **Ms. Foster-Snow** suggested that there be an Emeritus, a Vice Chair, and a Vice Chair Elect.

Mr. Toelle, seconded by **Ms. Sanford**, moved to RECOMMEND that the Vice Chair term be changed from three years to one year, and that an Emeritus and a Vice Chair Elect be added.

There was a unanimous voice vote in the affirmative to RECOMMEND that the Vice Chair term be changed from three years to one year, and that an Emeritus and a Vice Chair Elect be added.

Members agreed that the terms of the positions be from July to July. **Chair Matherly** indicated that he would propose an ordinance to the City Council to make the changes.

Ms. Sanford pointed out that FGC 2-234 subsection (12) states that the FDC will not be involved in matters outside the jurisdiction of the City or Borough. Members discussed FGC 2-234 subsections (10) and (12) and questioned whether the language would prohibit the FDC from making a recommendation regarding jury discrimination. They requested that the City Attorney look into the issue.

Ms. Sanford, seconded by **Ms. Jackson**, moved to POSTPONE the recommendations regarding the Vice Chair position until a response is received from the City Attorney in regard to FGC 2-234 subsections (10) and (12).

There was no objection to POSTPONING the recommendation.

Ms. Sanford requested that the City Attorney's response be discussed at the next FDC Policy and Procedure Committee meeting on July 6.

Chair Matherly stated that he will discuss the Code sections with the City Attorney, and he will email Ms. Sanford. He stated that Mr. Walters would work on the jury discrimination issue.

FDC COMMITTEE REPORTS

a) Butler Assignment to FDC Committee

Mr. Butler indicated that he would like to serve on the Policy and Procedure Committee.

b) FDC Policy & Procedure Committee Minutes – 04/27/17 & 06/01/17

This agenda item was informational only and was not discussed.

FDC MEMBERS COMMENTS

Mr. Lee stated that he enjoyed the meeting and that he looks forward to the next one. **Chair Matherly** thanked Mr. Lee for all he does in the community through the No Limits organization.

Ms. Jackson stated that she has been busy with graduations because her granddaughter graduated high school, and her daughter graduated UAF. She stated that she has been blessed.

Mr. Butler stated that there is mention of a Diversity Action Plan (DAP) in the FDC ordinance; he requested a copy of the DAP. He suggested that the FDC invite the Fairbanks Economic Development Corporation (FEDC) to visit and bring a report. He stated that he would be unable to attend the next meeting.

Mr. Cole asked whether members were still planning to serve ice cream at City Hall during the Golden Days events. **Chair Matherly** indicated that is still the plan. **Mr. Cole** stated that member participation in the event should be discussed at the next meeting.

Ms. Foster-Snow stated that she and other City employees visited the Food Bank earlier in the day. She commented that she was a recipient of a food box when she was a young, single mother; she reminded everyone that household income is another part of diversity.

Mr. Toelle spoke briefly to his involvement with the Food Bank. He shared that the Accessibility Committee will meet on Thursday, June 15.

Ms. Davis invited everyone to attend the Juneteenth events over the weekend. She stated there will be a gathering at the JP Jones Community Development Center on Saturday, June 17 at 11 a.m. before the parade.

Ms. Sanford stated expressed excitement that the Indigenous People's Day bill was transmitted to Governor Walker's desk and will be signed into law.

Ms. Rogers thanked Ms. Foster-Snow for her comment regarding the broadness of diversity. She advocated for the reappointment of Ms. Jackson to the FDC.

Ms. Lee thanked everyone for their contributions to the group. She commented on how much work there is to do and stated that she will stay involved even though this is her last meeting as a member.

Mr. Walters thanked members whose terms are expiring for their service and for being a part of the group since the creation of the FDC. He asked whether the FDC would have a presence at the upcoming Juneteenth and Intertribal Powwow events. He stated that he would be out of town until July 1. He stated that the Golden Days and WEIO events are also coming up. **Mr. Walters** stated that June is Gay Pride Month and that he would like to invite Hayden Nevill with the Gender Pioneers group as a guest speaker for the July or August meeting. He stated that he would like to invite Senator Coghill's office to provide an update to the FDC on senate bills pertaining to criminal justice reform in July or August. **Ms. Sanford** agreed to reach out to Jordan Schilling with Senator Coghill's office.

Ms. Lee stated that it would be a nice if the FDC could march in the Golden Days Parade on July 22. **Chair Matherly** stated that he would discuss upcoming events with Ms. Foster-Snow. He stated that he will look into the details about the parade and try to send an email to members. He announced that there is a Southside Community Farmer's Market every Tuesday from 4-7 p.m. at 24th Avenue and Rickert Street from June through September. He spoke briefly to the diversity in Fairbanks and stated that it is an honor to serve the City and the FDC.

MEETING DATES

The next Regular Meeting of the FDC is scheduled for July 11, 2017.

ADJOURNMENT

Chair Matherly called for ADJOURNMENT at 7:25 p.m., and no members objected.



Mayor Jim Matherly, Chair



D. Danyielle Snider, CMC, City Clerk

Transcribed by: DS