



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING AGENDA – DECEMBER 2, 2020  
HELD VIA TELECONFERENCE (459-6769) AND  
IN FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MEETING MINUTES
  - a) Regular Meeting Minutes of November 4, 2020
4. APPROVAL OF AGENDA
5. CITIZENS COMMENTS
6. COMMUNICATIONS TO COMMISSION
7. EVENTS & PUBLIC RELATIONS
8. UNFINISHED BUSINESS
  - a) 2020 Bed Tax Grant Application
9. NEW BUSINESS
  - a) Letter to Pioneer Igloo #4 Foundation
10. OPEN AGENDA
11. NEXT MEETING DATE – January 6, 2021
12. ADJOURNMENT



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING MINUTES – NOVEMBER 4, 2020  
HELD VIA TELECONFERENCE (459-6769) AND  
IN FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



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

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

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

Also Present: D. Danyielle Snider, City Clerk  
George Dalton, Former Member (telephonic)

### **APPROVAL OF MEETING MINUTES**

a) Regular Meeting Minutes of October 7, 2020

**Ms. Heredia**, seconded by **Ms. Dowling**, moved to APPROVE the Regular Meeting Minutes of October 7, 2020.

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

### **APPROVAL OF AGENDA**

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

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

### **CITIZENS COMMENTS**

George Dalton – Mr. Dalton commented that he is pleased with all the work members got done over the last few months at the cemetery.

### **EVENTS & PUBLIC RELATIONS**

**Chair Kilbourn** asked when Frank Turney's memorial plaque might be installed. **Ms. Jones** stated she was going to do it herself if that was okay, then the Commission could have a ribbon

cutting later on. **Chair Kilbourn** stated she was wondering because she wanted to let Frank's family know what was going on in case they were wanting to attend. She pointed out that their travel is dependent upon COVID. **Ms. Jones** asked whether the Commission should wait until the family is in Fairbanks to install it or whether she should go ahead and put up the plaque. Members agreed to allow Ms. Jones to install the plaque at the cemetery.

### **UNFINISHED BUSINESS**

a) Private John White Dog Tags Installed

**Ms. Jones** reported that she installed the dog tag, but she was unable to get good photos. She explained how the original piece was mounted and stated that it took her over an hour to drill out the leftover residue before installing the new tag. She stated she used a cold weather epoxy, but she has not been back to check on the installation since it snowed. **Chair Kilbourn** stated that if it does not hold, they can try another product designed for metal, concrete, slate, etc.

*Mr. Jacobson joined the meeting at 5:08 p.m.*

**Chair Kilbourn** summarized the Committee's discussion thus far for the benefit of Mr. Jacobson. She asked him to get with Ms. Jones regarding the installation of Mr. Turney's memorial plaque.

b) Ideas for NE/NW Portion of Cemetery

**Chair Kilbourn** stated that members have finished comparing the cemetery map, the database, and the actual monuments for the whole NW/NE side of the cemetery. She expressed hope that members may know someone who would have the expertise to create a map of that portion of the cemetery. She asked members to let her know if they know someone who can help. She stated that the kiosk can be updated to reflect the new information.

**Ms. Jones** stated that she would be willing to make a few phone calls to inquire with people who may be able to help with the project. **Chair Kilbourn** stated that the Commission has a lot of information, and someone who is a cartographer will understand how to go about it. **Ms. Jones** stated that she will make some phone calls and report back to the Commission.

Mr. Dalton asked whether Palo helped out much at the cemetery. **Chair Kilbourn** stated that he is often travelling, but she could check with him. She stated that members found a buried marker using Palo's equipment. **Ms. Jones** asked what Palo's function would be; **Chair Kilbourn** replied he may know someone who could help with the cartography. She stated she does not know what he might know, but he is a geologist by trade.

c) 2020 Order of 31 New Markers

**Chair Kilbourn** stated that Ms. Jones has a final copy, but members keep getting and adding new information to the marker list. **Ms. Jones** stated that she is waiting to order because of all the new information coming in. She stated that the granite has been ordered, but since it takes a while to arrive from China, they have some time.

**Chair Kilbourn** reported that there are two or three markers from 2017 that are difficult to read. She wondered if Ms. Jones could ask Quiring Monuments why that is if she sends her photos. **Ms. Jones** agreed to ask.

## NEW BUSINESS

a) 2019 Bed Tax Grant Report and 2020 Bed Tax Grant Application

**Ms. Jones** reported that the bed tax application was submitted Monday afternoon. She expressed hope that there was nothing wrong with it as there was no time for **Chair Kilbourn** to review it. She stated that the previous year, the Commission asked for \$12,000 and received about \$7,000. She stated that the Commission requested \$10,000 this year, but she stated that since bed tax revenues are down, grants may be lower. Clerk Snider explained that the City's full \$270,000 discretionary grant would be distributed. **Chair Kilbourn** thanked Ms. Jones for her work.

b) Letter to Pioneer Igloo #4 Foundation

**Chair Kilbourn** asked members to review her draft letter to the Pioneer Igloo #4 Foundation and let her know whether anything needs to be changed before she sends it the following day. She stated that members keep finding, while researching burial sites, that there are Pioneers that do not yet have markers. She expressed hope that the Igloo #4 Foundation will consider funding some of the Pioneer markers. She stated that one of the Pioneer members, Erica Miller, wants to install concrete crosses, but the Commission has repeatedly said no because the crosses are hard to mow around and attract vandals.

**Ms. Heredia** stated that she likes the letter, and she thinks it is good to ask the Pioneers to participate. She stated that the wording in the 2nd to last paragraph could be less strong. **Chair Kilbourn** stated that Ms. Miller sits on the Foundation board as Treasurer, and she is adamant that the cemetery look as it did in the old days, with all the pickets and crosses. She stated that she would like language in the letter to address Ms. Millers requests and reiterate that the Commission has denied those requests. **Ms. Jones** commented that the other issue has been that they have placed markers at the cemetery on their own but have installed them in the wrong place. She stated that the Commission has had to inform them that there is a process for marker placement.

**Ms. Heredia** stated that she is okay with the letter if no one else has a problem with it. **Ms. Jones** stated that she likes encouraging people to work together and that drafting language that talks about continuity and enthusiasm might be a good way to present the issue. She agreed with softening the 2nd to last paragraph. **Chair Kilbourn** stated that if Ms. Jones and Ms. Heredia could rewrite that paragraph and send it to her, she would include it in the final letter. **Ms. Jones** and **Ms. Heredia** agreed to help.

**Ms. Jones**, seconded by **Ms. Dowling**, moved to allow **Chair Kilbourn** to send out the Igloo #4 letter the following day based on the understanding that the 2nd to last paragraph would be softened first.

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



c) **Volunteers to Write Up Summaries of Clay Street Cemetery Interred**

**Chair Kilbourn** Joan Skilbred wrote about some people buried at the cemetery for the Rotary Club. She stated that it would be nice if members could write something up for each person they have information about who is buried at the cemetery. She stated that Mr. Gibson has done a genealogy book about his family, and he is a good writer. She suggested that he may be willing to write some pieces. She stated that if any member is interested in writing some pieces, she could assign them some names and provide them with all the information she has. She stated that the writeup does not have to be long, and perhaps they could someday make the writeups available in a brochure or at the public library. She stated she has some samples of what Ms. Skilbred wrote.

**Mr. Jacobson** supported the idea and stated that he would be willing to help. He suggested that they use QR codes to link the digital bios to the kiosk so that people could easily access the information from their phones. **Chair Kilbourn** stated that she can email members a sample, and members can respond about whether they are interested in helping.

**OPEN AGENDA**

**Chair Kilbourn** asked Clerk Snider if she could provide the term expiration dates for each member. Clerk Snider read each member's term expiration date into the record.

**NEXT MEETING DATE**

**Chair Kilbourn** asked when the bed tax presentation meeting would occur and whether the Commission needed to meet in December. Clerk Snider stated that the Hotel/Motel Discretionary Fund Committee Presentation meeting would take place on December 15 at 5:30 p.m., and the Distribution meeting would occur on December 21 at noon.

**Ms. Jones** thanked Mr. Dalton for reapplying for service and stated that he and Chair Kilbourn did amazing work at the cemetery over the summer. **Mr. Jacobson** wished everyone a happy Thanksgiving.

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, December 2, 2020.

**ADJOURNMENT**

**Ms. Jones**, seconded by **Ms. Dowling**, moved to ADJOURN the meeting. **Chair Kilbourn** declared the meeting ADJOURNED at 5:38 p.m.

---

Aldean Kilbourn, Chair

---

D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



**HOTEL/MOTEL TAX  
DISCRETIONARY FUND GRANT  
CITY OF FAIRBANKS  
2020 APPLICATION**

Original	<input type="checkbox"/>
Copy	<input type="checkbox"/>

This application is due no later than **Monday, November 2, 2020** for fund distribution in early 2021.

**ORIGINAL APPLICATIONS THAT ARE NOT COMPLETED IN FULL WILL NOT BE CONSIDERED.**

The Hotel-Motel Discretionary Fund Committee has been appointed by the Mayor, with City Council concurrence, to review the proposals and make recommendations no later than the first Regular City Council Meeting in January.

Applicant must provide the following information:

- Name of Applicant
- Contact Person  Email
- Phone Number  Fax Number
- Address   
 City  State  Zip Code   
 Website (if applicable)
- Current Board of Directors:
 

Seat A - George Dalton	Seat E - Julie Jones
Seat B - Michael Gibson	Seat F - Karen J Erickson
Seat C - Aldean Kilbourn	Seat G - Victoria Dowling
Seat D Kristina Heredia	
- Is applicant a nonprofit organized under the laws of Alaska? Yes  No   
 Taxpayer Identification Number (TIN):   
 Alaska Business License #  City Business License #
- Prior Hotel/Motel funding awarded to the applicant:  
 Check this box if applicant has never received hotel/motel discretionary funds.
 

2020:	<input type="text" value="\$7,400.00"/>	2019:	<input type="text" value="\$7,267.00"/>
2018:	<input type="text" value="\$0.00"/>	2017:	<input type="text" value="\$9,700.00"/>
- Amount of funding requested for dispersal in 2021\*:   
 \*This amount should match the total amount listed in Item #11

9. Briefly describe the history and goals of the applicant.

The Clay Street Cemetery Commission was established by the Fairbanks City Council at the request of City Mayor Jerry Cleworth on July 24, 2010. The commission is comprised of seven community members who serve on a volunteer basis. The goal of the commission is to improve the Clay Street Cemetery site appearance and historical value through replacement of grave markers, and identification of unmarked graves, to establish the cemetery as a place of honor for those many founders and pioneers of this community, to provide tourists and descendants more extensive information about these pioneers. The commission will continue with an extensive survey of the cemetery to confirm burial site information with full names, birth and death dates, occupation, and country of origin of the interred. The commission will continue to submit updates to the genealogical website "findagrave.com" to enhance the search-ability of the site for historical reference. The commission will continue with restoration of the facility and upgrades to make the site more user friendly, to enhance the signage and way-finding markers at the location for easy navigation with an appeal to tourists and locals alike. The commission will seek to maintain and make improvements to the location to make it a place of which our City can be proud. The Clay Street Cemetery was established in 1903. It contains at least 1947 grave sites with approximately 570 unmarked or deteriorated markers.

10. Demonstrate how the funds will promote or enhance tourism, and/or contribute to the economic growth in the City of Fairbanks.

Groups such as genealogical and historical societies increasingly receive requests from individuals and families researching their ancestors. The Clay Street Cemetery is currently on the city's walking tour and appears in the tour guides. The Commission has developed its own brochure to enhance the visitors experience in finding information about this historic site. This cemetery is the oldest historic site in the Fairbanks area and is on the National Historic Register. It holds a strong attraction for visiting tourists and people from all over the world seeking links to ancestors, while enhancing and satisfying their curiosity for information about the history of interior Alaska and Alaska pioneers.

As improvements are made and the number of markers placed on re-identified burial sites, the number of unmarked sites goes down. As more markers are added to the site and the websites are updated, new letters of inquiry arrive to help identify and expand the database.

11. Provide a budget and a brief narrative detailing the use of the funds for which the applicant is applying. If applicant is disbursing funds to other organizations and/or individual(s), provide a listing of all agencies and/or individual(s) represented and amount.

ITEM	AMOUNT
30 or more Concrete Bases / Grave marker foundations, delivered	\$1,660.00
30 or more Granite Grave Markers, engraved, delivered	\$6,425.00
Design, purchase and install historic sign	\$1,315.00
Rack Cards / Brochure	\$ 600.00
<b>TOTAL AMOUNT*</b>	\$10,000.00

\*This amount should match the request listed in Item #8

**BUDGET NARRATIVE:**

Any amount awarded to the Clay Street Cemetery Commission will be allocated to projects as prioritized by the Cemetery Commission. Projects include: Updated map and spreadsheet for grave identification; Installation of markers for each burial site which entails the removal of soil approximately 12 inches deep, the compaction of soil, placement of 4 inches of pea gravel for drainage and further compaction, placement of the concrete stabilizing block and adhesion of the granite marker to the concrete base and a latex sealant between the granite and concrete to prevent water seepage and frost damage. Further cemetery improvements include high profile section markers with a map kiosk to help visitors identify specific areas, history and graves sites. Historic signs, markers, benches and planters are a priority as well. The Clay Street Cemetery Commission reserves the right to reallocate funds as necessary to best improve the site depending upon the greatest need to serve the mission of the Cemetery Commission.



**Applicants that received Hotel-Motel Discretionary Funds in 2020 must provide the following:**

- A copy of the Discretionary Fund Grant Annual Report (provide only the report and no supporting documents); and
- Copies of documents or pictures that demonstrate use of the Hotel-Motel Discretionary Fund logo to acknowledge the "City of Fairbanks Hotel-Motel Discretionary Fund Grant" as a sponsor. Do not provide promotional items in the application, such as pens, bags, or trinkets.

**All applicants must provide the following financial information (no more than two pages for each item):**

- Balance Sheet for the last fiscal year (last fiscal year should contain the full twelve months); and
- Balance Sheet as of August 31, 2020 or September 30, 2020; and
- Income & Expense Statement for the last fiscal year (last fiscal year should contain the full twelve months); and
- Income & Expense Statement for YTD as of August 31, 2020 or September 30, 2020; and
- Wage & Salary Information (Schedule A) for all employees for the last, current, and upcoming year; and
- A detailed listing of grouped miscellaneous or other income and/or expenses if they total 10% or more of the applicant's total income and/or expenses.

**APPLICATION MUST INCLUDE THE FOLLOWING ITEMS WHEN SUBMITTED:**

<input checked="" type="checkbox"/> Signed Application	<input checked="" type="checkbox"/> Discretionary Fund Grant Annual Report (If Applicable)
<input checked="" type="checkbox"/> Balance Sheets	<input checked="" type="checkbox"/> Fund Logo Documents (If Applicable)
<input checked="" type="checkbox"/> Income & Expense Statements	<input type="checkbox"/> List of All Sub-grant Organizations (If Applicable)
<input checked="" type="checkbox"/> Schedule A - Wage & Salary Statement	<input type="checkbox"/> Misc./Other Income and Expenses Listing (If Applicable)

**SIGNED ORIGINAL PLUS SEVEN COMPLETE COPIES OF THE SIGNED ORIGINAL MUST BE SUBMITTED.**

**INCOMPLETE OR LATE ORIGINAL APPLICATIONS WILL NOT BE CONSIDERED.**

**NOTE: Completed applications must be received by the City Clerk's Office no later than 5:00 p.m., Monday, November 2, 2020, or if mailed, postmarked no later than October 31, 2020, in order for the funding request to be considered.**

The Grant Recipient agrees to acknowledge the "City of Fairbanks Hotel-Motel Discretionary Fund Grant" as a sponsor whenever possible.

The agent's signature below certifies that this application is true and complete (must include a designated original and seven **complete** copies).

Signature of Agent/Applicant: \_\_\_\_\_

Printed Name of Agent/Applicant: Julie Jones

**SCHEDULE A**  
**EMPLOYEE WAGE & SALARY STATEMENT**

Name of Applicant Clay St Cemetery (Commission) Fiscal Year End: Dec 2019

POSITION TITLES	LAST FISCAL YEAR ANNUAL SALARY	CURRENT FISCAL YEAR ANNUAL SALARY	PROPOSED FISCAL YEAR ANNUAL SALARY
<u>No Paid Members</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<u> </u>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ATTACH ADDITIONAL PAGES IF NECESSARY

**2020 Discretionary Fund Grant Annual Report**  
Clay Street Cemetery Commission

Grant Amount Awarded by City Council	1	\$	7,400
90% of award received by grantee	2	\$	6,660
10% paid after completion of the Annual Report	3	\$	740

**Expenditure Description**

Approved Expenditure(s)* <u>Grave Markers</u>	4		<u>6,575.00</u>
Approved Expenditure(s)* <u>Concrete Pads</u>	5		<u>1,660.00</u>
Approved Expenditure(s)* _____	6		
Approved Expenditure(s)* _____	7		
Approved Expenditure(s)* _____	8		
Approved Expenditure(s)* _____	9		
Approved Expenditure(s)* _____	10		
Total approved expenditures (Lines 4 through 10)	11		<u>8,235.00</u>
Grant amount received	12		6,660
Line 11 less line 12	13		<u>1,575.00</u>
Final amount to be reimbursed (Lesser of line 3 or line 13)	14		<u>740.00</u>

<b>Narrative Describing Use of Grant Funds</b>
<u>New Grave Markers &amp; Pads</u>

  
Signature of Grantee Representative

10/30/2020  
Date

Julie Jones  
Printed Name

**\* Attach copy of invoices and/or final payroll checks for only the bed tax award. All invoices must be accompanied with proof of payment such as canceled check or bank statements showing check cleared. This report should be submitted by October 31.**

**Clay Street Cemetery  
Balance Sheet  
As of December 31, 2019**

Accrual Basis

	<u>Dec 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
City of Fairbanks Account	3,929.99
<b>Total Checking/Savings</b>	<u>3,929.99</u>
<b>Total Current Assets</b>	<u>3,929.99</u>
<b>TOTAL ASSETS</b>	<b><u>3,929.99</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Retained Earnings	4,372.83
Net Income	<u>-442.84</u>
<b>Total Equity</b>	<u>3,929.99</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,929.99</u></b>



**Clay Street Cemetery**  
**Balance Sheet**  
As of October 31, 2020

Accrual Basis

	<u>Oct 31, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
City of Fairbanks Account	2,597.08
<b>Total Checking/Savings</b>	<u>2,597.08</u>
<b>Total Current Assets</b>	<u>2,597.08</u>
<b>TOTAL ASSETS</b>	<b><u>2,597.08</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
Retained Earnings	3,929.99
Net Income	<u>-1,332.91</u>
<b>Total Equity</b>	<u>2,597.08</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>2,597.08</u></b>

**Clay Street Cemetery  
Profit & Loss  
January through December 2019**

Accrual Basis

---

	<u>Jan - Dec 19</u>
<b>Income</b>	
<b>Bed Tax Grant</b>	7,267.00
<b>Total Income</b>	7,267.00
<b>Expense</b>	
<b>Cemetery Monuments</b>	6,595.00
<b>Cemetery Rack Cards</b>	529.79
<b>Cemetery Supplies</b>	585.05
<b>Total Expense</b>	7,709.84
<b>Net Income</b>	<b><u><u>-442.84</u></u></b>

**Clay Street Cemetery  
Profit & Loss**

January through October 2020

Accrual Basis

---

	<u>Jan - Oct 20</u>
<b>Income</b>	
Bed Tax Grant	7,400.00
Donations	250.00
<b>Total Income</b>	<u>7,650.00</u>
<b>Expense</b>	
Cemetery Monuments	8,569.41
Cemetery Supplies	413.50
<b>Total Expense</b>	<u>8,982.91</u>
<b>Net Income</b>	<u><u>-1,332.91</u></u>

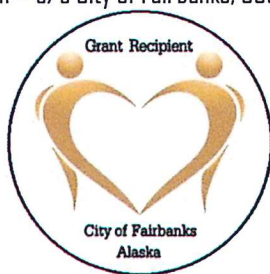


## Clay Street Cemetery Commission

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

This is the stationary that Clay Street Cemetery Commission uses for correspondence.

Clay Street Cemetery Commission ~ c/o City of Fairbanks, 800 Cushman St, Fairbanks, AK 99701





## CLAY STREET CEMETERY

The Clay Street Cemetery was established in 1903 by the City of Fairbanks when Al Foster needed burying. There are now more than 1,600 graves in the 3.25-acre site located downtown between 3rd and 7th Avenues. The cemetery is divided into sections: General, Catholic (which is centered around a monument), Jewish, Pioneers of Alaska, and eight other plots of fraternal orders and societies. The diverse burial population includes miners, storekeepers, "ladies of the evening," soldiers, riverboat captains, lawyers and newspaper publishers.

The cemetery was once filled with wooden crosses, monuments and numerous wooden grave fences but time, harsh weather conditions and vandals destroyed most of the wooden grave markers. Further degraded by floods and a lack of maintenance, the cemetery was in poor condition by 1982, when it was listed on the National Register of Historic Places.



*Broken grave marker for Al Foster.  
Plot: General  
Tier: NW Quarter, Row: 248*

*Photos courtesy of Frank W. Turney*





Over the years, several efforts have helped to revitalize the cemetery. In 2010, The Rotary Club of Fairbanks spearheaded a two-year restoration effort resulting with the dedication of a new stone and wrought-iron gateway at the east entrance.

That same year, the Clay Street Cemetery Commission was established by the City of Fairbanks to advise on restoring, maintaining and improving the cemetery.



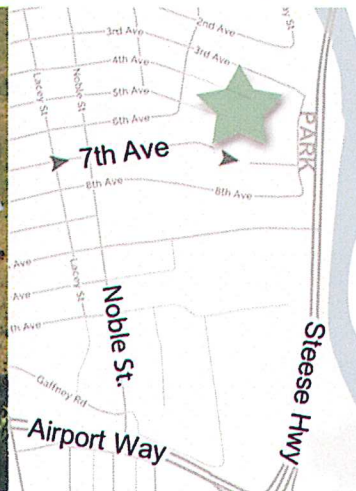
*A memorial plaque honors gold miners who died in the area. Many are buried in the cemetery.*

Today, with support from the city and its residents, the commission continues to

oversee projects such as the replacement of missing or damaged markers.



**ABOVE:** Winter at the cemetery. **BELOW LEFT:** Relatives of Felix and Mary Pedro. **BELOW RIGHT:** Map to cemetery.





## PRESENTATION SCHEDULE

### 2020 HOTEL-MOTEL DISCRETIONARY FUND COMMITTEE

TUESDAY, DECEMBER 15, 2020 – 5:30 P.M.

- |  |   |
|--|---|
| a) Fairbanks Litter Patrol                     | j) Alaska Songbird Institute                |
| b) Fairbanks Racing Lions Club, Inc.           | k) Tanana Valley State Fair Association     |
| c) World Eskimo-Indian Olympics, Inc.          | l) Fairbanks Community Museum               |
| d) Literacy Council of Alaska                  | m) Cold Steel Pan Orchestra                 |
| e) World I.C.E. Association, d/b/a/ ICE Alaska | n) Georgeson Botanical Garden Friends       |
| f) Alaska Dog Musers Association               | o) Festival Fairbanks, Inc.                 |
| g) Fairbanks Community Band, Inc.              | p) Clay Street Cemetery (Commission)        |
| h) Fairbanks Youth Soccer Association          | q) University of Alaska Museum of the North |
| i) Friends of Creamers Field                   | r) Fairbanks Arts Association               |

BREAK

- Presentations will be held via Zoom Webinar and at City Hall in the City Council Chambers, 800 Cushman Street, in the order shown above (the order applications were received) and will be limited to three minutes per organization to allow for a two-minute question and answer period. Please be present at 5:30 p.m. as specific presentation times are not assigned, and all individuals/organizations will make their presentations on the same evening. **Due to the COVID-19 pandemic, seating in Council Chambers is limited, and Mayor Matherly is encouraging remote attendance at all public meetings. The City Clerk's Office will hold a "practice" presentation meeting via Zoom Webinar on Thursday, December 10 at 5:30 p.m. The purpose of the practice presentation is to ensure that those wishing to present remotely are able to be seen and heard via Zoom. If you wish to participate in the practice session, please read and follow the attached instructions.**
- Submittals of supplemental information will not be accepted at the time of hearings. The Committee will also not accept electronic/PowerPoint presentations from applicants during the Presentation Meeting.
- Questions regarding financials may be asked by the Hotel-Motel Discretionary Fund Committee. Please ensure a representative is present who can answer finance-related questions.
- Grant applicants not represented by a spokesperson during the scheduled presentation time will not be considered for grant award.
- The Committee's recommendation for distribution of funds will be given at the Distribution Meeting held at 12:00 p.m., Monday, December 21, 2020 at noon via Zoom Webinar and in the City Council Chambers.

**NOTE: This will be your ONLY mailed notification of the presentation and distribution schedules. If you have questions, please refer to the City's website [www.fairbanksalaska.us](http://www.fairbanksalaska.us) or contact the Clerk's Office at 459-6702.**

**Please read the important information on the back of this page.**



If you intend to present to the Hotel/Motel Discretionary Fund Committee remotely, please attend the practice presentation meeting on Thursday, December 10 at 5:30 p.m., and follow these instructions:

1. Join the meeting via Zoom webinar (information and link below). The meeting will be available to join at 5:15 p.m.
2. Set your screen name as the name of the organization you are representing.
3. If you are attending the meeting via telephone, you must contact the City Clerk in advance to let her know who you are in order to match the phone number on the screen with the organization you represent.
4. The below meeting link, ID, and passcode will remain the same for the practice meeting, the presentation meeting, and the distribution meeting.
5. Call the City Clerk's Office at 459-6774 if you have any questions.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84544379088?pwd=UnBTdVplQ2RmMUV4eEt1VnVXWldGUT09>

Webinar ID: **845 4437 9088**

Passcode: **884107**

Or Telephone:

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Visit us online at [www.fairbanksalaska.us](http://www.fairbanksalaska.us)





## Clay Street Cemetery Commission

Pioneers of Alaska  
IGLOO NO. 4 FOUNDATION  
P.O. Box 70145  
Fairbanks, AK 99707-0145  
November 5, 2020

Dear Pioneers,

As you may know, the Clay Street Cemetery Commission has been receiving City Bed Tax funds to help place grave markers on those graves within the cemetery that have none. Unfortunately, due to COVID-19, these funds will be extremely limited and may not be awarded this year.

Commission volunteers have spent many hours this past summer and fall verifying where people are buried in the NW & NE sections of the cemetery, comparing old maps as well as a radar ground-penetrating map, utilizing the CSC database and doing research. One thing that we have discovered is that there are multiple people identified as being Pioneers in historical newspaper articles and archives that do not yet have markers at the cemetery.

The markers the Commission is purchasing are granite. Cement bases are set on several inches of pea gravel onto which the granite markers are glued. These allow for City Public Workers to mow around the markers without damaging them, giving them additional stability to survive the elements, and limiting the amount of vandalism that can occur. Currently, the cost to place a marker runs just under \$225.



(example of markers placed by Clay Street Cemetery Volunteers)

Clay Street Cemetery Commission, % City of Fairbanks, 800 Cushman Street, Fairbanks, AK 99701



The Commission is interested in working with the Igloo No. 4 Foundation to place grave stones on unmarked Pioneer graves. We ask the Foundation to donate funds to help with the cost associated with new markers for the identifiable Pioneers within the cemetery. As placing markers is an ongoing project, it would not be expected that all known Pioneers without markers would be immediately addressed. If we could do five Pioneer markers a summer, that would be a great start.

Thank you for your consideration, please let us know if we can provide additional information.

Sincerely,



Aldean Kilbourn  
Chair, Clay Street Cemetery Commission

