CITY OF FAIRBANKS REGULAR ELECTION OCTOBER 1, 2024



CITY COUNCIL

Candidate Filing and Information Packet

Office of the City Clerk 800 Cushman Street Fairbanks, Alaska 99701 P 907.459.6702 F 907.459.6710 cityclerk@fairbanks.us www.fairbanksalaska.us



City of Fairbanks Regular Election Tuesday, October 1, 2024



Notice of Offices Declaration of Candidacy and Filing Information

The Regular Election for the City of Fairbanks will be held Tuesday, October 1, 2024. Declarations of Candidacy may be filed with the City Clerk's Office, 800 Cushman Street, Fairbanks, Alaska from Monday, July 15, 2024 at 8:00 a.m. through Monday, July 29, 2024 at 5:00 p.m. for the following seats:

CITY COUNCIL

(all offices serve at-large)

City Council, Seat A – 3-year term Incumbent: Jerry Cleworth City Council, Seat B – 3-year term Incumbent: June Rogers

<u>QUALIFICATIONS</u> – A qualified voter who has resided within the State of Alaska and the City of Fairbanks for at least **one year** prior to filing a Declaration of Candidacy may be eligible as a candidate for City Council. Candidates must meet the requirements set forth in City Charter Sec. 2.2 and in Fairbanks General Code Sec. 22-9.

<u>FILING</u> – A completed, sworn Declaration of Candidacy and City Financial Disclosure Statement must be filed with the City Clerk at the time of candidacy filing along with a \$25.00 non-refundable filing fee. Within seven days of filing to run for elected office, candidates must either register as a candidate with the Alaska Public Offices Commission (APOC) or file a municipal exemption statement with APOC.

<u>WITHDRAWAL DEADLINE</u> – A candidate desiring to withdraw their Declaration of Candidacy may do so by filing a written request with the City Clerk at any time during the filing period and up to five business days following the close of the filing period (5:00 p.m., Monday, August 5, 2024).

D. Danyielle Snider, MMC Fairbanks City Clerk (907) 459-6702 www.fairbanksalaska.us





DECLARATION OF CANDIDACY CITY OF FAIRBANKS ELECTION DATE — OCTOBER 1, 2024

REQUIREMENTS:	□ \$25.00 Filing Fee	· · · · · · · · · · · · · · · · · · ·	l Disclosure Statement
☐ Declaration of Can		acy	all local, state, and federal laws
SELECT ONLY ONE:			
City Council, Seat A (3-year term)		☐ City Council, Seat B (3-year term)	
	<u>, </u>		
I,(FULL LEGAL N	of	(RESIDENCE ADI	ORESS)
declare that I have been a corto filing this declaration at the one location within the last years and within the City of Fat	ntinuous resident of the City of e above residence or at a residear) ear)	Fairbanks, Alaska, for at leasence listed below (list dates li	st one (1) year immediately prior ived at each address if more than ; that I have tion; that I hold no other elective vention; that I am a citizen of the
	qualified voter of the City of		vention, that I am a citizen of the
and ending October 2027, an the City of Fairbanks, Alaska to approval by the City Clerk I will comply with the prov Fairbanks Charter and Gener has resided in the City for at	d I request that my name be p, on October 1, 2024. I would under state and local law): isions of AS 15.13, State Eleval Code. The City of Fairbar least one (1) year prior to filing	ection Campaigns, and all eleks Charter Sec. 11.3, provideg their Declaration of Candida	ears, commencing October 2024, or the City election to be held in pallot as indicated below (subject ection provisions of the City of es that any qualified elector who acy, may have their name placed
on the ballot for election as a	candidate for any available ele	ctive office.	
I UNDERSTAND THAT FA	LSE STATEMENTS MADE	ON THIS FORM ARE CRIM	INAL VIOLATIONS.
Date	Sig	gnature of Candidate	
SUBSCRIBE	ED AND SWORN to before m	e this day of	, 20
		tary Public in and for Alaska Commission Expires:	
The following contact inform	ation may be provided to the p	ublic and to the media:	
Phone Number:	E-	mail:	
Mailing Address:			

IMPORTANT NOTE: Each candidate and group shall disclose all pre-election contributions and expenditures by filing with the City Clerk true and correct copies of all reports and forms required under AS 15.13.040 and AS 15.13.110 to be filed with Alaska Public Offices Commission (APOC). Such forms and reports shall be filed with the City Clerk no later than the close of business on the first day following the mailing or other transmission of the forms and reports [FGC 22-30(a)].



CITY OF FAIRBANKS ELECTION DATE — OCTOBER 1, 2024

CANDIDATE WITHDRAWAL REQUEST

Data	Tim	AM / PM Time		
Date	1 IM(е		
Candidate's Full Name (P	lease Print)			
I hereby withdraw my candi	dacy for the office of (select only one): \Box	City Council, Seat A City Council, Seat B		
be held on October 1, 2024.	removed from the official ballot for the City I understand that if I do not withdraw prior hay still appear on the ballot.			
Fairbanks General Code S	Sec. 22-9(d) states:			
, ,	to withdraw their declaration of candidacying a declaration of candidacy and up to five			
If a candidate desires to file	r presented to the City Clerk shall not be charter for a different seat, they must withdraw frozy, and pay a \$25 non-refundable filing fee.	•		
Signature of Candidate				
Subscribed and swor	rn to before me this day of	, 20		
STAMP HERE	Notary Public in and for the State of	of Alaska		
	My Commission Expires:			



Covers the reporting period January 1, 2023 - December 31, 2023

FOR MORE INFORMATION, INSTRUCTIONS, BLANK FORMS, SAMPLE FORMS & QUESTIONS contact the City Clerk directly at 800 Cushman Street, Fairbanks, AK 99701 / P 907-459-6774 / F 907-459-6710 or see Fairbanks General Code Sections 2-900 to 2-905.

THIS IS A PUBLIC DOCUMENT - DO NOT INCLUDE CONFIDENTIAL INFORMATION (i.e., SOCIAL SECURITY NUMBERS, ACCOUNT NUMBERS)

THIS REPORT IS A SWORN STATEMENT. YOUR SIGNATURE ON THE LAST PAGE CERTIFIES THAT THIS DISCLOSURE IS TRUE, CORRECT AND COMPLETE.

NAME	PHONE NUMBER
ADDRESS	FAX NUMBER
CITY	EMAIL ADDRESS
STATE ZIP CODE	-
NAME OF SPOUSE / DOMESTIC PARTNER	sc .
DEPENDENT CHILDREN (Report number of c	children, including stepchildren, adoptive children.)
WHY ARE YOU FILING OFFICE HOLDER or	CANDIDATE
OFFICE HELD OR SOUGHT	
CANDIDATE STATEMENT: Must be filed with your Decl	aration of Candidacy (and annually thereafter)
☐ INITIAL STATEMENT: Due 30 days from appointment fo	or new public officials (and annually thereafter)
ANNUAL STATEMENT: Due by March 15 - for incumber	nt officials.
FINAL STATEMENT: Due 90 days after leaving office -	From: through:
(Include all information not reported on a previously filed	statement through your last day of office.)

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.

For example, check multiple boxes for joint property owners



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE A: SOURCES OF INCOME OVER \$1,000

1. SALARIED	EM	PLOYMEN	T		NONE	E: Check Box
Report each employer who paid you, your spouse, domestic partner or dependent child more than \$1,000. Income means anything of value and covers all forms of compensation, including deferred income.						
EARNED BY:		Filer	☐ Spouse/Domestic Partner	Child		
EMPLOYER NAME						
ADDRESS			CITY		STATE	ZIP
EARNED BY:		Filer	Spouse/Domestic Partner	Child		
ADDRESS			CITY		STATE	ZIP
EARNED BY: EMPLOYER NAME		Filer	Spouse/Domestic Partner	Child		
ADDRESS			CITY		STATE	ZIP
E ARNED BY: EMPLOYER NAME		Filer	Spouse/Domestic Partner	☐ Child		
ADDRESS			CITY		STATE	ZIP
EARNED BY:		Filer	Spouse/Domestic Partner	☐ Child		
ADDRESS			CITY		STATE	ZIP
E ARNED BY: EMPLOYER NAME		Filer	Spouse/Domestic Partner	☐ Child		
ADDRESS	-		CITY	4	STATE	ZIP
GIVE DETAILED I WHERE REQUESTE PAGES IF NE	D.	USE EXTRA	CHECK ALL BOXES THAT For example, check multiple box property owners		OR A SECTIO	E NOTHING TO REPOR ON DOES NOT APPLY T CHECK "NONE"



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE A: SOURCES OF INCOME OVER \$1,000

2. SELF-EMP	PLOYMENT			NON	E: Check Box
than \$1,000. Self-corporations. List	employment in each source of	r business that paid you, your spencludes sole proprietors, partners income over \$1,000 by name. value and covers all forms of co	ships, limited	d liability c	ompanies, profession
EARNED BY: BUSINESS NAME	Filer	Spouse/Domestic Partner	Child		
ADDRESS	8.	CITY		STATE	ZIP
CLIENT / CUSTON	MER NAMES			-	
EARNED BY: BUSINESS NAME	Filer	Spouse/Domestic Partner	Child		
ADDRESS		CITY		STATE	ZIP
CLIENT / CUSTON	MER NAMES				
EARNED BY: BUSINESS NAME	☐ Filer	Spouse/Domestic Partner	Child		
ADDRESS		CITY		STATE	ZIP
CLIENT / CUSTON	MER NAMES			2	
	-				
	3.5 H-401				

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.
For example, check multiple boxes for joint property owners



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE A: SOURCES OF INCOME OVER \$1,000

3.	RENTAL INCOME		NONE: Check Box
	EARNED BY:	TENANTS WHO PA	
	EARINED DI.	(For property oustide Alaska managed	by agent, list AGENT insead)
	Filer		
_			
J	Spouse/Domestic Parter		
٦	Child		
	Co-owner with Others	v	×
	DIVIDENDS and INT	EREST	NONE: Check Box
	RECIPIENT:	SOURCE	
71	Filer Child		
	Spouse / partner		
	Filer Child		
	Spouse / partner		
- X			
	Spouse / partner		
	Filer Child		
	Spouse / partner		
	Filer Child		
	Spouse / partner		
]]	Filer Child		
	Spouse / partner		
	GIVE DETAILED DESCRIPTION		IF YOU HAVE NOTHING TO REPOR
	HERE REQUESTED. USE EX	TRA For example, check multiple boxes for join	OR A SECTION DOES NOT APPLY TO



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE A: SOURCES OF INCOME OVER \$1,000

5. OTHER INCOME	NONE: Check Box
List source and amount of income over \$1,000 not listed pensions, IRA cash-outs, honorariums, alimony, child supp	elsewhere in this form, including sale of goods or property, port, shared living expenses and government entitlements.
RECIPIENT:	SOURCE
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
6. GIFTS WORTH MORE THAN \$250	NONE: Check Box
Report gifts worth more than \$250.	
RECIPIENT: DESCRIPTION	SOURCE
Filer Child	
Spouse / partner	,
Filer Child	
Spouse / partner	
Filer Child	
Spouse / partner	
Filer Child	v
Spouse / partner	
Spouse / partner Filer Child	

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.

For example, check multiple boxes for joint property owners



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE B

		50	HEDULE	D	
BUSINESS INTE	RESTS			NO	ONE: Check Box
Report business into	erests even if	they were NOT a sou	arce of incor	ne, including businesses	in which you/family:
Served as stock	holder, own	er, officer, director, pa	rtner, propri	etor, employee or held a	n interest.
Had ownership	interests of	more than \$1,000 in a	publicly tra	ded corporation.	
Had any other proprietorships.	r ownership , limited liab	interest in a busine ility companies. Inclu	ss, including de options to	g shares in non-publicly	y traded corporations, sole
INTEREST held by	☐ Filer	Spouse/Partner	☐ Child	Nature of Interest:	
and the second s		Ш		and the second s	ember, proprietor, partner, shareholder
Type & Name of Bus	siness Interest	:			
A 11		(III) 30 S	pany, partnership,	business, investment or asset.	rate:
Address:		City	8	State stments, list Web site address (URL)	Zip
INTEREST held by Type & Name of Bus	Filer	Spouse/Partner	Child	Nature of Interest: Owner, director, officer, board me	ember, proprietor, partner, shareholder
1505			pany, partnership,	business, investment or asset.	
Address:		City		State	Zip
Address of bu INTEREST held by Type & Name of Bus	☐ Filer	Spouse/Partner	For e-trading inve	Nature of Interest: Owner, director, officer, board me	ember, proprietor, partner, shareholder
il		Name of corporation, com	pany, partnership,	business, investment or asset.	
Address:		City		State	Zip
Address of bu	Filer	Spouse/Partner	For e-trading inve	Nature of Interest:	
Type & Name of Bus	iness Interest			Owner, director, officer, board me	ember, proprietor, partner, shareholder
Type & Traine of Bus	mess meres		pany, partnership.	business, investment or asset.	
Address:		City	7. L	State	Zip
Address of bu	isiness entity, inves		For e-trading inve	stments, list website address (URL).	

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.

For example, check multiple boxes for joint property owners



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE C

REAL PROPERTY INTERESTS	NONE: Check Box
Include your home, a rent-to-own home, rental property, vacant p	property, recreational property, options to buy
business property and real estate interests held in a limited liability	
property owned or sold during the reporting period	

property owned or sold during	state interests held in a limited lia ing the reporting period If property is jointly owned, chec		ership or trust. Inclu
OWNERS: Filer /	Spouse/Domestic Partner / Ch	ild / Other Co-Owner:	
ADDRESS	CITY	STATE	ZIP
OWNERSHIP INTEREST			
(S	uch as home owner, option to buy, owner	d through business entity or trust, lea	sehold, partnership)
OWNERS: Filer /	Spouse/Domestic Partner / Ch	ild / Other Co-Owner:	
ADDRESS	CITY	STATE	ZIP
OWNERSHIP INTEREST			-
(S	uch as home owner, option to buy, owner	d through business entity or trust, lea	sehold, partnership)
	* . –		
Control of the Contro	Spouse/Domestic Partner / Ch	ild / Other Co-Owner:	
ADDRESS	CITY	STATE	ZIP
OWNERSHIP INTEREST			
(S	uch as home owner, option to buy, owner	d through business entity or trust, lea	sehold, partnership)
OWNERS: Filer /	Spouse/Domestic Partner / Ch	ild / Other Co Owner	
, , , , , , , , , , , , , , , , , , ,	_		
ADDRESS	CITY	STATE	ZIP
OWNERSHIP INTEREST			
(S	uch as home owner, option to buy, owner	d through business entity or trust, lea	sehold, partnership)
OWNERS: Filer /	Spouse/Domestic Partner / Ch	ild / Other Co-Owner:	
ADDRESS	CITY	STATE	ZIP
OWNERSHIP INTEREST			
(S	uch as home owner, option to buy, owner	d through business entity or trust, lea	sehold, partnership)
			FG 50.05
GIVE DETAILED DESCRIPT			NOTHING TO REPORT

PAGES IF NECESSARY

property owners

YOU, CHECK "NONE"



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE D

BENEFICIAL INTERESTS: TRUSTS & RETIREMENT ACCOUNTS >\$1,000 NONE: Check Box

Report stocks, bonds, mutuemployee benefit accounts, trusts) and limited partnersh the company that manages personally control the invewhere you are the manager	al funds, ca retirement a nips. "Manag the account stments. "Id and you con	sh accounts, CDs, deferred concounts (such as IRA, 401K, ged by" means the filer, employ. Identify individual investmentify fund or companies" m	ompensation SEP or Keo oyer, busines tents if you heans the incual fund, inv	plans, profit-sharing accounts, gh) trust funds (including blind is, investment entity or name of or family members manage or lividual companies or accounts estment company or other third here the assets are held.
ASSETS - OWNED BY:	☐ Filer	Spouse/Domestic Partner	Child	PERCENT:
ASSETS - MANAGED BY:				***
ASSETS - IDENTIFY FUND	OR COMP	ANIES:		
ASSETS - OWNED BY:	☐ Filer	Spouse/Domestic Partner	Child	PERCENT:
ASSETS - MANAGED BY:				
ASSETS - IDENTIFY FUND	OR COMP	ANIES:		
ASSETS - OWNED BY:	☐ Filer	☐ Spouse/Domestic Partner	Child	PERCENT:
ASSETS - MANAGED BY:	94			
ASSETS - IDENTIFY FUND	OR COMP	ANIES:		
ASSETS - OWNED BY:	☐ Filer	☐ Spouse/Domestic Partner	Child	PERCENT:
ASSETS - MANAGED BY:				
ASSETS - IDENTIFY FUND	OR COMP	ANIES:		
ASSETS - OWNED BY:	Filer	Spouse/Domestic Partner	☐ Child	PERCENT:
ASSETS - MANAGED BY:	1200			
ASSETS - IDENTIFY FUND	OR COMP	ANIES:		

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.
For example, check multiple boxes for joint property owners



Covers the reporting period January 1, 2023 - December 31, 2023

SCHEDULE E

LOANS, LOAN GUARANTEES & DEBTS OVER \$1,000 NONE: Check Box	
Report each creditor or lender to whom more than \$1,000 was owed during the reporting period. Report maker of the loan or loan guarantor of each loan and the identity of all creditors.	the
Do NOT list credit card obligations or revolving charge accounts	
DEBTOR: Spouse/Domestic Partner Child	
☐ LENDOR / ☐ CREDITOR / ☐ GUARANTOR	
NAME:	
DEBTOR: Spouse/Domestic Partner Child	
☐ LENDOR / ☐ CREDITOR / ☐ GUARANTOR	
NAME:	
DEBTOR: Spouse/Domestic Partner Child	
☐ LENDOR / ☐ CREDITOR / ☐ GUARANTOR	
NAME:	
DEBTOR:	
☐ LENDOR / ☐ CREDITOR / ☐ GUARANTOR	
NAME:	
DEBTOR:	
LENDOR / CREDITOR / GUARANTOR	
NAME:	

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY. For example, check multiple boxes for joint property owners



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SCHEDULE F

1. LEASES: GOVERNMENT CONTRACTS & LEASES	NONE: Check Box
List all contracts, bids and offers to contract with the City of Fairbanks. R sole proprietor, family member, partnership, professional corporation, lin corporation in which filer or family members held a controlling interest.	
CONTRACTOR:	Type of Interest:
☐ Bid / ☐ Offer / ☐ Held CONTRACT ID (name/no.):	
CONTRACTING AGENCY:	
CONTRACT DESCRIPTION:	
CONTRACTOR:	Type of Interest:
☐ Bid / ☐ Offer / ☐ Held CONTRACT ID (name/no.):	
CONTRACTING AGENCY:	
CONTRACT DESCRIPTION:	
2. LEASES: NATURAL RESOURCE LEASES	NONE: Check Box
List natural resource leases - including mineral, timber, oil and gas leas reporting period. Report lease interests as individual, sole proprietor, famicorporation, limited liability company; or corporation in which you or facontrolling interest.	lly member, partnership, professional
LEASEHOLDER:	Type of Interest:
☐ Bid / ☐ Offer / ☐ Held LEASE ID (name/no.):	
LEASE DESCRIPTION:	
LEASEHOLDER:	Type of Interest:
☐ Bid / ☐ Offer / ☐ Held LEASE ID (name/no.):	-
LEASE DESCRIPTION:	



Covers the reporting period January 1, 2023 - December 31, 2023

CERTIFICATION

	going is true and the information in this disclosure correct and complete. A person who makes a false we to be true is guilty of perjury.
SIGNATURE	
NAME of FILER	DATE & PLACE SIGNED / FILED
5.5.	to file disclosure statements are solely responsible I truthful statements by the deadlines

FILE THIS STATEMENT:

Office of the City Clerk 800 Cushman Street Fairbanks, AK 99701

For questions, please call the City Clerk at (907)459-6774 or email: dsnider@fairbanks.us.

FGC Sec. 2-904. Penalty for willful violation of disclosure requirements.

- (a) A person required to file a report of financial or business interests under this article, who refuses or knowingly fails to disclose required information within the time required in this article or who provides false or misleading information, knowing it to be false or misleading, is guilty of a misdemeanor and subject to the penalty specified in section 1-15(a).
- (b) Any person failing or refusing to comply with the requirements of this article, in addition to the penalties prescribed, shall forfeit nomination to office and may not be seated or installed in office if the person has not complied. In the case of elected officials, a person may not be certified for office or the person's election to office if compliance was not made within the time required. The nomination to office or election to office shall be certified to the highest vote getter for that nomination for that office or election to that office who has complied within the times required and who shall be declared nominated or elected. For purposes of this subsection, a person is considered to have complied within the time required if the person complies within 30 days after the due date established by this article.

THIS IS A PUBLIC DOCUMENT

GIVE DETAILED DESCRIPTIONS WHERE REQUESTED. USE EXTRA PAGES IF NECESSARY CHECK ALL BOXES THAT APPLY.
For example, check multiple boxes for joint property owners



Municipal Candidate Information for Publication in the 2024 Candidate Pamphlet City of Fairbanks Clerks Office

For Official Use Onl	V

or Official use Offig

800 Cushman Street Fairbanks, Alaska 99701 www.fairbanksalaska.us Phone: 907-459-6702 Fax: 907-459-6710 Email: cityclerk@fairbanks.us

CANDIDATE PROFILE All qualified candidates are included in the 2024 Pamphlet, regardless of submission of biographical information, non-partisan candidate statement, or photograph.		
Name:		
Office Filed for:		
Email:	Phone No.:	

BIOGRAPHICAL INFORMATION

Not to exceed 150 words; no ALL CAPS allowed

In a separate document, you may submit biographical information that might include information about your family, local history, professional experience, and community service.

NON-PARTISAN CANDIDATE STATEMENT

Not to exceed 250 words; no ALL CAPS allowed

In a separate document, you may submit a non-partisan statement of your choice regarding your position on current issues, proposed changes, why you are running for office, etc.

CANDIDATE PHOTOGRAPH

Must meet the below standards for publication

- 1. May only include the candidate
- 2. Must be taken within one year of submission
- 3. Must be of suitable quality for reproduction

The City Clerk shall reject any information or photograph that is not in compliance with Fairbanks General Code (FGC) Sec. 22-9, which is shown on the reverse of this form in full. The Clerk shall reject any portion of the candidate's biographical information or statement deemed by the Clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party.

This form, photo, and supporting documents must be received in person, by mail, or electronically, no later than **Monday**, **August 12**, **2024**, **at 5:00 PM** to be published in the 2024 Candidate Pamphlet.

The Candidate Pamphlet will be made available in print at the Fairbanks City Clerk's Office and will be published on the City's website at:

www.fairbanksalaska.us/clerk/page/municipal-election.

FGC Sec 22-9 (i)-(o)

Candidate biographical information and nonpartisan position statement

- (i) Qualified candidates for city mayor and city council may provide biographical and nonpartisan information in accordance with this section to be compiled by the city clerk into a candidate pamphlet.
- (j) On a form prescribed by the city clerk, candidates may submit their biographical information, non-partisan position statement, and recent photograph to the city clerk's office. In order to be included in the candidate pamphlet, submissions must be received no later than 5 p.m., ten business days following the close of the filing period for a regular city election and no later than 5 p.m., five business days following the close of the filing period for a special city election.
- (k) The biographical information may not exceed 150 words. The non-partisan position statement may not exceed 250 words. Articles such as "a," "an," and "the" will be counted as words. Biographical information and non-partisan position statements must by typewritten and may be submitted in person, by mail, or electronically.
- (I) Candidate photographs should be a clear image of only the candidate, taken within one year of submission, and be of a quality suitable for reproduction. Photographs may be submitted in person, by mail, or electronically.
- (m) The city clerk shall reject any information or photograph that is not in compliance with this section. The city clerk shall reject any portion of a candidate's biographical information or position statement deemed by the city clerk to be obscene, libelous, profane, defamatory, or affiliated with any political party.
- (n) The city clerk shall compile and make available to the public a candidate pamphlet containing all information submitted in accordance with this section. The pamphlet will be available to the public no later than 30 days prior to a regular election and no later than 15 days prior to a special election and will, at a minimum, be published on the city website. Paper copies will be available at the city clerk's office.
- (o) The city clerk will add a disclaimer to the candidate pamphlet noting that the candidate information and photograph is presented as submitted by the candidate without any changes to grammar, spelling, or punctuation and that the city has not verified the accuracy of the information provided by candidates.

ALASKA PUBLIC OFFICES COMMISSION



ANCHORAGE
2221 E. Northern Lights, Room 128
Anchorage, AK 99508-4149
Phone: (907) 276-4176 or
Toll free: (800) 478-4176
Fax: (907) 276-7018

Website: www.doa.alaska.gov/apoc

Email: apoc@alaska.gov

JUNEAU 240 Main St. #201 PO Box 110222 Juneau, AK 99811 Phone: (907) 465-4864 Fax: (907) 465-4832

Please read this document carefully for important information about starting your campaign.

This information is presented only as an overview of your disclosure requirements. It is your responsibility to familiarize yourself and your campaign workers with the statutes and regulations to ensure you that you are in compliance with the law. Please visit the APOC homepage at www.doa.alaska.gov/apoc for further information, training opportunities, and to remain updated about your requirements and responsibilities as a candidate.

Unless they meet specific criteria found in AS 15.13.040(m)(1), candidates must file all forms and reports electronically through myAlaska. Many Alaskans already have a myAlaska account to apply for their Permanent Fund Dividend. You may use this same account for APOC purposes. Candidates have the option to allow others to view their filings, but this access is specific to APOC services only.

FORMS TO GET STARTED

Letter of Intent: Must be filed with the APOC before any candidate engages in campaign activity. A Letter of Intent allows the candidate to begin accepting and spending contributions and may be filed 18 months prior to the date of the election. However, if a candidate files their Declaration of Candidacy or Nominating Petition first, they do not need to file a Letter of Intent.

<u>Declaration of Candidacy or Nominating Petition:</u> Municipal candidates file their Declaration or Petition with their specific Municipal Clerk's Office. The Declaration of Candidacy or Nominating Petition is what gets a municipal candidate's name on the ballot. Check with your Municipal Clerk's Office to find out when your filing period opens and closes.

<u>Candidate Registration:</u> Must be filed within 7 days after filing the Declaration of Candidacy with the Municipal Clerk's Office. The registration provides your campaign contact information, designates your campaign committee, and your campaign depository. Candidates may amend registrations as needed. Until a candidate files their registration, designating a Treasurer or Deputy Treasurers, only the candidate may accept/expend campaign funds.

Municipal Exemption Statement: May be filed by municipal candidates instead of the Candidate Registration form who do not intend on exceeding \$5,000 in campaign activity, including any personal money that they may use. As long as they remain under the \$5,000 threshold, exempt candidates are not required to file regular campaign disclosure reports. However, please note that exempt candidates are still subject to the campaign disclosure laws that apply to all candidates; including, but not limited to, applicable contribution limits, maintenance of contribution and expenditure records, and the requirement that ads, yard signs, and other campaign materials include "paid for by" identifiers as required under AS 15.13.090 and 2 AAC 50.306 (see pg. 3).

<u>Candidate Reimbursement Notification:</u> If candidates loan personal funds to their campaign with the intent to repay themselves after the election, they **MUST** file a Candidate Reimbursement Form **within 5 days** of depositing personal funds into their campaign account. The maximum limit a municipal candidate can loan and recover is \$5,000. HOWEVER, if the candidate is able to reimburse their personal contributions from the campaign account **within 72 hours** they may do so, and they do NOT need to file the Reimbursement Form.

CAMPAIGN DISCLOSURE REPORTS

Candidates, who are not exempt, are required to disclose financial information about their campaigns. The purpose of a campaign disclosure report is to provide a snapshot of a candidate's activity during a specific reporting period. The **reporting period** is the time period covered by a campaign disclosure report. A **due date** is the date when a report is due, and comes three days after the end of a reporting period. The three days allows a treasurer time to complete the report.

The number of reports filed by municipal candidates will vary depending on when the campaign begins. If a candidate filed a Letter of Intent on or before February 1st, they will begin with a **Year Start Report**, due February 15th. Otherwise the cycle will begin with a **30 Day Report** (due 30 days before the election), **7 Day Report** (due 7 days before the election) and a **105 Day Report** (which should be a final report and is due 105 days after the election). In addition, during the 9 days before an election, contributions in excess of \$250 from a single source must be reported by date, amount, and contributor within 24 hours of receipt. This includes all monetary, non-monetary, and candidate contributios, as well as contributions of more than \$250, in the aggregate, from a single contributor during the 9-day peiord. Candidates may need to report each day during that period, or not at all.

OTHER START UP CONSIDERATIONS

Only the candidate, a registered treasurer or a registered deputy treasurer may spend money and accept contributions on behalf of the campaign. Any action by a treasurer or registered deputy treasurer is considered an action of the candidate. The campaign must keep all records that substantiate financial activity for a period of 6 years after the date of the election.

If a registered treasurer or deputy treasurer makes a purchase on behalf of the campaign using personal funds, it is a non-monetary contribution to the campaign. Reimbursements to a treasurer/deputy treasurer must be made within the same reporting period that the contribution was made and may not exceed \$500.

Campaign contributions held by a candidate may be used only to pay for the expenses made/incurred by the candidate that reasonably relate to election campaign activities. <u>Campaign contributions held by a candidate may not be:</u> used to give a personal benefit to the candidate or another person, converted to personal income of the candidate, loaned to a person, knowingly used to pay more than the fair market value for goods or services purchased for the campaign, pay for civil penalties, or used to make contributions to another candidate or group.

PAID FOR BY IDENTIFIERS

Alaska Statute 15.13.090 and Regulation 2 AAC 50.306 require a paid for by identifier on all political communications. For <u>candidate</u> campaigns, print or video communications (i.e. newspaper ads, videos, Facebook pages, yard signs, etc.) must have the visible identifier:

"paid for by" followed by the name and address of the candidate

Audible communications (i.e. radio ads, videos with sound, robo calls, etc.) must have the audible identifier:

"This communication was paid for by (candidate's name only)"

If the communication has both a print/video and audio component (i.e. commercials, YouTube videos, etc.) it must have both a visual and audible disclaimer. The paid for by identifier on all video communications must remain on screen throughout the entire communication. Fixing missing or incomplete paid for by disclaimers costs time and money for a campaign, and can result in civil penalties.

CIVIL PENALTIES

Civil penalties apply to candidates who violate campaign disclosure law. Violations include failure to file a campaign disclosure report on time or failure to file a complete and accurate campaign disclosure report. Even if you are filing a report indicating that you have had no activity in that report period, you will be assessed a civil penalty if the report is late. It is YOUR responsibility, as the filer, to familiarize yourself (and your campaign workers) with the campaign disclosure law requirements and reporting deadlines. Penalties for late-filed and incomplete campaign disclosure reports range from \$50 to \$500 a day depending on the report.

Review the APOC website for further reporting requirements. This information is only meant to provide you with an initial overview of your requirements as you begin your campaign. Do not hesitate to call APOC staff if you have questions. Thank you!

ALASKA PUBLIC OFFICES COMMISSION

CANDIDATE REPORTING DATES 2024 STATEWIDE MUNICIPAL ELECTIONS

Tuesday, October 1, 2024

Report:	Covers:	Due:
Year Start Report	Start of campaign - February 1	Thursday, February 15, 2024
30 Day Report	February 2 – August 30	Tuesday, September 3, 2024
7 Day Report	August 31 – September 21	Tuesday, September 24, 2024
24 Hour Reports*	September 22 – September 30	Daily As Needed*
105 Day Report	September 22 – December 30, 2024	Tuesday, January 14, 2025

^{*}During the 9 days before the election, contributions in excess of \$250 from a single source must be reported by date, amount, and contributor within 24 hours of receipt. This includes all monetary, non-monetary, and candidate contributions, as well as contributions of more than \$250, in the aggregate, from a single contributor during the 9-day period. You may need to report each day during that period, or not at all.

Friday, August 30, 2024 (The last day of the 30-day reporting period)

The last day that a candidate may give or loan their campaign more than \$5,000.

Friday, November 15, 2024 (45 days after the date of the Statewide Municipal Elections)

The last day a candidate may accept contributions.

Monday, December 30, 2024 (90 days after the date of the Statewide Municipal Elections)
The date by which candidates must distribute the amount held in their campaign account.

Visit our website for more information about statutes, regulations, and reports filed by groups and candidates.

Contact Information

Website: doa.alaska.gov/apoc
Information Email: apoc@alaska.gov/apoc
File Reports at: https://my.alaska.gov/apoc

Anchorage APOC – 2221 East Northern Lights Blvd., Room 128, Anchorage, Alaska 99508 General Information: (907) 276-4176 / (800) 478-4176 / FAX (907) 276-7018

Alaska Campaign Annual Contribution Limits – AS 15.13

FROM	TO CANDIDATE	TO CANDIDATE TO GROUP & NON- GROUP ENTITY		TO IE GROUP, INITIATIVE APPLICATION GROUP, & BALLOT GROUP
Authority	AS 15.13.070	AS 15.13.070	AS 15.13.070	AS 15.13.065(c)
Individual (AK resident)	Unlimited	Unlimited	\$5,000	Unlimited
Individual (non-resident)	Unlimited	Unlimited	\$5,000	Unlimited
Corporations, Business Organizations, Unions	Prohibited AS 15.13.074(f)	Prohibited AS 15.13.074(f)	Prohibited AS 15.13.074(f)	Unlimited
Group (based in Alaska)	\$1,000	\$1,000	\$1,000	Unlimited
Group (based outside Alaska)	Prohibited	\$1,000 Must first register with APOC*	\$1,000 Must first register with APOC*	Unlimited
Nongroup Entity (based in Alaska)	\$1,000	\$1,000	\$1,000	Unlimited
Nongroup Entity (based outside Alaska)	Prohibited	\$1,000 Must first register with APOC	\$1,000 Must first register with APOC	Unlimited
Political Party	Municipal \$5,000 House \$10,000 Senate \$15,000 Lt. Gov./Gov. \$100,000	\$1,000	Unlimited	Unlimited
Foreign Nationals	Prohibited Foreign nationals are prohibited from making expenditures or contributions in Alaska elections only to the extent prohibited or permitted by Federal law. AS 15.13.068.			

^{*} Groups based outside Alaska must ensure their received contributions comply with Alaska limitations before making contributions to groups based in Alaska or to a political party. Groups based in Alaska may not receive contributions from a group based outside Alaska whose received contributions do not comply with Alaska limitations, as such contributions are prohibited.

Individuals, Persons, and Groups may be required to fill out Form 15-5 Statements of Contribution and/or Form 15-6 Statements of Independent Expenditure where applicable. Please see our Forms page.

ALASKA PUBLIC OFFICES COMMISSION



CANDIDATE NAME:

campaign for municipal office.

ANCHORAGE 2221 E. Northern Lights, Room 128 Anchorage, AK 99508-4149 Phone:(907) 276-4176 or Toll free: (800) 478-4176 Fax: (907) 276-7018

Website: www.doa.alaska.gov/apoc

Email: apoc@alaska.gov

JUNEAU 240 Main St. #500 PO Box 110222 Juneau, AK 99811 Phone: (907) 465-4864 Fax: (907) 465-4832

MUNICIPAL EXEMPTION STATEMENT

Municipal candidates that do not intend to raise/spend more than \$5,000, including their personal funds, may file a Municipal Exemption Form. Exempt candidates are not required to file campaign disclosure reports during their campaign. If an exempt candidate exceeds \$5,000 in financial activity they must immediately file a Candidate Registration and file each report due after the change in status, disclosing all activity from the beginning of the campaign on their first report.

AS 15.13.040(g); 2 AAC 50.286.

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (https://my.alaska.gov/).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

CAMPAIGN ADDRESS:			
CAMPAIGN PHONE:	CAMPAIGN EMAIL:		
Election Month and Year:		Office / Race: (Optional)	
Municipality / Borough:		District / Seat: (Optional)	
Certification: I certify that the inf	ormation contained in th	e foregoing do	cument is true, complete, and correct.
I do not intend to raise/spend more than \$5,000 (including	Signature		Date
personal money) during my entire	Printed name		

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a <u>Candidate Reimbursement Form</u> within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)

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Website: www.doa.alaska.gov/apoc Email: apoc@alaska.gov JUNEAU 240 Main St. #500 PO Box 110222 Juneau, AK 99811 Phone: (907) 465-4864 Fax: (907) 465-4832

MUNICIPAL CANDIDATE REGISTRATION

Unless an exemption statement is filed, municipal candidates must file a Candidate Registration within 7 days of filing a declaration of candidacy or nominating petition with the clerk's office. The registration provides contact information and designates campaign officers. Only registered campaign officers are permitted to accept/spend contributions on behalf of the campaign, or be reimbursed. Registered candidates must file campaign disclosure reports for the duration of their campaign.

AS 15.13.060; 2 AAC 50.282; 2 AAC 50.298.

Please note that unless a candidate meets the specific criteria found in AS 15.13.040(m)(1), they are required to file all forms and reports electronically, through the APOC Forms Online Filing System (https://my.alaska.gov/).

A candidate's use of corporate, state, or municipal resources (i.e., office phone/address, equipment, staff time, etc.) for campaign purposes is prohibited. AS 15.13.074(f); AS 15.13.145

Candidate Name:		Campaign Committee Name: (Optional)	
Election Month and Year:		Municipality / Borough:	:
Campaign Mailing Address:		Campaign Email:	
Campaign Phone:		Additional Email:	
		Additional Linaii.	
Campaign Depository: (DO NOT list account number)		Campaign Depository A	ddress:
Treasurer Name:		Treasurer Phone:	
Treasurer Mailing Address:		Treasurer Email:	
Deputy Treasurer(s):		Address(s):	
I certify that the information contained in the foregoing	Signature		Date
ocument is true, complete, and correct.	Printed name		

NOTICE: Candidates who loan personal funds to their campaign with the intent to repay themselves after the election may only do so if they file a <u>Candidate Reimbursement Form</u> within 5 days of putting personal funds into their campaign. If the campaign is able to repay the candidate's personal funds within 72 hours they may do so, and they do not need to file the Reimbursement Form. AS 15.13.078(b); AS 15.13.116(a)(4); 2 AAC 50.990(7)(c)(x)