

ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA

March 4, 2019 6:00 PM
Assembly Chambers

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Board of Equalization - Appointment

The Board of Equalization (BOE) is a nine member board. There are currently three vacant seats on the BOE, all with terms beginning immediately and ending December 31, 2021.

The City Clerk's Office has received one application for the Board of Equalization.

B. Other Business

1. Getting Citizens of Juneau Interested in Serving on CBJ Boards or Committees - HRC Discussion

C. Liquor Licenses

1. Liquor License Protest Recommendation - Genuine Ventures LLC d/b/a Tracy's King Crab Shack

The following 2019-2020 liquor license renewal application is being recommended for protest by the Collections Division.

Restaurant/Eating Place-Seasonal Liquor License #4584

Genuine Ventures, LLC d/b/a Tracy's King Crab Shack

Location: Lot C1 Juneau Subport, Section 23, Township 31S, Range 67 east

Finance, Collections Division, recommends the Assembly protest the renewal of this license until the balance due, along with any finance charges accrued, on a past Utility Bill from 10/25/2018, is paid in full.

The HRC packet contains copies of the notice sent to the licensee including the CBJ Code sections and Alaska Statutes pertaining to this matter. The 60-day comment period for local governing body action ends as of March 30, 2019.

AS OF MARCH 4, 2019: The CBJ removes its protest of the renewal of liquor license #4584. On February 25, 2019 the licensee paid the balance due in full. Memo noting the request for removal of protest included as a red folder item in the HRC and Assembly packets.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

15.05.185 Board of equalization.

(a) *Membership; duties; term of office; term limits.*

- (1) *Membership.* The board of equalization shall comprise a pool of no less than six, and up to nine, members, not assembly members, appointed by the assembly. There shall be up to three panels established each year. Each panel hearing appeals shall consist of three members. The board chair shall assign members to a specific panel and schedule the panels for a calendar of hearing dates. The assignment of members to panels and the establishment of a hearing calendar shall be done in consultation with the individual members. Additionally, members may be asked to take the place of regular assigned panel members in the event an assigned panel member is unable to attend a scheduled meeting.
 - (2) *Qualifications of members.* Members shall be appointed on the basis of their general business expertise and their knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields.
 - (3) *Duties.* The board, acting in panels, shall only hear appeals for relief from an alleged error in valuation on properties brought before the board by an appellant. A panel hearing a case must first make a determination that an error in valuation has occurred. Following the determination of an error in valuation the panel may alter an assessment of property only if there is sufficient evidence of value in the record. Lacking sufficient evidence on the record the case shall be remanded to the assessor for reconsideration. A hearing by the board may be conducted only pursuant to an appeal filed by the owner of the property as to the particular property.
 - (4) *Term of office.* Terms of office shall be for three years and shall be staggered so that approximately one-third of the terms shall expire each year.
 - (5) *Term limits.* No member of the board of equalization who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee.
- (b) *Chair.* The board annually shall elect a member to serve as its chair. The chair shall coordinate all board activities with the assessor including assignment of panel members, scheduling of meetings, and other such board activities.
- (c) *Presiding officer.* Each panel shall elect its own presiding officer to act as the chair for the panel and shall exercise such control over meetings as to ensure the fair and orderly resolution of appeals. In the absence of the elected presiding officer the panel shall appoint a temporary presiding officer at the beginning of a regular meeting. The presiding officer shall make rulings on the admissibility of evidence and shall conduct the proceedings of the panel in conformity with this chapter and with other applicable federal, state and municipal law.
- (d) *Report to the assembly.* The board, through its chair, shall submit an independent report to the assembly each year by September 15 identifying, at a minimum, the number of cases appealed, the number of cases scheduled to be heard by the board, the number of cases actually heard, the percentage of cases where an error of valuation was determined to exist, the number of cases remanded to the assessor for reconsideration, the number of cases resulting in the board altering a property assessment, and the net change to taxable property caused by board action. The report shall also include any comments and recommendations the board wishes to offer concerning changes to property assessment and appeals processes.

(Serial No. 2005-51(c)(am), § 4, 1-30-2006)

15.05.190 Hearing of appeal.

- (a) At the hearing of the appeal, the board of equalization shall hear the appellant, the assessor, other parties to the appeal, and witnesses, and consider the testimony and evidence, and shall determine the matters in question on the merits.
- (b) If a party to whom notice was mailed as provided in this title fails to appear, the board of equalization may proceed with the hearing in the party's absence.
- (c) The burden of proof in all cases is upon the party appealing.
- (d) The board of equalization shall maintain a record of appeals brought before it, enter its decisions therein and certify to them. The minutes of the board of equalization shall be the record of appeals unless the board of equalization shall provide for a separate record.

(CBJ Code 1970, § 15.05.190; Serial No. 70-33, § 3, 1971)

State law reference— Hearing, AS 29.45.210.

15.05.200 Judicial review.

A person aggrieved by an order of the board of equalization may appeal to the superior court for review de novo after exhausting administrative remedy under this title.

(CBJ Code 1970, § 15.05.200; Serial No. 70-33, § 3, 1971)

State law reference— Appeal to superior court, AS 29.45.210(d).

15.05.210 Municipal clerk record keeping certification of changes.

The municipal clerk of the assembly is ex officio clerk of the board of equalization. The municipal clerk shall record in the minutes of each meeting or record of appeals all proceedings before the board of equalization, the names of persons protesting assessments, and all changes, revisions, corrections, and order relating to claims or adjustments. Within three days following the final hearings of the board of equalization the municipal clerk shall certify to the assessor corrections, revisions, and changes authorized and approved by the board of equalization.

(CBJ Code 1970, § 15.05.210; Serial No. 70-33, § 3, 1971)

State law reference— Hearing certification of action, AS 29.45.210(c).



BOARD OF EQUALIZATION

BOARD ROSTER



BARBARA SHEINBERG

1st Term May 02, 2016 - Dec 31, 2018

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 9



JOHN GAGUINE

4th Term Jan 01, 2016 - Dec 31, 2018

Appointing Authority Assembly

Position Voting Member

Category Public/Attorney

Dais Seat 2



KENNETH L SOLOMON-GROSS

1st Term Mar 05, 2018 - Dec 31, 2019

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



PAUL NOWLIN

2nd Term May 13, 2013 - Dec 31, 2019

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



STEVE MOSELEY

2nd Term Mar 05, 2018 - Dec 31, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



DAVID EPSTEIN

3rd Term Mar 05, 2018 - Dec 31, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



VACANCY

Position Voting Member

Category Public

Dais Seat 7



VACANCY

Position Voting Member

Category Public

Dais Seat 8



VACANCY

Position Voting Member

Category Public

Dais Seat 6

MEMORANDUM

FROM: Robert Edwardson, Chair, Human Resources Committee
TO: Distribution
DATE: March 4, 2019
SUBJECT: Boards and Commissions Recruitment and Retention

There is a perception of a persistent and recurring problem with the recruitment and retention of members to CBJ Assembly Boards and Commissions. Between now and October of 2019, the Human Resources Committee will conduct research, analyze information to document issues, determine the scope of discovered problem, and develop specific targeted actions for Assembly approval to correct any actual problems. Our beginning snapshot of information is as follows;

1. There are 31 total CBJ boards and commissions that range from 3 to 12 members each, totaling 234 positions. Of all Boards and Commissions there are 18 vacancies, meaning that our vacancies are less than 8%.
2. There are 23 standing advisory boards with 166 members. Since we have few problems filling the five empowered boards, temporary boards, or two boards where the assembly is not the lone or final appointing authority—the Juneau Economic Development Council (JEDC) and the Local Emergency Planning Committee (LEPC)—there is no need to include these in our considerations. For these 23 remaining standing boards, we have 17 vacancies, meaning that our vacancies are about 10%.
3. Only 10 of the 23 standing boards have vacancies. Only one board has vacancies severe enough to affect a quorum. Five of these 10 boards have only one vacancy.

This memo frames the issue by using preliminary numbers to narrow our focus to where problems exist. By distinguishing problem areas from areas that may be working well, we can devote our limited time and finite resources to purposefully targeting only areas that need attention.

Distribution:

B. Weldon, Mayor
M Gladziszewski, Dep. Mayor
M. Becker, Assembly Member
L. Jones, Assembly Member
C. Triem, Assembly Member
M. Hale, Assembly Member
W. Bryson, Assembly Member
A. Hughes-Skandijs, Assembly Member

Suggestions for city board position recruitment

To: Rob Edwards

HRC chair

On the HRC it has been noticed that there is a lack of applicants for the various boards and commissions that serve the city. Any effort to increase the number of candidates will benefit the city through strengthening the boards and commissions that serve the city. Growing the awareness of how serving on a board or commission is important for city operations. Recruiting can present certain challenges, especially since we are asking for volunteers to make decisions that impact the city. The more citizens that are involved in the board and commission process, the better the outcome for our city.

1. Strategize and implement an improved marketing and citizen awareness campaign using existing advertising funds.
2. Design and distribute please apply business cards / mailers. Cards that can be used to recruit when a citizen is recognized in the community or when not appointed to an applied seat.
3. Empower existing board members and commissioners to recruit and recommend citizens they encounter.
4. Develop a recruitment statement that asks the citizens to use their talents and skills for the betterment of the city. We ask the people to make a difference and give them an opportunity to do so.
5. A public statement of outreach could be made through local media outlets.
6. Track and compare number of applicants by year and by commission and board. Accurate data will help the HRC and Assembly better understand and direct future decisions regarding Juneau's boards and commissions.

These suggestions are for your consideration.

Wade Bryson



OFFICE OF THE MUNICIPAL CLERK
155 S. Seward St., Room 202
Phone: (907)586-5278 Fax: (907)586-4552
Email: City.Clerk@juneau.org

MEMORANDUM

DATE: March 4, 2019

TO: Rob Edwardson, HRC Chair

FROM: Diane Cathcart, Deputy Clerk

RE: Removal of Protest of Restaurant/Eating Place-Seasonal 2019-2020 Liquor License
Renewal Genuine Ventures LLC d/b/a Tracy's King Crab Shack License #4584

On Monday, March 4, 2019, the City Clerk's Office was notified by Tracy LeBarge that she paid the outstanding balance on Tracy's King Crab Shack sewer bill (account #200844451) in the amount of \$101.55. Staff contacted the Collections and Cash Office to verify that payment was received. The Collections Office noted the outstanding balance had been paid on February 25, 2019.

Background:

On February 21, 2019 the Clerk's Office mailed a certified letter to Ms. LeBarge noting:
"...The Finance Department is recommending the Assembly protest this license renewal due to a past due balance on sewer bill (account #200844451) in the amount of \$101.55 along with any penalties and interest that may be accruing until balance is paid."

CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. This matter will be considered at the Monday, March 4, 2019 Assembly Human Resources Committee (HRC) meeting at 6:00p.m. in the Assembly Chambers and the HRC will then forward a recommendation to the Assembly for action at its regular meeting that same evening at 7:00p.m. in the Assembly Chambers. You will be given the opportunity to participate in an informal hearing before the Assembly during these meetings if you wish to do so. "

The Assembly Human Resources Committee no longer needs to take action on this liquor license and the Assembly may move forward with approving the renewal as there are no other issues with this liquor license.

Ms. LeBarge was notified the protest had been removed and CBJ could now waive its right to protest her liquor license renewal for license #4584.

OFFICE OF THE MUNICIPAL CLERK

Ph: (907)586-5278 Fax: (907)586-4552

e-mail: city.clerk@juneau.org

February 21, 2019

Via certified & regular mail

Genuine Ventures, LLC

Attn: Tracy LaBarge

P.O. Box 21082

Juneau AK 99802

Re: Restaurant/Eating Place-Seasonal 2019-2020 Liquor License Renewal Protest

Genuine Ventures LLC d/b/a Tracy's King Crab Shack License #4584

Dear Ms. LaBarge,

City and Borough of Juneau is in receipt of your liquor license renewal from the Alcohol Beverage Control Board which is being forwarded to the Assembly for local governing body action.

As is our practice in these matters, staff from the Fire, Finance, Police, and Community Development Departments has reviewed your establishment to insure compliance with city code. **The Finance Department is recommending the Assembly protest this license renewal due to a past due balance on sewer bill (account #200844451) in the amount of \$101.55 along with any penalties and interest that may be accruing until balance is paid.**

CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. This matter will be considered at the Monday, March 4, 2019 Assembly Human Resources Committee (HRC) meeting at 6:00p.m. in the Assembly Chambers and the HRC will then forward a recommendation to the Assembly for action at its regular meeting that same evening at 7:00p.m. in the Assembly Chambers. You will be given the opportunity to participate in an informal hearing before the Assembly during these meetings if you wish to do so.

Copies of the CBJ Code and Alaska Statutes pertaining to the protest process are enclosed for your reference. In the meantime, I would urge you to work with CBJ Collections staff to ensure all outstanding balances are resolved prior to this appearing before the Assembly on March 4. If balance due is paid prior to the March 4th Assembly and HRC meetings, protest will be removed and noted as such at the meetings. Finance Collections staff can be reached at 586-5268.

Sincerely,



Diane Cathcart
Deputy Clerk

Enclosures

cc via email: Assembly & Liquor License Staff Reviewers

CITY AND BOROUGH OF JUNEAU
UTILITY BILLING ACCOUNT HISTORY-GOVERN

ACCOUNT: {8976} - 00008976
 BARCODE: 200844451

NAME: GENUINE VENTURES LLC

BALANCE: 101.55
 AS OF 02/21/2019

LOC: EGAN DR

DATE	CODE	TYPE	DESCRIPTION	TENDER TYPE	BATCH ID	CHARGES	CREDITS	BALANCE
01/26/19	702	int	Finance Charge UB		51370	0.87		101.55
12/26/18	702	int	Finance Charge UB		50586	0.87		100.68
11/26/18	702	int	Finance Charge UB		49917	0.87		99.81
10/25/18	320	inv	Com Sewer Flat		49293	94.23		98.94
10/25/18	701	inv	Sales Tax UB		49293	4.71		4.71
10/24/18		pmt	Utility Payment	Check	49142		99.81	0.00
10/22/18		pmt	Utility Payment	Check	49068		98.94	99.81

Transaction Starting 10/01/2018

ALASKA STATUTES AND CBJ CODE SECTIONS
RE: ASSEMBLY LIQUOR LICENSE REVIEW AND PROTEST PROCESS

City and Borough of Juneau (CBJ) Code

20.25.025 - Assembly review of license issuance, renewal, transfer, or continued operation. modified

(a) The assembly may protest the issuance, renewal, transfer, or continued operation of an alcoholic beverage license as provided in state law. The protest shall cite any of the following criteria which the assembly determines to be pertinent:

- (1) Failure of the applicant to secure a local permit, or if the applicant is in violation of any applicable local permit;
- (2) That the applicant has violated a provision of AS 04 or regulations adopted by the state, or a condition imposed by the alcohol control board on the licensee, or if issuance of the license would violate a provision of state law or regulations;
- (3) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any sales tax or penalty or interest on sales tax arising out of the operation of the licensed premises;
- (4) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real or personal property owned in whole or in part by any person named in the application as an applicant or on the permit which is to be continued where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;
- (5) There is a delinquent charge or assessment owing the City and Borough by the licensee for a municipal service provided for the benefit of the business conducted under the license or for a service or an activity provided or conducted by the municipality at the request of or arising out of an activity of the business conducted under the license;
- (6) The business operated or to be operated under the license is violating or would violate the zoning code of the City and Borough;
- (7) The business operated under the license is, on the date the assembly considers the application, in violation of state or local fire, health, or safety codes. A criminal conviction of this violation is not a prerequisite for a protest under this section;
- (8) The concentration of other marijuana establishment or alcohol licenses in the area;
- (9) Any factor identified by state statute or regulation as appropriate grounds for a protest;
- (10) Any other factor the assembly determines is generally relevant or is relevant to a particular application.

ALASKA STATUTES AND CBJ CODE SECTIONS
RE: ASSEMBLY LIQUOR LICENSE REVIEW AND PROTEST PROCESS

(b) If the assembly or committee or a subcommittee thereof recommends protest of the issuance, renewal, transfer, or continued operation of a license it shall state the basis of the protest and the applicant shall be afforded notice and an opportunity to be heard at an abbreviated informal hearing before the assembly to defend the application. For the purposes of this subsection, notice shall be sufficient if sent at least ten days prior to the hearing by certified first class mail to the applicant's address identified on the state license application. At the conclusion of the hearing, the assembly decision to protest the application shall stand unless the majority of the assembly votes to withdraw the protest.

(Serial No. 84-50, § 4, 1984; Serial No. 86-35, §§ 2, 3, 1986; Serial No. 93-25, § 2, 1993; Serial No. 2002-06, § 2, 2-25-2002; Serial No. 2002-44, § 2, 12-2-2002; Serial No. 2016-22(am), § 3, 8-22-2016)

State Law reference— Assembly protest, AS 04.11.480.

Alaska Statutes

Sec. 04.11.480. Protest.

(a) A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license by sending the board and the applicant a protest and the reasons for the protest within 60 days of receipt from the board of notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and in no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer. The local governing body may protest the continued operation of a license during the second year of the biennial license period by sending the board and the licensee a protest and the reasons for the protest by January 31 of the second year of the license. The procedures for action on a protest of continued operation of a license are the same as the procedures for action on a protest of a renewal application. The board shall consider a protest and testimony received at a hearing conducted under AS 04.11.510(b)(2) or (4) when it considers the application or continued operation, and the protest and the record of the hearing conducted under AS 04.11.510 (b)(2) or (4) shall be kept as part of the board's permanent record of its review. If an application or continued operation is protested, the board shall deny the application or continued operation unless the board finds that the protest is arbitrary, capricious, and unreasonable.

(b) If the permanent residents residing outside of but within two miles of an incorporated city or an established village wish to protest the issuance, renewal, or transfer of a license within the city or village, they shall file with the board a petition meeting the requirements of AS 04.11.510 (b)(3) requesting a public hearing within 30 days of the posting of notice required under AS 04.11.310, or by December 31 of the year application is made for renewal of a license. The board shall consider testimony received at a hearing conducted under AS 04.11.510 (b)(3) when it considers the application, and the record of a hearing conducted under AS 04.11.510 (b)(3) shall be retained as part of the board's permanent record of its review of the application.

ALASKA STATUTES AND CBJ CODE SECTIONS
RE: ASSEMBLY LIQUOR LICENSE REVIEW AND PROTEST PROCESS

(c) A local governing body may recommend that a license be issued, renewed, relocated, or transferred with conditions. The board shall consider recommended conditions and testimony received at a hearing conducted under AS 04.11.510 (b)(2) or (4) when it considers the application or continued operation, and the recommended conditions and the record of the hearing conducted under AS 04.11.510 (b)(2) or (4) shall be kept as part of the board's permanent record of its review. If the local governing body recommends conditions, the board shall impose the recommended conditions unless the board finds that the recommended conditions are arbitrary, capricious, or unreasonable. If a condition recommended by a local governing body is imposed on a licensee, the local governing body shall assume responsibility for monitoring compliance with the condition, except as otherwise provided by the board.

(d) In addition to the right to protest under (a) of this section, a local governing body may notify the board that the local governing body has determined that a licensee has violated a provision of this title or a condition imposed on the licensee by the board. Unless the board finds that the local governing body's determination is arbitrary, capricious, or unreasonable, the board shall prepare the determination as an accusation against the licensee under AS 44.62.360 and conduct proceedings to resolve the matter as described under AS 04.11.510(c).



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 29, 2019

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2019/2020 Liquor License Renewal Application

License Type:	Restaurant/Eating Place – Seasonal	License Number:	4584
Licensee:	Genuine Ventures, LLC		
Doing Business As:	Tracy's King Crab Shack		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director

amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

alcohol.licensing@alaska.gov

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

Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	Tracy's King Crab Shack	License Number:	4584
License Type:	Restaurant or Eating Place - <i>seasonal</i>		
Examiner:	<i>John</i>	Transaction #:	1001247

Document	Received	Completed	Notes
AB-17: Renewal Application	12/21	1/20/19	
App and License Fees	12/26	12/26/18	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit	12/21	12/21/18	
COI / COC / 5 Star			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
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Yes No

Selling alcohol in response to written order (package stores)?

☒	☒
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Mailing address and contact information different than in database (if yes, update database)?

☒	☒
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In "Good Standing" with CBPL (skip this and next question for sole proprietor)?

☒	☐
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Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?

☒	☐
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LGB 1 Response:

LGB 2 Response:

☐

Waive

☐

Protest

☐

Lapsed

☐

Waive

☐

Protest

☐

Lapsed



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

Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

Form AB-17a: 2019/2020 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing restaurant or eating place liquor license that will expire on December 31, 2018. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Genuine Ventures, LLC	License #:	4584
License Type:	Restaurant or Eating Place	Statute:	AS 04.11.100
Doing Business As:	Tracy's King Crab Shack		
Premises Address:	Lot C1 Juneau Subport, Section 23, Township 31 S, Range 67 east		
Local Governing Body:	City & Borough of Juneau		
Community Council:	None		

Mailing Address:	PO Box 21082				
City:	Juneau	State:	AK	ZIP:	99802

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Contact Licensee:	Tracy LaBerge	Contact Phone:	907-723-2004
Contact Email:	tracy@kingcrabshack.com		

Optional: If you wish for AMCO staff to communicate with individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:		Contact Phone:	
Contact Email:			

**Form AB-17a: 2019/2020 Restaurant Renewal License Application****Section 2 – Entity or Community Ownership Information**

This top subsection must be completed by any licensee that is a **corporation** or **LLC**. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). This number is neither your EIN/tax ID number, nor your business license number. **You may view your entity's status or find your CBPL entity number by visiting the following site:** <https://www.commerce.alaska.gov/cbp/main/search/entities>

General partnerships and local governments should skip to the second half of this page. Licensees who directly hold a license as an individual or individuals should skip to Section 3.

Alaska CBPL Entity #:	127059
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **stockholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application.

Name of Official:	Tracy LaBarge				
Title(s):	Owner Member	Phone:	907-723-2004	% Owned:	100
Mailing Address:	PO Box 21082				
City:	Juneau	State:	AK	ZIP:	99802

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

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



Alaska Alcoholic Beverage Control Board

Form AB-17a: 2019/2020 Restaurant Renewal License Application

Section 3 - Sole Proprietor Ownership Information

This section must be completed by any licensee who directly holds the license as an individual or multiple individuals and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information. Entities should skip to Section 4. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☒ applicant ☐ affiliate (spouse)

Name:	Genuine Ventures LLC		Contact Phone:	907 723 2004
Mailing Address:	PO Box 21062			
City:	Jenat	State:	AK	ZIP: 99802
Email:	tracy@kingcrabshack.com			

This individual is an: ☐ applicant ☐ affiliate (spouse)

Name:			Contact Phone:	
Mailing Address:				
City:		State:		ZIP:
Email:				

Section 4 - Alcohol Server Education

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

Initials

JP

Section 5 - License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:

	2017	2018
The license was regularly operated continuously throughout each year.	☐	☐
The license was regularly operated during a specific season each year.	☐	☒
The license was only operated to meet the minimum requirement of 240 total hours each calendar year. If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.	☐	☐
The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years. If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.	☒	☐

[Form AB-17a] (rev 09/17/2018)
License #4584 DBA Tracy's King Crab Shack



AMCO

DEC 21 2018



Alaska Alcoholic Beverage Control Board

Form AB-17a: 2019/2020 Restaurant Renewal License Application

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2017 and 2018:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2017 or 2018?

☐ Yes ☒ No

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2017 or 2018?

☐ Yes ☒ No

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Certifications

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

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

☒

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board.

☒

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

☒

I am submitting as part of this application a completed copy of Form AB-33: Restaurant Receipts Affidavit, to provide evidence to the ABC Board that this establishment met the food sales requirement set forth in AS 04.11.100(e).

☒

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

Tracy LaBerge

Printed name of licensee

Signature of Notary Public

R. Yadao

Notary Public in and for the State of Alaska

My commission expires: April 1, 2021

Subscribed and sworn to before me this 21st day of December, 2018.

Seasonal License? ☒ Yes ☐ No

If "Yes", write your six-month operating period: 4/15/18 - 10/15/18

License Fee:	\$ 600.00	Application Fee:	\$ 300.00	TOTAL:	\$ 900.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



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

Alaska Alcoholic Beverage Control Board

Form AB-33: 2017/2018 Restaurant Receipts Affidavit

What is this form?

A restaurant or eating place licensee must file a complete copy of this form along with its 2019/2020 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2017 and 2018, as required by AS 04.11.100(e). This form is considered to be confidential.

This form must be completed correctly and submitted along with a complete and correct copy of Form AB-17a before a license renewal application may be considered to be complete.

Section 1 – Establishment Information

This form is being submitted for the following license:

Licensee:	Genuine Ventures, LLC	License #:	4584
License Type:	Restaurant or Eating Place		
Doing Business As:	Tracy's King Crab Shack		
Premises Address:	Lot C1 Juneau Subport, Section 23, Township 31 S, Range 67 east		
Local Governing Body:	City & Borough of Juneau		

Section 2 – Gross Receipts for 2017 and 2018

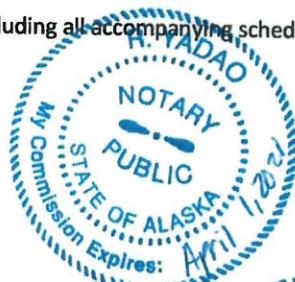
Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises, and calculate the percentage of gross receipts that are from food sales on the licensed premises for each calendar year. (Food Receipts ÷ Gross Receipts x 100 = %)

2017 Food Receipts:	\$ N/A	2017 Gross Receipts:	\$ N/A	% From Food:	N/A %
2018 Food Receipts:	\$ 179,775	2018 Gross Receipts:	\$ 208,024	% From Food:	86 %

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

Signature of licensee

Printed name of licensee



Signature of Notary Public

My commission expires: April 1, 2021

Subscribed and sworn to before me this 21st day of December, 2018.

DEC 21 2018

Department of Commerce, Community, and Economic Development
ALCOHOL & MARIJUANA CONTROL OFFICE

[State of Alaska](#) / [Commerce](#) / [Intranet](#) / [ABC License](#) / [Home](#) / [Owner/Enterprise](#)

ADD/UPDATE OWNER OR ENTERPRISE

ID:

Name:

Address:

City:

State:

ZIP:

Email:

LICENSES

2812	Tracy's King Crab Shack	432 S Franklin Street
4584	Tracy's King Crab Shack	Lot C1 Juneau Subport, Section 23, Township 31 S, Range 67 east

INTERESTED PARTIES

▼

[Add Interested Party](#)

ID	Name	%	Aff	Pres	VP	Sec	Treas	Off	Mbr	Mgr		
3423	Tracy LaBarge	100.00	☐	☐	☐	☐	☐	☐	☒	☐	Edit	Delete
	Total Percentage											

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Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Genuine Ventures, LLC

Entity Type: Limited Liability Company

Entity #: 127059

Status: Good Standing

AK Formed Date: 3/11/2010

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2020

Entity Mailing Address: PO BOX 21082, JUNEAU, AK 99802

Entity Physical Address: 432 S FRANKLIN, JUNEAU, AK 99802

Registered Agent

Agent Name: Tracy Ann LaBarge

Registered Mailing Address: PO Box 21082, Juneau, AK 99802

Registered Physical Address: 2500 Douglas Hwy #11, Juneau, AK 99801

Officials

☐ Show Former (None on file)

AK Entity #	Name	Titles	Owned
	Tracy LaBarge	Member	100

Filed Documents

Date Filed	Type	Filing	Certificate
3/11/2010	Initial Report	Click to View	
3/11/2010	Creation Filing	Click to View	
12/30/2010	Change of Officials	Click to View	
6/25/2012	Biennial Report	Click to View	
3/17/2014	Biennial Report	Click to View	