

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

March 6, 2017 7:00 PM

City Hall Assembly Chambers
Regular Meeting 2017-05

Submitted By:

Duncan Rorie Watt
City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

IV. APPROVAL OF MINUTES

A. February 13, 2017 Regular Assembly Meeting 2017-04

V. MANAGER'S REQUEST FOR AGENDA CHANGES

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VII. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

- a. Ordinance 2016-09(AG) An Ordinance Appropriating to the Manager the Sum of \$100,000 as Funding for the Manager's Office Operating Budget; Funding Provided by the Sales Tax Fund's Fund Balance.**

This ordinance would appropriate \$100,000 of Unrestricted Sales Tax from the Sales Tax Fund's Fund Balance in FY17.

The CBJ strongly supports and welcomes cruise ship tourism, and will continue to work cooperatively with the industry to address impacts caused by the visitation of approximately one million visitors to the CBJ per year. At the same time, the CBJ must defend its marine passenger and port development fees against the constitutional challenges raised by the industry in the litigation brought by the Cruise Lines International Association (CLIA).

These funds would be appropriated in FY17 as a reserve to be used by the City Attorney at the direction of the Assembly to defend the ongoing litigation by CLIA.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular meeting.

- b. **Ordinance 2016-09(AH) An Ordinance Appropriating to the Manager the Sum of \$309,578 as Funding for the Juneau International Airport Part 121 Ramp Capital Improvement Project; Funding Provided by Passenger Facility Charges.**

This ordinance would appropriate \$309,578 to the Juneau International Airport Part 121 Ramp capital improvement project (CIP). Funding is provided as follows:

Passenger Facility Charges (PFC): \$309,578

The funding will be used with existing PFC funding to construct an Air Cargo Hardstand, and a concrete slab at Gate 5.

The Airport Board is expected to approve this action at its March 14, 2017, meeting.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- c. **Ordinance 2016-09(AI) An Ordinance Appropriating to the Manager the Sum of \$15,000 as Funding for the Jensen-Olson Arboretum Parking & Conservatory Capital Improvement Project; Funding Provided by the Jensen-Olson Arboretum Fund's Fund Balance.**

This ordinance would appropriate \$15,000 to Jensen-Olson Arboretum Parking & Conservatory CIP, for parking lot improvements.

Funding is provided from the Jensen-Olson Arboretum fund's fund balance.

The Public Works and Facilities Committee forwarded this recommendation to the Assembly for approval at its meeting on February 27, 2017.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- d. **Ordinance - 2016-09(AJ) An Ordinance Appropriating to the Manager the Sum of \$127,000 as Funding for the Jensen-Olson Arboretum Residence Deferred Maintenance Capital Improvement Project; Funding Provided by the Jensen-Olson Arboretum Fund's Fund Balance.**

This ordinance would appropriate \$127,000 to Jensen-Olson Arboretum Residence Deferred Maintenance CIP, for Arboretum Manager home repairs.

Funding is provided from the Jensen-Olson Arboretum fund's fund balance.

The Public Works and Facilities Committee forwarded this recommendation to the Assembly for approval at its meeting on February 27, 2017.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

2. Bid Award

- a. **BE17-165 Aspen Avenue Pavement & Drainage Improvements**

This project consists of reconstruction of Aspen Avenue and Pinewood Drive, including pavement and drainage improvements and miscellaneous items of work.

Bids were opened on the subject project on March 2, 2017. Results of the bid opening

are as follows:

Bidders	Base Bid	Additive Alternate No. 1	Total Bid
Pacific Coast Paving	\$ 827,051.91	\$592,102.74	\$1,419,154.65
SECON	\$ 826,333.00	\$603,967.00	\$1,430,300.00
Arete Construction Corp	\$ 945,675.00	\$653,214.00	\$1,598,889.00
Glacier State Contractors	\$1,117,258.00	\$804,251.00	\$1,797,051.00
Admiralty Construction	\$1,061,183.00	\$735,868.00	\$1,921,509.00
<i>Engineer's Estimate</i>	<i>\$ 913,140.00</i>	<i>\$656,194.00</i>	<i>\$1,569,334.00</i>

The City Manager recommends award of this project to Pacific Coast Paving for the base bid and additive alternate No. 1 in the amount of \$1,419,154.65.

3. Liquor License

a. **Liquor License Renewals 2017/2018**

The following 2017/2018 Liquor License Renewals are before the Assembly for action:

Beverage Dispensary - Seasonal License #3720 Goldbelt Aerial Tramway, LLC d/b/a Timberline Bar & Grill, 1800 Foot level - Mt. Roberts Tram, S. Franklin, Juneau

Beverage Dispensary License #2533 Jack D. & Arlene D. Tripp d/b/a Viking Restaurant & Lounge, 216 Front Street, Juneau

Beverage Dispensary License #2728 Molly Ventures, Inc. d/b/a McGivney's Bar & Grill, 9101 Mendenhall Mall Road, Juneau

Club License #4034 Juneau Moose Lodge #700 d/b/a Loyal Order of Moose, 8335 Airport Blvd., Juneau

Package Store License #3552 Costco Wholesale Corp. d/b/a Costco Wholesale #107, 5225 Commercial Way, Juneau

Restaurant Eating Place License #2641 Saffron, LLC d/b/a Saffron, 112 N. Franklin Street, Juneau.

Staff from the Finance, Fire, Public Works/Utilities, Police, and Community Development departments have reviewed the above list of renewals and recommend the Assembly waive its right to protest these renewals.

The City Manager recommends the Assembly waive its right to protest the above-listed liquor license renewals for the 2017/2018 renewal period.

4. Other Items for consent

a. **Retail Marijuana Store License - Green Elephant LLC, License No. 10844**

The Alcohol Marijuana Control Office (AMCO) sends local governing bodies notice of Marijuana License applications which allows local governing bodies the opportunity to protest or waive its right to protest the issuance or renewal of these licenses. CBJ received notice of a State of Alaska Retail Marijuana Store License #10844 from Green Elephant, LLC to be located at 101 Mill Street, Suite B, Juneau, AK 99801 on January 17, 2017.

CBJ staff from the Police, Fire, Finance, and Community Development departments reviewed this application for compliance with CBJ laws and regulations and recommend the Assembly waive its right to protest the issuance of this license. As to CDD's recommendation, although Green Elephant, LLC does not yet have a local license CDD recommends allowing the applicants to move forward to obtain the state license. The applicant will not be allowed to operate in the borough until the license is issued.

Due to the large quantity of documents associated with each marijuana license, your paper packets have been limited to the following documents:

- January 17, 2017 AMCO Notice to Local Governing Body
- State of Alaska Alcohol & Marijuana Control Office – Initiating License Application #10844 online form
- Form MJ-01: Marijuana Establishment Operating Plan
- Form MJ-02: Premises Diagram
- Form MJ-03: Retail Supplemental
- CBJ Planning Commission Conditional Use Permit USE2016-0028 Notice of Decision

The full set of documents is available to Assemblymembers electronically using the NOVUS BoardView portal in your online packets. Original paper copies of all the documents relating to this license are available for public review in the office of the Municipal Clerk during regular business hours.

The City Manager recommends the Assembly waive its right to protest the issuance of this Retail Marijuana Store License #10844 to Green Elephant, LLC.

VIII. PUBLIC HEARING

A. **Ordinance 2016-46 An Ordinance Amending the Land Use Code Relating to Parking Waivers.**

This ordinance would amend CBJ Title 49, the Land Use Code, to provide for reductions in parking requirements by means of a new waiver process. A waiver allowing a particular use at a particular location could be granted by the Planning Commission (in the case of major development) or the Director (in the case of minor development) upon finding that it would benefit the community as a whole and the proposed use is located outside of the downtown special parking districts.

On January 24, 2017, the Planning Commission considered the ordinance and recommended it be forwarded to the Assembly for its consideration.

The City Manager recommends this ordinance be adopted.

B. **Ordinance 2017-02 An Ordinance Amending the City and Borough of Juneau Code Relating to Licenses to Use Certain Rights of Way for the Selling of Food and Beverages and Related Uses.**

The CBJ has received requests to use portions of right-of-way for outside seating associated with adjacent restaurants. As written, existing code sections do not explicitly anticipate this type of use. Use of these relatively small portions of land could enhance commercial activity, enliven our public spaces and generate revenue for CBJ. Commercial use of unneeded sections of ROW would be appropriate, provided that the conditions outlined in the attached ordinance are met.

The Lands and Resources Committee considered this issue at its December 12, 2016, meeting and unanimously asked staff to draft an ordinance to forward to the Assembly.

The City Manager recommends this ordinance be adopted.

C. Ordinance 2017-03 An Ordinance Amending the Uniform Sales Tax Code to Establish a Tax Exemption for the Sale of Goods Aboard Cruise Ships.

The City and Borough of Juneau levies a sales tax for goods and services. Although called for under the tax code, the CBJ historically has not required cruise lines to collect sales tax from its passengers for sales made aboard the ship when the ship is within CBJ boundaries. In April 2016, the Cruise Line International Association (CLIA) sought a sales tax determination on the applicability of CBJ's sales tax code. CBJ's sales tax administrator determined in October 2016 that sales onboard cruise ships are subject to CBJ's sales tax code. Based on this final position the current informal arrangement needs to be adopted in code as a tax exemption or we need to begin requiring the collection and payment of sales tax.

The CBJ sales tax office estimates that between \$50,000 and \$100,000 could be collected in total, per season from sales aboard cruise ships. CBJ currently receives about \$8 million in sales tax from cruise passengers who get off the ships and make purchases of goods, services and tours. CBJ also collects about \$12.5 million a year in fee revenue from local and state passenger fee programs.

The Finance Committee discussed this issue at its March 2016 and January 2017 meetings. At the January meeting staff was directed to prepare an ordinance, for assembly consideration, to exempt onboard sales.

The City Manager recommends this ordinance be adopted.

D. Ordinance 2016-09(AE) An Ordinance Appropriating to the Manager the Sum of \$10,000,000 as Funding for CBJ Biosolids Treatment and Disposal Project; Loan Funding Provided by the State of Alaska Department of Environmental Conservation, Alaska Clean Water Fund State Revolving Fund.

This appropriating ordinance provides \$10 million for the Biosolids Treatment and Disposal Project.

The terms of the low interest loans under the Alaska Revolving Loan Fund programs are 20-year repayment at a 1.5-percent interest rate. The project loans will be re-paid with Waste Water Utility customer revenues.

The Public Works and Facilities Committee heard this issue and reviewed project timelines at its January 30, 2017, meeting, and forwarded this ordinance to the full Assembly for approval.

The City Manager recommends this ordinance be adopted.

E. Ordinance 2016-09(AF) An Ordinance Appropriating to the Manager the Sum of \$250,000 as Funding for the Teacher Excellence Fund, a University of Alaska Southeast School of Education Endowment Through the Juneau Community Foundation; Funding Provided by the City and Borough of Juneau's Fund Balance.

As a part of the University of Alaska's Strategic Pathways process a preliminary decision was made to consolidate program leadership and administration of all education schools at the University of Fairbanks campus. The UAS School of Education has a track record of excellence in preparing educators and many in the community believed that removing the program from UAS would undermine the school's standing in the UA system as a credible four year university. A

strong University adds to the diversity, quality of life, and economic viability of our community.

During the consideration phase, the City Manager, with the knowledge of the Assembly, committed to helping to fund a \$1 million endowment for the School of Education to be available to the University in support of the School of Education as long as that degree program remains centered at UAS.

At the December 14, 2016, Board of Regents meeting, after considering testimony from many informed individuals about the quality and success of the UAS program and understanding the degree to which the community supports having the program remain in Juneau, UA President Johnsen changed his position and recommended to the Board of Regents that the UA School of Education be centered at UAS. The Board of Regents voted unanimously to do so.

Proceeds of the Endowment Fund will be used to further the UAS School of Education mission of creating innovative, Alaskan grown educators to help improve the quality of K-12 education within the State of Alaska. A committee has been formed that is working on fundraising strategies for the endowment fund. Participants on this committee include representatives from public, private, and non-profit agencies in the community.

This ordinance would provide \$250,000 of initial funding to the Teacher Excellence fund during FY2017. The Assembly Finance Committee discussed this issue at its January 11, 2017, meeting. The AFC directed that an ordinance allocating funds for this purpose be introduced and set for public hearing.

The City Manager recommends this ordinance be adopted.

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. STAFF REPORTS

- A. **Foreclosed Property - 15860 Glacier Highway**
- B. **Auke Bay Marine Station Update**
- C. **Lien Legislation**

XII. ASSEMBLY REPORTS

- A. **Mayor's Report**
- B. **Committee and Liaison Reports**
- C. **Presiding Officer Reports**

XIII. ASSEMBLY COMMENTS AND QUESTIONS

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XV. EXECUTIVE SESSION

- A. **CLIA Litigation Update**

XVI. 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

THE CITY AND BOROUGH OF JUNEAU, ALASKA

Meeting Minutes - February 13, 2017

MEETING NO. 2017-04: The Regular Meeting of the City and Borough of Juneau Assembly, held in the Assembly Chambers of the Municipal Building, was called to order at 7:00 p.m. by Mayor Ken Koelsch.

I. ROLL CALL

Assembly Present: Mary Becker, Maria Gladziszewski, Norton Gregory, Loren Jones, Jesse Kiehl, Ken Koelsch, Jerry Nankervis, Beth Weldon and Debbie White.

Assembly Absent: None.

Staff Present: Rorie Watt, City Manager; Mila Cosgrove, Deputy City Manager; Amy Mead, Municipal Attorney; Laurie Sica, Municipal Clerk; Beth McEwen, Deputy Clerk; Bob Bartholomew, Finance Director; Bryce Johnson, Police Chief; Ed Mercer, Deputy Police Chief; Roger Healy, Engineering-Public Works Director; Carl Uchytel, Port Director; Matt Lillard, Eaglecrest Ski Area Manager.

II. SPECIAL ORDER OF BUSINESS

A. Proclamation - Engineers Week

Mr. Watt, an engineer and city manager, read a proclamation declaring the Week of February 19 - 25, 2017 as "Engineer's Week," in Juneau, Alaska.

III. APPROVAL OF MINUTES

A. January 19, 2017 Special Assembly Meeting 2017-02

Hearing no objection, the minutes of the January 19, 2017 Special Assembly Meeting 2017-02 were approved with minor grammatical correction and an explanation of a reference to a \$1.6 Million revenue shortfall.

B. January 23, 2017 Regular Assembly Meeting 2017-03

Hearing no objection, the minutes of the January 23, 2017 Regular Assembly Meeting 2017-03 were approved with minor grammatical corrections.

IV. MANAGER'S REQUEST FOR AGENDA CHANGES

None.

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

William Quayle spoke about his interest in getting a regulation change regarding pedicabs. The regulation now asks for auto insurance and that is not possible to obtain. The regulation limits activities to downtown and he felt the service area should be expanded. Sitka only charges \$400 for a license and CBJ charges \$1500, which is too much. He spoke about lights at night and said that he would be the second company operating in town. He said the Docks and Harbors has determined their loading fees and he would like those fees to be set at \$200 instead of \$300.

Shawn Summerall said he heard about an exemption regarding sales tax on cruise ships and said that the visitors are paying a lot to get here but was concerned about the need for funds to keep the community clean. He said that many people need jobs and some are not able to work regular jobs but can work to

keep the community clean.

Kathy Tran said she is a junior at TMHS and Vice President of the student government. The Alaska Association of Student Governments (AASG) holds a bi-annual conference for student leadership training and this year's conference will be held at Thunder Mountain High School. She explained the activities of the association and asked the Assembly to consider a donation to support the event in the range of \$500 - \$1000.

VI. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

Representative Jonathan Kreiss-Tompkins asked to remove Resolution 2790b from consent.

B. Assembly Requests for Consent Agenda Changes

None.

C. Assembly Action

MOTION, by Nankervis, to adopt the consent agenda, with the removal of Resolution 2790b. Hearing no objections, the consent agenda was adopted as amended.

1. Ordinances for Introduction

- a. Ordinance 2016-46 An Ordinance Amending the Land Use Code Relating to Parking Waivers.

This ordinance would amend CBJ Title 49, the Land Use Code, to provide for reductions in parking requirements by means of a new waiver process. A waiver allowing a particular use at a particular location could be granted by the Planning Commission (in the case of major development) or the Director (in the case of minor development) upon finding that it would benefit the community as a whole and the proposed use is located outside of the downtown special parking districts.

On January 24, 2017, the Planning Commission considered the ordinance and recommended it be forwarded to the Assembly for its consideration.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- b. Ordinance 2017-02 An Ordinance Amending the City and Borough of Juneau Code Relating to Licenses to Use Certain Rights of Way for the Selling of Food and Beverages and Related Uses.

The CBJ has received requests to use portions of right-of-way for outside seating associated with adjacent restaurants. As written, existing code sections do not explicitly anticipate this type of use. Use of these relatively small portions of land could enhance commercial activity, enliven our public spaces and generate revenue for CBJ. Commercial use of unneeded sections of ROW would be appropriate, provided that the conditions outlined in the attached ordinance are met.

The Lands and Resources Committee considered this issue at its December 12, 2016, meeting and unanimously asked staff to draft an ordinance to forward to the Assembly.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- c. Ordinance 2017-03 An Ordinance Amending the Uniform Sales Tax Code to Establish a Tax Exemption for the Sale of Goods Aboard Cruise Ships.

The City and Borough of Juneau levies a sales tax for goods and services. Although called for under the tax code, the CBJ historically has not required cruise lines to collect sales tax from its passengers for sales made aboard the ship when the ship is within CBJ boundaries. In April 2016, the Cruise Line International Association (CLIA) sought a sales tax determination on the applicability of CBJ's sales tax code. CBJ's Sales Tax Administrator determined in October 2016 that sales onboard cruise ships are subject to CBJ's sales tax code. Based on this final position the current informal arrangement needs to be adopted in code as a tax exemption or we need to begin requiring the collection and payment of sales tax.

The CBJ sales tax office estimates that between \$50,000 and \$100,000 could be collected in total, per season from sales aboard cruise ships. CBJ currently receives about \$8 million in sales tax from cruise passenger who get off the ships and make purchases of goods, services and tours. CBJ also collects about \$12.5 million a year in fee revenue from local and state passenger fee programs.

The Finance Committee discussed this issue at its March 2016 and January 2017 meetings. At the January meeting staff was directed to prepare an ordinance, for assembly consideration, to exempt onboard sales.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- d. Ordinance 2016-09(AE) An Ordinance Appropriating to the Manager the Sum of \$10,000,000 as Funding for CBJ Biosolids Treatment and Disposal Project; Loan Funding Provided by the State of Alaska Department of Environmental Conservation, Alaska Clean Water Fund State Revolving Fund.

This appropriating ordinance provides \$10 million for the Biosolids Treatment and Disposal Project.

The terms of the low interest loans under the Alaska Revolving Loan Fund programs are 20-year repayment at a 1.5-percent interest rate. The project loans will be re-paid with Waste Water Utility customer revenues.

The Public Works and Facilities Committee heard this issue and reviewed project timelines at its January 30, 2017, meeting, and forwarded this ordinance to the full Assembly for approval.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

- e. Ordinance 2016-09(AF) An Ordinance Appropriating to the Manager the Sum of \$250,000 as Funding for the Teacher Excellence Fund, a University of Alaska Southeast School of Education Endowment Through the Juneau Community Foundation; Funding Provided by the City and Borough of Juneau's Fund Balance.

As a part of the University of Alaska's Strategic Pathways process a preliminary

decision was made to consolidate program leadership and administration of all education schools at the University of Fairbanks campus. The UAS School of Education has a track record of excellence in preparing educators and many in the community believed that removing the program from UAS would undermine the school's standing in the UA system as a credible four year university. A strong University adds to the diversity, quality of life, and economic viability of our community.

During the consideration phase, the City Manager, with the knowledge of the Assembly, committed to helping to fund a \$1 million endowment for the School of Education to be available to the University in support of the School of Education as long as that degree program remains centered at UAS.

At the December 14, 2016, Board of Regents meeting, after considering testimony from many informed individuals about the quality and success of the UAS program and understanding the degree to which the community supports having the program remain in Juneau, UA President Johnsen changed his position and recommended to the Board of Regents that the UA School of Education be centered at UAS. The Board of Regents voted unanimously to do so.

Proceeds of the Endowment Fund will be used to further the UAS School of Education mission of creating innovative, Alaskan grown educators to help improve the quality of K-12 education within the State of Alaska. A committee has been formed that is working on fundraising strategies for the endowment fund. Participants on this committee include representatives from public, private, and non-profit agencies in the community.

This ordinance would provide \$250,000 of initial funding to the Teacher Excellence fund during FY2017. The Assembly Finance Committee discussed this issue at its January 11, 2017, meeting. The AFC directed that an ordinance allocating funds for this purpose be introduced and set for public hearing.

The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.

2. Resolutions

- a. Resolution 2788 A Resolution De-Appropriating \$4,370,300 in FY17 Funds from the Treasury for the FY17 City and Borough Operations.

This housekeeping measure would de-appropriate \$4,370,300 from the FY17 budget, to address revenue reductions from the State of Alaska and local sales tax due to the Governor's veto and Senate Bill 210.

The Assembly recently adopted Ordinances 2016-09(V), 2016-09(W), and 2016-09(X) on December 19, 2016, to replace the lost revenue.

The Assembly Finance Committee (AFC) forwarded this request to the Assembly at its January 11, 2017, regular meeting.

The City Manager recommends this resolution be adopted.

- b. Resolution 2789 A Resolution De-Appropriating \$111,125 from the Juneau International Airport Construct Runway Safety Area Phase IIB Capital Improvement Project, Funding was Provided by Juneau International Airport Fund's Fund Balance.

This resolution would de-appropriate \$111,125 from the Runway Safety Area Phase IIB capital improvement project. Funding is provided as follows:

Juneau International Airport Fund Balance: \$ 111,125

This amount was appropriated into the project from Airport Fund Balance (Ord. 2016-09(K)) at the September 26, 2016, Assembly meeting, as temporary funding while the State matching grant was being requested from the Alaska Department of Transportation (ADOT). The ADOT grant has subsequently been awarded and appropriated (Ord. 2016-09(O)).

This measure will remove the commitment of funds from the Airport Fund Balance.

The Airport Board approved this action at its January 10, 2017, meeting.

The City Manager recommends this resolution be adopted.

3. Liquor License

a. Liquor License Renewals for 2017

The following 2017/2018 Liquor License Renewals are before the Assembly for action:
Beverage Dispensary Licenses:

License # 2766 Alaska Red Dog Saloon LLC d/b/a Red Dog Saloon, 278 S. Franklin Street

Beverage Dispensary Tourism Licenses:

License # 313 Juneau Hospitality, LLC d/b/a Prospector Hotel/TK Maguires, 375 Whittier Street

Package Store Licenses:

License # 176 Breeze-In Corporation d/b/a Breeze-In Liquor, 8 Mile Old Glacier Hwy.

License # 662 Breeze-In Corporation d/b/a Douglas Island Breeze-In, 3370 Douglas Hwy.

License # 4543 Breeze-In Corporation d/b/a Breeze-In, 5711 Concrete Way

Recreational Site License:

License # 4881 Alaska Travel Adventures Inc. d/b/a Alaska Travel Adventures, 9999 Glacier Hwy. (banks of Mendenhall River)

License # 3409 Alaska Travel Adventures Inc. d/b/a Gold Creek Salmon Bake, 1061 Salmon Creek Lane

License # 4700 Alaska Zipline Adventures, LLC d/b/a Alaska Zipline Adventures, 3000 Fish Creek Road

Staff from the Finance, Fire, Public Works/Utilities, Police, and Community Development departments have reviewed the above list of renewals and recommend the Assembly waive its right to protest these renewals.

The City Manager recommends the Assembly waive its right to protest the above-listed liquor license renewals for the 2017/2018 renewal period.

b. Liquor License #2812 Location Transfer and Restaurant Designation Permit Application

Genuine Ventures LLC d/b/a Tracy's King Crab Shack is applying for a location transfer for its Liquor License #2812 and an application for a Restaurant Designation Permit. The premises location is transferring from 406 S. Franklin Street to 432 S. Franklin Street. Copies of the applications and the premises diagrams are included in your packet.

Staff from the Finance, Fire, Public Works/Utilities, Police, and Community Development departments have reviewed this liquor license transfer and recommend the Assembly waive its right to protest this transfer.

The City Manager recommends the Assembly waive its right to protest the above-listed liquor license transfer and approve the Restaurant Designation permit.

4. Transfers

- a. Transfer T-984 Transfers \$800,000 from Juneau Harbor Deferred Maintenance to Aurora Harbor Rebuild Phase II.

The request is to move \$800,000 to the existing Aurora Harbor Re-Build CIP for planned improvements of Aurora Harbor Re-Build-Phase II, specifically the removal and reconstruction of a portion of the Headwalk; Mainwalks E, F, and G; electrical and lighting; domestic water lines; and fire suppression system. The project includes moving the existing boat shelters to access the work; and to return the boat shelters to the new facility upon completion.

The Docks and Harbors Board forwarded this recommendation to the Assembly for approval at its meeting on January 19, 2017.

The City Manager recommends this transfer be approved.

- b. Transfer T-985 Transfers \$150,000 from Whittier Street CIP to Aspen Avenue - Pinewood CIP.

This action will transfer \$150,000 of Water Utility revenues from the Whittier Street CIP (R72-124) to the Aspen Avenue – Pinewood CIP (R72-125). The Aspen and Pinewood projects were combined to efficiently construct in this very flat area of the valley and take advantage of the cost savings of constructing the two projects together. These funds are the Water Utility's contribution for the water improvements needed during the reconstruction project.

Whittier is almost complete. A couple of punch list items and the final change order remain to complete the project, at which time the remaining funds will be transferred and the CIP closed.

The Public Works and Facilities Committee reviewed this request and forwarded it to the full Assembly for approval at its meeting on January 30, 2017.

The City Manager recommends this transfer be approved.

Removed from the Consent Agenda:

- c. Resolution 2790(b) A Resolution Endorsing Passage of House Bill 85 and Senate Bill 28, "An Act Relating to the General Grant Land Entitlement for the Petersburg Borough."

If passed, Senate Bill 28 would allow the new Petersburg Borough to select state lands for their borough. All Alaskan boroughs share the same goal of having as much local control as possible over their jurisdictions. This resolution is a formality that is meant as a gesture of support to our neighbors to the south.

The City Manager recommends this resolution be adopted.

Public Comment:

Representative Jonathan Kreiss-Tompkins said he was sponsoring the legislation cited in the resolution and thanked the Assembly for considering the resolution. He said this is a gracious and thoughtful gesture on behalf of Juneau and we hope that this legislation will pass this session. This sends a message of good-will and neighborly relations.

Assembly Action:

Hearing no objection, the Assembly adopted Resolution 2790(b).

VII. PUBLIC HEARING

- A. Ordinance 2016-09(AC) An Ordinance Appropriating to the Manager the Sum of \$700,000 as Partial Funding for the Construction of Aurora Harbor Phase II; Funding Provided by the Harbors Enterprise Fund's Fund Balance.

CBJ Docks and Harbors requests approval of an appropriation ordinance that would transfer funds from the Harbors Fund to the Aurora Harbor Re-Build CIP account for the Phase II project.

The request is to move \$700,000 to the existing Aurora Harbor Re-Build CIP for planned improvements of Aurora Harbor Re-Build-Phase II, specifically the removal and reconstruction of a portion of the Headwalk; Mainwalks E, F, and G; electrical and lighting; domestic water lines; and fire suppression system. The project includes moving the existing boat shelters to access the work and returning the boat shelters to the new facility upon completion. The funds would come from the Harbor Fund which has a current balance of \$3,874,900.

The Public Works and Facilities Committee reviewed this ordinance at its January 30, 2017, meeting.

The City Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Gregory, to adopt Ordinance 2016-09(AC). Hearing no objection, it was so ordered.

- B. Ordinance 2016-09(AD) An Ordinance Appropriating to the Manager the Sum of \$250,000 as Funding for the Juneau School District Deferred Maintenance and Minor Improvements Capital Improvement Project; Funding Provided by the General Government Fund's Fund Balance.

This ordinance would appropriate \$250,000 to the Juneau School District for JSD deferred maintenance and minor improvements including carpet replacement, water heaters, etc.

Funding is provided from the General Government Fund's Fund Balance.

The Assembly Finance Committee approved this action at its January 11, 2017, meeting.

The City Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by Weldon, to adopt Ordinance 2016-09(AD).

Mr. Nankervis objected. He did not object to deferred maintenance but said this should be calculated into the budget annually and not added at mid-year.

Mr. Jones said he objected and said that this action was based on additional funding received by the school due to increased school enrollment. We should have funded the activity as part of funding to the cap, and not outside of the cap.

Roll call:

Aye: Becker, Gladziszewski, Gregory, Kiehl, Weldon, White, Koelsch

Nay: Jones, Nankervis

Motion passed, 7 ayes, 2 nays.

C. Ordinance 2016-10(A) An Ordinance Appropriating Funds for FY17 School District Operations.

This ordinance would make the following FY17 School District budget changes:

General Operations	\$ 2,034,200
Contributions to Fund Balance	786,000
Total Budget Changes	\$2,820,200

Funding for the changes is provided from the following:

State Foundation Funding	\$ 2,820,200
Total Funding Source Changes	\$2,820,200

These adjustments are requested by the School District due to student enrollment increasing above projections, which increases the State Foundation Funding support to education.

The Assembly Finance Committee (AFC) forwarded this request to the Assembly at its January 11, 2017, regular meeting.

The City Manager recommends this ordinance be adopted.

Public Comment: None.

Assembly Action:

MOTION, by White, to adopt Ordinance 2016-10(A). Hearing no objection, it was so ordered.

VIII.UNFINISHED BUSINESS

A. OLMO, LLC v Board of Adjustment - Decision on Appeal - VAR2015 0030

The proposed decision in this appeal was provided to the parties on January 30, 2017. Neither party filed written objections. In accordance with CBJ 01.50.140, the decision is now before you

for adoption.

Assembly Action:

MOTION, by Gladziszewski, to adopt the draft decision in *OLMO, LLC v Board of Adjustment*. Hearing no objection, it was so ordered.

B. Meek v Planning Commission and Miller Construction - Decision on Appeal - USE2016 0016

The proposed decision in this appeal was provided to the parties on January 30, 2017. Written objection was received on February 6, 2017, and is included in your packet. In accordance with CBJ 01.50.140, the decision is now before you for adoption.

Assembly Action:

MOTION, by Jones, to adopt the draft decision in *Meek v. Planning Commission and Miller Construction*. Hearing no objection, it was so ordered.

C. Ordinance 2016-44 An Ordinance Amending the City and Borough Code Relating to Camping in the Downtown Juneau Area.

This ordinance would amend the CBJ's existing camping ordinance by adding a provision designed to prohibit camping on private property in a narrowly defined geographic area in downtown Juneau. The purpose of this amendment is to partially address the issue raised by business owners in the downtown area who are experiencing a noticeable increase of unauthorized people camping on their property, resulting in a significant increase in refuse, litter, waste and harm to private businesses. This ordinance is not an outright bar as it allows private property owners to grant permission to campers to use their property.

I recommend that you consider this ordinance in the context of other services and management measures that are already being provided or are being considered for our homeless population. This ordinance is one small piece of a larger puzzle; to be effective it must be accompanied by other measures. Absent other measures, this ordinance would likely only serve to move the problem camping to different areas. Measures that should be considered include the provision of a year round campground and a heated sheltering opportunity that is available during specified weather conditions.

The idea for this ordinance was born during work sessions on homelessness, and was drafted to provide JPD with a tool for responding to private property owners' requests and as a means to engage homeless people and help direct them towards available services. Other complementary ideas, including a year round campground, were also proposed.

The Committee of the Whole considered this ordinance at its January 9, 2016, meeting and approved moving the ordinance forward to public hearing without a final recommendation by the Committee. Public hearing on the ordinance was heard during the Assembly's regular meeting on January 23, 2017.

I recommend that you approve this ordinance with an effective date of April 15, which is the date that the Thane Campground opens for the summer. I have explored the possibility of opening a year-round campground that is near downtown and not at risk of avalanche hazard, but do not believe it is feasible to permit and open such a campground much faster than the regular opening of the Thane Campground.

The City Manager recommends this ordinance be adopted.

Public Comment:

Catherine Duncan said she is homeless and has been so for three months. Homelessness is hard on people with businesses and it is hard on the homeless too. She said the homeless were not welcome wherever they went. She said she is disabled and it is difficult to find places to sit. She looks out for others. Not one homeless person has purposely chosen this life. She said she is the victim of violence and feels like a ghost in her own home town. She has worked since she was 14. She used to be an alcoholic, and she doesn't want to take medication. It is a hard choice to wake up every day and not know what you are going to do. She asked for mercy. She said she has lost her family due to being homeless.

Paula Rohrbacher asked the Assembly to delay the vote on this issue until there is a warming shelter in place with a roof and four walls where people can get out of the cold. She asked the Assembly to see what effect that had on the situation before adopting the ordinance.

Assembly Action:

MOTION, by Becker, to adopt Ordinance 2016-44.

Mr. Kiehl objected. He said the Assembly has not had a discussion about costs incurred based on the potential adoption of this ordinance, particularly in regards to enforcement. Chief Johnson, JPD said he did not anticipate an increase in staffing based on this ordinance and he felt there would be no request for additional funds. Mr. Kiehl said some people felt that this measure would be a nightly enforcement tool. Chief Johnson said that officers are already routinely checking on people. JPD's efforts are to contact people and ask if they have family and connect people with service providers. Enforcement is part of a bigger plan which includes cleaning of areas that have been damaged. We would notify people who are out now to give them a head's up before doing any enforcement - there will be a period of time to do connection with people. The local service providers have been doing this work and have made some progress. There would be a proactive effort for two evenings before the ordinance is in effect, and then the officers can do enforcement. Enforcement is part of a bigger solution, but it is an important part and we are now unable to do that. He could not say that an officer would be available every night - there are other activities that take JPD's time at any given point. If we can connect people to homeless services, this may free up some of our time.

Mr. Kiehl asked how JPD would deal with a person's property if they are taken into custody. Chief Johnson said JPD attempts voluntary compliance, but if they don't go voluntarily, they could write a disorderly conduct ticket. If the person went to jail, JPD would have to take their property and keep it for them. We have this enforcement effort in place as we were doing this action under the trespassing law in the past. Mr. Kiehl asked if all the property was claimed or if there was a need to dispose of the property. Chief Johnson did not have that information.

Ms. Weldon asked if this was a tool to move people off of private property. Chief Johnson said that both the service and the enforcement approach can't work alone - we need both options. JPD is a service organization, people are asking for service to enforce trespassing. This is just one tool to address this problem and it will help people get to services they need. Ms. Weldon asked what would happen if a person moved from private to public property. Chief Johnson said it is problematic to enforce the camping ordinance on public property.

Ms. Becker is interested in getting services to the homeless and she would like to see the campground open. We also need to keep private property safe. She asked Chief Johnson if JPD has places to take people. Chief Johnson said that he did not want to speak for all of the service organizations but they do a good job in going above and beyond to find places for people. The Glory Hole and JAMHI are doing

good work getting people connected to services. JPD still has no enforcement tool. There is a bad element that we need to address with this tool.

Ms. Gladziszewski asked how it is not harder to check on people nightly if they are not under lighted eaves, rather than in the woods or under bridges. How is this better for them, and easier for you to check on people. Chief Johnson said the goal is not to take them into the woods but sleeping in doorways was not a good solution. Ms. Gladziszewski said there were many reasons that were complicated that people could not stay in the Glory Hole and were not using services. Chief Johnson said that a year ago we would have been making this effort and he asked if the current situation was progress. It appears we have additional problems arising and sleeping in doorways is causing more problems. We spent less time addressing this a year ago than we do now. He said JPD's core mission is to help people live without fear and they were struggling with this effort.

Ms. Gladziszewski said there has been conflicting information about trespass and she asked Ms. Mead about this. Ms. Mead said there are two separate issues. One is enforcement of the current camping ordinance and the other regards enforceability of the trespassing ordinance. Regarding trespassing, when the camping ordinance was first brought to light, we did not have any cases in which JPD and tried to "trespass" a person through use of a sign and found it to be sufficient notice by a property owner. One of the elements of the crime of trespassing to prove is that the person in charge of the property has directed someone not to be on the property. Since then there have been three cases arraigned in the District Court where the judge has found probable cause to arraign someone on those facts. The trespassing piece is enforceable and the Chief and I discussed that today. The enforceability of the camping ordinance on public property and rights-of-way has some challenges in certain cases. When it is applied to certain individuals in certain circumstances she did not think it was enforceable. It suffers from some of the problems that the case from the 9th Circuit Court discusses.

Ms. Gladziszewski said this ordinance is about camping on private property only and Ms. Mead said yes. She asked Ms. Mead if it was true that a property owner erecting a sign of "No Trespassing" is now enforceable and has been found to be sufficient notice of a property owners will. If that is the case, JPD has the same tool he had a year ago. Ms. Mead said "kind of," a year ago was when the discussion of the difficulties of the existing camping ordinance first came up. The trespassing ordinance has not been used for prosecution until recently, and a year ago, JPD was enforcing no camping anywhere on public property. Ms. Gladziszewski said this ordinance did not cure that deficiency and asked what impact "trespass" had on this question tonight. Ms. Mead said the only difference between camping and trespassing is what the officers can assume when coming upon a property. Under the camping ordinance, the officers can assume that the private property owner doesn't want people camping there unless there is a consent sign posted. The flip side is that under the trespassing ordinance, if officers come upon someone sleeping in a private property threshold, they have to assume the private property owner is fine with that unless there is a "no trespassing" sign prohibiting it. The other big difference is the penalty.

Chief Johnson said if the direction was to pursue the "no trespassing" approach, JPD would need to work with the businesses proactively to make sure they understood where the signs needed to be placed. It would take some time and a partnership.

Mr. Jones referred to enforceability between Midnight and 7 am. What would it take to have more officers on the street when businesses are closing and opening instead of 8 hours a day. Is it better to look at passing this ordinance instead of having an increased police presence that doesn't get pulled off duty for another issue.

Chief Johnson said that JPD can not be a single issue department. There are issues with crime, drugs and pulling officers for other duties has consequences. I have talked in the past about geographic

policing, i.e., "beat officers," which we have tried in a small way this year. In March, if this goes into effect, two officers will be permanently assigned as "beat officers" working four ten hour shifts, and if there is a shooting in the valley they will go, but this, along with the walking officers, will provide greater coverage. Two officers for 12 hours a day every day is not possible, given that we have airport duty. We can do a more targeted approach. 20-30 hours a week directed patrol for one officer we can do and he estimated this to be a \$20,000 cost. He has added the line item into our budget for next year starting in July. That said, JPD needs an enforcement tool for those officers.

Ms. White said this is not a new problem, she appreciates the Chief's holistic approach, and she is concerned about law and the constitutionality that people are talking about. She asked Ms. Mead about the constitutional question. Ms. Mead said she has analyzed the cases she can find on this issue and most notably the 9th Circuit Court case for a camping ordinance in Los Angeles. Ordinance 2016-44 is very different. It is limited to private property. No one has a constitutional right to be on someone else's private property, this is a significant difference between this ordinance and other cases. The 9th Circuit case cited with favor to other communities whose camping ordinance were limited to geographic area, time, conduct, and the availability of alternatives. One of the reason the Los Angeles ordinance was struck down was that it was being applied to people who had no alternatives. It is important to tie this decision to making other places available. If this ordinance passes, it is her advice that without making changes to the current existing camping ordinances, CBJ should not attempt to enforce this ordinance on public property.

Ms. White asked if this ordinance was deferred for and effective date to April 15 would that give time to make additional amendments to the code. Ms. Mead said yes.

MOTION, by White, to change the effective date to April 15.

Mr. Kiehl said that this ordinance amended only a portion of code and once adopted, the entire section of code could be read together. Ms. Mead said yes, and said that pieces can be severable from the ordinance as unconstitutional and other portions can survive due to the severability doctrine.

Mr. Kiehl asked the significance of the April 15 date and if it was based on the opening of the Thane Campground. Mr. Watt said yes, the Thane Campground opens April 15. Ms. White said she would like to see some of the other pieces put together during the delay - to get the campground open, for Law to draft other legislation - we need to do this in a holistic approach. We need to make sure this works for the entire community. Mr. Kiehl asked if the ordinance would be unconstitutional when the Thane campground closed again. Ms. Mead said no, it would not make the private property piece unconstitutional but it would make the public property piece difficult to enforce.

Roll call on the amendment:

Aye: Becker, Gladziszewski, Gregory, Jones, Koelsch, Nankervis, Weldon, White

Nay: Kiehl

Motion passed, 8 aye, 1 nay.

Ms. Weldon asked if a downtown business wished to allow people to camp in their doorway, if this amendment would provide for this better or worse than a "No Trespassing" sign. Ms. Mead said depending on what was intended, both required the posting of a sign. If this ordinance passed and a property owner posted a "camping allowed" sign and if the enforcement was through the "No Trespassing" method, then a "No Trespassing" sign would be needed if a person did not want a person a person camping on their property.

Mr. Kiehl asked Mr. Watt about his ideas on a timeframe for his ideas for a year round campground or warming station. Mr. Watt said a year-round campground could be ready by next winter but we need to

be mindful of the management based on the "Lane Case" in the Supreme Court. The Salvation Army has expressed some interest in using their facility as a cold weather warming shelter and they are looking for partner agency support. It is unlikely this will be in place until the end of this winter. We all anticipate Housing First will help 32 people in the community, it may not be enough. Support for additional funding for rapid re-housing and outreach with services is something that the Assembly can consider in its budget - they are labor-intensive activities. Long term facility solutions contain many ideas but we need to be mindful of the time frame that the Housing First project has taken - it seems like five years so far. There are many ideas and all of them are complicated.

Ms. Gladziszewski said that some activities get conflated with sleeping downtown - such as assault and harassment. She welcomes any increased enforcement regarding those activities, such as selling certain kinds of alcohol downtown. Chief Johnson said criminal justice reform has removed many tools from the police, in particular, the ability to jail people. If someone breaks a window, we can't take them to jail. We are working within new rules and how to enforce laws. We can still do enforcement, we can make arrests, but the sanctions on the back end are not there. There is no perfect solution yet.

Mr. Gregory said he had some concerns regarding the ordinance. He feels it is an impediment to the solution. We have heard that the "No Trespassing" ordinance with a sign will work to aid enforcement. He has a concern about the funding the community stands to lose for housing solutions and that an ordinance of this type will result in a penalty of 2 points on funding applications such as that for Housing First. The Housing First grant had a margin of 3 points. St. Vincent De Paul annually receives \$135,000 to help people who are homeless and which stands to lose grant money should we pass the ordinance. He understood business owners have concerns for their property. He spoke about a fight outside of City Hall after an meeting that he and Mr. Nankervis intervened in and said that this event happened on public property - this ordinance would not have addressed the situation. Increased police presence was the true answer to these situations. The comments we have received indicate about 75% of the people do not want us to pass this ordinance. He is a property manager and is concerned about moving this problem to areas outside of the map designated area in the ordinance. The trespassing ordinance we have now cures this solution without any new ordinance. He spoke about Bartlett Regional Hospital incurring \$1.8 million in unpaid expenses on 32 homeless individuals in 2016. We can better use that money to create better solutions. If we pass this ordinance we put funding for Phase II of Housing First in jeopardy. I would like to be having discussions on how to address mental illness and crime against the homeless. He spoke about the comments from people who were homeless who had testified fearing for their safety. Increased police presence will help to solve the problems of downtown crime and safety. He spoke about Cynthia Dau bringing food to people at the downtown transit center and said this is the type of effort he supported.

Ms. White spoke about the current burden on private property owners, the damage that has been done, the concern for safety and said this ordinance addresses private property rights. This is not about people on the sidewalk or Marine Park, but private property owners employing our neighbors. The police chief and city manager say this is one piece of a solution. This may sound cruel, but it is a tool to get people to services, the ultimate goal. The entire burden does not need to be supported by the business community.

Ms. Weldon said this ordinance is an amendment and she appreciated the Mayor bringing this forward and bringing attention to the issue of homelessness and the need for their support. The concerns of the business community are real and she appreciated all of the comments provided by the community. She supported the ordinance but yes or no, there were many issues that still need to be addressed and she listed them, including the cold weather housing solution, the street clean up, the winter campground, Housing First and rapid-rehousing and an outreach team. She spoke about the beginning of Family Promise to house families. She was torn about which way to vote to keep the issue of the homeless moving forward and said the ordinance would continue to be a thorn in the side to keep the homeless

issue on the forefront.

Ms. Gladziszewski spoke about a spreadsheet she made of comments receive by the Assembly and said many passionate and thoughtful, well considered comments made on both sides of the issue. The overwhelming majority asked the Assembly to craft a thoughtful solution. The business community is at the end of its rope and have reached the end of their patience and they should not bear the brunt of this community issue. There is broad agreement on many things other than whether this ordinance will help address the issue. If the issue is people being un-neighborly, we should enforce the laws we have. She has gone to people and asked them why they are not at the Glory Hole. A "move-along" ticket will not push them over the edge to get services. She appreciated this issue being brought forward by the Mayor and the business community's efforts to help address the issue. She appreciated the installation of the porta-potty. She said the large majority of comments received opposed adoption of the ordinance.

Mr. Jones said he worked in the social service field when public intoxication was determined to no longer be a crime and spoke about the Worlds Fair in Spokane pushing people out of downtown to other places as being an ineffective way to address the issues. He spoke about his experience as a drug and alcohol counselor and his experiences on the streets of downtown Juneau. He sees this as another ordinance that will be enforceable for a brief period of time and then it will get dropped. Keeping the homeless out of the hospital only reduces bad debt, it doesn't provide funds to use. He did not support this ordinance and was supportive of other solutions, and would be looking closely at the budget for JPD and CCFR and funding for solutions. He feared the Assembly would not be as supportive of other solutions if this ordinance was passed.

Ms. Becker said we have an administration that is going to take action and a supportive assembly. The manager has plans that we want to accomplish and we are committed to solving this problem. We have a supportive downtown community and businesses that want to do the right thing. She supported the ordinance.

Mr. Kiehl said he hoped he could convince someone change their mind and he supported Mr. Gregory's comments. He believes this ordinance will make things worse and not better. He admires and supports JPD in the way they carry out their duties. He could not see this as a public safety measure. People are in brightly lit doorways for their own safety because they fear being attacked. It is the safest place to be if you are not in a shelter, and it is difficult to sleep with lights on. The people in lit doorways are better off than those in abandoned mine buildings on the hillside. It is not fair that people who own property and run businesses downtown are shouldering an unfair share of the burden. He has talked with the Glory Hole about hiring their patrons every morning to do cleanup downtown. Yes, there are more crimes downtown, and at a higher rate during the daytime than at night. He lives and works downtown and it is concerning. This ordinance takes us backwards with less resources to get people into housing. He said that Catherine Duncan interned in his office a few years ago and he did not know she was homeless until tonight, so people need help.

Mr. Nankervis appreciated all of the public comments submitted. He said that this ordinance would address a small portion of the homeless that were consistently causing a problem. This ordinance more narrowly defines an existing ordinance and the City Attorney spoke to its constitutionality in that it would be harder to defend the portions of the ordinance that are not being amended. Criminal trespass is a crime, and this ordinance is an infraction, not a crime, which is much more charitable. The federal grants referred to were obtained with the ordinances currently on the books and which is less defensible than this ordinance, and it is better that we are moving away from a criminal trespass. He cited comments from Mr. Watt in that the ordinance is a small piece of a larger solution and absent other measures it would only move the problem along. Mr. Nankervis agreed that this ordinance was one tool and it was a private property rights issue. We are trying to re-enforce that people have private property rights and just because a person is homeless does not supercede the private property rights. If the ability to get grant

federal grant money to help our citizens was tied to diminishing private property rights, he did not want the funds.

Mayor Koelsch said the pathway to the vote began in the beginning of December when downtown businesses and families came to the Mayor's office with concerns of safety for themselves and for their employees and businesses and frustration with daily litter and damage to their property. The first meeting verified the parameters of a serious situation. At a second brainstorming session we discussed how to address the safety for downtown business families and damage to private property in the downtown corridor. We discussed options for those in the doorways who can not or will not use the almost 180 emergency beds available nightly and we focused on the need for warming shelters when weather conditions worsened. He spoke about the difficulty of providing quick solutions and the passion generated for the issue in the form of written and oral testimony. He supported the ordinance as no camping on private property is less onerous than the "No Trespassing" ordinance on the books and an infraction vs. a criminal violation. He spoke in favor of vibrant, year round businesses. He said he spoke with the local federal delegation which is not aware of penalties for funding and will monitor the situation. He asked for the ordinance to be drafted and accepted full responsibility. He spoke about the need to take further action on solutions to homelessness.

Roll call on Ordinance 2016-44 as amended:

Aye: Becker, Nankervis, Weldon, White, Koeslch

Nay: Glaziszewski, Gregory, Jones, Kiehl

Motion passed.

IX. NEW BUSINESS

A. Foreclosed Property

In December 2016, the City finalized the property tax foreclosure of property located at 15860 Glacier Highway, located between Glacier Highway and Point Louisa Road. The property consists of a single family residence located on an approximately 63,000 square foot lot. It is currently assessed at just over \$391,000.

Once property is foreclosed upon and the redemption period provided for by law expires, the foreclosing municipality must decide whether the property should be retained for a public purpose or sold.

Staff asks that the Assembly direct the attorney to prepare an ordinance providing for the sale of the property. Alternatively, the Assembly may direct the attorney to prepare an ordinance providing that the property be retained for a public purpose.

The City Manager recommends that the Assembly direct the attorney to draft an ordinance providing for the sale of the property.

Assembly Action:

MOTION, by Nankervis, to direct the city manager to have the attorney draft an ordinance for the sale of property.

Mr. Kiehl asked if this property was suitable for additional housing units and if the high school home build program could utilize the property.

Mr. Watt said likely not, it is a single family home in a residential neighborhood.

Mr. Jones asked about the condition of the property, if anyone was living there and how the city obtained

the property.

Mr. Watt said the CBJ received the property through foreclosure on unpaid property taxes. It may be occupied by people that may not have a right to live there, at times the power has been on, we don't think things have fallen into disrepair, we have not been inside the building, there have been many attempts to contact the owner. Ms. Mead explained the foreclosure and sale process.

Mr. Nankervis asked if CBJ was required to do anything with the property before it was sold, and Ms. Mead said no.

Ms. White asked about the redemption period and Ms. Mead said the redemption period is over and CBJ had the clerk's deed.

Mr. Jones wanted more answers about the condition of the property.

Mr. Kiehl asked staff to reach out to the high school home build program to see if they had interest in this lot.

Ms. Mead said the Assembly needed to determine if there was a public purpose for the property, or if it should be sold.

Hearing no further motion, it passed unanimously.

X. STAFF REPORTS

Mr. Watt gave Ms. Sica her "20 years of service" pin and the Assembly thanked her for her work on behalf of the City and Borough of Juneau.

XI. ASSEMBLY REPORTS

A. Mayor's Report

Mayor Koeslch said he appreciated the Valentines of thanks for the Assembly's support of the "Hearts Program" for pre-school students delivered by young people to his office.

Friday, Feb. 17 celebrates 100 years of the Red Cross in Juneau and he announced a ceremony to be held at Elizabeth Peratrovich Hall.

The Assembly goals for 2017 were distributed by email and he asked for feedback by Thursday and if there were no changes they will stand as 2017 actionable goals.

B. Committee and Liaison Reports

Committee of the Whole: Chair Nankervis said the COW met January 30 in joint session with the Planning Commission. The COW met on February 6 in joint session with the Docks and Harbors Board. The next meeting was set as a joint work session with the Eaglecrest Board and the School Board on February 27. He set a new meeting for March 13 due to the work load of the committee.

Public Works and Facilities Committee: Chair Becker said the committee met and discussed an alternative, emergency route to the hospital. The next meeting was set for February 27.

Joint Assembly - School Board Facilities Committee: Chair Becker said the next meeting is set for March 1 at Noon in the Assembly Chambers.

Alaska Committee: Liaison Becker said Mal Menzies has resigned and the nominating committee will seek volunteers. The committee voted to support the UAS School of Education and the camping ordinance. The following incumbents were re-instated as officers: Wayne Jensen, President; Rosemary Hagevig, Vice President; Max Mertz, Treasurer and Win Gruening, Secretary.

Southeast Conference: Liaison Becker said Mid-Session Summit would be held in Juneau March 14-15.

Docks and Harbors Board: Liaison Becker said the Board has met with the COW and discussed the potential of joint use of the NOAA facility with UAS.

Chamber of Commerce: Liaison Becker said that UA President Johnson would speak to the Chamber on Thursday and reservations were required for attendance.

Finance Committee: Chair Kiehl said the committee met February 8 and received a report from the auditors, heard about enterprise fund reporting, received an initial look from the Finance Director for budget projections FY18-20, reviewed a schedule of manager recommended cuts to the current fiscal year by .5 million and also reviewed the Marine Passenger Fee recommendations from the manager which are open for public review. The committee will consider proposals for the 1% sales tax renewal following adoption of the FY18 budget.

Alaska Municipal League: Liaison Kiehl said the AML Board and members would be meeting in Juneau during the following week and interested Assemblymembers should sign up through the clerk.

UAS Campus Council: Liaison Kiehl said the council met February 6 and heard updates on University investments, efforts to boost enrollment, proposals regarding strategic pathways and an effort to build a joint fisheries program with UAF. The federal DOE is doing a nationwide audit on the Title IX program and sexual harassment and assault on university campuses.

Human Resources Committee: Chair Jones said the HRC met prior to this meeting and heard committee reports from the Juneau Library Endowment Board, the Sister City Committee and the Fisheries Development Committee, and reviewed applications for board service. Hearing no objection, the Assembly accepted the recommendation of the HRC and made the following appointments:

Sister City Committee:

Reappointment of Susan Baxter and Miranda McCarty to terms expiring January 1, 2020.

Mr. Jones spoke about the conversation with the Fisheries Development Committee and the difficulty of the group to obtain a quorum. Docks and Harbors will consider making this group a subcommittee of the Docks and Harbors Board. HRC requested an ordinance to consider repeal of the Fisheries Development Committee.

Mr. Jones spoke about HRC efforts to review and improve the recruitment of empowered board members and the results of the discussion will be returned to the Assembly.

The HRC discussed a memo from the Eaglecrest Board regarding alcohol sales and the possession of alcohol at Eaglecrest Ski Area. The HRC requested the Municipal Attorney to draft an amendment to Resolution 477 to allow vendors that rent the facility to be enabled to have alcohol sales and consumption. Regarding the sale of alcohol at Eaglecrest, the HRC asked to place this matter on the COW agenda.

Mr. Jones said that Mal Menzies resigned from the Airport Board and April 24 was set as an HRC meeting of the full Assembly to interview candidates for appointments to the Airport Board. The HRC set a meeting as the Full Assembly on June 7 for Eaglecrest, Aquatics Board and Docks and Harbors appointments.

Airport Board: Liaison Jones said the Board met and discussed the economic impact report released and forwarded a layout plan to the FAA. The next meeting is set for February 14.

Downtown Business Association: Liaison Jones said the DBA met and discussed marketing, the camping ordinance, and police coverage downtown.

Downtown Improvement Group: Liaison Jones said the DIG met and discussed the parking management structures downtown. There would be a meeting on Franklin Street reconstruction on February 14.

Bartlett Regional Hospital: Liaison Gladziszewski said the Board met and welcomed its new members Lance Stevens and Dr. Bob Urata, heard an audit report, and discussed a new compliance program and met their new compliance officer. Officers were elected: Brenda Knapp, President; Marshal Kendziorek, Vice President; and Mark Johnson, Secretary. The governance committee is working on by-law revisions and BRH has hired a general surgeon to start in August.

Parks and Recreation Advisory Committee: Liaison Gladziszewski said the PRAC met on February 8, discussed the master planning effort, Gunakadeit Park being used as a staging for the Franklin Street remode, and operation of the Eagle Valley Center.

Juneau Commission on Sustainability: Liaison Gladziszewski said the JCOS met on February 8 and the energy plan is moving forward.

Travel Juneau: Liaison White said the Travel Juneau Board Retreat would be held February 27 and was working on its budget.

Aquatics Board: Liaison White said the Aquatics Board is working on its budget and some new marketing ideas.

Lands and Resources Committee: Chair White said the next meeting is set for February 27.

Planning Commission: Liaison White said the next meeting was set for February 27 and would review the Pederson Hill subdivision, putting a potential of 86 lots for residential use and five for preservation before the commission.

Juneau Economic Development Council: Liaison Weldon reminded the Assembly about the Innovation Summit is set for this week. The members of the council will be reaching out to the Assembly.

School Board: Liaison Weldon said the next meeting is set for February 14.

Affordable Housing Commission: Liaison Gregory said the AHC met on February 10 and will be sending an annual report to the HRC. The Chief Housing Officer reported on a draft CIP for housing through FY22. Barb Worley from Neighborworks Anchorage visited the meeting to discuss getting families into homes through financial assistance and informational programs and they will be operating in Juneau soon. The CBJ mobile home assistance program has assisted two families into homes.

Eaglecrest Board: Liaison Gregory said the Board met on February 2 and Nate Abbott will be the

interim manager as Matt Lillard has resigned. They are doing a manager search and hope to have someone on board by July 1. The Board also discussed alcohol sales at the ski area.

C. Presiding Officer Reports

Southeast Alaska Land Trust v. CBJ Assessor: Presiding Officer Kiehl said the Assembly would meet again Tuesday, February 14 at Noon to continue its deliberative process on the appeal decision.

XII. ASSEMBLY COMMENTS AND QUESTIONS

Mr. Gregory said this meeting held a deep discussion on housing and homelessness and he hoped to continue to make progress and rally to support Phase II for Housing First. The Assembly should work for getting additional mental health care treatment in the community and substance abuse treatment, and provide long term housing.

Ms. Gladziszewski said she looks forward to working with the many people who were supportive of the homeless in the community.

Mr. Kiehl thanked the Docks and Harbor Board and the Manager for the work with UAS on the Auke Bay NOAA facility. He gave kudos to the CDD staff for the Lemon Creek design charette.

Mr. Kiehl asked, and hearing no objection, the Assembly directed the Municipal Attorney to draft an ordinance to "fix" the Mendenhall State Game Refuge Boundaries in light of recent addition of conservation parcels to make them available for duck hunting.

Mr. Kiehl asked, and hearing no objection, the Assembly directed the manager to provide a donation of Assembly Hosting funds to the AASG program for student government for its statewide conference to be hosted at the Thunder Mountain High School at a level of \$1000.

Mr. Nankervis said he appreciated the input from the public to shine light on issues. He spoke about the Wearable Art program and the Juneau Symphony, which recently played with all 5th grade musicians in Juneau. There would be an international hockey tournament at the end of the month. He displayed a photo of a bumper sticker that vandalized his "Build the Road" bumper sticker on his truck and said that people in the community should be able to politely disagree with each other and this was a poor example of that.

XIII. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

XIV. EXECUTIVE SESSION

A. CLIAA Update

MOTION, by Kiehl, to enter into executive session to discuss the "CLIAA" Lawsuit with the municipal attorney. Hearing no objection, the Assembly entered into executive session at 10:30 and returned to regular session at 10:48 p.m.

Upon returning to regular session, Mr. Kiehl noted that the Assembly received information and provided direction to the municipal attorney.

XV. ADJOURNMENT

There being no further business to come before the Assembly, the meeting adjourned at 10:50 p.m.

Signed: _____
Laurie Sica, Municipal Clerk

Signed: _____
Kendell D. Koelsch, Mayor

XVI.SUPPLEMENTAL MATERIALS

Presented by: The Manager
Introduced: 3/6/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AG)

An Ordinance Appropriating to the Manager the Sum of \$100,000 as Funding for the Manager's Office Operating Budget; Funding Provided by the Sales Tax Fund's Fund Balance.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriate. There is appropriated to the Manager the sum of \$100,000 for the Manager's Office Operating Budget.

Section 3. Source of Funds.

Sales Tax Fund's Fund Balance	\$ 100,000
-------------------------------	------------

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this __ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: 3/6/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AH)

An Ordinance Appropriating to the Manager the Sum of \$309,578 as Funding for the Juneau International Airport Part 121 Ramp Capital Improvement Project; Funding Provided by Passenger Facility Charges.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$309,578 for the Juneau International Airport Part 121 Ramp capital improvement project.

Section 3. Source of Funds

Passenger Facility Charges	\$309,578
----------------------------	-----------

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

FISCAL NOTE

ORDINANCE #: 2016-09(AH)

OPERATIONAL IMPACT	Check No/Yes ☒ No ☐ Yes, explain in detail
Explanation of Impact:	There is no operational impact with this ordinance.
(Attach Additional Pages as Necessary)	

FINANCIAL IMPACT	Check No/Yes ☐ No ☒ Yes (if Yes, complete the following)																									
Expenditure Budget	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">FY17</th> <th style="width: 15%;">FY18</th> <th style="width: 15%;">FY19</th> <th style="width: 15%;">FY20</th> <th style="width: 15%;">FY21</th> </tr> </thead> <tbody> <tr> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Total Expenditures</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> </tr> </tbody> </table>	FY17	FY18	FY19	FY20	FY21	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-	-	-	-	-	-	-	Total Expenditures	\$ -	\$ -	\$ -	\$ -
FY17	FY18	FY19	FY20	FY21																						
\$ -	\$ -	\$ -	\$ -	\$ -																						
-	-	-	-	-																						
-	-	-	-	-																						
Total Expenditures	\$ -	\$ -	\$ -	\$ -																						
Funding Sources:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Total Funding Sources</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> </tr> </tbody> </table>	-	-	-	-	-	Total Funding Sources	\$ -	\$ -	\$ -	\$ -															
-	-	-	-	-																						
Total Funding Sources	\$ -	\$ -	\$ -	\$ -																						
Personnel	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Full-Time FTE's</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Part-Time FTE's</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Temporary FTE's</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Full-Time FTE's	-	-	-	-	Part-Time FTE's	-	-	-	-	Temporary FTE's	-	-	-	-										
Full-Time FTE's	-	-	-	-																						
Part-Time FTE's	-	-	-	-																						
Temporary FTE's	-	-	-	-																						

CAPITAL IMPROVEMENT PROJECTS (CIP)													
Project Budget	Juneau International Airport Part 121 Ramp CIP		Amounts noted at left are 100% of the project total expenses Project Totals Before Appropriation: \$ - This Appropriation: * 309,578 Total Project: \$ 309,578										
Direct Project Costs	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">\$ -</td> <td style="width: 50%;">\$ -</td> </tr> <tr> <td>-</td> <td>-</td> </tr> </table>		\$ -	\$ -	-	-							
\$ -	\$ -												
-	-												
Total Project Budget	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">\$ -</td> <td style="width: 50%;">\$ -</td> </tr> </table>		\$ -	\$ -									
\$ -	\$ -												
Funding Sources	Original Budget	2016-09(AH)	New Budget	Comment: This will be a new airport capital project A50-089 to correct paving and drainage on the Part 121 air carrier ramp.									
Federal Grant	\$ -	\$ -	\$ -										
State Grant	-	-	-										
Alaska Airlines	-	-	-										
PFC7	-	309,578	309,578										
JNU Revolving Funds	-	-	-										
-	-	-	-										
-	-	-	-										
Total Funding Sources	\$ -	\$ 309,578	\$ 309,578										
Total Project Expenses	<table border="1" style="display: inline-table; width: 100px; border-collapse: collapse;"> <tr> <td style="text-align: center;">309,578</td> </tr> </table>			309,578									
309,578													
Available Budget after Ordinance	\$ -												
Personnel	<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Full-Time FTE's</td> <td>-</td> <td>-</td> </tr> <tr> <td>Part-Time FTE's</td> <td>-</td> <td>-</td> </tr> <tr> <td>Temporary FTE's</td> <td>-</td> <td>-</td> </tr> </tbody> </table>		Full-Time FTE's	-	-	Part-Time FTE's	-	-	Temporary FTE's	-	-		
Full-Time FTE's	-	-											
Part-Time FTE's	-	-											
Temporary FTE's	-	-											

Prepared by: John Coleman
 Affected Depts a) Airport
 (Dir/Dept): b) Patricia deLaBruere
 Finance Dir: Bob Bartholomew
 City Manager: Rorie Watt

Date: 2/17/2017
 Date: _____
 Date: _____
 Date: _____
 Date: _____

Presented by: The Manager
Introduced: 3/6/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AI)

An Ordinance Appropriating to the Manager the Sum of \$15,000 as Funding for the Jensen-Olson Arboretum Parking & Conservatory Capital Improvement Project; Funding Provided by the Jensen-Olson Arboretum Fund's Fund Balance.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$15,000 for the Jensen-Olson Arboretum Parking & Conservatory Capital Improvement Project.

Section 3. Source of Funds

Jensen-Olson Arboretum Fund's Fund Balance	\$15,000
--	----------

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: 3/6/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AJ)

An Ordinance Appropriating to the Manager the Sum of \$127,000 as Funding for the Jensen-Olson Arboretum Residence Deferred Maintenance Capital Improvement Project; Funding Provided by the Jensen-Olson Arboretum Fund's Fund Balance.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$127,000 for the Jensen-Olson Arboretum Residence Deferred Maintenance Capital Improvement Project.

Section 3. Source of Funds

Jensen-Olson Arboretum Fund's Fund Balance	\$127,000
--	-----------

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

MEMORANDUM

CITY/BOROUGH OF JUNEAU

155 SOUTH SEWARD STREET, JUNEAU, ALASKA 99801

TO: Rorie Watt
City and Borough Manager

DATE: March 3, 2017

FROM: Greg Smith *GS*
Contract Administrator

FILE: 1936

SUBJ: BID RESULTS:
Aspen Avenue Pavement & Drainage Improvements
CBJ Contract No. BE17-165

Bids were opened on the subject project on March 2, 2017. Results of the bid opening are as follows:

Bidders	Base bid	Additive Alternate No. 1	Total bid
Pacific Coast Paving	\$827,051.91	\$592,102.74	\$1,419,154.65
SECON	\$826,333.00	\$603,967.00	\$1,430,300.00
Arete Construction Corp	\$945,675.00	\$653,214.00	\$1,598,889.00
Glacier State Contractors	\$1,117,258.00	\$804,251.00	\$1,797,051.00
Admiralty Construction	\$1,061,183.00	\$735,868.00	\$1,921,509.00
<i>Engineers Estimate</i>	\$913,140.00	\$656,194.00	\$1,569,334.00

Project Manager: Alan Steffert

Project Description: This Project consists of reconstruction of Aspen Avenue and Pinewood Drive, including pavement and drainage improvements.

Funding Source: City and Borough of Juneau, Alaska Areawide Sales Tax and the Wastewater fund.

Total Project Funds: \$1,602,000.00

CIP No. R72-125

Construction Encumbrance: \$1,419,154.65

Construction Contingency: \$141,915.00

In-House or Consultant] Design: \$102,312.00

Consultant Contract Administration/Inspection: \$113,532.00

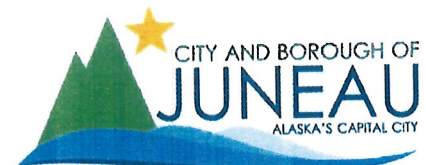
CBJ Administrative costs: \$42,575.00

Staff recommends award of this project to Pacific Coast Paving for the Base Bid and Additive Alternate No. 1 in the amount of \$1,419,154.65.

Approved: _____
Duncan Rorie Watt
City & Borough Manager

Date of Assembly Approval: _____

c: CBJ Purchasing





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

February 10, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Beverage Dispensary – Seasonal	License Number:	3720
Licensee:	Goldbelt Aerial Tramway, LLC		
Doing Business As:	Timberline Bar & Grill		

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 blue ink, appearing to read "Jedediah Smith".

Jedediah Smith, Local Government Specialist
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

Form AB-17: 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 liquor license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Goldbelt Aerial Tramway, LLC	License #:	3720
License Type:	Beverage Dispensary-Seasonal	Statute:	AS 04.11.090
Doing Business As:	Timberline Bar & Grill		
Premises Address:	1800 Foot Level		
Local Governing Body:	City & Borough of Juneau		
Community Council:	None		

Mailing Address:	3025 Clinton Drive		
City:	Juneau	State:	Alaska
		ZIP:	99801

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	McHugh Pierre		
Contact Phone:	907-221-2179	Business Phone:	907-790-4990
Contact Email:	mchugh.pierre@goldbelt.com		

Seasonal License? ☒ Yes ☐ No

If "Yes", write your six-month operating period: April 1st thru Sept. 30th





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-17: Renewal License Application

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

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

This individual is an: ☐ applicant ☐ affiliate

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

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	3697PD
----------------------	--------

Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐


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-17: Renewal License Application

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), 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.

Entity Official:				
Title(s):	Golldell Inc.	Phone:	907.790.1441	% Owned: 100
Address:	3025 Clinton Drive			
City:	Juneau	State:	Alaska	ZIP: 99801

Entity Official:	McHugh Pierre			
Title(s):	Associate	Phone:	907-790-4990	% Owned: 0
Address:	3025 Clinton Dr.			
City:	Juneau	State:	AK	ZIP: 99801

Entity Official:				
Title(s):		Phone:		% Owned:
Address:				
City:		State:		ZIP:

Entity Official:				
Title(s):		Phone:		% Owned:
Address:				
City:		State:		ZIP:

Entity Official:				
Title(s):		Phone:		% Owned:
Address:				
City:		State:		ZIP:



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
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alcohol.licensing@alaska.gov

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Phone: 907.269.0350



Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☒ ☐

If "Yes", disclose the name of the individual and the reason for this authorization:

Jim Duncan, General Manager, Mount Roberts Tram

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☐

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☒

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.

☐

If this box is checked, an AMCO employee will contact you after reviewing your application.

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person 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 2015 or 2016?

☐ ☒

If "Yes", list all convictions:



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-17: Renewal License Application

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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

AP

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.

AP

I certify 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.

AP

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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

AP

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

AP

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 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

McHugh Pierce

Printed name of licensee

Signature of Notary Public

Notary Public in and for the State of Alaska

STATE OF ALASKA

OFFICIAL SEAL

Alberta M. Everson

NOTARY PUBLIC

My Commission Expires 10-06-2020

My commission expires: 10-06-2020

Subscribed and sworn to before me this 16th day of December, 2016.

License Fee:	\$ 1250.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 1450.00
Late Fee of \$500.00 – If received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					

[Form AB-17] (rev 10/25/2016)





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 13, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Beverage Dispensary	License Number:	2533
Licensee:	Jack D and Arlene D Tripp		
Doing Business As:	Viking Restaurant & Lounge		

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 blue ink, appearing to read "Jedediah Smith".

Jedediah Smith, Local Government Specialist
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Form AB-17: 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 liquor license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Jack D and Arlene D Tripp	License #:	2533
License Type:	Beverage Dispensary	Statute:	AS 04.11.090
Doing Business As:	Viking Restaurant & Lounge		
Premises Address:	216 Front Street		
Local Governing Body:	City & Borough of Juneau		
Community Council:	None		

Mailing Address:	216 FRONT St.		
City:	JUNEAU	State:	AK
ZIP:	99801		

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	JACK D. TRIPP		
Contact Phone:	1-907-209-3812	Business Phone:	1-907-586-6798
Contact Email:	IVORY@ALASKAN.COM		

Seasonal License? ☐ Yes ☒ No

If "Yes", write your six-month operating period: N/A





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☒ applicant ☐ affiliate

Name:	JACK D. TRIPP			
Address:	4039 N. DOUGLAS HWY			
City:	JUNEAU	State:	AK	ZIP: 99801
Email:	IVORY@ALASKAN.COM			
Contact Phone:	1-907-209-3812			

This individual is an: ☒ applicant ☐ affiliate

Name:	ARLENE D. TRIPP			
Address:	4039 N. DOUGLAS			
City:	JUNEAU	State:	AK	ZIP: 99801
Email:	IVORY@ALASKAN.COM			
Contact Phone:	1-907-723-8842			

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	N/A
----------------------	-----

Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

N/A

☐ ☐





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

This subsection must be completed by any **entity**, including a corporation, limited liability company (LLC), 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**.

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐☒

If "Yes", disclose the name of the individual and the reason for this authorization:

N/A

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.

☐

If this box is checked, an AMCO employee will contact you after reviewing your application.

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person 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 2015 or 2016?

☐☒

If "Yes", list all convictions:

N/A





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.



[Handwritten initials]

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.



[Handwritten initials]

I certify 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.



[Handwritten initials]

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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.



[Handwritten initials]

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

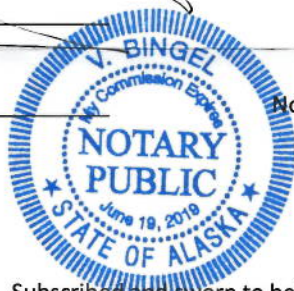


[Handwritten initials]

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 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

JACK D. TRIPP
Printed name of licensee



Signature of Notary Public

V. BINGEL

Notary Public in and for the State of Alaska

My commission expires: 6.19.19

Subscribed and sworn to before me this 28 day of December, 2016.

License Fee:	\$ 2500.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					N/A
Miscellaneous Fees:					N/A
GRAND TOTAL (if different than TOTAL):					2,700.00





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 12, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Beverage Dispensary	License Number:	2728
Licensee:	Molly Ventures, Inc.		
Doing Business As:	McGivney's Sports Bar & Grill		

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 blue ink that reads "Sara Chambers".

Sara Chambers, Interim-Director

amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Form AB-17: 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 liquor license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Molly Ventures, Inc.	License #:	2728
License Type:	Beverage Dispensary	Statute:	AS 04.11.090
Doing Business As:	McGivney's Sports Bar & Grill		
Premises Address:	9101 Mendenhall Mall Road		
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 licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	Tracy LaBarge		
Contact Phone:	907 723 2001	Business Phone:	Same
Contact Email:	tracy@kingcrabshackle.com		

Seasonal License? ☐ Yes ☒ No If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.
If more space is needed, please attach a separate sheet with the required information.
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

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

This individual is an: ☐ applicant ☐ affiliate

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

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	1000 8750
----------------------	-----------

Alaska Division of Corporations:

Yes ☒ No ☐

Is your entity in good standing with the Alaska Division of Corporations?

Yes ☒ No ☐





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), 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.

Entity Official:	DAVID McQuinn				
Title(s):	President / Shareholder	Phone:	907 723 9187	% Owned:	49%
Address:	2913 Blueberry Hills Rd				
City:	Juneau	State:	AK	ZIP:	99801

Entity Official:	Trey LaBerge				
Title(s):	Sec / Treas / Shareholder	Phone:	907 723 2004	% Owned:	51%
Address:	2913 Blueberry Hills Rd				
City:	Juneau	State:	AK	ZIP:	99801

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☒ ☐

If "Yes", disclose the name of the individual and the reason for this authorization:

Michael Degarimae - Accountant

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes **No**

Has any person 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 2015 or 2016?

☐ ☒

If "Yes", list all convictions:





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

[Signature]

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.

[Signature]

I certify 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.

[Signature]

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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

[Signature]

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

[Signature]

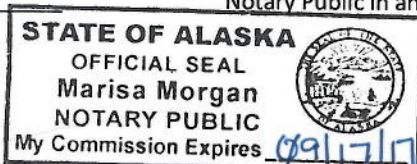
As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board 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.

Tracy LaBarge
 Signature of licensee

[Signature]
 Signature of Notary Public

Tracy LaBarge
 Printed name of licensee

Notary Public in and for the State of ALASKA



My commission expires: 09/17/17

Subscribed and sworn to before me this 16 day of DECEMBER, 20 16.



License Fee:	\$ 2500.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

February 3, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Club	License Number:	4034
Licensee:	Juneau Moose Lodge #700		
Doing Business As:	Loyal Order of Moose #700		

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 blue ink, appearing to read "Jedediah Smith".

Jedediah Smith, Local Government Specialist
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

Form AB-17: 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 liquor license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Juneau Moose Lodge #700	License #:	4034
License Type:	Club	Statute:	AS 04.11.110
Doing Business As:	Loyal Order of Moose #700		
Premises Address:	8335 Airport Blvd		
Local Governing Body:	City & Borough of Juneau		
Community Council:	None		

Mailing Address:	PO Box 32980		
City:	Juneau	State:	AK
		ZIP:	99803

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	Kim Custer		
Contact Phone:	907-789-9155	Business Phone:	907-789-9155
Contact Email:	lodge700@mooseunits.org		

Seasonal License? ☐ Yes ☒ No If "Yes", write your six-month operating period: _____





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-17: Renewal License Application

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

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

This individual is an: ☐ applicant ☐ affiliate

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

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	3875-D
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Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐

DEC 27 2016



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-17: Renewal License Application

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), 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.

Entity Official:	MICHAEL MILLER			
Title(s):	PRESIDENT	Phone:	907-209-9075	% Owned: 0
Address:	9188-7 JAMES BLVD			
City:	Juneau	State:	AK	ZIP: 99801

Entity Official:	KIM CUSTER			
Title(s):	VICE PRESIDENT	Phone:	907-723-4158	% Owned:
Address:	PO Box 35117			
City:	JUNEAU	State:	AK	ZIP: 99803

Entity Official:	Kim Custer			
Title(s):	SECRETARY	Phone:	907-723-4158	% Owned:
Address:	PO Box 35117			
City:	Juneau	State:	AK	ZIP: 99803

Entity Official:	Thomas Body			
Title(s):	Treasurer	Phone:	907-957-0344	% Owned:
Address:	PO Box 211092			
City:	AURORA BAY	State:	AK	ZIP: 99821

Entity Official:	Dave Payne			
Title(s):	DIRECTOR	Phone:	907-789-8430	% Owned:
Address:	PO BOX 33672			
City:	JUNEAU	State:	AK	ZIP: 99803

DEC 27 2016





Alaska Alcoholic Beverage Control Board

Form AB-17: Renewal License Application

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☒ ☐

If "Yes", disclose the name of the individual and the reason for this authorization:

JAYNE DANCELI, TOM REDDY

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person 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 2015 or 2016?

☐ ☒

If "Yes", list all convictions:

DEC 27 2016



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-17: Renewal License Application**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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

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 certify 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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

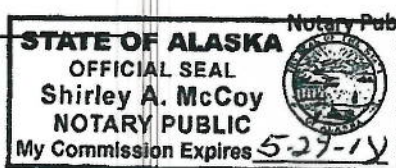
I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

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 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

Signature of Notary Public

KIM CUSTER
Printed name of licensee

Notary Public in and for the State of AKMy commission expires: 05-29-18Subscribed and sworn to before me this 15 day of DECEMBER, 2016.

License Fee:	\$ 1200.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 1400.00
Late Fee of \$500.00 - if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 13, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Package Store	License Number:	3352
Licensee:	Costco Wholesale Corporation		
Doing Business As:	Costco Wholesale #107		

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 blue ink, appearing to read "Jedediah Smith".

Jedediah Smith, Local Government Specialist
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Costco Wholesale Corporation	License #:	3352
License Type:	Package Store	Statute:	AS 04.11.150
Doing Business As:	Costco Wholesale #107		
Premises Address:	5225 Commercial Way		
Local Governing Body:	City & Borough of Juneau		
Community Council:	None		

Mailing Address:	PO BOX 35005, ATTN: LICENSING		
City:	SEATTLE	State:	WA
		ZIP:	98124

Enter information for the licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	LISA SIMPSON		
Contact Phone:	(425) 313-6275	Business Phone:	SAME
Contact Email:	LSIMPSON@COSTCO.COM		

Seasonal License? ☐ Yes ☒ No

If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

Section 2 – Sole Proprietor Ownership Information

N/A

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

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

This individual is an: ☐ applicant ☐ affiliate

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

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	40450 F
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Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐





Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

This subsection must be completed by any **entity**, including a corporation, limited liability company (LLC), 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**.

Entity Official:					
Title(s):	SEE ATTACHED	Phone:		% Owned:	
Address:	LIST				
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	



**COSTCO WHOLESALE CORPORATION
PRINCIPAL OFFICERS**

Title	First	Last	Company Address	Work Phone	Ownership
President/CEO/Director	Walter	Jelinek	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
Exec VP/CFO/Director	Richard	Galanti	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
Senior Vice President/ Secretary	John	Sullivan	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
Senior Vice President /Assistant Secretary	Richard	Olin	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
Senior Vice President/ Assistant Secretary	Patrick	Callans	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
Vice President/Treasurer	Rue	Jenkins	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%
AVP/Assistant Secretary	Margaret	McCulla	45940 Horseshoe Drive, Suite150 Sterling, VA 20166	(703) 406-6817	Less than 1%
AVP/Assistant Secretary	Gail	Tsuboi	999 Lake Drive Issaquah, WA 98027	(425) 313-8100	Less than 1%





Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☒ ☐

If "Yes", disclose the name of the individual and the reason for this authorization:

LISA SIMPSON - LICENSING SUPERVISOR

Section 5 – License Operation

Written Orders:

Yes No

Did you sell alcoholic beverages in response to a written order in calendar years 2015 or 2016?

☐ ☒

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.

☐

If this box is checked, an AMCO employee will contact you after reviewing your application.

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person 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 2015 or 2016?

☐ ☒

If "Yes", list all convictions:





Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17b: Package Store

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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

JS

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.

JS

I certify 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.

JS

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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

JS

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

JS

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 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

Printed name of licensee

Gail E. Tabor
Gail E. Tabor

Signature of Notary Public

in and for the State of

My commission expires:

Subscribed and sworn to before me this

day of



Lisa A. Simpson
Washington
07/09/18
29th November, 20*16*

License Fee:	\$ 1500.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 1700.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 12, 2017

City & Borough of Juneau

Attn: Beth McEwen

Via Email: beth.mcewen@juneau.org

Cc: City.Clerk@juneau.org

Re: Notice of 2017/2018 Liquor License Renewal Application

License Type:	Restaurant or Eating Place	License Number:	2641
Licensee:	Saffron, LLC		
Doing Business As:	Saffron		

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,

AMCO Staff

amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Renewal License Application

Form AB-17a: Restaurant / Eating Place

Packet Page 66 of 127
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

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 / eating place license that will expire on December 31, 2016. 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 needs to 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.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed.

Licensee:	Saffron, LLC	License #:	2641
License Type:	Restaurant/Eating Place	Statute:	AS 04.11.100
Doing Business As:	Saffron		
Premises Address:	112 N Franklin Street		
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 licensee who will be designated as the primary point of contact regarding this application and the license.

Designated Licensee:	Tracy LaBarge		
Contact Phone:	907 723 2004	Business Phone:	907-723-2004
Contact Email:	tracy@kingscrebshack.com		

Seasonal License? ☐ Yes ☒ No
If "Yes", write your six-month operating period: _____



Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17a: Restaurant / Eating Place

Section 2 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 3.
If more space is needed, please attach a separate sheet with the required information.
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

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

This individual is an: ☐ applicant ☐ affiliate

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

Section 3 – Entity Ownership Information

This 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 (DOC). Partnerships may skip to Page 3. Sole proprietors should skip to Section 4.

Alaska DOC Entity #:	10018433
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Alaska Division of Corporations:

Yes No

Is your entity in good standing with the Alaska Division of Corporations?

☒ ☐





THE STATE

of
ALASKA

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

AK Entity # 10018433
Date Filed: 05/11/2016
State of Alaska, DCCED

FOR DIVISION USE ONLY

Limited Liability Company

2016 Biennial Report

For the period ending December 31, 2015

Web-5/11/2016 8:43:17 PM

- This report is due on January 02, 2016
- \$100.00 if postmarked before February 02, 2016
- \$137.50 if postmarked on or after February 02, 2016

Entity Name: Saffron LLC
Entity Number: 10018433
Home Country: UNITED STATES

Home State/Province: ALASKA

Registered Agent

Name: Tracy LaBarge
Physical Address: 112 N. FRANKLIN ST, JUNEAU, AK 99801
Mailing Address: PO BOX 21082, JUNEAU, AK 99802

Entity Physical Address: 112 N Franklin St, Juneau, AK 99801

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

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

Name	Address	% Owned	Titles
Tracy LaBarge	2913 BLUEBERRY HILLS RD, JUNEAU, AK 99801	60.01	Manager, Member
Robert Hynes	6250 N DOUGLAS HWY, JUNEAU, AK 99801	39.99	Member

Purpose: Restaurant

NAICS Code: 722110 - FULL-SERVICE RESTAURANTS

New NAICS Code (optional):

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

Name: Tracy Labarge



Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17a: Restaurant / Eating Place

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), 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.

Entity Official:	Tracy LaBorge				
Title(s):	Manager / member	Phone:	907 723 2004	% Owned:	100.01
Address:	2913 Blueberry Hills Rd				
City:	Juneau	State:	AK	ZIP:	99801

Entity Official:	Robert Hynes				
Title(s):	Member	Phone:	907 209 5890	% Owned:	39.99
Address:	6250 N. Douglas Hwy				
City:	Juneau	State:	AK	ZIP:	99801

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	



Alaska Alcoholic Beverage Control Board
Renewal License Application
Form AB-17a: Restaurant / Eating Place

Section 4 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐ ☒

If "Yes", disclose the name of the individual and the reason for this authorization:

Section 5 – License Operation

Check the box that best describes your liquor license operations in calendar years 2015 and 2016:

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

☒

The license was regularly operated during a specific season each year, for 8 or more hours each day.

☐

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, an AMCO employee will contact you after reviewing your application.

☐

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.

☐

If this box is checked, an AMCO employee will contact you after reviewing your application.

Section 6 – Convictions

Applicant convictions in calendar years 2015 and 2016:

Yes No

Has any person 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 2015 or 2016?

☐ ☒

If "Yes", list all convictions:



Alaska Alcoholic Beverage Control Board Renewal License Application Form AB-17a: Restaurant / Eating Place

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 if the licensee is an organized entity, that all current entity officials and stakeholders are listed with the Alaska Division of Corporations.

[Handwritten initials]

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.

[Handwritten initials]

I certify 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.

[Handwritten initials]

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 or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

[Handwritten initials]

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Alcoholic Beverage Control Board.

[Handwritten initials]

I certify that the gross receipts for the sale of food at the restaurant equal at least 50% of the total gross receipts for calendar years 2015 and 2016.

[Handwritten initials]

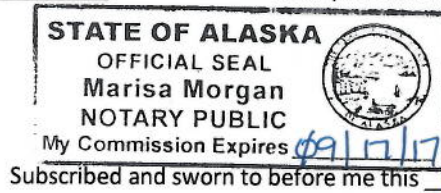
As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board 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.

[Handwritten signature: Tracy LaBerge]
 Signature of licensee

[Handwritten signature]
 Signature of Notary Public

[Handwritten name: Tracy LaBerge]
 Printed name of licensee

Notary Public in and for the State of ALASKA



My commission expires: 09/17/17

Subscribed and sworn to before me this 06 day of DECEMBER, 2017.

License Fee:	\$ 600.00	Filing Fee:	\$ 200.00	TOTAL:	\$ 800.00
Late Fee of \$500.00 – if received or postmarked after 01/03/2017:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

January 16, 2017

City & Borough of Juneau

Attn: City Clerk

Via Email: mcb_notice@juneau.org

License Number:	10844
License Type:	Retail Marijuana Store
Licensee:	Green Elephant, LLC
Doing Business As:	GREEN ELEPHANT, LLC
Physical Address:	101 Mill St. Suite B Juneau, AK 99801
Designated Licensee:	Jennifer Canfield
Phone Number:	907-209-7663
Email Address:	jennifer.n.canfield@gmail.com

- ☒ **New Application**
☐ **Transfer of Ownership Application**
☐ **Renewal Application**
☐ **Onsite Consumption Endorsement**

AMCO has received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2).

To protest the approval of this application(s) pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our February 2-3, 2016 meeting.

Sincerely,

Sara Chambers, Interim Director

amco.localgovernmentonly@alaska.gov

Alcohol & Marijuana Control Office

Initiating License Application

7/25/2016 12:14:19 PM

License Number: 10844**License Status:** New**License Type:** Retail Marijuana Store**Doing Business As:** GREEN ELEPHANT, LLC**Business License Number:** 1036860**Designated Licensee:** Jennifer Canfield**Email Address:** greenelephantalaska@gmail.com**Local Government:** Juneau (City and Borough of)**Community Council:****Latitude, Longitude:** 58.287800, -134.385000**Physical Address:** 101 Mill St.
Juneau, AK 99801
UNITED STATES**Owner #1****Licensee Type:** Entity**Alaska Entity Number:** 10036013**Alaska Entity Name:** Green Elephant, LLC**Phone Number:** 907-321-5886**Email Address:** greenelephantalaska@gmail.com**Mailing Address:** PO Box 21315
Juneau, AK 99802
UNITED STATES**Affiliate #1****Licensee Type:** Individual**Name:** Richard Dudas**SSN:** [REDACTED]**Date of Birth:** 09/15/1972**Phone Number:** 907-321-5886**Email Address:** greenelephantalaska@gmail.com**Mailing Address:** PO Box 21315
Juneau, AK 99802
UNITED STATES**Affiliate #2****Licensee Type:** Individual**Name:** Jennifer Canfield**SSN:** [REDACTED]**Date of Birth:** 03/03/1984**Phone Number:** 907-209-7663**Email Address:** jennifer.n.canfield@gmail.com**Mailing Address:** PO box 22437
Juneau, AK 99802
UNITED STATES



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38 of Alaska Statutes and Chapter 306 of the Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

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

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05, or Form MJ-06**) to meet the additional operating plan requirements for each license type.

Section 1 – Establishment Information

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

Licensee:	Green Elephant, LLC	License Number:	10844		
License Type:	Retail				
Doing Business As:	Green Elephant, LLC				
Premises Address:	101 Mill Street, SUITE B				
City:	Juneau	State:	ALASKA	ZIP:	99801

Mailing Address:	PO Box 21315				
City:	Juneau	State:	ALASKA	ZIP:	99802

Primary Contact:	Jennifer Canfield				
Main Phone:	907-209-7663	Cell Phone:	907-209-7663		
Email:	greenelephantalaska@gmail.com				



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

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

Phone: 907.269.0350

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Section 2 – Security

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

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

Restricted Access Areas (3 AAC 306.710):

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

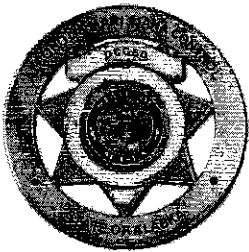
All restricted access areas will be accessible only by employees with proper clearance. Guests will be required to have a visitor pass visibly pinned to their shirt or hanging from a lanyard around their neck.

Each entrance to restricted access areas will also include signage in accordance with 3 AAC 306.710. "Restricted access area. Visitors must be escorted."

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

All visitors must show ID, proving that they're 21 or older. Each guest will sign in on a log noting the date, their age, time of arrival and time of departure. Each visitor will be issued a visitor identification badge upon approval by a manager or owner.

No more than five visitors will be admitted per marijuana handler certified employee. All logs will be secured within the safe room for safekeeping.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W. 7th Avenue, Suite 1600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

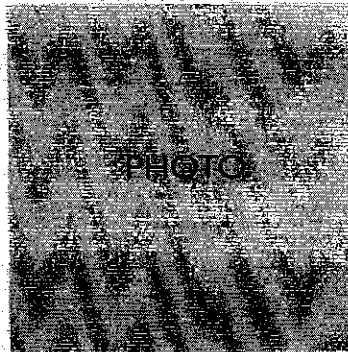
Phone: 907.269.0350

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

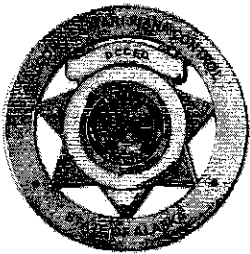
A log will be kept detailing the name, date and time of entry and departure for each visitor. Visitors will be required to sign the log and agree to additional terms yet to be fully determined. Each day's log will be secured in a locked file cabinet in the safe room. Paper logs will be digitized regularly.

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

**Green Elephant
Gardens**
EMPLOYEE



Jane A. Smith
Handler Cert. #12345
Expires 07/2019



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 2600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

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

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

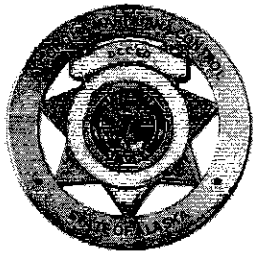
Exterior security lighting will be installed to illuminate a 20 foot radius around each exterior door and window to provide sufficient lighting for surveillance cameras. Because we are located in an industrial area, ambient lighting from other buildings will allow for surveillance cameras to have sufficient lighting beyond the prescribed 20 foot radius.

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

The security alarm will be installed on all exterior doors and windows. The alarm system will be activated on all exterior doors and windows when the licensed premises is closed for business. Motion detection alarms will be installed throughout interior of the facility. These alarms will notify the security monitoring company and/or law enforcement if any intruders are detected during non-business hours. Panic buttons will also be installed at strategic locations in the building.

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

All exterior doors and windows will have contact sensors that are activated when the facility is closed for the night. If doors or windows are breached when the alarm is armed, the security system will auto dial the security monitoring company and/or law enforcement.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 West Packer Suite 200

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

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

Security cameras will monitor all indoor work spaces and storage areas. Employees will be subject to search if suspected of theft or diversion of product. Green Elephant will have a zero tolerance policy for theft and employees guilty of such will be terminated immediately. Criminal charges may be filed.

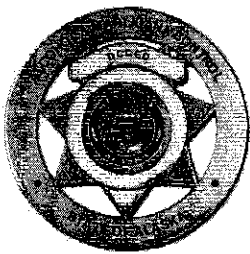
The transport of marijuana will require either the sole presence of the licensee or two employees at a time. If product must be transported through an area which the public has access to then the shared area must be cordoned off until transport is complete. No marijuana or marijuana products will be allowed in the facility unless it is state tested and tracked. All products will be stored and transported securely and in accordance with state and local laws.

Describe your policies and procedures for preventing loitering:

No loitering signs will be posted near each entrance. Employees will be trained to recognize and disperse loiterers.

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

Panic buttons will be installed at multiple strategic locations throughout the facility. When pressed by employees, these buttons will trigger alarms and send notifications to the security monitoring company and/or law enforcement officials. Security cameras will also be accessible for off-site monitoring via the internet.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

150 Kieffer Drive, Suite 200

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

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

In the event of a breach of security during non-business hours, a designated manager or owner will assist the local law enforcement agency and provide access to security footage requested. In the event of an incident while the facility is open, employees will attempt to evacuate any customers and themselves after activating panic switches to alert authorities. If unable to evacuate, employees will work to ensure the safety of any customers in the building. All security breaches will be logged with an incident report.

Video Surveillance (3 AAC 306.720):

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

Video surveillance and camera recording system covers the following areas of the premises:

Yes No

Each restricted access area and each entrance to a restricted access area

☒ ☐

Both the interior and exterior of each entrance to the facility

☒ ☐

Each point of sale area

☒ ☐

Each video surveillance recording:

Yes No

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

☒ ☐

Clearly and accurately displays the time and date

☒ ☐

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

☒ ☐



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Cameras will be placed at each entrance throughout the building, inside the secured room and throughout the cultivation and retail areas. Cameras will also be placed outside the building adjacent to building lights to ensure any activity within 20 feet of the building is captured.

Handwritten signature

Describe the locked and secure area where video surveillance recording equipment and records will be housed and stored and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the board:

Video surveillance and official logs and records will be kept in a secured cabinet within the safe room. Only owners and one trusted employee will be able to access the safe room and secured cabinet. These people are the only ones authorized to escort law enforcement or an agent of the board to the secured cabinet for inspection. The cabinet will be made of metal and will have a secure lock.

Location of Surveillance Equipment and Video Surveillance Records:

Yes No

Surveillance room or area is clearly defined on the premises diagram

☒ ☐

Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area

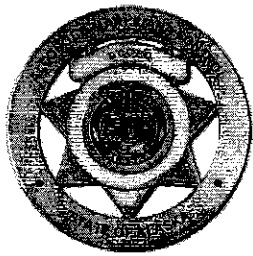
☒ ☐

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

☒ ☐

Video surveillance records are stored off-site

☒ ☐



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1500

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

Business Records (3 AAC 306.755):

All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records. Applicants should be able to answer "Yes" to all items below.

Business Records Maintained and Kept on the Licensed Premises:

Yes

No

All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises

☒☐

A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment

☒☐

The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises

☒☐

Records related to advertising and marketing

☒☐

A current diagram of the licensed premises including each restricted access area

☒☐

A log recording the name, and date and time of entry of each visitor permitted into a restricted access area

☒☐

All records normally retained for tax purposes

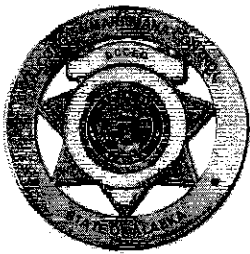
☒☐

Accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed

☒☐

Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)

☒☐



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

950 West 1st Avenue, Suite 4200

Anchorage, AK 99501

marijuana.licensing@alaska.gov

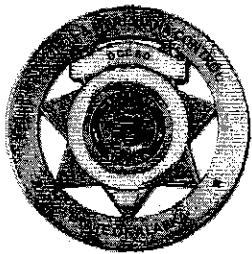
<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records.

Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

As previously mentioned, all important and official documents will be secured in a cabinet within the safe room. Only a few people will have access to unlock the cabinet. Video surveillance will be backed up nightly too an off-site server. Paper records will be digitized for long-term safekeeping regularly.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

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Anchorage, AK 99501

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Phone: 907.269.0350

Section 3 – Inventory Tracking of All Marijuana and Marijuana Product

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

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

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

Marijuana Tracking and Weighing:

Yes

No

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

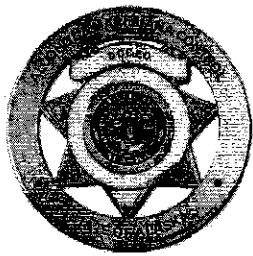


All marijuana delivered to a marijuana establishment will be weighed on a scale certified in compliance with 3 AAC 306.745



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

Our business will use Metrc by Franwell as required by the State of Alaska. The system will track cannabis from seed to sale. This system is fully accessible to state officials at any time. We will also likely utilize a backup tracking system such as MJ Freeway or Green Bits, which are cannabis compliance softwares popular in the industry and are fully integratable with Metrc.



Alaska Marijuana Control Board

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Section 4 - Employee Qualification and Training

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

A marijuana establishment and each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

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

Marijuana Handler Permit:

Yes No

Each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment

☒ ☐

Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises

☒ ☐

Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired

☒ ☐

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

All employees will have state sanctioned marijuana handlers permits before their first day of work. Expiration dates on handlers permits will be noted and employees will be given ample notice to renew their permit. Employees with expired permits will not be allowed to work until their permit status has been updated.

Green Elephant will have a zero tolerance policy for drug or alcohol use anywhere on the property by employees during scheduled work hours. That policy will also cover in the case that an employee arrives to work intoxicated.

Employees will also be trained on the aforementioned safety and security procedures.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements. Applicants should be able to answer "Yes" to the statement below.

Marijuana Waste Disposal:

Yes No

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



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

Cannabis plant waste will be logged and stored in a surveilled area for 72 hours before being ground and added to a compost tea solution for use in the garden.

Should any plant waste not be suitable for the compost tea solution, it will instead be mixed with an equal portion of other compostable materials as allowed by AAC 306.740 and transported securely to the landfill. The waste's final destination will be documented regardless of disposal method.

Used soil will be re-amended for further use in the garden. Wastewater will be used to water outdoor landscaping.

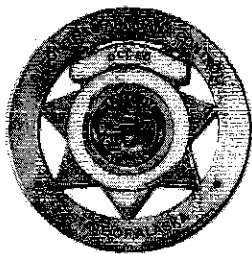
Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

Ground cannabis plant waste will be mixed into a compost tea solution for use in the garden.

AAC 306.740 requires a marijuana establishment to make any marijuana waste unusable before it leaves the premises. Virtually all of our cannabis plant waste will remain onsite. After 72 hours the waste will be ground and added proportionately as required by regulation into a compost tea, making the waste material completely unrecoverable.

Our understanding of state regulations leads us to believe that this is an allowed method for disposing of cannabis waste. However, we were advised by an AMCO staff member to flag this part of our operating plan so that it may be considered further by the board. We seek your approval of this method.

Commercially, compost tea is typically created with a starter — a powder that when added to water creates an ideal environment for the biological functions of composting. The compost tea — as opposed to other relatively dry compostable materials — acts as a catalyst, breaking down the cannabis waste quickly. Compost tea is then used to fertilize living plants.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 West 8th Avenue, Suite 1200

Anchorage, AK 99501

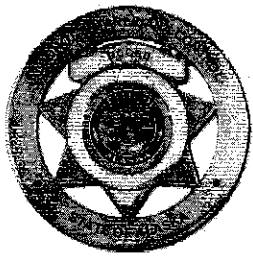
marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

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

First, we will notify the state three days in advance of disposing of any marijuana material by using the Metrc tracking system. Ground cannabis plant waste will be mixed into a compost tea solution. Once mixed, the marijuana is not usable.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W. 7th Avenue, Suite 1600

Anchorage, AK 99501

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Phone: 907.269.0350

Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

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

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

Marijuana Transportation:

Yes No

The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700

☐ ☐

The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle

☐ ☐

The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport

☐ ☐

During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport

☐ ☐

Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment

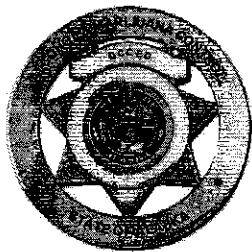
☐ ☐

When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received

☐ ☐

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

☐ ☐



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

Cannabis will be packaged and secured in child resistant, opaque bags. Packaging will happen only in a secured, restricted access area. Labels will include required state warnings and testing information.

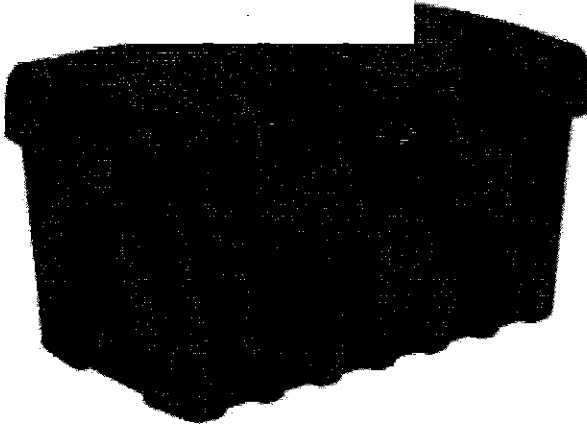
In the case of marijuana being transferred to another licensed business, the person taking the product must have securable, lockable containers to transport the packages. Each package will have attached tracking and testing info, as well as any other accompanying documents required by the individual business.

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

Securable and lockable containers will be required for any employee or affiliate to transfer marijuana product. These containers must be concealed during transit. A certified marijuana handler must accompany the packages at all times. Please see attached page for an example of the containers we will use.

FREE SHIP TO STORE!

- Stackable
- 1 year limited warranty



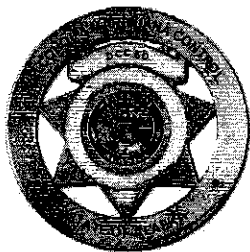
\$64.99

SKU #105481199

★★★★★ 5.0 (7)

Write a review

Specification	Description
Brand:	Contico
Outer Material:	Structural Foam
Product Height:	20-3/4 in.
Product Length:	22-3/4 in.
Product Weight:	32 lb.
Product Width:	38-1/2 in.
Warranty:	1-Year Limited
Product Type:	Bins
Manufacturer Part Number	3725



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W. 7th Avenue, Suite 1600

Packet Page 9 of 127

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

No advertisement for marijuana or marijuana product will be placed:

Agree Disagree

Within one thousand feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21

☒ ☐

On or in a public transit vehicle or public transit shelter

☒ ☐

On or in a publicly owned or operated property

☒ ☐

Within 1000 feet of a substance abuse or treatment facility

☒ ☐

On a campus for post-secondary education

☒ ☐

Signage and Promotional Materials:

Agree Disagree

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

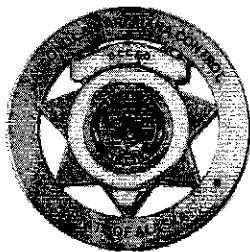
☒ ☐

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

☒ ☐

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

☒ ☐



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

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Anchorage, AK 99501

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Phone: 907.269.0350

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

Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Signs stating "Persons under 21 are not allowed on premises" will be posted at all outside access points. Employees will be trained on how to spot fake or illegitimate identification cards. Each visitor's ID will be scanned into an ID scanner to enhance security and assure legitimacy. Visitors to the facility will be subject to approval by an owner or manager. No one will be allowed into the facility without owner or manager approval, a valid identification and they must be accompanied by an approved, permitted employee.

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

Jennifer Canfield

Signature of licensee

Jennifer Canfield

Printed name

Subscribed and sworn to before me this 29 day of September, 2016

STATE OF ALASKA

OFFICIAL SEAL

Elizabeth Parsons

NOTARY PUBLIC

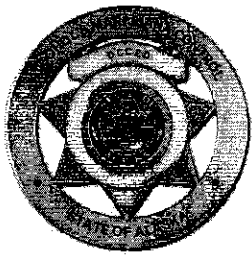
My Commission Expires 08/08/2018



Elizabeth Parsons

Notary Public in and for the State of Alaska.

My commission expires: 8-8-18



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office

550 W. 7th Avenue, Suite 1200

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

(Additional Space as Needed):



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

Alcohol & Marijuana Control Board
Packet Page 94 of 127
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

What is this form?

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

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

Section 1 – Establishment Information

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

Licensee:	Green Elephant, LLC	License Number:	10844
License Type:	Retail Marijuana Store		
Doing Business As:	GREEN ELEPHANT, LLC		
Physical Address:	101 Mill St.		
City:	Juneau	State:	AK
		Zip Code:	99801
Designated Licensee:	Jennifer Canfield		
Email Address:	greenelephantalaska@gmail.com		

Section 2 – Attached Items

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

Attached Items:	MJ-02
-----------------	-------

OFFICE USE ONLY

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

Form MJ-02: Premises Diagram**What is this form?**

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). Your diagram must show all entrances and boundaries of the premises, restricted access areas, and storage areas, and dimensions. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex. For those applying for a limited marijuana cultivation license, the proposed area(s) for cultivation must be clearly delineated.

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

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

Yes No

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

**Section 1 – Establishment Information**

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

Licensee:	Green Elephant, LLC	License Number:	10844
License Type:	Retail		
Doing Business As:	Green Elephant, LLC		
Premises Address:	101 Mill Street, SUITE B		
City:	Juneau	State:	AK
		ZIP:	99801

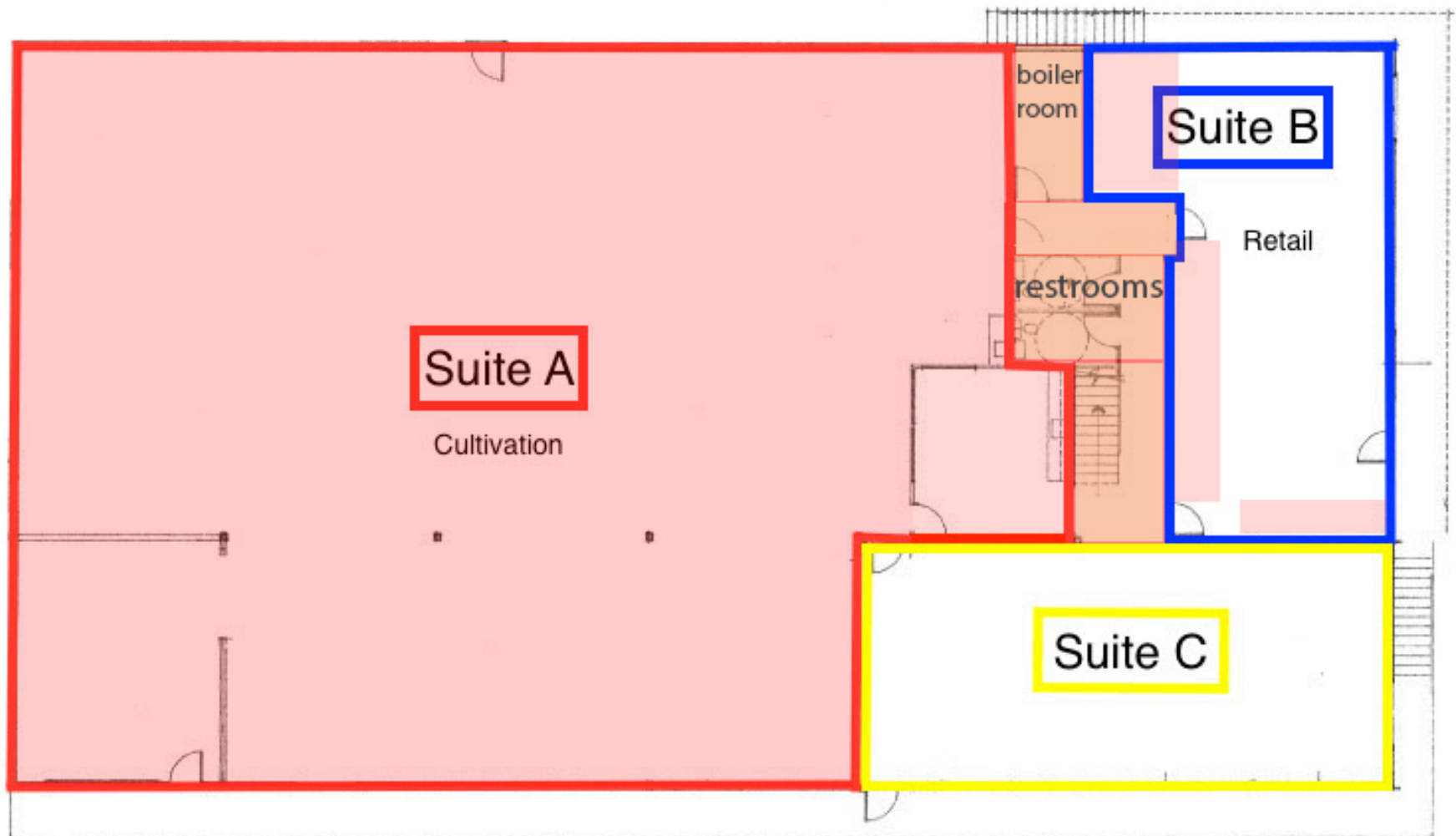


Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

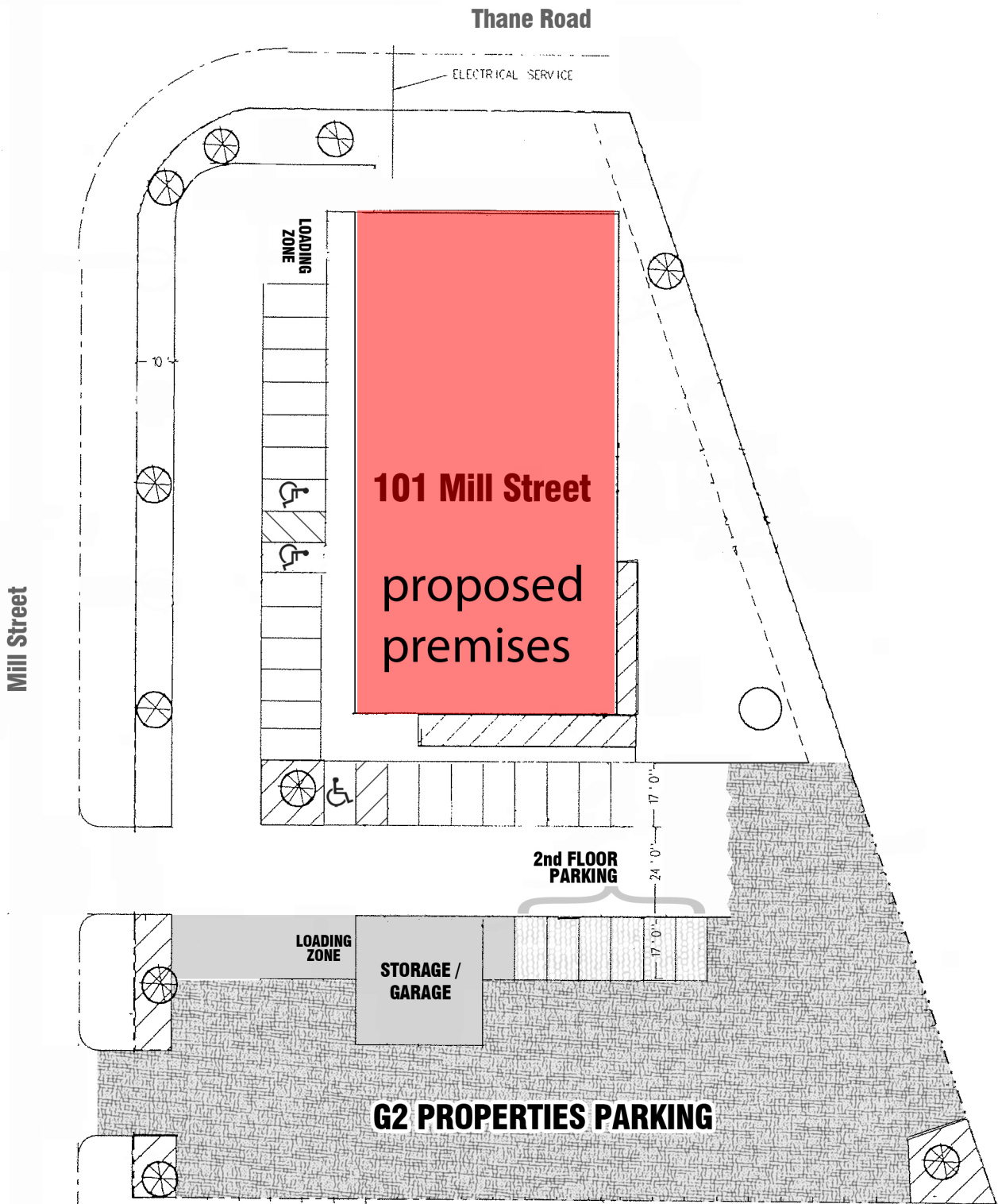
Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access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



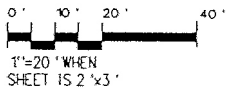
 common area  restricted access area

101 Mill St. first floor suite map

Suite A and Suite B are currently leased to Green Elephant, LLC, for marijuana cultivation and retail. Green Elephant, LLC, may lease Suite C should the state of Alaska and City and Borough of Juneau approve on-site consumption.



CALLLED NORTH





0' 2' 4' 8'
 1/8" = 1'-0" WHEN
 SHEET IS 2' x 3'

Restricted Access Area

101 Mill St. restricted access area/waste storage map



Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

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

What is this form?

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

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

Section 1 – Establishment Information

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

Licensee:	Green Elephant, LLC	License Number:	10844		
License Type:	Retail Marijuana Store				
Doing Business As:	GREEN ELEPHANT, LLC				
Physical Address:	101 Mill St.				
City:	Juneau	State:	AK	Zip Code:	99801
Designated Licensee:	Jennifer Canfield				
Email Address:	greenelephantalaska@gmail.com				

Section 2 – Attached Items

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

Attached Items:	MJ-03
-----------------	-------

OFFICE USE ONLY

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

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany the Marijuana Establishment Operating Plan (Form MJ-01), per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the Alaska Administrative Code. This form will be used to document how an applicant intends to meet the requirements of those regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

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

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

This form must be submitted to AMCO's main office before any retail marijuana store license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	Green Elephant, LLC	License Number:	10844		
License Type:	Retail Marijuana Store				
Doing Business As:	Green Elephant, LLC				
Premises Address:	101 Mill Street, SUITE B				
City:	Juneau	State:	ALASKA	ZIP:	99801



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

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.state.ak.us/permits/102>
Phone: 907.269.0350

Section 2 – Prohibitions

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

The retail marijuana store will not:

Agree Disagree

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

☒ ☐

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

☒ ☐

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

☒ ☐

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

☒ ☐

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

☒ ☐

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

Employees will be trained to recognize intoxicated persons and will be instructed to not sell to them.



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

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

Packet Page 103 of 127

Section 3 – On-site Consumption

Yes No

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



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

Yes, we intend to request approval for onsite consumption of cannabis products. There are two entrances to the onsite consumption area, one of which is inside the retail store. Products purchased for onsite consumption will have a large, bright sticker on the package to differentiate it from products purchased elsewhere.

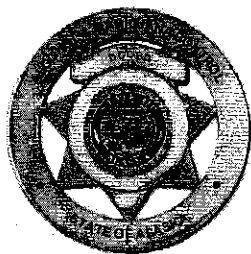
If approved for an onsite consumption endorsement, we intend to cut out from the wall (shared by the retail and consumption areas) a space for a securable window. This will allow customers to enter the consumption area from the outdoor entrance and to purchase products without entering the retail space.

Green Elephant, LLC's lease currently excludes the space (Suite C) concerned. Should we have the opportunity to apply for an onsite consumption endorsement, we will add this space to our lease and will submit form MJ-14 along with the appropriate fee.

Section 4 – Displays and Sales

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

Stock will not be kept on the floor. It will all be stored behind a counter only accessible to employees. Merchandise will be displayed on the floor in secured cases. Examples will contain less than the amount prescribed in AS 17.38.020. Once a customer knows what they'd like to purchase, they will go to the counter to purchase the items. Adequate lighting will be available throughout the store.



Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-03: Retail Marijuana Store

Alcohol and Marijuana Control Office

550 West 4th Avenue, Suite 1600

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

Section 5 – Exit Packaging and Labeling

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

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

Cannabis products will be packaged in opaque, resealable, child-resistant packaging. A label on each package will identify our store with name, logo and marijuana license number. Also on the label will be the total estimated amount of THC in the product and four warnings regarding the use of cannabis in accordance with 3 AAC 306.345(a). If the cannabis being sold is not grown by us, the name of the grower and their license number will be indicated on the label.

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

(LOGO)

Green Elephant

License #12345

Gorilla Glue #4 by Green Elephant

Net weight: 1.05 g

THC: 19.56% CBD: 0.12%

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

There are health risks associated with consumption of marijuana.
For use only by adults twenty-one and older. Keep out of the reach of children.
Marijuana should not be used by women who are pregnant or breast feeding.



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

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

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Section 6 – Security

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

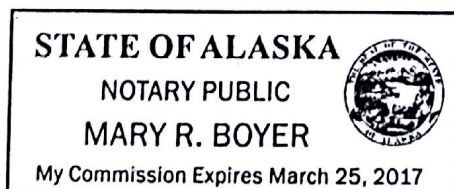
Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, per 3 AAC 306.350(a):

Employees will be trained on how to verify and recognize legitimate identification. IDs will also be scanned into a machine that displays information attached to the identification card.

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

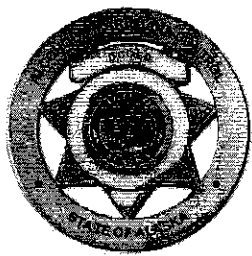
Signature of licensee
Jennifer Canfield
Printed name

Subscribed and sworn to before me this 23 day of December, 2016.



Notary Public in and for the State of Alaska.

My commission expires: 3/25/2017



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

Alcohol and Marijuana Control Office

550 West 4th Avenue, Suite 1500

Anchorage, AK 99501

marijuana.licensing@alaska.gov

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

Phone: 907.269.0350

(Additional Space as Needed):



(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/cdd
155 S. Seward Street • Juneau, Alaska 99801

**PLANNING COMMISSION
NOTICE OF DECISION**

Date: December 14, 2016
File No.: USE2016 0028

Green Elephant LLC
PO Box 21315
Juneau, AK 99801

Proposal: Conditional Use Permit for a marijuana retail establishment in the Industrial zoning district.

Property Address: 101 Mill Street

Legal Description: Lot 1 Block A Alaska Juneau IV

Parcel Code No.: 1-C11-0-K15-001-0

Hearing Date: December 13, 2016

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated December 6, 2016 and approved the Conditional Use Permit for a marijuana retail establishment in the Industrial zoning district to be conducted as described in the project description and project drawings submitted with the application and with the following condition:

1. All waste containing marijuana product shall be stored in a locked enclosure until transported to the CBJ landfill.

Attachments: December 6, 2016 memorandum from Chrissy Steadman, Planner Community Development, to the CBJ Planning Commission regarding USE2016 0027.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c).

Green Elephant LLC
File No.: USE2016 0028
December 14, 2016
Page 2 of 2

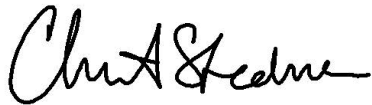
Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

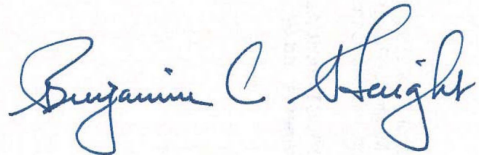
Effective Date: The permit is effective upon approval by the Commission, December 13, 2016.

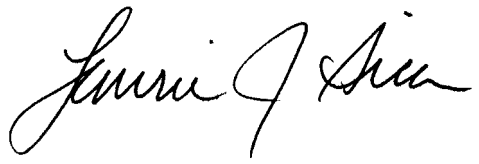
Expiration Date: The permit will expire 18 months after the effective date, or June 13, 2018 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Conditional use permits issued to marijuana establishments under CBJ chapter 49.65.1245(e) shall be subject to review by the commission every five years from the date of issuance. Such review shall be subject to CBJ 49.15.330 except that the commission may only amend or add conditions if necessary to ensure compliance with this title.

Project Planner:


Chrissy Steadman, Planner
Community Development Department


Ben Haight, Chair
Planning Commission


Filed With City Clerk

December 19, 2016
Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

Presented by: The Manager
 Introduced:
 Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-46

An Ordinance Amending the Land Use Code Relating to Parking Waivers.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJ 49.15.780 Access and parking, is amended to read:

49.15.780 Access and parking.

(a) *Purpose.* The intent of the access and parking standards is to minimize the visual impact of vehicles and parking areas for residents of the cottage housing development and adjacent properties, and to provide for adequate off-street parking for cottage housing developments.

...

(2) *Parking requirement.* Each cottage housing development shall have two parking spaces per cottage. Cottage housing parking requirements are eligible for waivers as provided by CBJ 49.40.210(d)(6).

...

Section 3. Amendment of Section. CBJ 49.40.210 Minimum space and dimensional standards for parking and off-street loading, is amended to read:

49.40.210 Minimum space and dimensional standards for parking and off-street loading.

...

(d) *Exceptions.*

(1) *Superimposed parking districts.* There is adopted the parking district map dated June 5, 2006, as the same may be amended from time to time by the assembly by ordinance. The off-street parking and loading requirements set forth in subsections (a) and (c)(2) of this section may be reduced by 30 percent in the PD-2 parking district. The requirements shall not apply in the PD-1 parking district except in the case of the expansion of an existing building or the construction of a new building, in which case they may be reduced by 60 percent.

(2) *Off-street parking requirements.* Off-street parking requirements do not apply to lots if they are accessible only by air or water and are used for single-family and two-family residential and remote commercial recreational uses. If the director determines that public access by automobile to the property has become physically available, the owner of the property shall be given notice and within one year thereof shall provide the required off-street parking.

(3) *Enlargement or expansion.* No additional parking spaces are required for an enlargement or expansion if the additional spaces would amount to less than ten percent of the total required for the whole development and amount to less than three spaces. Phased expansion shall be regarded as a whole.

(4) *Replacement and reconstruction of certain nonconforming buildings.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming buildings in residential districts shall be governed by subsections 49.30.500(b) and (c).

(5) *Fee in lieu of parking spaces.*

(A) There is adopted the Downtown Fee in Lieu of Parking District Map, dated October 30, 2006, as the same may be amended from time to time by the assembly by ordinance.

(B) Off-street parking for new and existing developments, for any use, may be waived if the requirements of this section are met. The determination of whether these requirements are met shall be made by the Director if the requested waiver is for five or fewer parking spaces, or by the Commission if the requested waiver is for six or more parking spaces.

(C) The property seeking a waiver of the parking requirement must be located within the area shown on the Downtown Fee In Lieu of Parking District Map, and be supported by a finding by the Director or Commission as set forth in CBJ 49.40.210(d)(5)(B), above, that it will not have significant adverse impacts on nearby on-street parking and:

(i) Vacant on the effective date of this ordinance;

(ii) Occupied by a building built within the 50 years prior to the date of adoption of this ordinance; or

(iii) Occupied by a building built more than 50 years prior to the date of adoption of this ordinance, and the Director or Commission, after considering the recommendation of the Historic Resources Advisory

1
2 Committee, finds that the proposed development does not affect the
3 historical significance, historical attributes, or otherwise compromise the
4 historic integrity of the structure based on the United States Secretary of the
5 Interior's Standards for Rehabilitation.

6 (D) The applicant shall pay a one-time fee to the City and Borough of
7 \$8,500.00 per parking space waived under this section. For residential uses, this fee
8 shall be reduced by 50 percent to \$4,250.00. This fee shall be adjusted annually by
9 the Finance Department to reflect the changes in the Consumer Price Index for
10 Anchorage as calculated by the State of Alaska, Department of Labor; or the United
11 States Department of Labor, Bureau of Labor Statistics.

12 (E) Any fee due and not paid within 45 days after the development obtains
13 temporary or permanent occupancy, or, in the case of existing developments, 45
14 days after the waiver is granted, shall be a lien upon all real property involved and
15 shall be paid in ten equal annual principal payments plus interest. The lien shall be
16 recorded and shall have the same priority as a City and Borough special assessment
17 lien. Except as provided herein, the annual payments shall be paid in the same
18 manner and on the same schedule as provided for special assessments, including
19 penalties and interest on delinquent payments, as provided in CBJ 15.10.220. The
20 annual interest rate on unpaid fees shall be one percent above the Wall Street
21 Journal Prime Rate, or similar published rate, on January 2nd of the calendar year
22 the agreement is entered into, rounded to the nearest full percentage point, as
23 determined by the finance director.
24
25

(6) Parking Waivers. The required number of non-accessible parking spaces required by this section may be reduced if the requirements of this subsection are met. The determination of whether these requirements are met, with or without conditions, deemed necessary for consistency with this title, shall be made by the director in the case of minor development; the commission in the case of major development; and the commission if the application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.

(A) Any waiver granted under this subsection shall be in writing and shall include the following required findings and any conditions, such as public amenities, imposed by the director or commission that are consistent with the purpose of this title:

(1) The granting of the waiver would result in more benefits than detriments to the community as a whole as identified by the comprehensive plan;

(2) The development is located outside of the PD-1 parking district, PD-2 parking district, and Downtown Fee in Lieu of Parking District Map areas;

(3) Granting the waiver will not result in adverse impacts to property in the neighboring area; and

(4) The waiver will not materially endanger public health, safety, or welfare.

(B) Applications for parking waivers shall be on a form specified by the director and shall be accompanied by a one-time fee of \$400. If the application is

filed in conjunction with a major development permit, the fee shall be reduced by 20 percent.

(C) The director shall mail notice of any complete parking waiver application to the owners of record of all property located within a 250 foot radius of the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications shall be made concurrently in accordance with CBJ 49.15.230.

(D) Approved parking waivers shall expire upon a change in use.

Section 4. Amendment of Section. CBJ 49.30.400 Aggravation of nonconforming situations, is amended to read:

49.30.400 Aggravation of nonconforming situations.

(a) Except as provided in this section, section 49.25.430, section 49.25.440, ~~and~~ section 49.25.510, and section 49.40.210(d)(6), nonconforming situations may not be aggravated. As used herein, "aggravate" includes the physical alteration of structures or the placement of new structures on open land if such results in:

- (1) An increase in the total amount of space devoted to a nonconforming use; or
- (2) A greater invasion in any dimension of setback requirements or height limitations, a further violation of density requirements or further deficiencies in parking or other requirements.

(b) A use made nonconforming by the adoption of the ordinance codified in this title may be extended throughout any portion of a completed building manifestly designed or arranged to

accommodate such use, but may not, except as provided in section 49.30.800, be extended to other buildings or to land outside the original building.

Section 5. Amendment of Section. CBJ 49.65.430 Design requirements, is amended to read:

...

(b) *Street system.*

(1) Access to recreational vehicle parks shall be designed to minimize congestion and hazards at entrance and exit and shall be approved by the City and Borough engineer. All traffic into and out of the parks shall be through such entrances and exits. Access to recreational vehicle spaces shall be from internal streets only.

(2) No entrance or exit from a recreational vehicle park may be permitted from a local street or through an established residential neighborhood. The applicant shall construct the necessary access in all cases where there is no existing all-weather surfaced street or road meeting City and Borough standards connecting the recreational vehicle park site with an improved existing public street or road. Any street or road improvement required beyond the boundary of the recreational vehicle park must be approved by the city engineer.

(3) Access roads within the recreational vehicle park shall be surfaced with all-weather material approved by the engineering department and shall have a minimum width of 15 feet for one-way traffic and 25 feet for two-way traffic.

(4) At least one and one-half parking spaces per recreational vehicle space shall be provided in the park. Unless a waiver is obtained pursuant to CBJ 49.40.210(d)(6), at ~~At~~ least one parking space shall be provided at each recreational vehicle space.

Section 6. Amendment of Section. CBJ 49.65.1110 Child care home standards, is amended to read:

49.65.1110 Child care home standards.

(a) A child care home shall comply with the following minimum standards for initial permit approval and during the use of the child care home:

(1) Any fencing required or used to delineate an outdoor play space shall be constructed of materials of a permanent nature, as determined by the director, and shall be constructed to safely confine and protect children and be in visual harmony with the neighborhood.

(2) Unless a waiver is obtained pursuant to CBJ 49.40.210(d)(6), a ~~A~~ minimum of two parking spaces as required for the dwelling unit and one parking space for each on-shift employee shall be provided.

(b) The department shall issue a permit for a child care home that complies with this section and the requirements of this title.

(c) The department may initiate enforcement action consistent with CBJ 49.10, article VI for any violations of this section.

Section 7. Amendment of Section. CBJ 49.65.1110 Child care center standards, is amended to read:

49.65.1120 Child care center standards.

(a) In addition to other conditions imposed by the commission, a child care center shall comply with the following minimum standards for initial permit approval and during the use of the child care center:

(1) Any fencing required or used to delineate an outdoor play space shall be constructed of materials of a permanent nature, as determined by the director, and shall be constructed to safely confine and protect children and be in visual harmony with the neighborhood.

(2) In residential zoning districts, no parking or loading areas shall be located in any setback, except in an approved driveway.

(3) Unless a waiver is obtained pursuant to CBJ 49.40.210(d)(6), a~~A~~ minimum of one off-street parking space shall be provided for each on-shift employee of the child care center, plus one space per ten children served.

(b) The commission may issue a permit for a child care center that complies with this section and the requirements of this title.

(c) The department may initiate enforcement action consistent with CBJ 49.10, article VI for any violations of this section.

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Section 8. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2016.

Attest: _____
Kendell D. Koelsch, Mayor

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
 Introduced:
 Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2017-02

An Ordinance Amending the City and Borough of Juneau Code Relating to Licenses to Use Certain Rights of Way for the Selling of Food and Beverages and Related Uses.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJ 29.25.080 Public possession and consumption of intoxicating liquor, is amended to read:

20.25.080 Public possession and consumption of intoxicating liquor.

(a) Except in the area and for the period authorized by the manager in conjunction with a valid license issued under CBJ 53.09.350 or special event street closures, no person may consume intoxicating liquor on any public street, alley, sidewalk, easement, trail or other way dedicated or held for public vehicular or pedestrian use, including parking lots owned and operated by the municipality.

(b) Except in the area and for the period authorized by the manager in conjunction with a valid license issued under CBJ 53.09.350 or special event street closures, no person may have in his or her physical possession on any public area described in subsection (a) of this section,

intoxicating liquor in a glass, mug, open can, open bottle or other open container. A can, bottle or other container is open if it would not contain its contents when turned on its side or upside down.

...

Section 3. Amendment of Article. Article V of Chapter 53.09 Easements, Use Permits, Resource Removal Permits, and Camping, is amended to read:

Article V Easements, Licenses, Use Permits, Resource Removal Permits, and Camping.

Section 4. Amendment of Article. Article V of Chapter 53.09 is amended by adding a new section to read:

53.09.350 License to use pedestrian ways for the sale of food and beverages and related uses.

(a) An annual license authorizing the non-exclusive use of up to five hundred square feet of City and Borough owned pedestrian way for the purpose of engaging in the business of the selling of food and beverages, or for purposes related to the selling of food and beverages such as the provision of tables and chairs, may be granted by the manager in accordance with this section. Vending from food trucks and vending carts are not authorized by this section but are governed by CBJ 62.10.050 and CBJ 62.10.070, respectively.

(b) Applications for a pedestrian way license are exempt from the requirements of CBJ 53.20. Applications shall be filed with the manager on a form designated by the manager and accompanied by a non-refundable application fee of \$250.00. The application must include a description of the requested location and proposed use, a site plan delineating the proposed

placement and number of any tables and chairs or other moveable fixtures to be used within the license area, the hours of operation, and such other information as the manager may request. Prior to issuance, the applicant shall submit to the manager a certification by the finance department that the applicant has met the requirements of the sales tax code. An application will not be approved unless the applicant has a current state business license, has all necessary permits in order to operate in the manner proposed, and the operation meets applicable state and local health and sanitation requirements.

(c) Licenses are valid for the calendar year and shall expire on December 31st of each year. License applications will be accepted between September 1 and December 1 each year for the following calendar year, except that license applications for calendar year 2017 shall be accepted between the effective date of this ordinance and May 1. Licenses shall be issued on a first-come, first-served basis except that priority shall be given to those applicants who operated for at least three months during the previous year under a license issued for the same location as the one applied for.

(d) Prior to October 1 of each year, the manager shall evaluate possible license locations and shall designate those available during the following calendar year. Upon the request of an applicant, the manager may consider additional locations after October 1.

(e) The license fee, payable in advance, shall be the fair market value of the property as determined by the manager.

(f) Each licensee must obtain at least \$1,000,000.00 of public liability insurance naming the City and Borough as an additional insured. Prior to beginning operation, a licensee must provide the City and Borough with a broker's certificate of insurance and copy of the

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3 amendatory policy endorsement, which must include a provision for notification to the City and
4 Borough if the policy is modified, canceled, or terminated.

5 (g) Permanent improvements may not be installed in the licensed area. Movable fixtures,
6 such as tables and chairs, must be placed in the licensed area in such a manner as to leave not
7 less than five feet of unobstructed sidewalk space between the fixture and the face of the curb
8 or edge of the sidewalk if there is no curb. Movable fixtures may not be placed in any manner
9 that blocks the view by pedestrians of advertising on a building or of goods displayed in the
10 window of a business unless the licensee has obtained the permission of the affected business.
11 Licensees shall use the licensed area in such a manner as to create the least amount of
12 interference with pedestrian traffic.
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14 (h) Licenses must be placed in the window of the licensee's primary place of business in
15 such a way as to be viewable from the pedestrian way.

16 (i) The manager may adopt standards for the use and appearance of any allowable movable
17 fixtures and the issuance and renewal of licenses, and may impose the time, place, method of
18 operation, and such other restrictions on the license as may be necessary to ensure the safe and
19 convenient use of pedestrian ways.
20

21 (j) Licenses may not be assigned or transferred without manager approval.

22 (k) Licenses may be revoked by the manager for violation of this section, upon a
23 determination that the operation of the permittee is causing a hazard or a significant
24 disruption of pedestrian or vehicular traffic, that the area affected by the permit is required for
25 a public purpose, or for other good cause as determined by the manager. The licensee shall be
given an opportunity to be heard by the manager before any revocation. The decision of the
manager may be appealed to the assembly in accordance with CBJ 01.50.

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Section 5. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
 Introduced:
 Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2017-03

An Ordinance Amending the Uniform Sales Tax Code to Establish a Tax Exemption for the Sale of Goods Aboard Cruise Ships.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJ 69.05.040 Exemptions, is amended to read:

69.05.040 Exemptions.

The tax levied under this chapter shall not apply to the following transactions:

...

(4) Sales of goods which are transported into the City and Borough on a cruise ship, which do not leave the cruise ship, and where the entire transaction, both payment and delivery, take place on board the cruise ship, and sales of services where the entire transaction, both payment and performance of the service, take place on board the cruise ship. For purposes of this exemption, "cruise ship" means a commercial passenger vessel that carries passengers, but does not include any vessels:

- (a) Authorized to carry fewer than twenty passengers;

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- (b) That do not provide overnight transportation for at least twenty passengers for hire; or
- (c) That are operated by the United States, State of Alaska, or a foreign government.
- ...

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2017.

Attest:

Kendell D. Koelsch, Mayor

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: 2/13/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AE)

An Ordinance Appropriating to the Manager the Sum of \$10,000,000 as Funding for CBJ Biosolids Treatment and Disposal Project; Loan Funding Provided by the State of Alaska Department of Environmental Conservation, Alaska Clean Water Fund State Revolving Fund.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$10,000,000 for the CBJ Biosolids Treatment and Disposal Project.

Section 3. Source of Funds.

- Alaska Department of Environmental Conservation \$ 10,000,000

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this __ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: 2/13/2017
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2016-09(AF)

An Ordinance Appropriating to the Manager the Sum of \$250,000 as Funding for the Teacher Excellence Fund, a University Alaska Southeast School of Education Endowment Through the Juneau Community Foundation; Funding Provided by the City and Borough of Juneau's Fund Balance.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$250,000 for the Teacher of Excellence Fund.

Section 3. Source of Funds.

- City and Borough of Juneau Fund \$250,000
Balance

Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this __ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk