

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

April 27, 2015 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. March 16, 2015 Regular Human Resources Committee Meeting Minutes
- B. April 6, 2015 Regular Human Resources Committee Meeting Minutes

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Board Matters

- 1. Social Services Block Grant Review Process: Follow-up from April 6, 2015 HRC meeting

B. Liquor Licenses

- 1. Liquor License Ownership Transfer - Goldbelt Aerial Tramway to Goldbelt Incorporated
- 2. CBJ Protest - License #4192, Seong's Sushi Bar and Chinese Takeout
On February 12, 2015, the Alcoholic Beverage Control Board upheld a protest lodged by the CBJ against continued operations of Seong's liquor license #4192 due to unpaid sales tax debt. On April 16, 2015, CBJ was paid in full in certified funds for Seong's balance due. The CBJ Sales Tax office is removing its protest of Seong's liquor license. Pending no further protests, the Assembly may consider removal of the protest at this time.

The Alcoholic Beverage Control Board meets on April 29 and will review the suspension of license #4192.

C. Other Business

- 1. Juneau Commission on Aging Membership Recruitment

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

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

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

March 16, 2015 Regular Human Resources Committee Meeting Minutes

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	DRAFT Minutes March 16, 2015 Regular HRC Meeting	4/10/2015	Minutes

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

March 16, 2015 5:30 PM
Assembly Chambers
Minutes

I. ROLL CALL

HRC Chairman Loren Jones called the meeting to order at 5:32p.m.

Members present: Chair Loren Jones, Debbie White, Karen Crane, Maria Gladyszewski

Members absent: None.

Staff present: Beth McEwen, Deputy Clerk; Kim Kiefer, City Manager; Rob Steedle, Deputy Manager; Kirk Duncan, Parks and Recreation Director; Robert Barr, Library Director

II. APPROVAL OF AGENDA

Ms. McEwen said she will provide an update to the liquor license agenda item at that point in the agenda.

She also noted that the red folder contained an application from Mike Boyer for reappointment to the Board of Equalization.

III. APPROVAL OF MINUTES

A. Special Human Resources Committee Meeting Minutes February 19, 2015

Hearing no objections or corrections, the minutes of the February 19, 2015 Special Human Resources Committee meeting were approved.

B. Regular Human Resources Committee Meeting Minutes February 23, 2015

Hearing no objections or corrections, the minutes of the February 23, 2015 Regular Human Resources Committee meeting were approved.

IV. PUBLIC PARTICIPATION

None.

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

V. AGENDA TOPICS

DRAFT MINUTES

A. Board Matters

1. Follow-up from City Manager to HRC questions re: Empowered Aquatic Facility Board

Ms. Kiefer thanked the individuals who met and worked on coming up with answers to the questions that were posed regarding the formation/structure of a proposed empowered pool board. Those individuals were: Jeff Bush, Rosemary Hagevig, Matt Lillard, Max Mertz, Greg Smith, and Kirk Duncan. Ms. Kiefer said a number of those individuals were in the audience and available to answer any questions the committee had. The document they submitted were in answer to the questions that had been provided by HRC Chair Jones and did not include any recommendations as to how the Assembly should or shouldn't proceed.

Ms. Kiefer noted the memo relating to the cost recovery formula on page 4 and explained that CBJ does not currently have a cost recovery formula that everybody uses. She explained that it is done very differently depending on which department/facility is being looked at. She explained that what Eaglecrest does is different than what Treadwell does, which is different than what the pools do. Ms. Kiefer proposed that they come back for at least the Parks and Recreation side of things by August with a plan that is very clear on cost recovery, what is included and how CBJ determines what all those pieces are. She gave an example of the portion of the memo that refers to subsidized time for the Juneau School District where they use the pools. That means that the pools can't rent that space out during that period since it is occupied by JSD so they end up losing some money during that time. They will need to determine how to decide what the value is of those hours that are used. She said the same thing holds true with Treadwell Arena.

Ms. Kiefer noted that on page 4, the items included there are important things to consider but to look at but it could be looked at in many different ways other than just looking at what the net cost recovery is coming up with a percentage. She recommended that the HRC/Assembly allow staff the time they need to look at the Parks and Recreation cost recovery systems in its entirety and clearly articulate what cost recovery will be and what will be included in it so that there is a benchmark that everybody understands. She said they will have that to the Assembly by the end of August.

Ms. Kiefer thanked the members of the workgroup for their work for which they held long meetings during a short period of time. Mr. Jones also thanked the workgroup for the efforts and noted that he met with them for approximately an hour to discuss the questions.

Mr. Jones asked the members if they had any follow-up questions.

Discussion took place regarding the membership make-up of the proposed empowered board.

Ms. Crane said she still had a problem with the make-up of the board. She said she felt that the way it is currently proposed, they could still end up with a board that is primarily made up of swimming club members or members of their

immediate families. She was concerned that the rest of the seats could end up being full of parents of children within the swimming programs. She would like to see the prohibition widened a bit with regards to the board make up. She said they had heard from seniors, persons with disabilities and others in the community and she wanted to make sure that members of the general public were able to get appointed. Ms. Gladziszewski said she was confused by what the language on the first page of the memo meant. Ms. White was concerned about limiting it too far and leave the discretion up to the Assembly to make those decisions at the time the applications are considered.

As a result of the recommendation in the memo and discussion by the committee, Mr. Jones and Ms. Kiefer said they could take their concerns under advisement and try to come up with some language that meets their intent of the members.

Mr. Jones asked if the committee had any objection with the Parks and Recreation Director and a representative from the Juneau School District be liaisons (non-voting) to the empowered board and for that language to be included in the ordinance. Ms. Gladziszewski said she did not have any objection to that but that the use of the word "liaison" in the Human Resources Committee is very different in different committees. She said it is very unclear when a Liaison position is a voting vs. a non-voting member and she said that she would like to be precise as to what the meaning of "liaison" actually is.

Mr. Jones said that the term liaison is defined under the Assembly Rules of Procedure. He said tonight at the Assembly meeting, they are going to correct one of those causes for confusion by changing the Juneau Commission on Sustainability Assembly and Planning Commission liaison status as those of non-voting members. He clarified that for the Aquatic Facilities Board, the Parks and Recreation Director and School District Liaisons would not count towards quorum of the board nor would they be voting members. Mr. Jones also acknowledged the difference between Assembly liaisons and staff liaisons and that each board's legislation may define the terms differently and we may not be able to get to all of them to standardize the language.

Ms. Crane said that the memo from the working group says there will be no change in employee rights, that staff restructuring and reductions that may be necessary in future periods as conditions warrant will be considered by the Aquatics Board and the Aquatics Manager. It then says that the board shall submit its budget to the City Manager for transmittal to the Assembly and it is through the budget that the Assembly would have review and approval authority over staffing proposals at the Aquatics facilities. She raised a concern and said she would like to see it done similar to Eaglecrest in which they use the services of the Human Resources Department and making the changes there. She said doesn't want to tie their hands but if there is a proposal to substantially change staff in some way such as employee rights or massive changes in classification unless the Assembly has an opportunity to look at that before it comes to the budget. Ms. Kiefer noted that any changes with reductions and restructuring, they need to be able to adjust similar to what Eaglecrest has done

this year because of conditions. She also noted that any of that would be done with the oversight of the HR Department. Ms. Crane said she was OK with that.

Ms. White asked for clarification on the timeline involved with the cost recovery issue vs. this ordinance in particular. Ms. Kiefer explained that staff is looking at the big cost recovery picture as it relates to all Parks and Recreation fees and all the components that go into coming up with cost recovery numbers. That is a separate issue from this ordinance and the creation of an Aquatics Board. They will be looking at all the fees and changes and it will also most likely be coming up during their discussion on the Treadwell board as well.

Mr. Jones said the next Assembly meeting is on April 6 and he hoped to bring this back to the HRC on April 6 and if there were any changes at that meeting and the ordinance is introduced at the Assembly meeting that same night, it could have a version (b) or (c) with the public hearing held at the April 27 Assembly meeting.

MOTION by Ms. White to make the changes already requested and bring the ordinance back to the HRC on April 6 for additional review and also for the ordinance to be introduced at the April 6 Assembly meeting and set for public hearing at the next regular Assembly with a version (b) or (c) depending on any changes made in committee. *Hearing no objection, the motion carried.*

2. Animal Hearing Board - Annual Report

Ms. McEwen noted that the Animal Hearing Report was provided by Municipal Clerk Laurie Sica.

Ms. Crane said she had some follow-up questions with respect to the dog Sushi, where is he today and what is the status. Is the dog still in town, if so, has the insurance been paid and has there been follow-up on this case. Ms. McEwen said she thought the dog was still in town and that the owner has been in compliance with the requirements but she will ask for additional follow-up information.

Mr. Jones noted that the appointments to the Animal Hearing Board are made by the City Manager and two seats were recently appointed.

Ms. McEwen reported that the board did hold a hearing the week prior to this meeting.

3. Personnel Board - Annual Report & Appointments

Ms. McEwen noted that Municipal Clerk Laurie Sica provides staff support to the board. Their previous chair, Judith Porter just had knee replacement surgery so was not able to attend this meeting.

Mr. Jones asked about their meeting schedule. Ms. McEwen explained that they usually hold one organizational meeting each year and then only meet when issues are brought before the board.

MOTION by Ms. Crane to recommend reappointment of Judith Porter to the Personnel Board to a term expiring January 31, 2018. *Hearing no objections, the motion carried.*

4. Board of Equalization - Annual Report & Appointments

Ms. McEwen reported that the Board of Equalization (BOE) is one that Ms. Sica provides staff support to and during her absence, Ms. McEwen supports that board. Ms. McEwen explained the next cycle of BOE meetings will be coming in May or June.

Ms. Crane asked if Mr. Moseley was willing to serve on more than one CBJ Board since we was recently appointed to the Jensen-Olson Arboretum Advisory Board. Ms. McEwen explained that he did express a willingness and desire to serve on more than one board.

MOTION by Ms. Crane to recommend reappointment of Michael Boyer and David Epstein and appointment of Steve Moseley to the Board of Equalization to terms expiring December 31, 2017. *Hearing no objections, the motion carried.*

5. Juneau Public Library Endowment Board Annual Report

Library Director Robert Barr gave an update on the Library Endowment Board. Mr. Barr said this is a board of three persons made up of Mr. Barr chairing the board and one public member and one member from the Friends of the Library Board.

Mr. Barr explained for FY14, the Endowment Board had a beginning balance of just over \$1 million. They made a \$300,000 contribution, which had been long planned, to the Mendenhall Valley Public Library Construction Improvement Project. In that fiscal year, the endowment board also decided to begin moving its entire amount, both principal and interest, into the CBJ Long Portfolio fund which is composed of roughly equal split between Mutual Fund - Vanguard. That process started early in FY15 and will complete in end of FY16. The endowment board took no action as far as further disbursements go for FY16 and the plan is to continue that until the funds from the Mendenhall Library Public Library are recouped via interest earnings. As a result, the annual reports for the next few years will most likely be fairly quick.

Mr. Jones said in the last sentence on the last page, it said there was an error in the FY14 interest income and the interested should have been \$13,072.33. He asked if that amount was to replace the amount of \$14,990.43 mention higher on that sheet.

Mr. Barr said he was not sure but will check with Finance and get back to him with an answer.

6. Ordinance 2015-18 An Ordinance Establishing the Treadwell Arena Advisory Board.

Chairman Jones noted that there was an email from Patty Collins included in the packet with the draft ordinance. He said he did not intend to take public testimony on the ordinance during this HRC meeting but that it is set for introduction at the Assembly meeting that night and will be up for public hearing at the April 6 Assembly meeting. He said mainly, the purpose for the discussion at this HRC meeting was to bring forward any changes or concerns with the current draft of the ordinance. He noted that some of the same issues most likely apply with respect to what was brought up during the discussion of the Aquatics Facilities empowered board.

Ms. Gladziszewski suggested a language change to clarify the "liaison" piece so that Section 3 reads: "The Board shall be comprised of seven voting members appointed from the general public. One liaison from the Parks and Recreation Advisory shall be designated but not have the power to vote and shall not be counted in determining whether a quorum of the of the Board is present."

7. Resolution 2718 A Resolution Re-establishing the Juneau Commission on Sustainability, and Repealing Resolution 2528.

Mr. Jones explained that the only change this resolution makes is to change the Assemblymembers and the Planning Commission member were counted as voting members and were required to be present and were part of the count when it came to determining a quorum. This proved problematic when the JCOS meetings were being held at the same time as the Assembly Finance Committee meetings. This was discussed at an HRC meeting back in November and the JCOS finally discussed this topic at its most recent meeting and agreed that the change should be made. Mr. Jones noted that this resolution is on the Assembly Consent Agenda for adoption at the March 16 Assembly meeting.

MOTION by Ms. Gladziszewski to request the following change to the language in Section 2 of Resolution 2718 to read: "The Commission shall be comprised of seven members appointed by the Assembly. In addition, one liaison from the Assembly and one from the Planning Commission shall be designated. The liaison shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present." *Hearing no objection, the motion carried.*

B. Liquor Licenses

1. Liquor License Renewals - Protest Recommendations

Ms. McEwen reported that the Finance Department reported that Suite 907 filed the necessary returns and paid all outstanding balances and the Finance Department is withdrawing its protest recommendation. They also reported that the unfiled sales tax returns were filed and paid by Jack & Arlene Tripp d/b/a Viking Restaurant & Lounge so the Finance Department is withdrawing its protest of that license renewal.

MOTION by Ms. Gladyszewski that the HRC recommend the Assembly waive its right to protest the two liquor license renewals for License #447 Suite 907 and License # 2533 for Jack & Arlene Tripp d/b/a Viking Restaurant & Lounge. *Hearing no objections, the motion carried.*

C. Other Business

1. Resolution 2724 A Resolution Urging the Alaska Legislature to Expand Medicaid Coverage to Improve the Health of Alaskans and Alaska's Economy.

Chair Jones noted that Assemblymember Jesse Kiehl had asked that this item be on the HRC and Assembly agendas for March 16. He invited Mr. Kiehl up to speak to this request.

Mr. Kiehl said the governor's office has requested municipalities around the state to pass resolutions similar to this one, urging the legislature to expand Medicaid under the *Affordable Care Act*. He said this would save the State of Alaska approximately \$6.5 million and it would lead to roughly 4,000 new jobs in the Alaska economy and it would have significant benefits here in Juneau as well.

He said he would flag one correction to make to the seventh "Whereas" clause in which the word "payor" needs to be changed to "patient" mix. *Hearing no objections, that correction would be made.*

Mr. Jones said it is his understanding that the governor intends to introduce his own bill in the legislature on March 17. Mr. Kiehl said that is a strong rumor and likely to happen.

MOTION by Ms. Crane recommend the HRC forward support for this resolution to the Assembly with the correction noted above. *Hearing no objection, the motion carried.*

IV. STAFF REPORTS

A. Scheduling Full Assembly as HRC Meetings in June

Ms. McEwen noted that we had polled Assemblymembers for available to schedule two meetings of the Full Assembly sitting as the Human Resources Committee to interview applicants for the Airport, Eaglecrest, and Docks & Harbors Board and depending on whether there is an Aquatics empowered board at that time, that board would also be added to the mix.

The initial proposal was to have one meeting on June 15 and another meeting on June 17. Ms. McEwen said that having heard back from Assemblymembers, the June 17 was not a good day but in fact, June 10 was a good alternative. Ms. Crane noted that there is still an Assembly Finance Committee meeting scheduled for June 10 but she anticipates the budget process will be done well before that.

Should the budget not be adopted by then, it would take precedence over a meeting of the Full Assembly as the HRC.

Discussion took place regarding scheduling. It was decided to tentatively schedule the two meetings for June 10 and June 15 with a 5:30pm start time and applications due on May 26 and June 1 respectively.

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

There being no further business to come before the committee, Mr. Jones adjourned the meeting at 6:21p.m.

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

April 6, 2015 Regular Human Resources Committee Meeting Minutes

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	DRAFT Minutes April 6, 2015 Regular HRC Meeting	4/10/2015	Minutes

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

April 6, 2015 6:00 PM
Assembly Chambers

I. ROLL CALL

HRC Chairman Loren Jones called the meeting to order at 6:01p.m.

Members present: Chair Loren Jones, Debbie White, Karen Crane, Maria Gladziszewski

Members absent: None.

Staff present: Beth McEwen, Deputy Clerk; Kim Kiefer, City Manager; Kirk Duncan, Parks and Recreation Director

II. APPROVAL OF AGENDA

Ms. McEwen noted the inclusion of Mr. Jones' memo on the Social Services Advisory Board is in the red folder and there will be a staff update on the liquor license when it comes to that item on the agenda.

III. APPROVAL OF MINUTES

None.

IV. PUBLIC PARTICIPATION

None.

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

V. AGENDA TOPICS

A. Board Matters

1. Sales Tax Board of Appeals - Annual Report & Appointments

The packet contained the annual report of the Sales Tax Appeals Board noting that no appeals were filed during the 2014 calendar year.

Ms. Gladziszewski noted that Mr. Jenkins was willing to continue to serve until reappointed or another member was appointed to that seat.

MOTION by Ms. Crane to recommend the Assembly reappoint Mr. Gary Jenkins to the Sales Tax Board of Appeals to a term expiring December 31, 2017. *Hearing no objection, the motion carried.*

DRAFT MINUTES

B. Liquor Licenses

1. Liquor License Ownership Transfer - Goldbelt Aerial Tramway to Goldbelt Incorporated

An email was sent to HRC members as of 4:30 tonight that the Finance Department was withdrawing its protest of this liquor license since the outstanding taxes had been paid. Mr. Jones said the only action needed is to inform the Assembly that the recommendation for protest has been withdrawn.

C. Other Business

1. Next Steps - Social Services Advisory Board Review

Mr. Jones provided a memo/proposal in the red folder proposing a method for moving forward with the Social Services grants. He said he gave it lots of thought and discussed it at length with the City Manager, City Attorney, he met with the chair of the Juneau Community Foundation, the Executive Director of Way. He talked with a couple of the social service providers that attended the public hearing and then met with the SSAB members at the March 31, 2015 regular Social Services Advisory Board meeting and talked to them about the proposal.

He said what he is presenting tonight is basically the following outline for what the next steps would be:

- Repealing Resolution 2206 and thus eliminating the Social Services Advisory Board
- During the fall and into January, the HRC would meet with United Way and the providers, give instructions to the City Manager in terms of a contract that she would negotiate with the Juneau Community Foundation if they continue along this line.
- The social services money would then go to the Juneau Community Foundation to be given out in grants in conjunction with their efforts with the Hope Grants.
- It would include CBJ identifying and telling the JCF what the priorities are and how the RFP should be done.
- CBJ could use United Way through some of their needs assessments such as the COMPASS project, use the providers through the HRC every couple of years to review that process.
- The JCF will be building an expertise in terms of knowledge about social services, on grant administration, etc... and with the contract, we can establish how they are to report back to the Assembly on the program.

Mr. Jones said his hope was to offer this proposal to the HRC and Assembly for review at this meeting since everyone is receiving it in their red folders. He would then suggest that the HRC meeting on April 27 be open to public testimony on this topic. This proposal was sent out to the members of the SSAB at that same time it was emailed to the Assembly. He will also make sure it gets

out to United Way and the Juneau Community Foundation. He said that JCF is going to hold a retreat on May 3 and the don't have anything more to offer at this time regarding accepting or rejecting it but that they will consider it at their May 3 meeting.

Mr. Jones said if any of the members has any suggestions, concerns, etc. to send them by way of the Clerk's office so there is not any Open Meetings Act (OMA) violations since being a four person committee, a quorum consists of two members.

Expertise from the JCF will build the ability to combine grants and leverage money with the same social service providers. Get a better view of what should be in the grant applications, reports, etc...

This is just Loren's proposal and he is one of nine Assemblymembers. If any other members have thoughts or comments to share.

Ms. Gladziszewski said she applauds Mr. Jones for thinking outside the "committee" box. She had two comments/concerns: A) She's not sure whether the JCF is willing take this on and B) as to the public accountability part may not be a fit since JCF is a private foundation and they can do whatever they want with their money and we have a different set of strings attached with our piece so whether they would be willing to follow those, that would need to be decided.

Mr. Jones said those were some of the points in the conversation he had with the president of the Juneau Community Foundation and is one of the reasons his proposal recommends having an actual contract that would be negotiated by January 2016 that would lay out what the rules are for the RFP. He said CBJ social service grants fund a more expanded pool of what is eligible than what the Hope Foundation Grants. The Hope Foundation Grants funds are limited to mental health, substance abuse, suicide prevention, homelessness, domestic violence. The SSAB grants for those things plus food security and other kinds of programs. He said he would anticipate a considerable amount of discussion leading up to the formalization of a contract.

He said the JCF President spoke informally to some of their board members about this and it was briefly discussed at their meeting on March 30 but they are not going to make any commitments until after their retreat on May 3.

2. Ordinance 2015-23 An Ordinance Amending the Recreation, Parks and Community Centers Title to Add a New Chapter on Aquatics Facilities.

This ordinance was referred to the HRC from the Committee of the Whole.

Mr. Jones said after the previous discussions on this in committee, he met with the City Attorney and reviewed those changes along with the City Manager and the ordinance in the packet includes those revisions and it now has been assigned the ordinance number 2015-23. This ordinance is on the consent agenda for introduction at the Assembly meeting later in the evening.

He noted that the issues that were requested by the HRC at its previous meeting were dealt with are found in the ordinance on page 2, lines 11-13

which now reads: "No more than two members of the Aquatics Board shall be a member or employee of any local swim organization, or the immediate family member of any member or employee of any local swim organization."

Mr. Jones said he thought there may have been one other change that he couldn't recall but the main change requested by the HRC is that listed above. He said this ordinance is up for introduction at the April 6 Assembly meeting with Public Hearing scheduled for the April 27 Assembly meeting. He also noted that the ordinance will be coming back to the Committee of the Whole meeting on April 13 so all nine members of the Assembly will have a chance to review and make changes prior to the public hearing.

Ms. Crane said she had a few other changes to recommend but would defer her comments to the COW meeting on April 13.

IV. STAFF REPORTS

Ms. McEwen asked members to be sure to include the City.Clerk@juneau.org email address on all communications with the Clerk's staff since members will be coming and going on leave. Laurie Sica is returning to the office on April 7 and Beth McEwen will be out April 16-May 25.

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None.

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

There being no further business, Mr. Jones adjourned the meeting at 6:14pm.

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

Social Services Block Grant Review Process: Follow-up from April 6, 2015 HRC meeting

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Loren Jones Memo from April 6, 2015 re: SSAB Review/Recommendations	4/11/2015	Cover Memo
<input type="checkbox"/>	SSAB Factsheet	4/14/2015	Staff Report
<input type="checkbox"/>	Resolution 2206 Restablishing the Social Services Advisory Board	4/14/2015	Resolution

Next Steps in Human Resources Committee (HRC) review of the Social Services Advisory Board (SSAB)

The HRC has undertaken a review of the current structure and function of the SSAB. As Chair I had presented my concerns based on talks with some providers and having attended many meetings during CY 2014. We have met with the existing SSAB Members. We held a special meeting to and invited social service providers in Juneau (current recipients of funds and others) to talk to us about the SSAB. We had sent them a list of issues detailed below.

Two policy issues that came from that meeting were:

- Should this volunteer board be responsible for the quarterly reports and provide feedback to the grantees?
- Should the SSAB focus more on: " ... serve as a forum for social service issues in the community ... " as outlined in the section (b) of Resolution 2206?

Below are several general questions that we would appreciate your comments/feedback on as well. These questions are not exclusive of other issues you feel are more important for the HRC to consider. Please share any ideas or issues.

1. What role should the SSAB play in the social services community in Juneau?
2. How might a volunteer board determine the needs of the social service community in Juneau?
3. Currently the grants are divided between those for \$50,000 and those for \$25,000. An alternate is: should grants be ranked by specific criteria and funded at a level of need?
4. Given the current size of the grants, should the quarterly reporting requirements be changed to six month or annual reporting?

In general the issues that seemed to come from this review were:

- Can the SSAB fulfill the role of advisor to the Assembly as envisioned in the resolution and still do the actual administration of the grants.
- Can we legitimately expect a volunteer board that meets monthly with minimum staff support to adequately review these grants and to provide appropriate reports back to grantees and to the Assembly.
- How can the Assembly (given the struggles of the SSAB noted in the bullet above) be assured that the funds allocated are being used in the best interest of the CBJ and the citizens they are supposed to be serving.
- Is there a way to structure a process that can meet these needs.

Given my view of these meetings and the issues raised I have given great thought about how we might proceed. I have spoken with the City Manager, the City Attorney, the Chair of the Juneau Community Foundation and the Executive Director of the United Way of SE Alaska. I have also talked with two providers that attended the earlier meeting or sent in a written response and tried to call two others but they are out of town. I have enough of a concurrence that I feel that this proposal is at the stage to bring it to the HRC for consideration.

On March 31 I met with the SSAB at their regularly scheduled meeting and briefed them on this proposal. Like the others they saw some pros and some cons to this idea. I encouraged them to read this document and then to attend public hearings and to voice their concerns and to make suggestions to how this would be implemented if approved by the HRC and the full Assembly.

The Juneau Community Foundation has embarked this year on a new grant process as the result of the formation of the Juneau Hope Endowment Fund. The funds they are in the process of awarding for the first time equal or exceed the current SSAB grant funds. The JCF is building an expertise in awarding and managing grants of equal size and somewhat same complexity as currently funded by the SSAB. This represents a new entity in the funding of local grants for similar purposes.

In outline form I am proposing the following actions be taken:

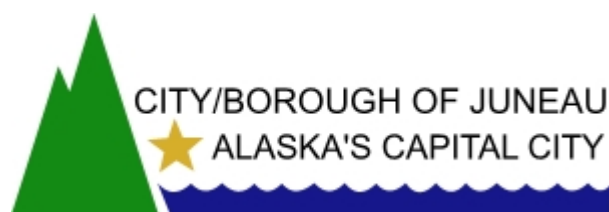
- A. The HRC would recommend to the Assembly that Resolution #2206 be repealed. This would eliminate the SSAB.
- B. The City manager would have staff complete the administration of the current two year awards. Receiving and reviewing the reports and assuring that grant funds continue to current grantees until those grants end in June 30, 2016.
- C. That by January of 2016 the CBJ would have a contract with the Juneau Community Foundation (JCF) to issue the grant proposal and to fund the Social Services grants starting July 1, 2016 until June 30, 2018. JCF would require some administrative cost be covered and this would be part of the negotiations and subsequent budget decisions in FY 17 and beyond.
- D. The utility grants would be managed by the CBJ.
- E. In order to give the City Manager the policy direction for that contract the following would need to be accomplished.
 - a. The HRC would establish a meeting schedule for September – November 2015 to meet with the United Way of SE Alaska and social service providers in Juneau to understand potential needs or gaps in social services.
 - b. From these meetings the HRC would recommend to the full Assembly the policy guidelines for the issuance of the grants, including any restrictions on the amount of a grant, reporting requirements (from the grantee and from JCF to the Assembly), and any specific target needs if any.
 - c. The HRC would also set forth what information would be provided to the HRC and full Assembly and how often this information would be provided.
- F. The HRC would also establish periodic meetings (each six months or so) with United Way of SE Alaska and providers to look at issues they are facing and how the CBJ can help address these issues.
- G. The Assembly would then have all the information needed to proceed with the FY 17-18 budget to assure they are appropriated to the JCF for awarding as grants.
- H. The cycle noted in D above would be repeated prior to the next two year cycle of grant funding from the CBJ.

Final Comments:

The current SSAB wants to be assured that there is some public accountability in these funds expenditures and if not them at least some process for public and Assembly to comment and guide the way the funds are expended.

The JCF President has discussed this with the JCF Board and while they have not made a formal commitment they are willing to discuss further the ideas here and may have more to communicate after their retreat on May 3.

We may want to consider a meeting to hear some initial comments at our April 27 HRC meeting prior to a fuller discussion by this committee prior to making any decision on this idea.



City and Borough of Juneau
155 S. Seward Street
Juneau, Alaska 99801
tel. 907-586-5240
fax 907-586-5385
<http://www.juneau.org>

CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Social Services Advisory Board Fact Sheet

Title: Social Services Advisory Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Finance

Status: Active

Governing Legislation:

-Resolution 2206

-Date Created: March 21, 1988

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: Section 3. Purposes. (a) Social Services Block Grants. The Board shall oversee the process for recommending to the Assembly that CBJ funds be awarded to community health and social services organizations. Such oversight shall include: (1) Establishing criteria for allocation of available funding among applicants based on an assessment of need in the community, (2) Advising the Manager on the content of the "Request for Applications for Block Grants", (3) Reviewing and evaluating grant applications, (4) Recommending approval of applications and awarding of funds to the Assembly Finance Committee annually during consideration of the CBJ budget, (5) Reviewing grantees' quarterly narratives and financial reports, and monitoring progress toward goals and objectives stated in grantee's applications for funds, and (6) Advising the Assembly as needed on the level of block grant funding necessary to meet the need for supplemental local government support to nonprofit social services providers. (b) Social Services Advocacy. The Board shall serve as a forum for social services issues in the community, shall advise the Assembly on any course of action that would help to resolve the issue, and shall advocate to the Assembly on behalf of Juneau social service nonprofit agencies.

Membership: Section 2. Membership. The Board shall consist of seven members who shall serve without compensation. Nominations for appointment shall be made by the Assembly Human Resources Committee, and shall be subject to ratification by the Assembly. Appointments shall to the extent practicable include or represent social service consumers. Board members may not at the time of appointment be employees or directors of any agency applying for or receiving a CBJ social services block grant, and upon becoming so thereafter shall resign from the Board.

Officers: Chairperson

Quorum: 4

Term Limits: None

Annual Appointment Period (Annual Reports Due): September

Meetings: 5:30p.m. on the Third Tuesday of each month in the Downtown Library Large Conference Room. Check the online CBJ Meeting Calendar for specific month's to see if the meeting date has changed for any reason. Additional meetings may also get scheduled during the Grant Review/Scoring process.

Special Facts:

Staff Contact: Sam Muse - 586-0341 - Sam.Muse@juneau.org

Website: <http://www.juneau.org/SSAB/>

[Back to List](#)

Presented by: The Manager
Introduced: 04/28/2003
Drafted by: J.R. Corso

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2206

A Resolution Reestablishing the Social Services Advisory Board and Repealing Resolution No. 2053.

WHEREAS, the City and Borough supports the provision of health and social services in the community, and

WHEREAS, the mental, physical, and social health needs of the community are often best met through multiple support services, and

WHEREAS, the City and Borough Assembly makes funds available annually for health and social services provided by community nonprofit organizations, and

WHEREAS, the City and Borough Assembly seeks the advice of citizens with expertise and experience in the arena of social services, and

WHEREAS, to further these ends, the Assembly by Resolution 2053 established the Social Services Advisory Board, and

WHEREAS, to broaden the service provided by the Board and to better draw upon the expertise of its members, it is now advantageous to expand the scope of Board activities.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Social Services Advisory Board Established. There is hereby reestablished the Social Services Advisory Board.

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Section 2. Membership. The Board shall consist of seven members who shall serve without compensation. Nominations for appointment shall be made by the Assembly Human Resources Committee, and shall be subject to ratification by the Assembly. Appointments shall to the extent practicable include or represent social service consumers. Board members may not at the time of appointment be employees or directors of any agency applying for or receiving a CBJ social services block grant, and upon becoming so thereafter shall resign from the Board.

Section 3. Purposes.

(a) Social Services Block Grants. The Board shall oversee the process for recommending to the Assembly that CBJ funds be awarded to community health and social services organizations. Such oversight shall include:

(1) Establishing criteria for allocation of available funding among applicants based on an assessment of need in the community,

(2) Advising the Manager on the content of the “Request for Applications for Block Grants”,

(3) Reviewing and evaluating grant applications,

(4) Recommending approval of applications and awarding of funds to the Assembly Finance Committee annually during consideration of the CBJ budget,

(5) Reviewing grantees’ quarterly narratives and financial reports, and monitoring progress toward goals and objectives stated in grantee’s applications for funds, and

(6) Advising the Assembly as needed on the level of block grant funding necessary to meet the need for supplemental local government support to nonprofit social services providers.

(b) Social Services Advocacy. The Board shall serve as a forum for social services issues in the community, shall advise the Assembly on any course of action that would help to resolve the issue, and shall advocate to the Assembly on behalf of Juneau social service nonprofit agencies.

Section 4. Frequency of Meetings. The Board shall hold regular meetings quarterly and schedule special meetings as necessary to carry out the purposes of the Board.

Section 5. Rules of Procedure. The rules of procedure for Assembly advisory committees established by Resolution No. 1180, as amended by Resolution No. 1213, shall govern the conduct of business by the Board and its committees.


Section 6. Organization Chart. The organizational chart attached hereto as Exhibit "A" depicts the relationships between the Assembly, the Assembly Human Resources Committee, and the Social Services Advisory Board.

Section 7. Administrative Support. The Manager shall provide the Board with such department staff support as may be available and appropriate.

Section 8. Repeal of Resolution. Resolution No. 2053 is repealed.

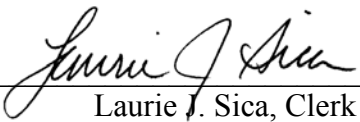
Section 9. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 28th day of April, 2003.



Sally Smith, Mayor

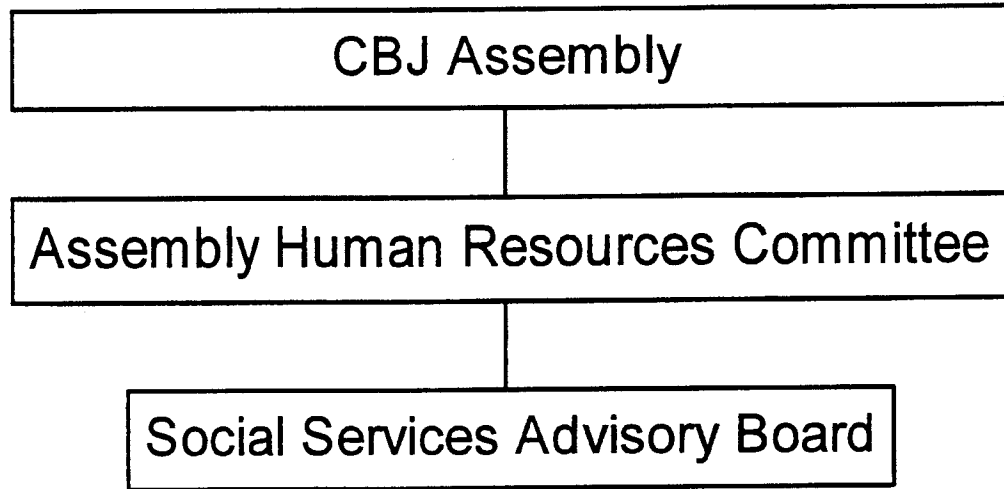
Attest:



Laurie J. Sica, Clerk

Vote: Unanimous

Social Services Advisory Board Organizational Chart



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

Liquor License Ownership Transfer - Goldbelt Aerial Tramway to Goldbelt Incorporated

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> Clerk to Goldbelt 4/15/2015	4/21/2015	Liquor License
<input type="checkbox"/> Notice of Transfer and Certified Letter to applicant with attachments	3/31/2015	Liquor License

OFFICE OF THE MUNICIPAL CLERK
Ph: (907)586-5278 Fax: (907)586-4552
e-mail: Beth.McEwen@juneau.org

April 15, 2015

Via certified & regular mail
Goldbelt Incorporated
d/b/a Timberline Bar & Grill
3075 Vintage Blvd. Suite #200
Juneau AK 99801

Re: Beverage Dispensary Liquor License #3720 Transfer Protest

Dear Sirs,

As you are aware, the City and Borough of Juneau Assembly took up consideration of the liquor license transfer application for Beverage Dispensary License #3720 at its April 6, 2015 regular Assembly meeting. At that meeting, the Assembly referred the matter back to the Assembly Human Resources Committee for additional review at its next regular meeting to take place on Monday, April 27, 2015 at 6pm in the Assembly Chambers.

The Assembly Human Resources Committee will be reviewing the business and the transfer of the license specifically relating to the following CBJ Code (CBJ), Alaska Statutes(AS), and Alaska Regulations (AAC).

CBJ 20.25.025(a)(8) and CBJ 20.25.025(a)(11)

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

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

...(8) The degree of control the licensee has or proposes to have over the conduct of the licensed business; ...

...(11) Any other factor the assembly determines is generally relevant or is relevant to a particular application.

AS 04.11.450

Sec. 04.11.450. Prohibited financial interest.

(a) A person other than a licensee may not have a direct or indirect financial interest in the business for which a license is issued.

(b) A person who is a representative or owner of a wholesale business, brewery, winery, bottling works, or distillery may not be issued, solely or together with others, a beverage dispensary license, a restaurant or eating place license, or package store license.

A holder of a beverage dispensary license may be issued a brewpub license, subject to the provisions of AS 04.11.135 . The prohibition against issuance of a restaurant or eating place license imposed under this subsection does not apply to a restaurant or eating place license issued on or before October 1, 1996 or a restaurant or eating place license issued under an application for a restaurant or eating place license approved on or before October 1, 1996.

(c) A license may not be leased by a licensee to another person, partnership, limited liability organization, or corporation.

(d) For the purposes of this section, a lessor under a graduated or percentage lease-rent agreement involving premises licensed under this title does not hold a financial interest in the business.

(e) A holder of either a general wholesale license or a wholesale malt beverage and wine license may not be employed by or act as the agent or employee of the holder of a beverage dispensary or package store license.

(f) In this section, "direct or indirect financial interest" means holding a legal or equitable interest in the operation of a business licensed under this title. However, credit extended by a distiller, a brewery, or a winery to a wholesaler, or credit extended by a wholesaler to persons licensed under this title, or a consulting fee received from a person licensed under this title, is not considered a financial interest in a business licensed under this title.

3 AAC 304.525. Communication with licensees

(a) The board recognizes that self regulation by licensees is a necessary ingredient for enforcement of alcoholic beverage statutes, regulations, and municipal ordinances. Therefore, the board adopts the following methods for communicating with licensees, to assist them in conducting their licensed businesses in the public interest and in conformity with existing statutes and regulations: ...

...(2) Advisory notice. An advisory notice may be issued by investigative personnel to a licensee when an incident occurs or a defect is identified that could result in a violation of a statute, regulation, or municipal ordinance. The notice may be issued from information recorded on an inspection report. An advisory notice may not constitute grounds for administrative or judicial action against a licensee, but may be grounds for issuance of a notice of violation if the incident or defect continues uncorrected. A copy of an advisory notice will be filed only in a licensee's enforcement file.

Below is a brief recap of the events leading up to the April 6 Assembly meeting during the staff review process:

- The licensed premise was being leased during the Summer 2014 season to Best Hospitality, LLC.
- To date, Best Hospitality, LLC has not filed a business registration with the CBJ Finance Department.
- Best Hospitality, LLC has not filed or paid sales tax on the non-alcoholic beverage sales.
- Goldbelt Ariel Tramway, LLC d/b/a Timberline Bar & Grill filed sales tax returns reporting the sales and liquor taxes on the alcoholic beverage sales only for the Summer 2014 (May-September) period.
- On April 6, 2015, McHugh Pierre, Vice President of Alaska Operations for Goldbelt Inc. advised CBJ Sales Tax Administrator Clinton Singletary to apply a

April 15, 2015

Page 3 of 3

Letter to Goldbelt Incorporated re: Liquor License Transfer Protest

credit from the Goldbelt Ariel Tramway, LLC account to the outstanding sales tax and liquor tax (along with penalties and interest) in the amount of \$14,044.56.

- After getting that approval from Goldbelt Ariel Tramway, Mr. Singletary applied the credit to the outstanding sales and liquor taxes and withdrew the Finance staff recommendation to protest the liquor license transfer.

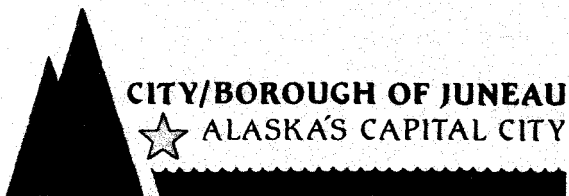
The status of the business and the above events and how they relate to the code, statute, and regulations included above will be up for discussion at the Assembly Human Resource Committee (HRC) meeting on Monday, April 27, 2015 at 6:00p.m. in the Assembly Chambers. The HRC will then forward a recommendation to the Assembly for action at the regular Assembly meeting that same evening beginning at 7:00p.m. CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. You will be offered an opportunity to speak at the HRC meeting and the Assembly meeting will be your opportunity to participate in an informal hearing before the Assembly if you wish to do so.

Sincerely,

Beth McEwen
Deputy Clerk

Enclosures

cc via email: Assembly & Staff Reviewers



OFFICE OF THE MUNICIPAL CLERK
Ph: (907)586-5278 Fax: (907)586-4552
e-mail: Beth.McEwen@juneau.org

March 27, 2015

Via certified & regular mail
Goldbelt Incorporated
d/b/a Timberline Bar & Grill
3075 Vintage Blvd. Suite #200
Juneau AK 99801

Re: Beverage Dispensary Liquor License #3720 Transfer Protest

Dear Sirs,

As you are aware, City and Borough of Juneau is in receipt of your liquor license transfer application from the Alcohol Beverage Control Board and is being forwarded to the Assembly for local governing body action.

As is our practice in these matters, staff from the Fire, Finance, Police, and Community Development Departments has reviewed your establishment to insure compliance with city code. Sales Tax Administrator Clinton Singletary informed me that during the 2014 summer season, Goldbelt leased its restaurant space to another business and during that time allowed that business to make liquor sales under the Goldbelt liquor license. In case you were not already aware, Alaska Statute 04.11.450 (c) prohibits the leasing of a liquor license as cited below:

AS 04.11.450 Prohibited financial interest ...

... (c) A license may not be leased by a licensee to another person, partners, limited liability organization, or corporation. ...

Apparently the business which leased your facility did not file their second and third quarter sales tax returns therefore, the Finance Department is holding Goldbelt responsible for the liquor tax portion since the license is held by Goldbelt and staff is recommending the Assembly protest this license transfer until the unfilled and unpaid liquor taxes for the second and third quarters of 2014 have been paid.

CBJ Code 20.25.025 provides you with the right to an informal hearing before the Assembly to address this issue. This matter will initially be considered at the Monday, April 6, 2015 Assembly Human Resources Committee (HRC) meeting at 6:00p.m. in the Assembly Chambers and the HRC will then forward a recommendation to the Assembly for action at its regular meeting that same evening at 7:00p.m. in the Assembly Chambers. At that meeting will be your opportunity to participate in an informal hearing before the Assembly if you wish to do so.

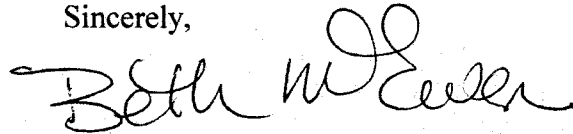
March 27, 2015

Page 2 of 2

Letter to Goldbelt Incorporated re: Liquor License Transfer Protest

Copies of the CBJ Code and Alaska Statutes pertaining to the protest process are enclosed for your reference. In the meantime, I would urge you to work with CBJ Sales Tax staff to ensure all filings and outstanding balances are resolved prior to this appearing before the Assembly on April 6. Sales Tax Administrator Clinton Singletary can be reached at 586-5265.

Sincerely,

A handwritten signature in black ink, appearing to read "Beth McEwen". The signature is fluid and cursive, with the first name "Beth" being more prominent than the last name "McEwen".

Beth McEwen
Deputy Clerk

Enclosures

cc via email: Assembly & Staff Reviewers

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

Alaska Statutes

Sec. 04.11.450. Prohibited financial interest. (a) A person other than a licensee may not have a direct or indirect financial interest in the business for which a license is issued.

(b) A person who is a representative or owner of a wholesale business, brewery, winery, bottling works, or distillery may not be issued, solely or together with others, a beverage dispensary license, a restaurant or eating place license, or package store license. A holder of a beverage dispensary license may be issued a brewpub license, subject to the provisions of AS 04.11.135. The prohibition against issuance of a restaurant or eating place license imposed under this subsection does not apply to a restaurant or eating place license issued on or before October 1, 1996 or a restaurant or eating place license issued under an application for a restaurant or eating place license approved on or before October 1, 1996.

(c) A license may not be leased by a licensee to another person, partnership, limited liability organization, or corporation.

(d) For the purposes of this section, a lessor under a graduated or percentage lease-rent agreement involving premises licensed under this title does not hold a financial interest in the business.

(e) A holder of either a general wholesale license or a wholesale malt beverage and wine license may not be employed by or act as the agent or employee of the holder of a beverage dispensary or package store license.

(f) In this section, "direct or indirect financial interest" means holding a legal or equitable interest in the operation of a business licensed under this title. However, credit extended by a distiller, a brewery, or a winery to a wholesaler, or credit extended by a wholesaler to persons licensed under this title, or a consulting fee received from a person licensed under this title, is not considered a financial interest in a business licensed under this title.

...

Sec. 04.11.480. Protest.

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

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

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

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

...

CBJ Code 20.25.025

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

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

- (1) The character and public interests of the surrounding neighborhood;
- (2) Actual and potential law enforcement problems, including the proximity of the premises to law enforcement stations and patrols;
- (3) The concentration of other licenses of the same and other types in the area;
- (4) Whether the surrounding area experiences an unacceptable rate of alcohol abuse or of crime or accidents in which the abuse of alcohol is involved;

- (5) The adequacy of parking facilities;
 - (6) The safety of ingress to and egress from the premises;
 - (7) Compliance with state and local fire, health and safety codes;
 - (8) The degree of control the licensee has or proposes to have over the conduct of the licensed business;
 - (9) The history of convictions of the applicants and affiliates of the applicants for:
 - (A) Any felony involving moral turpitude;
 - (B) Any violation of AS title 04; and
 - (C) Any violation of the alcoholic beverage control laws of another state as a licensee of that state;
 - (10) Whether the applicant or the applicant's affiliates are untrustworthy, unfit to conduct a licensed business or constitute a potential source of harm to the public;
 - (11) Any other factor the assembly determines is generally relevant or is relevant to a particular application.
- (b) The assembly may protest the issuance, transfer, renewal, relocation, or continued operation of a license as provided in state law if it determines any of the following conditions exist:
- (1) The business operated under the license is, on the date the assembly considers the license, delinquent in the payment of any sales tax or penalty or interest on sales tax arising out of the operation of the licensed premises;
 - (2) There are delinquent property taxes or local improvement district assessments or penalty or interest thereon arising out of real or personal property owned in whole or in part by any person named in the application as an applicant or on the permit which is to be continued where such property is used, or is to be used, in whole or in part in the business conducted or to be conducted under the license;
 - (3) There is a delinquent charge or assessment owing the City and Borough by the licensee for a municipal service provided for the benefit of the business conducted under the license or for a service or an activity provided or conducted by the municipality at the request of or arising out of an activity of the business conducted under the license;
 - (4) If the license requested is for a beverage dispensary and is requested under AS 04.11.400(d)(1), unless the tourist facility will contain 30 or more rooms;

- (5) If the application is for the issuance or relocation of a license and, after the issuance or relocation, there would be:
 - (A) More than one restaurant or eating place license for each 1,500 population, or fraction thereof, residing within the City and Borough; or
 - (B) More than one license of each other type for each 3,000 population or fraction thereof residing within the City and Borough.
- (6) The business operated or to be operated under the license is violating or would violate the zoning code of the City and Borough; or
- (7) The business operated under the license is, on the date the assembly considers the application, in violation of state or local fire, health, or safety codes. A criminal conviction of this violation is not a prerequisite for a protest under this section.

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

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

State Law References: Assembly protest, AS 04.11.480.



THE STATE
of **ALASKA**

GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anchorage, Alaska 99501
Main: 907.269.0350
TDD: 907.465.5437
Fax: 907.334.2285

City & Borough of Juneau
Attn: Beth McEwen, City Clerk
VIA Email: beth_mcewen@ci.juneau.ak.us
Cc: city_clerk@ci.juneau.ak.us

Goldbelt Aerial Tramway, LLC: Beverage Dispensary-Seasonal License #3720 DBA Timberline Bar & Grill

☐ New Application ☒ ^(stock) Transfer of Ownership ☐ Transfer of Location
☒ Restaurant Designation Permit ☐ DBA Name Change

We have received an application for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 3 AAC 304.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 3 AAC 304.335(a)(3), AS 04.11.090(e), and 3 AAC 304.660(e) must be approved by the governing body.

Sincerely,


Jane Sawyer
Business Registration Examiner
907-269-0359
jane.sawyer@alaska.gov

State of Alaska
Alcoholic Beverage Control Board

Date of Notice: March 13, 2015

Application Type: **NEW**_____

 x **TRANSFER (stock)**

_____ Ownership

_____ Location

_____ Name Change

Governing Body: **City & Borough of Juneau**

Community Councils: None

License #: 3720

License Type: Beverage Dispensary-Seasonal

D.B.A.: Timberline Bar & Grill

Licensee/Applicant: Goldbelt Aerial Tramway, LLC

Physical Location: 490 S Franklin Street, 1800 foot level, Juneau, AK 99801

Mailing Address: 3075 Vintage Blvd. #200, Juneau, AK 99801

Telephone #: 907-790-1441

EIN: 61-1705296

Corp/LLC Agent:	Address	Phone	Date and State of Incorporation	Good standing?
Goldbelt Incorporated	3075 Vintage Blvd. #200 Juneau, AK 99801	907-790-1441	01-04-1974	Yes

Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.

Member/Officer/Director:	DOB	Address	Phone	Title/Shares (%)
Goldbelt Incorporated		3075 Vintage Blvd. #200 Juneau, AK 99801	907-790-1441	100%

If **transfer** application, current license information:

License #: 3720

Current D.B.A.: Timberline Bar & Grill

Current Licensee: Goldbelt Aerial Tramway, LLC

Current Location: 490 S Franklin Street, 1800 foot level, Juneau, AK 99801

Additional comments: Restaurant Designation Permit application attached.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

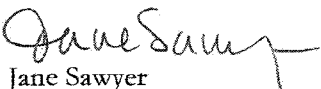
Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 3 AAC 304.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 3 AAC 304.335(a)(3), AS 04.11.090(e), and 3 AAC 304.660(e) must be approved by the governing body.

Sincerely,



Jane Sawyer
Business Registration Examiner

jane.sawyer@alaska.gov

907-269-0359

Alcoholic Beverage Control Board
2400 Viking Drive
Anchorage, AK 99501

Transfer Liquor License

(907) 269-0350
Fax: (907) 334-2285
<http://commerce.alaska.gov/dnn/abc/Home.aspx>

License is: ☐ Full Year OR ☒ Seasonal List Dates of Operation: April-Oct 2015

SECTION A - LICENSE INFORMATION			FEEES
License Year: <u>2015</u>	License Type: <u>Beverage dispensary-Seasonal</u>	Statute Reference: <u>Sec. 04.11.090</u>	Filing Fee: \$100.00
License #: <u>3720</u>			Rest. Desig. Permit Fee: (\$50.00) \$ <u>50</u>
Local Governing Body: (City, Borough or Unorganized)	Community Council Name(s) & Mailing Address:		Fingerprint: \$ <u>49.75</u> (\$51.50 per person)
<u>City and Borough of Juneau</u>	<u>N/A</u>		TOTAL <u>199.75</u>
Name of Applicant (Corp/LLC/LP/LLP/Individual/Partnership):	Doing Business As (Business Name):	Business Telephone Number:	
<u>Goldbelt Aerial Tramway LLC</u> <u>3075 Vintage Blvd. # 200</u> <u>Juneau, AK 99801</u>	<u>Timberline Bar & Grill</u>	<u>907-790-1441</u>	
Mailing Address:	Street Address or Location of Premises:	Fax Number:	
<u>same as above</u>	<u>490 S. Franklin St.</u> <u>Juneau, AK 99801</u> <u>On Mt. Roberts</u>	<u>907-790-4999</u>	
City, State, Zip:		Email Address:	
<u>Juneau, AK 99801</u>		<u>barbara.fujimoto</u> <u>@goldbelt.com</u>	
Is any shareholder related to the current owner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If "yes" please state the relationship _____			
SECTION B - TRANSFER INFORMATION			
<input checked="" type="checkbox"/> Regular Transfer	Name and Mailing Address of CURRENT Licensee:		
<input type="checkbox"/> Transfer with security interest: Any instrument executed under AS 04.11.670 for purposes of applying AS 04.11.360(4)(b) in a later involuntary transfer, must be filed with this Application. Real or personal property conveyed with this transfer must be described. Provide security interest documents.	<u>Goldbelt Aerial Tramway LLC</u>		
<input type="checkbox"/> Involuntary Transfer. Attach documents which evidence default under AS 04.11.670.	Business Name (dba) BEFORE transfer:		
	<u>Timberline Bar & Grill</u>		
	Street Address or Location BEFORE transfer:		
	<u>1800 foot Level</u>		
SECTION C - PREMISES TO BE LICENSED			
Distance to closest school grounds:	Distance measured under:	<input type="checkbox"/> Premises is GREATER than 50 miles from the boundaries of an incorporated city, borough, or unified municipality.	
<u>1.2 miles via Google</u>	<input checked="" type="checkbox"/> AS 04.11.410 OR	<input type="checkbox"/> Premises is LESS than 50 miles from the boundaries of an incorporated city, borough, or unified municipality.	
Distance to closest church: <u>maps.</u>	<input type="checkbox"/> Local ordinance No.	<input checked="" type="checkbox"/> Not applicable	
<u>.7 miles</u>	Distance measured under:		
	<input checked="" type="checkbox"/> AS 04.11.410 OR		
	<input type="checkbox"/> Local ordinance No.		
Premises to be licensed is:	<input type="checkbox"/> Plans submitted to Fire Marshall (required for new & proposed buildings)		
<input type="checkbox"/> Proposed building	<input checked="" type="checkbox"/> Diagram of premises attached		
<input checked="" type="checkbox"/> Existing facility			
<input type="checkbox"/> New building			

Alcoholic Beverage Control Board
2400 Viking Drive
Anchorage, AK 99501

Transfer Liquor License

(907) 269-0350
Fax: (907) 334-2285
<http://commerce.alaska.gov/dnn/abc>

SECTION D - LICENSEE INFORMATION

1. Does any individual, corporate officer, director, limited liability organization member, manager or partner named in this application have any direct or indirect interest in any other alcoholic beverage business licensed in Alaska or any other state?

☐ Yes ☒ No If Yes, complete the following. Attach additional sheets if necessary.

Name	Name of Business	Type of License	Business Street Address	State

2. Has any individual, corporate officer, director, limited liability organization member, manager or partner named in this application been convicted of a felony, a violation of AS 04, or been convicted as a licensee or manager of licensed premises in another state of the liquor laws of that state?

☐ Yes ☒ No If Yes, attach written explanation.

SECTION E - OWNERSHIP INFORMATION - CORPORATION

Corporations, LLCs, LLPs and LPs must be registered with the Dept. of Community and Economic Development.

Name of Entity (Corporation/LLC/LLP/LP) (or N/A if an Individual ownership):		Telephone Number:	Fax Number:
Goldbelt Incorporated		907-790-1441	907-790-4999
Corporate Mailing Address:	City:	State:	Zip Code:
3075 Vintage Blvd. #200	Juneau	AK.	99801
Name, Mailing Address and Telephone Number of Registered Agent:		Date of Incorporation OR Certification with DCED:	State of Incorporation:
Goldbelt Incorporated 3075 Vintage Blvd. #200, Juneau, AK. 99801		1-4-1974	Alaska
Is the Entity in "Good Standing" with the Alaska Division of Corporations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
If no, attach written explanation. Your entity <i>must</i> be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee.			

Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder/Member with at least 10%)					
Name	Title	%	Home Address & Telephone Number	Work Telephone Number	Date of Birth
Goldbelt Incorporated	Manager	100	3075 Vintage Blvd. #200 Juneau	790-1441	1-4-74
Richard Irwin	President	0	3558 Greenwood Ave., Juneau	790-1440	2-6-55

Alcoholic Beverage Control Board
2400 Viking Drive
Anchorage, AK 99501

Transfer Liquor License

(907) 269-0350
Fax: (907) 334-2285
<http://commerce.alaska.gov/dnn/abc/Home.aspx>

NOTE: If you need additional space, please attach a separate sheet.

N/A

SECTION F - OWNERSHIP INFORMATION - SOLE PROPRIETORSHIP (INDIVIDUAL OWNER & SPOUSE)

Individual Licensees/Affiliates (The ABC Board defines an "Affiliate" as the spouse or significant other of a licensee. Each Affiliate must be listed.)

Name:	Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/>	Name:	Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/>
Address:		Address:	
Home Phone:	Date of Birth:	Home Phone:	Date of Birth:
Work Phone:		Work Phone:	
Name:	Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/>	Name:	Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/>
Address:		Address:	
Home Phone:	Date of Birth:	Home Phone:	Date of Birth:
Work Phone:		Work Phone:	

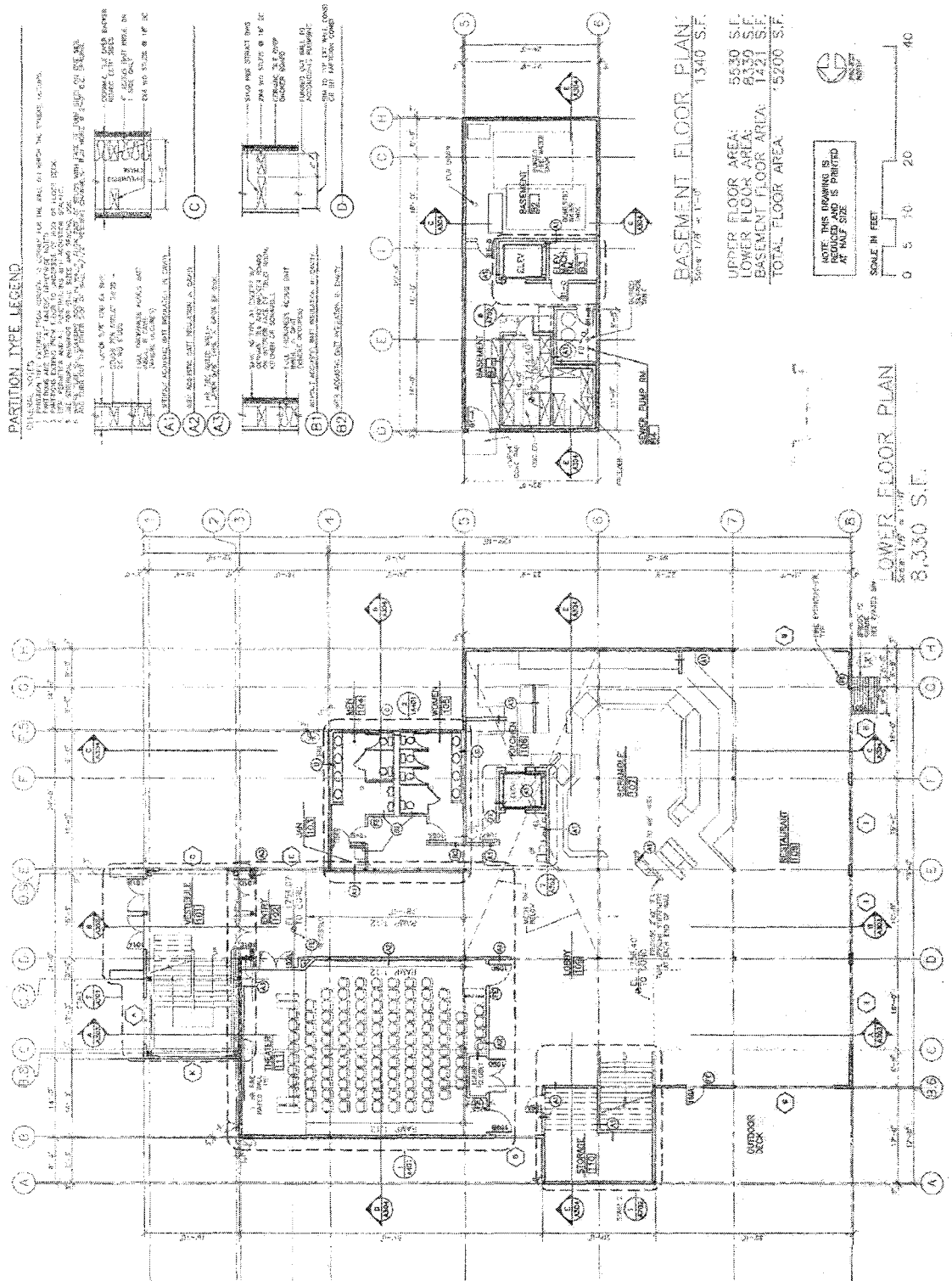
Declaration

- I declare under penalty of perjury that I have examined this application, including the accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete, and this application is not in violation of any security interest or other contracted obligations.
- I hereby certify that there have been no changes in officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity, it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska statutes and its regulations, and that in accordance with AS 04.11.450, no person other than the licensee(s) has any direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

Signature of Current Licensee(s)	Signature of Transferee(s)
Signature <i>Richard G. Irwin</i>	Signature <i>Richard G. Irwin</i>
Signature	Signature
Name & Title (Please Print) Richard G. Irwin, President/CEO	Name & Title (Please Print) Richard G. Irwin, President/CEO
Subscribed and sworn to before me this 5 day of February 2015	Subscribed and sworn to before me this 5 day of February 2015
Notary Public in and for the State of Alaska - Fairfax VA <i>Susan Mochenski</i>	Notary Public in and for the State of Alaska - Fairfax VA <i>Susan Mochenski</i>
My commission expires: 2-28-2018	My commission expires: 2-28-2018

Reg # 354750

Reg # 354750



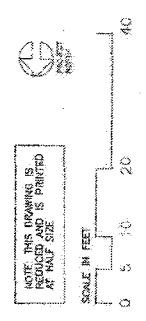
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UPPER FLOOR PLAN
8,330 S.F.

LOWER FLOOR PLAN
13,400 S.F.

TOTAL FLOOR AREA
21,730 S.F.



UPPER FLOOR PLAN
8,330 S.F.

LOWER FLOOR PLAN
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TOTAL FLOOR AREA
21,730 S.F.

STATE OF ALASKA
ALCOHOLIC BEVERAGE CONTROL BOARD
APPLICATION FOR RESTAURANT DESIGNATION PERMIT
AS 04.16.049 & 3 AAC 304.715 - 794

The granting of this permit allows access of persons under 21 years of age to designated licensed premises for purposes of dining, and persons between the ages of 16 - 20 for employment. If for employment, please indicate in detail what the employment duties will be in question #3.

License Number: 3720 Type: Beverage Dispensary

This application is for designation of premises where: (Please check the appropriate items below)

- | | |
|--|---|
| 1. <input checked="" type="checkbox"/> | Bona fide restaurant pursuant to 3 AAC 304.305 & 3 AAC 304.715-794. |
| 2. <input checked="" type="checkbox"/> | Persons 16 - 20 years of age may dine unaccompanied. |
| 3. <input checked="" type="checkbox"/> | Persons under 16 may dine accompanied by a person 21 years of age or older. |
| 4. <input checked="" type="checkbox"/> | Persons between 16 - 20 years of age may be employed. *(See note below) |

Licensee's Name: Goldbelt Aerial Tramway, LLC

Name of Business: Timberline Bar & Grill

Business Address: 1800 ft level Mt. Roberts City: Juneau

1. Hours of operation 9 am to 9 pm Telephone Number: 463-3412

2. Have police been called to your premises for any reason? [] Yes ☒ No
(If you answered yes, please explain below).

3. * Duties of employment: Take food & beverage orders, serve food & beverage, clear dishes/utensils from tables.

4. Are video games available to the public on your premises? [] Yes ☒ No

5. Do you provide live entertainment, such as live music, pool tables, karaoke, dancing, sports or pin-ball?
☒ Yes [] No occasionally

6. How is food served? ☒ Table Service ☒ Buffet Service [] Counter Service [] Other occasionally

7. Is an owner, manager or supervisor 21 years of age or older always present during business hours? ☒ Yes [] No

*** A MENU AND DETAILED PREMISES DIAGRAM MUST ACCOMPANY THIS APPLICATION ***

*Employees 16 and 17 years of age must have a valid work permit and a letter maintained in your files from a parent or guardian authorizing employment at your establishment.

**Please attach additional sheets of paper if more space is needed to describe food service, entertainment, etc.

Russell Adams
Licensee Signature

Subscribed and sworn to before me this 5 day of February 2015

Susan Hochinski
Notary Public in and for Alaska Fairfax VA

My Commission expires: 2-28-2018
Reg # 354750

Local Governing Body Approval

Date

Director, ABC Board

Date

Timberline Restaurant

Appetizers

Northern Lights Calamari - Flash fried to golden brown, served with sweet chili sauce and avocado lime aioli. \$14

Mt Roberts Crab Cakes - Alaskan house made crab cakes served with sweet chili sauce and chipotle aioli. \$15

Auk Nu Chicken Wings - Chicken wings fried golden brown with your choice of buffalo, sweet chili or teriyaki sauce and served with carrot, celery sticks, blue cheese or ranch \$13

Alaskan Crab Nachos - A Rainforest Favorite! A mountain of crab goodness atop a bed of tortilla chips, layered with house made black bean & corn pico de gallo, blended cheddar, Monterey jack cheese with avocado lime aioli. \$24

Northwest Salmon Mousse - Smoked salmon, cream cheese whipped with lemon, dill, green onions accompanied with toasted pita bread, capers, diced red onions. \$14

Tee Harbor Hummus - Zesty garlic hummus accompanied by feta cheese, sliced cucumber, tomato, black olives served with seasoned toasty pita bread. \$13

Alaskan Crab Stuffed Mushrooms - Tasty mushroom caps stuffed with crab salad topped with chipotle aioli, avocado lime dressing then roasted to perfection! \$15

Our Favorite Fresh Salads and Soups

Classic Caesar Salad - Diced romaine tossed with Caesar dressing, croutons and parmesan cheese accompanied with Garlic Bread. \$11

Cobb Salad - Chopped romaine, iceberg and spring mix topped with sliced hard boiled eggs, blue cheese crumbles, crispy bacon and tomatoes. \$13

Spinach Salad - Fresh spinach, crisp bacon and feta cheese tossed with warm bacon vinaigrette then topped with sliced hard boiled eggs, red onions and mushrooms. \$13

House Salad - A mix of romaine, iceberg, and spinach topped with tomato, carrots and red onion. \$10

Seafood Chowder - Oceans of seafood that include clams, halibut, salmon, cod with mountains of veggies & potatoes. \$9

Soup Du Jour - Ask your server about our fresh soup of the day! \$7

Make your salad a meal! Add your choice of grilled chicken \$6, bay shrimp \$8, salmon \$10, halibut \$13, or Crab Leg \$13

Hearty Entrees

Entrees include house seasonal vegetables, your choice of rosemary roasted red potatoes, rice pilaf or french fries and choice of salad or soup.

Bering Sea King Crab Legs - 3 giant crab legs served with coleslaw and clarified butter for dipping! \$57

Southeast Grill - Deliciously seasoned and Grilled salmon and halibut topped with a white wine dill sauce. \$35

Fisherman's Feast - Grilled salmon and halibut, an Alaskan king crab leg, crab cake and calamari. \$45
More than one hearty appetite? Enough to feed two people

Gold Miner's House Steak - In House cut and grilled exactly the way you like it! \$27

Thunder Mountain Fried Chicken - Crispy, juicy and finger lickin' good! We'll bring extra napkins! \$19

Items below are served with choice of salad or soup

Tongass Linguine - Crisp tender seasonal vegetables tossed with linguine, white wine, garlic, butter and topped with Parmesan cheese. \$15

Add a favorite - grilled chicken \$6, bay shrimp \$8, salmon \$10, halibut \$13 or crab leg \$13

**Eating raw or undercooked meats or fish can cause serious illness, do so at your own risk.*

Checks for Parties of 6 or more will include 18 % gratuity

Timberline Restaurant

Sandwiches

Sandwiches arrive with your choice of fries, soup, house salad or coleslaw.

Gold Creek Steak – In House marinated steak grilled to perfection, served on a hoagie roll with sautéed mushrooms and onions, topped with melted Provolone. \$18

Great Northern Halibut Burger - Served open faced ready for your choice of lettuce, tomatoes, onions and pickles finished off with tartar sauce and a squeeze of fresh lemon. \$21
Choice of either Grilled or Beer Battered Halibut

Mount Jumbo Burger - A tasty classic burger with all the fixings only better! A half pound, hand pressed, premium beef patty with lettuce, tomatoes, onions, pickles and thousand island. \$14

Add your favorite cheese: cheddar, swiss or pepper jack.

Go all out with: bacon, blue cheese or sautéed mushrooms! \$1

House Favorites

These selections are served with your choice of soup, house salad or fries.

Alaskan Crab Wrap - Alaskan crab, bacon, tomatoes, romaine and feta cheese topped with chipotle aioli all wrapped up in a warm flour tortilla. \$18

Taku Tacos –Lightly seasoned Alaskan fish Grilled to perfection, and placed atop warm corn tortillas beside a bed of shredded cabbage, house black bean pico de gallo and our chipotle aioli \$22

Your choice of Salmon, Halibut or Cod

Inside Passage Fish and Chips Trio – One piece each Golden brown beer battered halibut, salmon and cod accompanied by tartar sauce and coleslaw \$22 Make it all halibut add \$3

The Perfect Ending

Chilkat Cheese Cake – New York Style cheese cake garnished with raspberry puree and whipped cream \$9

Crème Brulee – Classic vanilla crème brulee topped with whipped cream and mixed berries \$9

Basin Berry Crisp – Mixed berries layered with crunchy crisp crust and whipped cream. \$9

Chocolate Thunder –Chocolate, chocolate, and more chocolate garnished with chocolate syrup and whipped cream. \$9

For Smaller Appetites

Quarter Pound Burger - Served with fries and a favorite cheese: cheddar, swiss or pepper jack and thousand island. \$10

3 Piece Cod Fish and Chips - Served beer battered with french fries. \$13

3 Piece Chicken Strips - Served golden brown with french fries and ranch dressing. \$10

2 Cheese Linguine - Served with lots of melted cheddar and Monterey Jack cheese with a toasted garlic hoagie roll \$10

**Eating raw or undercooked meats or fish can cause serious illness, do so at your own risk.*

Checks for Parties of 6 or more will include 18 % gratuity

Timberline Bar & Grill

Banquet Menu

Meatball Tray: Served with your choice of Sauce: **\$ 50.00**
Swedish, Teriyaki or BBQ

Fruit Tray: Seasonal fresh fruit served platter style

Large feeds 100 **\$150.00**

Small feeds 50 **\$ 75.00**

Veggie Tray: Seasonal fresh vegetable served with Ranch Dressing

Served platter style. **Large** **\$100.00**

Small **\$ 50.00**

Salmon Mousse: Presented platter style and served with assorted

Crackers. **Large** **\$200.00**

Small **\$100.00**

Prawn Cocktail: Presented platter style, served with cocktail

Sauce. **Large** **\$200.00**

Small **\$100.00**

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

CBJ Protest - License #4192, Seong's Sushi Bar and Chinese Takeout

MANAGER'S REPORT:

On February 12, 2015, the Alcoholic Beverage Control Board upheld a protest lodged by the CBJ against continued operations of Seong's liquor license #4192 due to unpaid sales tax debt. On April 16, 2015, CBJ was paid in full in certified funds for Seong's balance due. The CBJ Sales Tax office is removing its protest of Seong's liquor license. Pending no further protests, the Assembly may consider removal of the protest at this time.

The Alcoholic Beverage Control Board meets on April 29 and will review the suspension of license #4192.

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> Clerk to Seong's re: suspension review	4/21/2015	Liquor License
<input type="checkbox"/> Seong's License #4192 Suspension	4/20/2015	Liquor License

OFFICE OF THE MUNICIPAL CLERK
Ph: (907)586-5278 Fax: (907)586-4552
e-mail: city.clerk@juneau.org

April 20, 2015

Via certified & regular mail

Seong S. Kim
d/b/a Seong's Sushi Bar & Chinese Takeout
740 W. 9th Street, Juneau, AK 99801

And via regular mail to:

Seong S. Kim
d/b/a Seong's Sushi Bar & Chinese Takeout
615 5th Street, Douglas, AK 99824

Re: Restaurant Eating Place Liquor License #4192 Suspension

Dear Mr. Kim,

The Sales Tax office of the City and Borough of Juneau notified the Clerk's Office that the sales tax balance owed by your establishment was paid in full in certified funds. The Sales Tax office is removing its protest of Liquor License #4192.

This matter will be placed before the Assembly Human Resources Committee (HRC) at its meeting on Monday, April 27, at 6 p.m. in the Assembly Chambers. Any recommendation from the HRC will be presented to the Assembly at its regular meeting immediately following at 7 p.m. Any action taken by the Assembly will be reported to the Alcoholic Beverage Control Board for consideration at its April 29, 2015 board meeting in Anchorage.

All meetings are public and this letter serves as notification to you of the process. You will be provided an opportunity to speak to the Assembly if you so choose at the HRC and at the Assembly meeting.

Sincerely,

Laurie Sica
Municipal Clerk

Enclosures
cc via email:
Assembly Human Resources Committee & Assembly
Liquor License Staff Reviewers

NO ALCOHOL SALES

BY ORDER OF

STATE OF ALASKA

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anchorage, AK 99501

THESE LICENSED PREMISES: Seong's Sushi Bar and Chinese Takeout

HAVE BEEN ORDERED TO STOP SELLING ALCOHOLIC BEVERAGES FOR A PERIOD OF: Indefinitely,

COMMENCING AT: 1 PM March 25, 2015, AND ENDING AT: Indefinitely.

SUSPENSION IS ORDERED BY THE ALCOHOLIC BEVERAGE CONTROL BOARD FOR VIOLATION OF:

AS 04.11.370(a)(4), ENTITLED Suspension and Revocation of Licenses and Permits.

THIS NOTICE OF SUSPENSION SHALL BE POSTED IN PUBLIC VIEW ON THE PRINCIPAL PLACE OF ENTRY TO THE PREMISES AND SHALL REMAIN POSTED UNTIL THE SUSPENDED LICENSE HAS BEEN RETURNED TO THE LICENSEE.

SIGNED: _____



DIRECTOR, ABC BOARD



THE STATE
of **ALASKA**

GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anchorage, Alaska 99501
Main: 907.269.0350
TDD: 907.465.5437
Fax: 907.334.2285

March 25, 2015

Seong S. Kim
DBA Seong's Sushi Bar and Chinese Takeout
615 5th Street
Douglas, AK 99824

Re: CBJ Protest Upheld License #4192, Seong's Sushi Bar and Chinese Takeout

Dear Mr. Seong,

During the February 12, 2015 meeting of the Alcoholic Beverage Control Board in Juneau, the Board upheld the protest lodged by the City and Borough of Juneau against continued operations of your license #4192 due to a substantial tax debt to CBJ.

Since my letter of February 23, 2015, I have received no written correspondence from you regarding your tax debt to CBJ. CBJ informed me today that you have continually assured them that you are going to be paying the debt but to date you have not paid anything. Additionally, I received information that you are now discussing a pending sale of your business to an unknown buyer.

Effective today, your liquor license is suspended and you are to cease operations under license #4192 immediately. Our Juneau investigator, Steve Johnson, will deliver signs to your business stating that your liquor license is suspended. You are required to post these signs immediately and until the suspension is lifted. We will place your matter on the agenda for the April 29, 2015 ABC board meeting in Anchorage. Any further sales of alcohol while your license is suspended will result in criminal charges.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cindy Franklin".

Cindy Franklin

Director

Alaska Alcoholic Beverage Control Board

cc: License file
cc: Beth McEwen, CBJ



THE STATE
of **ALASKA**

GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anchorage, Alaska 99501
Main: 907.269.0350
TDD: 907.465.5437
Fax: 907.334.2285

February 23, 2015

Seong S. Kim
DBA Seong's Sushi Bar & Chinese Takeout
615 5th Street
Douglas, AK 99824

Re: CBJ Protest Upheld License #4192, Seong's Sushi Bar and Chinese Takeout

Dear Mr. Kim,

During the February 12, 2015 meeting of the Alcoholic Beverage Control Board in Juneau, the Board upheld the protest lodged by the City and Borough of Juneau against continued operations of your license #4192 due to a substantial tax debt to CBJ.

You appeared in person at the meeting and assured the Board that you are resolving your debt to CBJ. The Board delegated to me the decision whether or not to order that you cease operating your license due to CBJ's protest. I am waiting to hear from CBJ about the status of your debt. Please keep me informed in writing of the status of your tax debt with CBJ.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Franklin".

Cynthia Franklin, Director

cc: License file

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

Juneau Commission on Aging Membership Recruitment

ATTACHMENTS:

	Description	Upload Date	Type
<input type="checkbox"/>	Current Membership Roster - Commission on Aging	4/21/2015	Exhibit

Juneau Commission on Aging

Governing Legislation: Resolution 2279

Total Seats: 7 Seats - with at least 4 seats held by persons 65 years or older

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Comments
Yes	Juneau Commission on Aging	Mr.	Charles	Wilson	Member 65 yrs or older		8/11/2014	6/30/2017	8/11/2014		
Yes	Juneau Commission on Aging		Open Seat	Open Seat	Member 55 yrs or older			6/30/2015			Seat formerly held by Liz Terry
Yes	Juneau Commission on Aging	Ms.	Mary Lou	Spartz	Member 65 yrs or older		11/4/2013	6/30/2015	11/4/2013		
Yes	Juneau Commission on Aging		Open Seat	Open Seat	Member 65 yrs or older			6/30/2016			Seat formerly held by Clifford Cole
Yes	Juneau Commission on Aging	Ms.	MaryAnn	VandeCastle	Member 55 yrs or older	Chair	7/1/2014	6/30/2017	3/5/2012	6/30/2014	
Yes	Juneau Commission on Aging	Ms.	Pat	Watt	Member 55 yrs or older		7/29/2013	6/30/2016	7/29/2013		
Yes	Juneau Commission on Aging	Ms.	Dixie	Hood	Member 65 yrs or older		11/7/2012	6/30/2015	11/7/2012		Also a member of the Parks & Rec. Advisory Committee