

UNALASKA CITY COUNCIL

Unalaska, Alaska

Regular Meeting
Tuesday, February 13, 2018
6:00 p.m.

AGENDA

Unalaska City Hall
Council Chambers
43 Raven Way

1. Call to order
2. Roll call
3. Pledge of allegiance
4. Recognition of visitors
5. Adoption of agenda
6. Awards / Presentations: Clint Huling – 30 Years of Service to the City of Unalaska
7. Minutes of previous meetings: January 23; February 3; and February 4, 2018
8. Reports: City Manager
9. Community Input / Announcements
10. Public testimony on agenda items
11. Legislative
12. Public hearings
13. Work session
 - a. Discussion: Funding disposal cost of fishing and processing vessel Akutan
 - b. Presentation: Draft CMMP (Capital and Major Maintenance Plan)
14. Consent agenda
 - a. Review seven liquor license renewal applications
 - b. Resolution 2018-11: A Resolution of the Unalaska City Council establishing taxicab rates for calendar year 2018
 - c. Resolution 2018-12: A Resolution of the Unalaska City Council approving the Council's goals for the FY19 budget
 - d. Resolution 2018-14: A Resolution of the Unalaska City Council authorizing the City Manager to dispose of personal property, specifically a 1992 Pierce Arrow Fire Engine, to an Alaska Municipal Corporation or agency thereof
 - e. Resolution 2018-19: A Resolution of the Unalaska City Council supporting passage of Senate Bill 92
15. Regular agenda
 - a. Unfinished Business
 - b. New Business
 - i. Resolution 2018-15: A Resolution of the Unalaska City Council confirming the Mayor's appointments to the Library Advisory Committee; the Parks, Culture and Recreation Committee; the Planning Commission and Platting Board; and the Historic Preservation Commission
 - ii. Resolution 2018-18: A Resolution of the Unalaska City Council authorizing the reimbursement of \$36,000 to the State of Alaska for the costs associated with the scuttling of the fishing and processing vessel Akutan
 - iii. Approve Mayor and Council travel to Juneau, Alaska, March 18-22, 2018, for lobbying, the City's Constituent Dinner and Annual Seafood Reception
16. Executive Session
 - a. Discuss Contract Dispute regarding construction of the Wastewater Treatment Plant
 - b. Discuss City Manager Contract Negotiations
17. Reconvene to Regular Session
 - a. Resolution 2018-17: A Resolution of the Unalaska City Council authorizing the Mayor to sign an Employment Agreement between the City of Unalaska and Thomas E. Thomas to serve as City Manager of the City of Unalaska
18. Council Directives to City Manager
19. Community Input / Announcements
20. Adjournment

UNALASKA CITY COUNCIL

Unalaska, Alaska

Regular Meeting
Tuesday, January 23, 2018
6:00 p.m.

Unalaska City Hall
Council Chambers
43 Raven Way

MINUTES

1. Call to order

The regular meeting of the Unalaska City Council was called to order at 6:00 pm, January 23, 2018, in the Unalaska City Hall Council chambers.

2. Roll call

Present:

Frank Kelty, Mayor
Dennis Robinson
James Fitch
Alejandro Tungul
David Gregory
Shari Coleman

Absent:

Roger Rowland (Excused)

3. Pledge of Allegiance - Mayor Kelty led the Pledge of Allegiance

4. Recognition of visitors - Dan Rozema, KMPG (telephonic)

5. Minutes of previous meetings

Robinson made a motion to adopt the January 9, 2018 and January 11, 2018 meeting minutes; Fitch seconded. Motion passed by consensus.

6. Reports

- a. City Manager
- b. Financials: December 2017
- c. Boards / Commissions (none)

7. Awards / Presentations - Community "Extra Mile" Award

Mayor Kelty awarded Alvin Bereskin with "Extra Mile" award.

8. Adoption of agenda

Gregory made a motion to adopt Agenda; Tungul seconded. Motion passed by consensus.

9. Community Input / Announcements

- PCR
 - Recreation Activities Guide now available
 - Library – 2nd Annual "Stuffed Animal Sleepover"
- Qawalangin Tribe – New Administrator hired
- APIA – Health Fair
- Planning Department – Transportation Study
- UCSD – Raider Basketball games
- City Clerk's
 - Special Election
 - Business License Renewal
 - Board/Commission seat vacancies

10. Public testimony on agenda items

11. Legislative

12. Public hearings

Mayor Kelty opened the Public Hearing on Ordinance 2018-01.

Hearing no testimony the Public Hearing closed.

ORDINANCE 2018-01, Second Reading: An Ordinance of the Unalaska City Council creating Budget Amendment no. 3

Mayor Kelty opened the Public Hearing on Ordinance 2018-02.

Hearing no testimony the Public Hearing closed.

ORDINANCE 2018-02, Second Reading: An Ordinance of the Unalaska City Council amending Section 1.24.010 of the Unalaska Code of Ordinances to prohibit the Court from reducing fines established by a fine schedule for violation of City Ordinances

13. Work session

Tungul made a motion to enter into Work Session; Robinson seconded.

Motion passed by consensus.

Presentation: FY17 Audit Results

Discussion: FY19 Revenue Projections

Discussion: FY19 Budget Goals

14. Consent agenda

Robinson made a motion to adopt Consent Agenda; Fitch seconded.

Motion passed by consensus.

RESOLUTION 2018-10: A Resolution of the Unalaska City Council receiving the Fiscal Year 2017 audited financial statements of the City of Unalaska

Review of two liquor license renewal applications from Amelia's and the Norwegian Rat Saloon

15. Regular agenda

Unfinished Business

- i. ORDINANCE 2018-01, Second Reading: An Ordinance of the Unalaska City Council creating Budget Amendment no. 3

Robinson made a motion to adopt Ordinance 2018-01; Tungul seconded.

Roll Call Vote: Coleman – yes; Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes

Motion passed 5-0.

- ii. ORDINANCE 2018-02, Second Reading: An Ordinance of the Unalaska City Council amending Section 1.24.010 of the Unalaska Code of Ordinances to prohibit the Court from reducing fines established by a fine schedule for violation of City Ordinances

Robinson made a motion to adopt Ordinance 2018-02; Fitch seconded.

Roll Call Vote: Robinson – yes; Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes

Motion passed 5-0.

d. New Business

- i. Proposed Letter of Support for the Appointment of Nicole S. Kimball to the open Alaska seat on the North Pacific Fishery Management Council

Gregory made a motion to submit a letter of support for the appointment of Nicole Kimball to the open Alaska seat on the North Pacific Fishery Management Council; Robinson seconded.

Motion passed by consensus.

- ii. Travel Approval for the Mayor and Council to attend the 2018 SWAMC Economic Summit and Membership Meeting, Anchorage, March 1-2, 2018

Tungul made a motion to approve travel for Mayor and Council Members: Robinson, Gregory, and Fitch; Robinson seconded.

Motion passed by consensus.

- iii. Travel Approval for Council members to attend AML Winter Legislative Conference, Juneau, February 20-22, 2018

Gregory made a motion to approve travel for Mayor and Council Member Fitch to attend the AML Winter Legislative Conference; Tungul seconded.

Motion passed by consensus.

16. Council Directives to City Manager

- City Manager Interviews in Executive Session
 - Community Member Jim Paulin objected to council conducting City Manager interviews in Executive Session
- Conduct City Manager interviews in Executive Session
 - Unless City Manager is advised otherwise by City Attorney, City Manager interviews will be conducted in Executive Session if it meets the requirements of the Open Meetings Act

17. Community Input / Announcements

- PCR - Walking Program

18. Adjournment

Coleman made a motion to adjourn the meeting; Tungul seconded.
Motion passed by consensus.

The meeting adjourned at 7:51 pm.

Marjie Veeder
City Clerk

UNALASKA CITY COUNCIL
Unalaska, Alaska

Special Meeting
Saturday, February 3, 2018
8:00 a.m.

Unalaska City Hall
Council Chambers
43 Raven Way

MINUTES

1. Call to order

The special meeting of the Unalaska City Council was called to order at 8:18 am, February 3, 2018, in the Unalaska City Hall Council chambers.

2. Roll call

Present:

Frank Kelty, Mayor
Dennis Robinson
Roger Rowland
James Fitch
Alejandro Tungul
David Gregory
Shari Coleman

Absent:

None

3. Executive Session: Interview City Manager Candidates

8:20 am - Robinson made a motion to move into Executive Session to discuss matters, which, if discussed in public, could harm the reputation of one or more of the candidates; Fitch seconded.

Motion passed 6-0.

4. Adjournment

4:15 pm - Coleman made a motion to adjourn Executive Session and Special Meeting; Tungul seconded.

Motion passed 6-0.

The meeting adjourned at 4:17 pm.

Marjie Veeder
City Clerk

UNALASKA CITY COUNCIL
Unalaska, Alaska

Special Meeting
Sunday, February 4, 2018
9:00 a.m.

Unalaska City Hall
Council Chambers
43 Raven Way

MINUTES

1. Call to order

The special meeting of the Unalaska City Council was called to order at 9:02 am, February 4, 2018, in the Unalaska City Hall Council chambers.

2. Roll call

Present:

Frank Kelty, Mayor
Dennis Robinson
Roger Rowland
James Fitch
Alejandro Tungul
David Gregory
Shari Coleman

Absent:

None

3. Executive Session

a. Deliberations regarding City Manager Candidates

9:03 am Robinson made a motion to move into Executive Session to discuss matters, which, if discussed in public, could harm the reputation of one or more of the candidates; Fitch seconded. Motion passed by consensus.

10:47 am Gregory made a motion to reconvene to Regular Session; Robinson seconded. Motion passed by consensus

4. Regular Session

b. New Business

i. Resolution 2018-17: A Resolution of the Unalaska City Council Authorizing the Mayor to Negotiate a Contract with _____ for the Position of City Manager

The City Council unanimously reached a decision during Executive Session to authorize the Mayor to enter into contract negotiations with Thomas E. Thomas for the Position of City Manager.

Robinson made a motion to adopt Resolution 2018-17; Tungul seconded.

Rowland made a motion to amend Resolution 2018-17 to insert the name Thomas E. Thomas; Robinson seconded.

Roll Call vote on amended motion: Gregory – yes; Fitch - yes; Coleman – yes; Rowland – yes; Robinson – yes; Tungul – yes. Motion passed 6-0.

Vote on main motion as amended: Tungul – yes; Gregory – yes; Fitch – yes; Coleman – yes; Rowland – yes; Robinson – yes. Motion passed 6-0.

5. Adjournment

Rowland made a motion to adjourn; Robinson seconded. Motion passed by consensus.

The meeting adjourned at 10:53 am.

Marjie Veeder
City Clerk

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-18

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE REIMBURSEMENT OF \$36,000 TO THE STATE OF ALASKA FOR THE COSTS ASSOCIATED WITH THE SCUTTILING OF THE FISHING AND PROCESSING VESSEL AKUTAN

WHEREAS, the fishing and processing vessel Akutan (hereafter Akutan) was escorted to Unalaska by the United States Coast Guard (USCG) and anchored in Captains Bay; and

WHEREAS, the Akutan was abandoned by the owner and crew in Captains Bay; and

WHEREAS, the Akutan had no responsible party to repair or remove the vessel from Captains Bay; and

WHEREAS, the UCSG exhausted the Superfund for the removal of environmental contaminants from the vessel; and

WHEREAS, the Alaska Department of Environmental Conservation (ADEC), USCG, and the Alaska Department of Natural Resources (DNR) agreed that the anchorage for the Akutan would not likely withstand winter storm conditions; and

WHEREAS, it was agreed that the sinking or grounding of the Akutan in Captains Bay would have negative, cascading impacts to subsistence fishing, salmon streams, native allotments, and navigation as well as negative economic impacts for industry in Captains Bay; and

WHEREAS, ADEC, DNR, USCG, and the City of Unalaska collaborated with their authorities to form a plan to remove the Akutan from Captains Bay; and

WHEREAS, the USCG approved an emergency scuttle for the Akutan; and

WHEREAS, DNR took custody of the vessel and managed all the ownership of the Akutan; and

WHEREAS, DNR negotiated a fair rate for the removal and emergency scuttle of the Akutan; and

WHEREAS, DNR has requested that the City of Unalaska reimburse the State for the cost of the towing and ammunition for the scuttling of the Akutan; and

WHEREAS, The City of Unalaska solicited the support of ADEC, DNR and USCG to remove the Akutan from Captains Bay to protect our waters, commerce, and way of life; and

WHEREAS, City of Unalaska has notified and agreed with ADEC, DNR and USCG that the means for taking control of the Akutan, the financing of the scuttle, and the emergency scuttle itself are not precedent-setting for the future removal of abandoned and derelict vessels.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Unalaska authorizes the reimbursement of \$36,000 to the State of Alaska for the costs associated with the scuttling of the fishing and processing vessel Akutan.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Nancy Peterson, City Manager
Date: February 13, 2018
Re: Resolution 2018-18, a Resolution of the Unalaska City Council authorizing the reimbursement of \$36,000 to the State of Alaska for the costs associated with the scuttling of the P/V Akutan

SUMMARY: Resolution 2018-18 authorizes the reimbursement of \$36,000 to the State of Alaska for the cost of scuttling the P/V Akutan. This agreement is the result of the City of Unalaska, Alaska Department of Environmental Conservation (ADEC), Alaska Department of Natural Resources (DNR) and the U.S. Coast Guard (USCG) working together and within their individual authorities to find a solution without setting a precedent for future abandoned or derelict vessels.

PREVIOUS COUNCIL ACTION: The Council approved Budget Amendment 3 to the FY18 budget on January 23, 2018, transferring \$31,400 to the City Manager's budget to make funding available to assist with the cost of scuttling the P/V Akutan, if the Council determined it was in the best interest of the City to do so.

BACKGROUND: The Akutan was abandoned in Captains Bay in August 2017. The City, DNR, ADEC and USCG formed an after-abandonment exit strategy. The DNR has requested financial assistance with the removal of the P/V Akutan.

DISCUSSION: The fishing and processing vessel Akutan was escorted by the USCG Cutter Midget into Captains Bay under an informal request for Port of Refuge and without a formal exit strategy. We, the City of Unalaska, did not know the condition of the vessel, the financial status of the owner, or any of the other circumstances that surfaced during the Akutan's stay in Unalaska. Had we known the fate of the vessel, it would not have changed our authority with the USCG to direct the Akutan to anchor in Captains Bay.

The series of events that unfolded beginning in August 2017 highlighted weaknesses and jurisdictional voids within the scope of the State agencies and local governments to effectively deal with abandoned and derelict vessels.

The Unalaska City Council has taken a very active role in the Akutan by expressing very specific concerns and questions regarding environmental, navigational and economic impacts; the vessel's proximity to subsistence grounds and native allotments; and the ongoing uncertainty of its stability and the sustainability of its anchorage, especially during the upcoming with winter months.

Council's diligent approach allowed City staff to represent the unwavering message that "the Akutan must leave the City limits of Unalaska". Dealing with abandoned and derelict vessels is not a simple process. The legal and jurisdictional issues are many and complicated, and all the agencies involved face similar, but different, limitations within their individual authorities.

The City, ADEC, DNR and USC teamed together to combine their authorities and jurisdictions to provide a legal, simple and cost-effective approach to the removal of the Akutan. The ability to utilize the various authorities of these agencies is specific to the situation of the Akutan. All the circumstances were taken into consideration, including the bankruptcy, the insurance status, the activation the Super Fund, the condition of the vessel, the anchorage itself, the historic weather conditions in Captains Bay, as well as the cost of a traditional scuttling and EPA permitting, versus a contract for destruction or towing to another location.

It is not the City of Unalaska's responsibility to bear the cost of the removal of the Akutan. The City did have the most to lose by allowing the Akutan to remain at anchor in Captains Bay. For this reason, we remained engaged in the process through to the point of the vessel's destruction. USCG used its authorities to issue an emergency scuttle permit, DNR used their authority to take custody of the vessel, and the City of Unalaska agreed to bring forward to Council the financial request to pay for the scuttling costs.

The City of Unalaska also had a similar authority to take control of the vessel, but less authority to leverage a swift and cost-effective removal of the vessel. We strongly encouraged DNR to exercise their authority, and by doing so, DNR was able to leverage a stronger political position from which to work with USCG for the emergency scuttle.

The contract before you represents the cost of removing the Akutan from anchor, the cost of towing, and the ammunition for scuttling. City Council has expressed valid concern regarding setting a precedent for the City of Unalaska becoming the "bone yard" for derelict and abandoned vessels. The team approach to the removal of the Akutan has heightened the awareness of all the agencies to the many issues surrounding abandoned and derelict vessels, vessels in distress, and Possible Ports of Refuge. Sharing the responsibility for solving the Akutan situation has mitigated the perception of direct ownership of the problem. The above agencies were aware, and/or part of the decision-making matrix for the arrival and anchoring of the Akutan in Captains Bay. The outcome of the Akutan resulted in all of the agencies reviewing processes regarding harboring vessels in distress.

As after-action, the Port Department is preparing a brief for the City Council on the designation of Potential Port of Refuge and the City's authorities within that designation. Other agencies are also reviewing the role in distressed vessel placement and opening communication lines between the local and State authorities and the USCG.

The City of Unalaska has been requested to fund \$36,000 for the logistics of the emergency scuttle. This is a reasonable amount, considering that the remaining options

ranged from \$500,000 to \$1,500,000. The multi-agency approach dilutes the necessity for one agency to bear the burden of responsibility for the Akutan. The only reason the Akutan has been removed from the City of Unalaska is because of the cooperative effort of the ADEC, DNR, USCG and the City of Unalaska. For these reasons, we are requesting the City Council approve a reimbursement to DNR in the amount of \$36,000 to pay for the cost of the scuttling of the Akutan.

ALTERNATIVES: Council could choose to not support Resolution 2018-18 or could choose to reimburse less than the \$36,000 requested.

FINANCIAL IMPLICATIONS: The City of Unalaska has amended the City Manager's Budget to include \$31,400 for financial assistance in the scuttling of the Akutan. Additional funds are available within that budget to fund the full amount of \$36,000.

LEGAL: The City Attorney has reviewed and approved the attached Reimbursement Agreement with the State.

STAFF RECOMMENDATION: Staff recommends adoption of Resolution 2018-18.

PROPOSED MOTION: I move to adopt Resolution 2018-18.

CITY MANAGER'S COMMENTS: This is a difficult decision for the Council because of the concern for setting a precedent for future obligations in similar circumstances. The City was an integral part of the discussions regarding the Akutan and advocated strongly for the removal of the vessel from our waters. The amount that the State is requesting is significantly lower than originally estimated.

ATTACHMENTS:

1. Letter from the State of Alaska Department of Natural Resources
2. Contract from Resolve Marine Group
3. Reimbursement Agreement with the State



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Natural Resources

DIVISION OF MINING, LAND AND WATER

DIRECTOR'S OFFICE

550 W. 7th Avenue, Suite 1070

Anchorage, AK 99501-3576

Main: 907.269.8600

Fax: 907.269.8904

January 23, 2018

City Council of Unalaska
Mr. Frank Kelty, Mayor
City Hall
43 Raven Way
Unalaska, AK 99685

RE: Request for Funding Assistance for Removal of F/V Akutan

Dear Mayor Kelty and Members of Unalaska City Council:

As you know, the State of Alaska has taken custody of F/V Akutan as a derelict vessel under AS 30.30. The vessel is currently moored in trespass in Dutch Harbor. The State has sent the necessary notice to all interested parties and the general public and nobody has stepped forward to claim the Akutan, either as an owner, lienholder or purchaser. Accordingly, the State intends to dispose of this vessel as soon as it is practicable and safe to do so.

The State has also coordinated with Federal agencies to expedite removal of Akutan and secure a necessary declaration from the United States Coast Guard that an emergency exists for purposes of scuttling the vessel. The State has received a final contract from Resolve Marine Group, Inc. in the amount of \$36,000 to tow and scuttle the vessel, which is attached to this correspondence. This amount represents a significantly lower amount than what the potential liabilities could be if the conditions change precluding an emergency ocean dump.

The State therefore respectfully requests of that the City of Unalaska provide financial assistance of the above contract amount, along with any all local support and courtesies to Resolve, the USCG and/or State representatives to expedite the removal and scuttling of Akutan. To that end, enclosed please find a Reimbursement Agreement to document the financial support between the City and the State.

Please let me know of any questions. The State greatly appreciates, in advance, Unalaska's support in this endeavor.

Sincerely,

A handwritten signature in blue ink that reads "Brent W. Goodrum".

Brent W. Goodrum
Division Director
Division of Mining, Land & Water

City of Unalaska
and
State of Alaska
Department of Natural Resources
Division of Mining, Land and Water

Reimbursement Agreement
For Disposal of F/V Akutan

This Reimbursement Agreement is entered into between the City of Unalaska (Unalaska), with its principal office located at Unalaska City Hall, 43 Raven Way, Unalaska, Alaska 99685 and the State of Alaska, Department of Natural Resources, Division of Mining, Land and Water (DNR-DMLW), with a principal mailing address of 550 West 7th Avenue, Suite 1070, Anchorage, Alaska, 99501, under its' authority of AS 38.05.035 for purposes of disposing of a derelict vessel under AS 30.30.

Purpose

The purpose of this agreement is so that Unalaska can reimburse DNR-DMLW up to the amount of \$36,000 for the costs associated with the scuttling of the F/V Akutan from Captains Bay, near Unalaska.

Project Scope

DNR-DMLW has taken custody of F/V Akutan, currently moored in trespass in Captains Bay near Dutch Harbor, as a derelict vessel under AS 30.30. DNR-DMLW has properly notified all necessary and interested parties as well as the general public of its intention to dispose of the derelict vessel. No party has stepped forward to claim the Akutan, either as an owner, lienholder or purchaser. Therefore, DNR-DMLW intends to proceed with the disposal of this vessel as soon as it is practicable and safe to do so.

In order to proceed with the disposal, DNR-DMLW has coordinated with Federal agencies to expedite removal of Akutan and secure a necessary declaration from the United States Coast Guard that an emergency exists for purposes of scuttling the vessel. For this effort, DNR-DMLW has also entered into a contract with Resolve Marine Group, Inc. in the amount of \$36,000 to tow and scuttle the vessel as soon as weather conditions allow. Unalaska has graciously agreed to provide financial assistance for this effort by agreeing to reimburse DNR-DMLW for the cost of the contract with Resolve Marine.

It is mutually agreed that:

1. The DNR-DMLW will work with Resolve Marine Group to fulfill the terms of that contract.
2. Within 30 days of authorizing payment to Resolve Marine Group under the terms of that contract, DNR-DMLW will send Unalaska a copy of the paid receipt to seek reimbursement.

3. Unalaska will submit the reimbursement payment to DNR-DMLW within 30 days of receiving a copy of the DNR-DMLW paid receipt to Resolve Marine Group.
4. Nothing in this agreement is intended to conflict with Federal, State or local laws or regulations. If there are conflicts, the agreement will be amended at the first opportunity to bring it into conformance with applicable laws and regulations.
5. Each party shall be responsible for its own actions and indemnify, hold harmless and defend the other from liability of any nature or kind including costs and expenses for all actions or claims resulting from injuries or damages sustained by any person or property as a result of any error, omission, or negligent acts relating from performance of this agreement.

Principal Contacts

Division of Mining Land and Water:
 Brent W. Goodrum
 550 W. 7th Ave. Ste. 1070
 Anchorage, AK 99501
 Phone: (907) 269-8600
 Email: brent.goodrum@alaska.gov

City of Unalaska:
 Mayor Frank Kelty
 Unalaska City Hall
 43 Raven Way
 Unalaska, AK 99685
 Phone: (907) 581-1251, ext. 2201
 Email: MayorKelty@ci.unalaska.ak.us

Authorized Representatives

By signature below, Unalaska and DNR-DMLW certify that the individuals listed in this document as representatives are authorized to act in their respective duties for matters related to this agreement.

Division of Mining, Land and Water



 Brent W. Goodrum

City of Unalaska, Alaska

 Frank Kelty

23 JAN 2018

 Date

 Date



CONTRACT
Department of Natural Resources

NUMBER
CT 10 180000629 - 1

AWARD DATE
January 10, 2018

VENDOR
VC016612
RESOLVE MARINE GROUP INC
1510 SE 17TH ST STE 400
FORT LAUDERDALE, FL 33316-1729 US

EFFECTIVE:
January 10, 2018

EXPIRES:
March 31, 2018

PAYMENT TERMS

% /

Note: The State will pay within 30 days if no payment terms are defined here.

Tel: Fax:

DOCUMENT DESCRIPTION

Services to Scuttle FV Akutan for DMLW

Contract Amount: \$30,000.00

Extended Description:

Contractor to provide services to scuttle the FV Akutan per the requirements of Appendices A through D to this contract, RFQ 180000045, Amendment 1 to this RFQ, and accepted quote to this RFQ. RFQ 180000045, Amendment 1 to this RFQ, and accepted quote to this RFQ are incorporated by reference into this contract.

Line No.	Description	Quantity	Unit	Unit Cost	Line Amount
1	Services to Scuttle FV Akutan for DMLW	0.00		\$0.00	\$30,000.00

Start Date	End Date	Delivery Date	F.O.B. Point
01/10/18	03/31/18		F.O.B. final destination

BILL TO:	SHIP TO:
MLW - Suite 1070 (Director) ANC Mining, Land and Water 550 West 7th Avenue Suite 1070 Anchorage, AK 99501-3579	

Extended Description:

Contractor to provide services to scuttle the FV Akutan per the requirements of Appendices A through D to this contract, RFQ 180000045, Amendment 1 to this RFQ, and accepted quote to this RFQ. RFQ 180000045, Amendment 1 to this RFQ, and accepted quote to this RFQ are incorporated by reference into this contract.

CERTIFICATION:

I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alternations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815-.820. Other disciplinary action may be taken up to and including dismissal.

PROCUREMENT OFFICER:

Name: James Sonnier

Initials: _____

Contact: (907)269-8687

Email: jim.sonnier@alaska.gov

Date: _____

SIGNATURES:

Name: Richard Todd Duke

Title: Area Manager

Signature: [Handwritten Signature]

Date: JAN 12, 2018

Name: _____ Title: _____
Signature: _____ Date: _____

Name: _____ Title: _____
Signature: _____ Date: _____

Terms and Conditions		
No.	Name	Section
011	Appendix A Goods	1

180000629	Document Phase Final	Document Description Services to Scuttle FV Akutan for DMLW	Page 3 of 9
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**APPENDIX A
GENERAL CONDITIONS**

1. Inspections and Reports:

The department may inspect, in the manner and at reasonable times it considers appropriate, all of the contractor's facilities and activities under this contract. The contractor shall make progress and other reports in the manner and at the times the department reasonably requires.

2. Suitable Materials, Etc.:

Unless otherwise specified, all materials, supplies or equipment offered by the contractor shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture.

3. Disputes:

If the contractor has a claim arising in connection with the contract that it cannot resolve with the State by mutual agreement, it shall pursue the claim, if at all, in accordance with the provisions of AS 36.30.620 □ AS 36.30.632

4. Default:

In case of default by the contractor, for any reason whatsoever, the State of Alaska may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.

5. No Assignment or Delegation:

The contractor may not assign or delegate this contract, or any part of it, or any right to any of the money to be paid under it, except with the written consent of the Procurement Officer.

6. No Additional Work or Material:

No claim for additional supplies or services, not specifically provided in this contract, performed or furnished by the contractor, will be allowed, nor may the contractor do any work or furnish any material not covered by the contract unless the work or material is ordered in writing by the Procurement Officer.

7. Independent Contractor:

The contractor and any agents and employees of the contractor act in an independent capacity and are not officers or employees or agents of the State in the performance of this contract.

8. Payment of Taxes:

As a condition of performance of this contract, the contractor shall pay all federal, State, and local taxes incurred by the contractor and shall require their payment by any subcontractor or any other persons in the performance of this contract. Satisfactory performance of this paragraph is a condition precedent to payment by the State under this contract.

9. Compliance:

In the performance of this contract, the contractor must comply with all applicable federal, state, and borough regulations, codes, and laws, and be liable for all required insurance, licenses, permits and bonds.

10. Conflicting Provisions:

Unless specifically amended and approved by the Department of Law, the terms of this contract supersede any provisions the contractor may seek to add. The contractor may not add additional or different terms to this contract; AS 45.02.207(b)(1). The contractor specifically acknowledges and agrees that, among other things, provisions in any documents it sees to append hereto that purport to (1) waive the State of Alaska's sovereign immunity, (2) impose indemnification obligations on the State of Alaska, or (3) seek to limit liability of the contractor for acts of contractor negligence, are expressly superseded by this contract and are void.

180000629	Document Phase Final	Document Description Services to Scuttle FV Akutan for DMLW	Page 4 of 9
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11. Officials Not to Benefit:

Contractor must comply with all applicable federal or State laws regulating ethical conduct of public officers and employees.

12. Contract Prices:

Contract prices for commodities must be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the FOB point so that upon transfer of title the commodity can be utilized without further cost. Prices for services must be in U.S. funds and include applicable federal duty, brokerage fee, packaging, and transportation cost so that the services can be provided without further cost.

13. Contract Funding:

Contractors are advised that funds are available for the initial purchase and/or the first term of the contract. Payment and performance obligations for succeeding purchases and/or additional terms of the contract are subject to the availability and appropriation of funds.

14. Force Majeure:

The parties to this contract are not liable for the consequences of any failure to perform, or default in performing, any of their obligations under this Agreement, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party. For the purposes of this Agreement, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.

15. Contract Extension:

Unless otherwise provided, the State and the contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect, and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.

16. Severability:

If any provision of the contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.

17. Continuing Obligation of Contractor:

Notwithstanding the expiration date of this contract, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance and parts availability requirements have completely expired.

18. Governing Law; Forum Selection

This contract is governed by the laws of the State of Alaska. To the extent not otherwise governed by Article 3 of this Appendix, any claim concerning this contract shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

180000629	Document Phase Final	Document Description Services to Scuttle FV Akutan for DMLW	Page 5 of 9
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APPENDIX B₁
INDEMNITY AND INSURANCE

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the Contractor under this agreement. The Contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the Contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis.

“Contractor” and “Contracting agency”, as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term “independent negligence” is negligence other than in the Contracting agency’s selection, administration, monitoring, or controlling of the Contractor and in approving or accepting the Contractor’s work.

Article 2. Insurance

Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the contracting officer prior to beginning work and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with and be issued by insurers licensed to transact the business of insurance under AS 21.

- 2.1 Workers' Compensation Insurance:** The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.
- 2.2 Commercial General Liability Insurance:** covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per claim.
- 2.3 Commercial Automobile Liability Insurance:** covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000. combined single limit per claim.
- 2.4. Marine General Liability Coverage:** the contractor shall provide coverage for all marine operations with limits of not less than \$5,000,000 with a pollution liability endorsement

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APPENDIX C to CT 180000629

SCOPE OF SERVICES

1. Requirement. Contractor to provide services to scuttle the FV Akutan per the requirements of Appendices A through D, RFQ 180000045, Amendment 1 to this RFQ, and accepted quote to this RFQ. RFQ 180000045, Amendment 1 to the RFQ, and accepted quote to the RFQ are incorporated by reference into this contract.

2. Contract Period: January 10, 2018 through March 31, 2018. This period may be extended at the sole discretion of the State.

3. Projected Work Window: January 14, 2018 through February 17, 2018. If circumstances beyond the control of the contractor or state delay completion of the project within this timeframe the State may, at its sole discretion, negotiate an extension to the contract deadline and contract costs with the contractor. Any negotiations will be within the scope of the contract and subject to a continuing need for the service and the requirements of the State of Alaska Procurement code.

4. Contract Work. Contract work is dependent upon the State receiving no response to the public Notice of Intended Disposal of Derelict Vessel issued by DNR on December 22, 2017. The contractor will be notified in writing by the DNR Project Manager on whether or not to proceed with the contract.

5. Contract Cancellation. Because the contract is dependent upon unsuccessful response to the Notice of Intended Disposal of Derelict Vessel, this contract may be cancelled by the State upon 24 hours written notice to the contractor.

6. Scope of Services.

a. Background. The FV Akutan, moored in trespass to a buoy over state-owned submerged land in Captains Bay near Dutch Harbor. Hazardous materials, including ammonia and fuel, have been removed from the vessel. DNR/DMLW issued a Public Notice of Intended Disposal of Derelict Vessel on December 22, 2017. This notice will expire on January 13, 2018.

b. Scope of Work.

1) The contractor will be required to:

a) Use a contractor supplied vessel of sufficient size to prepare and transport the FV

180000629	Document Phase Final	Document Description Services to Scuttle FV Akutan for DMLW	Page 7 of 9
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Akutan to a waiting US Coast Guard (USCG) vessel 1-2 nautical miles from its current location in Captains Bay;

b) Collect and secure all mooring and anchor devices currently in use by the FV Akutan in Captains Bay;

c) Transfer the vessel and tow responsibilities from the contracted vessel to the USCG vessel for transport of the FV Akutan approximately 30 nautical miles to a pre-determined scuttle location, currently determined to be 54.12N and 167.17W in 900 fathoms of water and a minimum of 12 nautical miles from the nearest point of land;

d) Prepare FV Akutan for scuttle with sufficient explosives or similar to ensure timely sinking of the vessel.

e) Mark the final location of the FV Akutan using GPS equipment and report the location back to DNR/DMLW within 24 hours; and

f) Provide an “after action” report to DNR/DMLW within 24 hours of scuttle activities and a final detailed report to DNR within 5 days of the scuttle activities. Final report will include sufficient detailed written information and pictures to satisfy all contractual requirements.

2) All emergency dumping activities must be supervised and approved by the USCG.

3) No additional cleaning, fluid or debris removal is required.

c. Permits. It is anticipated DNR will have all necessary permits and authorizations in place at the time services are needed.

7. Contract Management.

a. MLW Project Manager. The MLW Project Manager for this contract will be Mr. Clark Cox or his designee. Mr. Cox can be reached by telephone at 907-269-7470 or by email to clark.cox@alaska.gov. Mr. Cox or his designee will be responsible for day-to-day interaction with the contractor in the performance of this contract. Neither Mr. Cox nor his designee has any authority to fiscally or otherwise modify or amend this contract.

b. Overall. Overall contract management will be exercised by Procurement Specialists assigned to the DNR Procurement Section. Procurement Specialists assigned to this section can be reached by telephone at 907-269-8666 or 907-269-8687 or by email to

180000629	Document Phase Final	Document Description Services to Scuttle FV Akutan for DMLW	Page 8 of 9
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dnr.ssd.procurement@alaska.gov. Procurement Specialists assigned to DNR Procurement have full authority to fiscally or otherwise modify or amend this contract.

7. Appendices. Appendices referred to in or attached to this contract are considered a part of it. This includes in order of priority Appendices A through D to this contract; RFQ 180000045 and Amendment 1 to this RFQ; and accepted quote to this RFQ. RFQ 180000045, Amendment 1 to this RFQ, and accepted proposal to this RFQ are incorporated by reference into this contract.

*****END OF APPENDIX C*****

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APPENDIX D

PAYMENT PROVISIONS

1. Invoices. Invoices are to be sent to the “Bill To” address shown in this contract. Payments will be NET 30 days upon receipt of services, receipt of a true and correct invoice, and approval of the MLW Project Manager.

2. Contract Costs.

- a. Per accepted quote contract costs will be \$36,000.00 for providing required services.
- b. Total cost of all services provided is not to exceed \$40,000.00.

*******END OF APPENDIX D*******

Request for Quotations

Department of Natural Resources

NUMBER

RFQ 10 180000045 - 1

DATE OF ISSUE

January 02, 2018

TITLE OF SOLICITATION:

Services to Scuttle the F/V Akutan

DEADLINE FOR RESPONSES:

January 09, 2018 14:00:00 Alaska Time

BID RECEIVING LOCATION

Support Services ANC Admin
Attn: Procurement
550 West 7th Avenue
Suite 1330
Anchorage, AK 99501-3564

VENDOR:

Name: Resolve Magone Marine Services Alaska Inc
Address: 6231 S Air Park Place
City, State, Zip Code: Anchorage AK 99502
Phone #: 907-243-0069
Email Address: tduke@resolvemarine.com
Contact Name: Todd Duke
Contact Email: Tduke@resolvemarine.com
Vendor #:

PURPOSE OF SOLICITATION:

The Department of Natural Resources, Division of Mining Land and Water, requires the services of a qualified contractor to scuttle the FV Akutan as specified within this RFQ.

THIS IS NOT AN ORDER.

SIGNATURE OF AUTHORIZED AGENT IS REQUIRED UNLESS RESPONSE IS SUBMITTED ELECTRONICALLY.

Signature X 

Date January 5, 2018

BID SCHEDULE

Event Date	Event Description
01/09/18	Solicitation Closing Date/Time

LINE ITEMS

Line No.	Description	Quantity	Unit	Unit Cost
1	Services to Scuttle the F/V Akutan	1	Lot	\$36,000.00
Start Date	End Date	Delivery Date	F.O.B. Point	Extended Line Total
01/14/18	03/31/18	Approx Jan 19	dependent on weather Dutch Harbor AK	\$36,000.00

Extended Description:

Services to scuttle the FV Akutan as specified within this RFQ.

EVALUATION CRITERIA

Code	Criteria Description	Points	Vendor Response <i>(DO NOT LIST PRICES IN THIS SECTION. UNIT PRICES AND TOTAL PRICES MUST BE FILLED IN ADJACENT TO THEIR LINE ITEMS.)</i>
12	Minimum Req	0	
18	Cost 100%	100	

PREFERENCES

Does your business qualify for the Alaska bidder preference?

Yes No

Does your business qualify for the Alaska veteran preference?

Yes No

Important Notice: If you received this solicitation from the State of Alaska's "Vendor Self-Service" web site, you must register with the procurement officer to receive subsequent amendments. Failure to contact the procurement officer may result in the rejection of your offer.

PROCUREMENT OFFICER: James Sonnier

TELEPHONE NUMBER: (907)269-8687

EMAIL: jim.sonnier@alaska.gov

Terms and Conditions		
No.	Name	Section
005	Request for Quotes	1

Solicitation Assemble 180000045	Document Phase Final	Document Description Services to Scuttle the F/V Akutan	Page 5 of 14
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b. **Total Cost** to provide services specified within this RFQ: \$ \$36,000.00.

7. Questions. Questions must be in writing. Direct any questions to the DNR Procurement Officer via fax to 907-269-8909 or email to dnr.ssd.procurement@alaska.gov.

8. Submitting Quotes. Quotes may be emailed to dnr.ssd.procurement@alaska.gov, faxed to 907-269-8909, or mailed to DNR/SSD Procurement, Attn: Jim Sonnier, 550 W. 7th Avenue, Suite 1330, Anchorage, Alaska, 99501. At a minimum the bidder must submit a completed page 1 of this RFQ and the Quote Schedule shown above. Quotes must be received prior to 2:00 p.m. on January 9, 2018. Late quotes will be rejected.

9. Appendices. Terms, conditions, and specifications of the documents attached to this RFQ are considered a part of it. **Successful bidder will be required to provide proof of insurance as specified in Appendix B1 with Marine Liability provisions within 1 business day after notification of award and to comply with provisions of the attached Appendix A.**

State of Alaska
Department of Natural Resources
Division of Mining, Land and Water
and
City of Unalaska

Reimbursement Agreement
For Disposal of F/V Akutan

This Reimbursement Agreement is entered into between the City of Unalaska (Unalaska), with its principal office located at Unalaska City Hall, 43 Raven Way, Unalaska, Alaska 99685 and the State of Alaska, Department of Natural Resources, Division of Mining, Land and Water (DNR-DMLW), with a principal mailing address of 550 West 7th Avenue, Suite 1070, Anchorage, Alaska, 99501, under its' authority of AS 38.05.035 for purposes of disposing of a derelict vessel under AS 30.30.

Purpose

The purpose of this agreement is so that Unalaska can reimburse DNR-DMLW up to the amount of \$36,000 for the costs associated with the scuttling of the F/V Akutan from Captains Bay, near Unalaska.

Project Scope

DNR-DMLW has taken custody of F/V Akutan, currently moored in trespass in Captains Bay near Dutch Harbor, as a derelict vessel under AS 30.30. DNR-DMLW has properly notified all necessary and interested parties as well as the general public of its intention to dispose of the derelict vessel. No party has stepped forward to claim the Akutan, either as an owner, lienholder or purchaser. Therefore, DNR-DMLW intends to proceed with the disposal of this vessel as soon as it is practicable and safe to do so.

In order to proceed with the disposal, DNR-DMLW has coordinated with Federal agencies to expedite removal of Akutan and secure a necessary declaration from the United States Coast Guard that an emergency exists for purposes of scuttling the vessel. For this effort, DNR-DMLW has also entered into a contract with Resolve Marine Group, Inc. in the amount of \$36,000 to tow and scuttle the vessel as soon as weather conditions allow. Unalaska has graciously agreed to provide financial assistance for this effort by agreeing to reimburse DNR-DMLW for the cost of the contract with Resolve Marine.

It is mutually agreed that:

1. The DNR-DMLW will work with Resolve Marine Group to fulfill the terms of that contract.
2. Within 30 days of authorizing payment to Resolve Marine Group under the terms of that contract, DNR-DMLW will send Unalaska a copy of the paid receipt to seek reimbursement.

3. Unalaska will submit the reimbursement payment to DNR-DMLW within 30 days of receiving a copy of the paid receipt.
4. Nothing in this agreement is intended to conflict with Federal, State or local laws or regulations. If there are conflicts, the agreement will be amended at the first opportunity to bring it into conformance with applicable laws and regulations.

Principal Contacts

Division of Mining Land and Water:
Brent W. Goodrum
550 W. 7th Ave. Ste. 1070
Anchorage, AK 99501
Phone: (907) 269-8600
Email: brent.goodrum@alaska.gov

City of Unalaska:
Mayor Frank Kelty
Unalaska City Hall
43 Raven Way
Unalaska, AK 99685
Phone: (907) 581-1251, ext. 2201
Email: MayorKelty@ci.unalaska.ak.us

Authorized Representatives

By signature below, Unalaska and DNR-DMLW certify that the individuals listed in this document as representatives are authorized to act in their respective duties for matters related to this agreement.

Division of Mining, Land and Water

City of Unalaska, Alaska

Brent W. Goodrum

Frank Kelty

Date

Date

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Bil Homka, Director – Planning Department
Through: Nancy Peterson, Interim-City Manager
Date: February 8, 2018
Re: Draft Capital Maintenance and Management Plan (CMMP) FY19-23

SUMMARY: This preliminary draft of the CMMP will be presented to City Council on February 13, 2018. This is the first year that we will make a presentation to council at this point in time in the CMMP process. There are 18 projects requesting funding in FY 19, with a total of 34 projects in the overall FY19-23 CMMP. The Rolling Stock portion of the CMMP, dealing with the vehicle replacements, will be presented at a later date.

PREVIOUS COUNCIL ACTION: There has been no Council action on the FY19-23 CMMP to date.

BACKGROUND: City Council reviews the CMMP each year for an opportunity to have input and subsequently adopt the CMMP as part of the overall budgeting process.

DISCUSSION: The FY2019 CMMP has 18 projects that are either new projects, or projects that Administration is requesting additional funding for completion. There are Nine (9) General Fund projects, two (2) Electrical fund projects, two (2) Wastewater fund projects, one (1) Water fund project, three (3) Ports fund projects and one (1) Housing fund project.

In addition, there are 16 other projects identified for pre-development, design, or construction during FY20-13.

Staff will provide a brief overview of the FY 19 projects during a work session at the February 13th Council meeting. Attached are preliminary project descriptions for all of the projects in the FY19-23 CMMP. Information on these sheets will be more detailed and projects may move between years as we have more time to evaluate the budgets. This is just a preliminary review of what we see on the horizon for upcoming projects.

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS: The FY2019 CMMP proposes \$9,763,377 in funding for projects. Staff is continuing to refine the costs and will make recommendations for moving projects to later years if needed to balance the FY19 budget.

LEGAL: N/A

STAFF RECOMMENDATION: Please provide staff with any comments, suggestions or ideas resulting from the presentation about the CMMP.

PROPOSED MOTION: No action is being requested at this time. This is just a preview of the proposed projects and will look forward to Council comments regarding the projects.

CITY MANAGER COMMENTS: This is just a preview of the proposed projects and will look forward to Council comments regarding the projects. Unfortunately, getting stuck in Anchorage all week did not allow me to work with Mr. Homka on this final draft. Many hours of work goes into the work of preparing the CMMP document – many thanks to the Planning Department staff for leading this effort!

ATTACHMENTS:

1. CMMP Project / Funding Spreadsheets
2. CMMP Project Summary Sheets



**City of Unalaska
Capital and Major Maintenance Plan
FY2019 - FY2023
Estimated Project and Purchase Timelines
(excluding new vehicle purchases & replacements)**

Pre-Design
Engineering / Design
Construction / Purchase

Regardless of when a project might be funded, many remain active in other fiscal years. The purpose of this table is to provide an overview of the estimated project timelines identified in the nominations for the current CMMP and to display the allocation of valuable staffing resources. Projects identified in previous CMMP's that are not in need of additional funding in the current CMMP are not included below.

Fund or Department	Project (Projects in boldface are newly included in this year's CMMP, other projects have been updated from previous CMMPs.)	Appropriated Funds	Available Balance (as of 1/18/18)	FY 19 Request	Total Project Cost	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Public Works	Haystack Security Fence	\$139,000	\$139,000	\$156,665	\$295,665					
Public Works	Causeway Culvert Replacement	\$0	\$0	\$100,000	\$800,000					
Parks, Culture & Recreation	Sitka Spruce Park Improvements	\$0	\$0	\$70,000	\$407,000					
Parks, Culture & Recreation	Town Park Improvements	\$0	\$0	\$340,000	\$340,000					
Public Safety	Radio Upgrade	\$0	\$0	\$200,000	\$810,550					
Public Safety	ALS Defibrilators	\$0	\$0	\$65,500	\$65,500					
Public Safety	Fire Training Facility	\$0	\$0	\$12,000	\$626,627					
Public Safety	DPS Building Assessment	\$0	\$0	\$100,000	\$100,000					
Parks, Culture & Recreation	Unalaska Public Library Improvements <i>(Cost is TBD in FY20 & FY21)</i>	\$42,500	\$39,000	\$357,500	\$4,600,000					
Electric-Production	Generator Sets Rebuild	\$0	\$0	\$1,267,306	\$6,595,110					
Electric-Production	Old Powerhouse Battery Replacement	\$263,070	\$194,873	\$250,000	\$513,070					
Wastewater	Eastpoint Rd Sewer Line Repair (Sliplining)	\$415,000	\$29,000	\$492,400	\$807,400					
Wastewater	Lift Station 2 and 5 Discharge Pipe	\$122,250	\$117,243	\$300,000	\$422,250					
Water	Generals Hill Water Booster Pump	\$21,600	\$21,600	\$200,000	\$571,600					
Ports & Harbors	Coast Guard Security Building Replacement	\$0	\$0	\$25,000	\$25,000					
Ports & Harbors	Harbor Office Communication Line	\$0	\$0	\$152,000	\$152,000					
Ports & Harbors	UMC Laydown Area	\$0	\$0	\$5,400,000	\$5,400,000					
Housing	Lear Road Duplexes Kitchen Renovation	\$124,994	\$116,554	\$275,006	\$400,000					

TOTAL FY19 FUNDING REQUEST

\$9,763,377



City of Unalaska
Capital and Major Maintenance Plan
FY2019 - FY2023
Estimated Project and Purchase Timelines
(excluding new vehicle purchases & replacements)

Pre-Design
Engineering / Design
Construction / Purchase

Regardless of when a project might be funded, many remain active in other fiscal years. The purpose of this table is to provide an overview of the estimated project timelines identified in the nominations for the current CMMP and to display the allocation of valuable staffing resources. Projects identified in previous CMMP's that are not in need of additional funding in the current CMMP are not included below.

Fund or Department	Project (Projects in boldface are newly included in this year's CMMP, other projects have been updated from previous CMMPs.)	Appropriated Funds	Available Balance (as of 1/18/18)	FY 19 Request	Total Project Cost	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Public Works	Haystack Security Fence	\$139,000	\$139,000	\$156,665	\$295,665					
Public Works	Causeway Culvert Replacement	\$0	\$0	\$100,000	\$800,000					
Public Works	DPW Equipment Storage Bldg	\$0	\$0	\$0	\$1,545,000					
Parks, Culture & Recreation	Sitka Spruce Park Improvements	\$0	\$0	\$70,000	\$407,000					
Parks, Culture & Recreation	Town Park Improvements	\$0	\$0	\$340,000	\$340,000					
Parks, Culture & Recreation	Tennis Court Improvements	\$0	\$0	\$0	\$50,000					
Public Safety	Radio Upgrade	\$0	\$0	\$200,000	\$810,550					
Public Safety	ALS Defibrilators	\$0	\$0	\$65,500	\$65,500					
Public Safety	Fire Training Facility	\$0	\$0	\$12,000	\$626,627					
Public Safety	DPS Building Assessment	\$0	\$0	\$100,000	\$100,000					
Parks, Culture & Recreation	Unalaska Public Library Improvements <i>(Cost is TBD in FY20 & FY21)</i>	\$42,500	\$39,000	\$357,500	\$4,600,000					
Public Works - Fac Maint	Burma Road Chapel Roof Ventilation Upgrades	\$0	\$0	\$0	\$560,000					
General Fund, Electric, Water & WW	Captain's Bay Road and Utilities	\$0	\$0	\$0	\$24,300,000					
Planning	Henry Swanson House	\$0	\$0	\$0	\$50,000					
Electric-Production	Generator Sets Rebuild	\$0	\$0	\$1,267,306	\$6,595,110					
Electric - Production	Wind Energy <i>(Cost is TBD from FY19-FY22)</i>	\$200,000	\$151,319	\$0	\$200,000					
Electric-Production	Old Powerhouse Battery Replacement	\$263,070	\$194,873	\$250,000	\$513,070					
Electric-Production	4th ORC	\$0	\$0	\$0	\$553,103					
Wastewater	Eastpoint Rd Sewer Line Repair (Sliplining)	\$415,000	\$29,000	\$492,400	\$807,400					
Wastewater	Lift Station 2 and 5 Discharge Pipe	\$122,250	\$117,243	\$300,000	\$422,250					
Water	Generals Hill Water Booster Pump	\$21,600	\$21,600	\$200,000	\$571,600					
Water	CT Tank Interior Maintenance and Painting	\$0	\$0	\$0	\$1,053,000					
Water	Pyramid Water Storage Tank	\$625,000	\$531,338	\$0	\$9,134,943					
Solid Waste	Reinsulation of Baler Building	\$0	\$0	\$0	\$537,020					
Solid Waste	Composting Project	\$105,000	\$105,000	\$0	\$830,000					
General Fund	Entrance Channel Dredging	\$1,500,000	\$750,912	\$0	\$6,500,000					
Ports & Harbors	LCD and UMC Dredging	\$109,650	\$109,650	\$0	\$2,041,650					
Ports & Harbors	Robert Storrs Small Boat Harbor Improvements (A & B Float)	\$50,000	\$27,640	\$0	\$10,630,000					
Ports & Harbors	Coast Guard Security Building Replacement	\$0	\$0	\$25,000	\$25,000					
Ports & Harbors	Harbor Office Communication Line	\$0	\$0	\$152,000	\$152,000					
Ports & Harbors	UMC Laydown Area	\$0	\$0	\$5,400,000	\$5,400,000					
Airport	Airport Terminal Roof Replacement <i>(Cost is TBD in FY 19)</i>	\$140,000	\$140,000	\$0	TBD					
Housing	Lear Road Duplexes Kitchen Renovation	\$124,994	\$116,554	\$275,006	\$400,000					
Housing	4-Plex Roof Replacement	\$0	\$0	\$0	\$498,550					

TOTAL FY19 FUNDING REQUEST

\$9,763,377

FY19-23 CMMP

HAYSTACK SECURITY FENCE | DPW

PROJECT DESCRIPTION: Approximately 700' of commercial grade security fencing will be installed around the Unalaska telecommunications facilities on Haystack mountain including 8' high galvanized steel chain link "cyclone" fencing, steel posts embedded in concrete, two sliding gates, barbed wire on the top 2' at a 45 degree angle outward, and one man-gate.

PROJECT NEED: Lack of security fencing has been identified as a vulnerability during annual security drills. Several agencies use this facility for critical communications including the City of Unalaska, United States Coast Guard, and the State of Alaska. Physical security of the facility is required to create a controlled access point, which enables law enforcement to better screen personnel for potential terrorists, acts of vandalism, and theft. This project creates statewide benefits by securing the area with controlled ingress/egress points for anyone using telecommunications via the facility.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Concept plans and a budgetary cost estimate have been developed. Detailed plans, specifications, and cost estimate will be finalized in FY19.

COST & FINANCING DATA: Funding derived from grant and General Fund.

Cost Assumptions

Engineering, Design, Const Admin	51,000
Other Professional Services (Survey)	2,500
Construction Services	180,000
Machinery & Equipment (Security System)	23,600
Subtotal	257,100
Contingency	38,565
TOTAL	295,665
Less Existing Funds (Grant)	(139,000)
Total FY19 Request \$	156,665

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: **FY 2017**

Engineering/Design: **FY 2018**

Purchase/Construction: **FY 2019**

Haystack Security Fence



Legend

— Ten Foot Contours

—X—X— Security Fence

September 30, 2016

110 55 0 110 Feet



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (DPS)		156,665					156,665
1% Sales Tax							
Grant	139,000						139,000
Proprietary Fund							
TOTALS \$	139,000	156,665					295,665

Requested Funds: Engineering, Construction, Inspection, Contract Administration

FY19-23 CMMP

CAUSEWAY CULVERTS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2019

Engineering/Design: FY 2019

Purchase/Construction: FY 2020

PROJECT DESCRIPTION: Replace failing culverts under Broadway Avenue causeway between Methodist Church and Dutton Road.

PROJECT NEED: This project was listed as a need in the 2013 Hazard Mitigation Plan. The two existing metal culverts that allow drainage from Dutton Lake and surrounding watershed into Illuliaq Lake are old, rusted, and showing signs of collapse and need to be replaced. Salmon are known to spawn in the Dutton Lake stream.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): The project is in early stage concept. A complete design will be required along with USACOE and Fish & Game permitting will be required. Dutton Lake and the stream feeding into Dutton Lake are anadromous and do support fish habitat and spawning. As recently as 2016, Fish and Game documented fish in the Lake and stream.

COST & FINANCING DATA: No cost data is available but preliminary estimates are in the \$800,000 range.

Cost Assumptions

Engineering Services 20% of Construction	100,000
Other Professional Services 3.5% of Const	15,000
Machinery and Equipment	0
Construction Services	500,000
Subtotal	615,000
Contingency 30% of Subtotal	185,000
Total \$	800,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (Department)		100,000	700,000				800,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		100,000	700,000				800,000
Requested Funds:							

FY19-23 CMMP

DPW EQUIPMENT BLDG. | GENERAL FUND

PROJECT DESCRIPTION: This is an 80' x 120' unheated pole building with a gravel floor to be located at the DPW/U site. This is not a mechanic shop but a well-lit equipment storage building protecting both equipment and employees from the elements during the normal course of their work preparing equipment for use.

PROJECT NEED: The building will improve winter emergency response time, extend the life of trucks, trailers, graders, snow plows, and snow blowers. The building will also decrease equipment maintenance expense. The building will also greatly improve the ability of employees called upon to service and prepare equipment for response and routine use by keeping them protected from heavy rains, blowing snow, and harsh wind storms—work often accomplished in the darkness of winter. The building will reduce the time employees currently expend fighting the elements in order to prepare equipment for use.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): The building will have electricity and will require fire marshal review. This project is only in concept stage.

COST & FINANCING DATA: This will be funded via the general fund.

Cost Assumptions

Engineering Services 20% of Construction	195,000
Other Professional Services 3.5% of Const	34,000
Machinery and Equipment	0
Construction Services 9,600 SF x \$100	960,000
Subtotal	1,189,000
Contingency 30% of Subtotal	356,000
Total \$	1,545,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2019

Engineering/Design: FY 2022

Purchase/Construction: FY 2023



DPW Equipment Storage

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (Department)					195,000	1,350,000	1,545,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$					195,000	1,350,000	1,545,000
Requested Funds:							

FY19-23 CMMP

SITKA SPRUCE PARK IMPROVEMENTS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2019

Purchase or Construction: FY 2020 and FY 2021

PROJECT DESCRIPTION: Fully fund the engineering and construction of a new Sitka Spruce Park, also known as “Pirate Park,” opened in 1979. This park includes picnic tables, a playground, stationary grill, bike rack, restrooms, a gravel trail, and a significant amount of trees for which it is a National Historic Landmark. This project is intended to replace the existing structures which were constructed during the original construction of the park.

PROJECT NEED: In 2015, the swing set was replaced with a new swing designed to accommodate more children. While the equipment has been well maintained since its construction, all of it has seen some significant wear. The current equipment needing to be replaced consists of a large seesaw, three rocking horses, and a large piece of equipment made to look like a ship. When these items were built, this replacement project was planned for 2019. This project is included in the CMMP for the following purposes:

- Improve the quality of the park and the current structures.
- Evaluate the current and future facility in an effort to best accommodate Unalaska residents for the next 20 to 30 years.

PROJECT PLAN AND STATUS: After receiving a large amount of public input during FY17 and FY18, PCR staff and the PCR Advisory Board decided the original plans weren’t as extensive as the general public preferred. The project will be designed in FY19 and design is anticipated to be \$70,000. Construction is anticipated to be \$275,000 for the playground equipment in FY20 and \$50,000 for the basketball court and art wall in FY21.

Cost Assumptions

Engineering Services 20% of Construction	70,000
Other Professional Services 3.5% of Const	10,000
Construction Services	236,000
Subtotal	316,000
Contingency 30% of Subtotal	91,000
Total \$	407,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (PCR)		70,000	287,000	50,000			407,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		70,000	287,000	50,000			407,000

Requested Funds: Engineering and Construction Services

FY19-23 CMMP

TOWN PARK IMPROVEMENTS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Feasibility/Pre Design: N/A

Engineering/Design: FY 2019

Purchase/Construction: FY 2020

PROJECT DESCRIPTION: Town Park opened in 1988 and is located in downtown Unalaska. This park includes a wooden gazebo, two picnic tables, a small playground, a stationary grill, and several spruce trees. This project will replace the existing structures that were constructed during the original construction of the park.

PROJECT NEED: In 2015, one of the large playground structures was replaced and was very well received by the children of Unalaska. The other playground equipment constructed was expected to last until Fiscal Year 2020. This replacement project is planned for the summer of 2020. This proposal is being submitted in order to:

- Improve the quality of the park and the current structures.
- Evaluate the current and future facility in an effort to best accommodate Unalaska residents for the next 20 to 30 years.

PROJECT PLAN AND FUNDING: During FY17 and FY18, PCR staff and the PCR Advisory Board performed an assessment of the requirements of Town Park, taking into consideration the stated needs and desires of community members and users of the park. The project will be designed in FY19 and constructed in FY20. Design is anticipated to be \$50,000 and construction is anticipated to be \$290,000. These numbers are rough cost estimates based on the original cost of the construction of the park.

Cost Assumptions

Engineering Services 20% of Construction	50,000
Other Professional Services 3.5% of Const	10,000
Machinery and Equipment	0
Construction Services	200,000
Subtotal	260,000
Contingency 30% of Subtotal	80,000
Total \$	340,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (PCR)		340,000					340,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		340,000					340,000

Requested Funds: Engineering and Construction Services

FY19-23 CMMP

TENNIS COURT IMPROVEMENT | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Feasibility/Pre Design: N/A

Engineering/Design: FY 2023

Purchase/Construction: FY 2024

PROJECT DESCRIPTION: Ounalashka Park was built in 1999 and is located in Unalaska valley. It is the department’s largest park and includes a softball field, outdoor basketball/tennis court, and a paved trail with some permanent exercise stations. In addition to the athletic equipment, it also has a playground, pavilion, and a snack shack which is occasionally used during PCR events.

PROJECT NEED: In 2012, the court was resurfaced with plastic tiles in the hopes that they would be in improvement over the worn out court. However, they do not offer a particularly realistic tennis surface and the court is two feet too short. The purpose of this project is to:

- Improve the quality of the park and what it has to offer.
- Evaluate the current and future facility in an effort to best accommodate Unalaska residents for the next 20 to 30 years.
- Raise Council awareness of the need to bring an authentic tennis facility to the island.

PROJECT PLAN AND FUNDING: During FY19 and FY20 PCR staff and the Advisory Board will gauge public interest in bringing a covered facility with two regulation tennis courts. The estimated cost is \$500,000 which means that \$50,000 or 10% is planned to be spent in FY22 for design and scoping. These are WAG numbers and more concrete numbers will replace them as the project comes closer to completion.



Cost Assumptions

Engineering Services 20% of Construction	50,000
Other Professional Services 3.5% of Const	TBD
Machinery and Equipment	TBD
Construction Services	50,000
Subtotal	50,000
Contingency 30% of Subtotal	0
Total \$	50,000

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (PCR)						50,000	50,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$						50,000	50,000

Requested Funds: Engineering and Construction Services

FY19-23 CMMP

RADIO UPGRADE | PUBLIC SAFETY

PROJECT DESCRIPTION: This project will upgrade the current radio system by replacing components that include; repeaters, transmitters, antenna systems, and console software operating systems. This project will ensure the radio system becomes compliant with FCC regulations requiring further ‘narrow banding’ of public entity radio systems, and will additionally upgrade our current 911 system to become an ‘enhanced 911’ (E911) system with expansion options for location mapping and CAD (Computer Aided Dispatch) software for incident and event records.

PROJECT NEED: The City of Unalaska utilizes seven radio channels, and all seven channels are maintained and operated by Public Safety. This mission critical system is one of our primary methods of communicating during daily activities as well as disasters. It is designed to provide redundancy in the event of a multi-hazard event. In FY16 two a systems audit was conducted (the R56 audit), which showed there were many problems with the two repeater sites and the system’s aging components. Most of the radio system components were purchased around 2005, system parts are no longer manufactured and the components cannot be programed to the frequency ranges which are now required by the FCC.

The E911 system will provide dispatch with the location of the person calling 911 on both wired or wireless phone system, and will result in decreased response times to emergencies. Not incorporating E911 does not affect FCC narrow-banding requirements, nor does it affect the age and condition of our current radio equipment. An investment in a compliant, properly installed communication system will support site repair work, new equipment and new equipment warranty.

DEVELOPMENT PLAN & STATUS: The R56 audit was conducted in FY16 and identified problems with both repeater sites, and with the radio system’s components. The contractor will utilize the audit to conduct the needed upgrades, repairs, and replacements in order to obtain R56 audit compliance and ensure operation at the frequency ranges that are required by the FCC. The E911 system will be developed after R56 compliance has been achieved, in a two phased approach—phase one provides caller ID and caller location for landline phones, and phase two provides caller location for landline and cellular phones using GPS mapping and coordinates.

COST & FINANCING DATA: The funding for this project will be for a contractor to upgrade, replace and install radio system components, as well as install the consoles, hardware and software needed for both FCC-required narrow-banding and E911 systems. One funding option is to solely utilize the general fund to pay for the project. This project is estimated at \$625,000.00.

Cost Assumptions

Engineering Services 20% of Construction	20,000
Other Professional Services 3.5% of Const	3,500
Machinery and Equipment	500,000
Construction Services	<u>100,000</u>
Subtotal	623,500
Contingency 30% of Subtotal	<u>187,050</u>
Total \$	810,550

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2019

Purchase/Construction: FY 2020



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (Public Safety)		200,000	610,550				810,550
1% Sales Tax							
Grant							
TOTALS \$		200,000	610,550				810,550

Requested Funds: Potential exists to enact a telecommunication surcharge that would pay for a portion of the project.

FY19-23 CMMP

ALS DEFIBRILLATORS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: N/A

Purchase/Construction: FY2019



Project Description: This project will update the current Cardiac Monitor and Defibrillators in the ambulances for Medic 1 and Medic 2 to keep pace with the evolving world of Emergency Medicine.

Project Need: The City of Unalaska Fire Department currently utilizes the ZOLL E-Series Cardiac Monitor and Defibrillator. These Monitors have been discontinued by the manufacturer and are no longer supported with parts or software updates. The Fire Department and citizens of Unalaska are at risk when these monitors fail because a lives are at risk and the city may have liability expose. The procurement of the new ZOLL X-series monitors would return the Fire Department to industry standards and provide interoperability with IFHS and medevac services to help streamline continuity of patient care.

Development Plan & Status (Include Permit and Utility Requirements): This project will be purchased through the Fire Rescue GPO program. When purchased a ZOLL representative will come to Unalaska and provide an In-service training for the fire department so these monitors can be placed in-service immediately upon arrival.

Cost & Financing Data: The funding for the project will be for the purchase of two Cardiac Monitor and Defibrillators, new mounting brackets for the ambulances, and the necessary accessories for diagnosing and treating illnesses in the field. The cost per monitor is estimated at \$30,000 with an additional \$5,500 for needed accessories, bringing the total project cost to \$65,500.

Cost Assumptions

Engineering Services 20% of Construction	0
Other Professional Services 3.5% of Const	0
Machinery and Equipment	65,500
Construction Services	0
Subtotal	65,500
Contingency 30% of Subtotal	0
Total \$	65,500

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (DPS)		65,500					65,500
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		65,600					65,500
Requested Funds:							

FY19-23 CMMP

FIRE TRAINING FACILITY | GENERAL FUND

Project Description: This project will construct a live fire training facility and provide residential-like design with a burn room, interior stairs to multiple floors, interior fixed ladder, roof-mounted chop-out curbs, and parapet roof guard with chain opening. This allows for multiple training exercises including hose advancement, fire attack, search & rescue, rappelling, laddering, confined space, and high-angle rescue operations. The facility may also be used for police use-of-force training exercises, as well as for confined space training. No such facility exists for public or private sector organizations in the City of Unalaska.

Project Need: Alaska firefighter certification require live fire training to ensure experience fighting fires with significant heat and smoke in limited or zero visibility environments. An uncertified volunteer or paid firefighter can respond to a fire, but live fire training and certification ensures that they are prepared to help avoid panic in real situations. No such live fire facility exists in Unalaska. Currently, firefighters travel off-island for training at a cost of approximately \$3,000 each. Training time is 1-2 weeks and volunteers must take time off from work and/or family commitments in order to attend. The proposed facility can be modified for use by the police department to practice active shooter or other use-of-force situations, and can also be used as a confined space rescue training facility by other City departments or private industry. Additionally, this facility could be used as a regional training center for other Aleutian Communities.

Development Plan & Status (Include Permit and Utility Requirements): at present, only a concept plan exists, shown on the right side of this page. A location has not been selected but options include City-owned, leased, or purchased land. building and utility permits will be required.

Cost & Financing Data: All monies will come from the general fund. Cost quote for facility in 2018 dollars is \$255,000 plus \$85,000 shipping. Land purchase would require additional funding.

Cost Assumptions

Scoping, site selection, facility design	12,000
Land acquisition (purchase/lease TBD)	150,000
Other Professional Services 3.5% of	13,100
Construction (in 2018 dollars plus 3%	371,527
Machinery & Equipment	0
Subtotal	533,527
Contingency 15% of Subtotal	80,000
Total \$	626,627



ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: **FY 2019**

Engineering/Design: **FY 2020**

Purchase/Construction: **FY 2021**

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (DPS)		12,000	150,000	464,627			626,627
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		12,000	150,000	464,627			626,627

Requested Funds:

FY19-23 CMMP

DPS BLDG. ASSESSMENT | GENERAL

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2019
 Engineering/Design: FY 2020
 Purchase/Construction: FY 2021



Project Description: An independent assessment of the city’s oldest building, public safety (1987) with the following goals and objectives:

1. Analyze comprehensive space needs for current/future program requirements
2. identify short-comings of the existing facility to meet those requirements.
3. Analyze building for building codes, conditions, and expansion opportunities
4. Provide a schematics for building expansion or new construction that meets DPS program requirements and will serve the City of Unalaska for the next 50 years.
5. Identify potential sites suitable for consideration for a new DPS complex in Unalaska .

Project Need: Presently, the Department of Public Safety (DPS) structure is unable to safely serve as a modern day Public Safety Complex. The physical structure does not support all the operational needs of the department. Existing facility issues include but are not limited to:

- Crowded dispatch area provides little security from the public lobby, creating a safety and confidentiality issue. The lobby has seating space for only two people.
- Inadequate staff support space, undersized staff offices with little privacy; limited interview and observation space; and no locker rooms for uniform changes, post-exposure decontamination.
- Building access restrictions that are required for Police operations constrain volunteer fire-fighter use and activities.
- Detainee entrance is a narrow passage to parking area; emergency responses delayed if prisoners are being unloaded. Undersized booking area crowded and potentially hazardous for staff with unruly prisoners. Evidence drop-off/storage area is remote resulting in chain of custody and security issues.
- Fire apparatus garage houses EMS supplies, turnout gear, air compressor and gym due to lack of space and creates potential contamination from the garage fumes.

Development Plan & Status (Include Permit and Utility Requirements): FY19 includes funding for a building assessment and a functional assessment of the needs of each Division (Fire, Police, Corrections, Emergency Preparedness, Animal Control, and Dis- patch).

Cost Assumptions	
Engineering 20% Const.	TBD
Other Professional Services	100,000
Construction Services	TBD
Subtotal	100,000
Contingency 30%	TBD
Total \$	100,000

Cost & Financing Data: Budgetary estimate for the assessment provided by an architect who has performed other assessments.

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (DPS)		100,000	TBD	TBD			100,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$		100,000	TBD	TBD			100,000

Requested Funds:

FY19-23 CMMP

UNALASKA PUBLIC LIBRARY IMPROVEMENTS | GENERAL FUND

PROJECT DESCRIPTION: Since the current facility was designed in 1996, we have seen changes in technology, in the community, and in library use. Also, the library's collections and services have expanded. Consequently, the facility's design and layout are no longer meeting the changing needs of the community.

In FY18, the Foraker Group accepted this project into a Pre-Development Program whose services have been funded by the Rasmuson Foundation at no cost to the city. During the Pre-Development phase, an architect hired by the Foraker Group visited Unalaska in August and November 2017 to get input from staff, youth, and the public. In February 2018, he will provide concept designs and a final report to City Council.

PROJECT NEED: This project will increase the efficiency and service delivery life of the Unalaska Public Library. The current facility falls short in the following areas:

- Space and services for children and teens
- Meeting and program space
- Quiet seating and reading space
- Room for growing library collections

COST & FINANCING DATA: The current project cost estimate is an Order of Magnitude cost based on conceptual designs created during Pre-Development by ECI Alaska Architecture. Staff will also plan to seek Rasmuson grant funding during FY19.

Cost Assumptions

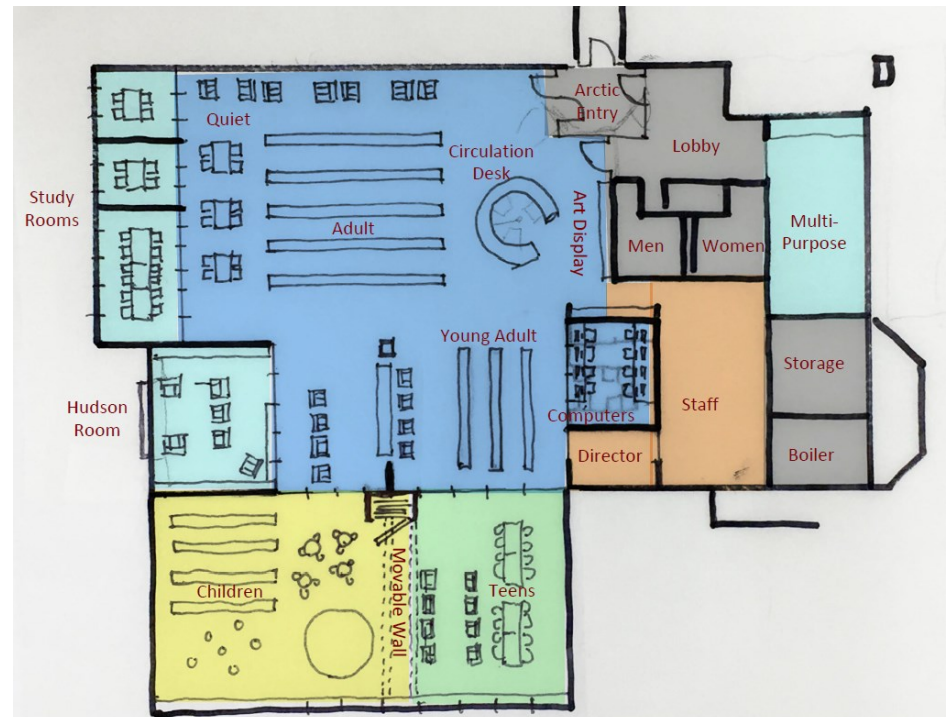
Engineering Services 20% of Construction	317,500
Other Professional Services 3.5% of Const	300,000
Machinery and Equipment	0
Construction Services	3,000,000
Subtotal	3,617,500
Contingency 30% Construction & Engineering	982,500
Total \$	4,600,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2019-2020

Purchase/Construction: FY 2020-2021



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (PCR—Library)	42,500	357,500	4,200,000				4,600,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$	42,500	357,500	4,200,000				4,600,000

Requested Funds: Engineering & Construction Services

FY19-23 CMMP

BURMA ROAD CHAPEL ROOF VENTILATION UPGRADES | GENERAL FUND

PROJECT DESCRIPTION: This project removes shingles, roof boards, damaged insulation, installs framing for eave soffit ventilation/increased depth for insulation, installs insulation to R-30, installs new roof boards, reroofs the building, paints the new eaves and trim.

PROJECT NEED: The facility lacks proper insulation and ventilation below the roofing. It causes snow melt on the roof to run down to the eave and freezes where the walls and roof join together where there is less heat loss at that part of the roof structure. As ice dams grow larger, the water from the melting snows backs up and leaks between wood shingles into the building causing water damage. In FY08, metal flashing was installed on the eaves over the electric cable system to heat the flashing. The facility's life will be extended by eliminating further water damage to the structural components below the roof. The new roof will protect the facility for at least another 30 years if no other catastrophe occurs.

MAINTENANCE HISTORY: Maintenance from 1940 to 1996 is largely undocumented. Work prior to 1996 adapted the structure to new uses as needs evolved. Past work includes: exterior painting, interior renovations, flooring, new shingles in 1995, boiler and fuel tank in 1998. As part of the DPW-Facilities Maintenance budget, we will replace the metal flashing and heat trace on the eave as an interim measure when the present system fails.

COST ESTIMATE: Cost assumptions conducted in-house. Funding requested for Engineering design in FY21. From that design, an engineers cost estimate will be provided.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2021

Purchase/Construction: FY 2022



Cost Assumptions:

Engineering Design Services	70,000
Other Professional Services (Architect)	10,000
Machinery and Equipment	0
Construction Services Estimate	350,000
Subtotal	430,000
Contingency 30% of Subtotal	130,000
Total \$	560,000

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund (Public Works & PCR)				70,000	490,000		560,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$				70,000	490,000		560,000

Requested Funds: Engineering and Construction Services

FY19-23 CMMP

CAPTAINS BAY ROAD & UTILITY IMPROVEMENTS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2021

Purchase/Construction: FY 2022

PROJECT DESCRIPTION: This project will construct drainage, utilities, and pavement out Captains Bay Road to the vicinity of the North Pacific Fuel operations (former Crowley dock). This will involve approximately 2 miles of drainage improvements from Airport Beach Road to North Pacific Fuel (NPF), 1 mile of paving from Airport Beach Road to Westward, and 1 mile of water/sewer/electric utility extensions from Westward to NPF. For the electric utility, this will be an extension of the FY17 project to upgrade electric service to Westward.

PROJECT NEED: Captains Bay Road serves as a primary transportation route for Westward Seafoods, North Pacific Fuel, Northland Services, Offshore Systems Inc., and several smaller businesses as well as residential homes. The section of road making up this project is a high traffic area of heavy vehicles which are used by the fishing and support industries which are vital to the community's economic welfare. In September 2011 residents and industry representatives discussed the hazards at public meetings about the Road Improvement Master Plan. Although the road's high crown is needed for adequate drainage, it also creates a safety hazard for the large trucks and school buses traveling the road. The public expressed strong support for improvements to Captains Bay Road. The area of Captains Bay Road is also an area of potential growth in the community as identified in the Comprehensive Plan.

COST AND MAINTENANCE: Drainage and paving estimates are based on the Ballyhoo Road Drainage & Electrical Upgrades Project. The utility expansion estimate is based on the Henry Swanson Drive Road & Utilities Project's utility construction costs, and other recent materials and equipment costs. These are still very rough estimates that will be refined as the project commencement approaches. Costs are split between the General Fund for the paving and drainage portion and the three utility funds based on the costs for each of those portions.

Cost Assumptions

Engineering Services 20% of Construction	2,500,000
Other Professional Services 3.5% of Const	300,000
Machinery and Equipment	TBD
Construction Services	<u>16,000,000</u>
Subtotal	18,800,000
Contingency 30% of Subtotal	<u>5,500,000</u>
Total \$	24,300,000

Captains Bay Road and Utilities



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund				750,000	11,400,000		12,150,000
Proprietary Fund (Electric-Distribution)				250,000	5,300,000		5,550,000
Proprietary Fund (Water)				250,000	2,900,000		3,150,000
Proprietary Fund (Wastewater)				250,000	3,200,000		3,450,000
TOTALS \$				1,500,000	22,800,000		24,300,000

Requested Funds: Engineering and Construction Services

FY19-23 CMMP

HENRY SWANSON HOUSE SITE IMPROVEMENTS | GENERAL FUND

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2021

Engineering/Design: TBD

Purchase/Construction: TBD

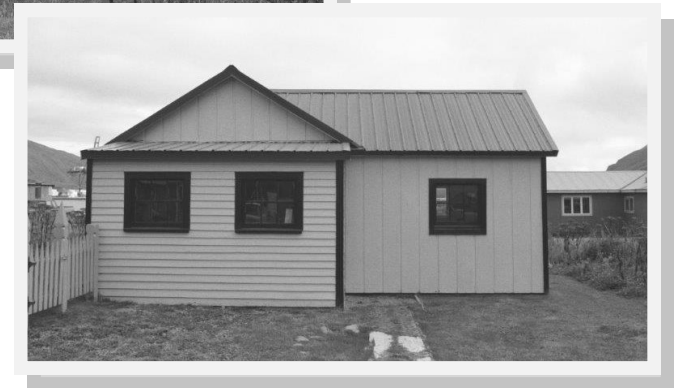
PROJECT DESCRIPTION: The Henry Swanson House Improvement Project includes the rehabilitation, reuse, and recognition of the historical importance of the Henry Swanson House.

PROJECT NEED: As required per City Code, the Historic Preservation Commission produced an Inventory of Historic Sites in 2003. This survey of historic properties in our community included the Henry Swanson House. The Alaska Heritage Resource Survey documentation completed as a part of the survey provides a detailed overview of the structure, architecture, and historical relevance. The Unalaska Comprehensive Plan calls for the Preservation Commission to continue to place interpretive markers at significant historic sites within the City limits and to advocate for cost effective preservation, rehabilitation, and adaptive reuse of Unalaska’s historic buildings.

PROJECT PLAN AND STATUS: The DPW Facilities Maintenance Division inspected the building in the fall of 2017 and found the structure solid but in need of much TLC. The metal roof has helped keep the overall structure in fair and salvageable condition. Small inspection holes were cut into the floor, walls, and ceiling to inspect the inner structure and it was found to be in good condition. Tests for 36 different strains of mold were conducted by an independent lab with results showing little to no evidence of mold. DPW will solicit bids from local contractors to raise the structure approximately 2’ off the ground and bring electrical up to code. DPW Facilities Maintenance will repair and paint the interior, inspect/repair electrical wiring, and restore heat via the existing Toyo stove to control humidity. Once the Henry Swanson House is returned to useable condition, a written report with pictures providing the history of the house will be made available to assist Council in making a decision about the future use of the historic home.

Cost Assumptions

Engineering Services 20% of Construction	3,000
Other Professional Services 3.5% of Const	3,500
Machinery and Equipment	0
Construction Services	40,000
Subtotal	46,500
Contingency	3,500
Total \$	50,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund (Planning)			50,000				50,000
1% Sales Tax							
Grant							
Proprietary Fund							
TOTALS \$			50,000				50,000

Requested Funds: Pre-Design

FY19-23 CMMP

GENERATOR SETS REBUILD | ELECTRIC PRODUCTION

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: N/A

Purchase/Construction: Annual

PROJECT DESCRIPTION: This project consists of the inspection, major maintenance, and rebuilds of the four primary Generator sets in the Unalaska Powerhouse. The maintenance schedule for the Generator Sets at the Unalaska Powerhouse is determined by engine hours. Engine inspections are also conducted by the manufacturer’s mechanics to determine if engine rebuilds are needed according to the hourly schedule or if they can be prolonged.

PROJECT NEED: These Generator Set rebuilds are needed to maintain our equipment and the reliability of our electrical production. The replacement costs are approximately \$7 million for the Wartsilla Gensets and \$5 million for the C280 Caterpillars. Maintaining the City’s investment is an important priority. Also, our Certificate of Fitness from Alaska Energy Authority states that we must keep all electrical generating equipment in good running condition.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Due to the cost of the engine rebuilds, it has been determined that the cost will be capitalized.

COST & FINANCING DATA: Costs for the Generator Sets rebuilds can fluctuate greatly according to what is determined by the maintenance inspections. Costs for these rebuilds has been determined by past rebuild costs according to the worst case scenario. A 2% inflation rate has been added each year. Money that is not used for rebuilds by the end of the fiscal year, will be returned to the proprietary fund.

Cost Assumptions

Engineering Services 20% of Construction	0
Other Professional Services 3.5% of Const	207,812
Machinery and Equipment	786,212
Construction Services	0
Subtotal	994,084
Contingency 30% of Subtotal	273,222
Total \$	1,267,306



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Electric-Production)		1,267,306	1,292,652	1,318,505	1,344,875	1,371,772	6,595,110
TOTALS \$		1,267,306	1,292,652	1,318,505	1,344,875	1,371,772	6,595,110

Requested Funds:

FY19-23 CMMP

WIND ENERGY | ELECTRIC PRODUCTION

PROJECT DESCRIPTION: This initial phase of the project for Wind Energy requires funds to aid in studies and research that will further define the scope of the project and determine the viability of wind energy in Unalaska.

PROJECT NEED: The community of Unalaska continues to bring forward the need to develop alternative energy capabilities. If Wind Energy is determined to be cost effective then it will be a great way to increase power generated in an environmentally friendly method.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): The first step in determining if wind can be a viable resource to produce electricity on the island is to perform wind studies. Results will determine whether there are any geographic areas that meet the wind standards for sustainable wind energy production. In concert with the studies, a determination needs to be made on whether the city would be able to obtain all of the proper permits from the various governmental agencies. The first phase of the wind studies is underway and will be completed in FY2019. Results will identify where to install MET towers to gather wind data for 12-18 months. Further scoping for this project will be completed when the first phase study is complete.

COST & FINANCING DATA: Cost and financing are undermined for the overall project. We estimate the cost of the study at \$200,000 but will need to refine that cost as we move forward in the process. This project was funded in FY2018 in the amount of \$200,000. Further costs will be updated when the scope of work is updated.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2020

Purchase/Construction: FY 2022



Cost Assumptions

Engineering Cost 20% of Const.	
Other Professional Services	\$ 200,000
Machinery and Equipment	
Construction Services	
Subtotal	<u>\$ 200,000</u>
Contingency 30%	
Total	\$ 200,000

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund	200,000	TBD	TBD	TBD	TBD	TBD	200,000
1% Sales Tax							
Grant							
Proprietary Fund (Electric-Production)							
TOTALS \$	200,000	TBD	TBD	TBD	TBD	TBD	200,000

Requested Funds: Funds to be used to aid in studies and research to refine the concept of the project.

FY19-23 CMMP

OLD POWER HOUSE BATTERIES | ELEC. PRODUCTION

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2018

Purchase/Construction: FY 2019

PROJECT DESCRIPTION: Replace the aging 130 volt DC battery system and charger. Bring system up to current safety codes

PROJECT NEED: These 60 batteries feed electricity to the existing switch gear, and emergency equipment in the event of a power outage. They also feed the main electrical breakers during normal run times. The batteries and charger life expectancy is 25 years but have been in service for 30 years, the reliability of this system is questionable. This antiquated system is out of compliance with present safety is regulation. With this project, we will upgrade the system to meet regulations and tie this system together with the battery system in the new power plant, which will create redundancy in the system, increasing our reliability and safety to the community.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS):

COST & FINANCING DATA: Expected life is 25 years. The facility will be used far into the future at least 25 years. We currently have 5 pieces of equipment in the building that produce electricity as well as our fuel supply and engine cooling and storage. This project will be funded using the Electric Proprietary Funds.

Cost Assumptions

Engineering Services 20% of Construction	40,000
Other Professional Services 3.5% of Const	0
Machinery and Equipment	250,000
Construction Services	173,070
Subtotal	413,070
Contingency 12% of Subtotal	50,000
Total \$	513,070



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Electric-Production)	263,070	250,000					513,070
TOTALS \$	263,070	250,000					513,070
Requested Funds:							

FY19-23 CMMP

4TH WASTE HEAT RECOVERY UNIT | ELECTRIC PRODUCTION

PROJECT DESCRIPTION: This nomination is for the purchase, installation and commissioning of a 4th ElectraTherm Organic Rankine Cycle heat recovery unit to be installed in the old powerhouse facility.

PROJECT NEED: The addition of the 4th unit increases the cooling capacity of the existing power production facility, which adds redundancy to the community's existing facilities, reduces the amount of fuel required to produce energy, reduces pollution, and decreases the amount of additional energy required to run the existing facilities.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): To minimize the design we recommend the sole source to Electrical Power Systems (EPS) as the Mechanical and Electrical installer for those portions of this project. EPS/MBIS was the principal designer, mechanical installer, electrical installer, and SCADA integrator for the installation of the original 3 ORC units. As the Engineer of Record, EPS has existing knowledge of the electrical production facility and its subsystems, and they have a proven track record of successful and well-implemented Design Build projects for the Electrical Utility. The design from the first three ORCs will be used for this project. The piping, electrical race ways, and concrete slab was installed for the fourth unit during the construction of the first three units.

COST & FINANCING DATA: The monies for this project will come from the Electrical proprietary Fund. Cost were determined from quotes from Electratherm and Electrical Power Systems.

Cost Assumptions

Engineering Services 20% of Construction	0
Other Professional Services 3.5% of Const	0
Machinery and Equipment	275,735
Construction Services	149,739
Subtotal	425,474
Contingency 30% of Subtotal	127,629
Total \$	553,103

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2021

Engineering/Design: FY 2021

Purchase/Construction: FY 2021



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Electric-Production)				553,103			553,103
TOTALS \$				553,103			553,103

Requested Funds:

FY19-23 CMMP

DELTA WAY / EAST POINT SEWER REPAIR | WASTEWATER

PROJECT DESCRIPTION: Use CIPP Process to Slip line 940 ft. of sewer pipe in East Point Rd. and Delta Way Rd.

PROJECT NEED: Prevent future Bunker C oil infiltration into pipe line and lift station 3.

DEVELOPMENT PLAN: This plan was originally developed in FY 18 as an emergency project to repair an oil leak into one section of pipeline that emptied into Lift Station 3. Slip lining was the method chosen as the most cost effective repair. Staff concluded that the remainder of the piping system from the old Powerhouse to Lift Station 3 had been soaking in oil for 30 years and was also susceptible to leakage. Due to budget constraints the decision was made to repair only the leaking section in FY18 and slip line the remaining pipe in FY19. Northern Alaska Contractors were sole sourced for the slip lining repairs and have provided a quote for both sections .

COST & FINANCING DATA: Money for this project will come from the Wastewater Proprietary Fund. \$415,000 emergency funding was secured in FY2018 from Council.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2018

Purchase/Construction: FY 2019

Cost Assumptions

Engineering Services 20% of Construction	50,000
Other Professional Services 3.5% of Const	0
Machinery and Equipment	400,000
Construction Services	407,400
Subtotal	807,400
Contingency 30% of Subtotal	0
Total \$	807,400



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund	415,000						415,000
1% Sales Tax							
Grant							
Proprietary Fund (Wastewater)		492,400					492,400
TOTALS \$	415,000	492,400					807,400
Requested Funds:							

FY19-23 CMMP

LIFT STATION 2 & 5 DISCHARGE PIPE | WASTEWATER

PROJECT DESCRIPTION: Replacement of corroded discharge pipes, check valves, and plug valves at each lift station and install a zinc anode to prevent further corrosion.

PROJECT NEED: Each lift station contains two pumps. Each pump has an individual 4" discharge line including a check valve and plug valve all located inside the lift station. The discharge piping and valves at lift stations 2 & 5 have been exposed to an extremely harsh environment for over 30 years and 28 years respectively. It has been determined through routine maintenance that corrosion problems have become evident that could lead to pump shut downs or prolonged pump runs due to pipe leaks or valve failures. The discharge pipes are pressurized lines that can blow out in badly corroded areas causing pumps to run too long and possibly overheat and fail.

DEVELOPMENT PLAN: The existing ductile iron piping in both stations has lasted 30 years with no corrosion control. New ductile iron piping and a sacrificial zinc anode should increase the life of the discharge piping to at least 40 years.

COST & FINANCING DATA: Funding for this project will come from the wastewater proprietary funds.

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2019

Purchase/Construction: FY 2019



Cost Assumptions

Engineering Services 20% of Construction	20,000
Other Professional Services 3.5% of Const	0
Machinery and Equipment	230,000
Construction Services	122,250
Subtotal	372,250
Contingency 30% of Subtotal	50,000
Total \$	422,250

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Wastewater)	122,250	300,000					422,250
TOTALS \$	122,250	300,000					422,250
Requested Funds:							

FY19-23 CMMP

GENERAL HILL WATER BOOSTER PUMP | WATER

PROJECT DESCRIPTION: This project consists of installing a water booster station on General Hill at approximately 100 feet of elevation. It will include underground plumbing, a small building, two pumps with controls, and plumbing to connect a fire engine.

PROJECT NEED: This project will increase water service pressure in the upper elevations of the hill. It will greatly reduce the potential for contamination of the water system due to backflow, and decrease the potential for customers to lose water service due to low pressure.

Water pressure at the top of General Hill does not currently meet the minimum industry standard of 40 psi or a minimum sustainable pressure of 20 psi. Measured residual pressures range from 0 to 26 psi at the uppermost fire hydrant. This is not simply an inconvenience to the highest General Hill customers, but it is a health and safety issue for all water utility customers. These low water pressures create a high potential for contamination of the water system caused by backflow. This is of special concern during water main breaks and fires.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): This project will require a consultant for design and engineering to obtain Alaska Department of Environmental Conservation (ADEC) approval. A contractor will be needed for construction. Land purchase will also be required.

COST & FINANCING DATA: This project will be funded by the Water Proprietary fund. Costs are rough estimates, but staff will refine cost estimates prior to FY18 budget submittal.

Cost Assumptions

Engineering Cost 20% of Const.	45,000
Other Professional Services	25,000
Land Acquisition	75,000
Machinery and Equipment	200,000
Construction Services	126,000
Subtotal	396,000
Contingency 30%	175,600
Total \$	571,600

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2019

Purchase/Construction: FY 2020



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Water)	21,600	200,000	350,000				571,600
TOTALS \$	21,600	200,000	350,000				571,600

Requested Funds:

FY19-23 CMMP

PROJECT DESCRIPTION: This project will paint and perform other maintenance work to the inside of the Pyramid CT Tank in two phases.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Constructed in 1993, Pyramid CT Tank was and has been drained every 3-5 years for cleaning and/or inspection. The tank has never been completely de-watered because the time, available equipment, and tank configuration makes it impractical to perform a complete tank de-watering. Anodes were added in 2004 to help slow the rate of corrosion to the inside of the tank. Maintenance costs average about \$25,000-\$30,000 annually. The ceiling coatings are deteriorating per predicted life spans of 20-25 years. Small sections of coatings are beginning to drop into the water. The floor has pitting problems and needs immediate attention. Some locations have pitting in excess of ½ of the steel plate thickness meaning the tank floor will likely be leaking in 2-3 years. In 5-7 years, large sections of ceiling coatings will be dropping into the water and can either plug the tank discharge holes or break up and travel into customers' services. Shortly after, structural damage will occur. With proper maintenance this tank can stay in good service for many years. Painting, is a fraction of a new tank's cost. However, a new CT Tank may be the best option to provide for the ability to maintain this existing CT Tank. **RELATIONSHIP TO OTHER PROJECTS:** Building a second CT Tank was the designed and intended path to take when the original CT Tank was built. This provides redundancy required in the treatment process to maintain Filtration Avoidance status. It also directly addresses the operational function issues associated with maintaining each tank. **Permitting:** Appropriate permits will be secured from the ADEC for all work.

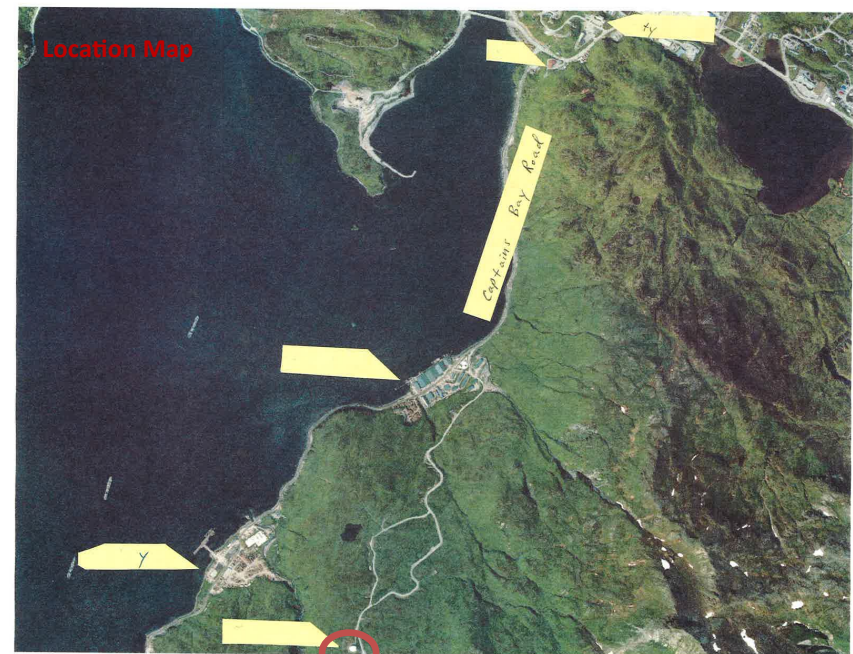
CT TANK INTERIOR MAINTENANCE & PAINTING | WATER

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2020

Purchase/Construction: FY 2021



COST & FINANCING		Cost Assumptions	
DATA: The monies for this project will come from the Water Proprietary Fund.	Engineering Services 20% of Construction		100,000
	Other Professional Services 3.5% of Const		0
	Machinery and Equipment		0
	Construction Services		953,000
	Subtotal		1,053,000
	Contingency 30% of Subtotal		0
Total \$			1,053,000

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Water)			100,000	953,000			1,053,000
TOTALS \$			100,000	953,000			1,053,000

Requested Funds: Engineering , Construction , Travel, Advertising, Contingency, Inspection

PROJECT DESCRIPTION: Constructing a second Chlorine Contact Tank (CT Tank) next to the existing CT Tank to provide clear water storage and enable interior maintenance to be done on either tank regardless of process seasons or weather. The project requires installing about 200 ft. of 16" DI water main, 200 ft. of 8" DI drain line, and 100 ft. each of 1" sample line and control wiring.

PROJECT NEED: Additional storage provided by this tank will help to address many issues identified in the 2004 Water Master Plan. Even in the Water Distribution System's current configuration, this new tank will provide an additional 960,000 gallons of the additional 4 MG of finished water storage recommended in the Master Plan. When planned future development is completed on Captain's Bay Road, over 2.2 MG of water storage will be available at the maximum Pyramid Water Treatment Plant capacity of 9 MGD. The additional storage will provide a much needed buffer, allowing time to troubleshoot and repair problems in the event of an equipment failure or system malfunction. It will reduce the likelihood of water shortages and/or outages during the Processing seasons.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Much of the pre-design work for this job was completed with the design of the original CT Tank. Very little piping will be required to connect the new CT Tank to the Water Distribution system. Space (in the red circle) has been maintained for the new tank between the existing tank and the new Pyramid Water Treatment Plant. A "Certificate to Construct" and a "Certificate to Operate" are required from ADEC, obtained through application by the designing engineer.

COST & FINANCING DATA:

This project will be financed through the Water Proprietary Fund. And grant funding from the State of Alaska.

Cost Assumptions

Engineering Services 20% of Construction	330,750
Other Professional Services 3.5% of Const	220,000
Machinery and Equipment	0
Construction Services	7,906,193
Subtotal	8,456,943
Contingency 30% of Subtotal	678,000
Total \$	9,134,943

FY19-23 CMMP

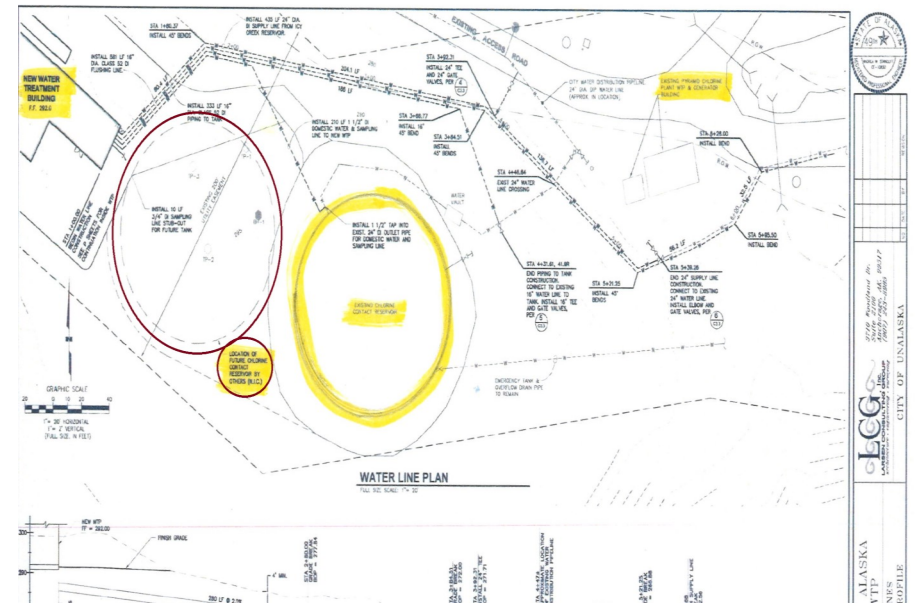
PYRAMID WATER STORAGE TANK | WATER

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2021

Engineering/Design: FY 2021

Purchase/Construction: FY 2022



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant				603,750	7,906,193		8,509,943
Proprietary Fund (Water)	625,000						625,000
TOTALS \$	625,000			603,750	7,906,193		9,134,943

Requested Funds: Engineering Services, Construction Services, Contingency

FY19-23 CMMP

RE-INSULATION OF BALER BUILDING | SOLID WASTE

PROJECT DESCRIPTION: This project will be conducted at the Landfill Baler Building, built in 1998. It will replace approximately 75% of the wall insulation, approximately 10% of the ceiling insulation, and install PVC Liner Panels over all of the building's insulation to protect the insulation from birds. This project is intended to replace damaged insulation and defend against future damage.

PROJECT PURPOSE AND NEED: Our local bird population has torn out a great amount of the insulation in the walls and ceiling of the Landfill Baler Building. Attempts to persuade the birds to go elsewhere have been futile. In order to conserve fuel and reduce heating costs, it is necessary to replace the damaged insulation, and to cover the insulation with PVC panels to protect the City's investment from the flying nuisances. The corrugated PVC Panels will be tightly fitted and slick so birds cannot land or perch on it. This project is related to the stack replacement for boiler system.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): THIS PROJECT IS BEING PUT ON HOLD UNTIL A SOLUTION FOR OUR BIRD PROBLEM CAN BE DEVELOPED.

COST & FINANCING DATA: Money for this project will come from the Solid waste Proprietary Fund.

ESTIMATED PROJECT & PURCHASE TIMELINE

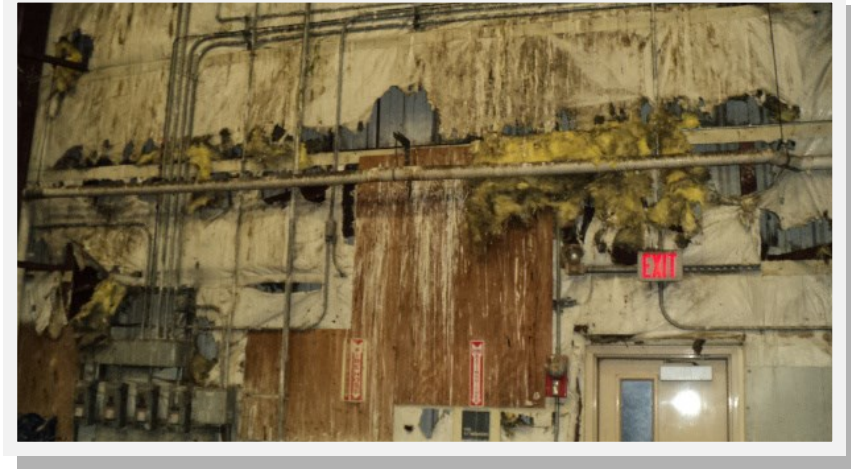
Pre Design: N/A

Engineering/Design: N/A

Purchase/Construction: FY 2020

Cost Assumptions

Engineering Services 20% of Construction	0
Other Professional Services 3.5% of Const	0
Machinery and Equipment	537,000
Construction Services	0
Subtotal	537,000
Contingency 30% of Subtotal	0
Total \$	537,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Solid Waste)			537,020				537,020
TOTALS \$			537,020				537,020

Note: Requested funds are for inspection, contingency, construction and engineering and based on contractor estimates.

FY19-23 CMMP

COMPOSTING | SOLID WASTE

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2019

Purchase/Construction: FY 2020

PROJECT DESCRIPTION: This is a multi year project consisting of Feasibility, design, and construction, of a biological solids composting system at the Unalaska solid waste facility. The compost material involved includes wastewater sludge, food and fish waste, cardboard, and wood.

PROJECT NEED: Currently, biological solids and compostable material make up approximately 40% of the Unalaska Solid Waste intake. These bio solids consist of wastewater sludge, fish processor fish waste and food waste. Other compostable material consists of cardboard, paper, and wood. This waste substantially decreases the useful life of the Landfill cells and increases the organic load into the Leachate stream. Since the influx of wastewater sludge into the landfill, the organic load to the leachate stream has increased to 720 pounds per day compared to 126 pounds per day prior to the influx. This puts additional loading on the leachate system and has an ill effect on the wastewater plant process, which must use more chemicals and electricity to process it. All of this waste can be composted into usable class A soil. This soil can be used for cover material at the landfill or be sold to the public.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS):

Feasibility: An internal feasibility has been completed by Deputy Director of Public Utilities. An external feasibility is scheduled for July 1, 2017 (FY2018). **Design:** Design is scheduled to begin on July 1, 2018 (FY2019). **Construction:** Construction will begin January 1, 2018 (FY2019). **Permitting:** Classifying the composted soil as a class A soil is scheduled to begin as soon as the compost units are started up.

COST & FINANCING DATA: The cost estimates for this project are derived from Kodiak's composting project and estimates are very rough. Funds for the Feasibility study and design will come from the Proprietary Fund. The construction is depicted as coming from the General Fund at this time. If the Solid Waste Proprietary Fund has the monetary reserve to pay for the construction in the future, then they will.

Cost Assumptions

Engineering Services 20% of Construction	100,000
Other Professional Services 3.5% of Const	30,000
Machinery and Equipment	0
Construction Services	700,000
Subtotal	830,000
Contingency 30% of Subtotal	0
Total \$	830,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund			725,000				725,000
1% Sales Tax							
Grant							
Proprietary Fund (Solid Waste)	105,000						105,000
TOTALS \$	105,000		725,000				830,000

Requested Funds:

FY19-23 CMMP

ENTRANCE CHANNEL DREDGING | PORTS

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2016

Engineering/Design: FY 2020

Purchase/Construction: FY 2020

PROJECT DESCRIPTION: This project will remove material from the channel bar that crosses the entrance of Iliuliuk Bay before vessels can enter Dutch Harbor.

PROJECT NEED: Due to a bar that crosses the entrance channel vessels entering the port are limited by their draft rather than their need for services the community can provide. Numerous vessels passing the community cannot enter our port. This project will also reduce delayed arrival and departure of current vessels entering into Dutch Harbor due to storm surge and swell in the channel; especially any northerly wind the sea height can cause vessels to pitch resulting in contact with the sea floor. Depending upon sea conditions the depth under keel for vessels currently utilizing the port can be as little as one meter according to the Alaska Marine Pilots. This represents both a safety concern as well as an economic constraint upon the community. Dredging the entrance channel to a sufficient depth and width would alleviate this problem. The dredging will increase the depth of water to accommodate the draft of large vessels transiting the channel and utilizing the Unalaska Marine Center and facilities inside of Dutch Harbor. The current estimate to be removed is 23,400 CY.

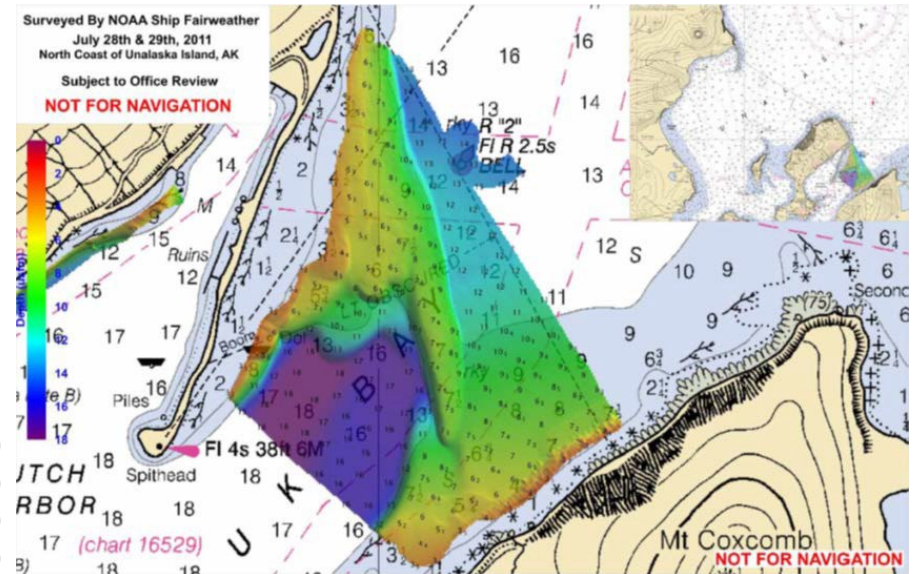
DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): The City will work with the Corps of Engineers to help fund, design, construct, and maintain this project. The first step in the process is conducting the biological assessments, understand the impact of dredging to beachfronts inside of the harbor, and working on application with the Corps of Engineers to partner for the dredging. The Corps of Engineers will begin the study phase of this project in FY17.

COST & FINANCING DATA: The overall cost is to be evaluated. The immediate funding request is for feasibility and biological information required for the Corps of Engineers applications. This project is a General Fund project.

We are moving all unencumbered proprietary funds back to Ports to use for more pressing projects. There is an existing 1.5 million dollars appropriated, the project requests an additional 3.5 million to complete the initial three-year biological and feasibility studies.

Cost Assumptions

Engineering Cost 20% of Const.	0
Other Professional Services	5,000,000
Machinery and Equipment	0
Construction Services	0
Subtotal	5,000,000
Contingency 30%	0
Total \$	5,000,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund	1,500,000		5,000,000				6,500,000
1% Sales Tax							
Grant							
Proprietary Fund (Ports)							
TOTALS \$	1,500,000		5,000,000				6,500,000

Notes: Funding related to professional services costs.

FY19-23 CMMP

LCD & UMC DREDGING | PORTS

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: July 2016– July 2017

Purchase/Construction: FY 2020

PROJECT DESCRIPTION: This project includes the engineering, permitting, and dredging at the faces of the Light Cargo Dock and the Unalaska Marine Center positions 1-7. The completion of this dredging will enhance current and future operations by creating useable industrial dock face that is designed for vessels in varying lengths and tonnage.

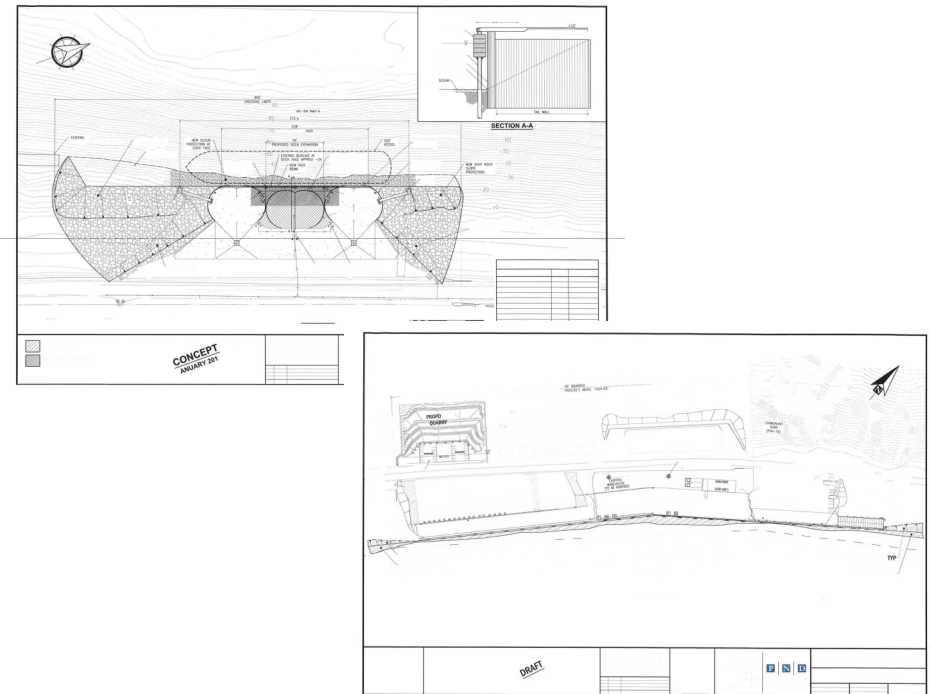
PROJECT NEED: This project is proposed to compliment other pending capital projects in the Port. Many of the vessels currently calling the Port must adjust ballast to cross the bar and dock inside Dutch Harbor at the UMC & LCD. With the dredging of the entrance channel larger vessels will be able to enter into Dutch Harbor. The depths at the Unalaska Marine Center vary from -32 ft. and -45 ft. at MLLW. Dredging at the face of the Unalaska Marine Center would create a constant -45ft from Positions 1-7. This will accommodate deeper draft vessels throughout the facility. This project is primarily to accommodate large class vessels. Dredging in front of the Light Cargo Dock will also make this dock more accessible for current customers. Vessels using the LCD that draw more than 22ft. must place another vessel between the dock face and their vessel in order to get enough water under keel clearance. We are proposing that in concert with the dredging at the UMC and other private dredging projects, we also dredge in front of the LCD. The LCD handles some of the regular customers using the Unalaska Marine Center such as the bulk cargo carriers and catcher/processors.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): The estimates for dredging of the Light Cargo Dock include 6000 CY of dredging and 3100 CY of shot rock slope protection. Dredging at UMC estimated to relocate 6000 CY of dredging material and will require approximately 1200 CY of shot rock slope protection. There will be a fee for professional services to secure potential additional permits through the USACOE, NOAA, and other agencies guaranteeing that we are in compliance with regulations and avoiding additional costs due to fines.

COST & FINANCING DATA:

This project will be funded through the Ports Proprietary Fund. This is a rough cost estimate. A detailed cost breakout will be available with the next CMMP Submittal.

Cost Assumptions		
Engineering Services 20% of Construction		TBD
Other Professional Services 3.5% of Const		TBD
Machinery and Equipment		2,041,650
Construction Services		TBD
	Subtotal	2,041,650
Contingency 30% of Subtotal		0
	Total \$	2,041,650



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Ports)	109,650		1,932,000				2,041,650
TOTALS \$	109,650		1,932,000				2,041,650

Notes: Funding related to professional services, construction, contingency and inspection.

FY19-23 CMMP

USCG Quarter Deck Building Replacement | PORTS & HARBORS

PROJECT DESCRIPTION:

United States Coast Guard (USCG) Quarterdeck Shack Replacement

Project Need:

The city of Unalaska is contractually obligated to maintain and store a quarterdeck shack for the USCG, this maintenance nomination is for replacement of the original shack. It was blown from the dock and into the water during 125 mph winds and is beyond repair. The quarterdeck shack was originally designed during the construction of positions 1 and 2 on the Unalaska marine center for the USCG. This quarterdeck shack has been in place since 2002 and was in excellent condition.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS):

No permits are required for this and the original design is being reused for the replacement quarterdeck shack.

COST & FINANCING DATA:

This will be paid for out of the port proprietary fund and will be based on the best quote from local contractors. The \$25,000 includes a contingency for inspection and for construction. A detailed cost breakout will be available with the next CMMP Submittal.

Cost Assumptions

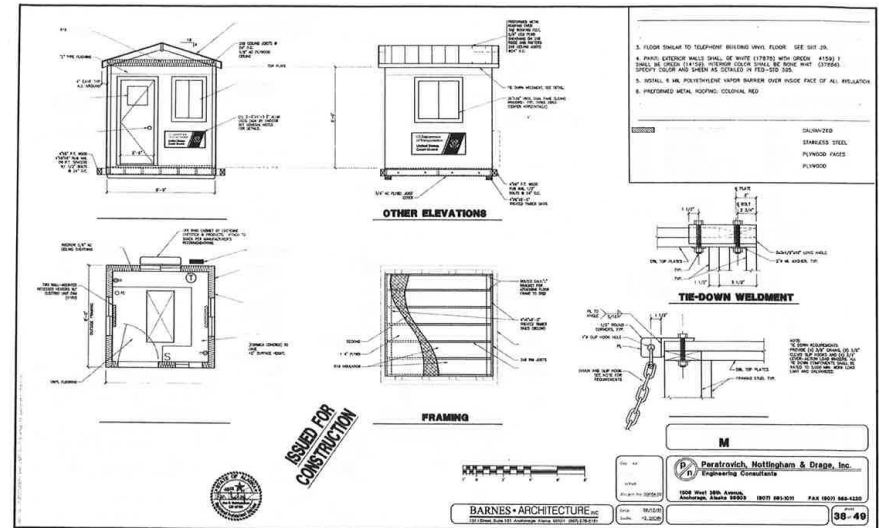
Engineering Services 20% of Construction	0
Other Professional Services 3.5% of Const	0
Machinery and Equipment	TBD
Construction Services	TBD
Subtotal	25,000
Contingency 30% of Subtotal	0
Total \$	25,000

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: N/A

Purchase/Construction: FY 2019



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Ports & Harbors)		25,000					25,000
TOTALS \$		25,000					25,000

Requested Funds:

FY19-23 CMMP

HARBOR OFFICE COMMUNICATION LINE | PORTS

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2019

Purchase/Construction: FY 2019-2020

PROJECT DESCRIPTION:

This project will replace the unreliable wireless communication line at the Unalaska Marine Center (UMC) Harbor Office with hard-wired direct connectivity from the Harbor Office to the Powerhouse. From the Powerhouse, the Harbor Office will have direct connectivity to City Hall, DPS, the rest of Unalaska, and the outside world. This will provide seamless transmission of phone calls and data by bypassing multiple wireless connections.

PROJECT NEED:

Because of the Port location, the Harbor Office does not have a direct line of sight to the Haystack Communication Facility. As a result, multiple wireless jumps are required in order to achieve communication but that results in a weak connection subject to frequent interruptions. The communication signal is often interrupted by UMC vessel traffic or weather. The direct hard-wired line will reduce the amount of disconnections the Harbor Office experiences with the current City intranet and phone system. This is particularly critical during times of emergency response.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS):

Preliminary engineering is complete. Final design in FY19 with construction in FY19-20

COST & FINANCING DATA:

Cost Assumptions:

Engineering, Design, Const Admin	9,500
Other Professional Services (Survey)	2,500
Construction Services	95,000
Machinery & Equipment	10,000
Subtotal	117,000
Contingency 30%	35,000
Total \$	152,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Ports & Harbors)		152,000					152,000
TOTALS \$		152,000					152,000
Requested Funds:							

FY19-23 CMMP

UMC LAYDOWN AREA | PORTS & HARBORS

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: N/A

Purchase/Construction: FY 2019

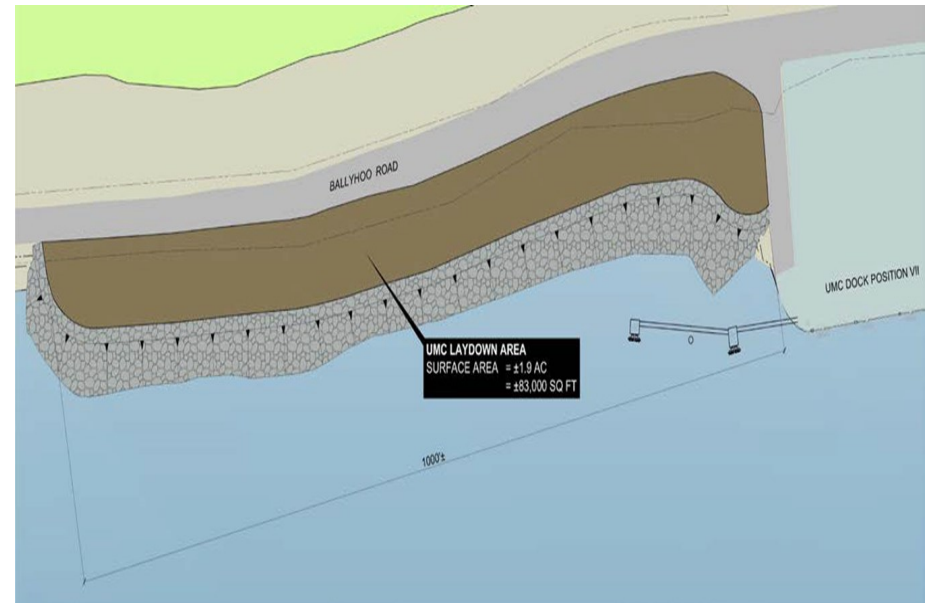
PROJECT DESCRIPTION: This project is located on the south end of the Position 7 at the Unalaska Marine Center on Ballyhoo Road. The proposed site is an extension to the uplands and is strictly fill. Upon completion provides an additional 1.9 acres of leasable uplands.

PROJECT NEED: This project will provide a much needed addition to the existing operational uplands at the Unalaska Marine Center. It was identified as an economic benefit during the Design process for the Unalaska marine center expansion and replacement project .

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS):

This extension is permitted through the USACE and has gone through the appropriate NEPA Reviews. The design is complete and all critical pieces are in place to move forward with the completion of this fill work.

COST & FINANCING DATA: This project is to be funded out of the Port Proprietary Fund and is estimated to have return on investment of 10 years or less. This project was an additive alternative to the original UMC project but was removed from the project. The leftover from the UMC contingency budget is expected to cover the projected cost of the laydown area.



Cost Assumptions:

Engineering CA Services	\$	10,000
Other Professional Services	\$	5,000
Construction Services	\$	4,300,000
	Subtotal	\$ 4,315,000
Contingency	\$	1,085,000
	TOTAL	\$ 5,400,000

REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					
		FY19	FY20	FY21	FY22	FY23	Total
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Ports & Harbors)		5,400,000					5,400,000
TOTALS \$		5,400,000					5,400,000
Requested Funds:							

FY19-23 CMMP

AIRPORT TERMINAL ROOF REPLACEMENT | AIRPORT

PROJECT DESCRIPTION: The Unalaska Airport Terminal Building has a one level roof with a raised clerestory, which is in need of replacement with a gable roof.

PROJECT NEED: The building is an approximately 16,200 SF facility with an Inverted Roof Membrane Assembly (IRMA) that slopes to internal roof drains. The design relies on insulation that is placed on top of a waterproof membrane which covers the structural deck. Concrete pavers (ballast) placed over the entire roof hold down the insulation. The pavers deteriorate rapidly compared to the membrane and debris and organics accumulate in joints preventing water access to roof drains. Inspection of the membrane is complicated due to the difficulty in removing the pavers and insulation. Chronic leaks have been reported at isolated areas during periods of high wind and rain. Two permeant under ceiling water catchment systems consisting of plastic, drain pan, hose, and 5 gallon buckets merely contain the leaks inside the building. Numerous attempts have been made over the years to repair the leaks which have all achieved limited success. An architectural/engineering firm was hired in 2008 to design a repair which was then publicly bid and the repairs were made. This failed to preventing roof leaks.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): A new peaked gable roof with adequate pitch is in the concept stage.

COST & FINANCING DATA: Funding for an architectural/engineering firm to perform an on-site inspection, evaluation, and produce plans, specifications, and bid package for a peaked gable roof design was publicly solicited with 5 proposals received on 1-31-18. The budgetary estimate for the design services is estimated to be \$140,000.

Cost Assumptions

Engineering Services 20% of Construction	10,000
Other Professional Services 3.5% of Const	130,000
Machinery and Equipment	0
Construction Services	TBD
Subtotal	140,000
Contingency 30% of Subtotal	Included
Total	140,000
Funds Appropriated in FY18	\$ (140,000)
Total FY19 Request \$	0

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: FY 2018

Engineering/Design: FY 2018-2019

Purchase/Construction: FY 2020



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund							
1% Sales Tax							
Grant							
Proprietary Fund (Airport)	140,000		TBD				TBD
TOTALS \$	140,000		TBD				TBD

Requested Funds: Engineering, Construction, Inspection, Contract Administration

FY19-23 CMMP

LEAR ROAD DUPLEXES KITCHEN & BATHROOM RENOVATIONS | HOUSING

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2019

Purchase/Construction: FY 2019

PROJECT DESCRIPTION: This project consists of the full renovation of both kitchens in both units (4 kitchens total). The work will replace all cabinets, countertops, and flooring in both units of both duplexes, and may also include some plumbing work and fixtures and parts as necessary

PROJECT NEED: This project has been nominated due to the age and condition of the cabinets, countertops, and flooring in both units of both duplexes. The cabinets and countertops in the units are original, meaning they are 35 years old. Labor and maintenance costs are increasing. Over time, some cabinets doors have been replaced with plywood, and some hinges don't hold well because the screw holes have been stripped. In addition, many drawers in all units do not function properly due to worn out or missing drawer guide parts and finding replacement parts has become quite difficult. The countertops have loose laminate as well as chips and burns, which are difficult to repair and nearly impossible to match. The flooring was replaced in all of the units in 2000; however, these floor coverings now have tears, holes, and stains as a result of fifteen years of use since that installation was completed. If left in their current condition, employee tenants will have countertops, cabinets, and flooring which will be difficult to operate, keep clean and are potentially hazardous. Drawers and doors that will not open or slide properly could cause injury, cracked countertops can harbor dangerous bacteria, and irregular flooring surfaces are a trip hazard. These current issues will remain and new issues will arise as the units age, requiring maintenance costs to increase. Through this project, the City will gain serviceable components while reducing maintenance costs. These kitchen renovations will act to retain or more likely increase the property's value for years to come and increase desirability, which can be important for employee recruiting and retention.

MAINTENANCE HISTORY: From 1998 to 2013, various maintenance projects have taken place, including roof replacement, grading and drainage, exterior painting (twice), deck replacement, carpet replacement, window replacement, and water service line replacement. These projects have totaled \$250,100.

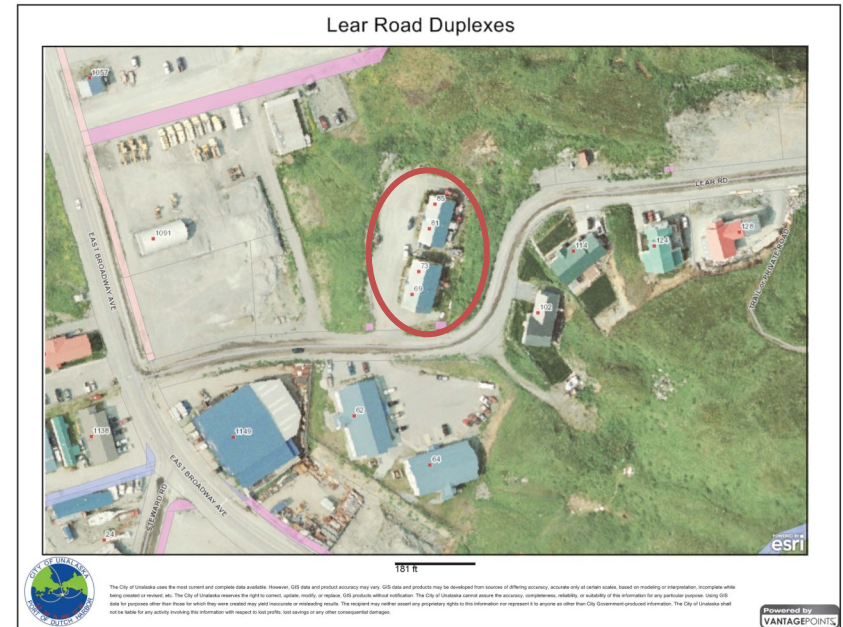
DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Architect visited the site and has provided preliminary concept plans.

COST & FINANCING DATA:

Architect provided budgetary estimate as follows:

Cost Assumptions

Engineering Services 20% of Construction	Included
Other Professional Services 3.5% of Const	Included
Machinery and Equipment	0
Construction Services	296,000
Subtotal	296,000
Contingency 35% of Subtotal	104,000
Total \$	400,000



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund	124,994	275,006					400,000
1% Sales Tax							
Grant							
Proprietary Fund (Housing)							
TOTALS \$	124,994	275,006					400,000

Requested Funds: Engineering Services and Construction Services (Estimates based material and labor estimates from vendors in 2016 plus 3% annual inflation adjustments)

PROJECT DESCRIPTION: Replace steel roof and plywood sheathing.

PROJECT NEED: The roofing is nearing the end of its useful life. Sheathing is in bad condition because improper moisture control in the attic promoted mold growth. Rust is beginning to form in areas around the metal fasteners making roof replacement in the next few years important before failure has reached the point of allowing enough moisture into the structure to damage other components within the structure. Leaks not repaired in a reasonable amount of time can also increase risk of health problems for the inhabitants due to molds and material failures. Roof sheathing beneath the roofing is also suspect of possible failure. This will compound the problem of the roof failure and should the wood around the fasteners that holds the roofing in place become soft from rot, the fasteners will no longer keep the roofing material in place.

MAINTENANCE HISTORY: Original construction 1988, residing and painting 1998, floor coverings 1999, exterior painting 2007, new floor covering and interior renovations 2012, new boiler room 2012. Annual maintenance costs are \$16,000.

DEVELOPMENT PLAN & STATUS (INCLUDE PERMIT AND UTILITY REQUIREMENTS): Concept

COST & FINANCING DATA: Budgetary cost estimate developed in-house.

Cost Assumptions

Engineering Services 20% of Construction	50,000
Other Professional Services 3.5% of Const	3,500
Machinery and Equipment	0
Construction Services	330,000
Subtotal	383,500
Contingency 30% of Subtotal	115,050
Total \$	495,050

FY19-23 CMMP

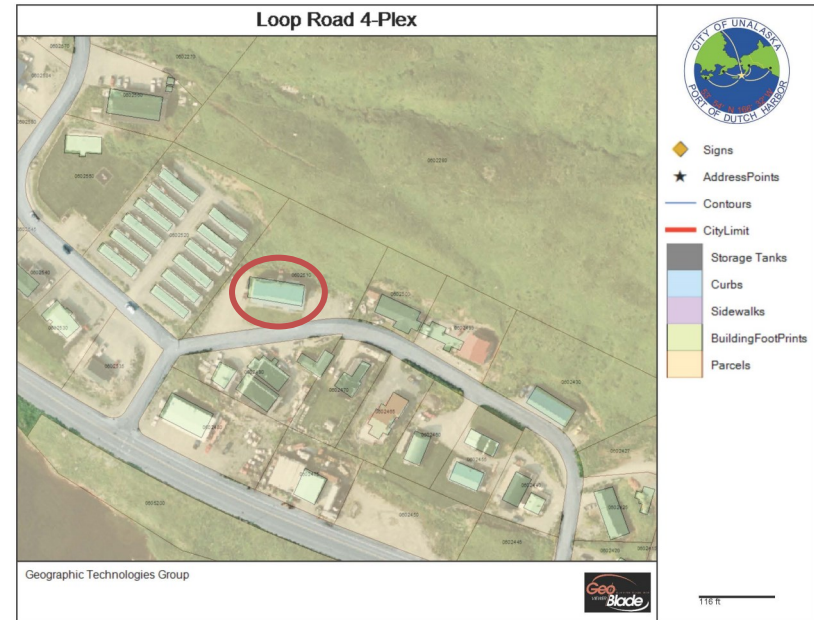
4-PLEX ROOF REPLACEMENT | HOUSING

ESTIMATED PROJECT & PURCHASE TIMELINE

Pre Design: N/A

Engineering/Design: FY 2020

Purchase/Construction: FY 2021



REVENUE SOURCE	APPROPRIATED FUNDS	FISCAL YEAR FUNDING REQUESTS					Total
		FY19	FY20	FY21	FY22	FY23	
General Fund			50,000	448,550			498,550
1% Sales Tax							
Grant							
Proprietary Fund (Housing)							
TOTALS \$			50,000	448,550			498,550

Requested Funds: Engineering Services and Construction Services

MEMORANDUM TO COUNCIL

TO: Mayor and City Council Members
THROUGH: Nancy M. Peterson, City Manager
FROM: Marjie Veeder, City Clerk
DATE: February 13, 2018
RE: Liquor License Renewals

SUMMARY: Liquor licenses must be renewed with the State of Alaska every two years. Each year Council reviews the renewal applications for the licenses up for renewal and determines whether or not the City will protest the request for renewal. A total of ten liquor licenses are held by Unalaska businesses, and seven are up for renewal. It is recommended that the City not protest the renewal of any of the seven licenses.

PREVIOUS COUNCIL ACTION: Council reviews liquor license renewals each year. Council discussed protesting specific license renewals in 1995, 2002 and 2006 due to delinquent utility bills, but did not file any protests. In 2010 Council protested the renewal of a liquor license due to delinquent sales tax, property tax and utility bills, and because the business had no physical location due to fire.

BACKGROUND: AS 04.11.400 defines the distribution of liquor licenses based on population and location:

- For every 1,500 or fraction thereof in population, one restaurant/eating place license is authorized. Such licenses allow the establishment to serve only beer and wine.
- For every 3,000 or fraction thereof of population, one beverage dispensary license is authorized and one package store license is authorized.
- Beverage dispensary and restaurant/eating place licenses that are designated as tourism, convenience or airport do not count as licenses based on population.

The City of Unalaska has the following breakdown of licenses authorized:

Establishment	License Type	Explanation
Alaska Ship Supply	Package Store	One of two package store licenses allowed by population
Harbor View Liquor Store	Package Store	One of two package store licenses allowed by population
Dutch Harbor Fast Food	Restaurant/Eating Place	One of three restaurant/eating place licenses allowed by population
Amelia's Restaurant	Restaurant/Eating Place – Public Convenience	Restaurant/Eating Place – Public Convenience is not counted in population per AS 04.11.400(g)
Airport Restaurant & Lounge	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)(2)
Grand Aleutian Hotel	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)

Establishment	License Type	Explanation
Grand Aleutian Hotel Chart Room	Beverage Dispensary – Tourism Duplicate	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)
Harbor View Bar & Grill	Beverage Dispensary – Tourism	Beverage Dispensary – Tourism is not counted in population per AS 04.11.400(d)
Harbor Sushi	Beverage Dispensary	One of the two beverage dispensary licenses allowed by population
Norwegian Rat Saloon	Beverage Dispensary	One of the two beverage dispensary licenses allowed by population

Based on population, Unalaska has two unused restaurant/eating place licenses.

DISCUSSION: The following licenses are up for renewal.

1. Unisea, Inc., DBA Grand Aleutian Hotel - Chart Room
2. Unisea, Inc., DBA Grand Aleutian Hotel
3. Unisea, Inc., DBA Harborview Bar & Grill
4. Unisea, Inc., DBA Harbor Sushi
5. Unisea, Inc., DBA Harborview Liquor Store
6. Loi My Ma DBA Dutch Harbor Restaurant
7. Western Pioneer DBA Alaska Ship Supply

None of these businesses are behind in taxes or utilities payments owed to the City with the exception of Alaska Ship Supply. Due to an oversight, the second half of the business personal property tax payment is late. The company has been contacted and staff believes payment is forthcoming.

Council also considers the number of public safety calls made to an establishment each year, which are summarized in the attached chart.

ALTERNATIVES: The Council may choose to protest a license renewal for any of the businesses and in that event must provide the business the opportunity to present a defense to the protest at a future council meeting. This must be accomplished no later than March 13, 2018.

FINANCIAL IMPLICATIONS: Probable loss of sales tax revenue if a license is not renewed.

LEGAL: None

STAFF RECOMMENDATION: Staff recommends that Council not protest the renewal of any of the seven licenses.

PROPOSED MOTION: No action is necessary unless Council wishes to protest the renewal of any of the licenses.

CITY MANAGER'S COMMENTS: I support staff's recommendation not to protest the renewal of any of the liquor licenses.

ATTACHMENTS: Summary of DPS calls to each establishment; letter from AMCO and renewal application for each of the seven licenses

	Grand Aleutian Chart Room 2016	Grand Aleutian Chart Room 2017	Grand Aleutian Hotel 2016	Grand Aleutian Hotel 2017	Harbor View Bar and Grill 2016	Harbor View Bar and Grill 2017	Harbor Sushi 2016	Harbor Sushi 2017	Harbor View Liquor Store 2016	Harbor View Liquor Store 2017	Dutch Harbor Restaurant 2016	Dutch Harbor Restaurant 2017	AK Ship Supply Liquor Store 2016	AK Ship Supply Liquor Store 2017
Ambulance Request			10	5	1									
Assault			5	5	3	5			1					
Assistance Rendered			11	3	2	2						1		
Burglary						1								
Civil			1	1										
Criminal Mischief						1								
Disorderly Conduct				1	1	1								
Domestic Disturbance			1	1										
Drunk Disturbance			3	5	1	4								1
DUI				2	2	2			1					
Fire Response			2			1								
Fire Safety														
Fraud/Forgery			1						1					
Found Property				1	3									
Harassment			1		1	1								
Liquor Law Violation			4	3	11	7	1		1	1	1			2
Lost Property				1	2	1								
Marijuana Enforcement				1	1									
MVA-Damage			2											
PC--Mental			1											
Probation Violation						1								
Public Safety			1	1	2									
Release Conditions			1	1	2	3								1
Suspicious Person/Activity			4	2									1	
Taxi Violation														
Theft				3	2	3				1				1
Traffic Crime														
Trespass			13	11	17	10								
Vehicle Theft			1											
Warrant Arrest				1		1								
Weapons														
Welfare Check			3	4							1		1	
Total Calls to Establishment			62	52	51	44	1		4	2	2	1	2	5
Calls initiated by officer			6	12	19	23	1		3	1	1	0		3
Calls initiated by staff/civilian			56	40	32	21	0		1	1	1	1		2



January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Beverage Dispensary – Tourism Duplicate	License Number:	3301
Licensee:	Unisea, Inc.		
Doing Business As:	Grand Aleutian Hotel – Chart Room		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	BD - Tourism	License Number:	3301
Doing Business As:	Grand Aleutian Hotel-Chart Room		
Examiner:	Carrie	Transaction #:	1020559

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

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement	1/12	1/12	
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/19	1/23	10112 Receipt
Late Fee			

Names on FP Cards:	Thomas Enlow, Masahide Asai, Walter Maas
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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

Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary – tourism liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Unisea, Inc.	License #:	3301
License Type:	Beverage Dispensary - Tourism Duplicate	Statute:	AS 04.11.400(d)
Doing Business As:	Grand Aleutian Hotel-Chart Room		
Premises Address:	Margaret's Bay		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	Po Box 97019		
City:	Redmond	State:	WA
		ZIP:	98073

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

Point of Contact:	CHRIS PLAISANCE		
Contact Phone:	425-881-5241	Business Phone:	425-881-8181
Contact Email:	CHRIS.PLAISANCE@UNISEA.COM		

Seasonal License? Yes No

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





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

Alaska Alcoholic Beverage Control Board
Beverage Dispensary – Tourism License
Form AB-17d: 2018/2019 Renewal License Application

Section 2 – Authorization

Communication with AMCO staff:

Yes No

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

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

BRETT RICHARDSON - HOSPITALITY ASST. C.M.

Section 3 – Sole Proprietor Ownership Information

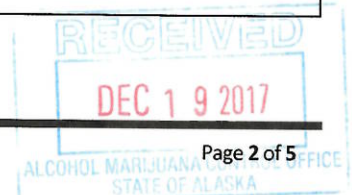
This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

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

This individual is an: applicant affiliate

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





Alaska Alcoholic Beverage Control Board

**Beverage Dispensary – Tourism License
 Form AB-17d: 2018/2019 Renewal License Application**

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	4698F
-----------------------	-------

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

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

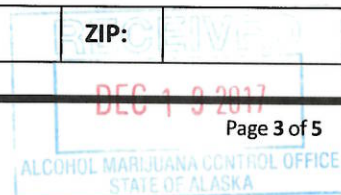
This subsection must be completed by any community or entity, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

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

Entity Official Name:	NIPPON SUISAN KAISHA, LTD			
Title(s):	Shareholder	Phone:	81.3.3244.7000	% Owned: 100%
Mailing Address:	2-4-2 Okemachi Chiyoda-Ku Tokyo 100 Japan			
City:		State:		ZIP:

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

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



UNISEA, INC. – OFFICERS/DIRECTORS

TIN 91-0917126

OFFICERS	NAME	ADDRESS	PHONE
President and CEO	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
Executive V.P.	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
V.P. Corporate Affairs	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chief Financial Officer	Kristi Anderson	20012 72 nd Dr. SE, Snohomish, WA 98296	425.861.5285
Secretary	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
Treasurer	Kazuo Kozakai	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4803
Asst. Secretary/Treasurer	Jerome N. Yamut	PO Box 97019, Redmond, WA 98073-9719	425.861.5213
DIRECTORS:			
	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chairman	Seiji Takahashi	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4801
	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
SHAREHOLDER: 100% Nippon Suisan Kaisha, Ltd. 2-6-2, Otemachi, Chiyoda-Ku Tokyo 100-8686 Japan			+81.3.3244.7000

Tom Enlow, Walter M. Maas III, Masahide Asai are part of Liquor License #: 3290, 3301, 1185, 4748, 1367

(last updated 12.12.2017)





Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

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

Section 5 – License Operation

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

2016 2017

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

Checked boxes for 2016 and 2017

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

Empty boxes for 2016 and 2017

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.

If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

Empty boxes for 2016 and 2017

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

If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.

Empty boxes for 2016 and 2017

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?

Empty box for Yes, checked box for No

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?

Empty box for Yes, checked box for No

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

Section 7 – Alcohol Server Education

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

Initials

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

Handwritten initials in a box



Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

Section 8 – Certifications

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

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

[Handwritten initials]

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

[Handwritten initials]

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

[Handwritten initials]

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

[Handwritten initials]

I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.

[Handwritten initials]

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

Chris Pleasure
Signature of licensee

Kristi C Anderson
Signature of Notary Public

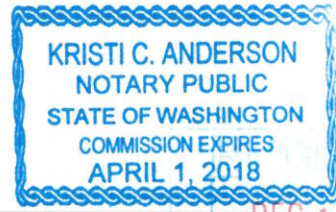
Chris Pleasure
Printed name of licensee

Notary Public in and for the State of *Washington*

My commission expires: *4/1/2018*

Subscribed and sworn to before me this *12* day of *December*, 20 *17*.

License Fee:	\$ 2500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





Grand Aleutian Hotel

DUTCH HARBOR, ALASKA

P.O. Box 921169
Unalaska, AK 99692
(907) 581-7170 Tel.
(907) 581-7125 Fax

Tourism Statement

The Grand Aleutian hotel, located 800 miles southwest of Anchorage in the Aleutian Islands, is the only hotel in Unalaska. Together with our secondary property Harbor View inn we encourage tourism to Unalaska by offering 133 guest rooms and suites, four restaurants (Margaret Bay Café, The Chart Room, Harbor View Grill and Harbor Sushi), three full service bars, and a liquor store in one of the most unlikely of Alaskan environments.

The hotel also offers conferences services, hosting private parties and corporate meetings with state-of-the-art audio visual equipment, customized menus and exceptional service.

While none of our rooms have kitchenettes, we do rent refrigerators and microwaves. None of our rooms offers alcoholic beverages (mini-bars).

For the active guest, be sure to ask the front desk for maps and advice on local activities, such as hiking, bird-watching, fishing, beach strolls and visits to historical and cultural sites such as the Holy Ascension Russian Orthodox Cathedral, the Museum of the Aleutians, and the World War II National Historic Area Visitor Center.



Craig, Carrie D (CED)

From: Brett Richardson <Brett.Richardson@unisea.com>
Sent: Friday, January 12, 2018 1:40 PM
To: Alcohol Licensing, CED ABC (CED sponsored)
Subject: RE: #1369 Liquor License Renewal
Attachments: Tourism Statement - 2018.doc

Categories: Carrie

Hi Carrie,

Thank you for your call clarifying what we need. Here is the revised Tourism Statement.

Thank you and have a good weekend.

Brett Richardson | General Manager
[Grand Aleutian Hotel](#) | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com

From: Brett Richardson
Sent: ~~Friday, January 12, 2018 1:02 PM~~
To: 'Alcohol Licensing, CED ABC (CED sponsored)'
Subject: RE: #1369 Liquor License Renewal

Hello,

Please see attached Tourism statement and completed application pages for Licensee #:

3290
3301
1185
4748
1367

Hard copies of fingerprints for 3 officials with application AB-08a with check for \$47 x 3 will be sent to:

Alcohol & Marijuana Control Office
550 W 7th Ave, Ste. 1600
Anchorage, AK 99501

Thank you,

Brett Richardson | General Manager
[Grand Aleutian Hotel](#) | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com



Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	UNISEA, INC.

ENTITY DETAILS

Entity Type: Business Corporation
Entity #: 4698F
Status: Good Standing
AK Formed Date: 6/10/1974
Duration/Expiration: Perpetual
Home State: WASHINGTON
Next Biennial Report Due: 1/2/2020
Entity Mailing Address: PO BOX 97019, REDMOND, WA 98073-9719
Entity Physical Address: 15400 NE 90TH ST., REDMOND , WA 98052

REGISTERED AGENT

Agent Name: C T Corporation System
Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

OFFICIALS

AK Entity #	Name	Titles	Owned
	Chris Plaisance	Director, Vice President	
	Jerome Yamut	Assistant Secretary, Assistant Treasurer	
	Kazuo Kozakai	Treasurer	
	Kristi Anderson	Treasurer	
	Masahide Asai	Director, Vice President	
	Nippon Suisan Kaisha, Ltd.	Shareholder	100
	Seiji Takahashi	Director	
	Tom Enlow	Director, President	
	Walter P Maas Iii	Director, Secretary	

Show Former

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
6/10/1974	Creation Filing		
1/18/1988	Biennial Report		
11/29/1989	Biennial Report		
12/19/1991	Biennial Report	Click to View	
8/25/1994	Biennial Report	Click to View	
2/02/1998	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	



January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Beverage Dispensary – Tourism	License Number:	3290
Licensee:	Unisea, Inc.		
Doing Business As:	Grand Aleutian Hotel		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	BD - Tourism	License Number:	3290
Doing Business As:	Grand Aleutian Hotel		
Examiner:	<i>Carice</i>	Transaction #:	1020559

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

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement	1/12	1/12	
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/19	1/23	4112 Receipt
Late Fee			

Names on FP Cards:	<i>Thomas Enlow, Masahide Asai, Walter Mads</i>
--------------------	---

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License Form AB-17d: 2018/2019 Renewal License Application

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

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary – tourism liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Unisea, Inc.	License #:	3290
License Type:	Beverage Dispensary - Tourism	Statute:	AS-04.11.400(d)
Doing Business As:	Grand Aleutian Hotel		
Premises Address:	Margaret's Bay		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	Po Box 97019		
City:	Redmond	State:	WA
ZIP:	98073		

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

Point of Contact:	CHRIS PLAISANCE		
Contact Phone:	425-881-5241	Business Phone:	425-881-8181
Contact Email:	CHRIS.PLAISANCE@UNISEA.COM		

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





Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

Section 2 – Authorization

Communication with AMCO staff:

Yes No

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

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

BETH RICHARDSON - HOSPITALITY ASST. GM

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4.

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

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

This individual is an: applicant affiliate

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

This individual is an: applicant affiliate

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



Alaska Alcoholic Beverage Control Board

**Beverage Dispensary – Tourism License
 Form AB-17d: 2018/2019 Renewal License Application**

Section 4 – Entity Ownership Information

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Alaska CBPL Entity #:	4698F
-----------------------	-------

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

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

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

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

Entity Official Name:	NIPPON SUISAN KAISHA, LTD				
Title(s):	Shareholder	Phone:	+81.3.3244.7000	% Owned:	100%
Mailing Address:	2-6-2 Otemachi Chiyoda-ku Tokyo 100 Japan				
City:		State:		ZIP:	

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

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

UNISEA, INC. – OFFICERS/DIRECTORS

TIN 91-0917126

OFFICERS	NAME	ADDRESS	PHONE
President and CEO	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
Executive V.P.	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
V.P. Corporate Affairs	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chief Financial Officer	Kristi Anderson	20012 72 nd Dr. SE, Snohomish, WA 98296	425.861.5285
Secretary	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
Treasurer	Kazuo Kozakai	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4803
Asst. Secretary/Treasurer	Jerome N. Yamut	PO Box 97019, Redmond, WA 98073-9719	425.861.5213
DIRECTORS:			
	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chairman	Seiji Takahashi	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4801
	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
SHAREHOLDER: 100% Nippon Suisan Kaisha, Ltd. 2-6-2, Otemachi, Chiyoda-Ku Tokyo 100-8686 Japan			+81.3.3244.7000

Tom Enlow, Walter M. Maas III, Masahide Asai are part of Liquor License #: 3290, 3301, 1185, 4748, 1367

(last updated 12.12.2017)





Alaska Alcoholic Beverage Control Board

**Beverage Dispensary – Tourism License
 Form AB-17d: 2018/2019 Renewal License Application**

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:	2016	2017
The license was regularly operated continuously throughout each year, for 8 or more hours each day.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The license was regularly operated during a specific season each year, for 8 or more hours each day.	<input type="checkbox"/>	<input type="checkbox"/>
The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. <i>If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.</i>	<input type="checkbox"/>	<input type="checkbox"/>
The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. <i>If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017:	Yes	No
Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Section 7 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:	Initials
I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as required under AS 04.21.025 and 3 AAC 304.465.	



Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

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

	Initials
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I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.	
I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.	
I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.	
I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.	

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

Signature of licensee
Chris Plaisance
 Printed name of licensee

Signature of Notary Public
 Notary Public in and for the State of Washington
 My commission expires: 4/1/2018
 Subscribed and sworn to before me this 12 day of December, 2017.

License Fee:	\$ 2500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





Grand Aleutian Hotel
DUTCH HARBOR, ALASKA

P.O. Box 921169
Unalaska, AK 99692
(907) 581-7170 Tel.
(907) 581-7125 Fax

Tourism Statement

The Grand Aleutian hotel, located 800 miles southwest of Anchorage in the Aleutian Islands, is the only hotel in Unalaska. Together with our secondary property Harbor View inn we encourage tourism to Unalaska by offering 133 guest rooms and suites, four restaurants (Margaret Bay Café, The Chart Room, Harbor View Grill and Harbor Sushi), three full service bars, and a liquor store in one of the most unlikely of Alaskan environments.

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Craig, Carrie D (CED)

From: Brett Richardson <Brett.Richardson@unisea.com>
Sent: Friday, January 12, 2018 1:40 PM
To: Alcohol Licensing, CED ABC (CED sponsored)
Subject: RE: #1369 Liquor License Renewal
Attachments: Tourism Statement - 2018.doc

Categories: Carrie

Hi Carrie,

Thank you for your call clarifying what we need. Here is the revised Tourism Statement.

Thank you and have a good weekend.

Brett Richardson | General Manager
[Grand Aleutian Hotel](#) | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com

From: Brett Richardson
Sent: ~~Friday, January 12, 2018 1:02 PM~~
To: 'Alcohol Licensing, CED ABC (CED sponsored)'
Subject: RE: #1369 Liquor License Renewal

Hello,

Please see attached Tourism statement and completed application pages for Licensee #:

3290
3301
1185
4748
1367

Hard copies of fingerprints for 3 officials with application AB-08a with check for \$47 x 3 will be sent to:

Alcohol & Marijuana Control Office
550 W 7th Ave, Ste. 1600
Anchorage, AK 99501

Thank you,

Brett Richardson | General Manager
[Grand Aleutian Hotel](#) | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com



Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	UNISEA, INC.

ENTITY DETAILS

Entity Type: Business Corporation
Entity #: 4698F
Status: Good Standing
AK Formed Date: 6/10/1974
Duration/Expiration: Perpetual
Home State: WASHINGTON
Next Biennial Report Due: 1/2/2020
Entity Mailing Address: PO BOX 97019, REDMOND, WA 98073-9719
Entity Physical Address: 15400 NE 90TH ST., REDMOND , WA 98052

REGISTERED AGENT

Agent Name: C T Corporation System
Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

OFFICIALS

AK Entity #	Name	Titles	<input type="checkbox"/> Show Former	
			Owned	
	Chris Plaisance	Director, Vice President		
	Jerome Yamut	Assistant Secretary, Assistant Treasurer		
	Kazuo Kozakai	Treasurer		
	Kristi Anderson	Treasurer		
	Masahide Asai	Director, Vice President		
	Nippon Suisan Kaisha, Ltd.	Shareholder	100	
	Seiji Takahashi	Director		
	Tom Enlow	Director, President		
	Walter P Maas Iii	Director, Secretary		

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
6/10/1974	Creation Filing		
1/18/1988	Biennial Report		
11/29/1989	Biennial Report		
12/19/1991	Biennial Report	Click to View	
8/25/1994	Biennial Report	Click to View	
2/02/1998	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	



January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Beverage Dispensary – Tourism	License Number:	1185
Licensee:	Unisea, Inc.		
Doing Business As:	Harbor View Bar & Grill		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	BD - Tourism	License Number:	1185
Doing Business As:	Harbor View Bar & Grill		
Examiner:	Carrie	Transaction #:	1020559

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

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement	1/12	1/12	
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/19	1/23	6112 Receipt
Late Fee			

Names on FP Cards:	Thomas Enlow, Masahide Asai, Walter Maas
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



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

Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing beverage dispensary – tourism liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Unisea, Inc.	License #:	1185
License Type:	Beverage Dispensary - Tourism	Statute:	AS 04 11.400(d)
Doing Business As:	Harbor View Bar & Grill		
Premises Address:	Dutch Harbor		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	Po Box 97019		
City:	Redmond	State:	WA
ZIP:	98073		

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

Point of Contact:	CHRIS PLAISANCE		
Contact Phone:	425-881-5241	Business Phone:	425-881-8151
Contact Email:	CHRIS.PLAISANCE@UNISEA.COM		

Seasonal License? Yes No

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





Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

Section 2 – Authorization

Communication with AMCO staff:

Yes No

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

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

BRETT RICHARDSON - HOSPITALITY ASST. G.M.

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information.

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

This individual is an: applicant affiliate

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

This individual is an: applicant affiliate

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





Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	4698F
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

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

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

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

Entity Official Name:	NIPPON SUSAN KAISHA, LTD			
Title(s):	Shareholder	Phone:	+81.3.3244.7000	% Owned: 100%
Mailing Address:	2-6-2 OTEMACHI CHIYODA-KU, TOKYO 100 Japan			
City:		State:		ZIP:

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

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



UNISEA, INC. – OFFICERS/DIRECTORS

TIN 91-0917126

OFFICERS	NAME	ADDRESS	PHONE
President and CEO	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
Executive V.P.	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
V.P. Corporate Affairs	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chief Financial Officer	Kristi Anderson	20012 72 nd Dr. SE, Snohomish, WA 98296	425.861.5285
Secretary	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
Treasurer	Kazuo Kozakai	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4803
Asst. Secretary/Treasurer	Jerome N. Yamut	PO Box 97019, Redmond, WA 98073-9719	425.861.5213
DIRECTORS:			
	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chairman	Seiji Takahashi	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4801
	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
SHAREHOLDER: 100% Nippon Suisan Kaisha, Ltd. 2-6-2, Otemachi, Chiyoda-Ku Tokyo 100-8686 Japan			+81.3.3244.7000

Tom Enlow, Walter M. Maas III, Masahide Asai are part of Liquor License #: 3290, 3301, 1185, 4748, 1367

(last updated 12.12.2017)





Alaska Alcoholic Beverage Control Board

Beverage Dispensary – Tourism License

Form AB-17d: 2018/2019 Renewal License Application

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

Section 5 – License Operation

<u>Check a single box for each calendar year that best describes how this liquor license was operated:</u>	2016	2017
The license was regularly operated continuously throughout each year, for 8 or more hours each day.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The license was regularly operated during a specific season each year, for 8 or more hours each day.	<input type="checkbox"/>	<input type="checkbox"/>
The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. <i>If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.</i>	<input type="checkbox"/>	<input type="checkbox"/>
The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. <i>If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 – Violations and Convictions

<u>Applicant violations and convictions in calendar years 2016 and 2017:</u>	Yes	No
Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Section 7 – Alcohol Server Education

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

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





Alaska Alcoholic Beverage Control Board
Beverage Dispensary – Tourism License
Form AB-17d: 2018/2019 Renewal License Application

Section 8 – Certifications

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

	Initials
I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.	
I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.	
I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.	
I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.	
I am submitting as part of this application a written statement that meets the attached Tourism Statement Guidelines, for review by the Alcoholic Beverage Control Board.	

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

Chris Plaisance
 Signature of licensee
Chris Plaisance
 Printed name of licensee

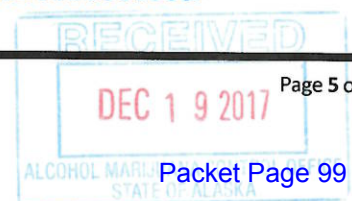
Kristi C. Anderson
 Signature of Notary Public

Notary Public in and for the State of Washington

My commission expires: 4/1/2018

Subscribed and sworn to before me this 12 day of December, 2017.

License Fee:	\$ 2500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





Grand Aleutian Hotel

DUTCH HARBOR, ALASKA

P.O. Box 921169
Unalaska, AK 99692
(907) 581-7170 Tel.
(907) 581-7125 Fax

Tourism Statement

The Grand Aleutian hotel, located 800 miles southwest of Anchorage in the Aleutian Islands, is the only hotel in Unalaska. Together with our secondary property Harbor View inn we encourage tourism to Unalaska by offering 133 guest rooms and suites, four restaurants (Margaret Bay Café, The Chart Room, Harbor View Grill and Harbor Sushi), three full service bars, and a liquor store in one of the most unlikely of Alaskan environments.

The hotel also offers conferences services, hosting private parties and corporate meetings with state-of-the-art audio visual equipment, customized menus and exceptional service.

While none of our rooms have kitchenettes, we do rent refrigerators and microwaves. None of our rooms offers alcoholic beverages (mini-bars).

For the active guest, be sure to ask the front desk for maps and advice on local activities, such as hiking, bird-watching, fishing, beach strolls and visits to historical and cultural sites such as the Holy Ascension Russian Orthodox Cathedral, the Museum of the Aleutians, and the World War II National Historic Area Visitor Center.



Craig, Carrie D (CED)

From: Brett Richardson <Brett.Richardson@unisea.com>
Sent: Friday, January 12, 2018 1:40 PM
To: Alcohol Licensing, CED ABC (CED sponsored)
Subject: RE: #1369 Liquor License Renewal
Attachments: Tourism Statement - 2018.doc

Categories: Carrie

Hi Carrie,

Thank you for your call clarifying what we need. Here is the revised Tourism Statement.

Thank you and have a good weekend.

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com

From: Brett Richardson
Sent: Friday, January 12, 2018 1:02 PM
To: 'Alcohol Licensing, CED ABC (CED sponsored)'
Subject: RE: #1369 Liquor License Renewal

Hello,

Please see attached Tourism statement and completed application pages for Licensee #:

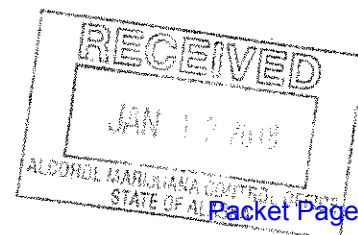
3290
3301
1185
4748
1367

Hard copies of fingerprints for 3 officials with application AB-08a with check for \$47 x 3 will be sent to:

Alcohol & Marijuana Control Office
550 W 7th Ave, Ste. 1600
Anchorage, AK 99501

Thank you,

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com



Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	UNISEA, INC.

ENTITY DETAILS

Entity Type: Business Corporation
 Entity #: 4698F
 Status: Good Standing
 AK Formed Date: 6/10/1974
 Duration/Expiration: Perpetual
 Home State: WASHINGTON
 Next Biennial Report Due: 1/2/2020
 Entity Mailing Address: PO BOX 97019, REDMOND, WA 98073-9719
 Entity Physical Address: 15400 NE 90TH ST., REDMOND , WA 98052

REGISTERED AGENT

Agent Name: C T Corporation System
 Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
 Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

OFFICIALS

AK Entity #	Name	Titles	<input type="checkbox"/> Show Former Owned
	Chris Plaisance	Director, Vice President	
	Jerome Yamut	Assistant Secretary, Assistant Treasurer	
	Kazuo Kozakai	Treasurer	
	Kristi Anderson	Treasurer	
	Masahide Asai	Director, Vice President	
	Nippon Suisan Kaisha, Ltd.	Shareholder	100
	Seiji Takahashi	Director	
	Tom Enlow	Director, President	
	Walter P Maas Iii	Director, Secretary	

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
6/10/1974	Creation Filing		
1/18/1988	Biennial Report		
11/29/1989	Biennial Report		
12/19/1991	Biennial Report	Click to View	
8/25/1994	Biennial Report	Click to View	
2/02/1998	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	



January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Beverage Dispensary	License Number:	4748
Licensee:	Unisea, Inc.		
Doing Business As:	Harbor Sushi		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	BD	License Number:	4748
Doing Business As:	Harbor Sushi		
Examiner:	Carrie	Transaction #:	1020559

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

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/19	1/23	4112 Receipt
Late Fee			

Names on FP Cards:	Thomas Enlow, Masahide Asai, Walter Maas
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Alaska Alcoholic Beverage Control Board

Form AB-17: 2018/2019 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Unisea, Inc.	License #:	4748
License Type:	Beverage Dispensary	Statute:	AS 04.11.090
Doing Business As:	Harbor Sushi		
Premises Address:	188 Gilman Road		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	Po Box 97019		
City:	Redmond	State:	WA
		ZIP:	98073

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

Point of Contact:	CHRIS PLAISANCE		
Contact Phone:	425-881-5241	Business Phone:	425-881-8181
Contact Email:	CHRIS.PLAISANCE@UNISEA.COM		

Seasonal License? Yes No

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





Alaska Alcoholic Beverage Control Board

Form AB-17: 2018/2019 Renewal License Application

Section 2 – Authorization

Communication with AMCO staff:

Yes No

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

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

FRET RICHARDSON - HOSPITALITY ASST. G.M.

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

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

This individual is an: applicant affiliate

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





Alaska Alcoholic Beverage Control Board

Form AB-17: 2018/2019 Renewal License Application

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	4698F
-----------------------	-------

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

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

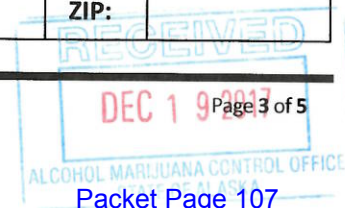
This subsection must be completed by any community or entity, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

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

Entity Official Name:	Nippon Suisan Kaisha, LTD.				
Title(s):	Shareholder	Phone:	+81.3.3244.7000	% Owned:	100%
Mailing Address:	2-6-2 Ottemachi Chiyoda-ku Tokyo 100 Japan				
City:		State:		ZIP:	

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

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



UNISEA, INC. – OFFICERS/DIRECTORS

TIN 91-0917126

OFFICERS	NAME	ADDRESS	PHONE
President and CEO	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
Executive V.P.	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
V.P. Corporate Affairs	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chief Financial Officer	Kristi Anderson	20012 72 nd Dr. SE, Snohomish, WA 98296	425.861.5285
Secretary	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
Treasurer	Kazuo Kozakai	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4803
Asst. Secretary/Treasurer	Jerome N. Yamut	PO Box 97019, Redmond, WA 98073-9719	425.861.5213
DIRECTORS:			
	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
	Chris Plaisance	3010 154 th St. SE, Mill Creek, WA 98012	425.861.5241
Chairman	Seiji Takahashi	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4801
	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
SHAREHOLDER: 100% Nippon Suisan Kaisha, Ltd. 2-6-2, Otemachi, Chiyoda-Ku Tokyo 100-8686 Japan			+81.3.3244.7000

Tom Enlow, Walter M. Maas III, Masahide Asai are part of Liquor License #: 3290, 3301, 1185, 4748, 1367

(last updated 12.12.2017)





Alaska Alcoholic Beverage Control Board

Form AB-17: 2018/2019 Renewal License Application

Section 5 – License Operation

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

	2016	2017
The license was regularly operated continuously throughout each year, for 8 or more hours each day.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The license was regularly operated during a specific season each year, for 8 or more hours each day.	<input type="checkbox"/>	<input type="checkbox"/>
The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. <i>If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.</i>	<input type="checkbox"/>	<input type="checkbox"/>
The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. <i>If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017:

	Yes	No
Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Section 7 – Alcohol Server Education

This section must be completed only by the holder of a beverage dispensary, club, or pub license or conditional contractor's permit. The holders of all other license types should skip to Section 8.

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

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

Initials



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

Alaska Alcoholic Beverage Control Board
Form AB-17: 2018/2019 Renewal License Application

Section 8 – Certifications

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

- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.
- I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Initials

Initials boxes containing handwritten initials for each statement.

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

Chris Plaisance
 Signature of licensee
Chris Plaisance
 Printed name of licensee

Kristi C. Anderson
 Signature of Notary Public
 Notary Public in and for the State of Washington
 My commission expires: 4/1/2018

Subscribed and sworn to before me this 12 day of December, 2017.

License Fee:	\$ 2500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 2700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					

KRISTI C. ANDERSON
 NOTARY PUBLIC
 STATE OF WASHINGTON
 COMMISSION EXPIRES
 APRIL 1 2018
 RECEIVED
 DEC 19 2017
 ALCOHOL MARIJUANA CONTROL OFFICE
 Packet Page 110

Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	UNISEA, INC.

ENTITY DETAILS

Entity Type: Business Corporation
Entity #: 4698F
Status: Good Standing
AK Formed Date: 6/10/1974
Duration/Expiration: Perpetual
Home State: WASHINGTON
Next Biennial Report Due: 1/2/2020
Entity Mailing Address: PO BOX 97019, REDMOND, WA 98073-9719
Entity Physical Address: 15400 NE 90TH ST., REDMOND , WA 98052

REGISTERED AGENT

Agent Name: C T Corporation System
Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

OFFICIALS

AK Entity #	Name	Titles	<input type="checkbox"/> Show Former	
			Owned	
	Chris Plaisance	Director, Vice President		
	Jerome Yamut	Assistant Secretary, Assistant Treasurer		
	Kazuo Kozakai	Treasurer		
	Kristi Anderson	Treasurer		
	Masahide Asai	Director, Vice President		
	Nippon Suisan Kaisha, Ltd.	Shareholder	100	
	Seiji Takahashi	Director		
	Tom Enlow	Director, President		
	Walter P Maas Iii	Director, Secretary		

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
6/10/1974	Creation Filing		
1/18/1988	Biennial Report		
11/29/1989	Biennial Report		
12/19/1991	Biennial Report	Click to View	
8/25/1994	Biennial Report	Click to View	
2/02/1998	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	

Craig, Carrie D (CED)

From: Brett Richardson <Brett.Richardson@unisea.com>
Sent: Friday, January 12, 2018 1:40 PM
To: Alcohol Licensing, CED ABC (CED sponsored)
Subject: RE: #1369 Liquor License Renewal
Attachments: Tourism Statement - 2018.doc

Categories: Carrie

Hi Carrie,

Thank you for your call clarifying what we need. Here is the revised Tourism Statement.

Thank you and have a good weekend.

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com

From: Brett Richardson
Sent: Friday, January 12, 2018 1:02 PM
To: 'Alcohol Licensing, CED ABC (CED sponsored)'
Subject: RE: #1369 Liquor License Renewal

Hello,

Please see attached Tourism statement and completed application pages for Licensee #:

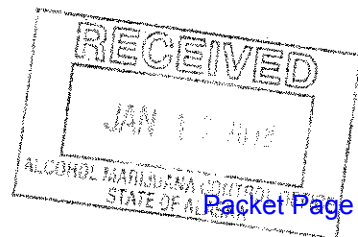
3290
3301
1185
4748
1367

Hard copies of fingerprints for 3 officials with application AB-08a with check for \$47 x 3 will be sent to:

Alcohol & Marijuana Control Office
550 W 7th Ave, Ste. 1600
Anchorage, AK 99501

Thank you,

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com





January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Package Store	License Number:	1367
Licensee:	Unisea, Inc.		
Doing Business As:	Harbor View Liquor Store		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	PS	License Number:	1367
Doing Business As:	Harbor View Liquor Store		
Examiner:	Carrie	Transaction #:	1020559

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

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/19	1/23	4112 Receipt
Late Fee			

Names on FP Cards:	Thomas Enlow, Masahide Asai, Walter Maes
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 - Establishment and Contact Information

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

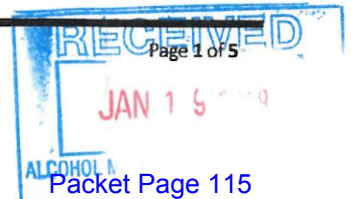
Table with 4 columns: Field Name, Value, License #, Statute. Rows include Licensee (Unisea, Inc.), License Type (Package Store), Doing Business As (Harbor View Liquor Store), Premises Address (Dutch Harbor), Local Governing Body (City of Unalaska), and Community Council (None).

Table with 4 columns: Field Name, Value, State, ZIP. Rows include Mailing Address (Po Box 97019) and City (Redmond).

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

Table with 4 columns: Field Name, Value, Business Phone, Contact Email. Rows include Point of Contact (CHRIS PLAISANCE), Contact Phone (425-881-5241), Business Phone (425-881-8781), and Contact Email (CHRIS.PLAISANCE@UNISSA.COM).

Seasonal License? Yes [] No [X] If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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

Section 2 - Authorization

Communication with AMCO staff:

Yes No

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

Yes: [checked box] No: [empty box]

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

BRETT RICHARDSON - HOSPITALITY ASST. G.M.

Section 3 - Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: [] applicant [] affiliate

Form with fields: Name, Mailing Address, City, State, ZIP, Email, Contact Phone

This individual is an: [] applicant [] affiliate

Form with fields: Name, Mailing Address, City, State, ZIP, Email, Contact Phone



Alaska Alcoholic Beverage Control Board

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

Package Store License Form AB-17b: 2018/2019 Renewal License Application

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by visiting the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	4698F
-----------------------	-------

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

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

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

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

Entity Official Name:	NIPPON SUISAN KAISHA, LTD				
Title(s):	Shareholder	Phone:	+81.3.3244.7000	% Owned:	100%
Mailing Address:	2-6-2 OTEMACHI CHIYODA-KU, TOKYO 100 JAPAN				
City:		State:		ZIP:	

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

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

UNISEA, INC. – OFFICERS/DIRECTORS

TIN 91-0917126

OFFICERS	NAME	ADDRESS	PHONE
President and CEO	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
Executive V.P.	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
V.P. Corporate Affairs	Chris Plaisance	3010 154 th St. SE Mill Creek, WA 98012	425.861.5241
Chief Financial Officer	Kristi Anderson	20012 72 nd Dr. SE, Snohomish, WA 98296	425.861.5285
Secretary	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
Treasurer	Kazuo Kozakai	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4803
Asst. Secretary/Treasurer	Jerome N. Yamut	PO Box 97019, Redmond, WA 98073-9719	425.861.5213
DIRECTORS:			
	Walter M. Maas III	c/o Karr Tuttle Campbell 701 5 th Ave., Suite 3300, Seattle, WA 98104	206.224.8076
	Chris Plaisance	3010 154 th St. SE Mill Creek, WA 98012	425.861.5241
Chairman	Seiji Takahashi	Nippon Suisan (USA), Inc. P.O. Box 97019, Redmond, WA 98073-9719	425.881.4801
	Tom Enlow	PO Box 921268 Dutch Harbor, AK 99692	907.581.7300
	Masahide Asai	308 108 th Ave. NE Apt. A403 Bellevue, WA 98004	425.861.5349
SHAREHOLDER: 100% Nippon Suisan Kaisha, Ltd. 2-6-2, Otemachi, Chiyoda-Ku Tokyo 100-8686 Japan			+81.3.3244.7000



Tom Enlow, Walter M. Maas III, Masahide Asai are part of Liquor License #: 3290, 3301, 1185, 4748, 1367

(last updated 12.12.2017)



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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

Section 5 - License Operation

Check a single box for each calendar year that best describes how this liquor license was operated: 2016 2017

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

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

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application. [] []

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement. [] []

Section 6 - Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017: Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017? [] [checked]

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017? [] [checked]

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

Section 7 - Alcohol Server Education

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

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

[Handwritten initials in a box]



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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

Section 8 - Written Orders

Written orders in calendar years 2016 and 2017:

Yes No

Did you sell alcoholic beverages in response to written orders in calendar years 2016 or 2017?

Yes: [] No: [x]

Section 9 - Certifications

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

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

[VK]

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

[VK]

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

[VK]

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

[K]

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

Signature of licensee: Chris Pleissance

Signature of Notary Public: Kristi C. Anderson

Printed name of licensee: Chris Pleissance

Notary Public in and for the State of Washington

My commission expires: 4/1/2018

Subscribed and sworn to before me this 12 day of December, 2017.

Table with 2 columns: Fee Type and Amount. License Fee: \$1500.00, Application Fee: \$200.00, TOTAL: \$1700.00. Includes rows for Late Fee, Miscellaneous Fees, and GRAND TOTAL.



Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	UNISEA, INC.

ENTITY DETAILS

Entity Type: Business Corporation
Entity #: 4698F
Status: Good Standing
AK Formed Date: 6/10/1974
Duration/Expiration: Perpetual
Home State: WASHINGTON
Next Biennial Report Due: 1/2/2020
Entity Mailing Address: PO BOX 97019, REDMOND, WA 98073-9719
Entity Physical Address: 15400 NE 90TH ST., REDMOND , WA 98052

REGISTERED AGENT

Agent Name: C T Corporation System
Registered Mailing Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801
Registered Physical Address: 9360 Glacier Hwy Ste 202, JUNEAU, AK 99801

OFFICIALS

AK Entity #	Name	Titles	Owned
	Chris Plaisance	Director, Vice President	
	Jerome Yamut	Assistant Secretary, Assistant Treasurer	
	Kazuo Kozakai	Treasurer	
	Kristi Anderson	Treasurer	
	Masahide Asai	Director, Vice President	
	Nippon Suisan Kaisha, Ltd.	Shareholder	100
	Seiji Takahashi	Director	
	Tom Enlow	Director, President	
	Walter P Maas Iii	Director, Secretary	

Show Former

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
6/10/1974	Creation Filing		
1/18/1988	Biennial Report		
11/29/1989	Biennial Report		
12/19/1991	Biennial Report	Click to View	
8/25/1994	Biennial Report	Click to View	
2/02/1998	Biennial Report	Click to View	
1/03/2000	Biennial Report	Click to View	

Craig, Carrie D (CED)

From: Brett Richardson <Brett.Richardson@unisea.com>
Sent: Friday, January 12, 2018 1:40 PM
To: Alcohol Licensing, CED ABC (CED sponsored)
Subject: RE: #1369 Liquor License Renewal
Attachments: Tourism Statement - 2018.doc

Categories: Carrie

Hi Carrie,

Thank you for your call clarifying what we need. Here is the revised Tourism Statement.

Thank you and have a good weekend.

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com

From: Brett Richardson
Sent: Friday, January 12, 2018 1:02 PM
To: 'Alcohol Licensing, CED ABC (CED sponsored)'
Subject: RE: #1369 Liquor License Renewal

Hello,

Please see attached Tourism statement and completed application pages for Licensee #:

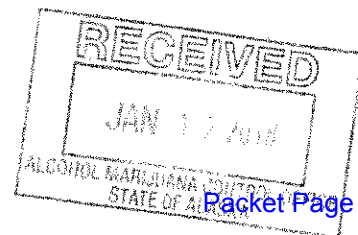
3290
3301
1185
4748
1367

Hard copies of fingerprints for 3 officials with application AB-08a with check for \$47 x 3 will be sent to:

Alcohol & Marijuana Control Office
550 W 7th Ave, Ste. 1600
Anchorage, AK 99501

Thank you,

Brett Richardson | General Manager
Grand Aleutian Hotel | Harbor View Inn
907-581-7170 | Brett.Richardson@Unisea.com





January 24, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Restaurant/Eating Place	License Number:	3811
Licensee:	Loi My Ma		
Doing Business As:	Dutch Harbor Restaurant		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	REP	License Number:	3811
Doing Business As:	Dutch Harbor Restaurant		
Examiner:	Carrie	Transaction #:	1020685

Document	Received	Completed	Notes
AB-17: Renewal Application	12/26	1/17 1/24	
App and License Fees	12/26	1/17 1/24	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History	1/17	1/24	
Late Fee			

Names on FP Cards:	Luat Nguyen
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	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input type="checkbox"/>



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

Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

Form AB-17a: 2018/2019 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing restaurant or eating place liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Loi My Ma	License #:	3811
License Type:	Restaurant/Eating Place	Statute:	AS 04.11.100
Doing Business As:	Dutch Harbor Restaurant		
Premises Address:	11 North 2nd Street		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	PO BOX 1294				
City:	UNALASKA	State:	AK	ZIP:	99685

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

Point of Contact:	LUAT NGUYEN LOI MY MA <i>nmh</i>		
Contact Phone:	(907) 359-1933	Business Phone:	(907) 581-5966
Contact Email:	Luat_n_1539@yahoo.com		

Seasonal License? Yes No

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





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

Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

Form AB-17a: 2018/2019 Renewal License Application

Section 2 – Authorization

Communication with AMCO staff:

Yes No

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

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

LUAT T. NGUYEN, OWNER'S HUSBAND

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:	LOI M. MA				
Mailing Address:	PO BOX 1294				
City:	LINALASKA	State:	AK	ZIP:	99685
Email:	Luat_n_98@yahoo.com				
Contact Phone:	(907)359-1539 / (907)581-5966				

This individual is an: applicant affiliate

Name:	LUAT T. NGUYEN				
Mailing Address:	PO BOX 1294				
City:	UNALASKA	State:	AK	ZIP:	99685
Email:	Luat_n_98@yahoo.com				
Contact Phone:	(907)359-1933 / (907)581-5966				





Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License Form AB-17a: 2018/2019 Renewal License Application

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

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

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

--

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

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

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

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

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





Alaska Alcoholic Beverage Control Board
Restaurant or Eating Place License
Form AB-17a: 2018/2019 Renewal License Application

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:	2016	2017
The license was regularly operated continuously throughout each year, for 8 or more hours each day.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The license was regularly operated during a specific season each year, for 8 or more hours each day.	<input type="checkbox"/>	<input type="checkbox"/>
The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. <i>If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.</i>	<input type="checkbox"/>	<input type="checkbox"/>
The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. <i>If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017:	Yes	No
Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Section 7 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:	Initials
I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as required under AS 04.21.025 and 3 AAC 304.465.	





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

Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

Form AB-17a: 2018/2019 Renewal License Application

Section 8 – Gross Receipts

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

2016 Food Receipts:	\$ 426,141	2016 Gross Receipts:	\$ 431,785	% From Food:	98.69% <i>98.69</i>
2017 Food Receipts:	\$ 389,387	2017 Gross Receipts:	\$ 394,094	% From Food:	98.80% <i>98.80</i>

Section 9 – Certifications

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

- | | |
|---|------------------------------------|
| | Initials |
| I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application. | <input type="checkbox"/> <i>ml</i> |
| I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business. | <input type="checkbox"/> <i>ml</i> |
| I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board. | <input type="checkbox"/> <i>ml</i> |
| I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued. | <input type="checkbox"/> <i>ml</i> |

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

ml

 Signature of licensee

R. Winters

 Signature of Notary Public

Loi my MA

Printed name of licensee

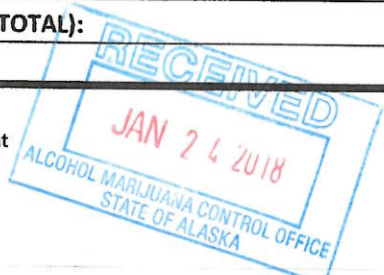


Public in and for the State of *Alaska*

My commission expires: *11-26-2018*

Subscribed and sworn to before me this *20th* day of *December*, 20 *17*.

License Fee:	\$ 600.00	Application Fee:	\$ 200.00	TOTAL:	\$ 800.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					





January 23, 2018

City of Unalaska
Attn: Marjie Veeder
Via Email: mveeder@ci.unalaska.ak.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Package Store	License Number:	2721
Licensee:	Western Pioneer Inc		
Doing Business As:	Alaska Ship Supply		

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

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

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

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

License Type:	PS	License Number:	2721
Doing Business As:	Alaska Ship Supply		
Examiner:	Carrie	Transaction #:	1020510

Document	Received	Completed	Notes
AB-17: Renewal Application	12/14	1/14	
App and License Fees	12/14	1/14	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
Fingerprint Cards & Fees / AB-08a: Crim. History			
Late Fee			

Names on FP Cards:	
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	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address different than one in database?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Alaska Alcoholic Beverage Control Board

**Package Store License
 Form AB-17b: 2018/2019 Renewal License Application**

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

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

Licensee:	Western Pioneer Inc	License #:	2721
License Type:	Package Store	Statute:	AS 04.11.150
Doing Business As:	Alaska Ship Supply		
Premises Address:	487 Salmon Way		
Local Governing Body:	City of Unalaska		
Community Council:	None		

Mailing Address:	PO Box 70438				
City:	Seattle	State:	WA	ZIP:	98127

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

Point of Contact:	Lawrence J. Soriano		
Contact Phone:	206-781-4777	Business Phone:	206-781-4777
Contact Email:	larrys@wpioneer.com		

Seasonal License? Yes No

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





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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

Section 2 - Authorization

Communication with AMCO staff:

Yes No

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

Form with checkboxes, 'XX' in the 'Yes' box.

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

Pam Stein. She is familiar with the application process.

Section 3 - Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4.

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

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

This individual is an: [] applicant [] affiliate

Form with fields: Name, Mailing Address, City, State, ZIP, Email, Contact Phone.

This individual is an: [] applicant [] affiliate

Form with fields: Name, Mailing Address, City, State, ZIP, Email, Contact Phone.





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	33317F
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

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



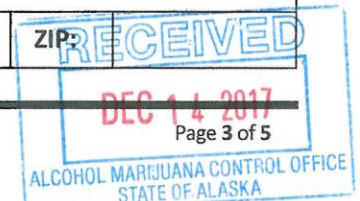
This subsection must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

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

Entity Official Name:	Western Pioneer, Inc.			
Title(s):	SEE ATTACHED	Phone:		% Owned:
Mailing Address:				
City:		State:		ZIP:

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

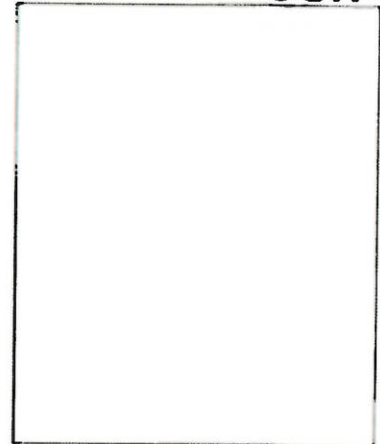
Entity Official Name:				
Title(s):		Phone:		% Owned:
Mailing Address:				
City:		State:		ZIP:





THE STATE
of **ALASKA**
Department of Commerce, Community and Economic Development
Division of Corporations, Business and Professional Licensing

COR



Corporations Section
State Office Building, 333 Willoughby Avenue, 9th Floor
PO Box 110806, Juneau, AK 99811-0806
Phone: (907) 465-2550 • Fax: (907) 465-2974
Email: corporations@alaska.gov
Website: Corporations.Alaska.Gov

Notice of Change of Officials

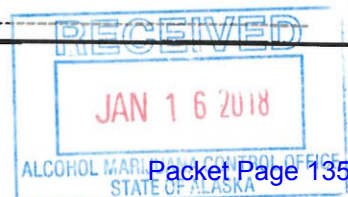
Foreign Business Corporation (AS 10.06)

- This Notice of Change of Officials form is only for Foreign Business Corporations and is used to report changes between biennial reporting periods in: officers, directors, alien affiliates, and shareholders.
- This Notice of Change of Officials will not be filed if the entity's biennial report is not current. To verify the entity's biennial report due date, go online to www.Corporations.Alaska.Gov and, *Search Corporations Database*.
- Standard processing time for complete and correct filings submitted to this office is approximately 10-15 business days. All filings are reviewed in the date order they are received.
- The information you submit is a public record and will be posted on the State's website.

1. Important:	AS 10.06.813
<p>Each Foreign Business Corporation is required to notify this office when there is a change of officials. — AS 10.06.813</p> <p>Failure to meet this requirement may result in revocation of the entity's authority to transact business in the State of Alaska. — AS 10.06.633(5)(7)</p> <p>The Foreign Business Corporation is to keep and make available the records of the official(s) changes. — AS 10.06.430</p>	

2. Fee:	<input checked="" type="checkbox"/> \$25 Nonrefundable Filing Fee (CORF)	3 AAC 16.030(b)
<p>Mail this form and the non-refundable \$25 filing fee in U.S. dollars to the letterhead address. Make the check or money order payable to the State of Alaska, or use the attached credit card payment form.</p>		

3. Entity Information:	AS 10.06.813
<p>Entity Name: <u>Western Pioneer, Inc.</u></p> <p>Alaska Entity Number: <u>33317F</u></p>	



4. REMOVE from Record: AS 10.06.813(b)

The following officials (officers, directors, shareholders, and alien affiliates) will be completely removed from the record as a result of this filing:

Name: Max Soriano Name: Yun Hong

Name: Alan Taylor Name: Thomas Crandall

If an official is not being removed from record, then list them in Item #5 below (with their current information).

5. ALL Current Officials: AS 10.06.813(b) and AS 10.06.950

The following is a complete list of ALL remaining and new officials who will be on record as a result of this filing. For signing authority and future filing purposes, a Foreign Business Corporation may need to have a President or Vice-President and Secretary or Assistant Secretary on record with this office. The President and the Secretary cannot be the same person unless the President is 100% shareholder. The entity must also provide all shareholders who own 5% or more of the issued shares, and all alien affiliates. AS 10.06.453 and 10.06.483

List <u>ALL</u> officials and their current information to be on record. Bold fields are required.		USE ONLY TITLES PROVIDED									
FULL LEGAL NAME	COMPLETE MAILING ADDRESS	% Owned	Shareholder	President	Vice-President	Secretary	Treasurer	Director	Assistant Secretary	Assistant Treasurer	Alien Affiliate
Soriano 1998 Family Trust	PO Box 70438, Seattle WA 98127	100	*								
Lawrence J. Soriano	PO Box 70438, Seattle WA 98127		*	*				*			
James D. Soriano	PO Box 70438, Seattle WA 98127		*			*	*	*			
Elizabeth L. Soriano	PO Box 70438, Seattle WA 98127		*					*			
Sharon A. Soriano Malia	PO Box 70438, Seattle WA 98127		*					*			

→ If necessary, use the following supplement page and include all information required above in Item #5.

6. Required Signature: AS 10.06.813(b) and AS 10.06.825

The Notice of Change of Officials must be signed by the President or Vice President of the corporation. Persons who sign documents filed with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor.

Signature: Lawrence J. Soriano Date: 1-16-2018

Printed Name: Lawrence J. Soriano

Title of Authorized Signer. President — or — Vice-President





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated: 2016 2017

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

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

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017: Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?

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

Section 7 – Alcohol Server Education

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

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





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Section 8 – Written Orders

Written orders in calendar years 2016 and 2017:

Yes No

Did you sell alcoholic beverages in response to written orders in calendar years 2016 or 2017?

Section 9 – Certifications

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

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

JS

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

JS

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

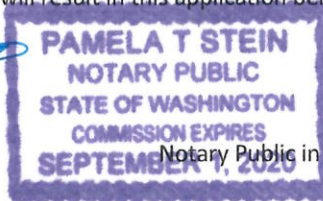
JS

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

JS

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

Lawrence J. Soriano
 Signature of licensee



Pamela T. Stein
 Signature of Notary Public

Lawrence J. Soriano
 Printed name of licensee

Notary Public in and for the State of Washington

My commission expires: 9-1-2020

Subscribed and sworn to before me this 11 day of December, 2017

License Fee:	\$ 1500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 1700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					-0-
Miscellaneous Fees:					-0-
GRAND TOTAL (if different than TOTAL):					\$1700.00



Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Search & Database Download > Corp. > Corporation Details

NAME(S)

Type	Name
Legal Name	WESTERN PIONEER, INC.

ENTITY DETAILS

Entity Type: Business Corporation
Entity #: 33317F
Status: Good Standing
AK Formed Date: 7/2/1984
Duration/Expiration: Perpetual
Home State: WASHINGTON
Next Biennial Report Due: 1/2/2020
Entity Mailing Address: PO BOX 70438, SEATTLE, WA 98127
Entity Physical Address: 2201 W COMMODORE WAY, SEATTLE, WA 98199

REGISTERED AGENT

Agent Name: ERIK HANSON
Registered Mailing Address: PO BOX 920408, DUTCH HARBOR, AK 99692
Registered Physical Address: 487 SALMON WAY, DUTCH HARBOR, AK 99692

OFFICIALS

AK Entity #	Name	Titles	Owned	<input type="checkbox"/> Show Former
	Elizabeth L. Soriano	Director, Shareholder	25	4
	James D Soriano	Director, Shareholder, Secretary, Treasurer	25	* .
	Lawrence J Soriano	Director, President, Shareholder	25	* .
	Sharon A. Soriano Malia	Director, Shareholder	25	4

FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
7/02/1984	Creation Filing		
1/20/1986	Biennial Report		
11/23/1987	Biennial Report		
6/11/1990	Biennial Report		
12/24/1991	Biennial Report	Click to View	
1/03/1994	Biennial Report	Click to View	
1/12/1996	Biennial Report	Click to View	
12/17/1997	Biennial Report	Click to View	
2/22/2000	Biennial Report	Click to View	
12/31/2001	Biennial Report	Click to View	
12/22/2003	Biennial Report	Click to View	
12/21/2005	Biennial Report	Click to View	

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-11

A RESOLUTION OF THE UNALASKA CITY COUNCIL ESTABLISHING TAXICAB RATES FOR CALENDAR YEAR 2018

WHEREAS, Unalaska Code of Ordinances (UCO) § 9.12.065 requires all licensed taxicabs operating within the city to have installed an instrument (meter) by which charges for hire of such taxicabs are calculated; and

WHEREAS, UCO requires that the meter shall calculate the fare and be calibrated in accordance with the fare standards set by the City Council at its first regular meeting in January each year; and

WHEREAS, the taxi rates for calendar year 2018 will not change from the rates for calendar year 2017;

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council establishes the taxicab rates for 2018, which include the 3% sales tax, as follows:

- \$2.65 per flag drop;
- \$0.30 per 1/10 mile;
- \$5.30 for each additional fare over two;
- \$1.06 per minute waiting time;
- \$80.00 per hour charter.

BE IT FURTHER RESOLVED that said rates include a Senior Citizen Discount of \$1.00 off any metered rate between \$5.00 and \$10.00, and \$2.00 off any metered rate over \$10.00.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Marjie Veeder, City Clerk
Through: Nancy Peterson, City Manager
Date: February 13, 2018
Re: Resolution 2018-11, a Resolution of the Unalaska City Council establishing taxicab rates for the calendar year 2018 as required by the Unalaska Code of Ordinances

SUMMARY: Unalaska Code of Ordinances (UCO) § 9.12.065(A)(3) requires that the City Council set taxicab rates at the first regular meeting in January each year. Resolution 2018-11 sets the rates for calendar year 2018 at the same level as the rates of calendar year 2017. Staff recommends adoption of this resolution.

PREVIOUS COUNCIL ACTION: Council has adopted taxicab rates annually since 1993. Through Resolution 2006-01, Council increased rates by \$0.03 per minute for waiting time and added \$80.00 per hour for charters. The rates have not changed since 2006. Last year the council adopted the rates at the same level under Resolution 2017-04.

BACKGROUND: The taxicab ordinance was adopted in 1993 and revised in 2003 and 2005. In 2005, several changes were made, but UCO § 9.12.065(A)(3) has not changed through the years of revision. The ordinance requires the City Council to set the rates each year. At the time of the 1993 adoption, the Taxi Owner's Association was active and provided input on this issue.

DISCUSSION: In the past, the Director of Public Safety and the City Clerk met with the taxi permit holders to discuss rates prior to the first City Council meeting in January. In 2008, because of a lack of participation by the taxicab permit owners, there was no meeting. Beginning in 2009, the City Clerk asked taxicab owners to submit written comments about the rates. In 2016 a meeting was scheduled to discuss rate increases, but no taxi permit owners attended. On January 16, 2018, a letter was sent to the taxi permit holders asking for written comments regarding rates and encouraging them to attend tonight's council meeting. No responses were received.

ALTERNATIVES: Adopt rates as recommended, raise the rates, or lower the rates.

FINANCIAL IMPLICATIONS: None.

STAFF RECOMMENDATIONS: Staff recommends the adoption of Resolution 2018-11.

PROPOSED MOTION: I move to adopt Resolution 2018-11.

CITY MANAGER'S COMMENTS: I recommend council adopt Resolution 2018-11.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-12

A RESOLUTION OF THE UNALASKA CITY COUNCIL APPROVING THE COUNCIL'S GOALS FOR THE FY19 BUDGET

WHEREAS, budget guidelines help to ensure that the budget is prepared in a manner consistent with City Council desires; and

WHEREAS, the City Council has discussed and selected the attached set of budget goals for FY19; and

WHEREAS, management will utilize the adopted goals as guidelines when developing the FY19 budget.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council adopts the attached goals as a guideline for developing the FY19 budget.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

UNALASKA CITY COUNCIL FY19 BUDGET GOALS

Personnel

Any proposed increase to the total number of full-time equivalent (FTE) positions will be fully evaluated and justified during the budget approval work sessions.

General Fund Surplus/Deficit

The General Fund operations will be budgeted without a deficit. The Council may appropriate additional funds from surplus to cover costs of capital projects.

Proprietary Funding

Staff will continue to seek ways to balance budgets in the proprietary funds.

Operating Expenses

The City Manager's proposed FY19 General Fund budget shall not increase more than 3 percent for non-personnel expenditures.

The total amount available to fund the Community Support Program grants will continue to follow the formula of up to 3.4642% of the five-year average revenue for the General Fund and up to all of the Bed Tax Fund balance for the most recently completed fiscal year. (Revenues do not include Other Financing Sources.)

City management shall continue to examine ways to reduce expenditures without significantly impacting the level and quality of services to the public.

City management shall continue to examine ways to reduce inventory without significantly impacting the level and quality of services to the public.

Capital Projects

New capital assets or maintenance of existing capital assets will be limited to projects approved by Council in the CMMP, which will include projects that are mandated or required by statute, projects that maintain our existing infrastructure, projects that address life, safety, or health issues, and projects that support the economic development of Unalaska.

The replacement and maintenance plans for all existing capital assets will be reviewed annually. The vehicle and heavy equipment fleet requirements will be reviewed annually and reduced where appropriate without significantly impacting services provided to the public.

Revenues

Proprietary Fund rate studies will be completed every three years and presented to council. The mil rate will be reviewed annually to establish an appropriate mil rate to maintain infrastructure and operations.

Debt Service

The City will not incur new debt without appropriate analysis to show impacts to rates or taxpayers, and will not incur new debt unless the capital asset is eligible for a debt reimbursement program; is mandated by State or Federal government; or is needed to address life, safety or health issues. The City may incur debt for its Proprietary Funds provided there is a documented plan to pay the debt through rate adjustments.

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Erin Reinders, Assistant City Manager
Through: Nancy Peterson, City Manager
Date: February 13, 2018
Re: Resolution 2018-12, A Resolution of the Unalaska City Council approving the Council's goals for the FY19 budget

SUMMARY: This memo provides information regarding recommended FY19 Budget Goals. The FY19 Budget Goals are attached and will be utilized to help direct the preparation of the budget once approved. Resolution 2018-12 formally adopts these budget goals. Staff recommends approval.

PREVIOUS COUNCIL ACTION: The City Council has reviewed budget goals at the beginning of each budget cycle since about 2002. The City Council considered the FY19 Budget goals during a work session at the January 23, 2018 Council meeting and reached general consensus regarding minor updates from the FY18 goals.

BACKGROUND: Much of what we do as a municipal government is legislatively or code driven. City staff will continue seek ways to perform our service to the community more efficiently in an effort to reduce costs and increase our effectiveness.

DISCUSSION: The City Council Goals for the FY19 Budget are attached. Staff addressed the following key points on various issues impacting the budget goals on January 23rd:

Personnel: Staff anticipates requesting one additional fulltime position and funding for miscellaneous part time roles. The anticipated increase in full time equivalent (FTE) in the FY19 budget is described below.

In FY18, Council authorized a total of 166.13 full time equivalent (FTE) employees, but this total did not include the Natural Resource Analyst and the Building Inspector that were identified as authorized but unfunded positions. The Medium Equipment Operator – Temp was inadvertently left out of the FY18 budget and the authorized total FTE count, as it had been included in previous years.

The number of FTE authorizations being considered by Administration at this time will increase the total by 4.06 to 170.19 in FY19. There are 156 full-time permanent positions (156 FTE), 29 part-time positions (6.69 FTE), and 11 temporary or seasonal positions (5.5 FTE) to be being proposed for FY19. Additionally, there are 2 pending positions (2 FTE) that are not being included in the budget but will be included in the number of authorized positions.

This proposed total FTE includes the authorized and unbudgeted Natural Resource Analyst (1 FTE) and the Building Inspector (1 FTE) as well as the now budgeted Medium Equipment Operator – Temp (.50 FTE).

This total also includes the 5 Planning Commissioners (.012 FTE per Commissioner = 0.06 FTE), who are now getting paid \$100 per meeting as a result of the recent Title 2 changes. Funding for these positions is included in the Planning Department's Personnel budget for FY19.

Funding is being proposed for an additional full time permanent Solid Waste Operator 1 (1.00 FTE), and is included in the proposed FTE total for FY19. Landfill operations and regulations are steadily expanding, yet the Solid Waste Division continues to function, since FY98, with only four full time permanent employees and one seasonal temporary employee. This leaves little other option than consistent overtime in order to maintain operations and stay in compliance with the terms of our operating permits, which is further increased when leave time is required due to vacations or medical needs. Although an analysis of the Solid Waste operations indicates a need for two full time Solid Waste Operators, only one is being considered at this time.

Funding is being considered in the budget to support a 0.50 FTE of Student Aide assistance in Planning. This will reduce the funding required in the non-personnel operational budget as the tasks associated with this position are related to special projects that would have otherwise been accomplished by a more costly external consultant. No benefits are offered to temporary employees, such as the Student Aide.

Administration will have a more detailed discussion with the Council during the budget presentation regarding approval for these proposed positions.

General Fund Surplus/Deficit: While projected revenues are down, we anticipate the ability to once again have a budgeted surplus in FY19.

Proprietary Funds: City owned housing is used as an incentive for recruitment and retention, therefore, while we conservatively budget operations and renovations, a gap in funding will continue. In addition, the cost to operate the Airport continues to increase faster than the revenue gains.

Operating Expenses: Although the goal is set at a maximum increase of 3% for non-personnel expenses, the Directors will prepare their proposed budgets understanding any non-personnel increases will have to be justified and evaluated to ensure that the level and quality of services to the public is maintained or improved.

Capital Projects: The CMMP is currently being developed. A presentation of the draft projects, with a special focus on FY19, is planned for the February 13 Council Work Session.

Revenues: Projected revenues for the Proprietary Funds will be presented along with the draft budget later in the budgeting process. Rate studies for Water, Wastewater and

Solid Waste were completed in FY17 and a rate study for Electrical was completed in FY16. Adjustments have been made accordingly and with Council approval. Port related tariffs and fees were evaluated in FY17, with Council approved adjustments made in July and August of 2017.

Projected revenues for the General funds for FY19 will be presented on January 23, 2018. We anticipate this to be similar to last year's, but a slight decrease is anticipated. No change to the mil rate is recommended at this time.

Debt Service: As Council is aware, the City has incurred debt in the Ports Fund for the UMC, Positions 3 and 4 Project.

ALTERNATIVES: Various alternatives exist. As Staff traverses the budget process we will seek ways to perform our work more efficiently in an effort to reduce costs and increase our effectiveness.

FINANCIAL IMPLICATIONS: Financial implications will be brought forward during the budget presentations.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends the approval of the FY19 Budget Goals through Resolution 2018-12.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION NO. 2018-14

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE CITY MANAGER TO DISPOSE OF PERSONAL PROPERTY, SPECIFICALLY A 1992 PIERCE ARROW FIRE ENGINE, TO AN ALASKA MUNICIPAL CORPORATION OR AGENCY THEREOF

WHEREAS, Unalaska Code of Ordinances (UCO) § 7.20.010(B) allows for the disposal of City of Unalaska surplus property, with a value of less than \$25,000, that is no longer needed for municipal purposes; and

WHEREAS, the Department of Public Safety has a 1992 Pierce Arrow Fire Engine that is determined to be surplus property and is no longer needed for municipal purposes; and

WHEREAS, the 1992 Pierce Arrow Fire Engine is a special purpose vehicle, with few other applications than as an emergency fire response vehicle; and

WHEREAS, it has been determined that the value of this fire engine is less than \$25,000; and

WHEREAS, UCO § 7.20.010(B) states in part: personal property no longer needed for municipal purposes shall be disposed of in one or more of the following manner; (1) by public outcry auction to the highest bidder, (2) by public sealed auction to the highest bidder, (3) to the best qualified proposal who responds to a request for proposal to acquire property, (4) to an educational, religious, charitable, or non-profit association or corporation providing services to Unalaska citizens, (5) to the United States, the State of Alaska or an Alaska municipal corporation or any agency or department thereof; and

WHEREAS, the Department of Public Safety shall notify other Alaska communities that the 1992 Pierce Arrow Fire Engine is being disposed of by the City of Unalaska. Public Safety shall solicit letters of interest, asking that any interested parties detail their specific need and their understanding that they would pay for all shipping costs; and

WHEREAS, the letters of interest will be reviewed and a scoring matrix will be applied in order to select which interested party would receive the fire engine; and

WHEREAS, the selected party be responsible for all shipping costs.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the City Manager to dispose of city personal property, specifically a surplus 1992 Pierce Arrow Fire Engine, to an Alaska municipal corporation or agency thereof.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

MEMORANDUM TO COUNCIL

TO: Mayor and City Council Members

FROM: Jennifer Shockley, Acting Director Department of Public Safety

THROUGH: Nancy Peterson, Interim City Manager

DATE: February 13, 2018

RE: Resolution 2018-14 – A Resolution of the Unalaska City Council Authorizing the City Manager to dispose of personal property, specifically a 1992 Pierce Arrow Fire Engine, to an Alaska Municipal Corporation or agency thereof

SUMMARY: The City recently acquired a new Fire Engine for service in Unalaska and delivery is expected within the next month or so. Once the new engine is delivered to Unalaska, Resolution 2018-14 will authorize the City to dispose of the engine it is replacing, a 1992 Pierce Arrow Fire Engine, to an Alaska Municipal Corporation or agency, as allowed for in the Unalaska Code of Ordinances.

PREVIOUS COUNCIL ACTION: Council has addressed disposal of a surplus specialty fire department apparatus in the past. In February 2016, the council authorized the disposal of a 1999 Freightliner Ambulance in Resolution 2016-17, and later authorized the award of the ambulance to a nearby community.

BACKGROUND: In 2016 the council authorized the disposal of a 1999 surplus ambulance to a nearby community. The surplus ambulance was awarded to Chignik after they demonstrated a specific need through a letter of interest and the application of a scoring matrix. Chignik was responsible for paying the cost of shipping the ambulance to their community. Other specialty Fire/EMS apparatus have been similarly disposed of in previous years.

DISCUSSION: The City of Unalaska purchased a new Fire Engine in 2017 to replace the 1992 Pierce Fire Engine. The 1992 Pierce Engine is a special use type of vehicle that has few applications other than as emergency fire apparatus. Currently, similar vehicles are being listed between \$12,000 and \$40,000 on various websites that specialize in selling used emergency vehicles. The cost for shipping the engine to a central location for such an auction is estimated at well over \$10,000. The City could also sell the Engine locally, through our annual Surplus Auction.

Considering that the engine is a special use vehicle and there are small communities in our region that might benefit from the use of the vehicle, the process detailed below is recommended by staff.

The Department of Public Safety would notify other Alaska municipal corporations and agencies thereof that the 1992 Pierce Engine is being disposed of by the City of Unalaska. Public Safety would solicit letters of interest, asking that any interested parties detail their specific need and their understanding that they would pay for all shipping costs. The letters of interest would be reviewed and the attached scoring matrix would be applied in order to select which interested

party would receive the engine. The selected party would be responsible for all shipping costs. The 1992 engine will not be disposed of until the new engine is received in Unalaska.

ALTERNATIVES: The alternatives to approving this resolution include: disposing of the surplus engine through an auction process, either locally or through a specialty auction house; re-purposing the vehicle for another City use; or continuing to store the surplus engine.

FINANCIAL IMPLICATIONS: None, as the cost for shipping would be borne by the community awarded the engine.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends the Council approve the disposal of the 1992 Pierce Engine through the process outlined.

PROPOSED MOTION: Request a motion to adopt Resolution 2018-14, allowing the City Manager to dispose of the 1992 Pierce Engine to an Alaska municipal corporation or agency thereof that demonstrates the highest need, which will be established through a letter of interest and the application of a scoring matrix.

CITY MANAGER'S COMMENTS: I support adoption of Resolution 2018-14. The City's previous practice to surplus specialty equipment in this manner has been very helpful to other communities in our region.

Engine Giveaway Scoring Matrix								
	Region	Storage	Maintenance	Use	Existing	Trained Responders	Need	Total Points
Agency Organization	Max Pt. 2	Max Pt. 2	Max Pt. 1	Max Pt. 2	Max Pt. 2	Max Pt. 2	Max Pt. 2	xxxxxxxx
Aleutian Region	Storage		Maintenance		Use			
0-other	0 - Outdoors		0 - No Ability to maintain		0 - less then 5 calls per year			
1-Western AK	1 - Outdoors covered w/ Plug		1 - Demonstrated ability		1 - less than 20 calls per year			
2-Peninsula & Aleutians	2 - Stored indoors		2 - greater then 20 calls per year					
Existing	Trained Responders		Need					
0- less than 10 yrs old	0- less than 3 trained responders		Evaluators discretion to award up to 2 points based on need					
1- less than 20 yrs old	1- 3 or more trained responders		and other factors presented in the request letter					
2- greater than 20 yrs old								

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-19

A RESOLUTION OF THE UNALASKA CITY COUNCIL SUPPORTING THE PASSAGE
OF SENATE BILL 92

WHEREAS, hundreds of derelict vessels currently litter Alaska's coastline and harbors and these numbers will increase every year unless action is taken to address aging fleets and changing commercial fisheries; and

WHEREAS, in the past two years alone there have been numerous derelict vessel situations that have cost the state, municipalities, and the federal government considerable expense, including two ex-Navy tugs in Adak, abandoned barges in Steamboat Slough near Bethel, the tug Challenger that sunk off Juneau, and the Fishing Vessel Akutan in Captain's Bay in Unalaska; and

WHEREAS, the Alaska Association of Harbormasters and Port Administrators recognizes the widespread costs and the environmental and navigational risks for both municipalities and the state associated with derelict vessels; and

WHEREAS, neighboring states have dramatically strengthened their derelict vessel prevention laws in the past five years to better track, manage, and ultimately prevent derelict vessels, including raising fees to support state management of derelict vessels and requiring vessel insurance; and

WHEREAS, in 1990, the Alaska Legislature passed a resolution acknowledging the need to better understand and address the existing and growing problem of derelict vessels around the state; and

WHEREAS, the State of Alaska's statutes regarding derelict vessels are outdated, which hampers agency enforcement authority, statewide coordination of response, funding or vessel insurance requirements; and the ability to track vessel owners; and

WHEREAS, in 2013 the AAHPA supported the creation of the ad-hoc Derelict Vessel Task Force which includes representatives from state and federal agencies as well as the AAHPA, regional tribal representatives, federal and state legislative offices, and private industry; and

WHEREAS, over nine full-day meetings, the task force developed thoughtful, robust and meaningful proposed changes that will help all stakeholders around the state, including harbor facilities, better address and prevent derelict vessels; and

WHEREAS, this will help our members protect harbor infrastructure, keep valuable moorage space in our harbors available, and prevent environmental and navigational hazards; and

WHEREAS, the proposed changes will improve communication and coordination between Alaska's harbors and state and federal agencies, leading directly to decreased costs associated with managing derelict vessels.

NOW THEREFORE BE IT RESOLVED that the City of Unalaska City Council fully supports the passage by the state legislature of Senate Bill 92.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Peggy McLaughlin, Director of Ports & Harbors
Through: Nancy M. Peterson, City Manager
Date: February 13, 2018
Re: A Resolution of the Unalaska City Council supporting the passage of Senate Bill 92.

SUMMARY: Resolution 2018-19 is a resolution supporting the passage of SB92. SB92 proposes changes to State regulations that would make it easier for communities to deal with abandoned and derelict vessels. Coastal communities have been urged by the Alaska Association of Harbormasters and Port Administrators to issue resolutions of support for SB92 as a way to strengthen Alaska's law. By passing this resolution, the Unalaska City Council will be on record as one of the communities supporting SB92 and calling for change.

PREVIOUS COUNCIL ACTION: Council approved Resolution 2018-04 on January 9, 2018 establishing Legislative Changes to the Derelict Vessel Statutes as a FY19 State Legislative Priority.

BACKGROUND: The Alaska Association of Harbormasters and Port Administrators (AAHPA) requested Resolutions of support for SB92. Sponsored by Senator Micciche, SB92 proposes changes to the Abandoned and Derelict Vessel section of State Statute.

DISCUSSION: In 2014, the Alaska Association of Harbormasters and Port Administrators formed an Abandoned and Derelict Vessel Task Force to begin addressing the problem, and to plan for possible alternatives to prevent or at least slow the influx of these vessels. SB92 is a result of their efforts. This resolution requests the support of the Unalaska City Council for the passage of SB92. The AAHPA will be lobbying for SB92 during the current legislative session.

Unalaska's recent experience with the Akutan drives home the point that coastal Alaskan communities are subject to abandoned and derelict vessels, and no community is exempt. SB92 gives communities across the state the means to address this problem. Included below are background details from the information packet put together by the task force in order to inform communities about the ongoing issues of derelict and abandoned vessels and SB92:

“Hundreds of boats exist abandoned and derelict along Alaska's coasts and rivers, in municipal harbors, and on private and Native shores. Unfortunately, while we will always have this legacy of boats to contend with, the problem continues to grow. Any boat owner knows that a boat is expensive to maintain

and keep on the water. All things, and especially those on the water, need constant attention and care to keep them seaworthy. As a boat ages, it's all too common that it gets passed along to new owners until it is left in the hands of a person least able to deal with it at the end of its useful life.

Nationwide, states have been cracking down on derelict vessel laws. They know that this tide of old boats is increasing. Without action, the public is left liable for these boats when they are left in our harbors, on our fishing grounds, and in the waters in front of our homes and fish camps. In 2014 the ad-hoc Abandoned and Derelict Vessel Task Force formed to learn from other states, understand Alaska's current derelict vessel laws, and examine Alaskan case studies. The group explored jurisdictional boundaries between agencies, found common ground between municipalities and the state, and ultimately decided that a full rewrite of Alaska's outdated derelict vessel statutes was the best way forward.

Senate Bill 92 dramatically improves our state derelict vessel law, and will provide commonsense protections for responsible boat owners, municipalities, the State, and tribes throughout Alaska. In 1990 the legislatures passed HCR 53, requesting the governor study the problem of abandoned vessels and make appropriate recommendations ... for legislation necessary to remedy existing problems and prevent future problems. Almost thirty years later, SB92 is before the legislature to do just that.

Major gains through SB92 include: Increased clarity in definitions of 'derelict' and 'owner' and the full scope of liability of a boat owner, improved due process and notice requirements when impounding boats, a benefit to boat owners and in line with federal admiralty law, increased penalties and enforcement authority for agencies and municipalities working to hold irresponsible owners accountable, streamlined capacity for prevention and management of derelict vessels through the permissive creation of a derelict vessel program at ADNR allowing for more efficient use of staff time and state resources, and increased accountability of ownership through registration and titling of boats similar to motor vehicles – closing the loop that it is currently easier to own a boat in Alaska than a boat trailer (and yet the boat comes with much greater liability to the public).

Responsible boat owners will see a \$2 to \$10 increase per year in registration fees. Each derelict vessel response costs the state tens to hundreds of thousands of dollars, not including staff time. This small increase in individual fees may directly allow for better accountability and enforcement against derelict vessels and those owners who would walk away and leave their problems for the rest of the boating public to deal with.

Derelict vessels exist and continue to be dumped across Alaska's coast and rivers. This is a significant and growing statewide issue. SB92 will help Alaskans take a huge step forward into a more pro-active and engaged position, holding those accountable who walk away from these disasters."

ALTERNATIVES:

- 1) Council may support Resolution 2018-19;
- 2) Council may choose not to support Resolution 2018-19; or
- 3) Council may modify the proposed resolution.

FINANCIAL IMPLICATIONS: None.

LEGAL: None.

STAFF RECOMMENDATION: Staff recommends approval of Resolution 2018-19.

PROPOSED MOTION: I move to adopt Resolution 2018-19.

CITY MANAGER'S COMMENTS: This Resolution supports the Council's FY19 Legislative Priorities adopted on January 9, 2018. I recommend adoption of Resolution 2018-19.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-15

A RESOLUTION OF THE UNALASKA CITY COUNCIL CONFIRMING THE MAYOR'S APPOINTMENTS TO THE LIBRARY ADVISORY COMMITTEE; THE PARKS, CULTURE AND RECREATION COMMITTEE; THE PLANNING COMMISSION AND PLATTING BOARD; AND THE HISTORIC PRESERVATION COMMISSION

WHEREAS, City of Unalaska Code of Ordinances §2.60.040 states that each member of a committee or commission shall be appointed by the Mayor, subject to approval of the City Council; and

WHEREAS, Mayor Kelty has considered the applications of members of the public and has submitted names to the City Council for approval.

NOW THEREFORE BE IT RESOLVED that the Mayor's appointments of the following persons to serve on the designated committee or commission are hereby confirmed:

COMMITTEE / COMMISSION	APPOINTEE	TERM EXPIRES
Library Advisory Committee	(1) M. Lynn Crane (2) Catherine Hazen (3) Robert Cummings	2/14/2021 2/14/2021
Parks, Culture and Recreation Committee	(1) James Morris (2) Kelly Stiles	2/14/2021 2/14/2021
Planning Commission and Platting Board; and the Historic Preservation Commission	(1) Caroline S. Williams (2) Thomas Bell	2/14/2021 2/14/2021

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

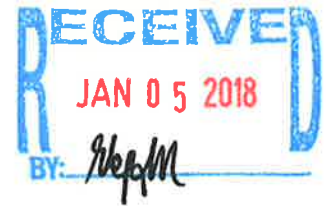
Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk



BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Planning Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: M. Lynn Crane

Mailing Address: PO Box 626 Unalaska, AK 99685

Telephone: 907-581-1500 Email: usafved@arctic.net

Occupation: Human Service Non-Profit Administration & Direct Services Employer: USAFV

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Library Advisory Committee - 1993 (???) to present

IFHS Board of Directors

Bering Sea Art Exchange

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
 - I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: The Unalaska Public Library provides entertainment, education, information, and opportunities for citizens to connect with one another. Libraries are more vital than ever for citizens to fully participate in our democracy, and I would be honored to continue to serve on this committee.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other Current member

Date: 12-19-17

Signature: [Handwritten Signature]

THANK YOU FOR YOUR INTEREST IN SERVING
Applications expire one year from date received by City Clerk
 Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
 Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Catherine Hazen

Mailing Address: PO Box 386 Unalaska, AK 99685

Telephone: 907-581-2846 Email: cshazen@arctic.net

Occupation: Controller Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Previously a board member and treasurer for the Aleutian Arts Council.

Currently a member of the Library Advisory Committee.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: I have enjoyed my first term on the Library Advisory Committee and hope to be allowed to continue as a member.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 2/5/2018

Signature:

THANK YOU FOR YOUR INTEREST IN SERVING

Applications expire one year from date received by City Clerk

Please return completed Application to the City Clerk's Office in City Hall, 43 Raven Way, Unalaska
Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: Robert Cummings

Mailing Address: P.O. Box 862

Telephone: 406.581.4379/359-1860 Email: robertwcu@yahoo.com

Occupation: _____ Employer: _____

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Library Advisory Committee (2017)
UCSD Budget Committee 2017 & 2018

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: I have found my previous experience on this board to be rewarding and would like to continue to serve in the same capacity.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 2/5/2018

Signature: [Signature]

THANK YOU FOR YOUR INTEREST IN SERVING
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 Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



RECEIVED
JAN 18 2018
BY: *RAW*

BOARD, COMMITTEE & COMMISSION APPLICATION

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliuliuk Family & Health Services Clinic Board

Name: James Morris

Mailing Address: P.O. Box 921506, Dutch Harbor, AK 99692

Telephone: 907.359.4689 Email: JMorrisDC@yahoo.com

Occupation: Doctor of Chiropractic Employer: Morris Health & Wellness Associates LLC

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
Advisory Board PCR

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: _____

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 1/12/2017

Signature: *[Handwritten Signature]*

THANK YOU FOR YOUR INTEREST IN SERVING
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Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED JAN 31 2018 BY: [Signature]

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
Parks, Culture & Recreation Committee
Library Advisory Committee
Museum of the Aleutians Board of Directors
Iliuliuk Family & Health Services Clinic Board

Name: Kelly Stiles
Mailing Address: PO Box 921597 Dutch Harbor, AK 99692
Telephone: 907-581-3495 Email: kystiles@gmail.com
Occupation: HR Manager Employer: City of Unalaska

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
PCR Advisory Committee 2009 - Present
Aleutian Arts Council 2009-2016

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
I have expertise I want to contribute.
I am interested in the activities the board, committee or commission handles.
I want to participate in local government.
I want to make sure my segment of the community is represented.
Other

Please explain in greater detail the reasons you checked above: I believe strongly in the mission of PCR & the opportunities it provides youth, parents, adults. We live in a hard working community & it is great to have options to exercise; volunteer & interact w/ one another!

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
Word of Mouth
Solicitation
Other: Notice from the Clerks Office

Date: 1/29/2018

Signature: Kelly Stiles

THANK YOU FOR YOUR INTEREST IN SERVING
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Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685

KELLY STILES

PO Box 921597 Dutch Harbor, AK 99692 907-581-3495/907-359-1978

k4stiles@gmail.com

PROFESSIONAL SUMMARY

Results-oriented and versatile Human Resources Professional with progressive career including periodic managerial duties. Particularly adept at manager/employee relations, new hire assimilation, benefit administration, training and development and industrial relations within union and non-union environments. Software expertise includes: ADP Payroll, Munis, PeopleTrak, QuickBooks. Other strengths include:

- Needs Assessment
- Employee/Corporate Relations
- Recruitment
- Interviewing/Active Listening
- Open Communication
- Ethical Standards
- Benefits & Compensation
- Reorganization & Culture Change
- HR Policies & Procedures

PROFESSIONAL EXPERIENCE

The City of Unalaska, Unalaska, AK

2008-Present

This local government entity controls and regulates the entire community of the City of Unalaska and the International Port of Dutch Harbor.

Human Resources Manager

Responsible for all aspects of human resources ranging from benefits administration to employee/labor relations for all 150+ employees of the City.

- Responsible for all aspects of the recruiting process of all potential new employees maintaining legal recruiting/interviewing and hiring practices.
- Participates in contract negotiating team by acting as recording secretary and performing research regarding wages, job duties, work rules and collective bargaining practices
- Keeping abreast on current HR topics such as recruiting, benefits administration, employee relations and labor relations.
- Participates in a variety of research projects to assist the Assistant City Manager and City Manager.
- Supervises a staff of one.
- Provides staff training on a variety of topics including recruiting, FMLA/ADA compliance, effective communication skills, performance evaluations and handling employee conflict; anti-harassment.
- Primary point of contact with all employee relations and labor relations issues, providing employment law guidance and mediation assistance

Omega Financial Corporation, State College, PA

2006-2008

Omega Financial is a Pennsylvania corporation organized for the specific purpose of managing banks and related financial services businesses.

Human Resources Generalist & Benefits Coordinator

Responsible for staffing, records administration, analysis and reporting activities for a three-region retail banking system.

- Screened applicants, provided phone interviews, scheduled interviews with managers, processed feedback, ran appropriate pre-employment screening and reference checks and made employment offers.
- Provided compensation analysis support; assisted three regions with annual open enrollment of benefits and provided benefit information, i.e. rates, types of coverage, to employees, properly enrolling into corresponding websites and payroll systems, implementing all changes.
- Assisted managers with progressive disciplinary policy through written warnings and probationary periods, communicating information to employees.
- Advised managers of proper and legal way to handle employee issues.
- Aided employees with job bidding process.
- Distributed and explained new employee orientation information—reviewing benefits, job descriptions, job expectations and corporate mission.
- Provided general counseling with manager and employee relations.

BOARD AND VOLUNTEER EXPERIENCE

2009-Current PCR Advisory Board
2009-2016 Aleutian Arts Council

Board Chair (2015-Present)
President (2010-2016)

EDUCATION/TRAINING

Masters, Human resources and Industrial Relations, University of Illinois, IL (2001)
Bachelor of Arts, Psychology, Washington & Jefferson College, PA (2000)
Bachelor of Arts, Business Administration. Washington & Jefferson College, PA (2000)
Mental Health First Aid Certified (2014)
IAML Certificate in Employee Relations Law (2014)

PROFESSIONAL REFERENCES

Elizabeth Masoni
Former City Clerk
City of Unalaska
elkmasoni@gmail.com

David Martinson
Former City Manager
City of Unalaska
damm89@gmail.com

D Tyrell McGirt
Former Parks, Culture and Recreation Director
City of Unalaska
dtyrell98@gmail.com

Paula Scott
Benefits Administrator
USI
paula.scott@usi.biz

Patricia Soule
Former Finance Director
City of Unalaska
psoule11@gmail.com



BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED
JAN 23 2018
BY: _____

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iliulik Family & Health Services Clinic Board

Name: Caroline S. Williams

Mailing Address: Box 186 Unalaska, AK 99685

Telephone: 907-359-1233 Email: _____

Occupation: Retired Employer: N/A

Previous Board/Committee/Commission Experience (attach additional pages if necessary):
SAME AS before.

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above Trying to keep things going in the right direction

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 1-23-18

Signature: Caroline S. Williams

THANK YOU FOR YOUR INTEREST IN SERVING
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Or mail to City Clerk, City of Unalaska, P. O. Box 610, Unalaska, AK 99685



BOARD, COMMITTEE & COMMISSION APPLICATION

RECEIVED
NOV 07 2017
BY: RW

APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
- Parks, Culture & Recreation Committee
- Library Advisory Committee
- Museum of the Aleutians Board of Directors
- Iluliuk Family & Health Services Clinic Board

Name: THOMAS BELL

Mailing Address: PO BOX 72 UNALASKA AK. 99685

Telephone: 907 359-5533 Email: tbbelli@hotmail.com

Occupation: MECHANIC Employer: ILWU/MATSON

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
- I have expertise I want to contribute.
- I am interested in the activities the board, committee or commission handles.
- I want to participate in local government.
- I want to make sure my segment of the community is represented.
- Other _____

Please explain in greater detail the reasons you checked above: _____

AS A HOME OWNER AND RESIDENT OF UNALASKA
I WOULD LIKE TO BE INVOLVED IN THE
PLANNING AND FUTURE OF OUR COMMUNITY

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
- Word of Mouth
- Solicitation
- Other _____

Date: 11-7-17 Signature: [Signature]

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c: Mayor, Hornka 11/7/17



BOARD, COMMITTEE & COMMISSION APPLICATION



APPLYING FOR (check one):

- Planning Commission, Platting Board and Historic Preservation Commission
Parks, Culture & Recreation Committee
Library Advisory Committee
Museum of the Aleutians Board of Directors
Iliuliuk Family & Health Services Clinic Board

Name: Virginia Hatfield

Mailing Address: PO Box 648, Unalaska, AK 99685

Telephone: 907-581-5150 Email: virginiahatfield@aleutians.org

Occupation: Museum director Employer: Museum of the Aleutians

Previous Board/Committee/Commission Experience (attach additional pages if necessary):

Past board member of the Urban Design and Historic Preservation Commission, Lubbock, TX
Current board member of the Aleutian Arts Council, Unalaska, AK

Check the primary reason(s) for your interest:

- I am a returning board, committee or commission member whose term recently expired.
I have expertise I want to contribute.
I am interested in the activities the board, committee or commission handles.
I want to participate in local government.
I want to make sure my segment of the community is represented.
Other

Please explain in greater detail the reasons you checked above:

I am interested in serving on the Planning Commission, Platting Board and Historic Preservation Commission.
I would like to contribute to the Unalaska community and believe I have a perspective that would be of value.
I previously served on the City of Lubbock's Urban Design and Historic Preservation Commission and would bring that experience to this commission.

It is suggested you attach an outline of your education, work and volunteer experience, and other interests.

How did you learn of this vacancy (please check one):

- Media
Word of Mouth
Solicitation
Other

Date: Sept 19, 2017

Signature: Virginia Hatfield

THANK YOU FOR YOUR INTEREST IN SERVING
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VIRGINIA L. HATFIELD



Contact Information:

Museum of the Aleutians, 314 Salmon Way, PO Box 648, Unalaska, AK 99685
Work Phone: 907-581-5150; Cell Phone: 907.359.8000
Email: Virginia@HatfieldArch.com

Biographical Statement:

Virginia Hatfield is the Executive Director of the Museum of the Aleutians and a current board member of the Aleutian Arts Council. She received her BA in History from Texas Tech University and her MA and Ph.D. in Anthropology from Kansas University. She worked as a field archaeologist in Alaska between 1998 and 2016, completing her dissertation, Historical Continuity from Shemya to Dutch Harbor (2006), using collections from multiple sites in the Aleutians. As director of MOTA, she has successfully reengaged the community of Unalaska and invigorated the museum with a series of dynamic programs and a year long "Focus on Collections."

Professional Preparation:

- Ph.D. May 2006 University of Kansas, Lawrence, Kansas. Department of Anthropology (Archaeology). Historical Continuity from Shemya to Dutch Harbor: An evolutionary analysis of chipped stone technology in the Aleutian Islands.
M.A. May 2001 University of Kansas, Lawrence, Department of Anthropology (Archaeology). Toward Evolutionary Archaeology: Analysis of Variability in Attributes of North-central Texas projectile point/knives. Masters Thesis
B.A. May 1993 Texas Tech University, Lubbock, Texas, Magna Cum Laude. (History)

Associations and Positions:

- Adjunct faculty, Biodiversity Institute, Museum of Natural History, University of Kansas
Aleutians Arts Council, board member 2017
Urban Design and Historic Preservation board member 2016.
Participant in National Science Foundation workshop Arctic Horizons
Alaska Anthropological Association (AAA)
Texas Archeological Society (TAS), member and former director of Region 2 (2012 to 2015).
Register of Professional Archaeologists (RPA)
Society for American Archaeologists (SAA) member
Council of Texas Archeologists (CTA) member

Employment History:

Table with 2 columns: Dates and Job Titles/Institutions. Includes roles like Executive Director, Collections Manager, and various archaeological services.

Please request addition information for work history prior to 1998.

MEMORANDUM TO COUNCIL

TO: Mayor and City Council Members
THROUGH: Nancy M. Peterson, City Manager
FROM: Marjie Veeder, City Clerk
DATE: February 13, 2018
RE: Travel to Juneau for City Lobbying Events

The City's annual lobbying trip to Juneau is scheduled for the week of March 19, 2018. In addition to meetings with various legislators and commissioners, the City will host a Constituent Dinner on Monday, March 19, 2018 and our Seafood Reception on Tuesday, March 20, 2018.

Departure from Unalaska is scheduled for Sunday, March 18; with a return on Thursday, March 22, 2018.

Council's travel policy limits attendance at any one meeting to three council members in addition to the Mayor.

These events and the associated travel were included in the FY18 budget.

CITY OF UNALASKA
UNALASKA, ALASKA

RESOLUTION 2018-17

A RESOLUTION OF THE UNALASKA CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF UNALASKA AND THOMAS E. THOMAS TO SERVE AS CITY MANAGER OF THE CITY OF UNALASKA

WHEREAS, Unalaska Code of Ordinances § 2.24.010 empowers the City Council to appoint the City Manager; and

WHEREAS, the City is in need of the services of a City Manager; and

WHEREAS, the Unalaska City Council desires to retain the services of Thomas E. Thomas as City Manager upon the terms set forth in the Employment Agreement attached hereto; and

WHEREAS, Thomas E. Thomas desires to serve as City Manager of the City of Unalaska upon the terms set forth in the attached Employment Agreement.

NOW THEREFORE BE IT RESOLVED that the Unalaska City Council authorizes the Mayor to sign the Employment Agreement between the City of Unalaska and Thomas E. Thomas to serve as City Manager of the City of Unalaska.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

Dennis Robinson
Vice Mayor

ATTEST:

Acting City Clerk

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Nancy M. Peterson, Interim City Manager
Date: February 13, 2018
Re: Resolution 2018-17, a Resolution of the Unalaska City Council authorizing the Mayor to sign an Employment Agreement between the City of Unalaska and Thomas E. Thomas to serve as City Manager of the City of Unalaska

SUMMARY: This Resolution will authorize the Mayor to sign an employment agreement with Thomas E. Thomas to serve as Unalaska's City Manager.

PREVIOUS COUNCIL ACTION: The City Council interviewed 4 candidates for the position of City Manager on February 4, 2018. Following the interviews, the City Council authorized the Mayor to negotiate a contract of employment with Thomas E. Thomas to serve as City Manager.

BACKGROUND:

DISCUSSION: Mayor Kelty and Mr. Thomas have come to a mutual agreement on the attached, negotiated Employment Agreement. The Council must approve the final terms of the proposed agreement.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

LEGAL: The City Attorney has reviewed the attached agreement.

STAFF RECOMMENDATION:

PROPOSED MOTION: I move to adopt Resolution 2018-17.

CITY MANAGER'S COMMENTS:

EMPLOYMENT AGREEMENT

THIS AGREEMENT is between the City of Unalaska, a municipal corporation of the State of Alaska, acting through its City Council, hereinafter referred to as "City", and Thomas E. Thomas, hereinafter referred to as "City Manager" or "Employee".

WHEREAS, the Unalaska Code of Ordinances (UCO) empowers the City Council to appoint and remove the Manager; and

WHEREAS, the City is in need of the services of a City Manager; and

WHEREAS, the Council of the City of Unalaska desires to retain the services of Thomas E. Thomas as its City Manager upon the terms set forth herein; and

WHEREAS, Thomas E. Thomas desires to serve as City Manager of the City of Unalaska upon the terms set forth herein.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

Section 1. Appointment.

- A. The Unalaska City Council appoints Thomas E. Thomas as City Manager subject to terms and conditions set forth herein. City Manager is an at-will Employee, who serves at the pleasure of the City Council.
- B. City Manager shall perform all duties and functions assigned to the City Manager by law or ordinance and such other duties and functions as the City Council shall from time to time prescribe.
- C. The parties understand and agree the position of City Manager is an executive position which routinely involves work in excess of eight (8) hours per day and forty (40) hours per week, and is intended to be exempt from the overtime compensation provisions of the Fair Labor Standards Act (FLSA).

Section 2. Hours of Accessibility.

- A. The City Manager shall be available and present in the city's offices, or other city facilities, during normal business hours Monday through Friday of each week, excluding holidays.
- B. The City Manager shall be accessible to the Mayor, City Council Members and City Department Heads via telephone on a 24 hour basis, seven days per week.
- C. The Mayor and City Manager, if necessary, may mutually agree to some flexibility in this schedule to accommodate the needs of both the Manager and the City.

Section 3. Term.

- A. This agreement shall commence March 19, 2018, and shall remain in effect for an indefinite term.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Council to terminate the services of City Manager at any time, subject only to the provisions set forth in paragraph 14(A).
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of City Manager to resign at any time from his position with Employer, subject only to the provisions set forth in paragraph 14(B).

Section 4. Salary.

- A. In consideration of the services to be rendered by City Manager, the City shall pay City Manager for services rendered hereunder an annual base salary of \$170,000 payable in installments at the same time as other employees of the City are paid.
- B. Consideration shall be given, on an annual basis, to an increase in compensation based on performance.
- C. In addition to the compensation in paragraphs 4(a) and 4(b):
 - 1. Employee will receive compensation for holidays recognized in UCO § 3.44.060.
 - 2. Employee will be afforded the same travel and per diem privileges as provided to all city employees and elected officials when conducting business outside of the City of Unalaska.
 - 3. Employee will be afforded the same travel benefit as provided to all city employees as set forth in UCO § 3.60.120.
 - 4. Employee shall be provided with a term life insurance policy in the amount of \$150,000 annually.

Section 5. Professional Development.

Employer recognizes that the duties of City Manager require a certain amount of travel by Employee including travel to meetings of the Alaska Municipal League (AML), Southwest Alaska Municipal Conference (SWAMC) and the International City/County Management Association (ICMA). The Employee will be provided with a Purchasing card to render payment for such travel, meals and entertainment, excluding alcohol.

Section 6. Dues and Subscriptions.

Employer agrees to pay the following dues and expenses on behalf of City Manager:

- A. Membership dues for AML and IC/CMA; and
- B. Actual and reasonable expenses for City Manager to attend AML legislative conferences and the annual meeting, the SWAMC annual conference, the IC/CMA annual conference and other conferences mutually agreed to in writing by both parties.

Section 7. Housing.

Employer agrees to provide City Manager with City Housing at the rental rate established by City policy, excluding utilities.

Section 8. Vehicle.

Employer agrees to provide City Manager with the exclusive use of a vehicle at all times during employment with the City. Employer shall provide for insurance, repair, operation, fuel and maintenance of said vehicle.

Section 9. Personal Leave.

City Manager shall accrue personal leave at the rate of eight (8) weeks per year. The City will provide 3 weeks of personal leave beginning on the commencement of the contract and then Employee will begin to accrue an additional 5 weeks of leave for a total of 8 weeks of leave annually.

Section 10. Retirement System.

- A. City Manager shall be covered by the State of Alaska Public Employees' Retirement System.
- B. In addition, the City shall contribute 5% of the Employee's base wage annually toward the ICMA-RC 457 plan.

Section 11. Medical Benefits.

City Manager shall be entitled to medical benefits as specified in UCO § 3.48.020.

Section 12. Evaluations.

City Manager shall be given a performance evaluation ninety (90) days before each anniversary date of this Agreement. The review shall be conducted in Executive Session unless requested to be in open session by the Employee.

Section 13. Moving Expenses.

- A. Employer agrees to pay direct to the shipping company for actual and necessary moving expenses to Unalaska, in an amount not to exceed \$9,000, plus four (4) one-way air fares for the Employee, Employee's spouse and two minor children to travel from the point of hire to Unalaska. Employee shall produce receipts for actual moving expenses to Employer.
- B. If City Manager voluntarily leaves employment with the city before completing 12 continuous months of employment, the City Manager will be required to repay the city for all moving expenses reimbursed. The repayment of the moving expenses may be waived by the City Council.
- C. Upon termination or non-renewal of this Agreement by Employer, Employer shall pay directly to the shipping company, the Employee's reasonable actual expenses of moving personal belongings from Unalaska, not to exceed Nine Thousand Dollars (\$9,000), plus four (4) one-way fares to the point of hire from Unalaska.

Section 14. Termination of Agreement.

- A. The City Council may terminate the City Manager at any time, for any reason or for no reason, by delivering to the City Manager written notice of termination. Said notice is not required to specify any reasons for the termination. In the event City Manager is terminated by Employer before expiration of the aforesaid term of employment and during such time that City Manager is willing and able to perform the duties of City Manager, Employer agrees to pay City Manager a lump sum cash payment equal to sixteen (16) weeks aggregate current salary plus accrued and unused personal leave, 4 months of medical insurance and life insurance (as outlined in section 4A), as of the date of termination in lieu of any and all other damages or monies that City Manager might claim.
- B. If the City Manager is terminated "for cause", including, but not limited to, any illegal act involving personal gain to the City Manager, then Employer shall have no obligation to pay any of the aggregate severance sum designated in this Section
- C. In the event City Manager voluntarily resigns his position with Employer before expiration of the aforesaid term of employment, then City Manager shall give Employer three (3) months' notice in advance and Employer agrees to pay City Manager any accrued and unused personal leave as of the City Manager's last day of employment. Provided that such notice is given, there will be no breach of this Agreement by reason of said resignation, and City Manager shall not be responsible for any damages hereunder.
- D. Prior to any termination for cause, City Manager shall be entitled to a hearing before the Council, at which he may be represented by counsel, present and cross-examine witnesses. Upon termination for cause, City shall not be responsible for making any payment of the balance of the City Manager's accrued annual leave to the date of termination.

E. Prior to any termination with or without cause the City Council or a representative thereof shall confer with the City Attorney.

Section 15. Title 3 Provisions Superseded.

This is an individual employment agreement as that term is used in UCO § 3.60.090 and supersedes provisions of Title 3 not specifically referenced and incorporated into this agreement.

Section 16. Indemnification.

City shall defend, indemnify and save harmless City Manager from and against losses, damages, liabilities, expenses, claims and demands arising out of any act or omission of City Manager while acting within the scope of City Manager's duties under this agreement.

Section 17. Entire Agreement.

The text of this Agreement constitutes the entire agreement between the parties. Any representations, statement, promises or understandings not contained herein shall be of no continued force, effect of validity.

Section 18. Severability.

The invalidity in whole or in part of any provision hereof shall not affect the validity of any other provision hereof and this Agreement shall remain in full force except as to such invalid provision.

PASSED AND ADOPTED by a duly constituted quorum of the Unalaska City Council on February 13, 2018.

ATTEST:

Mayor

City Clerk

EMPLOYEE:

Thomas E. Thomas