1. CALL TO ORDER
2. NONSECTARIAN INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. REQUEST FOR REMOVAL OF ITEMS FROM THE CONSENT AGENDA AND ANY OTHER PROCEDURAL MOTIONS.
6. CITIZENS’ COMMENTS – Each person’s comments limited to 3 minutes (Citizens’ Comments shall recess at 6:50 p.m. for public hearing)
   a. A citizen may speak on agenda items not scheduled for public hearing (Memorandums, Bid Awards, Unfinished Business [items postponed from previous meetings, reconsideration, or notice of intent to rescind], Resolutions, or Ordinances being advanced to a public hearing on a different date). Citizens’ comments on Board of Adjustment matters are not permitted.
   b. Items that are not scheduled on the agenda.
7. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of the consent agenda passes all routine items indicated by an asterisk (*) on the agenda. Consent agenda items are not considered separately unless an Assemblymember so requests. Note: If the consent item to be removed is an ordinance up to be introduced, advanced, or referred, it takes two Assemblymembers to remove the item from the consent agenda. In the event of such a request, the item is returned to the general agenda.

8. APPROVAL OF MINUTES

*a. Regular Assembly Meeting minutes of February 28, 2019. (Page 7)

9. COMMUNICATIONS TO THE ASSEMBLY

*a. IFB Award: IFB Number 19001
   Ester Transfer Site Expansion Phase II

   Approval of Base Bid, Alternate 1 and Alternate 2 as submitted by M & M Constructors in the amount of $456,255.00 (Page 24)

b. Contract Award: CXT Vault Toilets

   Approval of contract with CXT, Inc. in the amount of $277,406.70. (Page 31)

*c. Memorandum from Matt Cooper, Presiding Officer, recommending the appointment of James Fox and Valerie Therrien to the Assembly Board of Ethics. (Page 37)

*d. Memorandum from April Trickey, Borough Clerk, recommending the appointment of canvass board members for the March 26, 2019 Service Area Elections. (Page 42)

*e. Memorandum from Mayor Ward recommending the appointment of various service area commissioners. (Page 43)

10. MESSAGES FROM THE BOROUGH MAYOR

11. REPORTS OF STANDING AND SPECIAL COMMITTEES
12. **REPORTS FROM REPRESENTATIVES**

   a. Report from the City of Fairbanks Representative.

   b. Report from the City of North Pole Representative.

   c. Report from the School Board Representative.

13. **SPECIAL ORDERS – Public Hearing at or after 7:00 p.m. (each person’s comments limited to 3 minutes)**

   a. Liquor License – Transfer #1 – Beverage Dispensary – License #3195

      (Page 51)

      From: Adam Wool  
      DBA: Blue Loon  
      2999 Parks Hwy  
      Fairbanks, AK 99709

      To: Blue Loon, Inc.  
      DBA: Blue Loon  
      2999 Parks Hwy  
      Fairbanks, AK 99709

      Liquor License – Transfer #2 – Beverage Dispensary – License #3195

      From: Blue Loon, Inc.  
      DBA: Blue Loon  
      2999 Parks Hwy  
      Fairbanks, AK 99709

      To: Hand Made, LLC  
      DBA: Blue Loon  
      2999 Parks Hwy  
      Fairbanks, AK 99709
Public Hearing - continued

b. Liquor License – Transfer #1 – Beverage Dispensary – License #4834 (Page 90)

From: Adam Wool
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

Liquor License – Transfer #2 – Beverage Dispensary – License #4834

From: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Hand Made, LLC
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

c. Marijuana License – Transfer – Retail Store – License #13949 (Page 123)

From: Wishful Things, LLC
DBA: Wishful Things, LLC
3505 Airport Way
Fairbanks, AK 99709

To: The Grass Station, LLC
DBA: Grass Station 49
3505 Airport Way, Suite A
Fairbanks, AK 99709

d. ORDINANCE NO. 2019-06. An Ordinance Amending FNSBC 18.104.020 Regarding Rezones. (Sponsor: Mayor Ward) (Page 222)
Public Hearing – continued

e. ORDINANCE NO. 2018-20-1V. An Ordinance Amending The FY 2018-19 Budget By Appropriating $1,043,038 From The Facilities Maintenance Reserve To The Capital Projects Fund For The Mary Siah Recreation Center Improvement Project. (Sponsor: Mayor Ward) (Page 227)

f. ORDINANCE NO. 2018-20-1W. An Ordinance Amending The FY 2018-19 Budget By Reallocating $227,244 Within The Capital Projects Fund To Be Used As A Required Match For The Tanana River Recreation Area Access Improvements Project Located Within The Tanana Lakes Recreation Area To Be Constructed By The Federal Highway Administration. (Sponsor: Mayor Ward) (Page 232)

14. CONSIDERATION OF CALENDAR – Unfinished Business

NONE

15. CITIZENS’ COMMENTS – Each person’s comments limited to 3 minutes (continuation if needed)

a. Items that are not scheduled for public hearing – continuation.

16. CONSIDERATION OF CALENDAR – New Business – Resolutions

a. RESOLUTION NO. 2019-11. A Resolution Opposing Senate Bill 57, An Act Repealing The Credit For Municipal Payments Against The State Levy Of Tax On Oil And Gas Exploration, Production, And Pipeline Transportation Property And Repealing The Levy Of Tax By A Municipality On Oil And Gas Exploration, Production, And Pipeline Transportation Property. (Sponsors: Mayor Ward, Assemblymembers Williams and Cooper) (Page 238)

b. RESOLUTION NO. 2019-08. A Resolution Supporting Legislation Granting The Alaska Department Of Environmental Conservation, Division Of Air Quality The Authority To Issue Civil Fines For Violations In Areas Classified As Serious Nonattainment Areas. (Sponsors: Assemblymembers Williams and Sanford) (Page 242)

*c. RESOLUTION NO. 2019-09. A Resolution Granting Local Planning Authority Approval To the State Of Alaska Department Of Transportation And Public Facilities For The 3rd Street Widening Project (HP2006-007). (Sponsor: Mayor Ward) (Page 244)
RESOLUTION NO. 2019-10. A Resolution Urging Operators Of Vehicles On Alaskan Roadways To Ensure Their Headlights Are Installed And Maintained In A Manner To Follow State Law And Protect Oncoming Drivers From Excessive Glare. (Sponsor: Mayor Ward) (Page 375)

17. CONSIDERATION OF CALENDAR – New Business – Ordinances To Be Referred To Committees Or Commissions

NONE

18. CONSIDERATION OF CALENDAR – New Business – Ordinances To Be Introduced And Advanced To Public Hearing


*b. ORDINANCE NO. 2018-20-1U. An Ordinance Amending The FY 2018-19 Budget By Appropriating $300,000 From The Solid Waste Collection District Fund Fund Balance To The Multi-Year General Subfund For Transfer Sites Attendant Services. (Sponsor: Mayor Ward) (Refer to the Finance Committee on March 21, 2019; Advance to March 28, 2019 for Public Hearing) (Page 389)

*c. ORDINANCE NO. 2018-20-1X. An Ordinance Amending The FY 2018-19 Budget By Appropriating $18,915 In Federal Pass-Through Grant Funding To The Capital Projects Fund For The Purchase Of Sport Wheelchairs To Be Used By The Adaptive Recreation Program. (Sponsor: Mayor Ward) (Refer to the Finance Committee on March 21, 2019; Advance to March 28, 2019 for Public Hearing) (Page 395)

19. CITIZENS’ COMMENTS – Each person’s comments limited to 3 minutes (continuation if needed)

b. Items that are not scheduled on the agenda.

20. ASSEMBLYMEMBER’S COMMENTS

21. ADJOURNMENT
A Regular meeting of the Fairbanks North Star Borough Assembly was held Thursday, February 28, 2019, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

There were present:

Matt Cooper, Presiding Officer and

Aaron Lojewski (Excused 9:42 p.m.) Liz Lyke
Christopher Quist Shaun Tacke
Andrew M. Gray Marna Sanford
Leah Berman Williams

Comprising a quorum of the Assembly, and

Jim Williams, Chief of Staff
Jill S. Dolan, Borough Attorney
Debbie Brady, Chief Financial Officer
Christine Nelson, Community Planning Director
Jerry Cleworth, City of Fairbanks Representative
Allyson Lambert, School Board Representative
Bryan Sehmel, Planner III - Code Enforcement
Floyd Sheesley, Rural Services Engineer
April Trickey, CMC, Borough Clerk
Melanie Desmond, Research Assistant

Absent and Excused

Angela Major
NONSECTARIAN INVOCATION AND PLEDGE OF ALLEGIANCE
Track 1, 00:15

Presiding Officer Cooper gave a nonsectarian invocation and led the pledge of allegiance.

PRESENTATIONS

NONE

REQUEST FOR REMOVAL OF ITEMS FROM THE CONSENT AGENDA AND ANY OTHER PROCEDURAL MOTIONS
Track 1, 03:10

NONE

CITIZEN’S COMMENTS
Track 1, 04:03
Track 2, 07:48

a. A citizen may speak on agenda items not scheduled for public hearing. Memorandums, Bid Awards, Unfinished Business (items postponed from previous meetings, reconsideration, or notice of intent to rescind), Resolutions, or Ordinances being advanced to a public hearing on a different date.

   Joanne Sexton, resident of the borough, spoke in support of the Mary Siah Recreation Center and Ordinance No. 2019-20-1V.

   Michelle Rosser, resident of the borough, spoke in support of the Mary Siah Recreation Center and Ordinance No. 2019-20-1V.

   Asa Dowdy, Jr., resident of the borough, spoke against raising property taxes.

   Scott Calder, resident of the borough, asked that the Assembly scrutinize the list of projects listed in Resolution No. 2019-07 and voiced his support for a new facility to replace the Mary Siah Recreation Center.

b. Items other than those appearing on the agenda (this is the section to speak on anything Not Scheduled on the agenda).

   Frank Turney, resident of the borough, spoke in opposition to removing the cannabis ads from borough busses and spoke in support of CBD and the Mary Siah Recreation Center.
CITIZEN’S COMMENTS - continued

Kemp Lankford, resident of the borough, spoke regarding the CBD bus ads and asked for an explanation for their removal.

Trevor Burgess, resident of the borough, spoke regarding the groundwater protection overlay issues in North Pole.

Helen Renfrew, resident of the borough and Explore Fairbanks Representative, reported on the Golden Heart Gala awards ceremony, the 2019 Alaska Federation of Natives convention and the 2020 and 2021 Alaska State High School Hockey Championships, all of which will be held in Fairbanks.

Scott Calder, resident of the borough, spoke regarding an email he sent to the Assembly in support of Chapter 117, SLA Citizens Review Panel, and reported his thoughts on a recent transfer site experience.

Asa Dowdy, resident of the borough, spoke in support of the Alaska Permanent Fund Dividend and community volunteers taking up various improvement projects.

APPROVAL OF AGENDA AND CONSENT AGENDA
Track 2, 12:20

The Clerk read the consent agenda.

TACKE, moved to approve the agenda and consent agenda as read.
Seconded by WILLIAMS

WITHOUT OBJECTION, SO ORDERED.

APPROVAL OF MINUTES
Track 2, 12:20

a. Regular Assembly Meeting minutes of February 14, 2019.

Without objection this measure was read by title and approved under the consent agenda.
COMMUNICATIONS TO THE ASSEMBLY
Track 2, 12:20

a. Memorandum from Mayor Ward recommending the appointment of various service area commissioners.

Without objection this measure was read by title and approved under the consent agenda.

MESSAGES FROM THE BOROUGH MAYOR
Track 2, 16:35

Jim Williams, Chief of Staff, provided a written report to the Assembly and highlighted the following:

- Town Hall Meeting hosted by Mayor Ward regarding Governor Dunleavy’s revised budget on March 9th at 2:00 p.m. at the West Valley Performing Arts Center.
- Pioneer Park exterior improvements update.

REPORTS OF SPECIAL AND STANDING COMMITTEES
Track 5, 12:17

Assemblymember Sanford reported she attended the Alaska Municipal League Winter Meeting in Juneau where they discussed the impact of Governor Dunleavy’s budget, the high turnover rate of school district superintendents, principals and teachers, and emphasized that municipalities must work together.

Assemblymember Williams reported the Sustainability Commission presented the approved Sustainability Plan at the February 21st Committee of the Whole Worksession. A public presentation is planned for March 5th at 1:00 p.m. in the Noel Wien Library Conference Room.

Assemblymember Lyke reported the Salcha-Badger Road Sub-Area Plan Working Group held their first open houses on February 25th from 6:30 p.m. – 8:30 p.m. at the North Pole Library, and on February 28th from 6:30 p.m. – 8:30 p.m. at the Salcha Senior Center. She reported the community appears to be strongly on board.

Assemblymember Tacke reported the FMATS/FAST Planning Technical Committee is seeking public comment on the Transportation Improvement Program (TIP), more information can be found on the FMATS website, fmats.us.
REPORTS FROM REPRESENTATIVES

a. Report from the City of Fairbanks Representative.

Councilmember Cleworth reported:

- The Intergovernmental Agreement was approved.
- The Fairbanks Metropolitan Area Transportation System's (FMATS) Transportation Improvement Program (TIP) is out for public comment and can be found on the FMATS website, fmats.us.

b. Report from the City of North Pole Representative.

NONE

c. Report from the School Board Representative.

School Board Representative Allyson Lambert reported:

- The FY2019/20 recommended budget is being prepared and public comment can be submitted through the school district’s website k12northstar.org.
- A Budget Worksession will be held on March 4th at 6:30 p.m. Dr. Gaborik will speak regarding the potential impact of Governor Dunleavy’s proposed budget and public testimony will be taken.
- A Budget Worksession will be held on March 18th at 6:00 p.m.
- A Special School Board Meeting on March 20th will be held at 5:30 p.m. to approve the FY2019/20 proposed budget.
- Dr. Gaborik will host a Facebook Live event on March 6th at 5:30 p.m. to discuss the FY2019/20 budget.
- The Board passed a resolution honoring Traditional Chiefs Month and recognizing International Women's Day (March 8, 2019).
- March is Music in our Schools month, more information is available at k12northstar.org.
- March is Youth Art Month, which will showcase Up with Art at the Bear Gallery at Pioneer Park.
- Spring Break is March 11-15.
- The next Regular School Board Meeting is March 5th at 6:00 p.m.
- Wrestling and basketball are wrapping up and volleyball will begin after spring break.
- The 2019 Interior Alaska Spelling Bee is on March 2nd at 9:00 a.m.
SPECIAL ORDERS - PUBLIC HEARING

a. Liquor License – New – Restaurant/Eating Place – License #5736
   Track 3, 10:58

   Soba, LLC
   DBA: Soba, LLC
   535 2nd Ave, Suite 106
   Fairbanks, AK 99701

   Jim Williams, Chief of Staff, gave a staff report.

   The Presiding Officer called for public testimony, there being none public hearing was closed.

   GRAY, Seconded by TACKE
   moved to file no protest against New – Restaurant/Eating Place – License #5736.

   VOTE ON MOTION TO FILE NO PROTEST ON NEW RESTAURANT/EATING PLACE - LIQUOR LICENSE #5736.

   Yeses: Tacke, Lyke, Lojewski, Williams, Quist, Sanford, Gray, Cooper
   Noes: None

   MOTION CARRIED 8 Yeses, 0 Noes

b. Liquor License – Duplicate – Beverage Dispensary – License #5734
   Track 3, 12:16

   The Bakery Restaurant, Inc.
   DBA: The Bakery Restaurant
   44 College Road, Suite A
   Fairbanks, AK 99701

   Assemblymember Tacke declared a potential conflict of interest on Liquor License #5734 as his future brother-in-law is the applicant. The Chair ruled a conflict did exist and Mr. Tacke was excused from the dais.

   Jim Williams, Chief of Staff, gave a staff report.

   The Presiding Officer called for public testimony, there being none public hearing was closed.
PUBLIC HEARING - continued

QUIST, Seconded by GRAY moved to file no protest against Duplicate – Beverage Dispensary – License #5734.

VOTE ON MOTION TO FILE NO PROTEST ON DUPLICATE BEVERAGE DISPENSARY - LICENSE #5734.

Yeses: Williams, Quist, Gray, Sanford, Lojewski, Lyke, Cooper

Noes: None

MOTION CARRIED 7 Yeses, 0 Noes

c. Marijuana License – New – Limited Cultivation Facility – License #17445

Dreaming Tree Farms, LLC
DBA: Two Birds One Stoned
338 Ream Road
Fairbanks, AK 99712

Assemblymember Sanford declared a potential conflict of interest on Marijuana License #17445 as she is an investor in a marijuana cultivation business. The Chair ruled a conflict did exist and Ms. Sanford was excused from the dais.

Assemblymember Quist declared a potential conflict of interest on Marijuana License #17445 as his mother-in-law and father-in-law own a marijuana cultivation business. The Chair ruled a conflict did exist and Mr. Quist was excused from the dais.

Assemblymember Tacke declared a potential conflict of interest on Marijuana License #17445 as he is part owner of a marijuana product manufacturing facility. The Chair ruled a conflict did exist and Mr. Tacke was excused from the dais.

Jim Williams, Chief of Staff, gave a staff report.

The Presiding Officer called for public testimony, there being none public hearing was closed.
PUBLIC HEARING - continued

GRAY, Seconded by WILLIAMS
moved to file no protest against New -
Limited Cultivation Facility - License #17445.

Discussion ensued.

VOTE ON MOTION TO FILE NO PROTEST ON NEW LIMITED CULTIVATION FACILITY - LICENSE #17445.

Yeses: Lojewski, Williams, Gray, Lyke, Cooper

Noes: None

MOTION CARRIED 5 Yeses, 0 Noes

Assemblymembers Quist, Sanford and Tacke returned to the dais.

d. ORDINANCE NO. 2019-08. An Ordinance Amending FNSBC Title 10 Regarding Abandoned Vehicles And Vehicle Impoundment, Chapter 12.04 FNSBC Regarding Encroachments, And Related Portions Of Chapter 1.20 FNSBC, Fine Schedule. (Sponsor: Mayor Ward)

Track 3, 16:53

Christine Nelson, Community Planning Director, gave a staff report.

The Presiding Officer called for public testimony.

Dan Portwine, resident of the borough, spoke in support of Ordinance No. 2019-08. Mr. Portwine suggested the addition of a definition for the word temporary, and stated if the ordinance cannot be enforced it should not be adopted.

Asa Dowdy, resident of the borough, spoke in opposition to Ordinance No. 2019-08 because he believes it cannot be enforced.

The Presiding Officer called for further public testimony, there being none public hearing was closed.

TACKE, Seconded by GRAY
moved to adopt Ordinance No. 2019-08.

Discussion ensued.
PUBLIC HEARING - continued

TACKE, Seconded by GRAY moved to amend Line 158 by inserting “, and persons known to be lawfully entitled to possession” after “if any”.

WITHOUT OBJECTION, SO ORDERED.

TACKE, Seconded by GRAY moved to amend Line 188 by inserting “or on the next business day” after “hours”.

WITHOUT OBJECTION, SO ORDERED.

Discussion ensued.

VOTE ON MOTION TO ADOPT ORDINANCE NO. 2019-08, AS AMENDED.

Yeses: Gray, Sanford, Lyke, Quist, Lojewski, Williams, Tacke, Cooper

Noes: None

MOTION CARRIED 8 Yeses, 0 Noes

e. ORDINANCE NO. 2019-09. An Ordinance Amending FNSB Code Of Ordinances To Modify Any And All Masculine And/Or Feminine Language To Gender Neutral Pronouns; And To Amend FNSBC 1.04.080 Regarding Gender. (Sponsors: Assemblymembers Williams, Tacke, Cooper, Gray and Lyke)

Track 3, 47:05

Assemblymember Williams gave a staff report.

The Presiding Officer called for public testimony.

Lance Roberts, resident of the borough, spoke in opposition to Ordinance No. 2019-09.

Asa Dowdy, resident of the borough, spoke in opposition to Ordinance No. 2019-09.

Michael Wilcher, resident of the borough, spoke in opposition to Ordinance No. 2019-09.

Jimmy Fox, resident of the borough, spoke in support of Ordinance No. 2019-09.
PUBLIC HEARING - continued

The Presiding Officer called for further public testimony, there being none public hearing was closed.

TACKE, Seconded by GRAY moved to adopt Ordinance No. 2019-09.

Discussion ensued.

LOJEWSKI, Seconded by QUIST moved to amend Line 16 by replacing “genders” with “people”.

Discussion ensued.

QUIST, Seconded by LOJEWSKI moved to amend the amendment by replacing Line 16 with “Whereas, People of all genders are created equal.”

The Chair ruled a vote on the amendment to the amendment would carry the amendment.

VOTE ON MOTION TO AMEND THE AMENDMENT BY REPLACING LINE 16 WITH “WHEREAS, PEOPLE OF ALL GENDERS ARE CREATED EQUAL.”

WITHOUT OBJECTION, SO ORDERED.

LOJEWSKI, Seconded by QUIST moved to amend Table 2 by deleting from Column A and the corresponding Column B the words “heirs”, “manpower” and “manmade”.

VOTE ON MOTION TO AMEND TABLE 2 BY DELETING FROM COLUMN A AND THE CORRESPONDING COLUMN B THE WORDS “HEIRS”, “MANPOWER” AND “MANMADE”.

Yeses: Lojewski

Noes: Sanford, Williams, Tacke, Gray, Lyke, Quist, Cooper

MOTION FAILED 1 Yeses, 7 Noes

Discussion ensued.
PUBLIC HEARING - continued

TACKE, Seconded by GRAY moved to amend Line 16 by removing the word “created”.

Discussion ensued.

WILLIAMS, Seconded by TACKE moved to amend the amendment by deleting Line 16.

VOTE ON MOTION TO AMEND THE AMENDMENT BY DELETING LINE 16.

Yeses: Lyke, Williams, Sanford, Tacke, Gray
Noes: Lojewski, Quist, Cooper
MOTION CARRIED 5 Yeses, 3 Noes

Discussion ensued.

VOTE ON MOTION TO AMEND BY DELETING LINE 16, AS AMENDED.

Yeses: Gray, Sanford, Lyke, Williams, Tacke, Cooper
Noes: Lojewski, Quist
MOTION CARRIED 6 Yeses, 2 Noes

TACKE, Seconded by GRAY moved to amend Table 2 under Column B by adding “or successors” after “beneficiaries”.

WITHOUT OBJECTION, SO ORDERED.

Discussion ensued.
PUBLIC HEARING - continued

VOTE ON MOTION TO ADOPT ORDINANCE NO. 2019-09, AS AMENDED.

Yeses: Sanford, Quist, Gray, Tacke, Williams, Lyke, Lojewski, Cooper

Noes: None

MOTION CARRIED 8 Yeses, 0 Noes

CONSIDERATION OF CALENDAR - Unfinished Business

NONE

CITIZEN’S COMMENTS - Limited To Three (3) Minutes (Continuation if needed)
Track 4, 15:00

a. items that are not scheduled for public hearing – continuation.

Lance Roberts, resident of the borough, spoke in opposition to Resolution No. 2019-05.

Jimmy Fox, resident of the borough, spoke in support of Resolution No. 2019-05.

Asa Dowdy, resident of the borough, spoke for one additional minute and thanked the assembly for the opportunity to speak.

Lance Roberts, resident of the borough, spoke for one additional minute about Governor Dunleavy’s FY 2020 proposed budget and its effects on the permanent fund.

CONSIDERATION OF CALENDAR - New Business - Resolutions

a. RESOLUTION NO. 2019-07. A Resolution Authorizing The Issuance Of General Obligation Bonds Of The Borough In A Principal Amount Not To Exceed $11,000,000 To Finance The Cost Of Capital Improvements To Certain Borough Facilities, As Authorized By Ordinance No. 2016-35 (Ratified By The Borough's Voters At An Election Held On October 4, 2016); Authorizing Tax Levies To Pay The Principal Thereof And Interest Thereon; And Authorizing The Sale Of The Bonds To The Alaska Municipal Bond Bank On The Terms And Conditions Provided In This Resolution. (Sponsor: Mayor Ward)
Track 4, 26:38
CONSIDERATION OF CALENDAR - New Business - Resolutions - continued

Debbie Brady, Chief Financial Officer, David Thompson, Bond Counsel and Alex Handler, Financial Advisor, gave a staff report.

TACKE, Seconded by WILLIAMS

moved to adopt Resolution No. 2019-07.

Discussion ensued.

VOTE ON MOTION TO ADOPT RESOLUTION NO. 2019-07.

Yeses: Lyke, Tacke, Gray, Williams, Quist, Sanford, Cooper

Noes: Lojewski

MOTION CARRIED 7 Yeses, 1 Noes


(Sponsors: Assemblymembers Williams and Cooper)

Track 4, 42:36

Assemblymember Williams gave a staff report.

LOJ EWSKI, Seconded by TACKE

moved to adopt Resolution No. 2019-07.

Discussion ensued regarding potential conflicts of interest.

Presiding Officer Cooper passed the gavel to Finance Committee Chair Quist and declared a potential conflict of interest on Resolution No. 2019-05 as he is employed by the University of Alaska Fairbanks. Assemblymember Quist ruled a conflict did not exist and passed the gavel back to Presiding Officer Cooper.

LOJ EWSKI, moved to appeal the decision of The Chair regarding Mr. Cooper’s potential conflict of interest.

DIED FOR LACK OF A SECOND

Assemblymember Williams declared a potential conflict of interest on Resolution No. 2019-05 as she is employed by the University of Alaska Fairbanks. The Chair ruled a conflict did not exist.
CONSIDERATION OF CALENDAR - New Business - Resolutions - continued

Assemblymember Quist declared a potential conflict of interest on Resolution No. 2019-05 as he is employed by the University of Alaska Fairbanks. The Chair ruled a conflict did not exist.

Assemblymember Gray declared a potential conflict of interest on Resolution No. 2019-05 as he is employed by the University of Alaska Fairbanks. The Chair ruled a conflict did not exist.

Discussion ensued.

Presiding Officer Cooper passed the gavel to Finance Chair Quist.

Discussion ensued.

VOTE ON MOTION TO ADOPT RESOLUTION NO. 2019-05.

Yeses: Williams, Tacke, Sanford, Gray, Lyke, Cooper, Quist

Noes: Lojewski

MOTION CARRIED 7 Yeses, 1 Noes

Finance Chair Quist passed the gavel back to Presiding Officer Cooper.

c. RESOLUTION NO. 2019-06. A Resolution In Support Of A Law Enforcement Firing Range & Training Facility For Interior Alaska. (Sponsor: Mayor Ward)

Track 2, 12:20

Without objection this measure was read by title and approved under the consent agenda.
CONSIDERATION OF CALENDAR - New Business - Ordinances To Be Referred To Committees Or Commissions

a. ORDINANCE NO. 2019-11. An Ordinance Rezoning Approximately 584 Acres, Including Silver Creek Subdivision Lots 1 Through 6, Tract A And Tract B, And South Half (S½) Of Southeast One-Quarter (SE¼), Section 35, T2N R1W FM From General Use 1 (GU-1) To Rural And Agricultural 5 (RA-5) Or Other Appropriate Zone, And; Northeast One-Quarter (NE¼) And North Half (N½) Of Southeast One-Quarter (SE¼), Section 35, T2N R1W FM From General Use 1 (GU-1) To Rural Estate 2 (RE-2) Or Other Appropriate Zone (Located On The North Side Of Goldstream Road, Approximately One Mile West Of The Old Steese Highway) (RZ2019-003). (Sponsor: Mayor Ward)

Without objection this measure was read by title and referred under the consent agenda to the Planning Commission with recommendation due back no later than April 15, 2019.

CONSIDERATION OF CALENDAR - New Business - Ordinances To Be Introduced And Advanced To Public Hearing

Track 2, 12:20


Without objection the measure was read by title, introduced and referred under the consent agenda to the Assembly Worksession on March 2, 2019; Referred to the Committee of the Whole on March 21, 2019; Advanced to April 11, 2019 for Public Hearing.

b. ORDINANCE NO. 2018-20-1V. An Ordinance Amending The FY 2018-19 Budget By Appropriating $1,043,038 From The Facilities Maintenance Reserve To The Capital Projects Fund For The Mary Siah Recreation Center Improvement Project. (Sponsor: Mayor Ward)

Without objection the measure was read by title, introduced and referred under the consent agenda to the Finance Committee on March 7, 2019; Advanced to March 14, 2019 for Public Hearing.
c. ORDINANCE NO. 2018-20-1W. An Ordinance Amending The FY 2018-19 Budget By Reallocating $227,244 Within The Capital Projects Fund To Be Used As A Required Match For The Tanana River Recreation Area Access Improvements Project Located Within The Tanana Lakes Recreation Area To Be Constructed By The Federal Highway Administration. (Sponsor: Mayor Ward)

Without objection the measure was read by title, introduced and referred under the consent agenda to the Planning Commission on February 26, 2019 with recommendation due back no later than March 12, 2019; Referred to the Committee of the Whole on March 21, 2019; Advanced to March 28, 2019 for Public Hearing.

CITIZENS’ COMMENTS - Limited To 3 Minutes (Continuation if needed)
Track 5, 11:55

b. Items that are not scheduled on the agenda.

NONE

ASSEMBLYMEMBER’S COMMENTS
Track 5, 16:50

Assemblymember Quist commented he is looking forward to the Saturday Assembly Worksession. Mr. Quist is holding his “Office Hours” sessions on Tuesdays preceding Assembly Meetings at the Noel Wien Library from 6:00 p.m. – 8:00 p.m.

Assemblymember Williams congratulated the Fairbanks City Council for passing Ordinance 6093.

Assemblymember Sanford also congratulated the Fairbanks City Council for passing Ordinance 6093.

Assembly Schedule for Saturday, March 2nd and the week of March 4, 2019:

- Saturday, March 2nd Assembly Worksession at 9:00 a.m. in the Prow Room at the Carlson Center. Please note after the agenda was published the room location changed from the Pioneer to Prow Room.

- Thursday, March 7th Finance Committee at 5:30 p.m. in the Assembly Chambers with the Committee of the Whole Worksession immediately following.
ADJOURNMENT

There being no further business to come before the Fairbanks North Star Borough Assembly, the meeting adjourned at 9:46 p.m.

___________________________________________
Matt Cooper
Presiding Officer

ATTEST:

___________________________________________
April Trickey, CMC
Borough Clerk
MEMORANDUM

TO: Matt Cooper, Presiding Officer
   Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Borough Mayor

FROM: Cory T. Beal, Chief Procurement Officer
       General Services Department

DATE: March 14, 2019

SUBJECT: RECOMMENDATION TO APPROVE AWARD
         IFB Number 19001
         Ester Transfer Site Expansion Ph II

CONTRACTOR: M & M Constructors

CONTRACT AMOUNT: $456,255.00

The Department of Public Works recommends Assembly approval of Base Bid, Alternate 1 and Alternate 2 as submitted by M & M Constructors in the amount of $456,255.00.

The bid consists of:
   Placement of aggregate, placement of RAP, construction of two shelters, installation of fencing, culverts and signs, and reconditioning of a small portion of road.

   - Alternate No. 1: A Household Hazardous Waste (HHW) Shelter
   - Alternate No. 2: A Reuse Shelter

Funding for this project has been made available by Ordinance Number 2015-20-1L (Local funds) and 2015-20-1F (local funds).

The competitive process was conducted in compliance with Title 16. The bid submitted by M & M Constructors is the lowest responsible, responsive bid.

Please place this recommendation to award on the Assembly agenda for the meeting to be held March 14, 2019. Bids were opened at 2:00 pm February 26, 2019 for the subject project. Results of this solicitation are included in the attached bid tabulation. The appeal period expired at 5:00 p.m. on March 8, 2019.

Attached is the documentation package provided by the Department of Public Works.
MEMORANDUM

TO: Cory Beal, Chief Procurement Officer
    Department of General Services

THROUGH: Dave Halverson, Architect/Engineer
          Department of Public Works

FROM: Jeremy Spargur, Project Manager
       Department of Public Works

DATE: February 27, 2019

PROJECT: Project Name: Ester Transfer Site Expansion
           IFB No.: 19001
           Project No.: 15-SWTPRJ-8

SUBJECT: Recommendation to Award for the Assembly Meeting of March 14, 2019

Action Requested: The Department of Public Works recommends award of the Base Bid,
Additive Alternate No.1 and Additive Alternate No. 2, to M&M
Constructors, for a total contract amount of $456,255.00.

Project Description: The work consists of placement of aggregate, placement of RAP,
construction of two shelters, installation of fencing, culverts, and signs,
and reconditioning of road.

Alternate(s):
  Alternate No. 1 Household Hazardous Waste (HHW) Shelter
  Alternate No. 2 Reuse Shelter

Funding: Ordinance # 2015-20-1L Local
         2015-20-1F Local

Attachments:
  Fund Verification
  Recommendation to Award from Department of Solid Waste, User
  Recommendation to Award from Stutzman Engineering Assoc., Inc., Consultant

  c: David Bredlie, Manager (Memo Only)
**FUND VERIFICATION**

**DEPARTMENT / DIVISION:** Public Works / Design & Construction

**PURPOSE / PROJECT NAME:** Ester Transfer Site Expansion Phase 2

**DESCRIPTION:** Work consists of placement of aggregate, placement of RAP, construction of two shelters, installation of fencing, culverts, and signs, and reconditioning of a small portion of road.

<table>
<thead>
<tr>
<th>Est. Cost</th>
<th>Est. Contingency</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>$487,000.00</td>
<td>$70,199.80</td>
<td>$557,199.80</td>
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</table>

**SOURCE OF FUNDS:**

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSCTTH-72027 / 15-SWTPRJ-B</td>
<td>$557,199.80</td>
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</table>

**ACCOUNTING**

<table>
<thead>
<tr>
<th>Ordinance Number</th>
<th>Accounting Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-20-11</td>
<td>mk</td>
</tr>
<tr>
<td>2017-20-18</td>
<td></td>
</tr>
</tbody>
</table>

*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a Y.

**Grant or Match? [Y if Yes]**

| Y | Y |

**Grant or Match? [Y if Yes]**

**Ordinance Number**

| 2015-20-11 |

**Accounting Verification**

| 2017-20-18 |

**Date:** 12/1/18

**Jeremy Sparger, Project Manager**

**Date:** 12/8/18

**Dave Halverson, Supervising A/E**

**Date:** 12/8/18

**David Bredle, Design & Construction Manager**

**Date:** 12/8/18

**NOTE:**

If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for bid (IFB).
MEMORANDUM

TO: Bob Jordan, Manager
Solid Waste Division

FROM: Jeremy Spargur, Project Manager
Department of Public Works

DATE: 02/26/2019

PROJECT: Ester Transfer Site Expansion Phase 2
Project No.: 15-SWTPRJ-8
IFB No.: 19001

SUBJECT: USER RECOMMENDATION TO AWARD

Construction bids for the above referenced project were opened at 2:00 PM on
02/26/2019. A copy of the Bid Tabulation, recorded by the FNSB General Services
Department, is attached for your review.

The Department of Public Works recommends a contract award of the Base Bid,
Additive Alternate #1 and Additive Alternate #2 to the apparent low bidder, M&M
Constructors, for a total bid amount of $456,255.00.

If you concur with our recommendation, please sign below and return as soon as
possible.

JS:sh

Attachment: Bid Tabulation

Bob Jordan, Manager

Date
MEMORANDUM

TO: Jeremy Stark, PE, PLS
   Stutzmann Engineering Assoc., Inc.

FROM: Jeremy Spargur, Project Manager
       Department of Public Works

DATE: 02/26/2019

PROJECT: Ester Transfer Site Expansion
         Project No.: 15-SWTPRJ-8
         IFB No.: 19001

SUBJECT: CONSULTANT RECOMMENDATION TO AWARD

Construction bids for the above referenced project were opened at 2:00 PM on 02/26/2019. A copy of the Bid Tabulation, recorded by the FNSB General Services Department, is attached for your review.

The Department of Public Works recommends a contract award of the Base Bid, Additive Alternate #1 and Additive Alternate #2 to the apparent low bidder, M&M Constructors, for a total bid amount of $456,255.00.

If you concur with our recommendation, please sign below and return as soon as possible.

JS:sh

Attachment

Jeremy Stark

2/26/19

Date
## Fairbanks North Star Borough
### Purchasing Division
#### Bid Tabulation

**IFB NO.:** 19001  
**DATE:** 2/26/2019  
**PROJECT:** Ester Transfer Site Expansion Phase II

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>M&amp;M Constructors</th>
<th>Hubbard Excavation</th>
<th>Great Northwest Inc.</th>
<th>Prosser-Dagg Construction Co.</th>
<th>CCI Group, LLC</th>
<th>Engineers Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$330,683.00</td>
<td>$383,766.10</td>
<td>$337,864.00</td>
<td>$417,358.00</td>
<td>$397,363.40</td>
<td>$371,445.00</td>
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<tr>
<td>Additive Alt #1</td>
<td>$40,968.00</td>
<td>$26,500.00</td>
<td>$31,500.00</td>
<td>$49,750.00</td>
<td>$43,855.00</td>
<td>$30,000.00</td>
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<tr>
<td>BB + AA #1</td>
<td>$371,651.00</td>
<td>$410,266.10</td>
<td>$369,364.00</td>
<td>$467,108.00</td>
<td>$441,218.40</td>
<td>$401,445.00</td>
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<tr>
<td>Additive Alt #2</td>
<td>$84,604.00</td>
<td>$79,150.00</td>
<td>$107,000.00</td>
<td>$113,000.00</td>
<td>$124,355.00</td>
<td>$85,000.00</td>
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<tr>
<td>BB + AA #1 - AA #2</td>
<td>$456,255.00</td>
<td>$489,416.10</td>
<td>$476,364.00</td>
<td>$580,108.00</td>
<td>$555,573.40</td>
<td>$486,445.00</td>
</tr>
</tbody>
</table>

* mathematical corrections

The above tabulation is for informational purposes only and is not the official record.  
The low bid is the apparent low. All bids will receive administrative review for accuracy  
and to determine if the low bid is responsive and responsible.

Bids opened by Marilyn Ordal and Lisa Petit
NOTICE OF INTENT TO AWARD

<table>
<thead>
<tr>
<th>SUBJECT:</th>
<th>Ester Transfer Site Expansion Ph II</th>
<th>DATE OF NOTICE:</th>
<th>March 4, 2019</th>
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<tbody>
<tr>
<td>BID NUMBER:</td>
<td>19001</td>
<td>OPENING DATE:</td>
<td>February 26, 2019</td>
</tr>
<tr>
<td>CHIEF PROCUREMENT OFFICER:</td>
<td>Cory T. Beal</td>
<td>PROCUREMENT SPECIALIST:</td>
<td>Marilyn Ordal</td>
</tr>
</tbody>
</table>

It is the intent of the Fairbanks North Star Borough to award a contract to the low responsive, responsible bidder, in accordance with the specifications and requirements described in the IFB. Award may be made no sooner than five (5) days from the date of this notice. This serves solely as notice of the Borough’s intent to award a contract and should not be construed as a notice to proceed with delivery of goods or services.

NOTE:  
* = AWARD TO BIDDER  
Y = RESPONSIVE BIDDER  
N = NON-RESPONSIVE BIDDER  
• = BID NOT EVALUATED BECAUSE THERE WAS A LOWER RESPONSIVE BID  
O = BID EXCEEDED AVAILABLE FUNDS  
BIDS OVER $100,000 WILL BE FORWARDED TO THE ASSEMBLY FOR APPROVAL

<table>
<thead>
<tr>
<th>ITEM</th>
<th>PRICE</th>
<th>AWARD</th>
<th>COMMENTS</th>
<th>RESPONSIVE Y / N</th>
<th>BIDDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid and Alt. #1 &amp; #2</td>
<td>$456,255.00</td>
<td>*</td>
<td>Low Responsive Bidder</td>
<td>Y</td>
<td>M&amp;M Constructors</td>
</tr>
<tr>
<td>Base Bid and Alt. #1 &amp; #2</td>
<td>$476,364.00</td>
<td>•</td>
<td>Great Northwest Inc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Bid and Alt. #1 &amp; #2</td>
<td>$489,416.10</td>
<td>•</td>
<td>Hubbard Excavation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Bid and Alt. #1 &amp; #2</td>
<td>$565,573.40</td>
<td>•</td>
<td>CCI Group LLC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Base Bid and Alt. #1 &amp; #2</td>
<td>$580,108.00</td>
<td>•</td>
<td>Prosser-Dagg Construction Co.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This is the FNSB Notice of Intent to Award (NOIA) Base Bid and Alternates #1 & #2 of IFB 19001 to M & M Constructors. The appeal period for this NOIA will expire on March 8, 2019 at 5:00 pm.
MEMORANDUM

TO: Matt Cooper, Presiding Officer
Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Borough Mayor

FROM: Cory T. Beal, Chief Procurement Officer
General Services Department

DATE: March 14, 2019

SUBJECT: RECOMMENDATION TO APPROVE AWARD
CXT Vault Toilets

CONTRACTOR: CXT, INC.

CONTRACT AMOUNT: $277,406.70

The Department of Parks and Recreation recommends Assembly approval of a contract with CXT, Inc. in the amount of $277,406.70.

The contract consists of the purchase, delivery, and offload of four Double Rocky Mountain Vault Toilets for us in the Chena Lakes Restrooms and Accessibility Improvements Project.

Funding for this project has been fully allocated and verified to cover the costs of this award.

As allowed under FNSB Code 16.08.040, Cooperative Purchasing, the Borough will be utilizing the Sourcewell cooperative for this purchase.

Please place this recommendation to award on the Assembly agenda for the meeting to be held March 14, 2019. Attached is the documentation package provided by the Department of Parks and Recreation.
The Parks and Recreation Department recommends award to CXT, Inc. for the purchase, delivery, and offload of four Double Rocky Mountain Vault Toilets for use in the Chena Lake Restrooms and Accessibility Improvements Project (15-CLPPRJ-1). The purchase and delivery is occurring through the Sourcewell Cooperative.

Attachments:
Fund Verification
Quote
Certification of Quote
FUND VERIFICATION

DEPARTMENT / DIVISION: Parks and Recreation / Parks Main

PURPOSE / PROJECT NAME: Chena Lake Restrooms and Accessibility Improvements

DESCRIPTION: Procurement of four additional vault toilets under the construction contract.

Est. Cost: $277,406.70 Est. Contingency: 0 Total Cost: $277,406.70

SOURCE OF FUNDS:

Account No: FHACLL - 2005 Amount: $277,406.70

*Match? [ ] Yes

**Grant or Match? [ ] Yes

*If the source of funds above will be used to meet the matching requirements of a grant, please indicate with a Y.

**If the source of funds is a Grant OR a Match to a grant, be sure the preparer has attached a copy of the grant agreement.

Project Manager

Division Manager

Department Director

Date

Date

Date

On the date signed above by Accounting, fund sources shown above are sufficient to pay the costs of the requested action and may legally be used for this purpose.

Local bidder preference (FNSB 16.16.050) is prohibited. [ ]

***Local bidder preference (FNSB 16.16.050) is allowed. [ ]

Funding Source

U.S. DOT - FTA

U.S. DOT – all other

Federal Common Rule

Other (Note the agency)

N/A

Chief Accountant or Grants Accountant

Date

*** NOTE: If local bidder preference is allowed, a change in funding source, which impacts this determination, is not permissible after the opening date and time of an Invitation for bid (IFB).
Our quotation for the Double Rocky Mountain building is as follows:

Four (4) Double Rocky Mountain double vault toilet buildings, with two vaults per building for a total of 8 vaults, with standard simulated cedar shake roof and horizontal lap siding or board and with lower rock wall texture, two 16 gauge galvanized steel doors and frames, and door privacy latch with dead bolt.

Two plastic risers, ADA grab bars, ADA signs, two 3-roll toilet paper holders, two wall vents with stainless steel cover, and two 1000 gallon concrete vaults with liners.

Marine package with stainless steel embeds, window frames, and raised wet hatch.

Includes crane offload and set line items option.

Sourcewell contract pricing for contract #030117-CXT. Sourcewell terms and conditions apply.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crane offload and set</td>
<td>$12,733.33</td>
</tr>
<tr>
<td>Mob and demobilization</td>
<td>$2,133.33</td>
</tr>
<tr>
<td>Freight</td>
<td>$107,400.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$277,406.70</strong></td>
</tr>
</tbody>
</table>

FOB: Freight FOB Plant Prepaid and Add.

Terms: Net 30 with Credit Approval.

Notes: Sales tax not included

Number of Units: ___

This quotation is subject to the conditions on the attached sheet and the terms hereof shall constitute the exclusive agreement of the parties and all conflicting or additional terms in Buyer's purchase order or any other such documents of Buyer shall have no force or effect.

Accepted this ______________ day of _________ 20__

By: ____________________________ (Customer Name)

(Ligned)

By: __________________________________________________________ (Customer Name)

L.B. FOSTER COMPANY

______________________________

By: Eric Kuester

ekuester@lbfoster.com

Page 1 of 3
1. **Taxes:** Prices exclude all Federal, State, or local taxes. Tax will be charged where applicable if customer is unable to provide proof of exemption.

2. **Payment Terms:**
   Payment to CXT by the purchaser shall be made net 30 days after the submission of the invoice to the purchaser. Interest at a rate equal to the lower of (i) the highest rate permitted by law, or (ii) 1.5% per month will be charged monthly on all unpaid invoices beginning 35 days from the date of the invoice. Under no circumstances can a retention be taken and purchaser shall pay the full invoiced amount without offset or reduction. These terms are available upon approval of credit. If CXT initiates legal proceeding to collect any unpaid amount or other dispute arising out of or relating to this Quote, purchaser shall be liable for all of CXT’s costs, expenses, and attorneys fees associated with such litigation, including the fees and costs of any appeal.

3. **Quotation Term:** This offer is subject to acceptance within 60 days from the date of this quotation. After that time, prices are subject to change without notice.

4. **Drawings:**
   Prices do not include any documentation other than standard drawings, packing lists, and invoices, unless otherwise stated in quote. Special documentation, reports, or submittals can be supplied at an additional cost. If additional engineering, engineering drawings, state approvals, drawings, or insignias are required additional charges may incur.

5. **Delivery:**
   Delivery will be scheduled immediately upon receipt of written customer approval of all Building Submittals and signed contract/purchase order. In the event delivery of the buildings ordered herein are not completed within 30 days of the agreed to schedule through no fault of CXT, an invoice for the full contract value (excluding shipping and installation costs) will be submitted for payment, the terms of which will be as per item 2 in our quotation. Delivery and installation charges will be invoiced at the time of delivery and installation. Should the delivery and installation costs increase due to changes in the delivery period, this increase in cost will be added to the price originally quoted, and will be subject to the contract payment terms. In the event that the delivery is delayed more than 45 days after the agreed to schedule and through no fault of CXT, then in addition to the remedies above, a storage fee of 1/2% of contract price per month or part of any month will be charged.

6. **Fuel Costs:**
   Fuel costs for crane and freight have been quoted at fuel prices furnished at the time of quotation. If at the time of delivery and installation these costs have risen, CXT reserves the right to adjust the freight and crane costs to reflect the fuel costs furnished at the time of delivery.

7. **Responsibilities of the Customer:**
   A. Stake exact location building is to be set, including orientation.
   B. Provide clear and level site, free of overhead and/or underground obstructions.
   C. Provide site accessible to normal highway trucks and sufficient area for the crane to install and other equipment to perform the contract requirements.
   D. Customer shall provide notice in writing of low bridges, roadway width or grade, unimproved roads or any other possible obstacles from State highway and/or main county road to site. CXT reserves the right to charge the customer for additional costs incurred for special equipment required to perform delivery and installation.
   E. Customer is responsible for all permits required.
   F. Completing and complying with Pre-Order Information Worksheet that is incorporated herein by this reference.
   G. Access to Site:
      For installation methods described below in paragraph 9 A & B, delivery will be made in normal highway trucks and trailers. If at the time of delivery conditions of access are hazardous or unsuitable for truck equipment for any reason, CXT shall be entitled to payment for extra costs to ensure a safe and quality installation to the chosen site or will agree to an alternative site with better access.
      To safely offload the facility referred to within this quotation, CXT must have clear and unobstructed access next to the gravel pad or hole where the facility will be placed. CXT is not responsible for cracked or damaged roads, driveways, sidewalks or aprons that are in the path of the delivery trucks or cranes at the final offloading site. Should CXT be required to obtain a larger crane than quoted due to site amenities, CXT will charge the customer the difference between the crane originally quoted, and the one that was hired to successfully offload the facility safely and efficiently.

8. **Installation:**
   A. Full Install. If the customer opts to have full installation of their new building, CXT will provide a backhoe trailer into the site, and prepare the customer site at the marked hole/pad area. The crane will arrive and set up next to the hole/pad. Any requirements to lift the building over obstacles or not having the ability of the crane to be right next to the hole could incur additional charges. The size of the crane varies however most cranes require an area of 18x18’ for their outriggers. Truck(s) carrying the vaults and the building systematically pull up right next to the crane and are offloaded onto the site. Any requirements to lift the building over obstacles or not having the ability of the truck to be right next to the crane could incur additional charges. Installation crew then performs all necessary excavation, backfill, compaction, site grading, and connection of utilities (if applicable). Please note: additional time and any special equipment needed by the installation crew for unscheduled site work will be billed to the customer.
   B. Set-Only Install. If the customer opts to prepare the hole, and do earthwork preparation for the site, the customer will move all excess dirt to allow access by the crane and semi-truck. The crane will arrive and set up next to the hole/pad. Any requirements to lift the building over obstacles or not having the ability of the crane to be right next to the hole could incur additional charges. The size of the crane varies however most cranes require an area of 18x18’ for their outriggers. Truck(s) carrying the vaults and the building systematically pull up right next to the crane and are offloaded onto the site. Any requirements to lift the building over obstacles or not having the ability of the truck to be right next to the crane could incur additional charges. Customer performs all necessary excavation, backfill, compaction, site grading, connection of utilities (if applicable). If the pad for a flush building, or a customer prepared excavation/ hole prep is not to CXT specifications, and results in extra costs the customer will be responsible for these extra costs.
   C. Ship-Only. If customer opts to self-install their building CXT can provide a drawing of the recommended lifting/lowering arrangement plus the four special lifting plates for the buildings itself with a refundable deposit of $1,000.00 payable by credit card only. The customer must return lifting plates and hardware to CXT at customers cost within 2 weeks (14) days or a $1,000.00 fee will be charged to the customer credit card. Please note: It is highly recommended that you use our lifting/rigging arrangements. The CXT arrangements will help prevent damage to the building. CXT will not take responsibility for any damage/accidents to the building or workers during the use or non-use of our recommended lifting/lowering arrangements.
   D. CXT shall be entitled to reimbursement from the customer for any expenses that are the result of conditions encountered at the site which are (1) subsurface or otherwise concealed physical conditions which differ materially from those indicated by the customer or (2) unknown physical conditions of an unusual nature, which differ materially from those ordinarily to exist and generally recognized as inherent in construction activities at the customer’s location.
   E. Should customer request additions or changes to the work, CXT shall be entitled to payment for additional or changed work. Any request for additional or changed work shall be in writing executed by Customer Field Representative by signing the additional work required section of the Building Acceptance Form, incorporated herein by reference.

10. **Transportation:**
   Your building(s) will be transported from our plant to your installation site via semi-truck with trailer. The length and clearance vary with the style of trailer used to.
Cascadian/Rocky Mountain - Requires 1 truck. When shipped in 2-pieces (standard) the building with vault is shipped on a flatbed trailer. The length of the tractor-trailer can be up to 75' long. Must have a 14' height clearance to access site.

Requirements: 1 truck. Shipped with vault, this building is typically shipped on a step-deck trailer. The length of the tractor-trailer can be up to 75' long.

Must have 14' height clearance to access site.

Tioga Special - Requires 2 trucks: 1 to transport the building and 1 to transport vaults. The building is typically shipped on a step-deck trailer and 2 vaults are typically transported on a flatbed trailer. The length of the tractor-trailer can be up to 75' long. Must have 14' height and 14' width clearance to access site.

Dbi Cascadian/Dbi Rocky Mountain - Requires 2 trucks: 1 to transport the building and 1 to transport the vaults. The building is typically shipped on a dbl-drop or low boy trailer (approximate ground clearance of 4 to 6') and the 2 vaults are typically transported on a flatbed trailer. The length of the tractor-trailer can range from 75' to 80'. Must have 14' height and 14' width clearance to access site.

Cortez/Ozark/Utah/Pioneer - Requires 1 truck. Generally shipped on a step-deck trailer. The length of the tractor-trailer can be up to 75' long. Must have a 14' height and 14' width clearance to access site.

Large Flush, Sectional, or Custom Bldgs -
(Arapahoe/Ozark/Rockies/Rainier/Ponoma/Navajo/Denali)
Requires 2-4 trucks, depending on size of building. Generally shipped on a step-deck trailer. The length of the tractor-trailer can range from 80' to 115'. Must have 14' height and 14' width clearance to access site. The Denali model could ship on either an RGN trailer or a dbl-drop.

Schweltzer/Mendocino - Requires 1-2 trucks, depending on size of building. Generally shipped on a step-deck trailer. The length of the tractor-trailer can be up to 75' long. Must have 14' height and 14' width clearance to access site.

11. CXT Warranty
CXT warrants that all structures sold pursuant hereto will, when delivered, conform to specifications of the building listed on the quote. Structures shall be deemed accepted and meeting specifications unless notice identifying the nature of any non-conformity is provided to CXT in writing within one (1) year of delivery. It is specifically understood that CXT's obligation hereunder is for credit or repair only. CXT will repair structural defects against materials and workmanship for one (1) year from date of delivery provided CXT is first given the opportunity to inspect said structure. CXT warrants all components sold within all structures pursuant here to when delivered within structures. Components deemed accepted and meeting specifications shall be warranted for a period of one (1) year against defects in the materials and/or workmanship from said date of delivery. CXT is not responsible for components that are damaged due to misuse, acts of violence, negligence, acts of God, or accidents. Shipping, handling, installation or other incidental or consequential costs, unless otherwise agreed to in writing by CXT, are not included. This warranty shall not apply to:
- Any goods which have been repaired or altered without CXT's express written consent, in such a way as to adversely affect the stability, or reliability thereof;
- To any goods which have been subject to misuse, negligence, acts of God, or accidents;
- To any goods which have not been installed to manufacturer's specifications and guidelines, improperly maintained, or used outside of the specifications for which such goods were designed.

12. Disclaimer of Other Warranties
THE WARRANTY SET FORTH ABOVE IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. ALL OTHER WARRANTIES ARE HEREBY DISCLAIMED. CXT MAKES NO OTHER WARRANTY EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE.

13. Limitation of Remedies
In the event of any breach of any obligations hereunder; breach of any warranty regarding the goods, or any negligent act or omission of any party, the parties agree to submit all claims to binding arbitration. Any settlement reached shall include all reasonable costs including attorney fees. In no event shall CXT be liable for or liable for any incidental or consequential damages. Without limitation on the foregoing, in no event shall CXT be liable for damages in excess of the purchase price of the goods herein ordered.

14. Acceptance
The foregoing terms will be deemed accepted in full by signature and return of one copy to CXT, subject to customer credit approval. A copy of any applicable form of payment security devices (i.e. payment bonds) available to CXT shall be included with the signed copy of this agreement.

15. Timing of Billing to Buyer
Seller will invoice Buyer upon shipment from its supplier or facility, unless otherwise indicated on the face of this document.

16. Storage of Material For Buyer
If, at Buyer's request, goods covered by this document are held at Seller's facility or service provider for more than 21 days after they are available for shipment, Buyer shall accept Seller's invoice and pay said invoice based on payment terms set forth herein.

17. Material Reservation
Seller will only reserve material for 30 days with receipt of an executed purchase order, quote or order acknowledgement acceptable to Seller. After that time, material availability, price and shipment date may be adjusted, at Seller's option.
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Matt Cooper, FNSB Presiding Officer
DATE: March 14, 2019

SUBJECT: NOMINATIONS TO THE ASSEMBLY BOARD OF ETHICS

In accordance with FNSBC 4.20.010, I nominate of the following individuals for appointment to the Assembly Board of Ethics:

<table>
<thead>
<tr>
<th>Board Member</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Fox</td>
<td>December 31, 2021</td>
</tr>
<tr>
<td>Valerie Therrien</td>
<td>December 31, 2021</td>
</tr>
</tbody>
</table>

A copy of their application and disclosure forms attached.

For your information other members of the board are:

<table>
<thead>
<tr>
<th>Board Members</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>G.H. Cole Sonafrank</td>
<td>December 31, 2019</td>
</tr>
<tr>
<td>Lenny Reagin</td>
<td>December 31, 2020</td>
</tr>
<tr>
<td>J.B. Camahan</td>
<td>December 31, 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alternate Board Member</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan LaSota</td>
<td>December 31, 2019</td>
</tr>
</tbody>
</table>

4.20.010 Established.

There is established an assembly board of ethics consisting of five public members and one alternate public member, nominated by the presiding officer and confirmed by the assembly. The alternate member shall be a full voting member of the board with all the rights and responsibilities thereto, except as otherwise provided in FNSBC 6.20.130(G)
FAIRBANKS NORTH STAR BOROUGH
907 Terminal Street PO Box 71267 Fairbanks, AK 99707
(907) 459-1300
FAX (907) 459-1102

BOARD/COMMISSIONS APPLICATION FORM

Name of Board/Commission: Board of Ethics

Applicant's Name: James L. Fox

Residence Address: 560 Yak Road
City/State/Zip: Fairbanks/AK/99709

Mailing Address: 560 Yak Road
City/State/Zip: Fairbanks/AK/99709

Work Phone: 907-388-1535 Home Phone: 907-976-3976

FAX: (907) 459-1102 E-mail: jameslarkinfox@gmail.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 4.04.040] Yes ☑ No ☐

Do you currently serve on any other Borough Boards & Commission? Yes ☑ No ☐

If yes please list which one:
Sustainability Commission

Statement of Interest (use reverse side of form if necessary):
I wish to serve my community and believe in ethical public service.

Brief Personal Biography (or attach resume)
As a government official and former federal law enforcement officer, I am trained in government ethics and experienced in its principles.

Professional Licenses/Training

APPLICANT'S SIGNATURE ☑ ☐ DATE 2/20/19

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

FOR OFFICE USE ONLY

Date Received ____________________ By ____________________

RECEIVED
FEB 21 2019
FAIRBANKS NORTH STAR BOROUGH
OFFICE OF THE BOROUGH CLERK
Fox, James, Larkin

1. (YOUR NAME: LAST, FIRST, MIDDLE)

Board of Ethics

2. (BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: December 31, 2021

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:

   US Government, Deputy Manager

   (BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED?  YES  NO  ✓

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk’s Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature ___________________________  Date  2/20/19

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ASSEMBLY BOARD OF ETHICS APPLICATION

Assembly Board of Ethics consists of five public members and one alternate public member, nominated by the presiding officer and confirmed by the assembly. Members of the board serve a three year term and shall remain in office until successor is appointed and confirmed.

Applicant's Name  Valerie M Therrien

Residence Address  665 10th Avenue, Suite 212

City/State/Zip  Fairbanks, Alaska 99701

Mailing Address  208 Barnette Street

City/State/Zip  Fairbanks, Alaska 99701

Work Phone  907-452-6195  Home Phone  cell: 907-388-0272

FAX  907-456-5949  E-mail vmtherrien@gmail.com

Are you registered to vote within the Fairbanks North Star Borough [required by FNSBC 4.04.040(A)]?  Yes ☑ No ☐

Do you currently serve on any other Borough Boards & Commission?  Yes ☑ No ☐
If yes please list which one:
Assembly Board of Ethics

Statement of Interest (use reverse side of form if necessary):
I helped rewrite the ethics code when I was serving on the Assembly and sat through a removal of a member due to ethics violations. I would like to continue serving on the committee.

Brief Personal Biography (or attach resume)
attorney in private practice for 42 years in Fbks, served terms on the Borough Assembly, 3 times, currently on the City Council, and sat on the City Council in the 80's. member of Golden Heart Rotary club, past president 2x, member League of Women Voters and member of Immaculate Conception Church. mother of two children and grandmother to three grandbabies.

Professional Licenses/Training
Alaska Bar Association membership since 1976, graduated law school 1976

APPLICANT'S SIGNATURE  [Signature]
DATE  2/25/2019

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq, and this document may be subject to public disclosure under state law.

FOR OFFICE USE ONLY

Date Received  By  [Signature]
Therrien, Valerie Monica

(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

Assembly Board of Ethics

3. FOR TERM ENDING: 12/31/2021

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:
   Valerie M Therrien, Attorney at Law, PC legal attorney

5. ARE YOU SELF-EMPLOYED? YES ☐ NO ☑

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

none except possibly a client, in which case I would recuse myself.

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk’s Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature Valerie M Therrien

Date 01/25/2019

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq, and this document may be subject to public disclosure under state law.
MEMORANDUM

To: Fairbanks North Star Borough Assembly
From: April Trickey, CMC, Borough Clerk
Date: March 14, 2019
Subject: Appointment of Canvass Board for the March 26, 2019 Service Area Elections

I am submitting for your approval the following list of Canvass Board members for the March 26, 2019 Service Area Elections. Please note that circumstances may arise and replacements and/or additions may be needed.

CANVASS BOARD

Carolyn Mustard, Chair
Deanna Morris
Sharon Beeman
Nancy Dredoppel
MEMORANDUM

TO: Fairbanks North Star Borough Assembly  
FROM: Bryce Ward, Borough Mayor  
DATE: March 14, 2019  
SUBJECT: Appointment of Service Area Commissioners

Pursuant to the Fairbanks North Star Borough Code of Ordinances, I recommend appointment of the following persons to serve as service area commissioners. The number of seats vacant in these service area's are attached.

As required, each nominee is a property owner within the service area and agrees, if appointed, to serve a term that expires on the date indicated. Your confirmation of these appointments is respectfully requested.

**Sunny Hills Terrace**

Term: June 30, 2019  
Jeffrey Creamer  
235 Sunny Hills Drive  
Fairbanks, AK 99712

**Sunrise**

Term: June 30, 2020  
Gordon Norton  
PO Box 71661  
Fairbanks, AK 99707  
528 Ookpik Way
ATTACHMENT

Service Area's Seats Vacant

<table>
<thead>
<tr>
<th>Service Areas</th>
<th># of Nominees</th>
<th>Seats Vacant</th>
<th>Alternate Seats Vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunny Hills Terrace</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Sunrise</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Totals: 2 2 2
Wvtsrotr or Runnl SeRuces Rono SrnvICE AREA COVNltISSIONER APPIICATION

Service Area: Sunny Hills Terrace

Legal Name: Jeffrey J. Creamp Home Phone: n/a
Mailing Address: 235 Sunny Hills Dr Work Phone: 451-1283
City / Zip Code: Fairbanks 99712 Mobile Phone: 378-9061
Residential Address: Same Fax:
Property Address: Lot 12, Block 3, 1st Addition
(No address: use subdivision, block, and lot or tax lot number)

What other commissions do you serve on? none
(Commissioner may not serve more than three road service areas)

I am interested in serving on this commission because: I have a property management background and extensive experience in road building construction and maintenance.

I am interested in serving on this commission because: Retired 304 Operator/Manager at a NOAA Satellite Tracking Facility.

Please list your background and any areas of special interest:

- I affirm that I am a registered voter residing within the borough;
- I affirm that I own property within Service Area;
- I have included the completed signed financial disclosure form; and
- I understand I will sign a notarized oath of office within 30 days of appointment in order to serve as a Service Area Commissioner.

[Signature] 2-24-19
(office use only)

As a Commissioner, you will receive a FNSB Email account to handle Service Area business. Please check one of the following boxes to indicate your preferred method of receiving correspondence from Rural Services, if appointed:

☑️ VIA Email  or ☐ VIA US Postal Service

(VIA Email: Commissioners may request hard copy of correspondence delivered)

Submit form to FNSB Rural Services Division:
Deliver: 520 5th Ave., First Floor, Suite D
Mail: PO Box 71267, Fairbanks, AK 99707
Fax: 907-459-1499
Email: ruralservices@fnsb.us

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Creamer, Jeffrey John
   (YOUR NAME:  LAST, FIRST, MIDDLE)

2. Service Area Commission
   (BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: _____________________________

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION.
   ASRC, ASTS FedGovt. Contractor Facilities Manager
   (BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. IF YOU ARE SELF-EMPLOYED, CHECK THIS BOX:  □ SELF EMPLOYED

   DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

   (ATTACH SEPARATE SHEETS AS NECESSARY)  NONE

If the situation changes, or I acquire new interests, I will file a supplemental disclosure with the Clerk’s Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

   Signature  2-24-19
   Date
DIVISION OF RURAL SERVICES
ROAD SERVICE AREA COMMISSIONER APPLICATION

Service Area: Sunrise subdivision

Legal Name: Gordon E. Norton  Home Phone: 907-479-3315
Mailing Address: PO Box 71661  Work Phone: 978-6625
City / Zip Code: FBK 99707  Mobile Phone:  
Residential Address: 528 Dock PIK  
Property Address: (No address: use subdivision, block, and lot or tax lot number)

What other commissions do you serve on? None

I am interested in serving on this commission because: the road in my area are in need of repair and maintenance, and would like to try to help make some lasting improvements in them.

Please list your background and any areas of special interest:

As a Commissioner, you will receive a FNSB Email account to handle Service Area business. Please check one of the following boxes to indicate your preferred method of receiving correspondence from Rural Services, if appointed:

- [ ] VIA Email  or  [ ] VIA US Postal Service

Submit form to FNSB Rural Services Division:
Deliver: 520 5th Ave., First Floor, Suite D
Mail: PO Box 71267, Fairbanks, AK 99707
Fax: 907-459-1499
Email: ruralservices@fnsb.us

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Norton, Gordon E
   (YOUR NAME: LAST, FIRST, MIDDLE)

2. Finance Commission - Board, commission
   (BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: 2020

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION.

   (BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. IF YOU ARE SELF-EMPLOYED, CHECK THIS BOX: ☒ SELF EMPLOYED

DECLARATION
I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

If the situation changes, or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Gordon E. Norton
Signature          Date
SUNRISE SERVICE AREA

Norton
2020
Applicant

Clark
2020

Shevlin
2019
Acting Chair
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Jim Williams, Chief of Staff
SUBJECT: Transfer Liquor License
DATE: March 14th, 2019

Attached you will find copies of the application for the transfer of liquor license:

TRANSFER #1
Beverage Dispensary License # 3195

From: Adam Wool
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

TRANSFER #2

From: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Hand Made LLC
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

Pursuant to FNSB 9.08 the Assembly must determine whether or not to protest the liquor license after holding a public hearing. The administration recommends no protest.
**LIQUOR LICENSE**

Date Notice Received: 2/4/2019  
60 DAY DUE DATE 4/5/19

Type of License:  
- NEW  
- TRANSFER  
  - Transfer of location  
  - Transfer of ownership  
  - Transfer of stock

- Beverage Dispensary  
- Distillery  
- Tourist
- Restaurant/Eating Place  
- Golf Course  
- Duplicate
- Package Store  
- Recreational Site  
- Other

DBA: **Blue Loon**

Licensee/Applicant (LA): **Blue Loon Inc.**

Physical Address: **2999 Parks Hwy, 99709**

Mailing Address: **PO Box 81430 Fairbanks, AK 99708**

**INTERNAL REVIEW SCHEDULE**

**PLANNING DEPARTMENT:**  
Signature: [Signature]  
Date: 02/21/19

- Land Use Compliance:  
  - Zone: GU-1. Beverage dispensers are listed permitted uses  
  - in the GU-1 zoning district pursuant to FNSBC 18.04.020.A. Zoning permits are not  
  - required pursuant to FNSBC 18.10.080.

**ASSESSING DEPARTMENT:**  
Signature: [Signature]  
Date: 02/21/19

- Parcel Key Number: **275671-05**
- Property Description: **TL 11 USMS 2053**
- Property Owner (PO) Name: **Adam Wood**

**TREASURY/BUDGET:**  
Signature: [Signature]  
Date: 02/21/19

- Property Taxes: **$ 0 for 2018**  
- □(LA) □(PO) Alcoholic Beverage Sales Taxes: **Current**

(If either party owes, give amount and attach printout)
February 4, 2019

Fairbanks North Star Borough
Attn: Krista Major, Executive Administrative Assistant
Via Email: kmajor@fnsb.us

<table>
<thead>
<tr>
<th>License Type: Beverage Dispensary</th>
<th>License Number: 3195</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensee: Blue Loon Inc.</td>
<td></td>
</tr>
<tr>
<td>Doing Business As: Blue Loon</td>
<td></td>
</tr>
<tr>
<td>Premises Address: 2999 Parks Highway</td>
<td></td>
</tr>
</tbody>
</table>

☐ New Application  ☒ Transfer of Ownership Application
☒ Transfer of Location Application  ☐ Transfer of Controlling Interest Application

We have received a completed 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 protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Adam Wool</th>
<th>License #:</th>
<th>319.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL</td>
<td>Statutory Reference:</td>
<td>04/1010</td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>Local Governing Body:</td>
<td>FNSB</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Transfer Type:

- ☑ Regular transfer
- Transfer with security interest
- ☐ Involuntary retransfer

OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Complete Date:</th>
<th>1/31/19</th>
<th>Transaction #:</th>
<th>1031748</th>
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</thead>
<tbody>
<tr>
<td>Board Meeting Date:</td>
<td>2/19/19</td>
<td>License Years:</td>
<td>19/20</td>
</tr>
<tr>
<td>Issue Date:</td>
<td></td>
<td>BRE:</td>
<td>CDC</td>
</tr>
</tbody>
</table>
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the new applicant and/or location seeking to be licensed.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Blue Loo Inc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doing Business As:</td>
<td>Blue Loo</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

| Mailing Address: | P.O. Box 81430 |
| City: | Fairbanks |
| State: | AK |
| ZIP: | 99708 |

| Designated Licensee: | Adam Wool |
| Contact Phone: | 907-357-5666 |
| Business Phone: | 907-357-5666 |
| Contact Email: | adam@theblueloon.com |

Seasonal License? [ ] Yes [x] No

If “Yes”, write your six-month operating period: ____________________________

Section 3 – Premises Information

Premises to be licensed is:

- [x] an existing facility
- [ ] a new building
- [ ] a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

4 miles

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

1 mile
Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5. 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

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td></td>
</tr>
<tr>
<td>State:</td>
<td></td>
</tr>
<tr>
<td>ZIP:</td>
<td></td>
</tr>
</tbody>
</table>

This individual is an: □ applicant □ affiliate

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
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<tr>
<td>City:</td>
<td></td>
</tr>
<tr>
<td>State:</td>
<td></td>
</tr>
<tr>
<td>ZIP:</td>
<td></td>
</tr>
</tbody>
</table>

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6. If more space is needed, please attach a separate sheet with the required information.

- 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.

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Pres, Vice-Pres, Secretary</td>
</tr>
<tr>
<td>Phone:</td>
<td>907-386-566</td>
</tr>
<tr>
<td>% Owned:</td>
<td>100</td>
</tr>
<tr>
<td>Address:</td>
<td>PO Box 81430</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
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<tr>
<td>ZIP:</td>
<td>99708</td>
</tr>
</tbody>
</table>

(Form AB-01) (rev 10/10/2016)

(RECEIVED JAN 30 2019 AMCO)
(ALCORAH MARIJUAN CONTROL OFFICE STATE OF ALASKA)

Page 3 of 7

56
Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th></th>
<th>Phone:</th>
<th>% Owned:</th>
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<tbody>
<tr>
<td>Title(s):</td>
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<td></td>
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<tr>
<td>City:</td>
<td></td>
<td>State:</td>
<td>ZIP:</td>
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<table>
<thead>
<tr>
<th>Entity Official:</th>
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<th>Phone:</th>
<th>% Owned:</th>
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<tbody>
<tr>
<td>Title(s):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td></td>
<td>State:</td>
<td>ZIP:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th></th>
<th>Phone:</th>
<th>% Owned:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td></td>
<td>State:</td>
<td>ZIP:</td>
</tr>
</tbody>
</table>

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

<table>
<thead>
<tr>
<th>DOC Entity #:</th>
<th>AK Formed Date:</th>
<th>Home State:</th>
<th>Registered Agent:</th>
<th>Agent’s Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>84119D</td>
<td>12/18/03</td>
<td>AK</td>
<td>Adam Wool</td>
<td>907-388-5666</td>
</tr>
<tr>
<td>Agent’s Mailing Address:</td>
<td>80 81430</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fbks</td>
<td>State:</td>
<td>AK</td>
<td>ZIP: 99708</td>
</tr>
</tbody>
</table>

Residency of Agent:

Yes  No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?  

[Form AB-01] (rev 10/10/2016)
Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – Authorization

Communication with AMCO staff:

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

If "Yes", disclose the name of the individual and the reason for this authorization:
Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Signature of transferor

Adam Wold

Printed name of transferor

Subscribed and sworn to before me this 7th day of December, 2018.

Signature of Notary Public

MATTHEW J. BRADBURY
Notary Public in and for the State of Alaska
My Commission Expires Jan. 21, 2019

My commission expires: Jan 21 2019

___________________________
Signature of transferor

___________________________
Printed name of transferor

Subscribed and sworn to before me this _____ day of __________________, 20_____.

___________________________
Signature of Notary Public

Notary Public in and for the State of __________________.

My commission expires: ___________________
Section 9 – Transferee Certifications

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

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

I certify that all proposed licensees have been listed with the Division of Corporations.

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, 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.

Signature of transferee

Printed name

Subscribed and sworn to before me this 12th day of December, 2018.

Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: Jan 21, 2019
February 12, 2019

Fairbanks North Star Borough
Attn: Krista Major, Executive Administrative Assistant
Via Email: kmajor@fnsb.us

<table>
<thead>
<tr>
<th>License Type:</th>
<th>Beverage Dispensary</th>
<th>License Number:</th>
<th>3195</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensee:</td>
<td>Hand Made LLC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Highway</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ New Application        ☒ Transfer of Ownership Application
☐ Transfer of Location Application   ☐ Transfer of Controlling Interest Application

We have received a completed 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 protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov
Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

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

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

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

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Blue Loon Inc</th>
<th>License Number:</th>
<th>3195</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

[Form AB-02] (rev 06/24/2016)
Security Plan for Outdoor Concerts for Blue Loon

For all outdoor all-ages shows we employ a security staff of at least 20 people to:
monitor entrants and check ID and search bags.
be placed at various points around outside area.
monitor fence line between 21+ and all-ages area.
check for unruly behavior and drinking on underage side.

We use a double fence to divide the two areas and there is a gap of about 3 ft. that allows security to walk between fences but no patrons are allowed in that area. One of the fences is 6ft tall so there is no way to pass anything across the barrier. We have a pass thru gate for those over 21 but it is monitored by security at all times.
Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

### Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Blue Loon Inc.</th>
<th>License #:</th>
<th>3195</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Beverage Dispensary License</td>
<td>Statutory Reference:</td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>Local Governing Body:</td>
<td>FNSB</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Transfer Type:

- [ ] Regular transfer
- [✓] Transfer with security interest
- [ ] Involuntary retransfer

### OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Complete Date:</th>
<th>2/5/19</th>
<th>Transaction #:</th>
<th>1012917</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Meeting Date:</td>
<td>4/29/19</td>
<td>License Years:</td>
<td>19/20</td>
</tr>
<tr>
<td>Issue Date:</td>
<td></td>
<td>BRE:</td>
<td>CDX</td>
</tr>
</tbody>
</table>

[Form AB-01] (rev 10/10/2016)
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the new applicant and/or location seeking to be licensed.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
<tr>
<td>Community Council:</td>
<td></td>
</tr>
</tbody>
</table>

| Mailing Address:     | 511 30th Ave        |
| City:                | Fairbanks           |
| State:               | AK                  |
| ZIP:                 | 99701               |

| Designated Licensee: | Nathan Davis        |
| Contact Phone:       | 907-795-0515        |
| Business Phone:      | 907-374-4769        |
| Contact Email:       | greenlifealaska@gmail.com |

Seasonal License? ☑️ No ☐ If “Yes”, write your six-month operating period: __________________________

Section 3 – Premises Information

Premises to be licensed is:

☑️ an existing facility ☐ a new building ☐ a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

4 miles

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

1 Mile
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5. 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

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

This individual is an: □ applicant □ affiliate

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6. If more space is needed, please attach a separate sheet with the required information.

- 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.

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Phone:</td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>
Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Nathan Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Managing Member</td>
</tr>
<tr>
<td>Phone:</td>
<td>907-795-0515</td>
</tr>
<tr>
<td>% Owned:</td>
<td>65</td>
</tr>
<tr>
<td>Address:</td>
<td>1654 Ivanof</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
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</table>

<table>
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<tr>
<th>Entity Official:</th>
<th>Dayton MacCallum</th>
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<tbody>
<tr>
<td>Title(s):</td>
<td>member</td>
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<tr>
<td>Phone:</td>
<td>907-322-5310</td>
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<tr>
<td>% Owned:</td>
<td>10</td>
</tr>
<tr>
<td>Address:</td>
<td>810 College Rd.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
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<tr>
<td>ZIP:</td>
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<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Joe Knabe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>member</td>
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<tr>
<td>Phone:</td>
<td>907-978-1821</td>
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<tr>
<td>% Owned:</td>
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<tr>
<td>Address:</td>
<td>226 Slater Dr.</td>
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<tr>
<td>City:</td>
<td>Fairbanks</td>
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<tr>
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<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

<table>
<thead>
<tr>
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<td>11-30-18</td>
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<tr>
<td>Home State:</td>
<td>AK</td>
</tr>
<tr>
<td>Registered Agent:</td>
<td>Nathan Davis</td>
</tr>
<tr>
<td>Agent's Phone:</td>
<td>907-795-0515</td>
</tr>
<tr>
<td>Agent's Mailing Address:</td>
<td>1654 Ivanof</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

Residency of Agent:

Yes  No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?  

[Form AB-01] (rev 10/10/2016)
Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes  ☐  No  ☑

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If “Yes”, disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – 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:

[Form AB-01] (rev 10/10/2016)
Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Signature of transferor

Printed name of transferor

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

Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: Jan 21, 2019

Signature of transferor

Printed name of transferor

Subscribed and sworn to before me this ___ day of __________________, 20___.

Signature of Notary Public

Notary Public in and for the State of ___________________.

My commission expires: ___________________
Section 9 – Transferee Certifications

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

Initials

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

I certify that all proposed licensees have been listed with the Division of Corporations.

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, 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.

Signature of transferee

[Signature]

Printed name

Nathan Davis

Subscribed and sworn to before me this _____ day of ________________, 20____.

Signature of Notary Public

[Signature]

Notary Public in and for the State of ________________________.

My commission expires: ________________________
Jurat Certificate  California only

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  Sonoma

County of       

Subscribed and sworn to (or affirmed) before me on this 17th day of December, 2018 by Nathan Davis

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Place Seal Here

Signature

Description of Attached Document

Type or Title of Document  Transfer License Application

Document Date  12/17/2018  Number of Pages 7

Signer(s) Other Than Named Above  Transferor
Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

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

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

---

Yes   No

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

---

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
<th>License Number:</th>
<th>3195</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

[Form AB-02] (rev 06/24/2016)
2nd Floor Diagram

just for license #3195

50’

= Accompanied by Person over 21” (Dining Only)

= 21 Only
BDL 395

21+ Only
- horseshoes
- volleyball court

Outdoor grill

stage 38' x 24'

Ioan building

All Ages (No Alcohol)
double fence

fence

fence

Entrance

patio

kitchen
dressing room

Penks Hwy = Only Road to property
Security Plan for Outdoor Concerts for Blue Loon

For all outdoor all-ages shows we employ a security staff of at least 20 people to:
monitor entrants and check ID and search bags.
be placed at various points around outside area.
monitor fence line between 21+ and all-ages area.
check for unruly behavior and drinking on underage side.

We use a double fence to divide the two areas and there is a gap of about 3 ft. that allows security to walk between fences but no patrons are allowed in that area. One of the fences is 6ft tall so there is no way to pass anything across the barrier. We have a pass thru gate for those over 21 but it is monitored by security at all times.
Form AB-03: Restaurant Designation Permit Application

What is this form?

A restaurant designation permit application is required for a licensee desiring designation under 3 AAC 304.715 – 3 AAC 304.795 as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049. Designation will be granted only to a holder of a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license, and only if the requirements of 3 AAC 304.305, 3 AAC 304.725, and 3 AAC 304.745, as applicable, are met. A detailed floor plan of the proposed designated and undesignated areas of the licensed business and a menu or expected menu listing the meals to be offered to patrons must accompany this form. Applicants should review AS 04.16.049 – AS 04.16.052 and 3 AAC 304.715 – 3 AAC 304.795. All fields of this form must be completed. The required $50 permit fee may be made by credit card, check, or money order.

Section 1 – Establishment Information

Enter information for licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Beverage Dispensary, Inc.</td>
</tr>
<tr>
<td>Doing Business As:</td>
<td><strong>Blue Loom</strong></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
<tr>
<td>Contact Name:</td>
<td>Nathan Davis</td>
</tr>
<tr>
<td>Contact Phone:</td>
<td>907-796-0546</td>
</tr>
</tbody>
</table>

Section 2 – Type of Designation Requested

This application is for the request of designation as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049, and for the request of the following designation(s) (check all that apply):

- [] Dining after standard closing hours: AS 04.16.010(c)
- [] Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)
- [x] Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)
- [] Employment for persons 16 or 17 years of age: AS 04.16.049(c)

NOTE: Under AS 04.16.049(d), this permit is not required to employ a person 18 - 20 years of age.
Section 3 – Additional Information

Enter all hours that your establishment intends to be open, include variances in weekend/weekday hours, and indicate am/pm:

12:00 pm to 11:00 pm Sunday to Thursday
12:00 pm to 3:00 am Friday + Saturday

Are any forms of entertainment offered or available within the licensed business or on the proposed designated portions of the premises?

Yes ☐ No ☐

If “Yes”, describe the entertainment offered or available:

In the back room music and movies will be available

Food and beverage service offered or anticipated is:

☒ table service ☐ buffet service ☐ counter service ☐ other

If “other”, describe the manner of food and beverage service offered or anticipated:


Is an owner, manager, or assistant manager 21 years of age or older always present on the premises during business hours?

Yes ☒ No ☐

Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the third page of this form.

Yes ☒ No ☐

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

Yes ☒ No ☐
2nd Floor Diagram

just for license #3195

50'

18.5' 

36' 

13.9' 


dj booth

= Accompanied by person over 21' (Dining only)

= 21 only
21+ Only

- Horseshoes
- Volleyball court

Stage 38' x 24'

Loon building

Dressing room

Kitchen

Patio

Entrance

Fence

Outdoor grill

Double fence

All Ages (No Alcohol)

Just for license #3195

Parks Highway

Goldhill Liquor and Gas Station
Security Plan for Outdoor Concerts for Blue Loon

For all outdoor all-ages shows we employ a security staff of at least 20 people to:
monitor entrants and check ID and search bags.
be placed at various points around outside area.
monitor fence line between 21+ and all-ages area.
check for unruly behavior and drinking on underage side.

We use a double fence to divide the two areas and there is a gap of about 3 ft. that allows security to walk between fences but no patrons are allowed in that area. One of the fences is 6ft tall so there is no way to pass anything across the barrier. We have a pass thru gate for those over 21 but it is monitored by security at all times.
Section 5 – Certifications and Approvals

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

I have included with this form a detailed floor plan of the proposed designated and undesignated areas of the licensed business for purposes of this application. I understand that this diagram is different than my licensed premises diagram.

I have included with this form a menu, or an expected menu, listing the meals to be offered to patrons.

I certify that the license for which I am requesting designation is either a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license.

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

Signature of licensee

Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: June 23, 2021

Subscribed and sworn to before me this 27th day of December, 2018.

Local Government Review (to be completed by an appropriate local government official):

Signature of local government official

Date

Printed name of local government official

Title
AMCO Enforcement Review:

Signature of AMCO Enforcement Supervisor  Printed name of AMCO Enforcement Supervisor

Enforcement Recommendations:

AMCO Director Review:  Approved  Disapproved

Signature of AMCO Director  Printed name of AMCO Director

Date

Limitations:

[Form AB-03] (rev 10/10/2016)
THE BLUE LOON

~ Appetizers ~

Bread Sticks... $8
Made in House, served with a Warm Cheddar and Parmesan cheese dipping sauce

Kettle Chip Nachos... $9
Deep fried potato chips topped with Blue cheese, bacon, red & green onions and sour cream

Chicken Wings... $10
Choose from: Hot, BBQ or Sweet

Basket of Homemade Chips... $4

~ BURGERS ~

Burgers are 8oz all Natural - Hormone Free - Hand Pressed Beef Pattie
Served with Lettuce, Tomato, Onion and House Made Potato Chips

Hamburger... $11  Cheeseburger... $12
Choose either Swiss, Cheddar or Pepper Jack Cheese

Mushroom and Swiss Burger... $13  Bacon and Bleu Burger... $14

BBQ Bacon and Cheddar Burger... $14

*Substitute Grilled Chicken Breast for any burger.
**Substitute a Portobello Mushroom for $2 more.
*Add Bacon to your burger for $3 more  *Add Extra Cheese to your burger for $.50 more
*Substitute Chips with: French Fries or a Side Salad... add $1
**Substitute Chips with: Sweet Potato Fries or Onion Rings... add $2

~ From the Fryer ~

Chicken Strips with French Fries... $11
Large Basket of French Fries... $5
Large Basket of Sweet Potato Fries or Onion Rings... $7
Jalapeno Poppers... $9  Mozzarella Sticks... $9
Basket of Homemade Chips... $4

AMCO

DEC 3 1 2018
THE BLUE LOON

~ Pizzas ~

The Classic. Cheese pizza with our homemade Marinara sauce... sm. $12 / lg. $18

Pepperoni. Add Pepperoni to the Classic pizza... sm. $13 / lg. $20

The Popper. Jalapeno Peppers and Cream Cheese on a Classic pizza... sm. $14 / lg. $22

Mushroom. Add Mushroom to the Classic pizza... sm. $13 / lg. $20

Sausage & Onion. Sausage and Red Onion on a Classic pizza... sm. $14 / lg. $22

Luau. Smoked Ham and Pineapple on a Classic pizza... sm. $14 / lg. $22

Meat Lovers. Pepperoni, Ham, and Sausage on a Classic pizza... sm. $16 / lg. $24

Veggie. Mushrooms, Olives, Green Peppers, Red Onions on a Classic pizza sm. $14 / lg. $22

Pesto. Spinach, mushrooms and cheese on a Pesto base pizza... sm. $14 / lg. $22

Greek.. Feta cheese, olives, artichoke hearts, spinach, diced tomatoes with a garlic & olive oil base or a marinara sauce base... sm. $16 / lg. $24

The Bleu. Grilled Chicken, Bacon and Bleu Cheese on a Garlic & Oil base... sm. $16 / lg. $24

Build Your Own Pizza

To build your own choose a Marinara, a Pesto or a Garlic and Oil base with a cheese topping...

Small pizza... $12 / large pizza... $18

Then add your toppings...

Veggie toppings... small $1 ea / large $3 ea

Meat toppings... small $2 ea / large $4 ea

~ SALADS ~

Garden Salad.. Mixed Greens, Tomatoes, Cucumbers, Mushrooms and Croutons
Choose from Ranch, Bleu Cheese, Honey Balsamic or Oil and Vinegar dressing... $7

Caesar Salad.. Romaine lettuce, shredded Parmesan Cheese and Croutons... $9

*Add Grilled Chicken to your salad... $4  *Add Bacon to your salad... $3

DEC 31 2018
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Jim Williams, Chief of Staff
SUBJECT: Transfer Liquor License
DATE: March 14th, 2019

Attached you will find copies of the application for the transfer of liquor license:

TRANSFER #1
Beverage Dispensary License # 4834

From: Adam Wool
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

TRANSFER #2

From: Blue Loon, Inc.
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

To: Hand Made LLC
DBA: Blue Loon
2999 Parks Hwy
Fairbanks, AK 99709

Pursuant to FNSB 9.08 the Assembly must determine whether or not to protest the liquor license after holding a public hearing. The administration recommends no protest.

/km
cc: Concerned Licensee
LIQUOR LICENSE

Date Notice Received: 2/4/2019  
60 DAY DUE DATE 4/5/19

Type of License:  
- NEW
- TRANSFER
  - Transfer of location
  - Transfer of ownership
  - Transfer of stock

License Number: 4834

X Beverage Dispensary  
☐ Distillery  
☐ Restaurant/Eating Place  
☐ Golf Course  
☐ Package Store  
☐ Recreational Site  
☐ Tourism  
☐ Duplicate  
☐ Other  

DBA: Blue Loon

Licensee/Applicant (LA): Blue Loon, Inc.

Physical Address: 2999 Parks Hwy 99709

Mailing Address: PO Box 81430 Fairbanks, AK 99708

INTERNAL REVIEW SCHEDULE

PLANNING DEPARTMENT:  
Signature:  
Date: 02/24/19

- Land Use Compliance: Zones GU-1. Beverage dispensaries are listed permitted uses in the GU-1 zoning district pursuant to FNSBC 18.04.020.A. Zoning permits are not required pursuant to FNSBC 18.104.080.

ASSESSING DEPARTMENT:  
Signature: Julene Pargrie  
Date: 02/24/19

- Parcel Key Number: 275671-38
- Property Description: TL 11 USMS 2053
- Property Owner (PO) Name: Adam Wool

TREASURY/ BUDGET:  
Signature:  
Date: 02/22/19

- Property Taxes: 0 for 2019
- ☐ (LA) ☐ (PO) Alcoholic Beverage Sales Taxes: Current

(If either party owes, give amount and attach printout)
February 4, 2019

Fairbanks North Star Borough
Attn: Krista Major, Executive Administrative Assistant
Via Email: kmajor@fnsb.us

<table>
<thead>
<tr>
<th>License Type:</th>
<th>Beverage Dispensary - Duplicate</th>
<th>License Number: 4834</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensee:</td>
<td>Blue Loon Inc.</td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Highway</td>
<td></td>
</tr>
</tbody>
</table>

☐ New Application    ☒ Transfer of Ownership Application
☐ Transfer of Location Application    ☐ Transfer of Controlling Interest Application

We have received a completed 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 protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov
## Form AB-01: Transfer License Application

**What is this form?**

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO’s main office, along with all other required forms and documents, before any license application will be considered complete.

### Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Adam Wool</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL Duplicate</td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Local Governing Body:</td>
<td>FNSB</td>
</tr>
<tr>
<td>License #:</td>
<td>4834</td>
</tr>
<tr>
<td>Statutory Reference:</td>
<td>04.11.090E</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

**Transfer Type:**

- [ ] Regular transfer
- [x] Transfer with security interest
- [ ] Involuntary retransfer

| Complete Date: | 1/31/19 |
| Board Meeting Date: | 2/19/19 |
| Issue Date: | |
| Transaction #: | 1031748 |
| License Years: | 18/19 |
| BRE: | CDC |

[Form AB-01] (rev 10/10/2016)
### Section 2 – Transferee Information

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Blue Loon Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Community Council:</td>
<td></td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

| Mailing Address:   | P.O. Box 61430               |
| City:              | Fairbanks                    |
| State:             | AK                           |
| ZIP:               | 99708                        |

| Designated Licensee: | Adam Wool                   |
| Contact Phone:       | 907-366-5666                |
| Business Phone:      | 457-5666                    |
| Contact Email:       | adam@theblueloon.com        |

Seasonal License? **No**

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

### Section 3 – Premises Information

Premises to be licensed is:
- [X] an existing facility
- [ ] a new building
- [ ] a proposed building

The next two questions must be completed by "package store" applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

[Form AB-01] [rev 10/1/2016]
## Section 4 – Sole Proprietor Ownership Information

This section must be completed by any **sole proprietor** who is applying for a license. Entities should skip to Section 5.

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).

<table>
<thead>
<tr>
<th>This individual is an:</th>
<th>applicant</th>
<th>affiliate</th>
</tr>
</thead>
</table>

| Name: | | |
| Address: | | |
| City: | State: | ZIP: |

<table>
<thead>
<tr>
<th>This individual is an:</th>
<th>applicant</th>
<th>affiliate</th>
</tr>
</thead>
</table>

| Name: | | |
| Address: | | |
| City: | State: | ZIP: |

## Section 5 – Entity Ownership Information

This section must be completed by any **entity**, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.

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

- 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.

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Alpha Wood</th>
<th>Phone: 907-365-5566</th>
<th>% Owned: 100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Pres., Vice-Pres., Secretary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>PO Box 8430</td>
<td>State: AK</td>
<td>ZIP: 99708</td>
</tr>
</tbody>
</table>
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

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

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

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

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

<table>
<thead>
<tr>
<th>DOC Entity #:</th>
<th>AK Formed Date:</th>
<th>Home State:</th>
</tr>
</thead>
<tbody>
<tr>
<td>84119D</td>
<td>12/18/03</td>
<td>AK</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Registered Agent:</th>
<th>Agent's Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adam Woon</td>
<td>907-388-5666</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agent's Mailing Address:</th>
<th>City:</th>
<th>State:</th>
<th>ZIP:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PO Box 61430</td>
<td>FBKS</td>
<td>AK</td>
<td>96708</td>
</tr>
</tbody>
</table>

Residency of Agent:

*Yes* [ ]  *No* [ ]

Is your corporation or LLC's registered agent an individual resident of the state of Alaska? [ ]
Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes  No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If “Yes”, disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – Authorization

Communication with AMCO staff:

Yes  No

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

If “Yes”, disclose the name of the individual and the reason for this authorization:
Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Signature of transferor

[Signature]

Printed name of transferor

Subscribed and sworn to before me this _____ day of ______________, 20__

__________________________
Signature of Notary Public

Notary Public in and for the State of ____________________________

My commission expires: ____________________________

Signature of transferor

[Signature]

Printed name of transferor

Subscribed and sworn to before me this _____ day of ______________, 20__

__________________________
Signature of Notary Public

Notary Public in and for the State of ____________________________

My commission expires: ____________________________
Section 9 – Transferee Certifications

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

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

I certify that all proposed licensees have been listed with the Division of Corporations.

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, 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.

Signature of transferee

Adam Wood

Printed name

Subscribed and sworn to before me this 17th day of December, 2018.

Notary Public

MATTHEW J. BRADBURY
State of Alaska
My Commission Expires Jan. 21, 2019

Signature of Notary Public

Notary Public in and for the State of Alaska.

My commission expires: Jan. 21 2019

[Form AB-01] (rev 10/10/2016)
February 12, 2019

Fairbanks North Star Borough
Attn: Krista Major, Executive Administrative Assistant
Via Email: kmajor@fnsb.us

<table>
<thead>
<tr>
<th>License Type:</th>
<th>Beverage Dispensary – Duplicate</th>
<th>License Number:</th>
<th>4834</th>
</tr>
</thead>
</table>

Licensee: Hand Made LLC
Doing Business As: Blue Loon
Premises Address: 2999 Parks Highway

☐ New Application  ☒ Transfer of Ownership Application
☐ Transfer of Location Application  ☐ Transfer of Controlling Interest Application

We have received a completed 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 protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov
Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

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

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

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

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensees:</th>
<th>Blue Loon Inc.</th>
<th>License Number:</th>
<th>4834</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL duplicate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State: AK</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP: 99709</td>
<td></td>
</tr>
</tbody>
</table>

[Form AB-02] (rev 06/24/2016)
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Blue Loon Inc.</th>
<th>License #:</th>
<th>4834</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL duplicate</td>
<td>Statutory Reference:</td>
<td>AS 04.11.090</td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>Local Governing Body:</td>
<td>FNSB</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Transfer Type:

- [ ] Regular transfer
- [x] Transfer with security interest
- [ ] Involuntary retransfer

OFFICE USE ONLY

| Complete Date: | 2/5/19          | Transaction #: | 1012917 |
| Board Meeting Date: | 4/29/19          | License Years: | 18/19 |
| Issue Date:    |                  | BRE:           | CDC   |

[Form AB-01] (rev 10/10/2016)
Section 2 – Transferee Information

Enter information for the new applicant and/or location seeking to be licensed.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Community Council:</td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>511 30th Ave</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
<tr>
<td>Designated Licensee:</td>
<td>Nathan Davis</td>
</tr>
<tr>
<td>Contact Phone:</td>
<td>907-795-0515</td>
</tr>
<tr>
<td>Business Phone:</td>
<td>907-374-4769</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:greenlifealaska@gmail.com">greenlifealaska@gmail.com</a></td>
</tr>
</tbody>
</table>

Seasonal License? [ ] Yes [ ] No  
If “Yes”, write your six-month operating period: __________________________

Section 3 – Premises Information

Premises to be licensed is:

[ ] an existing facility  [ ] a new building  [ ] a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

4 miles

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

1 Mile

[Form AB-01] (rev 10/10/2016)
### Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5. 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  
- [x] affiliate

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

This individual is an:  
- [x] applicant  
- [ ] affiliate

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

### Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6. If more space is needed, please attach a separate sheet with the required information.

- 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.

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Phone:</td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>
# Form AB-01: Transfer License Application

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Nathan Davis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Managing Member</td>
</tr>
<tr>
<td>Address:</td>
<td>1654 Ivanof</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Phone:</td>
<td>907-795-0515</td>
</tr>
<tr>
<td>% Owned:</td>
<td>65</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Dayton MacCallum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>member</td>
</tr>
<tr>
<td>Address:</td>
<td>810 College Rd.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Phone:</td>
<td>907-322-5310</td>
</tr>
<tr>
<td>% Owned:</td>
<td>10</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official:</th>
<th>Joe Knabe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>member</td>
</tr>
<tr>
<td>Address:</td>
<td>226 Slater Dr.</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>Phone:</td>
<td>907-978-1821</td>
</tr>
<tr>
<td>% Owned:</td>
<td>10</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

<table>
<thead>
<tr>
<th>DOC Entity #:</th>
<th>10095442</th>
</tr>
</thead>
<tbody>
<tr>
<td>AK Formed Date:</td>
<td>11-30-18</td>
</tr>
<tr>
<td>Home State:</td>
<td>AK</td>
</tr>
<tr>
<td>Registered Agent:</td>
<td>Nathan Davis</td>
</tr>
<tr>
<td>Agent's Phone:</td>
<td>907-795-0515</td>
</tr>
<tr>
<td>Agent's Mailing Address:</td>
<td>1654 Ivanof</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99701</td>
</tr>
</tbody>
</table>

Residency of Agent:  
Yes  No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?  
[ ] Yes  [ ] No
Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

☐ ☑

If “Yes”, disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – Authorization

Communication with AMCO staff:

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:

[Form AB-01] (rev 10/10/2016)
Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

Signature of transferor

Printed name of transferor

Subscribed and sworn to before me this _____ day of ________________, 20__

[Signature]

Notary Public

MATTHEW J. BRADBURY
State of Alaska
My Commission Expires Jan. 21, 2019

Notary Public in and for the State of ________________.
My commission expires: ________________
Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

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

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

I certify that all proposed licensees have been listed with the Division of Corporations.

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, 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.

[Signature]

Signature of transferee

Nathan Davis

Printed name

Subscribed and sworn to before me this _____ day of ________________________, 20____.

[Signature]

Signature of Notary Public

Notary Public in and for the State of _________________________.

My commission expires: ________________________.
Jurat Certificate  California only

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Sonoma

Subscribed and sworn to (or affirmed) before me on this 17th day of December, 2018 by Nathan Davis

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Place Seal Here

Signature

Description of Attached Document

Type or Title of Document: Transfer License Application

Document Date: 12/17/2018  Number of Pages: 7

Signer(s) Other Than Named Above: Transferor

AMCO
DEC 31 2018
What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

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

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

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

Section 1 - Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
<th>License Number:</th>
<th>4834</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL duplicate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

[Form AB-02] (rev 06/24/2016)
= Accompanied by person over 21

- 21 only
What is this form?

A restaurant designation permit application is required for a licensee desiring designation under 3 AAC 304.715 – 3 AAC 304.795 as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049. Designation will be granted only to a holder of a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license, and only if the requirements of 3 AAC 304.305, 3 AAC 304.725, and 3 AAC 304.745, as applicable, are met. A detailed floor plan of the proposed designated and undesignated areas of the licensed business and a menu or expected menu listing the meals to be offered to patrons must accompany this form. Applicants should review AS 04.16.049 – AS 04.16.052 and 3 AAC 304.715 – 3 AAC 304.795. All fields of this form must be completed. The required $50 permit fee may be made by credit card, check, or money order.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Hand Made LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>BDL - Duplicate</td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Blue Loon</td>
</tr>
<tr>
<td>Premises Address:</td>
<td>2999 Parks Hwy</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>ZIP:</td>
<td>99709</td>
</tr>
<tr>
<td>Contact Name:</td>
<td>Nathan Davis</td>
</tr>
<tr>
<td>Contact Phone:</td>
<td>907-785-0615</td>
</tr>
</tbody>
</table>

Section 2 – Type of Designation Requested

This application is for the request of designation as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049, and for the request of the following designation(s) (check all that apply):

- [ ] Dining after standard closing hours: AS 04.16.010(c)
- [ ] Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)
- [x] Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)
- [ ] Employment for persons 16 or 17 years of age: AS 04.16.049(c)

NOTE: Under AS 04.16.049(d), this permit is not required to employ a person 18 - 20 years of age.
Section 3 – Additional Information

Enter all hours that your establishment intends to be open. Include variances in weekend/weekday hours, and indicate am/pm:

12pm to 11pm Thursday to Sunday
12pm to 3am Friday & Saturday

Are any forms of entertainment offered or available within the licensed business or on the proposed designated portions of the premises?  
Yes  No

If “Yes”, describe the entertainment offered or available:

Music and Movies in Backroom

Food and beverage service offered or anticipated is:

☒ table service  ☐ buffet service  ☐ counter service  ☐ other

If “other”, describe the manner of food and beverage service offered or anticipated:

Is an owner, manager, or assistant manager 21 years of age or older always present on the premises during business hours?  
Yes  No

Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the third page of this form.

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the third page of this form that meet the requirements of this form.  
Yes  No
= Accompanied Person over 21 "(Ages only)

= 21 only
Section 5 – Certifications and Approvals

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

I have included with this form a detailed floor plan of the proposed designated and undesignated areas of the licensed business for purposes of this application. I understand that this diagram is different than my licensed premises diagram.

☐

I have included with this form a menu, or an expected menu, listing the meals to be offered to patrons.

☐

I certify that the license for which I am requesting designation is either a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license.

☐

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

Signature of licensee

Notary Public in and for the State of Alaska

My commission expires: June 23, 2021

Subscribed and sworn to before me this 24th day of December, 2018.

Printed name of licensee

Local Government Review (to be completed by an appropriate local government official):

Approved ☐ Disapproved ☐

Signature of local government official

Date

Printed name of local government official

Title
Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

AMCO Enforcement Review:

Signature of AMCO Enforcement Supervisor

Printed name of AMCO Enforcement Supervisor

Enforcement Recommendations:

AMCO Director Review:

Approved

Disapproved

Signature of AMCO Director

Printed name of AMCO Director

Date

Limitations:

[Form AB-03] (rev 10/10/2016)
THE BLUE LOON

~ Appetizers ~

Bread Sticks... $8
Made in House, served with a Warm Cheddar and Parmesan cheese dipping sauce

Kettle Chip Nachos... $9
Deep fried potato chips topped with Blue cheese, bacon, red & green onions and sour cream

Chicken Wings... $10
Choose from: Hot, BBQ or Sweet

Basket of Homemade Chips... $4

~ BURGERS ~

Burgers are 8oz all Natural - Hormone Free - Hand Pressed Beef Pattie
Served with Lettuce, Tomato, Onion and House Made Potato Chips

Hamburger... $11  Cheeseburger... $12
Choose either Swiss, Cheddar or Pepper Jack Cheese

Mushroom and Swiss Burger... $13  Bacon and Bleu Burger... $14

BBQ Bacon and Cheddar Burger... $14

*Substitute Grilled Chicken Breast for any burger.
**Substitute a Portobello Mushroom for $2 more.
*Add Bacon to your burger for $3 more  *Add Extra Cheese to your burger for $.50 more
*Substitute Chips with: French Fries or a Side Salad... add $1
**Substitute Chips with: Sweet Potato Fries or Onion Rings... add $2

~ From the Fryer ~

Chicken Strips with French Fries... $11
Large Basket of French Fries... $5

Large Basket of Sweet Potato Fries or Onion Rings... $7
Jalapeno Poppers... $9  Mozzarella Sticks... $9

Basket of Homemade Chips... $4
THE BLUE LOON

~ Pizzas ~

The Classic.. Cheese pizza with our homemade Marinara sauce... sm. $12 / lg. $18

Pepperoni.. Add Pepperoni to the Classic pizza... sm. $13 / lg. $20

The Popper.. Jalapeno Peppers and Cream Cheese on a Classic pizza... sm. $14 / lg. $22

Mushroom.. Add Mushroom to the Classic pizza... sm. $13 / lg. $20

Sausage & Onion.. Sausage and Red Onion on a Classic pizza... sm. $14 / lg. $22

Luau.. Smoked Ham and Pineapple on a Classic pizza... sm. $14 / lg. $22

Meat Lovers.. Pepperoni, Ham, and Sausage on a Classic pizza... sm. $16 / lg. $24

Veggie.. Mushrooms, Olives, Green Peppers, Red Onions on a Classic pizza sm. $14 / lg. $22

Pesto.. Spinach, mushrooms and cheese on a Pesto base pizza... sm. $14 / lg. $22

Greek.. Feta cheese, olives, artichoke hearts, spinach, diced tomatoes

with a garlic & olive oil base or a marinara sauce base... sm. $16 / lg. $24

The Bleu.. Grilled Chicken, Bacon and Bleu Cheese on a Garlic & Oil base... sm. $16 / lg. $24

Build Your Own Pizza

To build your own choose a Marinara, a Pesto or a Garlic and Oil base with a cheese topping...

Small pizza... $12 / large pizza... $18

Then add your toppings...

Veggie toppings... small $1 ea / large $3 ea  Meat toppings... small $2 ea / large $4 ea

~ SALADS ~

Garden Salad.. Mixed Greens, Tomatoes, Cucumbers, Mushrooms and Croutons

Choose from Ranch, Bleu Cheese, Honey Balsamic or Oil and Vinegar dressing... $7

Caesar Salad.. Romaine lettuce, shredded Parmesan Cheese and Croutons ... $9

*Add Grilled Chicken to your salad... $4  *Add Bacon to your salad... $3

AMCO

DEC 31 2018
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
FROM: Jim Williams, Chief of Staff
SUBJECT: Transfer of Marijuana License
DATE: March 14th, 2019

Attached you will find copies of the application for the following transfer:

RETAIL STORE
License # 13949

From: Wishful Things, LLC
DBA: Wishful Things, LLC
3505 Airport Way
Fairbanks, AK 99709

To: The Grass Station, LLC
DBA: Grass Station 49
3505 Airport Way, Suite A
Fairbanks, AK 99709

Pursuant to FNSB 9.12.040 The Assembly is responsible for reviewing state registration applications and providing input to the state. The administration recommends no protest.

/km
cc: Concerned Licensee
MARIJUANA LICENSE

Date Notice Received: 2/5/19  60 DAY DUE DATE  4/16/19

Type of License:

○ NEW  ☑ TRANSFER
  ○ Transfer of location
  ☑ Transfer of ownership
  ○ Transfer of stock

� Retail Store
✓ Standard Cultivation Facility  □ Product manufacturing Facility
□ Limited Cultivation Facility  □ Concentrate manufacturing Facility
□ Concentrate manufacturing Facility  □ Testing Facility

License Number: 13949  ☑ City of FBKs

DBA: Grass Station 49

Licencsee/Applicant: Gary Evans / The Grass Station LLC

Physical Address: 3505 Airport Way 99709

Mailing Address: PO Box 71034 99707

INTERNAL REVIEW SCHEDULE

PLANNING DEPARTMENT:  Signature:  Date: 02/08/19

- Land Use Compliance: Zone: GC. “Retail marijuana store” is a listed permitted use in the GC zoning district (FNB 18.04.020.A.34). A zoning permit (2P 17844) was issued to use 1,200 SF of an existing 2,400 SF building. No known sensitive uses pursuant to FNB 18.96.240.

ASSESSING DEPARTMENT:  Signature:  Date: 2/18/19

- Parcel Key Number: 603816-68
- Property Description: Lot 1 Block 5A Fairview
- Property Owner Name: Evans, Gary & Mason

TREASURY/BUDGET:  Signature:  Date: 2/16/19

- Property Owner (P) Property Taxes: $ 2018
- Business Owner (B) Property Taxes:

(If either party owe, give amount and attach printout)
February 5, 2019

City of Fairbanks
Attn: Danyielle Snider
VIA Email:  ddsnider@ci.fairbanks.ak.us; cityclerk@fairbanks.us; hl zach@ci.fairbanks.ak.us

Fairbanks North Star Borough
Attn: Borough Clerk
Via Email:  kmajor@fnsb.us; mayor@fnsb.us; llivingston@fnsb.us; jdolan@fnsb.us

<table>
<thead>
<tr>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
</tr>
</tbody>
</table>
| Physical Address: | 3505 Airport Way  
                                Fairbanks, AK 99709 |
| Transferor: | Wishful Things, LLC |
| Doing Business As: | Wishful Things, LLC |
| Designated Licensee: | James Simpson |
| Phone Number: | 907-457-1933 |
| Email Address: | jamsimpson@msn.com |

| Transferee: | The Grass Station, LLC |
| Doing Business As: | Grass Station 49 |
| Designated Licensee: | Gary Evans |
| Phone Number: | 907-460-0398 |
| Email Address: | gary@grassstation49.com |

☒ Transfer of Ownership Application  ☐ Transfer of Controlling Interest

AMCO has received a complete application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2) or 3 AAC 306.045(c)(2).

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

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

This application will be in front of the Marijuana Control Board at our February 20-22, 2019 meeting.

Sincerely,

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov
Application for Food Establishment Permit
Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program

Permit ID:

Section 1- GENERAL INFORMATION (All applicants complete entire section – please print).

<table>
<thead>
<tr>
<th>Purpose (check one)</th>
<th>☐ New  ☐ Information Change  ☐ Extensive Remodel  ☒ Change of owner/operator  ☐ Reactivate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Entity or Owner Responsible for Food Service</td>
<td>The Grass Station, LLC</td>
</tr>
<tr>
<td>Business/Corporate Mailing Address</td>
<td>P.O. Box 71034</td>
</tr>
<tr>
<td>City</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State</td>
<td>Alaska</td>
</tr>
<tr>
<td>Zip</td>
<td>99707</td>
</tr>
<tr>
<td>Business/Corporate Phone</td>
<td>907-460-0398</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:gary@grassstation49.com">gary@grassstation49.com</a></td>
</tr>
<tr>
<td>Owner(s) or Corporate Officer(s) &amp; Title(s) or Responsible Party</td>
<td>Gary Evans</td>
</tr>
<tr>
<td>Fax</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Establishment Information</th>
<th>☐ Individual  ☐ Partnership  ☒ Corporation  ☐ Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment Name</td>
<td>Grass Station 49</td>
</tr>
<tr>
<td>Establishment Mailing Address</td>
<td>P.O. Box 71034</td>
</tr>
<tr>
<td>Establishment Phone</td>
<td>(907)-460-0398</td>
</tr>
<tr>
<td>Establishment Physical Address</td>
<td>3505 Airport Way</td>
</tr>
<tr>
<td>Physical Location</td>
<td>3505 Airport Way</td>
</tr>
<tr>
<td>Nearest Community</td>
<td>Fairbanks, AK</td>
</tr>
<tr>
<td>City</td>
<td>Fairbanks</td>
</tr>
<tr>
<td>State</td>
<td>AK</td>
</tr>
<tr>
<td>Zip</td>
<td>99707</td>
</tr>
<tr>
<td>Contact Person</td>
<td>Gary Evans</td>
</tr>
</tbody>
</table>

SEATING: (Food Service Only)  ☐ N/A  ☐ 25 or less  ☐ 26-100  ☐ > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

Marijuana Retail Store

Previously "Wishful Things, LLC"

SECTION 2 – NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska’s Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Application is required to process your application. Have you attached the Plan Review Application? ☐ Yes ☐ No

SECTION 3 – COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

FOOD SERVICE ESTABLISHMENTS

a. A copy of your menu will be required. Have you attached a copy of the proposed menu? ☐ Yes ☐ No

b. Attach appropriate label, placard, or menu notation for the consumer advisories if you serve:
   ☐ Wild Mushrooms  ☐ Unpasteurized juices  ☐ Farmed halibut, salmon, or sablefish
   ☐ Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.

c. Methods of food preparation (check the one that most closely describes the establishment):
   ☐ Assembly of Ready to Eat Foods  ☐ Cook and Serve
   ☐ Hot or cold Service for 2 hours or more is done  ☐ Complex (Preparation 1 day or more in advance, cooling and reheating is done).

d. Style of Service:  ☐ Counter Service  ☐ Self Service (i.e. buffet line, salad bar)  ☐ Table Service
   ☐ Other:

e. Do you plan to operate as a caterer? If yes, list all the equipment used to protect food from contamination and maintain product temperature during:
   Transportation:  ☐ Hot or Cold Holding:

Form 18-31-APP.01 (Rev 4/13)
ENTITY DETAILS

Name(s)

<table>
<thead>
<tr>
<th>Type</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Name</td>
<td>The Grass Station, LLC</td>
</tr>
</tbody>
</table>

**Entity Type:** Limited Liability Company

**Entity #:** 10039869

**Status:** Good Standing

**AK Formed Date:** 7/8/2016

**Duration/Expiration:** Perpetual

**Home State:** ALASKA

**Next Biennial Report Due:** 1/2/2020

**Entity Mailing Address:** P.O. BOX 71034, FAIRBANKS, AK 99707

**Entity Physical Address:** 1326 CUSHMAN ST STE A, FAIRBANKS, AK 99712

Registered Agent

**Agent Name:** Gary Evans

**Registered Mailing Address:** 814 GOLDMINE TRAIL, FAIRBANKS, AK 99712

**Registered Physical Address:** 814 GOLDMINE TRAIL, FAIRBANKS, AK 99712

Officials

<table>
<thead>
<tr>
<th>AK Entity #</th>
<th>Name</th>
<th>Titles</th>
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<tbody>
<tr>
<td></td>
<td>Gary Evans</td>
<td>Member</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Mason Evans</td>
<td>Member</td>
<td>50</td>
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</table>
## Filed Documents

<table>
<thead>
<tr>
<th>Date Filed</th>
<th>Type</th>
<th>Filing</th>
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<tr>
<td>7/08/2016</td>
<td>Creation Filing</td>
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<td>Click to View</td>
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<tr>
<td>1/09/2017</td>
<td>Initial Report</td>
<td>Click to View</td>
<td></td>
</tr>
<tr>
<td>2/13/2018</td>
<td>Biennial Report</td>
<td>Click to View</td>
<td></td>
</tr>
</tbody>
</table>
Alaska Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

GRASS STATION 49

P.O. BOX 71034 FAIRBANKS AK 99707

owned by

THE GRASS STATION, LLC

is licensed by the department to conduct business for the period

January 04, 2018 through December 31, 2019
for the following line of business:

42 - Trade

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Mike Navarre
LIMITED LIABILITY COMPANY OPERATING AGREEMENT FOR
The Grass Station, LLC

A Member- Managed Limited Liability Company

Article One
Company Formation

1.1 Formation- The Members hereby form a Limited Liability Company ("Company") subject to the provisions of the Limited Liability Company Act as currently in effect as of this date. Articles of Organization shall be filed with the Secretary of State.

1.2 Name- The name of the Company shall be: The Grass Station, LLC DBA “Grass Station 49”.

1.3 Registered Agent- The name and location of the register agent of company shall be:

Gary Evans
814 Goldmine Trail
Fairbanks, Alaska 99712

1.4 Term- The company shall continue for a perpetual period.

   (A) Members whose capital interest as defined in Article 2.2 exceeds 50 percent vote for dissolution; or

   (B) Any event which makes it unlawful for the business of the Company to be carried on by the Members; or

   (C) The death, resignation, expulsion, bankruptcy, retirement of a Member or the occurrence of any other event that terminates the continued membership of a Member of the Company; or

   (D) Any other event causing dissolution of the Limited Liability Company under the laws of the State of Alaska.

1.5 Continuance of Company- Notwithstanding the provisions of ARTICLE 1.4, in the event of an occurrence described in ARTICLE 1.4(c), if there are at least two remaining Members, said remaining Members shall have the right to continue the business of the Company. Such right can be exercised only by the unanimous vote of the remaining. Members within ninety (90) days after the occurrence of an event described in ARTICLE 1.4(c). If not so exercised, the right of the Members to continue the business of the Company shall expire.

1.6 Business Purpose- The purpose of the company is retail sales of cannabis and cannabis products.
1.7 Principal Place of Business- The location of the principal place of business of the company shall be:

The Grass Station, LLC DBA “Grass Station 49”
1326 Cushman Street
Fairbanks, Alaska 99701

Principal place of business may be changed at a location the Managers from time to time select.

1.8 The Members- The name and place of residence of each member are contained in Exhibit 2 attached to this agreement.

1.9 Admission of Additional Members- Except as otherwise expressly provided in the Agreement, no additional members may be admitted to the Company through issuance by the company of a new interest in the Company, without the prior unanimous written consent of the Members.

Article Two
Capital Contributions

2.1 Initial Contributions- The Members initially shall contribute to the Company capital as described in Exhibit 3 attached to this Agreement. The agreed total value of such property and cash is Fifty Thousand Dollars ($50,000).

2.2 Additional Contributions- Except as provided in ARTICLE 6.2, no Member shall be obligated to make any additional contribution to the Company’s capital.

Article Three
Profits, Losses and Distributions

3.1 Profits/ Losses- For financial accounting and tax purposes the Company's net profits or net losses shall be determined on an annual basis and shall be allocated to the Members in proportion to each Member's relative capital interest in the Company as set forth in Exhibit 2 as amended from time to time in accordance with Treasury Regulation 1.704-1.

3.2 Distributions- The Members shall determine and distribute available funds annually or at more frequent intervals as they see fit. Available funds, as referred to herein, shall mean the net cash of the Company available after appropriate provision for expenses and liabilities, as determined by the Managers. Distributions in liquidation of the Company or in liquidation of a Member's interest shall be made in accordance with the positive capital account balances pursuant to Treasury Regulation 1.704-l(b)(2)(ii)(b)(2). To the extent a Member shall have a negative capital account balance, there shall be a qualified income offset, as set forth in Treasury Regulation .704-l(b)(2)(ii)(d).
Article Four
Management

4.1 Management of Business- The name and place of residence of each Manager is attached as Exhibit 1 of this Agreement. By a vote of the Members holding a majority of the capital interests in the Company, as set forth in Exhibit 2 as amended from time to time, shall elect so many Managers as the Members determine, but no fewer than one, with one Manager elected by the Members as Chief Executive Manager. The elected Manager(s) may either be a Member or Non-Member.

4.2 Members- The liability of the Members shall be limited as provided pursuant to applicable law. Members that are not Managers shall take no part whatever in the control, management, direction, or operation of the Company's affairs and shall have no power to bind the Company. The Managers may from time to time seek advice from the Members, but they need not accept such advice, and at all times the Managers shall have the exclusive right to control and manage the Company. No Member shall be an agent of any other Member of the Company solely by reason of being a Member.

4.3 Powers of Managers- The Managers are authorized on the Company's behalf to make all decisions as to (a) the sale, development lease or other disposition of the Company's assets; (b) the purchase or other acquisition of other assets of all kinds; (c) the management of all or any part of the Company's assets; (d) the borrowing of money and the granting of security interests in the Company's assets; (e) the pre-payment, refinancing or extension of any loan affecting the Company's assets; (f) the compromise or release of any of the Company's claims or debts; and, (g) the employment of persons, firms or corporations for the operation and management of the company's business. In the exercise of their management powers, the Managers are authorized to execute and deliver (a) all contracts, conveyances, assignments, leases, sub-leases, franchise agreements, licensing agreements, management contracts and maintenance contracts covering or affecting the Company's assets; (b) all checks, drafts and other orders for the payment of the Company's funds; (c) all promissory notes, loans, security agreements and other similar documents; and, (d) all other instruments of any other kind relating to the Company's affairs, whether like or unlike the foregoing.

4.4 Chief Executive Manager- The Chief Executive Manager shall have primary responsibility for managing the operations of the Company and for effectuating the decisions of the Managers.

4.5 Nominee- Title to the Company's assets shall be held in the Company's name or in the name of any nominee that the Managers may designate. The Managers shall have power to enter into a nominee agreement with any such person, and such agreement may contain provisions indemnifying the nominee, except for his willful misconduct.

4.6 Company Information- Upon request, the Managers shall supply to any member information regarding the Company or its activities. Each Member or his authorized representative shall have access to and may inspect and copy all books, records and materials in the Manager's possession regarding the Company or its activities. The exercise of the rights contained in this ARTICLE 4.6 shall be at the requesting Member's expense.

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accounting as the Managers shall select. The company’s accounting period shall be the calendar year.

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Article Seven
Transfers

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LIMITED LIABILITY COMPANY OPERATING AGREEMENT FOR

The Grass Station, LLC

A Member-Managed Limited Liability Company

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Exhibit One

Limited Liability Company Operating Agreement For

The Grass Station, LLC DBA "Grass Station 49"

Listing of Managers

By a majority vote of the Members the following Managers were elected to operate the Company pursuant to ARTICLE 4 of the Agreement:

Gary Evans
Printed Name: Gary Evans
President

Address: 814 Goldmine Trail
Fairbanks, Alaska 99712

Mason Evans
Printed Name: Mason Evans
Vice President

Address: 814 Goldmine Trail
Fairbanks, Alaska 99712

The above listed Manager(s) will serve in their capacities until they are removed for any reason by a majority vote of the Members as defined by ARTICLE 4 or upon their voluntary resignation.

Signed and agreed this day 8th day of July 2016.

Signature of Member

Printed Name: Gary Evans

Signature of Member

Printed Name: Mason Evans
Exhibit Two

Limited Liability Company Operating Agreement for

The Grass Station, LLC DBA “Grass Station 49”

Listing of Members

As of the 8th day of July, 2016 the following is a list of Members of the Company:

Members:

Printed Name: **Gary Evans**
Address: 814 Gold Mine Trail, Fairbanks, Alaska 99712

Printed Name: **Mason Evans**
Address: 814 Gold Mine Trail, Fairbanks, Alaska 99712

Authorized by Member(s) to provide Member listing as of the 8th day of July, 2016.

Signature

[Signature]

[Signature]
Exhibit Three

Limited Liability Company Operating Agreement for

The Grass Station, LLC DBA “Grass Station 49”

Capital Contributions

Pursuant to ARTICLE 2, the Members’ initial contribution to the Company capital is stated to be Fifty Thousand Dollars ($50,000). The description and each individual portion of this initial contribution is as follows:

Gary Evans ........................................ $25,000

Mason Evans ......................................... $25,000

Signed and Agreed this 8th day of July, 2016.

[Signatures]

Gary Evans

Mason Evans

Received by AMCO 12.28.18
Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO’s main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Grass Station 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way, Suite A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
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<tr>
<td></td>
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<td>ZIP:</td>
<td>99709</td>
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Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Mason Evans</th>
<th>Title:</th>
<th>Co-owner</th>
</tr>
</thead>
</table>

Section 3 – Other Licenses

Ownership and financial interest in other licenses: Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license? ✓ ☐

If “Yes”, which license numbers (for existing licenses) and license types do you own or plan to own?

Marijuana Retail License numbers; 10869, 12956, 16579, and 17077. All Operating as "Grass Station 49"
Section 4 – Certifications

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

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

I certify that I am not currently on felony probation or felony parole.

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

I certify that my proposed premises is not located in a liquor licensed premises.

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) and affiliates (as defined in 3 AAC 306.990(a)(1)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.
Alaska Marijuana Control Board

Form MJ-00: Application Certifications

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

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development’s laws and requirements pertaining to employees.

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

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

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Mason Evans

Printed name of licensee

NOTARY PUBLIC
S. Quintana
STATE OF ALASKA
Exp November 23, 2019
My commission expires: 11/23/2019

Subscribed and sworn to before me this 28 day of January, 2019.
Alaska Marijuana Control Board

Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO's main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Grass Station 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way, Suite A</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Gary Evans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Co-owner</td>
</tr>
</tbody>
</table>

Section 3 – Other Licenses

Ownership and financial interest in other licenses: Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license? ☑ ☐

If “Yes”, which license numbers (for existing licenses) and license types do you own or plan to own?

Marijuana Retail License numbers; 10869, 12956, 16579, and 17077. All Operating as "Grass Station 49"
Section 4 – Certifications

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

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

I certify that I am not currently on felony probation or felony parole.

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

I certify that my proposed premises is not located in a liquor licensed premises.

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) and affiliates (as defined in 3 AAC 306.990(a)(1)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.
Alaska Marijuana Control Board

Form MJ-00: Application Certifications

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

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development’s laws and requirements pertaining to employees.

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

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

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Gary Evans

Printed name of licensee

NOTARY PUBLIC

S. Quintana

STATE OF ALASKA

Exp November 23, 2019

My commission expires: 11/23/19

Subscribed and sworn to before me this 22 day of January, 2019.
Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

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

What must be covered in an operating plan?

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

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

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

Section 1 – Establishment & Contact Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>THE GRASS STATION, LLC</th>
<th>MJ License #:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>RETAIL MARIJUANA STORE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>GRASS STATION 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 AIRPORT WAY, Suite A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>FAIRBANKS</td>
<td>State:</td>
<td>Alaska</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

| Mailing Address:       | PO BOX 71034           | City:         | FAIRBANKS |
|                        |                        | State:        | Alaska    |
|                        |                        | ZIP:          | 99707     |

| Designated Licensee:   | GARY EVANS              | Cell Phone:   | 907-460-0398 |
|                        |                        | Main Phone:   | 907-460-0398 |
| Email:                 | gary@grassstation49.com |              |           |
Section 2 – Control Plan for Persons Under the Age of 21

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

Grass Station 49 will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items by using proper photo identification (i.d.) protocols when any person walks into the marijuana retail store. The photo i.d. cards will be checked for birth date to ensure the person is at least 21 years of age. The photo i.d. card will be checked to make sure it is government issued, not expired, and that there is no kind of wear and tear that may render the i.d. invalid, and scanned by a computer for validation. If underage persons try to gain access to the store or loiter on the premises, they will be told to leave. Upon refusing to leave, authorities will be called to escort the person off of the property.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

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

Grass Station 49 will prevent non-escorted members of the public from entering restricted access areas by use of proper signage in the required areas of the retail facility, both inside and out. Grass Station 49 will have the proper security system installed that is required by the State of Alaska. All exterior windows will have security bars on the inside and outside of the windows. Exterior doors will have cameras on both the inside and out, as well as a fabricated steel door that will be mounted on the outside. For the interior restricted access areas such as the office areas and security room as well as the product storage room, locking doors with cameras both inside and outside of the door will be in place. For behind the counters and registers, flapper doors and chains will be installed as well as cameras in all corners and a competent employee will be present during business hours to help ensure that non-escorted members of the public will not enter any restricted access areas unless they have completed the proper visitor sign in procedure and have on their person, a visible and legible visitor pass as well as accompanied by a trained and competent employee of Grass Station 49.

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

Grass Station 49’s process for admitting visitors and escorting them through the restricted access areas will be as follows:

- Check visitors identification to ensure they are at least 21 years of age.

- Require the visitor to sign in, writing in their first and last name, date of birth, drivers license # and state, and date/time visitation took place. All visitation records will be kept and maintained on the retail premises.

- Visitor will then be required to wear a badge that is visible, stating that they are a visitor.

- A Grass Station 49 Employee will not escort more than five (5) visitors at a time, and that employee will accompany those visitors at all given times.
3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:

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

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

Grass Station 49's lighting will facilitate our surveillance system via flood lights which are installed next to the exterior video surveillance cameras. The lights will be triggered via a photo eye. Meaning any time the eye senses darkness, all exterior lights automatically come on and remain on until sunrise.
3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

The alarm system that Grass Station 49 will be using is known as Statewide Security Network. This alarm system will cover doors, windows, motion sensors, and glass breaking sensors for all glass windows and doors. There will also be a key pad access near the front main door, as well as wireless cell phone monitoring capabilities. The security system is also capable of storing up to 45 days of video footage. The hard drive is in a security lock box only accessible by a manager on duty. The security system that Grass Station 49 will be using has motion sensors as well as glass shatter sensors that will be armed, ready, and wirelessly monitored via Statewide Security Network which is a third party monitoring system. In the event of a burglary, the owners, upper management, and proper authorities will be instantly notified via telephone. Whether the burglary is serious or a false alarm, police are to enter the scene first. In the event of an unauthorized breach, AMCO will be notified within 24 hours.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

Grass Station 49’s policies and procedures for preventing diversion of marijuana and/or marijuana products will consist of keeping all marijuana products out of reach from the general public, and in glass cases for which only the bud-tenders and other upper-management have access to. For further diversion, the bud-tenders will ensure that no customers make it behind the counters or in other restricted access areas without first having approval, and all sign-in sheets filled out properly. In the case of robbery or attempted robbery, the proper authorities will be called in order to protect the safety of our employees and other consumers that may be in the store at that time. In the case of potential non-trustworthy employees, there is a no-blind-spot camera set-up to see everything that happens, and a tight inventory system to see if anything ever goes missing. If internal issues as such should ever occur, AMCO and the local authorities will be contacted, and that employee will be terminated.

3.7. Describe your policies and procedures for preventing loitering:

Grass Station 49’s policies and procedures to prevent loitering consist of using proper signage around the building that read, "NO LOITERING" and "VIDEO SURVEILLANCE IN USE" and "NO PERSONS UNDER 21 YEARS OF AGE". These signs will ward off a majority of the approaching dangers and keep people from loitering. In the event where these signs do not keep people from loitering, a store manager will ask them one time to politely leave. Failure for the stranger(s) to comply, or to be hasty and violent will result in the authorities to be called, and the store to be locked and keep stranger(s) from entering the facility to ensure the safety of the employees and any other customers that may be in the store at that time.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.
Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:  

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility.

3.10. Each video surveillance recording is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office’s approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image.

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application.

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board).

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

The video cameras will be placed in the upper corners of every room inside the facility, and also on every corner of the exterior of the facility, along with exterior cameras above the entrances of the facility in order to ensure our No-Blind-Spot security setup. Also, Cameras will be placed eye level, facing the public entrance in order to capture a clean image of persons walking in and out of Grass Station 49.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

The video surveillance hard drive will be kept in a locked metal box at all times. That locked metal box will be inside of a locked restricted access area/quarantine room. The keys and codes to these locking boxes and rooms will be only made accessible to Grass Station 49 owners/upper management, and law enforcement and AMCO enforcement when need be. In the event of upper management termination, keys and codes will be changed.
Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years (records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises);</td>
</tr>
<tr>
<td>b.</td>
<td>a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;</td>
</tr>
<tr>
<td>c.</td>
<td>the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;</td>
</tr>
<tr>
<td>d.</td>
<td>records related to advertising and marketing;</td>
</tr>
<tr>
<td>e.</td>
<td>a current diagram of the licensed premises, including each restricted access area;</td>
</tr>
<tr>
<td>f.</td>
<td>a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;</td>
</tr>
<tr>
<td>g.</td>
<td>all records normally retained for tax purposes;</td>
</tr>
<tr>
<td>h.</td>
<td>accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;</td>
</tr>
<tr>
<td>i.</td>
<td>transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and</td>
</tr>
<tr>
<td>j.</td>
<td>registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.</td>
</tr>
</tbody>
</table>

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

Grass Station 49 will ensure due diligence in preserving and maintaining all required records by keeping all paper records in locking file cabinets. All paper records will be kept in a dry environment where there is no risk of them getting wet/damp and damaged. All records will be filed alphabetically for ease of access. Only Upper management/owners and book keepers will have access to such files. In order to maintain electronic files, multiple copies will be kept on multiple hard drives both on, and off site. Quick-books software will be used to keep an accurate log of all transactions. Every Computer will have surge protectors in order to prevent a system crash. Both paper and electronic files will be organized in a manner that is easy to navigate for someone who does not usually look at the files, such as AMCO.
Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc.

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

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745.

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. A marijuana establishment and each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:

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

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person’s marijuana handler permit card in that person’s immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises.

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

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

Grass Station 49 will provide and in-house training that will brief the new employee on all of the Alaska customer and food service laws and regulations pertaining to the handling of marijuana product and safety procedures. The employee will also be required to have a Food Handlers card issued by the Alaska Department of Environmental Conservation. There will also be training that explains the different varieties of the cannabis plant.
Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.

7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.

7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.

7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).

Answer “Yes” or “No” to each of the following questions:

7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.

7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.

7.7. If you answered “No” to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

Marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport (except by an AMCO enforcement officer, if need be). There will also be a printed manifest documenting the pick-up and delivery dates, locations and times, as well as the weight, type and amount of marijuana and/or marijuana products. All of which will be tracked via METRC, and also the Grass Station 49 inventory system. The container(s) will not be within direct reach of the driver, and the driver is not to deviate from predetermined route unless in case of serious danger/emergency, or road construction.
You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:

Initials

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

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

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

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

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

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

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

Section 9 – Signage and Advertising

9.1. Describe any signs that you intend to post on your establishment with your business name, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

Grass Station 49 intends to have three separate signs, all of which will be the same size of 4,800 square inches. Each sign will be attached to the building. The locations of the signs will be on the sides facing the roads, with the possibility of one being on the roof.
9.2. Describe any advertising you intend to distribute of your establishment. Include medium types and business logos (photos or drawings may be attached):

The advertisements that Grass Station 49 intends to distribute out of the establishment include stickers (Grass Station 49 approved logo's AND approved vendor logo's), Apparel, accessories, and other merchandise such as lighters, etc. Other mediums may include magazine advertising, with all of the proper warning labels associated in the advertisement. All of the advertising that comes out of Grass Station 49 will NOT be False or misleading, promote excessive consumption, represent that marijuana has curative or therapeutic effects, depict a person under the age of 21 consuming marijuana, or include a cartoon character or any other depiction designed to appeal to persons under the age of 21. An example of a Grass Station 49 Logo is seen below.

GRASS
STATION
FORTY NINE
EST. 2016

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

Signature of licensee
Gary S. Evans
Printed name of licensee

Subscribed and sworn to before me this 21 day of December, 2019.
Alaska Marijuana Control Board
Form MJ-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). All areas designated as the licensed premises of a single license must be contiguous.

What must be submitted with this form?

Applicants must attach multiple diagrams to this form, including (as applicable):

- **Diagram 1:**
  a diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;

- **Diagram 2:**
  if different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas’ relationship to the current proposed licensed premises (details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change must be submitted and approved before any planned expansion area may be added to the licensed premises);

- **Diagram 3:**
  a **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;

- **Diagram 4:**
  an **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises (**this can be obtained from sources like Google Earth**); and

- **Diagram 5:**
  a diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants (**a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises**).

This form, and all necessary diagrams that meet the requirements on Page 2 of this form, must be completed and submitted to AMCO’s main office before any new or transfer license application will be considered complete.

### Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>MJ License #:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Grass Station 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way, Suite A</td>
<td>State:</td>
<td>Alaska</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[Form MJ-02] (rev 01/10/2018)
Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices.

The following details must be included in all diagrams:

- License number and DBA
- Legend or key
- Color coding
- Dimensions
- Labels
- True north arrow

The following additional details must be included in Diagram 1:

- Surveillance room
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license types

The following additional details must be included in Diagram 2:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions

N/A

The following additional details must be included in Diagrams 3 and 4:

- Areas of ingress and egress
- Cross streets and points of reference

The following additional details must be included in Diagram 5:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions
- Cross streets and points of reference

SEE DIAGRAMS 3 AN 4

I declare under penalty of unsworn falsification that I have attached all necessary diagrams that meet the above requirements, and that this form, including all accompanying schedules, statements, and declarations is true, correct, and complete.

Signature of licensee
Gary Evans

Printed name of licensee

Subscribed and sworn to before me this 21 day of December, 2018.
What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany Form MJ-01: Marijuana Establishment Operating Plan, per 3 AAC 306.020(b)(11). Applicants should review Chapter 306: Article 3 of the Alaska Administrative Code. This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

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

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO’s main office before any new or transfer application for a retail marijuana store license will be considered complete.

### Section 1 – Establishment Information

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

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<td>Premises Address:</td>
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<td></td>
</tr>
<tr>
<td>City:</td>
<td>FAIRBANKS</td>
<td>State:</td>
<td>Alaska</td>
</tr>
</tbody>
</table>
Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility’s operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

The operations regarding Grass Station 49’s marijuana/marijuana products intake and flow will consist of the following:

Vendor Shipment Receiving (steps):
2. Check for manifest present and examine to make sure manifest is filled out properly.
3. Once step 2 is complete, and Grass Station employee is satisfied with the manifest, start weighing and/or counting marijuana and/or marijuana products to ensure that everything is accounted for that is on the manifest.
4. Once all checks are done, and Grass Station has made sure that everything is straight on the manifest and in the package. Authorized employee will sign manifest and accept the product in METRC, and add the product to the Grass Station 49 inventory system. In the event of the product and manifest not matching, the Grass Station 49 employee will sign the manifest as rejected, and the shipment will not be received through METRC. The transporter will then take the shipment back to its origin.

Marijuana Storage and Packaging (Steps):
1. If marijuana or marijuana products were brought in bulk (not prepackaged), the packaging crew will take the bulk marijuana out of its original package and prepare it to be stored until further break-down of product.
2. All raw flower products will be stored in an airtight container and additionally stored in a fridge that is controlled at 65-68 degrees Fahrenheit to maintain/maintain product quality and prevent molding of the product.
3. When breaking down a batch of product, the product is always weighed before-hand to see that the starting weight matches what was brought in originally, or left over from the day before. There is a paper trial for each product, and every person that handles that specific product is documented. The product may then be weighed out in grams, quarter ounces, half ounces, and full ounces. The amount of each product created from that particular batch is documented on paper, and also in Grass Station 49’s inventory system, then later in METRC after the daily sales are uploaded.
4. Once packaged with all of the proper labels (see in section 6.2 of this supplement), the product is then counted and put in bins, ready for retail.
5. If product did not come in bulk and was prepackaged (and meets all labeling requirements), a count and inventory are done and the product is put into our inventory system, then put out for retail.
6. In addition to steps 1-4, the retail store may participate in Deli-style sales, where the bulk marijuana will be weighed and packaged at the sales counter.

Customer Visit to Retailer (Steps):
1. Upon entering the public side of Grass Station 49, the customer is greeted and asked for identification, first thing.
2. With all of the proper labels (see in section 6.2 of this supplement), the product is then counted and put in bins, ready for retail.
3. If the person proves to be 21+ years of age or older, and the I.D. matches all requirements (not expired, photo i.d. matches person, i.d. card is not obstructed in any way, etc.), then the person may walk around and shop, using assistance from the bud-tender where needed. All marijuana products will be kept out of reach of the public and will be handled by the bud-tender only, until the sale is made.
4. Upon the sale, the Point of Sale will account for everything being sold, limiting the bud-tender from selling over one ounce of marijuana or 5000mg of marijuana product in a single transaction. If the bud-tender checking the person is different than that of the bud-tender who checked the person in, another i.d. check will be done before the sale.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

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

Grass Station 49 will ensure that no marijuana or marijuana products are sold to, given to, distributed to, or delivered to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance by observing the behavior of the individual while entering the building or during the identification process. Employees will be trained to watch out for strong odor of alcohol, inhalants and controlled substances. As well as possess the ability to spot incoherent actions and phrases.

3.2. I certify that the retail marijuana store will not:

- a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;
- b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;
- c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;
- d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or
- e. allow a person to consume marijuana or a marijuana product on the licensed premises.

Answer “Yes” or “No” to the following question:

3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?
Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a).

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

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

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365.

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:
   a. is false or misleading;
   b. promotes excessive consumption;
   c. represents that the use of marijuana has curative or therapeutic effects;
   d. depicts a person under the age of 21 consuming marijuana; or
   e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:
   a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;
   b. on or in a public transit vehicle or public transit shelter;
   c. on or in a publicly owned or operated property;
   d. within 1,000 feet of a substance abuse or treatment facility; or
   e. on a campus for postsecondary education.

Section 5 – Displays and Sales

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

Marijuana and marijuana products will be displayed and sold at grass station 49 using glass display cases that have functioning locks that only trained and competent staff of Grass Station 49 will have access to. We will also use slotted board which will be fastened behind the glass cases, on the wall out of customers reach and only accessible by Grass Station 49 employees. The marijuana and marijuana products will be sold using a METRC approved point of sale software. Daily sales will also be uploaded to METRC.
Section 6 – Exit Packaging and Labeling

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

Grass Station 49 will ensure that the marijuana products sold meet the packaging and labeling requirements of 3 AAC 306.345 and all other packaging and labeling requirements from 3 AAC 306.470, 3 AAC 306.475, 3 AAC 306.565, and 3 AAC 306.570. In order to comply and maintain compliance, Grass Station 49 will make sure all of the packages prepared for sale do not get sold unless they are in a sealed and opaque child resistant package. Also, the package will have the necessary warning label, our store logo, the estimated THC content, facility of origin, and the test facility/certify. The package will not have any pictures or logos with cartoon characters, or anything along those lines that have the potential of targeting persons under the age of 21. No marijuana flower will be sold in a quantity higher than one (1) ounce. All marijuana flower, edibles, and concentrates will be packaged in compliance not to exceed any of the potency levels set out in 3 AAC 306.560. All paperwork from the cultivator or manufacturer will be reviewed, and the product inspected before it is put out for sale. Any issues with the paperwork or product such as testing results or manifests will be rejected and reported to AMCO enforcement. If product should come prepackaged, it will be inspected to make sure that it meets all packaging and labeling requirements before being put out for sale.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):

![Sample Label Image]
Section 7 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store’s procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

When entering any Grass Station 49, the first thing that happens is an i.d. check. As soon as a person walks in, they are greeted and asked for an i.d. Upon examining the i.d., the bud-tender will look to see that the i.d card is government issued, and the photo and description matches the person in front of them, check for birth date to ensure person is 21+, check to see that the i.d. is not expired, and also check to see if the i.d. card could be rendered invalid due to damage. If the i.d. card or the person themself seems questionable, the bud-tender will then scan the card to validate.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area.

Section 8 – Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

Grass Station 49 will give the Marijuana Control Board notice not later than three days before making the marijuana waste unusable, and disposing of it. All marijuana waste from retail sales and packaging will be made unusable and non-salvageable by mixing and grinding the plant waste 50/50 with other compost-able material such as soil/dirt/manure. Then, the mixed material will be placed into a leak-proof container and stored in the secure restricted access storage area until it is removed from site by an authorized Grass Station 49 employee. Upon being removed from site, the container will be taken to the Fairbanks North Star Borough Solid Waste Facility. All marijuana waste will be recorded and assigned to specific METRC I.D. tags when applicable.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it.

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

Signature of licensee

Gary Evans

Printed name of licensee

Subscribed and sworn to before me this 21 day of December 20 2018.

License # 13949

Received by AMCO 1/28/19
(Additional Space as Needed):
Alaska Marijuana Control Board

Form MJ-07: Public Notice Posting Affidavit

What is this form?

A public notice posting affidavit is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(10). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by posting a true copy of the application for ten (10) days at the location of the proposed licensed premises and one other conspicuous location in the area of the proposed premises, per 3 AAC 306.025(b)(1).

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

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>THE GRASS STATION, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>RETAIL MARIJUANA STORE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>GRASS STATION 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 AIRPORT WAY, SUITE A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>FAIRBANKS</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Section 2 – Certification

I certify that I have met the public notice requirement set forth under 3 AAC 306.025(b)(1) by posting a copy of my application for the following 10-day period at the location of the proposed licensed premises and at the following conspicuous location in the area of the proposed premises:

Start Date: 08/30/2018
End Date: 09/15/2018

Other conspicuous location: UNITED STATES POST OFFICE (5400 MAIL TRAIL, FAIRBANKS, AK 99709)

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

Signature of licensee
GARY EVANS
Printed name of licensee

Subscribed and sworn to before me this 27th day of January, 2019

[Form MJ-07] (rev 10/05/2017)
What is this form?

This form must be used to initiate a transfer of ownership of a marijuana establishment license under 3 AAC 306.045. This transfer application must be completed and submitted to AMCO's main office, along with all necessary supplemental documents and fees listed in Form MJ-17b: License Transfer Application Checklist, before a transfer of ownership, including a change that affects the controlling interest of an entity, will be considered by the Marijuana Control Board.

Please note that licensees seeking to change controlling interest of an entity that owns multiple licenses must submit a separate completed copy of this form and the required supplemental documents and fees for each license.

## Section 1 - Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Wishful Things, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Wishful Things, LLC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>Alaska</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:jamsimpson@msn.com">jamsimpson@msn.com</a></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
<tr>
<td>Local Government:</td>
<td>City of Fairbanks</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☐ Regular ownership transfer ☐ Transfer of controlling interest in the licensed entity

## Section 2 - Transferee Information

Enter information for the new applicant seeking to be licensed.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>Alaska Entity #:</th>
<th>10044804</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address:</td>
<td>P.O. Box 71034</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>Alaska</td>
</tr>
<tr>
<td>Business License #:</td>
<td>1040267</td>
<td>ZIP:</td>
<td>99707</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Designated Licensee:</th>
<th>Gary Evans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone:</td>
<td>907-460-0398</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:gary@grassstation49.com">gary@grassstation49.com</a></td>
</tr>
</tbody>
</table>
Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to each local government and any community council in the area of the proposed licensed premises. For an establishment located inside the boundaries of city that is within a borough, both the city and the borough must be notified.

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

Section 1 – Establishment Information

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

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<tr>
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<td>State: AK ZIP: 99709</td>
</tr>
</tbody>
</table>

Section 2 – Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government (LG) official(s) and community council (if applicable):

Local Government(s): City of Fairbanks AND Fairbanks North Star Borough 08/30/2018

Name/Submission of LG Official 1: Brittany Smart, Special Assistant

Community Council: (Municipality of Anchorage and Matanuska-Susitna Borough only)

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

Signature of licensee
Gary Evans

Printed name of licensee

Subscribed and sworn to before me this 30 day of August, 2018.

[Form MJ-08] (rev 01/10/2018)

Page 1 of 1

Received by AMCO 1/28/19
What is this form?

This form must be used to initiate a transfer of ownership of a marijuana establishment license under 3 AAC 306.045. This transfer application must be completed and submitted to AMCO's main office, along with all necessary supplemental documents and fees listed in Form MJ-17b: License Transfer Application Checklist, before a transfer of ownership, including a change that affects the controlling interest of an entity, will be considered by the Marijuana Control Board.

Please note that licensees seeking to change controlling interest of an entity that owns multiple licenses must submit a separate completed copy of this form and the required supplemental documents and fees for each license.

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- [ ] Regular ownership transfer
- [ ] Transfer of controlling interest in the licensed entity

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</tr>
<tr>
<td>Contact Phone:</td>
<td>907-460-0398</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:gary@grassstation49.com">gary@grassstation49.com</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) and affiliate (as defined in 3 AAC 306.990(a)(1)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each proposed licensee or affiliate before any license application will be considered complete.

Section 1 – Establishment Information

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

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Grass Station 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way, Suite A</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Gary Evans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Owner</td>
</tr>
<tr>
<td>SSN:</td>
<td></td>
</tr>
<tr>
<td>Date of Birth:</td>
<td></td>
</tr>
</tbody>
</table>
Section 3 – Certifications

I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

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

Signature of licensee

Gary Evans

Printed name of licensee

Subscribed and sworn to before me this 21 day of December, 2021.
Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) and affiliate (as defined in 3 AAC 306.990(a)(1)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO’s main office by each proposed licensee or affiliate before any license application will be considered complete.

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

<table>
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<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Grass Station 49</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way, Suite A</td>
<td>State:</td>
<td>AK</td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>ZIP:</td>
<td>99709</td>
</tr>
</tbody>
</table>

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Mason Evans</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Owner</td>
</tr>
<tr>
<td>SSN:</td>
<td></td>
</tr>
<tr>
<td>Date of Birth:</td>
<td></td>
</tr>
</tbody>
</table>
Section 3 – Certifications

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I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

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

Signature of licensee

Mason Evans

Printed name of licensee

Subscribed and sworn to before me this 71 day of December, 2018

My commission expires: 10/04/2022
Alaska Marijuana Control Board
Marijuana Establishment
Form MJ-17c: License Transfer Application

What is this form?

This form must be used to initiate a transfer of ownership of a marijuana establishment license under 3 AAC 306.045. This transfer application must be completed and submitted to AMCO’s main office, along with all necessary supplemental documents and fees listed in Form MJ-17b: License Transfer Application Checklist, before a transfer of ownership, including a change that affects the controlling interest of an entity, will be considered by the Marijuana Control Board.

Please note that licensees seeking to change controlling interest of an entity that owns multiple licenses must submit a separate completed copy of this form and the required supplemental documents and fees for each license.

Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>Wishful Things, LLC</th>
<th>License Number:</th>
<th>13949</th>
</tr>
</thead>
<tbody>
<tr>
<td>License Type:</td>
<td>Retail Marijuana Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doing Business As:</td>
<td>Wishful Things, LLC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Address:</td>
<td>3505 Airport Way</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
<td>Alaska</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:jamsimpson@msn.com">jamsimpson@msn.com</a></td>
<td>ZIP:</td>
<td>99709</td>
</tr>
<tr>
<td>Local Government:</td>
<td>City of Fairbanks</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

☑ Regular ownership transfer  ☐ Transfer of controlling interest in the licensed entity

Section 2 – Transferee Information

Enter information for the new applicant seeking to be licensed.

<table>
<thead>
<tr>
<th>Licensee:</th>
<th>The Grass Station, LLC</th>
<th>Alaska Entity #: 10039869</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address:</td>
<td>P.O. Box 71034</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State:</td>
</tr>
<tr>
<td>Business License #:</td>
<td>1040267</td>
<td>ZIP:</td>
</tr>
<tr>
<td>Designated Licensee:</td>
<td>Gary Evans</td>
<td>Business Phone:</td>
</tr>
<tr>
<td>Contact Phone:</td>
<td>907-460-0398</td>
<td></td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:gary@grassstation49.com">gary@grassstation49.com</a></td>
<td></td>
</tr>
</tbody>
</table>

Page 1 of 4
## Section 3 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 4. If any entity official is another entity, you must include the AK Entity # of that entity in the Entity Official Name field, attach a separate completed copy of this page that breaks down the ownership information for that entity, and submit the supplemental documents and fingerprint fees listed on Form MJ-17b required for each individual entity official. Entity documents must be submitted for each entity listed on this form. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, complete the following for each officer or owner of any of the corporation’s stock.
- If the applicant is a limited liability company, complete the following for each member holding any ownership interest.
- If the applicant is a partnership or limited partnership, complete the following for each partner holding any interest.

<table>
<thead>
<tr>
<th>Entity Official Name</th>
<th>Gary Evans</th>
<th>Phone: 907-460-0398</th>
<th>% Owned: 50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Member</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:gary@grassstation49.com">gary@grassstation49.com</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>P.O. Box 71034</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State: Alaska</td>
<td>ZIP: 99707</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official Name</th>
<th>Mason Evans</th>
<th>Phone: 907-590-1367</th>
<th>% Owned: 50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title(s):</td>
<td>Member</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:mason@grassstation49.com">mason@grassstation49.com</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>P.O. Box 71034</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Fairbanks</td>
<td>State: Alaska</td>
<td>ZIP: 99707</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official Name</th>
<th></th>
<th></th>
<th></th>
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<tbody>
<tr>
<td>Title(s):</td>
<td></td>
<td>Phone:</td>
<td>% Owned:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td></td>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entity Official Name</th>
<th></th>
<th></th>
<th></th>
</tr>
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<tbody>
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</tr>
<tr>
<td>Email:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td></td>
<td>City:</td>
<td>State:</td>
</tr>
</tbody>
</table>

License # 13949

Received by AMCO 1/28/19

Page 2 of 4
Section 4 – Other Licenses

Ownership and financial interest in other marijuana establishments: Yes ☑ No ☐

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other marijuana establishment that is licensed in Alaska?

☑

If “Yes”, disclose which individual(s) has the financial interest, which license number(s), and license type(s):

Marijuana Retail Licenses 10869, 12956, 16579, 17077. All operating as Grass Station 49.

Section 5 – 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:

Lance Wells. Grass Station 49 Attorney.

Section 6 – Transferee Certifications

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

I certify that all proposed licensees (as defined in 3 AAC 306.020) and affiliates have been listed on this application.

☒

Completed copies of all required documents and fees listed on Form MJ-17b are attached to this form.

☒

I certify 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 agree to provide all information required by the Marijuana Control Board in support of this application.

☒

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this form, including all accompanying schedules and statements, is true, correct, and complete.

S. Quintana

State of Alaska

Exp November 23, 2019

Subscribed and sworn to before me this 30 day of August, 2019.

[Signature of transferee]

Gary S. Evans

Printed name of transferee

License #: 139481

Notary Public in and for the State of Alaska.

My commission expires: 11/23/19

Received by AMCO 1/28/19

Page 3 of 4
Section 7 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of unsworn falsification that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) approve of the transfer of this license, and that the information on this form is true, correct, and complete.

Signature of transferor

James M. Simpson

Printed name of transferor

_______________________________________________

S. Quintana

Notary Public in and for the State of Alaska.

Exp November 23, 2019

My commission expires: 11/23/19

Subscribed and sworn to before me this 30 day of August 2018.
COMMERCIAL LEASE AGREEMENT

THIS LEASE (this "Lease") dated this 20th day of December, 2018

BETWEEN:

GAME INVESTMENTS LLC of PO Box 71034, Fairbanks, Alaska 99707
Telephone: (907) 460-0398 Fax: _______________________
(the "Landlord")

OF THE FIRST PART

- AND -

The Grass Station, LLC of PO BOX 71034, FAIRBANKS, AK 99707
(the "Tenant")

OF THE SECOND PART

IN CONSIDERATION OF the Landlord leasing certain premises to the Tenant, the Tenant leasing those premises from the Landlord and the mutual benefits and obligations set forth in this Lease, the receipt and sufficiency of which consideration is hereby acknowledged, the Parties to this Lease (the "Parties") agree as follows:

Definitions

1. When used in this Lease, the following expressions will have the meanings indicated:
   a. "Additional Rent" means all amounts payable by the Tenant under this Lease except Base Rent, whether or not specifically designated as Additional Rent elsewhere in this Lease;
   b. "Building" means the Lands together with all buildings, improvements, equipment, fixtures, property and facilities from time to time thereon, as from time to time altered, expanded or reduced by the Landlord in its sole discretion;
   c. "Common Areas and Facilities" mean:
      i. those portions of the Building areas, buildings, improvements, facilities, utilities, equipment and installations in or forming part of the Building which from time to time are not designated or intended by the Landlord to be leased to tenants of the Building including, without limitation, exterior weather walls, roofs, entrances and exits, parking areas,
driveways, loading docks and area, storage, mechanical and electrical rooms, areas above and below leasable premises and not included within leasable premises, security and alarm equipment, grassed and landscaped areas, retaining walls and maintenance, cleaning and operating equipment serving the Building; and

ii. those lands, areas, buildings, improvements, facilities, utilities, equipment and installations which serve or are for the useful benefit of the Building, the tenants of the Building or the Landlord and those having business with them, whether or not located within, adjacent to or near the Building and which are designated from time to time by the Landlord as part of the Common Areas and Facilities;

d. "Lands" means the land legally described as:
   i. LOT 1 BLOCK 5A FAIRWEST;

e. "Leasable Area" means with respect to any rentable premises, the area expressed in square feet of all floor space including floor space of mezzanines, if any, determined, calculated and certified by the Landlord and measured from the exterior face of all exterior walls, doors and windows, including walls, doors and windows separating the rentable premises from enclosed Common Areas and Facilities, if any, and from the center line of all interior walls separating the rentable premises from adjoining rentable premises. There will be no deduction or exclusion for any space occupied by or used for columns, ducts or other structural elements;

f. "Premises" means the retail store at 3505 Airport Way, Suite A, Fairbanks, AK 99709-4761 which is located approximately as shown in red on Schedule 'A' attached to and incorporated in the Lease and comprises a Leasable Area of 1260 square feet;

g. "Proportionate Share" means a fraction, the numerator of which is the Leasable Area of the Premises and the denominator of which is the aggregate of the Leasable Area of all rentable premises in the Building.

h. "Rent" means the total of Base Rent and Additional Rent.

Leased Premises

2. The Landlord agrees to rent to the Tenant the retail store municipally described as 3505 Airport Way, Fairbanks, AK 99709-4761, (the "Premises") which is located approximately as shown in red on Schedule "A" attached to and incorporated in the Lease and comprises a Leasable Area of 1260 square feet. The Premises are more particularly described as follows:
   Suite A, Downstairs. The Premises will be used for only the following permitted use (the "Permitted
Use"): Marijuana Retail Store.

3. While the Tenant, or an assignee or subtenant approved by the Landlord, is using and occupying the Premises for the Permitted Use and is not in default under the Lease, the Landlord agrees not to Lease space in the Building to any tenant who will be conducting in such premises as its principal business, the services of: Marijuana Retail Store.

4. Subject to the provisions of this Lease, the Tenant is entitled to the use of parking (the 'Parking') on or about the Premises. Only properly insured motor vehicles may be parked in the Tenant's space.

Term

5. The term of the Lease commences at 12:00 noon on May 1, 2019 and ends at 12:00 noon on May 1, 2024 (the "Term").

6. Should the Tenant remain in possession of the Premises with the consent of the Landlord after the natural expiration of this Lease, a new tenancy from month to month will be created between the Landlord and the Tenant which will be subject to all the terms and conditions of this Lease but will be terminable upon either party giving one month's notice to the other party.

Rent

7. Subject to the provisions of this Lease, the Tenant will pay a base rent of $5,500.00, payable per month, for the Premises (the "Base Rent"), without setoff, abatement or deduction. In addition to the Base Rent, the Tenant will pay for any fees or taxes arising from the Tenant's business.

8. The Tenant will pay the Base Rent on or before the First of each and every month of the Term to the Landlord.

9. The Base Rent for the Premises will increase over the Term of the Lease as follows: Increase of 3% yearly.

A. Year 1: $5,500.00
B. Year 2: $5,665.00
C. Year 3: $5,834.95
D. Year 4: $6,010.00
E. Year 5: $6,190.30
10. No acceptance by the Landlord of any amount less than the full amount owed will be taken to operate as a waiver by the Landlord for the full amount or in any way to defeat or affect the rights and remedies of the Landlord to pursue the full amount.

Operating Costs

11. In addition to the Base Rent, the Tenant will pay as Additional Rent, without setoff, abatement or deduction, its Proportionate Share of all of the Landlord’s costs, charges and expenses of operating, maintaining, repairing, replacing and insuring the Building including the Common Areas and Facilities from time to time and the carrying out of all obligations of the Landlord under this Lease and similar leases with respect to the Building ("Operating Costs").

12. Except as otherwise provided in this Lease, Operating Costs will not include debt service, depreciation, costs determined by the Landlord from time to time to be fairly allocable to the correction of construction faults or initial maladjustments in operating equipment, all management costs not allocable to the actual maintenance, repair or operation of the Building (such as in connection with leasing and rental advertising), work performed in connection with the initial construction of the Building and the Premises and improvements and modernization to the Building subsequent to the date of original construction which are not in the nature of a repair or replacement of an existing component, system or part of the Building.

13. Operating Costs will also not include the following:
   a. any increase in insurance premiums to the center as a result of business activities of other Tenants;
   b. the costs of any capital replacements;
   c. the costs incurred or accrued due to the willful act or negligence of the Landlord or anyone acting on behalf of the Landlord;
   d. structural repairs;
   e. costs for which the Landlord is reimbursed by insurers or covered by warranties;
   f. costs incurred for repairs or maintenance for the direct account of a specific Tenant or vacant space;
   g. costs recovered directly from any Tenant for separate charges such as heating, ventilating, and air conditioning relating to that Tenant’s leased premises, and in respect of any act, omission, neglect or default of any Tenant of its obligations under its Lease; or
h. any expenses incurred as a result of the Landlord generating revenues from common area facilities will be paid from those revenues generated.

14. The Tenant will pay:

a. To the Landlord, the Tenant's Proportionate Share of all real property taxes, rates, duties, levies and assessments which are levied, rated, charged, imposed or assessed by any lawful taxing authority (whether federal, state, district, municipal, school or otherwise) against the Building and the land or any part of the Building and land from time to time or any taxes payable by the Landlord which are charged in lieu of such taxes or in addition to such taxes, but excluding income tax upon the income of the Landlord to the extent that such taxes are not levied in lieu of real property taxes against the Building or upon the Landlord in respect of the Building.

b. To the lawful taxing authorities, or to the Landlord, as it may direct, as and when the same become due and payable, all taxes, rates, use fees, duties, assessments and other charges that are levied, rated, charged or assessed against or in respect of all improvements, equipment and facilities of the Tenant on or in default by the Tenant and in respect of any business carried on in the Premises or in respect of the use or occupancy of the Premises by the Tenant and every subtenant, licensee, concessionaire or other person doing business on or from the Premises or occupying any portion of the Premises.

Landlord's Estimate

15. The Landlord may, in respect of all taxes and Operating Costs and any other items of Additional Rent referred to in this Lease compute bona fide estimates of the amounts which are anticipated to accrue in the next following lease year, calendar year or fiscal year, or portion of such year, as the Landlord may determine is most appropriate for each and of all items of Additional Rent, and the Landlord may provide the Tenant with written notice and a reasonable breakdown of the amount of any such estimate, and the Tenant, following receipt of such written notice of the estimated amount and breakdown will pay to the Landlord such amount, in equal consecutive monthly installment throughout the applicable period with the monthly installment of Base Rent. With respect to any item of Additional rent which the Landlord has not elected to estimate from time to time, the Tenant will pay to the Landlord the amount of such item of Additional Rent, determined under the applicable provisions of this Lease, immediately upon receipt of an invoice setting out such items of Additional Rent. Within one hundred and twenty (120) days of the conclusion of each year of the term or a portion of a year, as the case may be, calendar year or fiscal year, or portion of such year, as the case may be, for which the Landlord has estimated any item of Additional Rent, the Landlord will compute the actual amount of such item of Additional Rent, and make available to the Tenant for examination a statement providing the amount of such item of Additional Rent and the calculation of the Tenant's
share of that Additional Rent for such year or portion of such year. If the actual amount of such items of Additional Rent, as set out in the any such statement, exceeds the aggregate amount of the installment paid by the Tenant in respect of such item, the Tenant will pay to the Landlord the amount of excess within fifteen (15) days of receipt of any such statement. If the contrary is the case, any such statement will be accompanied by a refund to the Tenant of any such overpayment without interest, provided that the Landlord may first deduct from such refund any rent which is then in arrears.

Use and Occupation

16. The Tenant will carry on business under the name of Grass Station 49 and will not change such name without the prior written consent of the Landlord, such consent not to be unreasonably withheld. The Tenant will open the whole of the Premises for business to the public fully fixtureed, stocked and staffed on the date of commencement of the term and throughout the term, and will continuously occupy and utilize the entire Premises in the active conduct of its business in a reputable manner on such days and during such hours of business as may be determined from time to time by the Landlord.

17. The Tenant covenants that the Tenant will carry on and conduct its business from time to time carried on upon the Premises in such manner as to comply with all statutes, bylaws, rules and regulations of any federal, provincial, municipal or other competent authority and will not do anything on or in the Premises in contravention of any of them.

Quiet Enjoyment

18. The Landlord covenants that on paying the Rent and performing the covenants contained in this Lease, the Tenant will peacefully and quietly have, hold, and enjoy the Premises for the agreed term.

Distress

19. If and whenever the Tenant is in default in payment of any money, whether hereby expressly reserved or deemed as rent, or any part of the rent, the Landlord may, without notice or any form of legal process, enter upon the Premises and seize, remove and sell the Tenant's goods, chattels and equipment from the Premises or seize, remove and sell any goods, chattels and equipment at any place to which the Tenant or any other person may have removed them, in the same manner as if they had remained and been distrained upon the Premises, all notwithstanding any rule of law or equity to the contrary, and the Tenant hereby waives and renounces the benefit of any present or future statute or law limiting or eliminating the Landlord's right of distress.

Overholding
20. If the Tenant continues to occupy the Premises without the written consent of the Landlord after the expiration or other termination of the term, then, without any further written agreement, the Tenant will be a month-to-month tenant at a minimum monthly rental equal to twice the Base Rent and subject always to all of the other provisions of this Lease insofar as the same are applicable to a month-to-month tenancy and a tenancy from year to year will not be created by implication of law.

Additional Rights on Reentry

21. If the Landlord reenters the Premises or terminates this Lease, then:
   
a. notwithstanding any such termination or the term thereby becoming forfeited and void, the provisions of this Lease relating to the consequences of termination will survive;

b. the Landlord may use such reasonable force as it may deem necessary for the purpose of gaining admittance to and retaking possession of the Premises and the Tenant hereby releases the Landlord from all actions, proceedings, claims and demands whatsoever for and in respect of any such forcible entry or any loss or damage in connection therewith or consequential thereupon;

c. the Landlord may expel and remove, forcibly, if necessary, the Tenant, those claiming under the Tenant and their effects, as allowed by law, without being taken or deemed to be guilty of any manner of trespass;

d. in the event that the Landlord has removed the property of the Tenant, the Landlord may store such property in a public warehouse or at a place selected by the Landlord, at the expense of the Tenant. If the Landlord feels that it is not worth storing such property given its value and the cost to store it, then the Landlord may dispose of such property in its sole discretion and use such funds, if any, towards any indebtedness of the Tenant to the Landlord. The Landlord will not be responsible to the Tenant for the disposal of such property other than to provide any balance of the proceeds to the Tenant after paying any storage costs and any amounts owed by the Tenant to the Landlord;

e. the Landlord may relet the Premises or any part of the Premises for a term or terms which may be less or greater than the balance of the Term remaining and may grant reasonable concessions in connection with such reletting including any alterations and improvements to the Premises;

f. after reentry, the Landlord may procure the appointment of a receiver to take possession and collect rents and profits of the business of the Tenant, and, if necessary to collect the rents and profits the receiver may carry on the business of the Tenant and take possession of the personal property used in the business of the Tenant, including inventory, trade fixtures, and furnishings, and use them in the business without compensating the Tenant;
g. after reentry, the Landlord may terminate the Lease on giving 5 days written notice of
termination to the Tenant. Without this notice, reentry of the Premises by the Landlord or its
agents will not terminate this Lease;

h. the Tenant will pay to the Landlord on demand:
   i. all rent, Additional Rent and other amounts payable under this Lease up to the time of
      reentry or termination, whichever is later;
   
   ii. reasonable expenses as the Landlord incurs or has incurred in connection with the
      reentering, terminating, reletting, collecting sums due or payable by the Tenant, realizing
      upon assets seized; including without limitation, brokerage, fees and expenses and legal
      fees and disbursements and the expenses of keeping the Premises in good order, repairing
      the same and preparing them for reletting; and
   
   iii. as liquidated damages for the loss of rent and other income of the Landlord expected to be
      derived from this Lease during the period which would have constituted the unexpired
      portion of the term had it not been terminated, at the option of the Landlord, either:
      1. an amount determined by reducing to present worth at an assumed interest rate of
         twelve percent (12%) per annum all Base Rent and estimated Additional Rent to
         become payable during the period which would have constituted the unexpired
         portion of the term, such determination to be made by the Landlord, who may make
         reasonable estimates of when any such other amounts would have become payable
         and may make such other assumptions of the facts as may be reasonable in the
         circumstances; or
      2. an amount equal to the Base Rent and estimated Additional Rent for a period of six
         (6) months.

Renewal of Lease

22. Upon giving written notice no later than 60 days before the expiration of the Term, the Tenant may
renew this Lease for an additional term. All terms of the renewed lease will be the same except for
any signing incentives/inducements and this renewal clause and the amount of the rent. If the
Landlord and the Tenant cannot agree as to the amount of the Rent, the amount of the Rent will be
determined by mediation. The Rent should be determined taking into consideration the market rent of
similarly improved premises in the market, as well as the location, use, age, and size of premises.

Utilities and Other Costs
23. The Tenant is responsible for the direct payment of the following utilities and other charges in relation to the Premises: electricity, water, sewer, telephone, Internet and cable.

24. The Tenant will also directly pay for the following utilities and other charges in relation to the Premises: Heat.

Insurance

25. The Tenant is hereby advised and understands that the personal property of the Tenant is not insured by the Landlord for either damage or loss, and the Landlord assumes no liability for any such loss. The Tenant is advised that, if insurance coverage is desired by the Tenant, the Tenant should inquire of Tenant's insurance agent regarding a Tenant's Policy of Insurance.

26. The Tenant is not responsible for insuring the Landlord's contents and furnishings in or about the Premises for either damage and loss, and the Tenant assumes no liability for any such loss.

27. The Tenant is not responsible for insuring the Premises for either damage and loss to the structure, mechanical or improvements to the Building on the Premises, and the Tenant assumes no liability for any such loss.

28. The Tenant is responsible for insuring the Premises for liability insurance for the benefit of the Tenant and the Landlord.

29. The Tenant will provide proof of such insurance to the Landlord upon request.

Abandonment

30. If at any time during the Term, the Tenant abandons the Premises or any part of the Premises, the Landlord may, at its option, enter the Premises by any means without being liable for any prosecution for such entering, and without becoming liable to the Tenant for damages or for any payment of any kind whatever, and may, at the Landlord's discretion, as agent for the Tenant, relet the Premises, or any part of the Premises, for the whole or any part of the then unexpired term, and may receive and collect all rent payable by virtue of such reletting, and, at the Landlord's option, hold the Tenant liable for any difference between the Rent that would have been payable under this Lease during the balance of the unexpired term, if this Lease had continued in force, and the net rent for such period realized by the Landlord by means of the reletting. If the Landlord's right of reentry is exercised following abandonment of the premises by the Tenant, then the Landlord may consider any personal property belonging to the Tenant and left on the Premises to also have been abandoned, in which case the Landlord may dispose of all such personal property in any manner the Landlord will deem proper and is relieved of all liability for doing so.
Governing Law

31. It is the intention of the Parties to this Lease that the tenancy created by this Lease and the performance under this Lease, and all suits and special proceedings under this Lease, be construed in accordance with and governed, to the exclusion of the law of any other forum, by the laws of the State of Alaska, without regard to the jurisdiction in which any action or special proceeding may be instituted.

Severability

32. If there is a conflict between any provision of this Lease and the applicable legislation of the State of Alaska (the 'Act'), the Act will prevail and such provisions of the Lease will be amended or deleted as necessary in order to comply with the Act. Further, any provisions that are required by the Act are incorporated into this Lease.

Assignment and Subletting

33. The Tenant will not assign this Lease, or sublet or grant any concession or license to use the Premises or any part of the Premises. An assignment, subletting, concession, or license, whether by operation of law or otherwise, will be void and will, at Landlord's option, terminate this Lease.

Bulk Sale

34. No bulk sale of goods and assets of the Tenant may take place without first obtaining the written consent of the Landlord, which consent will not be unreasonably withheld so long as the Tenant and the Purchaser are able to provide the Landlord with assurances, in a form satisfactory to the Landlord, that the Tenant's obligations in this Lease will continue to be performed and respected, in the manner satisfactory to the Landlord, after completion of the said bulk sale.

Additional Provisions

35. Lease dated 05/01/2019 has only one (1) tenant, and they have sole possession of the premises.

36. This lease is contingent upon the approval of the Alaska Marijuana License transfer from marijuana retail "Wishful Things, LLC" to "The Grass Station, LLC" retail license number "13949". Upon date of transfer, all previous lease agreements with "Wishful Things, LLC" become void.

37. A) The Lessor knows that 3505 Airport Way is used for a marijuana retail establishment.

B) The Lessor will not take possession or remove marijuana or marijuana products from the premises if Lessee should default. Lessor will contact AMCO if tenant should default.
C) There will be no manufacturing of marijuana products at 3505 Airport Way.

Care and Use of Premises

38. The Tenant will promptly notify the Landlord of any damage, or of any situation that may significantly interfere with the normal use of the Premises.

39. Vehicles which the Landlord reasonably considers unsightly, noisy, dangerous, improperly insured, inoperable or unlicensed are not permitted in the Tenant's parking stall(s), and such vehicles may be towed away at the Tenant's expense. Parking facilities are provided at the Tenant's own risk. The Tenant is required to park in only the space allotted to them.

40. The Tenant will not make (or allow to be made) any noise or nuisance which, in the reasonable opinion of the Landlord, disturbs the comfort or convenience of other tenants.

41. The Tenant will not engage in any illegal trade or activity on or about the Premises.

42. The Landlord and Tenant will comply with standards of health, sanitation, fire, housing and safety as required by law.

Surrender of Premises

43. At the expiration of the lease term, the Tenant will quit and surrender the Premises in as good a state and condition as they were at the commencement of this Lease, reasonable use and wear and damages by the elements excepted.

Hazardous Materials

44. The Tenant will not keep or have on the Premises any article or thing of a dangerous, flammable, or explosive character that might unreasonably increase the danger of fire on the Premises or that might be considered hazardous by any responsible insurance company.

Rules and Regulations

45. The Tenant will obey all rules and regulations posted by the Landlord regarding the use and care of the Building, parking lot and other common facilities that are provided for the use of the Tenant in and around the Building on the Premises.

General Provisions
46. Any waiver by the Landlord of any failure by the Tenant to perform or observe the provisions of this Lease will not operate as a waiver of the Landlord’s rights under this Lease in respect of any subsequent defaults, breaches or nonperformance and will not defeat or affect in any way the Landlord’s rights in respect of any subsequent default or breach.

47. This Lease will extend to and be binding upon and inure to the benefit of the respective heirs, executors, administrators, successors and assigns, as the case may be, of each party to this Lease. All covenants are to be construed as conditions of this Lease.

48. All sums payable by the Tenant to the Landlord pursuant to any provision of this Lease will be deemed to be Additional Rent and will be recoverable by the Landlord as rental arrears.

49. Where there is more than one Tenant executing this Lease, all Tenants are jointly and severally liable for each other’s acts, omissions and liabilities pursuant to this Lease.

50. Time is of the essence in this Lease.

51. This Lease will constitute the entire agreement between the Landlord and the Tenant. Any prior understanding or representation of any kind preceding the date of this Lease will not be binding on either party to this Lease except to the extent incorporated in this Lease. In particular, no warranties of the Landlord not expressed in this Lease are to be implied.

IN WITNESS WHEREOF the Parties to this Lease have duly affixed their signatures under hand and seal, or by a duly authorized officer under seal, on this 20th day of December, 2018.

Gary Evans (The Grass Station LLC)

Mason Evans (The Grass Station, LLC)

Gary Evans (GAME Investments, LLC)

Mason Evans (GAME Investments, LLC)

State of Alaska

)SS.

Fourth Judicial District

The forgoing instrument was acknowledged before me this 21st day of December 2018, by Mason Evans and Gary Evans.

Notary Public for Alaska
My Commission Expires 10/04/2022
AFFIDAVIT OF PUBLICATION

UNITED STATES OF AMERICA
STATE OF ALASKA
FOURTH DISTRICT

Before me, the undersigned, a notary public, this day personally appeared Crystal Wise, who, being first duly sworn, according to law, says that she/he is an Advertising Clerk of the Fairbanks Daily News-Miner, a newspaper (i) published in newspaper format, (ii) distributed daily more than 50 weeks per year, (iii) with a total circulation of more than 500 and more than 10% of the population of the Fourth Judicial District, (iv) holding a second class mailing permit from the United States Postal Service, (v) not published primarily to distribute advertising, and (vi) not intended for a particular professional or occupational group. The advertisement which is attached is a true copy of the advertisement published in said paper on the following day(s):

January 18, 2019, January 25, 2019, February 01, 2019

and that the rate charged theron is not excess of the rate charged private individuals, with the usual discounts.

Advertising Clerk

Subscribed and sworn to me this 1st day of February, 2019.

Marena Burnell, Notary Public in and for the State of Alaska.
My commission expires December 7th, 2021.

Wishful Things Transfer 00048390 00008967

LGL ATTN: Gary Evans
GRASS STATION 49
125 KENNETH ST
FAIRBANKS, AK 99712
PH: (907) 460-0398

STATE OF ALASKA
NOTARY PUBLIC
M. Burnell
My Commission Ends December 7, 2021

Wishful Things, LLC, doing business as Wishful Things, LLC, located at 3505 Airport Way, Fairbanks, AK 99709 is applying under 3 AAC 306.045 for transfer of a Retail Marijuana Store (3 AAC 306.300), license # 13949 to The Grass Station, LLC, doing business as Grass Station 49 located at 3505 Airport Way Suite A, Fairbanks Alaska, 99709

Interested persons may object to the application by submitting a written statement of reasons for the objection to their local government, the applicant, and the Alcohol & Marijuana Control Office (AMCO) not later than 30 days after the director has determined the application to be complete and has given written notice to the local government. Once an application is determined to be complete, the objection deadline and a copy of the application will be posted on AMCO’s website at https://www.commerce.alaska.gov/web/amco. Objections should be sent to AMCO at marijuana.licensing@alaska.gov or to 550 W 7th Ave, Suite 1600, Anchorage, AK 99501.

Publish: 01-18, 01-25, & 02-01-2019

48390
Comments:
Transfer Retail Marijuana Store: Grass Station
49 License #13949
For February Meeting 197
Property Information for PAN#: 64386

PROPERTY DESCRIPTION: Fairwest, Block 05A, Lot 01
OWNER: Evans Gary S [ownership]
         Evans Mason M [co-owner]
SITUS ADDRESS: 3505 Airport Way
ZONING: GC (100%)
COMMUNITY PLANNING PERMITS:
Zoning: 17468, 17683, 17837, 17844, 4644

Proximity, Zoning, and Sensitive Use Map
Grass Station 49
Marijuana License - Transfer - #13949
Retail Store

PAN# 64386
Printed on: 2/8/2019

The Fairbanks North Star Borough does not warrant the accuracy of maps or data provided, nor their suitability for any particular application. There may be errors in the data.
This zoning permit is to change the use of the first floor of an existing building to a retail marijuana store.

Airport Way Front-Yard Setback = 15', Bedrock Street Front-Yard Setback = 10', South Rear-Yard Setback = 10'

The existing building does not meet the FNSBC 18.96.100 Street intersection visibility requirements and FNSBC 18.64.030 GC front yard setback requirements.

All signage shall meet the requirements listed in FNSBC 18.96.070.

Please check with the City of Fairbanks for any permit requirements.
- I certify that I am the owner or that I am authorized to act for the owner of the property.
- I certify that this information is to the best of my knowledge true and complete.
- I acknowledge and will comply with the conditions set forth in this zoning permit.
- I understand that the holder of this permit is required to comply with all other applicable laws, including city, borough, state and federal laws.
- I agree to submit current and accurate documents if the site plan or other application materials are changed subsequent to issuance of this permit.
- I understand that this permit is appealable and that this appeal must be submitted and perfected within 15 days of the date of the decision in accordance with FNSBC 18.104.090.
- This permit is issued contingent upon the applicant obtaining the appropriate State of Alaska Commercial Marijuana Facility License.

Applicant Signature: [Signature]  Date: 7-24-2017

Zoning Specifications

<table>
<thead>
<tr>
<th>Existing Zone:</th>
<th>GC (100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Lot Size:</td>
<td>0</td>
</tr>
<tr>
<td>Front Yard Req:</td>
<td>20</td>
</tr>
<tr>
<td>Side Yard Req:</td>
<td>0</td>
</tr>
<tr>
<td>Rear Yard Req:</td>
<td>0</td>
</tr>
</tbody>
</table>

Flood Zone: X PROTECTED BY LEVEE (100%)

| Road Service Area: | No |
| Parking Spaces Req: | 6 |
| Building Type: | Principal |

Conditions

Floodplain Permit Required: No  
Conditions: Retail marijuana store

FNSB Driveway Permit Required: No

Reasons: Retail marijuana store meets Title 18 requirements

Permit Approval: Approved  
Zoning Official: Singh, M  Date: 7/21/2017

This is a Fairbanks North Star Borough Community Planning Department Zoning Permit. Please contact other departments and agencies to obtain permits as necessary.
### Wall Types

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Material</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1&quot; CML EXTERIOR WALL:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8&quot; CML BLOCK</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2&quot; Rigid Insul.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>48&quot; GAP (MINIMUM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2x4 Furred Cut Wall</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3/8 TYPE-I GIB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>1/2&quot; DECKING/DECK WALL:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8&quot; DECKING/DECK BLOCK</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Door Schedule

<table>
<thead>
<tr>
<th></th>
<th>Size</th>
<th>Type</th>
<th>Hardware</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>INSULATED HALF-LITE</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>INSULATED HALF-LITE</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>INSULATED MTL</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>SOLID CORE WOOD</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>INSUL MTL, 1-HR</td>
<td>LEVER LOCK/LATCH</td>
<td>SPRING HINGES</td>
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<tr>
<td>6</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>SOLID CORE WOOD</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>INSULATED MTL</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>2'-6&quot; x 6'-8&quot;</td>
<td>SOLID CORE WOOD</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>3'-0&quot; x 6'-8&quot;</td>
<td>BAR GRATE SECURITY SCREEN</td>
<td>LEVER LOCK/LATCH</td>
<td></td>
</tr>
</tbody>
</table>

### Window Schedule

<table>
<thead>
<tr>
<th></th>
<th>Size</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8'-0&quot; x 6'-0&quot;</td>
<td>EXIST PICTURE WINDOW</td>
</tr>
<tr>
<td>2</td>
<td>3'-4&quot; x 2'-2&quot;</td>
<td>EXIST PICTURE</td>
</tr>
<tr>
<td>3</td>
<td>3'-0&quot; x 3'-4&quot;</td>
<td>VINYL CASMENT TRIPLE PANE STD EXPRESS WINDOW</td>
</tr>
</tbody>
</table>

### ISSUED FOR CONSTRUCTION

[Signature]

[Stamp]

G.L. PFEIFER ASSOCIATES
ARCHITECTURE - PLANNING
CONSTRUCTION MANAGEMENT

SOUTHPROP LLC
3500 AIRPORT WAY
FARMINGDALE, NY

SCALE - AS SHOWN

A-201
1. ADA BATHROOM DETAIL
   "CODE 3'- 0"'

2. ADA BATHROOM DETAIL
   "CODE 3'- 0"

3. ADA WHEEL CHAIR STANDARD
   "CODE 6'- 0"
Structure: 2 story - 2400 sq ft Total

1st floor - 800 sq ft - retail
   600 sq ft - maintenance - employee's only

2nd floor - 2 bedroom apartment (1200 sq ft)

Location: 3505 Airport Way - Lot 1, Block 5A, Fairview

Type of surface material: Asphalt (existing)

Existing driveway on Northside of property

Property to be used for commercial marijuana sales and...

Obstruction on property will be protected by:
3 4" metal posts set 3' into the property surrounding the obstruction for damage.
RESUBDIVISION PLAT
OF
BLOCK 5, FAIRWEST SUBDIVISION
A PORTION OF THE SW1/4 SW1/4, SEC.8, T1S, R1W, P.M.

SCALE: 1 INCH = 100 FEET

CERTIFICATE OF OWNERS TO BE DEPOSITED WITH THE MORTGAGOR OR TrustEE, AND ASKED TO BE FILED WITH THE COUNTY RECORDER OF THE COUNTY WHERE IT IS LOCATED.

The undersigned certify that the Plat is drawn in good faith, and that the same is correct and true to the best of their knowledge and belief.

Dated: June 1, 1966

[Signature]

[Signature]

This Plat is to be used as a working Plat only, and is not to be used for legal purposes without the written consent of the owners.

[Signature]

[Signature]

CERTIFICATE OF REGISTERED PLAT
I hereby certify that the Plat is registered as required by law, and is filed in the office of the county recorder of the county where it is located.

Date: [Date]

[Signature]

[Signature]

CERTIFICATE OF APPROVAL - T.R. BOARD
I hereby certify that the Plat is approved by the T.R. Board and is filed in the office of the county recorder of the county where it is located.

Date: [Date]

[Signature]

[Signature]
Manish Singh

From: Donald Galligan
Sent: Monday, July 10, 2017 1:26 PM
To: Manish Singh
Subject: James Simpson Application

Follow Up Flag: Follow up
Flag Status: Flagged

Manish:

After review of this submittal, the applicant meets all minimum parking requirements. The applicant is required to meet the minimum parking requirements for both uses within the building which includes a two room B&B, and a Marijuana Retail establishment and Massage Parlor. He currently has 10 spaces shown on his application. The borough requirement for an establishment like this would be 6 spaces, so with the 10 spaces shown on the zoning application, the applicant has met the minimum requirement.

Donald C. Galligan, JR. AICP
Transportation Planner
FNSB Community Planning
dgalligan@fnsb.us
907.459.1272
that is correct. There will be no signs extending out from the building

---

From: Manish Singh <MSingh@fnsb.us>
Sent: Thursday, July 13, 2017 2:04:09 PM
To: js
Subject: RE: 3505 Airport Way

Mr. Simpson,

Will these signs be flat against the building and not extend beyond the building?

Thanks,
Manish

---

From: js [mailto:jamsimpson@msn.com]
Sent: Thursday, July 13, 2017 12:11 PM
To: Manish Singh
Subject: Re: 3505 Airport Way

There are no existing sign but perhaps on the sides of the building as was previos. They were taken down to replR AND HAVE NOT REPLACED THEM

---

From: Manish Singh <MSingh@fnsb.us>
Sent: Wednesday, July 12, 2017 3:28:12 PM
To: jamsimpson@msn.com
Subject: 3505 Airport Way

Dear Mr. Simpson,

I reviewed your zoning permit requests for a retail marijuana store and a two-room bed and breakfast for the property at 3505 Airport Way. I have additional questions before I can process these permits. Are there any existing or proposed signs on the property?

Thanks,
Manish
**Property Information for PAN #: 0064386**

PROPERTY DESCRIPTION: FAIRWEST, BLOCK: 05A, LOT: 01
OWNER: Zou Feng Mei [ownership], Simpson James [co-owner]
BILLING ADDRESS: 3431 Airport Way Fairbanks, AK 99709 4761
SITUS ADDRESS: 3505 Airport Way
PARCEL SIZE: 5585 SF
NEIGHBORHOOD: Van Horn Industrial (City) (0170)
LAND CLASS: High Density Core Area, Low Density Retail
PRIMARY USE: Commercial
FLOOD ZONE: X: Protected By Levee (100%)
SPECIAL REG. AREAS: None
ZONING: GC (100%)
COMP PLAN: Urban Area (100%), Urban Preferred Commercial Area (100%), Urban Boundary (100%)
PLANNING DISTRICT: Fairbanks (100%)
ROAD DISTRICT: N/A
URBAN BOUNDARY (2003): YES
ROAD SERVICE AREA: City of Fairbanks (100%)
EMS RESPONSE AGENCY: N/A
FIRE SERVICE AREA: City of Fairbanks (100%)
FIRE SERVICE (Property DB): City of Fairbanks
STRUCTURES: Conc. or Mason (1 Unit)
BUSINESS ON SITE: Ron's Liquor (FKA)
MILL GROUP: Fairwest (0040) (Est. Mill Rate: 17.113)
PLAT NUMBER: FAIRWEST (FRD1964_3822_001)
DESCRIPTION (VAULT): LOT 1 BLOCK 5A FAIRWEST
COMMUNITY PLANNING PERMITS:
Zoning: 17468
Zoning: 17683
Zoning: 4644

**Assessment History**

<table>
<thead>
<tr>
<th>Year</th>
<th>Land Improvements</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>2017</td>
<td>$44,680</td>
<td>$159,103</td>
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<tr>
<td>2016</td>
<td>$44,680</td>
<td>$118,926</td>
</tr>
<tr>
<td>2015</td>
<td>$44,680</td>
<td>$87,111</td>
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<tr>
<td>2014</td>
<td>$44,680</td>
<td>$69,552</td>
</tr>
<tr>
<td>2013</td>
<td>$44,680</td>
<td>$144,369</td>
</tr>
</tbody>
</table>
Dear Mr. Simpson,

I have processed your zoning permit application for the Bed and Breakfast (2 guestrooms). You can come sign the permit and pick it up anytime between 8 am – 5 pm on business days.

For the Retail marijuana zoning permit, FNSB Zoning Code requires written consent of all property owners. I notice that Feng Mei Zou owns the property with you. Therefore, the Department would either need Feng Mei Zou’s signature on the application or Feng Mei Zou could authorize you to apply on his/her behalf for this retail marijuana zoning permit.

Let me know if you have any questions for me.

Thanks,
Manish

Manish Singh
Planner II
Department of Community Planning
907-459-1225 / msingh@fnsb.us

Fairbanks North Star Borough
907 Terminal Street
Fairbanks, AK 99701
MEMORANDUM

TO: City of Fairbanks Council
FROM: D. Christine Nelson, AICP
        Community Planning Director
DATE: February 8, 2019
SUBJECT: Grass Station 49 – Retail Store License #13949

Zoning

A “retail marijuana store” is a listed permitted use in the General Commercial (GC) zoning district pursuant to FNSBC 18.64.020.A.79. Zoning permit # 17844 was issued to use 1,200 square feet in an existing building for this use.

Buffers

The proposed marijuana establishment is not located within any known borough-required sensitive use buffers listed in FNSBC 18.96.240.A.3. Please see the attached map.

There is/was an arcade approximately 290 feet to the northwest across Airport Way and residential zoning districts approximately 515 feet or greater to the southwest. The distances to these uses exceed the 100-foot buffer required by FNSBC 18.96.240.A.3.c.

There is also a business approximately 337 feet to the southwest called Talk About Inc. that provides speech and occupational type therapy primarily to children and young adults (please see the attached FAQ sheet from their website). The business was listed as providing counseling on the 500-foot area map provided by the applicant with the zoning permit pursuant to FNSBC 18.96.240.A.5. But, this business does not meet the definition of any sensitive use buffers listed in FNSBC 18.96.240.A.3.

This memo pertains to the review of borough-required sensitive use buffers only; Community Planning did not review for state or city required buffers.
Property Information for PAN#: 64386

PROPERTY DESCRIPTION: Fairwest, Block 05A, Lot 01
OWNER: Evans Gary S [ownership]
        Evans Mason M [co-owner]
SITUS ADDRESS: 3505 Airport Way
ZONING: GC (100%)
COMMUNITY PLANNING PERMITS:
   Zoning: 17468, 17683, 17837, 17844, 4644

Proximity, Zoning, and Sensitive Use Map
Grass Station 49
Marijuana License - Transfer - #13949
Retail Store

The Fairbanks North Star Borough does not warrant the accuracy of maps or data provided, nor their suitability for any particular application. There may be errors in the data.
WHAT SERVICES DOES TALKABOUT INC OFFER?
Our therapy services include evaluations and assessments of all aspects of speech, language and communication behavioral issues, as well as all aspects of occupational therapy issues.

WHEN IS SPEECH THERAPY BENEFICIAL?
When you have either a breakdown in communication or a specific communication disorder and therapeutic services will help to improve, if not eliminate, that breakdown or disorder.

WHEN IS OCCUPATIONAL THERAPY BENEFICIAL?
When fine motor skills have been affected by lack of development due to different factors, including neurological history, sensory integration, functional activities of daily living and therapeutic services will help to improve, if not eliminate, that lack of development.

WHAT IS AUGMENTATIVE COMMUNICATION?
Augmentative and alternative communication (AAC) is an umbrella term that encompasses the communication methods used to supplement or replace speech or writing for those with impairments in the production or comprehension of spoken or written language. AAC is used by those with a wide range of speech and language impairments, where children are non-verbal, or where verbal communication is not functional. There are numerous modalities available ranging from written aids, to picture based symbol systems, to speech generating devices. AAC can be a permanent addition to a person's communication or a temporary aid while they recover use of their voice.

IS TALKABOUT INC A MEDICAL FACILITY?
No, we are not. However, the insurance companies classify the services we offer as medical, rather than behavioral.

IS TALKABOUT INC A NON-PROFIT ORGANIZATION?
No, we are a privately owned and operated corporation.

WHAT ARE YOUR HOURS OF OPERATION?
During the school year, we generally are available for therapy Monday - Friday from 9am until 6pm with occasional Saturday appointments. Once summer begins, we offer therapy Monday – Friday from 9am until 6pm. However, our therapists are very accommodating and will try their best to set up a schedule that is convenient for you and your family.

WHAT ARE THERAPISTS SPECIALIZE IN CERTAIN AREAS?
While all of our speech/language pathologists have earned their Master’s Degree in order to obtain their credentials in the speech/language pathology field, they do have certain areas that they prefer to work in and hence, are also more experienced in. All of our occupational therapists have also earned their Master’s Degree and each of them is well experienced in all aspects of the occupational therapy field. All of Talkabout Inc.’s therapists are licensed to work in the state of Alaska.
HOW LONG WILL IT BE BEFORE I CAN MAKE AN APPOINTMENT?
We currently have a waiting list. Please call the office for more information. In order to expedite the process, we suggest you obtain a prescription from your child’s pediatrician as soon as possible. Then, when an opening becomes available, we will contact you and schedule your child for an appointment.

DOES MY CHILD NEED A PRESCRIPTION BEFORE THEY CAN BE SEEN?
Yes, they do. We are not Doctors, so we are required to have a prescription from a Doctor before we can treat your child.

The prescription needs to state that it is specifically for an Evaluation and Therapy, for either Speech or Occupational Therapy. The prescription must be signed by the Doctor; it must be dated by the Doctor; it must state that it is for either a “Speech or Occupational Therapy Evaluation” as well as either “Speech or Occupational Therapy”. It must also state that the child is being referred specifically to Talkabout, not just recommended for therapy in general.

A copy of the prescription is fine—an original is not necessary. We also accept faxed copies of these.

WHAT HAPPENS WHEN I COME IN FOR MY FIRST APPOINTMENT?
First, we ask you to fill out a registration form that includes personal information, insurance information and medical history. Second, the therapist will “evaluate” your child. This means that they will ask your child several questions and also ask them to do several different tasks to “test” their abilities. Once these have been completed, the therapist will write a report that details what the results of the tests were. They will also write up a Plan of Care to lay out a set of goals for your child to achieve over the next few months. You will be mailed a copy of these 2 reports, and a copy will also go to your child’s pediatrician.

HOW LONG IS EACH SESSION?
Our therapy sessions generally last for 60 minutes. Sessions may be shorter based on the needs of the client. Your child may work with an Assistant (SLP-A), under the supervision of a Speech Language Pathologist (SLP) for 30 of those minutes.

HOW OFTEN WILL MY CHILD BE SEEN FOR THERAPY?
That depends on the needs of your child. Generally, we see clients once a week, but we do also see clients daily, if necessary. You and your child’s therapist will discuss what is in the best interest of your child.

WHAT ARE THE COSTS OF OUR SERVICES?
We offer several different services, and rates are subject to change, so please feel free to call us and we will gladly quote you the rate over the phone.

WILL TALKABOUT INC BILL MY INSURANCE COMPANY FOR ME?
Yes, we do bill your insurance company as a courtesy to you. However, we do need to be kept aware of your current insurance information and notified of any changes regarding your policy immediately.

DO MOST INSURANCE COMPANIES COVER SPEECH/LANGUAGE SERVICES?
Each health plan is different, so we suggest you contact your insurance company to see what services are covered under your particular plan. We recommend that you specifically ask if they cover “developmental” and “rehabilitative” issues. If they state that they only cover “restorative” services, then often times this means that they will not cover speech or occupational therapy. We do have a list of codes that we generally use to bill for our services, and we will gladly provide them to you when you decide to call them. Ultimately, the charges for our services are your responsibility, so we strongly urge you to contact your insurance company before beginning therapy so you are aware of any potential charges.

AM I RESPONSIBLE FOR ANY CHARGES THAT MY INSURANCE COMPANY DOES NOT COVER?
Yes, you are. However, if your child is enrolled in Medicaid or Denali Kid Care, then, by law, we cannot bill you for any charges that Medicaid does not cover. However, this does not apply if you allow your eligibility to slip. It is your responsibility to keep your eligibility up to date. If therapy services occur while your child is not eligible, then you will be responsible for the charges incurred. The same applies if your child is covered under Tricare. If your child is denied authorization under Tricare, and you choose to continue therapy, then the charges become your responsibility.
MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Mayor
Jim Williams, Chief of Staff

FROM: D. Christine Nelson, AICP
Community Planning Director

DATE: January 24, 2019

SUBJECT: ORDINANCE NO. 2019-06

Ordinance 2019-XX proposes to amend FNSBC 18.104.020 to clarify how applicant initiated rezones are sponsored.

Please introduce and refer this ordinance to the Planning Commission for their review and recommendation to the Borough Assembly.
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2019-06

AN ORDINANCE AMENDING FNSBC 18.104.020 REGARDING REZONES

WHEREAS, Rezones that are initiated by members of the public should receive a full public process, including a public hearing before the assembly; and

WHEREAS, Code currently does not provide whether the mayor or the assembly should sponsor an owner-initiated rezone ordinance; and

WHEREAS, It is appropriate for the Assembly to sponsor such ordinances pursuant to its process authorizing owner-initiated rezones.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Subsection D of FNSBC 18.104.020, Procedures for rezonings, is hereby amended as follows:

D. Submission to the Borough Assembly. [UNLESS THE ORDINANCE IS NOT LEGALLY APPROVED BY THE BOROUGH ATTORNEY, A REPORT OF SAID RECOMMENDATION TOGETHER WITH AN ORDINANCE SHALL BE SUBMITTED WITHIN 30 DAYS OF THE PLANNING COMMISSION'S RECOMMENDATION TO THE BOROUGH]
ASSEMBLY]. The applicant’s request for rezoning shall be submitted in the form of an ordinance to the borough assembly within 30 days of the hearing and recommendation by the planning commission. The assembly shall sponsor the ordinance containing the applicant’s request and place it upon an agenda unless the ordinance is not legally approved by the borough attorney. If a rezone is not submitted to the borough assembly because it is not legally approved by the borough attorney, a written report including the reason will be submitted to the planning department and borough assembly within 10 business days to complete the file.

Section 3. Effective Date. This ordinance shall be effective at 5:00 p.m. on the first borough business day following its adoption.

PASSED AND APPROVED THIS _____ DAY OF ________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

April Trickey, CMC
Borough Clerk

APPROVED:

Jill S. Dolan
Borough Attorney
MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Mayor
Jim Williams, Chief of Staff

FROM: Christine Nelson, AICP
Community Planning Director

DATE: March 14, 2019

SUBJECT: ORDINANCE NO. 2019-06 Regarding Rezones

Ordinance 2019-06 was referred to the Planning Commission on January 24, 2019 for review and recommendation.

The proposed ordinance clarifies the process by which an applicant initiated rezone is sponsored for hearing by the Assembly.

On February 26, 2019, the Planning Commission of the Fairbanks North Star Borough held a public hearing regarding the ordinance change.

After analysis of the request, the Department of Community Planning recommended approval of the proposed ordinance with no changes recommended.

The Planning Commission concurred with the staff recommendation and unanimously voted (6 in favor, 0 opposed) to recommend approval of the proposed ordinance to the Borough Assembly.
ROLL CALL
Six (6) in Favor: Sims, Perreault, Guinn, Whitaker, Stepovich and O’Neall
Zero (0) Opposed:

MOTION PASSED
RECOMMENDED FOR APPROVAL

3. ORD2019-06: An Ordinance Amending FNSBC 18.104.020 Regarding Rezones. (Staff Contact: Christine Nelson)

Ms. Christine Nelson explained the ordinance clarifies the process by which an applicant initiated rezone is sponsored and heard by the FNSB Assembly. The Department of Community Planning recommended approval.

Questions by Commissioners
None

Public Testimony Opened

Chris Van Dyck testified as follows:
- Referenced RZ2019-001 not following initiation procedures
- Referenced FNSBC 18.104.020 (A) section 2 and interpreted as a person like Mr. Duncan cannot bring a rezone forward because the SOA land shouldn’t be considered in the computation

Questions by Commissioners
None

Public Testimony Closed

Discussion on FNSBC 18.104.020 (A) (2) Rezone Application Requirements and if it should be considered in the ordinance; the discussion included clarification on how computation of land for rezone is interpreted by staff.

Mr. Jaffa explained that the proposed ordinance does not change the application procedure, it changes the procedure after a recommendation is made by the Planning Commission and it goes to the Assembly. He further explained the legal department will retain the ability to review for legality.

Discussion ensued on how the proposed ordinance will fill a gap in the FNSBC in the case if administration did not sponsor an ordinance and.

MOTION: To recommend approval for ORD2019-06 to FNSB Assembly by Commissioner Sims seconded by Commissioner Perreault.

Discussion on the motion ensued between commissioners.

ROLL CALL
Six (6) in Favor: Sims, Perreault, Guinn, Whitaker, Stepovich, and O’Neall
Zero (0) Opposed:

MOTION PASSED
RECOMMENDED FOR APPROVAL

G. **EXCUSE FUTURE ABSENCES**

None

H. **COMMISSIONER'S COMMENTS/COMMUNICATIONS**

Chair O'Neal on behalf of Commissioner Muehling mentioned that Mr. Muehling has been on the FMATS Committee for 1 year and would like to step down.

Commissioner Perreault expressed interest and will be representing the Planning Commission at the FMATS meetings moving forward.

Clerk reminded the commission of APOC deadlines and introduced Kristina Heredia, new Planner II.

I. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 10:25 p.m.
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
THRU: Bryce Ward, Borough Mayor
FROM: Daniel Sloan, Director
Department of Public Works
DATE: February 28, 2019
SUBJECT: Ordinance 2018-20-1v
Appropriation of Facility Maintenance Reserve Funds for Mary Siah Recreation Center Improvement Project

Attached for your approval is a proposed budget ordinance. The ordinance amends the FY 2018-19 budget by appropriating $1,043,038 from the Facilities Maintenance Reserve Fund to the Capital Projects Fund for the Mary Siah Recreation Center Improvement project. This project will repair the critical life / safety items identified in the facility condition assessment conducted by Bettisworth North Architects and Planners.

I urge its adoption.

Attachment
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2018-20-1V

AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY APPROPRIATING $1,043,038 FROM THE FACILITIES MAINTENANCE RESERVE TO THE CAPITAL PROJECTS FUND FOR THE MARY SIAH RECREATION CENTER IMPROVEMENT PROJECT

WHEREAS, The Fairbanks North Star Borough (Borough) Department of Public Works contracted with Bettisworth North Architects and Planners to conduct a facility condition assessment of the Mary Siah Recreation Center; and

WHEREAS, The final facility condition report identified critical items related to life/safety issues including structural, electrical, civil, mechanical, and architectural items that need immediate repair; and

WHEREAS, Ordinance No. 2017-20-1X appropriated $682,807 from the Facilities Maintenance Reserve for the Mary Siah Recreation Center Repair, Maintenance and/or Demolition Project, of which an estimated $412,417 remains; and

WHEREAS, The facility condition report outlined a conceptual level cost estimate for repair of these critical items of $1,455,455. The final cost, once design is complete, could be different from the conceptual level cost estimate provided in the report.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]
Section 1. **Classification.** This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. **Facilities Maintenance Reserve Appropriation.** The FY 2018-19 budget is hereby amended by appropriating $1,043,038 to the Facilities Maintenance Reserve budgetary guideline entitled “Contribution to Capital Projects Fund,” and by increasing Contribution from Fund Balance by a like amount.

Section 3. **Capital Projects Fund Appropriation.** The FY 2018-19 budget is hereby amended by appropriating $1,043,038 to the Capital Projects Fund budgetary guideline entitled “Mary Siah Recreation Center Improvement Project” and by increasing Contribution from the Facilities Maintenance Reserve by a like amount.

Section 4. **Lapse of Funds.** Upon completion or abandonment of the project, the unencumbered, unexpended funds will lapse to the fund balance of the Facilities Maintenance Reserve.

Section 5. **Effective Date.** This ordinance shall be effective at 5:00 p.m. on the first Borough business day following its adoption.

PASSED AND APPROVED THIS____ DAY OF_______ 2019.

Matt Cooper
Presiding Officer

ATTEST:

APPROVED:

April Trickey, CMC
Borough Clerk

Jill Dolan
Borough Attorney

CODE AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED AND CAPITALIZED]
I. Request

Ordinance No: 2018-20-1V  Date Introduced: February 28, 2019

Abbreviated Title: Appropriating $1,043,038 from the Facilities Maintenance Reserve Account to the Capital Projects Fund for the Mary Siah Recreation Center Improvement Project

II. Financial Detail

Department/Division Affected: Public Works/Design and Construction

<table>
<thead>
<tr>
<th>EXPENDITURE</th>
<th>Facilities Maintenance Reserve FY 18/19</th>
<th>Capital Projects Fund FY 18/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commodities</td>
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<td></td>
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<tr>
<td>Contractual Services</td>
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<tr>
<td>Other - Awaiting Budget</td>
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<td>1,043,038</td>
</tr>
<tr>
<td>Contribution to Capital Projects Fund</td>
<td>1,043,038</td>
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<tr>
<td>Total</td>
<td>1,043,038</td>
<td>1,043,038</td>
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SOURCE OF FUNDING

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<tr>
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<th>Facilities Maintenance Reserve FY 18/19</th>
<th>Capital Projects Fund FY 18/19</th>
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<tr>
<td>Contribution from Fund Balance</td>
<td>1,043,038</td>
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<tr>
<td>Contribution from Facilities Maintenance Reserve</td>
<td>1,043,038</td>
<td>1,043,038</td>
</tr>
<tr>
<td>Contribution From Capital Projects Fund</td>
<td>1,043,038</td>
<td>1,043,038</td>
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<tr>
<td>Total</td>
<td>1,043,038</td>
<td>1,043,038</td>
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</tbody>
</table>

Specify Funding Sources: $1,043,038 from Facilities Maintenance Reserve fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

| Ord No. 2017-20-1X (MSRC project balance) | 412,417 |

III. Project Purpose:

To fund the improvement project for the Mary Siah Recreation Center

IV. Analysis of Future Liabilities and Funding Sources:

On-going maintenance

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady
Chief Financial Officer

Date 2/5/19
Title: Mary Siah Recreation Center Improvement Project

February 28, 2019

Proposed Introduction Date: February 28, 2019

Department: Public Works

Abbreviated Ordinance Title: Mary Siah Recreation Center Improvement Project

Department(s)/Division(s) Affected: Public Works / Design and Construction

Ordinance No.: 2018-20-1V

Does this ordinance authorize:
1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? **Yes**
2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? **Yes**

<table>
<thead>
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<th>FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE</th>
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<tr>
<td><strong>Required Information/Estimates</strong></td>
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<tr>
<td><strong>1. Timeline inclusive of all phases</strong></td>
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<tr>
<td><strong>2. Number and type of new positions which may be required</strong></td>
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<td><strong>3. Cost of operations and maintenance</strong></td>
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<td><strong>4. Future costs to complete capital assets</strong></td>
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<td><strong>5. Estimated revenue impact</strong></td>
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<td><strong>6. Estimated non-Borough funds that may be received:</strong></td>
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<td>a. to fund the ordinance</td>
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<td>b. to fund future phases</td>
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<td>c. to fund future operations and maintenance costs</td>
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<tr>
<td><strong>7. Anticipated annual tax subsidy</strong></td>
</tr>
<tr>
<td><strong>Is backup attached?</strong></td>
</tr>
</tbody>
</table>

Contact Person's Name, for FIS questions: Dan Sloan

Director(s) Signature(s): [Signatures]

Date: 1/30/19

Mayor's Office or Assembly Member Signature:

Date: 1/30/19

Chief Financial Officer Signature: [Signature]

Date: 2/5/19
MEMORANDUM

To: Fairbanks North Star Borough Assembly
Through: Mayor Ward, Borough Mayor
From: Michael Bork, Parks and Recreation Director
Date: February 28, 2019
Subject: Ordinance 2018-20-1W

Attached for your approval is a proposed budget ordinance amending the FY 2018-19 budget by reallocating the $227,244 in the Capital Projects Fund to be used as a required match for the Tanana River Recreation Area Access Improvements Project located within the Tanana Lakes Recreation Area (TLRA).

In 2016 the Borough was awarded $289,300 from Surface Transportation Block Grant (STBG) funds and $2,000,000 in Alaska Federal Lands Access Program (AFLAP) funding for the planning, design, and construction of the South Lathrop Street extension. South Lathrop Street was designated to be the main entrance road between the community of Fairbanks and the TLRA in the Master Plan adopted by the Assembly through Resolution No. 2007-16. The Borough Assembly adopted Ordinance No. 2017-20-1C authorizing the Borough to accept these funds, and in combination with the $227,244 matching funds, amend the FY 2017-18 budget by appropriating these funds to the Capital Projects Fund budgetary guideline entitled “Tanana River Recreation Access Improvements” for the South Lathrop Street extension.

The AFLAP Program is administered by Federal Highway Administration (FHWA) who recently changed their project management policy so that projects that over $1,000,000 are no longer managed by partner agencies like the Borough but are managed by their division.

The FHWA Western Federal Lands Highway Division will use the $2,289,300 from AFLAP and STBG and the $227,244 in matching funds to construct the South Lathrop Street extension for the Borough.

I urge adoption of this ordinance.

Attachment: Ordinance
AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY REALLOCATING $227,244 WITHIN THE CAPITAL PROJECTS FUND TO BE USED AS A REQUIRED MATCH FOR THE TANANA RIVER RECREATION AREA ACCESS IMPROVEMENTS PROJECT LOCATED WITHIN THE TANANA LAKES RECREATION AREA TO BE CONSTRUCTED BY THE FEDERAL HIGHWAY ADMINISTRATION

WHEREAS, The Fairbanks North Star Borough (Borough) Assembly adopted Ordinance No. 2017-20-1C, which appropriated $289,300 in federal grant funding from the Surface Transportation Block Grant (STBG) and $2,000,000 in Alaska Federal Lands Access Program (AFLAP), which requires 9.03% local matching funds for a total amount of $227,244 to the Capital Projects Fund for the planning, design, and construction of the South Lathrop Street extension for the Tanana River Recreation Access Improvements project located within the Tanana Lakes Recreation Area; and

WHEREAS, AFLAP is administered by the Federal Highway Administration (FHWA) Western Federal Lands Highway Division of the U.S. Department of Transportation, who changed their project management policy in August 2018, so that new projects of $1,000,000 or more are no longer managed by partner agencies, like the Borough, but are managed by their division; and

WHEREAS, FHWA will construct the South Lathrop Street extension and as a result, the Borough will no longer receive the AFLAP and STGP grant funds; and

WHEREAS, The change in project management requires an ordinance to reallocate the local matching funds, so they can be paid directly to FHWA.

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Capital Projects Fund Reallocation. The FY 2018-19 budget is hereby amended by reallocating $227,244 within the Capital Projects Fund from the budgetary guideline entitled “Tanana River Recreation Access Improvements” to the budgetary guideline entitled “Required Match for Tanana River Recreation Access Improvements.”

Section 3. Contingency. This appropriation is contingent upon the receipt of a signed and executed Memorandum of Agreement (MOA) with the FHWA.

Section 4. Provision for Required Match. This reallocation is for an estimated amount. The actual amount will be contingent, and based upon, the signed Memorandum of Agreement with FHWA. Any material differences, as determined by the Chief Financial Officer, will be communicated to the Assembly.

Section 5. Lapse of Funds. Upon completion or abandonment of the project, any unexpended, unencumbered local matching funds will lapse to the General Fund fund balance.

Section 6. Effective Date. This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.
PASSED AND APPROVED THIS _____ DAY OF __________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

APPROVED:

Jill S. Dolan
Borough Attorney

April Trickey, CMC
Borough Clerk

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
I. Request

Ordinance No: 2018-20-1W Date Introduced: 2/28/2019

Abbreviated Title: Reallocate $227,244 for the Required Match for Tanana River Recreation Access Improvements

II. Financial Detail

Department/Division Affected: Parks and Recreation/Parks Maintenance

<table>
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<tr>
<th>EXPENDITURE</th>
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<th>FY 18/19</th>
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<td>Total</td>
<td>(227,244)</td>
<td>227,244</td>
<td>227,244</td>
</tr>
</tbody>
</table>

SOURCE OF FUNDING

| Contribution from Fund Balance  |          |          |          |
| Federal Grants                  |          |          |          |
| Contribution from General Fund  | (227,244)| 227,244  | 227,244  |
| Total                            | (227,244)| 227,244  | 227,244  |

Specify Funding Sources: General Fund fund balance

ORIGINAL FUNDING

Ord. No. 2017-20-1C 227,244

III. Project Purpose:

Required matching funds for the Lathrop Street extension for the Tanana River Recreation Access Improvement project to be constructed by FHWA

IV. Analysis of Future Liabilities and Funding Sources:

Ongoing maintenance

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady
Chief Financial Officer

Date 2/5/19
Proposed Introduction Date: 02/28/2019  
Ordinance No.: 2018-20-1W

Does this ordinance authorize:
1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget?  Yes  
2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes  

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<td>2. Number and type of new positions which may be required</td>
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</table>

Is backup attached?  Yes  
Contact Person's Name, for FIS questions: Laura Minski  
Director(s) Signature(s):  
Mayor's Office or Assembly Member Signature:  
Chief Financial Officer Signature:  

Page 1 of 2
FAIRBANKS NORTH STAR BOROUGH

RESOLUTION NO. 2019-11

A RESOLUTION OPPOSING SENATE BILL 57, AN ACT REPEALING THE CREDIT FOR MUNICIPAL PAYMENTS AGAINST THE STATE LEVY OF TAX ON OIL AND GAS EXPLORATION, PRODUCTION, AND PIPELINE TRANSPORTATION PROPERTY AND REPEALING THE LEVY OF TAX BY A MUNICIPALITY ON OIL AND GAS EXPLORATION, PRODUCTION, AND PIPELINE TRANSPORTATION PROPERTY

WHEREAS, Alaskan municipalities rely on property taxes levied on property within their boundaries to fund essential municipal services, including police protection, fire protection, public works, roads and harbors, and public education;

WHEREAS, The right of Alaskan municipalities to collect property taxes on property within their boundaries has been expressly established by law since 1912;

WHEREAS, The delegates to the Alaska Constitutional Convention intended that Alaskan municipalities would fund essential municipal services through property taxes on property within their boundaries;

WHEREAS, The right of Alaskan municipalities to tax property used for the production and transportation of crude oil ("oil and gas property") located within their boundaries was specifically affirmed in 1973;

WHEREAS, When the Alaska Legislature comprehensively considered and adopted several statutes to ensure the proper development of Alaska's oil and gas resources in 1973, the Alaska Legislature expressly preserved
the right of Alaskan municipalities to tax oil and gas property located within their boundaries, provided for the central assessment of oil and gas property by the State of Alaska, and provided Alaskan municipalities with the right to appeal from improper assessments by the State of Alaska;

WHEREAS, The Alaska Legislature expressly recognized Alaskan municipalities with oil and gas property within their boundaries bear inherent costs and risks associated with the use of such property for the production and transportation of crude oil within their boundaries;

WHEREAS, The State of Alaska has historically under-assessed oil and gas property, and Alaskan municipalities' appeals of the State of Alaska's improper assessments have resulted in substantial increases in the property taxes for both the State of Alaska and the Alaskan municipalities;

WHEREAS, Governor Michael J. Dunleavy has proposed Senate Bill 57, entitled "An Act repealing the credit for municipal payments against the State levy of tax on oil and gas exploration, production, and pipeline transportation property; repealing the levy of tax by a municipality on oil and gas exploration, production, and pipeline transportation property; and providing for an effective date;"

WHEREAS, Senate Bill 57 amends AS 29.45 to prevent Alaskan municipalities from continuing to levy and collect property taxes on oil and gas property within their boundaries and amends AS 43.56 to permit the State of Alaska to begin to levy and collect all property taxes on oil and gas property within Alaskan municipalities' boundaries;

WHEREAS, Senate Bill 57 represents a historic overreach by the State of Alaska in claiming municipal property taxes on property within municipal boundaries;
WHEREAS, Senate Bill 57 harms all Alaskan municipalities with oil and gas property, which are the Fairbanks North Star Borough, Matanuska-Susitna Borough, Kenai Peninsula Borough, City of Valdez, North Slope Borough, City of Cordova, and the Municipality of Anchorage by denying them the ability to levy and tax oil and gas property within their boundaries;

WHEREAS, Senate Bill 57 eliminates the right of Alaskan municipalities to appeal the historic under-assessments of oil and gas property by the State of Alaska and will result in substantially lower property taxes on oil and gas property in a time of municipal and State deficits; Senate Bill 57 further takes away the right of de novo review that resulted in more accurate assessments of oil and gas property;

WHEREAS, Senate Bill 57 permits the owners of oil and gas property within municipal boundaries to avoid paying property taxes to support essential municipal services unlike the owners of other types of taxable property within municipal boundaries;

WHEREAS, Senate Bill 57 places the cost of municipal services associated with facilitating the operation of oil and gas property within a municipality on all property owners within a municipality except the owners of oil and gas property;

WHEREAS, Senate Bill 57 was proposed by Governor Michael J. Dunleavy with no prior communication or outreach to the Fairbanks North Star Borough; and

WHEREAS, Senate Bill 57 would eliminate a significant portion of the Fairbanks North Star Borough's total tax revenue and result in serious impacts to essential municipal services.
NOW, THEREFORE, BE IT RESOLVED by the Assembly of the Fairbanks North Star Borough that the Fairbanks North Star Borough petitions the Alaska Senate and the Alaska House of Representatives to reject Senate Bill 57 and any legislation limiting the right of Alaskan municipalities to continue to levy property taxes on oil and gas property.

BE IT FURTHER RESOLVED THAT a copy of this resolution shall be delivered to Governor Michael J. Dunleavy, the members of the Alaska Senate, the Alaska House of Representatives, the Commissioner of the Department of Revenue, and the Director of the Office of Management and Budget.

PASSED AND APPROVED THIS _____ DAY OF ________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

APPROVED:

April Trickey, CMC
Borough Clerk

Jill S. Dolan
Borough Attorney
FAIRBANKS NORTH STAR BOROUGH

RESOLUTION NO. 2019-08

A RESOLUTION SUPPORTING LEGISLATION GRANTING THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION, DIVISION OF AIR QUALITY THE AUTHORITY TO ISSUE CIVIL FINES FOR VIOLATIONS IN AREAS CLASSIFIED AS SERIOUS NONATTAINMENT AREAS

WHEREAS, The United States Environmental Protection Agency (EPA) in December 2009, declared part of the Fairbanks North Star Borough (Borough) a non-attainment area for fine particulate pollution (PM2.5); and

WHEREAS, On December 16, 2016 the EPA published public notice in the Federal Register of its intent to reclassify the Borough non-attainment area from Moderate to Serious status, and the Final Rule was signed on April 28, 2017; and

WHEREAS, A coalition of community partners assembled an Air Quality Stakeholders Group to identify, evaluate and recommend community based solutions to bring the area into compliance with federal air quality standards for fine particulates (PM2.5); and

WHEREAS, One of the recommendations of the Air Quality Stakeholders Group is that legislation be adopted granting the Alaska Department of Environmental Conservation (ADEC) administrative penalty authority in order to ensure compliance with and enforcement of state laws and regulations; and
WHEREAS, The ability to impose a civil fine in an area classified as a serious nonattainment area or to meet provisions adopted within a State Air Quality Control Plan is a much needed component of an effective curtailment program.

NOW THEREFORE BE IT RESOLVED that the Assembly of the Fairbanks North Star Borough supports legislation granting the Alaska Department of Environmental Conservation, Division of Air Quality the authority to issue civil fines for violations in areas classified as serious nonattainment areas.

BE IT FURTHER RESOLVED that a copy of this resolution shall be delivered to Governor Michael J. Dunleavy, the members of the Alaska Senate, and the Alaska House of Representatives.

PASSED AND APPROVED THIS ____ DAY OF ______________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

April Trickey, CMC
Borough Clerk
MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Bryce Ward, Mayor
Jim Williams, Chief of Staff

FROM: D. Christine Nelson, AICP
Community Planning Director

DATE: March 14, 2019

SUBJECT: RESOLUTION NO. 2019-09 (HP2006-007) ADOT&PF

RE: HP2006-007 Third Street Widening: A request by the State of Alaska Department of Transportation and Public Facilities for local planning authority reaffirmation of the Third Street Widening project. The Alaska Department of Transportation and Public Facilities (ADOT&PF), in cooperation with participating agencies within the Fairbanks Metropolitan Area Transportation System (FMATS) and the Federal Highway Administration (FHWA), propose to reconstruct and widen (addition of through and turning lanes) Third Street between the Minnie Street Noyes Slough Bridge and the Hamilton/Farewell intersection and re-pave the Steese Highway between the Chena River Bridge and College Road.

Alaska Statute 35.30.010 requires that certain state construction projects by the Department of Transportation and Public Facilities be submitted for Local Planning Authority review and approval.

This project is classified as a significant project. It had been previously granted Local Planning Authority approval in 2006, this is an update to the project.

The attached Resolution will grant local approval of the location and design of the Third Street Widening Project to the State of Alaska Department of Transportation and Public Facilities.

On February 12, 2019, the Planning Commission of the Fairbanks North Star Borough held a public hearing to grant local planning authority approval of the project described above.
After analysis of the request, the Department of Community Planning recommended approval of the Third Street Widening Project.

The Planning Commission concurred with the staff recommendation and voted six (6) in favor, zero (0) opposed, to recommend approval to the Borough Assembly.

The Planning Commission adopted the following findings of fact in support of approval, as stated in the Fairbanks North Star Borough Comprehensive Plan:

1. The Third Street Widening project has reduced its overall footprint from what has been previously approved by improving designs that minimize the need for additional turn lanes. This has had a beneficial effect on the number of properties impacted from 40 to 34, but also the severity of property impacts have decreased as well, with less right-of-way needed for the newly configured improvements. **Transportation and Infrastructure: Goal 1, Strategy 1, Action C.**

2. The Third Street Widening project will construct sidewalks throughout on Third Street and upgrade the multi-use pathways on the Steese Expressway, widening them from 5 to 8 feet. This project will ensure that all facilities are ADA compliant. **Transportation and Infrastructure: Goal 1, Strategy 1, Action C and Strategy 3, Action A.**

3. This project improves traffic flow on Third Street and the Steese Expressway by adding turn lanes and a roundabout at the intersection of Third Street and Eagle Road. This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate. **Transportation and Infrastructure Goal 1, Strategy 1, Action F.**

This item is requested to be placed on the Agenda for the Fairbanks North Star Borough Assembly meeting of March 14, 2019. Attached is a packet with details of the request.
FAIRBANKS NORTH STAR BOROUGH

RESOLUTION NO. 2019 – 09

A RESOLUTION GRANTING LOCAL PLANNING AUTHORITY APPROVAL TO THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES FOR THE 3RD STREET WIDENING PROJECT

WHEREAS, AS 35.30.010 et seq. requires that Department of Transportation and Public Facilities projects be submitted to the Fairbanks North Star Borough (Borough) Planning Commission to review for consistency with the FNSB Regional Comprehensive Plan and planning and zoning ordinances; and

WHEREAS, This project is to reconstruct and widen (addition of through and turning lanes) 3rd Street between the Minnie Street Noyes Slough Bridge and the Hamilton/Farewell intersection and re-pave the Steese Highway between the Chena River Bridge and College Road; and

WHEREAS, This Statute also grants the local planning authority the right to disapprove projects by resolution within a period of 90 days; and

WHEREAS, The Memorandum of Understanding between the Borough and the Department of Transportation and Public Facilities for Highway Project Review Process requires Assembly action on certain projects; and

WHEREAS, The 3rd Street Widening Project anticipates right-of-way acquisition and is considered a significant project for local planning authority approval; and
WHEREAS, On February 12, 2019 the Borough Planning Commission voted six (6) in favor and zero (0) opposed, to recommend to the Borough Assembly to approve the 3rd Street Widening Project as being consistent with the FNSB Regional Comprehensive Plan with three (3) supporting findings of fact.

NOW THEREFORE BE IT RESOLVED that the Assembly of the Fairbanks North Star Borough find the 3rd Street Widening Project is consistent with the adopted FNSB Regional Comprehensive Plan; and

BE IT FURTHER RESOLVED that the Assembly of the Fairbanks North Star Borough grants local planning authority approval of the 3rd Street Widening Project.

PASSED AND APPROVED THIS ____ DAY OF ______________, 2019.

Matt Cooper
Presiding Officer

APPROVED:

April Trickey, CMC
Borough Clerk

ATTEST:

Jill S. Dolan
Borough Attorney
Agenda Notice for:
HP2006-007

HP2006-007
Third Street Widening
TO: Fairbanks North Star Borough Planning Commission

FROM: Donald C. Galligan, AICP
Planner IV – Transportation
Department of Community Planning

THROUGH: D. Christine Nelson, Director of FNSB Community Planning

DATE: January 8, 2019

SUBJECT: **HP2006-007 Third Street Widening**: A request by the State of Alaska Department of Transportation and Public Facilities for local planning authority approval reinstatement for the Third Street Widening Project. The Alaska Department of Transportation and Public Facilities (ADOT&PF), in cooperation with participating agencies within the Fairbanks Metropolitan Area Transportation System (FMATS) and the Federal Highway Administration (FHWA), propose to reconstruct and widen (addition of through and turning lanes) Third Street between the Minnie Street Noyes Slough Bridge and the Hamilton/Farewell intersection and re-pave the Steese Highway between the Chena River Bridge and College Road.

I. **GENERAL INFORMATION**

A. **Applicant:** State of Alaska
Department of Transportation & Public Facilities
2301 Peger Road
Fairbanks, AK 99701

B. **Location:** The project corridor extends approximately 2100 feet between Minnie Street and Hamilton Avenue on Third Street and approximately 1900 feet on the Steese Highway between the Chena River Bridge and College Road.

C. **Right-of-Way**

Right-of-way acquisition is proposed on Third St for this project as designed. Seven (7) total acquisitions and 27 partial acquisitions are required.

D. **Current Zoning:**

General Use, GU-1 and General Commercial, GC

E. **Comprehensive Plan:**

Urban Area and Urban Preferred Commercial.
Introduction
This project is being submitted for a re-evaluation and to reinstate its previously granted Local Planning Authority approval. This project was approved by the Planning Commission and the Assembly in 2006 as being consistent with the FNSB Comprehensive Plan. Since that time the Planning Authority approval has lapsed per the requirement to not have a 2-year gap with substantial progress on the project. As such, Local Planning Authority Approval is again being requested for the Third Street Widening project. This project has been making progress recently, in April 2016 there was a public open house, and there have been numerous properties purchased for right-of-way acquisition. This is a reevaluation with the Borough Planning Commission to gain the necessary planning authority approval to begin construction of the project. This project has already been approved by the Planning Commission and then affirmed by the Assembly as consistent with the Comprehensive Plan in 2006, this project, as currently proposed, has reduced its overall impact and improved traffic flow.

II. ANALYSIS

Proposed Improvements
The proposed improvements as shown in Figure 1, will meet the project purpose by decreasing delay and queue lengths and enhancing motorized and non-motorized traffic safety:

Third Street
- Construct a raised median along Third Street between Old Steese Highway and Eagle Avenue.
- Construct a second westbound through lane on the east-leg of Steese Expressway/Third Street that transitions to a westbound right-turn only lane at Old Steese Highway/Third Street.
- Re-stripe the existing eastbound right-turn lane on the west-leg of Old Steese Highway/Minnie Street-Third Street intersection to become a shared through/right-turn lane and then transition to a right-turn only lane at Steese Expressway/Third Street.
- Construct second eastbound/westbound left-turn lanes at Steese Expressway/Third Street.
- Install a single-lane roundabout at Third Street/Eagle Avenue.
- Re-stripe existing roadway section to install a two-way-left-turn-lane (TWLTL) median between Eagle Avenue and Hamilton Avenue.

Steese Expressway
- Lengthen existing northbound and southbound left/right turn lanes at Steese Expressway/Third Street.
- Lengthen existing northbound left/right turn lanes at Steese Expressway/College Road.
- Widen existing separated multi-use pathways along Steese Expressway to 8 feet. (The pathway along the west side of Steese Expressway south of Third Street was upgraded as part of another project.)

- Upgrade pedestrian facilities to meet Americans with Disabilities Act (ADA) standards and guidelines.

- Upgrade Intelligent Transportation Systems (ITS) such as new radar detection system and other signal units for the existing signalized intersection of Third Street with Old Steese Highway, Steese Expressway, and Hamilton Avenue-Farewell Avenue. A new fiber-optic signal interconnect will also be included on both Third Street and the Steese Expressway.
Figure 1—Third Street Widening design map
Traffic Analysis

A traffic operations and capacity analysis was completed for the existing year (2017), mid-design year (2030), and design year (2040).

These proposed improvements will increase traffic operation capacity and motorized and non-motorized safety as described below.

I. Third Street/Old Steese Highway intersection is predicted to operate at Level of Service (LOS) C or better during peak hours in the design year no-build conditions.

   The conversion of the existing eastbound right-turn lane on the west-leg to become a shared through/right-turn lane will reduce the p.m. peak hour intersection delay. The LOS will remain unchanged.

II. Third Street/40 Mile Avenue intersection is predicted to operate at LOS C during peak hours in the design year no-build conditions.

   The addition of east and westbound left-turn lanes will reduce delay during p.m. peak hour and a.m. peak hour. The LOS will improve to LOS B during both peak hours.

III. Third Street/Steese Expressway intersection is predicted to operate at LOS D and E in the design year no-build conditions during a.m. and p.m. peak hours, respectively.

   Lane configuration changes are anticipated to reduce the forecasted intersection delay during p.m. peak hour. There is no anticipated change during the a.m. peak hour. The intersection is predicted to operate at LOS D during both peak hours with these changes.

   • Third Street/Steese Expressway experienced 123 crashes for the year’s period of 2008 through 2012, resulting in 44 minor injuries, three (3) major injuries, and zero fatalities. Approximately, half of the experienced crashes were attributed to rear-end collisions. The project improves safety for this intersection by improving the capacity and by providing protected eastbound and westbound dual left turns.

IV. Third Street/Eagle Avenue intersection is predicted to operate at LOS F during p.m. peak hour and LOS C during a.m. peak hour in the design year under no-build conditions.

   The installation of a single lane roundabout will reduce the delay during p.m. peak hour and a.m. peak hour. The overall intersection is predicted to operate at LOS A. The reduction in intersection delay with associated improvement to Level of Service will also improve safety.

Right-Of-Way Requirements

Right-of-way (ROW) acquisition for this project is needed to widen the roadway footprint and relocate utilities. An analysis of alignment options was completed. The preferred concept widens Third Street to the south resulting in ROW acquisitions focused mostly on the south side of the roadway. Project ROW needs anticipate seven (7) full acquisitions and 27 partial acquisitions. Impacts to properties range from minor landscaping loss or loss of parking to full structure removal and business relocation(s). Figures 2 and 3 below show the previously approved right-of-way acquisitions.

Several business properties within the GU-1 zoning classification will have parking reductions due to partial ROW acquisitions. These properties are all in GU-1 zoning and as such are not subject to borough parking requirements. Alternative parking layouts are being developed in negotiations with the property owners during ROW acquisitions. Not only will
these businesses to the east of the Steese Expressway be losing parking, the DOT will need to ensure they are a minimum of 40,000 square feet and if the ROW takes force the lots to fall below the 40,000 square foot requirement the DOT will need to apply for lot size variances for each individual lot.
Figure 3—Proposed Right-of-Way Acquisition

October 31, 2018
Typical Section(s)

The proposed typical section for Third Street from Old Steese Highway to Eagle Avenue (see Figure 4) consists of:

- Two 11-foot paved through lanes in each direction;
- Back-to-back 12-foot left-turn lanes, one lane in each direction of travel;
- 5.5-foot shoulders (4-foot paved shoulder and 1.5-foot gutter pan);
- Standard roadside curb and gutter;
- 6-foot concrete sidewalks adjacent to the back-of-curb; and
- A raised median island separating east and westbound traffic, with a break at 40 Mile Avenue to allow for left turning movements.

The proposed typical section for Third Street from Eagle Avenue to Hamilton Avenue (see Figure 5) consists of the same features but will have only one 11-foot lane in each direction, no median, and a 12-foot paved Two Way Left Turn Lane (TWLTL).

The proposed typical section for the Steese Expressway (see Figure 5) consists of:

- Two 12-foot paved through lanes in each direction;
- A raised median of varying width;
- 7.5-foot shoulders (6-foot paved shoulder and 1.5-foot gutter pan);
- Standard and expressway roadside curb and gutter;
- 8-foot asphalt separated multi-use path;
- 8-foot utility strip buffer between the back-of-curb and the multi-use path; and
- An access control fence between the multi-use path and edge of near traveled lane.

The Steese Expressway segment leading to the Chena River Bridge features curb and gutter, with guardrail situated about 9 inches behind the curb face. This project will reconstruct the guardrail and ensure it is flush with the curb face in accordance with current standards.
Figure 4—Third Street, Old Steese to Eagle Ave. and Eagle Ave. to Hamilton Ave.
Figure 5—Steese Expressway

Steeze Expressway
STA "SE" 22+80 TO 30+79

Steeze Expressway
STA BOP TO STA "SE" 21+20
**Maintenance Considerations**

DOT&PF maintains Third Street and the Steese Expressway within the ROW of the project corridors. Current maintenance challenges include no place for temporary snow storage during snow removal operations on Third Street, aged surfacing, and damaged curbs making delineation between traveled lanes and pedestrians facilities unclear. The project will address these challenges as follows:

- A 4-foot shoulder along both sides of Third Street will function as a temporary snow storage area, allowing for quicker opening of travel lanes without blocking sidewalks with snow;
- The new structural section and surfacing will result in fewer crack and pothole repairs; and
- The new curbing will improve drainage to the storm drain system and maintain a better separation between motorized and non-motorized traffic.

The project widens the paved surface with additional through and turn lanes (lengthened turn lanes on Steese Expressway), plus a wider separated multi-use pathway along the east and west side (north of Third Street) and east side (south of the Third Street) of the Steese Expressway.

In addition, the raised medians along Third Street will increase the maintenance effort, particularly related to snow removal. The additional effort will be partially offset by providing 4-foot shoulders on Third Street and 6-foot shoulders on the Steese Expressway for snow storage. DOT&PF will additionally be responsible for energy costs for street lighting. No additional maintenance agreements are required with other agencies.

**Pedestrian, Bicycle and Americans with Disabilities Act (ADA) Provisions**

Third Street: 5-foot concrete sidewalks exist along both sides of the Third Street project corridor. Shoulders or bike facilities do not exist between Old Steese Highway and Hamilton Avenue. This forces bicyclist to share the roadway with vehicles or sidewalk with pedestrians, increasing the likelihood of conflicts.

The project will construct 6-foot sidewalks and 5.5-foot shoulders (4-foot paved shoulder plus 1.5 gutter pan) that may be used by bike traffic along Third Street from Old Steese Highway to Hamilton Avenue.

Curb ramps at intersections will include detectible warning tiles and meet ADA standards and guidelines. The signalized intersections will have an ADA accessible push button and signal-protected phases allowing for safe crossings.

Steese Expressway: The Steese Expressway currently has 5-foot asphalt separated multi-use pathways, on both sides of the expressway. This project will widen the separated multi-use pathway to 8-feet; along the west and east sides (north of Third Street) and east side (south of the Third Street) of the Steese Expressway (the west side was recently reconstructed). The design will also maintain an 8-foot separation from the traveled way where practicable.
Safety Improvements

The following safety improvements are proposed:

- Additional east and westbound through lanes on Third Street, between Old Steese Highway and Steese Expressway will enhance driver safety.

- Additional westbound through and left turning lanes on Third Street between Steese Expressway and Eagle Avenue will alleviate long queue lengths that frequently extend well beyond the Third Street/Eagle Avenue intersection.

- Replacement of the two-way stop-control at Eagle Avenue and Third Street intersection with a single lane roundabout will reduce delay while slowing vehicle speeds through the intersection and reducing pedestrian exposure.

- Raised median channelization on Third Street between Old Steese Highway and Eagle Avenue will eliminate traffic-crossing left turns at driveways.

- Upgrade signal lenses to 12-inch light emitting diode lenses for better visibility.

- Upgrade the protected-permitted left-turn signal head with flashing yellow arrows.

- Pedestrian access and safety will be improved by replacing and updating pedestrian facilities (i.e., sidewalks, curb ramps, and push buttons) to meet ADA standards and guidelines.

Public Involvement

The public involvement for this project took place in the early 2000’s because it was proposed for construction in 2007. However, the project was placed on the shelf due to lack of dedicated funding and the recession in the mid-2000s. ADOT dedicated a source of funding for the project in 2016, however to refresh the public process an additional open house was held in April 2016 which showed design improvements that lessened right-of-way impacts. This is why such a large gap exists between public involvement opportunities.

2004 Open House:
- Date: Tuesday April 13, 2004
- Meeting Location: Fairbanks North Star Borough Chambers
- Time: 5:00 pm to 8:00 pm

2005 Public Hearing (Open House):
- Date: Wednesday July 6, 2005
- Meeting Location: Fairbanks North Star Borough Chambers
- Time: 4:00 pm to 8:00 pm

2016 Open House:
- Date: April 7, 2016
- Meeting Location: Fairbanks City Hall Council Chambers
- Time: 6:00 pm to 8:00 pm
Agency Meetings:

On April 13, 2004 a scoping meeting was held with the following stakeholders:

- Cecily Hodges, Fairbanks North Star Borough, Land Management
- Karen Lavery, Fairbanks Downtown Association
- Guy Douglas, Fairbanks Downtown Association
- Torsten Ernst, Alaska Department of Environmental Conservation (ADEC), Spill Prevention and Response
- Dr. James Connor, Fairbanks North Star Borough, Transportation Department, Air Quality
- Christy Everett, US Army Corps of Engineers
- Don Young, Fairbanks area Biologist, Alaska Department of Fish and Game
- Ernie Misewicz, City of Fairbanks, Fire Department
- Doug Sims, FNSB Planning Department

The purpose of the meetings was to introduce the project to each agency and solicit their feedback and ideas for proposed improvements to incorporate into the project.

Cost Estimate

The cost estimate for this project is as follows:

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<thead>
<tr>
<th>Item</th>
<th>Cost</th>
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<td>Design</td>
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**Total Cost of Project**  $35,304,533
STAFF ANALYSIS

Zoning

Zoning throughout the project is primarily General Use (GU-1) with some General Commercial (GC) zoning along the west side of the Steese. Third Street is becoming increasingly important as a commercial corridor and providing access to the major arterial network. This improvement is compatible with area zoning.

Comprehensive Plan

This project is consistent with local transportation planning, as it has been applied for by DOT, reviewed by the Technical Committee, recommended to the Policy Board and approved for inclusion in the Fairbanks Metropolitan Area Transportation System (FMATS) Transportation Improvement Program (TIP) and the Long Range Transportation Plan.
This project is consistent with the FNSB Regional Comprehensive Plan. The most pertinent portion of the Plan is Transportation and Infrastructure Goal 1:

- **Strategy 1, Action C:** "Ensure that road designs improve safety and minimize adverse impacts... Integrate pedestrian friendly sidewalks and bike trails."

This project has reduced its overall footprint from what has been previously approved by improving designs that minimize the need for additional turn lanes. This has had a beneficial effect on the number of properties impacted from 40 to 34, but also the severity of property impacts have decreased as well, with less right-of-way needed for the newly configured improvements.

This project will construct sidewalks throughout on Third Street and the Steese Expressway. This project will ensure that sidewalks are ADA compliant.

**Action F:** "Encourage adequate transportation services to serve business activities."

This project improves traffic flow on Third Street and the Steese Expressway by adding turn lanes and a roundabout at the intersection of Third Street and Eagle Road. This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate.

- **Strategy 3:** "Make the Borough more pedestrian-friendly in urban and suburban areas and promote safety in rural and remote areas."

This project makes existing sidewalks uniform in width and provides widened shoulders. Sidewalks will be designed to current ADA standards. This project also widens the existing multi-use pathways along the Steese Expressway from 5 to 8 feet.

This project has been scheduled as a "Significant" item before the FNSB Planning Commission in accordance with the Memorandum of Understanding (MOU) between the FNSB and the DOT&PF. It is considered "Significant" due to:

- Previous approval in 2006 was of a "significant" Project;
- The number of properties impacted by right-of-way acquisition.

While this project is considered significant, it is worth noting that:

- No significant impact on the environment, community, or comprehensive plan;
- Consistency with all locally-adopted plans and no land use changes; and
- No change to the function of the roadway or connecting roadways.
- The Project doesn't change the function of the roadway,
- Controversy around the project has gone down to the point where it is no longer controversial and there is little to no expected negative comment,
- This project was approved in 2006 by the Planning Commission and the Assembly. Since that time the impacts of the project have been substantially reduced and Right-of-Way acquisition has been on-going for years,
• Previous assembly approval of the project represents consistency with the comprehensive plan and all other aspects of the local review process (except platting) and since approval of this project in 2006, the Comprehensive Plan has not changed.
  • Minor changes to the project since approval in 2006 lessen property impacts and improve roadway function.

III. FINDINGS OF FACT

The Department of Community Planning recommends adoption of the following Findings of Fact in support of the approval, as consistent with the FNSB Comprehensive Plan:

1. The Third Street Widening project has reduced its overall footprint from what has been previously approved by improving designs that minimize the need for additional turn lanes. This has had a beneficial effect on the number of properties impacted from 40 to 34, but also the severity of property impacts have decreased as well, with less right-of-way needed for the newly configured improvements. Transportation and Infrastructure: Goal 1, Strategy 1, Action C.

2. The Third Street Widening project will construct sidewalks throughout on Third Street and upgrade the multi-use pathways on the Steese Expressway, widening them from 5 to 8 feet. This project will ensure that all facilities are ADA compliant. Transportation and Infrastructure: Goal 1, Strategy 1, Action C and Strategy 3, Action A.

3. This project improves traffic flow on Third Street and the Steese Expressway by adding turn lanes and a roundabout at the intersection of Third Street and Eagle Road. This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate. Transportation and Infrastructure Goal 1, Strategy 1, Action F.

IV. RECOMMENDATION

The Department of Community Planning recommends that the Planning Commission RE-APPROVE HP2006-007 and adopt the staff report and the three findings of fact in support of the decision.

V. DRAFT MOTION

"I move to APPROVE HP2006-007 Third Street Widening Project as being consistent with the FNSB Regional Comprehensive Plan, adopting the staff report and three findings of fact in support of the approval."

VI. ATTACHMENTS

Attachment A—ADOT&PF Design Study Report
Attachment B—ADOT&PF application for Local Planning Authority approval.
HP2006-007
Third Street Widening

FNSB Planning Commission Meeting
February 12, 2019
Location Map
Third Street

- Construct a raised median along Third Street between Old Steese Highway and Eagle Avenue.

- Construct a second westbound through lane on the east-leg of Steese Expressway/Third Street that transitions to a westbound right-turn only lane at Old Steese Highway/Third Street.

- Re-stripe the existing eastbound right-turn lane on the west-leg of Old Steese Highway/Minnie Street-Third Street intersection to become a shared through/right-turn lane and then transition to a right-turn only lane at Steese Expressway/Third Street.

- Construct second eastbound/westbound left-turn lanes at Steese Expressway/Third Street.

- Install a single-lane roundabout at Third Street/Eagle Avenue.

- Re-stripe existing roadway section to install a two-way-left-turn-lane (TWLTL) median between Eagle Avenue and Hamilton Avenue.
Proposed Improvements

Steese Expressway

• Lengthen existing northbound and southbound left/right turn lanes at Steese Expressway/Third Street.

• Lengthen existing northbound left/right turn lanes at Steese Expressway/College Road.

• Widen existing separated multi-use pathways along Steese Expressway to 8 feet.

• Upgrade pedestrian facilities to meet Americans with Disabilities Act (ADA) standards and guidelines.

• Upgrade Intelligent Transportation Systems (ITS) such as new radar detection system and other signal units for the existing signalized intersection of Third Street with Old Steese Highway, Steese Expressway, and Hamilton Avenue-Farewell Avenue. A new fiber-optic signal interconnect will also be included on both Third Street and the Steese Expressway.
Proposed Safety Improvements

Safety Improvements include:

- Additional east and westbound through lanes on Third Street, will enhance driver safety.
- Additional westbound through and left turning lanes on Third Street between Steese Expressway and Eagle Avenue will alleviate long queue lengths.
- Installation of a single lane roundabout at Eagle Road and Third Street will reduce delay while slowing vehicle speeds through the intersection and increasing pedestrian safety.
- Raised median channelization on Third Street between Old Steese Highway and Eagle Avenue will eliminate traffic-crossing left turns at driveways.
- Upgrade signal lenses to 12-inch light emitting diode lenses for better visibility.
- Pedestrian access and safety will be improved by replacing and updating pedestrian facilities (i.e., sidewalks, curb ramps, and push buttons) to meet ADA standards and guidelines.
Design Map
Proposed Right-of-Way Acquisition

3RD STREET WIDENING

October 31, 2018
Proposed Right-of-Way Acquisition

3RD STREET WIDENING

October 31, 2018
Proposed Right-of-Way Acquisition

- On-going with legal descriptions and plats completed for all remaining parcels.

- All initial appraisals will be complete by the end of February.

- Offer letters will be sent to all parties by the end of March.

- There are 27 partial ROW Acquisitions and 7 full ROW Acquisitions.

- The 34 ROW acquisitions (total) are down from 40 acquisitions that were approved with the previous design.
Typical Sections — Third Street

Third Street, Old Steese to Eagle Ave. and Eagle Ave. to Hamilton Ave.
Typical Sections — Steese Expressway

**Steese Expressway**

STA "SE" 22+00 TO 30+79

**Steese Expressway**

STA BOP TO STA "SE" 21+20

- 2.5" HMA, TYPE II: CLASS A. TYP.
Staff Analysis

Area Zoning
Comprehensive Plan

This project is consistent with local transportation planning, as it has been approved for inclusion in the Fairbanks Metropolitan Area Transportation System (FMATS) Transportation Improvement Program (TIP) and the Long Range Transportation Plan.

This project appears consistent with the FNSB Regional Comprehensive Plan. The most pertinent portion of the Plan is Transportation and Infrastructure Goal 1:

- Strategy 1, Action C: “Ensure that road designs improve safety and minimize adverse impacts…Integrate pedestrian friendly sidewalks and bike trails.”

- This project has reduced its overall footprint from what has been previously approved.
- Improving designs have minimized the need for additional turn lanes.
- Properties impacted have reduced from 40 to 34 as well as the amount of ROW needed.
- This project will construct sidewalks throughout on Third Street and the Steese Expressway and ensure they are ADA compliant.
Comprehensive Plan

Action F: “Encourage adequate transportation services to serve business activities.”

- This project improves travel time, slows traffic, and improves safety on Third Street by adding a roundabout at the intersection of Third Street and Eagle Road.
- This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate.

- Strategy 3: “Make the Borough more pedestrian-friendly in urban and suburban areas and promote safety in rural and remote areas.”

This project makes existing sidewalks uniform in width and provides widened shoulders. Sidewalks will be designed to current ADA standards. This project also widens the existing multi-use pathways along the Steese Expressway from 5 to 8 feet.
Staff Analysis

This project has been scheduled as a **"Significant—Public Hearing"** item before the FNSB Planning Commission in accordance with the Memorandum of Understanding (MOU) between the FNSB and the DOT&PF. It is considered "Significant" due to:

- Previous approval in 2006 was of a "significant" Project;
- The number of properties impacted by right-of-way acquisition.

While this project is considered significant, it is worth noting that:

- No significant impact on the environment, community, or comprehensive plan;
- Consistency with all locally-adopted plans and no land use changes
- No change to the function of the roadway or connecting roadways.
- This project was approved in 2006 by the Planning Commission and the Assembly. Since that time the impacts of the project have been reduced
- Previous assembly approval of the project represents consistency with the comprehensive plan and all other aspects of the local review process (except platting) and since approval of this project in 2006, the Comprehensive Plan has not changed.
Staff Analysis — Findings of Fact

The Department of Community Planning recommends adoption of the following Three Findings of Fact in support of the approval, as consistent with the FNSB Comprehensive Plan:

The Third Street Widening project has a reduced footprint from what has been previously approved by minimizing the need for additional turn lanes. This has had a beneficial effect on the number of properties impacted from 40 to 34, and lessened those impacts. **Transportation and Infrastructure: Goal 1, Strategy 1, Action C.**

The Third Street Widening project will construct sidewalks throughout on Third Street and upgrade the multi-use pathways on the Steese Expressway, widening them from 5 to 8 feet. This project will ensure that all facilities are ADA compliant. **Transportation and Infrastructure: Goal 1, Strategy 1, Action C. and Strategy 3, Action A.**

This project improves traffic flow on Third Street and the Steese Expressway by adding turn lanes and a roundabout at the intersection of Third Street and Eagle Road. This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate. **Transportation and Infrastructure Goal 1, Strategy 1, Action F.**
Community Planning Recommendation

The Department of Community Planning recommends that the Planning Commission RE-APPROVE HP2006-007 and adopt the staff report and the three findings of fact in support of the decision.
I move to **RE-APPROVE** HP2006-007 Third Street Widening as being consistent with the Comprehensive Plan, adopting the staff report and three findings of fact in support of the approval.
Donald Galligan, Planner IV/Transportation Planner

Education:
Bachelor of Science in Sociology, University of Iowa, 1988
Masters of Science in Urban and Regional Planning, University of Iowa, 1990

Professional Planning Experience:
Planner IV, Fairbanks North Star Borough, April 2017-present
Associate Transportation Planner, SRF Consulting, 2015-2016
Planning Manager, McMillen LLC, 2007-2011
Senior Planner, HDR Engineering, 2000-2007
Senior Transportation Planner, JRH Transportation Engineering, 1997-2000
Senior Planner, Oregon Department of Transportation, 1995-1997
Planning Director, Bannock Planning Organization, 1990-1995
d. With the proposed condition related to the plan reviews by the State Fire Marshal and the City of North Pole Building Department, the facility will minimize fire and other safety risks.

e. With the proposed condition related to FNSBC Title 15 compliance, the facility will minimize the risks related to potential flooding.

Discussion on the motion ensued between commissioners.

ROLL CALL

Six (6) in Favor: Brandt, Whitaker, Stepovich, Sims, Perreault and Muehling

Zero (0) Opposed:

MOTION PASSED

[Nancy Durham left the meeting]

F. PUBLIC HEARING

HP2006-007 Third Street Widening: A request by the State of Alaska Department of Transportation and Public Facilities for local planning authority re-affirmation of the Third Street Widening project. The Alaska Department of Transportation and Public Facilities (ADOT&PF), in cooperation with participating agencies within the Fairbanks Metropolitan Area Transportation System (FMATS) and the Federal Highway Administration (FHWA), propose to reconstruct and widen (addition of through and turning lanes) Third Street between the Minnie Street Noyes Slough Bridge and the Hamilton/Farewell intersection and re-pave the Steese Highway between the Chena River Bridge and College Road. (Staff Contact: Don Galligan)

Mr. Donald Galligan provided a presentation of his staff report and recommendations on behalf of the Borough’s Planning Department, and recommended approval with three (3) findings of fact as listed in the Staff Report.

Questions by Commissioners

Commissioner Stepovich asked for an elaboration on how the project came back to the Planning Commission if it was approved in 2006.

Mr. Galligan explained that as part of the MOU; if a project lapses in activity more than two years, they have to come back for a re-approval. He explained that the project was moving along but they did not commit a funding source and it was shelved until 2016 when they began activity with this project once more.

Commissioner Sims questioned if variances will be required.

Mr. Galligan stated the determination is still to be made but the majority of the impacts are to properties zoned GU-1.

Commissioner Muehling questioned the timeframe for a long range plan as such.

Mr. Galligan stated typically 20-25 years and further explained the difference between short, medium and long range projects; this particular project is a short range project and is expected to be constructed within the next five years.
Commissioner Muehling asked what the 5 ft. sidewalks connected to.

Mr. Galligan stated to the west it would connect with the sidewalk that is on the north side of Minnie Street; the sidewalk would be on both sides.

Applicant's Testimony

Russell Johnson with DOT and Gary Jenkins, Civil Engineer, with DOWL, testified as follows:

- Elaborated on how the traffic studies were reevaluated, in relation to the design of the project in 2016 when Mr. Johnson became project manager.
- Mr. Johnson stated there will be ROW acquisitions.
- Mr. Johnson further explained there are no parking requirements for the zoning.
- Mr. Johnson clarified the sidewalks will be 6 ft. wide.
- Mr. Johnson stated there will be connectivity of the sidewalks.
- Mr. Johnson stated there will be 4 ft. shoulders that could be used for bicyclists in the summer and snow storage in the winter; not a bike facility.
- Mr. Jenkins stated the current plan is to construct in 2020.

Questions by Commissioners

Commissioner Sims questioned what the projections are like now versus in 2006.

Mr. Johnson explained the area does not have room for more houses and in 2006 might have anticipated more homes than there actually is now and further explained the purpose of the project.

Mr. Jenkins explained that sometimes growth rate projections are wrong.

Commissioner Perreault asked if there is any design that is addressed to improve flow from the Steese.

Mr. Johnson explained how the turn pocket will be lengthened.

Discussion ensued in regards to roundabouts and bike lanes between Commissioner Perreault and Mr. Johnson.

Commissioner Whitaker stated bicycles are also important to him and he is tempted to vote against future projects that don't have a bicycle facility implemented into the project.

Commissioner Muehling questioned the ROW impacts; in particular the Alaska Barbershop.

Mr. Johnson explained that the ROW acquisition would remove his sign.

Discussion ensued in regards to eminent domain ROW acquisitions.

Commissioner Stepovich questioned the roundabout design and the snow removal maintenance.

Mr. Johnson said it will be a traditional roundabout with low bush vegetation in the middle and will be plowed.

Discussion ensued about condemnation between Commissioner Muehling and Mr. Johnson.
Mr. Jaffa stated the discussion has legal questions that are resolved by the court and stated to his knowledge Mr. Johnson is not an attorney and may not have the legal standards that apply and cautioned the commission on how far into the discussion of condemnation they should get into.

Commissioner Whitaker questioned if bicycle facilities is a topic that is even discussed as the project engineer.

Mr. Johnson referenced his previous pedestrian multi-use path projects.

**Public Hearing Opened**

Lance Tibido, 316 Front Street-D, testified as follows:

- Concerned with the 40 mile area.
- People use the middle turn lane as a through way.
- Opposed to a cement middle divide.
- The previous bike path project took away the trees and left no sound barrier.
- People cut through his driveway to get to the sidewalk.
- The area is very used.
- Expressed worry about the state absorbing the land on 3rd, near the Holiday.
- Sidewalks Minnie Street to Third Street are horrible.
- Gave thanks for carrying through the project.

**Questions by Commissioners**

None

Michael Ricky, 305 Eagle Avenue, Alaska Barbershop, testified as follows:

- Concerned if his property would be violating any ordinances after the project.
- Questioned if his sign will have visibility to the Steese.
- After surveyed, he owns his parking and it is not a ROW.
- Have not heard from the SOA for negotiations yet.

**Questions by Commissioners**

Commissioner Stepovich questioned if DOT talked to him about the sign relocation.

Mr. Ricky said only the engineer has.

Commissioner Muehling asked about the survey he had done; parking lot is his property.

Mr. Ricky said that is correct, he had it staked.

**Public Hearing Closed**

**Applicant's Rebuttal**

Mr. Johnson stated they did try to minimize the ROW impacts as much as they could and clarified the sign relocation will be part of the project and explained the parking is not a ROW, he misspoke previously. He further explained that after the road is constructed, DOT will dispose of the excess ROW.
Mr. Jenkins stated they have been working with property owners about parking lot impacts and the acquisition process appraisals were just finished and once the appraisal packet is complete they will contact the property owners with offers.

Mr. Johnson and Mr. Jenkins touched base on the noise concerns and explained how they recently completed a noise analysis.

Questions regarding types of noise barriers and costs ensued between commissioners and Mr. Johnson and Mr. Jenkins.

**MOTION:** To approve HP2006-007 Third Street Widening Project as being consistent with the FNSB Regional Comprehensive Plan, adopting the staff report and four findings of fact in support of the approval by Commissioner Sims.

**FAILED FOR LACK OF A SECOND**

Mr. Galligan explained that he combined the findings of fact that were duplicates; in the original staff report FF 2 & 4 were very similar.

**MOTION:** To approve HP2006-007 Third Street Widening Project as being consistent with the FNSB Regional Comprehensive Plan, adopting the staff report and three findings of fact in support of the approval by Commissioner Sims seconded by Commissioner Perreault.

Discussion ensued between commissioners in regards to the motion.

**Findings of Fact**

1. The Third Street Widening project has reduced its overall footprint from what has been previously approved by improving designs that minimize the need for additional turn lanes. This has had a beneficial effect on the number of properties impacted from 40 to 34, but also the severity of property impacts have decreased as well, with less right-of-way needed for the newly configured improvements. **Transportation and Infrastructure:** Goal 1, Strategy 1, Action C.

2. The Third Street Widening project will construct sidewalks throughout on Third Street and upgrade the multi-use pathways on the Steese Expressway, widening them from 5 to 8 feet. This project will ensure that all facilities are ADA compliant. **Transportation and Infrastructure:** Goal 1, Strategy 1, Action C and Strategy 3, Action A.

3. This project improves traffic flow on Third Street and the Steese Expressway by adding turn lanes and a roundabout at the intersection of Third Street and Eagle Road. This project also adds a center turn lane between Eagle Road and Hamilton Avenue, improving safety and the business climate. **Transportation and Infrastructure Goal 1, Strategy 1, Action F.**

**ROLL CALL**

Six (6) in Favor: Sims, Perreault, Brandt, Whitaker, Stepovich and Muehling

Zero (0) Opposed:

**MOTION PASSED**
ADDENDUM

HP2006-007

FEBRUARY 12, 2019
FAIRBANKS NORTH STAR BOROUGH (FNSB) APPLICATION FOR LOCAL GOVERNMENT REVIEW

PROJECT NAME AND NUMBER: 3rd Street Widening
Z625410000 / 0670001

FNSB ACTION REQUESTED: Review and Comment
(As required by Alaska Statute 35.30.020)

APPLICANT: State of Alaska
Department of Transportation and Public Facilities
Design and Engineering Services
Northern Region
2301 Peger Road
Fairbanks, AK 99709-5316

For Information Contact:
Russell Johnson, P.E. 451-5059
(Project Manager) (Telephone Number)
russell.johnson@alaska.gov (E-mail Address)

PROJECT DESCRIPTION:

A. Type

| 1. Highway | X |
| 2. Facility |   |
| 3. Airport |   |
| 4. Other |   |

B. Recommended Project Classification

| 1. Non-significant |   |
| a. Minor Review | X |
| b. Standard Review | X |
| 2. Significant |   |

C. PROJECT SUMMARY:

Reconstruct and widen (addition of through and turning lanes) 3rd Street between the Minnie Street Noyes Slough Bridge and the Hamilton/Farewell intersection and re-pave the Steese Highway between the Chena River Bridge and College Road.

PURPOSE OF PROJECT:

The purpose of this project is to improve safety and decrease delay (the time it takes to travel through the 3rd Street corridor) by improving traffic flow.
A. Justification (traffic warrants, safety, etc.):

The project is needed because drivers experience long delays when traffic becomes congested and back up at intersections during the morning and evening rush hours.

PROJECT LOCATION & TERMINI:

3rd Street between the Minnie Street Noyes Slough Bridge and Hamilton/Farewell intersection. Steese Expressway between the Chena River Bridge and College Road intersection.

RIGHT OF WAY:

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<td>A.</td>
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A. If the project involves right of way acquisition, include a map indicating the location and size of the take. See the Design Study Report's Appendix E for the proposed right-of-way acquisition drawing.

B. Will a plat be filed? Yes X No __________

C. Expected date for plat submittal: Before January 2020

PROJECT FUNDING:

A. Type: Construction Design Right-of-Way

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<td>$8,472,457.00</td>
<td>$10,623,076.00</td>
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D. Source: Federal Federal Federal

PUBLIC INVOLVEMENT:

A. Public Meetings and Hearings (included synopsis)

1. Public Meeting April 13, 2004
2. Public Hearing July 6, 2005
3. Public Meeting April 7, 2016
3rd Street Widening

0670001 / Z625410000

STATE OF ALASKA

Department of Transportation and Public Facilities

NORTHERN REGION

November 2018
DESIGN APPROVAL
3RD STREET WIDENING
PROJECT NO. 0670001 / Z625410000

Requested by:  
Russell M. Johnson, P.E.
Engineering Manager
Northern Region

Design Approval Granted:  
Sarah E. Schacher, P.E.
Preconstruction Engineer
Northern Region

Distribution: NR Design Directive 16-02 Distribution
DESIGN STUDY REPORT
FOR
3RD STREET WIDENING
PROJECT NO. 0670001/Z625410000

PREPARED BY: Travis G. Hogins, P.E.
UNDER THE SUPERVISION OF: Gary L. Jenkins II, P.E.

ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
NORTHERN REGION DESIGN AND ENGINEERING SERVICES
NOVEMBER 2018
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LOCATION MAP                                                            Figure 1
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TYPICAL SECTIONS (3RD STREET)                                             Figure 4
TYPICAL SECTIONS (STEESE EXPRESSWAY)                                     Figure 5

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List of Acronyms

AASHTO .................................. American Association of State Highway and Transportation Officials
ADA .......................................................... Americans with Disabilities Act
ATB ............................................................. Asphalt Treated Base
AADT .......................................................... Annual Average Daily Traffic
ARP ............................................................. Alaska Renewable Pavement
FPDM .......................................................... Alaska Flexible Pavement Design Manual
DOT&PF ...................................................... State of Alaska Department of Transportation and Public Facilities
ESCP .......................................................... Erosion and Sediment Control Plan
ESAL ........................................................... Equivalent Single Axle Load
FHWA .......................................................... Federal Highway Administration
FNSB .......................................................... Fairbanks North Star Borough
FONSI ......................................................... Finding of No Significant Impact
GU ................................................................. General Use
General Policy ................................................ GP
HMA ........................................................... hot mix asphalt
HPCM .......................................................... Alaska Highway Preconstruction Manual
IES ............................................................... Illuminating Engineering Society
ITS .............................................................. Intelligent Transportation System
LOS ............................................................ Level of Service
mph .............................................................. miles per hour
ROW .......................................................... right-of-way
SWPPP ......................................................... Storm Water Pollution Prevention Plan
sec/veh .......................................................... seconds per vehicle
TWLTL .......................................................... two-way left-turn lane
TMC ............................................................. Traffic Management Center
vehicles per day ................................................ vpd
INTRODUCTION/HISTORY

The State Alaska Department of Transportation and Public Facilities (DOT&PF) in cooperation with the Alaska Division Office of the Federal Highway Administration (FHWA) proposes to reconstruct 3rd Street between the Old Steese Highway and Hamilton Avenue and upgrade the Steese Expressway from the Chena River Bridge to College Road, in Fairbanks, Alaska (See Figure 1).

3rd Street is a two-lane facility that primarily serves commercial land uses with a 2015 Average Annual Daily Traffic (AADT) of 13,302. The Steese Expressway is a four-lane facility with a 2015 AADT of 27,576. The intersection of 3rd Street and Steese Expressway experiences a crash rate of nearly twice the statewide average for a similar intersection, and operates at an existing year 2017 Level of Service (LOS) C. The 3rd Street and Eagle Avenue intersection experiences long queues for northbound left turning movements onto 3rd Street during peak hours, and operates at an existing year 2017 LOS E.

The proposed design described in this Design Study Report (DSR) is nearing the final stages and may accommodate minor change(s) prior to developing final plans, specifications, and estimate construction documents.

PROJECT DESCRIPTION

The 3rd Street Widening project includes:

- additional turn and through lanes and raised medians along 3rd Street;
- improved pedestrian facilities meeting Americans with Disabilities Act (ADA) guidelines;
- lengthened left-turn lanes on the Steese Expressway;
- a roundabout at 3rd Street and Eagle Avenue;
- a new two-way left turn lane from Eagle Avenue to Hamilton Street;
- and dual east-bound and west-bound left-turn lanes at 3rd Street and Steese Expressway.

Figure 1
The purpose and need for this project is to construct improvements that will decrease delay through improved traffic flow and increase safety for motorized and non-motorized users.

3rd Street Corridor Existing Conditions

The 3rd Street project corridor is approximately 0.40 miles long, an east/west facility, and is functionally classified as a minor urban arterial with a posted and design speed of 30 miles per hour (mph). The roadway facility is undivided with two 12-foot lanes, curb and gutters, striped left-turn lanes, and abutting sidewalk varying in width from 3.5 to 6 feet in width. The 3rd Street and Steese Expressway corridor within the project limits is a fully developed, mixed commercial district. The project corridor contains both General Commercial and General Use (GU) Fairbanks North Star Borough (FNSB) zoning districts.

Steese Expressway Corridor Existing Conditions

The Steese Expressway project corridor is approximately 0.36 miles long, a north/south facility, and functionally classified as an expressway with a posted speed of 45 mph and a design speed of 50 mph. The roadway is a divided facility with four 12-foot lanes, controlled access facility, curb and gutters, curb channelized left-turn lanes, a multi-use pathway runs along both sides outside of the controlled access limits.

Intersections in the project area are signalized with the exception of the 3rd Street / Forty Mile Avenue and 3rd Street / Eagle Avenue intersections, which are two-way stop controlled.

Proposed Improvements

The proposed improvements as shown in Figure 2 and 3, and listed below, will meet the project purpose and need by decreasing delay and queue lengths and enhancing motorized and non-motorized traffic safety:

3rd Street

- Construct a raised median along 3rd Street between Old Steese Highway and Eagle Avenue.
- Construct a second westbound through lane on the east-leg of Steese Expressway/3rd Street that transitions to a westbound right-turn only lane at Old Steese Highway/3rd Street.
- Re-stripe the existing eastbound right-turn lane on the west-leg of Old Steese Highway/Minnie Street-3rd Street intersection to become a shared through/right-turn lane and then transition to a right-turn only lane at Steese Expressway/3rd Street.
- Construct a second eastbound/westbound left-turn lanes at Steese Expressway/3rd Street.
- Install a single-lane roundabout at 3rd Street/Eagle Avenue.
- Re-stripe existing roadway section to install a two-way-left-turn-lane (TWLTL) median between Eagle Avenue and Hamilton Avenue.
Figure 3
Steese Expressway

- Lengthen existing northbound and southbound left/right turn lanes at Steese Expressway/3rd Street.
- Lengthen existing northbound left/right turn lanes at Steese Expressway/College Road.
- Widen existing separated multi-use pathways along Steese Expressway to 8 feet. The pathway along the west side of Steese Expressway south of 3rd Street was upgraded as part of another project.
- Upgrade pedestrian facilities to meet Americans with Disabilities Act (ADA) standards and guidelines.
- Upgrade Intelligent Transportation Systems (ITS) such as new radar detection system and other signal units for the existing signalized intersection of 3rd Street with Old Steese Highway, Steese Expressway, and Hamilton Avenue-Farewell Avenue. A new signal fiber-optic signal interconnect will also be included on both 3rd Street and the Steese Expressway.

DESIGN STANDARDS

Design standards and guidelines that apply to the 3rd Street Widening Project are contained in the following publications:

Standards:

See Appendix A for Design Criteria and Design Designations

**DESIGN EXCEPTIONS AND DESIGN WAIVERS**

There are no design exceptions or waivers.

**DESIGN ALTERNATIVES**

None

**3R ANALYSIS**

This is a reconstruction (4R) project, hence 3R analysis guidelines are not applicable.

**TRAFFIC ANALYSIS**

A traffic operations and capacity analysis was completed for the existing year (2017), mid-design year (2030), and design year (2040).

The proposed improvements are described in the Project Description section of this DSR. As a summary, they will:

- Widen/upgrade 3rd Street by adding additional eastbound and westbound through lanes, raised median islands, and turn lanes.
- Upgrade Steese Expressway by lengthening turn lanes and enhancing signage and pavement marking.
- Install a new single lane roundabout at the intersection of 3rd Street/Eagle Avenue.
- Upgrade ITS and other signal units for the existing signalized intersections of 3rd Street with Old Steese Highway, Steese Expressway, and Hamilton Avenue-Farewell Avenue.
- Upgrade pedestrian facilities to comply with the ADA standards and guidelines.

These proposed improvements will improve traffic operation capacity and motorized and non-motorized safety as described below.

- 3rd Street/Old Steese Highway intersection is predicted to operate at LOS C or better during peak hours in the design year no-build conditions.
  
  The conversion of the existing eastbound right-turn lane on the west-leg to become a shared through/right-turn lane will reduce the p.m. peak hour forecasted intersection average control delay from 27 to 21 seconds per vehicle (sec/veh). The LOS will remain unchanged.

- 3rd Street/40 Mile Avenue intersection is predicted to operate at a critical lane group LOS C during peak hours in the design year no-build conditions.
  
  The addition of east and westbound left-turn lanes will reduce the critical lane group forecasted intersection average control delay from 23 to 14 sec/veh during p.m. peak hour and 16 to 12 sec/veh during a.m. peak hour. The critical lane group LOS will improve to LOS B during both peak hours.

- 3rd Street/Steese Expressway intersection is predicted to operate at LOS D and E in the design year no-build conditions during a.m. and p.m. peak hours, respectively.
The addition of an eastbound right-turn lane, second westbound/eastbound left-turn lane, lengthened southbound and northbound left turns, and a second westbound through lane is anticipated to reduce the forecasted intersection average control delay from 61 to 47 sec/veh during p.m. peak hour. There is no anticipated change during the a.m. peak hour (staying at 43 sec/veh). The intersection is predicted to operate at LOS D during both peak hours with these land configuration changes.

- 3rd Street/Steese Expressway experienced 123 crashes for the years period of 2008 through 2012, resulting in 44 minor injuries, three (3) major injuries, and zero fatalities. Approximately, half of the experienced crashes were attributed to rear-end collisions. The project improves safety for this intersection by improving the capacity and by providing only protected eastbound and westbound dual left turns.

- 3rd Street/Eagle Avenue intersection is predicted to operate at a critical lane group LOS F during p.m. peak hour and LOS C during a.m. peak hour in the design year no-build conditions.

The installation of a single lane roundabout will reduce the critical lane group delay from 118.5 to 6.9 sec/veh during p.m. peak hour and from 18.7 to 4.3 sec/veh during a.m. peak hour. The critical lane group and overall intersection is predicted to operate at LOS A.

The eastbound approach 95th percentile queue length is predicted to extend 136 feet upstream from the roundabout during the p.m. peak hour, but is not expected to affect operation of the 3rd Street/Steese Expressway signal. The reduction in intersection delay with associated improvement to operational LOS will also improve safety.

**HORIZONTAL/VERTICAL ALIGNMENT**

The horizontal alignment and vertical profile of 3rd Street was designed in accordance with the Design Criteria located in Appendix A, while closely matching existing conditions for Steese Expressway. The proposed alignments and profiles aim to minimize ROW and drainage impacts. The Plan and Profile sheets are included in Appendix D.

3rd Street: The horizontal alignment of 3rd Street, between Old Steese Highway and Eagle Avenue includes a shifted toward the south to accommodate the additional eastbound/westbound through lanes. This resulted in the 3rd Street/Steese Expressway intersection shifting approximately 25 feet to the south. East of Eagle Avenue, the alignment follows the existing roadway centerline, with a minor shift east of Hamilton Avenue.

The proposed vertical alignment generally follows the existing roadway profile, with minor modifications to introduce high and low points to facilitate drainage of the roadway. All vertical grades fall within the minimum and maximum grades specified for this project. Grade changes where the algebraic difference is 1 percent or less have no vertical curve.

The horizontal alignment preserves the superelevated segment on the curve near the Hamilton Avenue intersection (Station 32+90 to End of Project).

Steese Expressway: The proposed horizontal alignment of the Steese Expressway closely follows the existing alignment.

Steese Expressway project improvements includes resurfacing, while maintaining existing typical section. Therefore, the design maintains existing roadway profile, with minor modifications to eliminate below minimum grade of 0.3 percent.
The design preserves the two segments of existing superelevation along the Steese Expressway alignment. The first segment begins just south of the Chena River Bridge and ends south of the intersection with 3rd Street (Station 21+00). The second segment starts just south of the intersection with College Road (Station 28+20) and carries through to the End of Project.

**TYPICAL SECTIONS**

The proposed typical section for 3rd Street from Old Steese Highway to Eagle Avenue (see Figure 3) consists of:

- two 11-foot paved through lanes in each direction;
- back-to-back 12-foot left-turn lanes, one lane in each direction of travel;
- 5.5-foot shoulders (4-foot paved shoulder and 1.5-foot gutter pan);
- standard roadside curb and gutter;
- 6-foot concrete sidewalks adjacent to the back-of-curb; and
- a raised median island separating east and westbound traffic, with a break at 40 Mile Avenue to allow for left turning movements.

The proposed typical section for 3rd Street from Eagle Avenue to Hamilton Avenue (see Figure 3) consists of the same features but will have only one 11-foot lane in each direction, no median, and a 12-foot paved TWLTL.

The proposed typical section for the Steese Expressway (see Figure 4) consists of:

- two 12-foot paved through lanes in each direction;
- a raised median of varying width;
- 7.5-foot shoulders (6-foot paved shoulder and 1.5-foot gutter pan);
- standard and expressway roadside curb and gutter;
- 8-foot asphalt separated multi-use path;
- 8-foot utility strip buffer between the back-of-curb and the multi-use path; and
- an access control fence between the multi-use path and edge of near traveled lane.

The Steese Expressway segment leading to the Chena River bridge features curb and gutter, with guardrail situated about 9 inches behind the curb face. Guardrail is necessary at this location to protect against vehicle encroachments onto non-recoverable/non-traversable slopes steeper than 3H:1V. This project will reconstruct the guardrail and adjust the rail face offset so it is flush with the curb face in accordance with current standards.
Figure 5
PAVEMENT DESIGN

The proposed pavement sections follow the guidelines in the Alaska Flexible Pavement Design Manual. They have been developed in coordination with and approved by the Regional Materials Engineer:

3rd Street:
- 2-inches hot mix asphalt
- 2-inches asphalt treated base
- 6-inches aggregate base course, grading D-1
- 18-inches of subbase, grading F

Steese Expressway: As-builds imply the existing road embankment consists of Selected Material, Type A overlain with Basecourse, Grading D-1 and this was used in the pavement analysis. The proposed structural pavement for the Steese Expressway is:
- 5-inches hot mix asphalt

See Appendix C for the approved pavement designs.

PRELIMINARY BRIDGE LAYOUT

N/A

RIGHT-OF-WAY REQUIREMENTS

Right-of-way (ROW) acquisition for this project is needed to widen the roadway footprint and relocate utilities. An analysis of alignment options was completed. The preferred concept widens 3rd Street to the south resulting in ROW acquisitions focused mostly on the south side of the roadway. Project ROW needs anticipate seven full acquisitions, 27 partial acquisitions, 59 temporary construction easements (TCEs), and 17 temporary construction permits (TCPs). Impacts to properties range from minor landscaping loss, loss of parking, to full building structure removal and business relocation(s).

The zoning for all parcels in the project corridor is GU-1 and is therefore not subject to borough parking requirements. Several business properties will have parking reductions due to partial ROW acquisitions. Alternative parking layouts are being developed for negotiations with the property owners during ROW acquisitions.
A summary of anticipated ROW acquisitions is provided in Table 1:

<table>
<thead>
<tr>
<th>Name of Business</th>
<th>Interest Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holiday Alaska Inc. (Holiday Gas Station)</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Wendy’s Restaurant</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Six businesses at 229 3rd Street, Suites 1-6</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Novus Windshield Repair</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Sign Detail Shop</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Award Makers</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>House of Tabs</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Real Estate Offices</td>
<td>Full acquisition</td>
</tr>
<tr>
<td>Helmbrecht Dental Clinic/Dental Offices</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Independent Carpenters Garage</td>
<td>Partial acquisition, structure would be demolished</td>
</tr>
<tr>
<td>Trademark Screenprinters (2 lots)</td>
<td>Partial acquisition, structure would be demolished, business relocated</td>
</tr>
<tr>
<td>Chowder House (2 lots)</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Jubilee Worship Center (6 lots)</td>
<td>Partial acquisition at the 3rd Street/Eagle Avenue intersection and for utilities.</td>
</tr>
<tr>
<td>Eagle Plaza Mall</td>
<td>Partial acquisition at the 3rd Street/Eagle Avenue intersection</td>
</tr>
<tr>
<td>Alaska Barber Shop</td>
<td>Partial acquisition at the 3rd Street/Eagle Avenue intersection</td>
</tr>
<tr>
<td>Residential House at 534 3rd Street (2 lots)</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Ajimi</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Northland Mortgage</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Graehl Business Center</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Boynton Office Systems</td>
<td>Partial acquisition</td>
</tr>
<tr>
<td>Early Head Start (3 lots)</td>
<td>Partial acquisition</td>
</tr>
</tbody>
</table>

See Appendix E for a graphic of anticipated permanent ROW impacts.

**MAINTENANCE CONSIDERATIONS**

DOT&PF maintains 3rd Street and the Steese Expressway within the ROW of the project corridors. Maintenance challenges include no place for temporary snow storage during snow removal.
operations on 3rd Street, aged surfacing, and damaged curbs making delineation between traveled lanes and pedestrians facilities unclear. The project will address these challenges as follows:

- a 4-foot shoulder along both sides of 3rd Street will function as a temporary snow storage area, allowing for quicker opening of travel lanes without blocking sidewalks with snow;
- The new structural section and surfacing will result in fewer crack and pothole repairs; and
- The new curbing will improve drainage to the storm drain system and maintain a better separation between motorized and non-motorized traffic.

The project widens the paved surface with additional through and turn lanes (lengthened turn lanes on Steese Expressway), plus a wider separated multi-use pathway along the east and west side (north of 3rd Street) and east side (south of the 3rd Street) of the Steese Expressway. This will increase the number of lane miles to be maintained approximately as follows:

<table>
<thead>
<tr>
<th>Facility</th>
<th>Existing Lane Miles</th>
<th>New Lane Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd Street Roadway</td>
<td>1.95</td>
<td>2.56</td>
</tr>
<tr>
<td>Steese Expressway Roadway</td>
<td>2.38</td>
<td>2.40</td>
</tr>
<tr>
<td>Steese: Separate multi-use Pathway</td>
<td>0.26</td>
<td>0.32</td>
</tr>
</tbody>
</table>

In addition, the raised medians along 3rd Street will increase the maintenance effort, particularly related to snow removal. The additional effort will be partially offset by providing 4-foot shoulders on 3rd Street and 6-foot shoulders on the Steese Expressway for snow storage. DOT&PF will additionally be responsible for energy costs for street lighting.

No additional maintenance agreements are required with other agencies.

MATERIAL SOURCES

All material sources will be Contractor-furnished. Materials of appropriate quality are available in sufficient quantities from private and commercial sources in the project vicinity.

UTILITY RELOCATION & COORDINATION

Numerous utilities run parallel to and/or cross the 3rd Street and Steese Expressway corridor. These utilities include:

- Utility Services of Alaska, sanitary sewer and water;
- Golden Valley Electric Association, electric power;
- General Communications, Inc., cable telecommunications and fiber optic; and
- Alaska Communications Systems, telecommunications and fiber optic;

The existing wastewater and water systems will be partially or fully reconstructed by this project. The above ground power and communication utilities will be relocated to an underground duct bank. The following is a summary of the planned utility relocations:
Table 3: Utility Reconstructs

<table>
<thead>
<tr>
<th>Utility</th>
<th>Existing Condition</th>
<th>Proposed Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanitary Sewer</td>
<td>A sanitary sewer main runs the length of the 3rd St corridor, from Old Steese Highway to Steese Expressway, with a branch line coming in from 40 Mile Avenue. A second line runs north/south on Eagle Avenue.</td>
<td>The sanitary sewer mains within the project limits will be reconstructed.</td>
</tr>
<tr>
<td>Water</td>
<td>Water main has two lines on 3rd St between Steese Expressway and Hamilton Avenue.</td>
<td>Reconstruct water main, removing one of the redundant lines.</td>
</tr>
<tr>
<td>Electric power</td>
<td>All electric power is provided by overhead conductors and runs throughout the 3rd Street corridor.</td>
<td>All overhead power between Old Steese Highway and Hamilton Avenue will be relocated with an underground duct bank or backfed</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>Telecommunication conductors generally follow the same overhead routing as the electric power.</td>
<td>Telecommunication cables between the Old Steese Highway and Hamilton Avenue will be relocated similar to the electric power in a separate duct bank</td>
</tr>
</tbody>
</table>

All utility relocations will be coordinated with the respective utility owners, and the relocation plans will be a part of the construction documents. See Appendix F for utility plan sheets.

ACCESS CONTROL FEATURES

3rd Street is classified as an urban minor arterial, which typically has a lower degree of access to provide efficient and safe mobility through the corridor. Lots with driveway access from a side street are generally having the 3rd Street driveway removed. Following DOT&PF standards, or as otherwise noted, Table 4 indicates which driveways along 3rd Street will be eliminated.
Table 4: Driveway Removal

<table>
<thead>
<tr>
<th>Location (Station)</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>14+60, RT</td>
<td>Parcel has alternate access off Old Steese Highway</td>
</tr>
<tr>
<td>15+00, RT</td>
<td>Lot is fully acquired; future driveway location will be added by development</td>
</tr>
<tr>
<td>15+90, RT</td>
<td>Lot is fully acquired; future driveway location will be added by development</td>
</tr>
<tr>
<td>16+60, LT</td>
<td>Too close to adjacent driveway at 17+60, LT</td>
</tr>
<tr>
<td>18+50, RT</td>
<td>Lot is fully acquired; future driveway location will be added by development</td>
</tr>
<tr>
<td>19+25, RT</td>
<td>Lot is fully acquired; future driveway location will be added by development</td>
</tr>
<tr>
<td>24+30, RT (Double)</td>
<td>Metal shop garage door is too close to roadway for safe access. Trademark Building will be demolished. Lot access will be determined during ROW negotiations.</td>
</tr>
<tr>
<td>25+25, RT</td>
<td>Driveway is too close to roundabout. Trademark Building will be demolished. Lot access will be determined during ROW negotiations</td>
</tr>
<tr>
<td>25+60, RT</td>
<td>Driveway is too close to roundabout; parking lot non-conforming; lot has access from Eagle Avenue.</td>
</tr>
<tr>
<td>25+75, LT</td>
<td>Driveway is blocked by parking lot curb; too close to roundabout; lot has access from Eagle Ave.</td>
</tr>
<tr>
<td>27+75, RT</td>
<td>Driveway is too close to roundabout; has alternate access off Eagle Avenue.</td>
</tr>
<tr>
<td>29+25, LT</td>
<td>Lot has another driveway at 28+60, LT</td>
</tr>
<tr>
<td>33+35, LT</td>
<td>Close to Hamilton Avenue; business has another driveway access at 32+65, LT</td>
</tr>
</tbody>
</table>

Note: RT refers to right side of alignment, LT refers to left side of alignment

The Steese Expressway is an urban principal arterial and is a limited access control facility. There are no proposed permanent access changes along this corridor. Two temporary access control breaks have been permitted by FHWA at 2nd and 4th Streets, east side, for traffic control detours during construction. This project will reconstruct the controlled access fences on either side paralleling the Steese Expressway between the edge of shoulder and separated multi-use pathway.

PEDESTRIAN/BICYCLE (ADA) PROVISIONS

3rd Street: 5-foot concrete sidewalks exist along both sides of the 3rd Street project corridor. Shoulders or bike facilities do not exist between Old Steese Highway and Hamilton Avenue. This forces bicyclist to share the roadway or sidewalk with vehicles or pedestrians, increasing the likelihood of conflicts.

The project will construct 6-foot sidewalks and 5.5-foot shoulders (4-foot paved shoulder plus 1.5 gutter pan) to accommodate bike traffic along 3rd Street from Old Steese Highway to Hamilton Avenue. Curb ramps at intersections will include detectible warning tiles and meet ADA standards and guidelines. The signalized intersections will have an ADA accessible push button and signal-protected phases allowing for safe crossings.
Steese Expressway: The Steese Expressway currently has 5-foot asphalt separated multi-use pathways, outside the controlled use area, on both sides of the expressway. This project will widen the separated multi-use pathway to 8-feet; along the west and east sides (north of 3rd Street) and east side (south of the 3rd Street) of the Steese Expressway (the west side was recently reconstructed). The design will also maintain an 8-foot separation from the traveled way where practicable.

SAFETY IMPROVEMENTS

The following safety improvements are proposed:

- Additional east and westbound through lanes on 3rd Street, between Old Steese Highway and Steese Expressway will reduce delay, queue lengths, and enhance driver safety.
- Additional westbound through and left turning lanes on 3rd Street between Steese Expressway and Eagle Avenue will alleviate long queue lengths that frequently extend well beyond the 3rd Street/Eagle Avenue intersection.
- Replacement of the two-way stop-control at Eagle Avenue and 3rd Street intersection with a single lane roundabout will reduce delay while slowing vehicle speeds through the intersection and reducing pedestrian exposure.
- Raised median channelization on 3rd Street between Old Steese Highway and Eagle Avenue will eliminate traffic-crossing left turns at driveways.
- Upgrade signal lenses to 12-inch light emitting diode lenses for better visibility.
- Upgrade the protected-permitted left-turn signal head with flashing yellow arrows.
- Pedestrian access and safety will be improved by replacing and updating pedestrian facilities (i.e., sidewalks, curb ramps, and push buttons) to meet ADA standards and guidelines.

INTELLIGENT TRANSPORTATION SYSTEM FEATURES

Intelligent Transportation System (ITS) projects improve transportation safety and efficiency and enhance productivity through the integration of advanced communication technologies into the transportation infrastructure and in vehicles. This project has no new Intelligent Transportation System (ITS) elements. All employed signal technologies are within the existing capabilities of the DOT&PF.

A separate traffic signal interconnect project covering the 3rd Street Widening signalized intersections is being developed. The two projects will be combined into one Final PS&E package prior to advertising for construction bids.

DRAINAGE

Existing topography is generally flat with less than five feet of relief. No wetlands, fish bearing streams, lakes or stream crossings are within the project area. Chena River, Noyes Slough, and Dry Slough are immediately adjacent to the project. The project is protected from the 100-year flood by a levee system. There are three existing storm drain systems in the project corridor:
The first system collects surface runoff along 3rd Street from Forty Mile Avenue to Old Steese Highway and drains into the existing storm drainage system serving the Old Steese Highway, which outfalls into Noyes Slough.

The second system collects surface runoff along the Steese Expressway and along 3rd Street between Forty Mile Avenue and Eagle Avenue. This system outfalls directly into the Chena River.

The third system collects surface runoff along 3rd Street from Eagle Avenue to Hamilton Avenue and connects into the existing storm drainage system serving Hamilton Avenue, which outfalls into Dry Slough.

The proposed drainage improvements include replacing the curb and gutter and expanding the existing storm drainage systems throughout the project. All new piping will be corrugated polyethylene pipe and curb inlets will be relocated to match proposed curbs. The DOT&PF will maintain the new storm drain systems in 3rd Street up to where it connects into the City system. The drainage system located in the Steese Expressway will continue to be maintained by the DOT&PF.

A storm water engineer plan review has been submitted and approved by the State of Alaska Department of Environmental Conservation.

SOIL CONDITIONS

Nine test holes were taken by DOT&PF in July 2000 along the project corridor. Test holes ranged from 10.0 to 24.0 feet in depth. Five split spoon samples and 45 soil samples were taken directly from the auger flight for testing and analysis. The following describe the materials conditions in the project area:

- Along 3rd Street the existing asphalt concrete was found to range between 2 inches and 3 inches in thickness.
- The existing embankment is approximately 2 to 3.5 feet thick. In some test holes, the embankment thickness was difficult to determine due to the similar nature of the underlying foundation soils. The sampled embankment materials demonstrated a range of 9.7 to 14.0% fines passing the No. 200 sieve.
- The foundation soils in the test holes were generally sand and gravel with some localized pockets of organic material and silt.
- Ground water surface was intercepted between 9.5 and 14.0 feet in five of the test holes.

EROSION AND SEDIMENT CONTROL

Project impacts are estimated to disturb roughly 15 acres, not including contractor furnished material sources.

In accordance with the Alaska Pollutant Discharge Elimination System, Alaska General Construction Permit, an Erosion and Sediment Control Plan (ESCP) and a Storm Water Pollution Prevention Plan (SWPPP) will be required. DOT&PF will include an ESCP in the contract plans. The ESCP will describe the 'Best Management Practices' that may be used during construction and will serve as a reference guide for the contractor to develop and submit a SWPPP for DOT&PF approval prior to beginning construction.
ENVIRONMENTAL COMMITMENTS

A complete list of environmental commitments for ROW, noise, hazardous materials, and construction are listed in the Finding of No Significant Impact (FONSI) located in Appendix B.

WORK ZONE TRAFFIC CONTROL

Temporary work zone traffic control will be developed during the design process and included in the Plans in the form of Construction Phasing and Traffic Control Summary drawings. The traffic control drawings will call out requirements related to allowable and/or restricted road closures, permitted access control of the Steese Expressway, temporary surface treatments, detour routes, construction phasing, temporary traffic control devices, temporary ADA routes and access, and all other incidentals related to temporary traffic control during construction.

The traffic control summary will serve as a template and guide for the Contractor to develop and submit a formal Traffic Control Plan for DOT&PF approval.

VALUE ENGINEERING

In accordance with the HPCM, a Value Engineering Analysis has been considered and will not be completed for this project.

COST ESTIMATE

The estimated costs for this project are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design</td>
<td>$8,472,457.00</td>
</tr>
<tr>
<td>Utilities</td>
<td>$1,209,000.00</td>
</tr>
<tr>
<td>Right of Way</td>
<td>$10,623,076.00</td>
</tr>
<tr>
<td>Construction (Includes 15% Engineering)</td>
<td>$15,000,000.00</td>
</tr>
<tr>
<td><strong>Total Cost of Project</strong></td>
<td><strong>$35,304,533.00</strong></td>
</tr>
</tbody>
</table>
APPENDIX A

DESIGN CRITERIA
AND
DESIGN DESIGNATION
# Design Criteria

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>3rd Street Widening (3rd Street)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Number:</td>
<td>0670001 / Z625410000</td>
</tr>
<tr>
<td>Functional Classification:</td>
<td>Urban Minor Arterial</td>
</tr>
<tr>
<td>Design Year:</td>
<td>2040</td>
</tr>
<tr>
<td>Present ADT:</td>
<td>13302</td>
</tr>
<tr>
<td>Design Year ADT:</td>
<td>13950</td>
</tr>
<tr>
<td>Mid Design Period ADT:</td>
<td>13367</td>
</tr>
<tr>
<td>DHV:</td>
<td>10.60%</td>
</tr>
<tr>
<td>Directional Split:</td>
<td>45/55</td>
</tr>
<tr>
<td>Percent Trucks:</td>
<td>3%</td>
</tr>
<tr>
<td>Equivalent Axle Loading:</td>
<td>1,620,200</td>
</tr>
<tr>
<td>Pavement Design Year:</td>
<td>2045</td>
</tr>
<tr>
<td>Design Vehicle:</td>
<td>AASHTO WB-50</td>
</tr>
<tr>
<td>Terrain:</td>
<td>Level</td>
</tr>
<tr>
<td>Number of Roadways:</td>
<td>2-Lane (each direction)</td>
</tr>
<tr>
<td>Design Speed:</td>
<td>30 mph</td>
</tr>
<tr>
<td>Width of Traveled Way:</td>
<td>11 ft</td>
</tr>
<tr>
<td>Width of Shoulders:</td>
<td>Outside: 4 ft Inside: 4 ft</td>
</tr>
<tr>
<td>Cross Slope:</td>
<td>2%</td>
</tr>
<tr>
<td>Superelevation Rate:</td>
<td>None</td>
</tr>
<tr>
<td>Minimum Radius of Curvature:</td>
<td>333 ft</td>
</tr>
<tr>
<td>Maximum Allowable Grade:</td>
<td>7%</td>
</tr>
<tr>
<td>Minimum Allowable Grade:</td>
<td>0.3%</td>
</tr>
<tr>
<td>Stopping Sight Distance:</td>
<td>200 ft</td>
</tr>
<tr>
<td>Lateral Offset to Obstruction:</td>
<td>1.5 ft</td>
</tr>
<tr>
<td>Vertical Clearance:</td>
<td>18.5' Signal Housing, 20.5' Overhead Utilities</td>
</tr>
<tr>
<td>Bridge Width:</td>
<td>N/A</td>
</tr>
<tr>
<td>Bridge Structural Capacity:</td>
<td>N/A</td>
</tr>
<tr>
<td>Passing Sight Distance:</td>
<td>N/A</td>
</tr>
<tr>
<td>Surface Treatment:</td>
<td>T/W: HMA Shoulders: HMA</td>
</tr>
<tr>
<td>Side Slope Ratios:</td>
<td>Foreslopes: Varies (4:1 max) Backslopes: Varies (4:1 max)</td>
</tr>
<tr>
<td>Degree of Access Control:</td>
<td>Signal and stop controlled intersections; permitted driveways</td>
</tr>
<tr>
<td>Median Treatment:</td>
<td>Raised Curb</td>
</tr>
<tr>
<td>Illumination:</td>
<td>Continuous</td>
</tr>
<tr>
<td>Curb Usage and Type:</td>
<td>Inside: Expressway Curb &amp; Gutter, Type I Outside: Standard Curb &amp; Gutter, Type I</td>
</tr>
<tr>
<td>Bicycle Provisions:</td>
<td>4' shoulders</td>
</tr>
<tr>
<td>Pedestrian Provisions:</td>
<td>Sidewalks</td>
</tr>
</tbody>
</table>

Shaded criteria are commonly referred to as the FWHA 13 controlling criteria. For NHS routes only, these criteria must meet the minimums established in the Green Book (AASHTO A Policy on Geometric Design of Highways and Streets). For all other routes, these criteria must meet the minimums established in the Alaska Highway Preconstruction Manual. Otherwise a Design Exception must be approved.

Design Criteria marked with a "#" do not meet minimums and must have a Design Exception(s) and/or Design Waiver(s) approved. See the Design Study Report for Design Exception/Design Waiver approval(s) and approved design criteria values.

8/8/2018
## Project Design Criteria

**Project Name:** 3rd Street Widening (Steese Expressway)  
**Functional Classification:** Urban Principal Arterial  
**Design Year:** 2040  
**Design Year ADT:** 33,989  
**DHV:** 10.60%  
**Percent Trucks:** 7%  
**Pavement Design Year:** 2045  
**Design Speed:** 50 mph  
**Number of Roadways:** 2-Lane (each direction)  
**Width of Travelled Way:** 12 ft  
**Width of Shoulders:** Outside: 6 ft  
**Cross Slope:** 2%  
**Minimum Radius of Curvature:** 930 ft  
**Superelevation Rate:** 4% max  
**Min. K-Value for Vert. Curves:** Sag: 96  
**Maximum Allowable Grade:** 6%  
**Minimum Allowable Grade:** 0.3%  
**Stopping Sight Distance:** 425 ft  
**Vertical Clearance:** 18.5' Signal Housing, 20.5' Overhead Utilities  
**Bridge Width:** N/A  
**Bridge Structural Capacity:** N/A  
**Passing Sight Distance:** N/A  
**Surface Treatment:** T/W: HMA  
**Side Slope Ratios:**  
- Foreslopes: Varies (2:1 max)  
- Backslopes: Varies (2:1 max)  
**Degree of Access Control:** Partial: Signal controlled intersections, no driveways.  
**Median Treatment:** Raised Curb  
**Illumination:** Continuous  
**Curb Usage and Type:**  
- Inside: Expressway Curb & Gutter, Type I  
- Outside: Standard Curb & Gutter, Type I  
**Bicycle Provisions:** 8' Shared Use Separated Path  
**Pedestrian Provisions:** 8' Shared Use Separated Path  
**Misc. Criteria:**

| Proposed - Designer/Consultant: |   | Date: 10-30-18 |
| Endorsed - Engineering Manager: |   |   |
| Approved - Preconstruction Engineer: |   |   |

Shaded criteria are commonly referred to as the FWHA 13 controlling criteria. For NHS routes only, these criteria must meet the minimums established in the Green Book (AASHTO A Policy on Geometric Design of Highways and Streets). For all other routes, these criteria must meet the minimums established in the Alaska Highway Preconstruction Manual. Otherwise a Design Exception must be approved.

*Design Criteria marked with a "#" do not meet minimums and must have a Design Exception(s) and/or Design Waiver(s) approved. See the Design Study Report for Design Exception/Design Waiver approval(s) and approved design criteria values.*
MEMORANDUM

State of Alaska
Department of Transportation & Public Facilities

TO: Ryan F. Anderson, P.E.,
Preconstruction Engineer
Northern Region

FROM: Judy Chapman
Planning Chief
Northern Region

DATE: March 27, 2015

FILE NO: I:\Traffic Data\DESIGN\2014\3rdSt_62541.doc

TELEPHONE NO: 451-5150

SUBJECT: Third Street Widening
62541/0670(001)
Design Designation

The design designations has been updated to include volumes from the PEL study as well to reflect the current engineer with the project. Signatures for this design designation can be found on the second page.

Separate growth rates and truck percentages were used for the Steese Expressway and Third Street portions of the project. Please review the attached traffic data request forms for the differences between the two facilities.

Any questions should be directed to Jennifer Anderson at 451-2257.

Ryan F. Anderson, P.E., Preconstruction Engineer

Date

SGV

cc: Russ Johnson, P.E., Engineering Manager, Northern Region

Attachment
MEMORANDUM

TO: Ryan F. Anderson, P.E.,
Preconstruction Engineer
Northern Region

FROM: Judy Chapman
Planning Chief
Northern Region

DATE: December 11, 2014
FILE NO: I:\Traffic Data\DESIGN\2014\3rdSt_62541.doc
TELEPHONE NO: 451-5150
SUBJECT: Third Street Widening
62541/0670(001)
Design Designation

Please approve the attached design designation by signing below enabling your staff to proceed.

Separate growth rates and truck percentages were used for the Steese Expressway and Third Street portions of the project. Please review the attached traffic data request forms for the differences between the two facilities.

Any questions should be directed to Jennifer Anderson at 451-2257.

Ryan F. Anderson, P.E., Preconstruction Engineer

JCA/sgv

cc: Caroline Maniaci, P.E., Engineering Manager, Northern Region
Jennifer Anderson, Traffic Data Manager, Northern Region

Attachment

Please circulate and return to
Traffic Data & Forecasting Manager
Planning Manager (outside FNSB)
Planning Chief
Fairbanks Area Planner (FNSB)
Traffic & Safety
Any changes, additions, or questions,
Please write on this sheet
MEMORANDUM

TO: Judy Chapman.
Planning Chief
Northern Region

THRU: Ryan F. Anderson, P.E.
Preconstruction Engineer
Northern Region

FROM: Caroline S. Maniaci, P.E.
Engineering Manager
Northern Region

DATE: 10/23/2014
FILE NO: V'Hwy62541 3rd Street/Design
PHONE NO: 451-2293
FAX NO: 451-5126
SUBJECT: Third Street Widening
62541/0670(001)
Design Designation Request

Please provide a Design Designation for the subject project.

☐ Present AADT
☐ Design Year AADT (2045)
☐ Mid-Design Period AADT (2030)
☐ Design Hourly Volume
☐ Directional Split
☐ Percent Trucks
☐ Design Functional Classification
☐ Intersection Turning Movement Counts at: Old Steese hwy, Forty Mile Ave, Steese Hwy, and Eagle Ave.
☐ Other (Specify)

The project is scheduled for construction in FY2017.

Please complete the attached Traffic Date Request Form.

Attachment: as stated
DESIGN DESIGNATION
Northern Region Planning
Traffic Data & Forecasting

ROUTE NAME: Steese Expressway
STATE ROUTE NO: 152000
CDS MILEAGE: 0.3515-0.8646
FUNCTIONAL CLASS: Principal Arterial- Other
URBAN/RURAL: Urban

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ROUTE NAME: Third St  
STATE ROUTE NO: 150040  
CDS MILEAGE: 0.00-0.1709  
FUNCTIONAL CLASS: Minor Arterial  
URBAN/RURAL: Urban

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### DESIGN DESIGNATION
Northern Region Planning
Traffic Data & Forecasting

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## Traffic Data Request Form

**Alaska Department of Transportation & Public Facilities**

<table>
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<th>Design Project Number: 62547</th>
<th>Date Requested: 10-24-14</th>
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<td>CDS Route Name: Streets Expwy</td>
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<td>End Year:</td>
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<tr>
<td>Back Cast (%/yr): Begin Year:</td>
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### Lane Configuration Sketch:
(Designer: Provide sketch of lane layout. Number each lane and show directions.)

### Truck Category

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<th>Truck Category</th>
<th>Load Factor (ESALs per Truck)</th>
<th>% of Total AADT in Truck Category</th>
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<tr>
<td>≥ 6-axle</td>
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### Percent of Base Year Total AADT for Each Numbered Lane in Configuration Sketch:

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<td>Lane # 2</td>
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### Comments:
101900 S5 Station #

Data Provided By: [Signature]
Provider's Signature: [Signature]
Date Provided: 11/2/14

Figure 6-1. Traffic Data Request (TDR) Form
### Traffic Data Request Form

**Requested By:** Caronhe Maniaci  
**Design Project Number:** 62541  
**Date Requested:** 10-24-14

**Base Year:** 2013  
**Base Year Total AADT:** 2,3620

**AADT Growth Rate**  
- **Forward (%/yr):** 1.25  
- **End Year:** 2045  
- **Back Cast (%/yr):** Begin Year:

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<th>Truck Category</th>
<th>Load Factor (ESALs per Truck)</th>
<th>% of Total AADT in Truck Category</th>
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<td>≥ 6-axle</td>
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**Percent of Base Year Total AADT for Each Numbered Lane in Configuration Sketch:**

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**Common Route Name:** Steese Exp  
**Functional Class:** Principal Urban/Rural  
**Arterial-Other**

**Historic M.P. Interval:**  
**CDS Route Name:** Steese Exp  
**CDS M.P. Interval:** 0.8646 - 1.0344

**Lane Configuration Sketch:**

(Designer: Provide sketch of lane layout. Number each lane and show directions.)

**Comments:** Station 36061600

**Data Provided By:** Scott Yoder  
**Provider's Signature:**  
**Date Provided:** 11/24/14

---

**Figure 6-1. Traffic Data Request (TDR) Form**

---
**Traffic Data Request Form**

Alaska Department of Transportation & Public Facilities

**Requested By:** [Signature]

**Design Project Number:** PWSA 62.5-11

**Date Requested:** 10-23-2014

**Base Year:** 2013

**Base Year Total AADT:** 7500

**AADT Growth Rate**
- **Forward (%/yr):** 0.75
- **End Year:** 2045
- **Back Cast (%/yr):** Begin Year

**Common Route Name:** 3rd St

**Functional Class:** Urban/Rural

**Historic M.P. Interval:**

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<td>3-axle</td>
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<td>4-axle</td>
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<tr>
<td>≥ 6-axle</td>
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**Lane Configuration Sketch:**
(Designer: Provide sketch of lane layout. Number each lane and show directions.)

![Sketch of lane layout]

**Percent of Base Year Total AADT for Each Numbered Lane in Configuration Sketch:**

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**Comments:**
Station 31559000

**Data Provided By:** [Signature]

**Provider’s Signature:** [Signature]

**Date Provided:** 11/24/14

---

Figure 6-1. Traffic Data Request (TDR) Form
### Traffic Data Request Form

**Alaska Department of Transportation & Public Facilities**

**Requested By:** [Caroline Maniaci]

**Base Year:** 2013
**Base Year TotalAADT:** 10,500

**AADT Growth Rate**
- Forward (%/yr): 0.7%
- End Year: 2045
- Back Cast (%/yr): Begin Year:

**Design Project Number:** AVS 45 6254/1
**Date Requested:** 11-28-2014

**Common Route Name:** 3rd St
**Functional Class:** Urban/Rural
**Historic M.P. Interval:**

**CDS Route Name:** 150040
**CDS M.P. Interval:** 0.1709-0.256

### Lane Configuration Sketch: (Designer: Provide sketch of lane layout. Number each lane and show directions.)

![Sketch of lane layout with numbers and directions]

### Percent of Base Year Total AADT for Each Numbered Lane in Configuration Sketch:

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<th>Lane #</th>
<th>%</th>
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### Comments:

Station 30 da 9000 - West of Eagle

**Data Provided By:** [Signature]

**Provider's Signature:** [Signature]

**Date Provided:** 11/29/14

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**Figure 6-1. Traffic Data Request (TDR) Form**
**Traffic Data Request Form**

Alaska Department of Transportation & Public Facilities

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Percent of Base Year Total AADT for Each Numbered Lane in Configuration Sketch:

Lane # 1: % 45
Lane # 2: % 55
Lane # 3: %
Lane # 4: %
Lane # 5: %
Lane # 6: %

Comments:
Station 36058000

Lane Configuration Sketch:
(Designer: Provide sketch of lane layout. Number each lane and show directions.)

![Lane Configuration Sketch]

Data Provided By:
Provider's Signature:
Date Provided:

Figure 6-1. Traffic Data Request (TDR) Form
ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
10/31/14
SUMMARY DATA - ADT

STATION ID 10100065  NORTH-SOUTH  ROUTE 152000  MILEPOINT 0.568
STEESE EXPRESSWAY, CHENA BRIDGE (COMBINED)

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PF1 - INQUIRY  PF2 - HELP  PF3 - QUIT  PF4 - TDS MENU
PF5 - SELECTION  PF10 - NEXT STATION
## ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

### SUMMARY DATA - ADT

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**ROUTE: 150040**  
**MILEPOINT: 0.134**  

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**UNVERIFIED DATA**

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  PF3 - QUIT  
  PF4 - TDS MENU  
  PF5 - SELECTION  
  PF10 - NEXT STATION
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**Summary Data - ADT**

**Station ID:** 30229000  **Route:** 150040  **Milepoint:** 0.246

**3rd Street West of Eagle Avenue**
ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
SUMMARY DATA - ADT
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3RD STREET BETWEEN EAGLE AVENUE AND HAMILTON AVENUE

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PF1 - INQUIRY
PF5 - SELECTION
PF2 - HELP
PF3 - QUIT
PF4 - TDS MENU
PF10 - NEXT STATION
**Transportation & Public Facilities**

**Roadway Information Portal (RIP)**

---

### CDS Route Log

**CDS Route**: STEESE EXPRESSWAY/HIGHWAY (152000)

**From Milepoint**: 0

**To Milepoint**: 2

**Filter**

- **Facility Type**:
  - INTERCHANGE RAMP
  - NON-INVENTORY
  - WYE
  - SECONDARY FERRY ACCESS
  - ROUNDABOUT
  - PRIMARY FERRY ACCESS
  - NON-INTERCHANGE RAMP
  - MAINLINE
  - CONNECTOR

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*October 29, 2014 11:46 AM*
### Report

**Route Log**

**CDS Route**
3RD STREET (150040)

**From Milepoint**
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**To Milepoint**
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**Filter**
FacilityType
INTERCHANGE RAMP;NON-INVENTORY;WYE;SECONDARY FERRY ACCESS;ROUNDABOUT;PRIMARY FERRY ACCESS; NON-INTERCHANGE RAMP;MAINLINE;CONNECTOR

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October 29, 2014 11:46 AM
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| Hourly Total | 0 217 |

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| Hourly Total | 0 217 |
Count Name: 3rd St and 40 Mile Ave
Site Code: 150040000000
Start Date: 08/26/2014
Page No: 2

Turning Movement Data Plot
### Turning Movement Data

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* All Vehicles

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**Total**

- **Right**: 342
- **Thru**: 342
- **Left**: 342
- **U-Turn**: 342

**All Vehicles (no classification)**

- **Total**: 342
- **Count Name**: 3rd St and 40 Mile Ave
- **Site Code**: 150040000000
- **Start Date**: 08/26/2014
- **Page No**: 1
Count Name: Steese Expy and 3rd St
Site Code: 152000176360
Start Date: 05/21/2014
Page No: 2

Turning Movement Data Plot
@
Alaska Department of Transporlation & Public Facilities
Traffic Data & Forecasting
2301 Peger Road
Fairbanks, Alaska, United States 99709
907-451-2257

Count Name: Steese Expy and
3rd St
Site Code: 152000't76360
Start Date: 05121 l20'l 4
Page No: 1

Turning Movement Data
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64 500 53 0
't8 144 18 0
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3rd St

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100.0 100.0 100.0

100.0

100.0

20.0

344

943

12.1

'14I

1

729

0.0

00

40

',t17

390

5.6 4.4 1.7

53

85

7t5

38.4

9

3

376

0.0

7

100.0

123

46.5 39.4 14.1

0

18

346
624

I

947

2s

36

800


### Turning Movement Data Plot

#### Eagle Ave [N]

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#### Eagle Ave [S]

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#### Car

- **06/18/2013 7:00**
- **Ending At:**
- **06/18/2013 18:00**

- **0**
- **819**
- **12**
- **58**

- **0**
- **819**
- **12**
- **58**

- **850**
- **689**
- **1539**

- **850**
- **689**
- **1539**

- **Out**
- **In**
- **Total**
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<td>- 110.0 100.0 100.0</td>
<td>- 100.0 100.0 100.0</td>
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### Computations

**Location**

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<th>Location</th>
<th>3rd W. of 3rd St</th>
<th>3rd E. of 3rd St</th>
<th>3rd E. of 3rd Ave</th>
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<tr>
<td>ADT</td>
<td>2013</td>
<td>2030</td>
<td>2045</td>
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<tr>
<td>3rd St. ADT</td>
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<td>8150</td>
<td>8450</td>
<td>900</td>
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Growth rate used: 3rd St.: 0.75%, 3rd Ave.: 1.25%

17 year factor: 1.32  3rd St.: 1.13  3rd Ave.: 1.17

30 year factor: 1.37  3rd St.: 1.26  3rd Ave.:

Directional split: 45-55

| Truck % = 7% on 3rd Ave. 31% on 3rd St. |

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<th>Load Factor</th>
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<th>% Trucks @ 3rd St.</th>
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<tr>
<td>8</td>
<td>4</td>
<td>1.20</td>
<td>0.60</td>
<td>0.15</td>
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<td>9</td>
<td>5</td>
<td>1.55</td>
<td>0.50</td>
<td>0.10</td>
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**Item No.**

**DATE** 11/7/84

**Project No.** 62541

**Project Name** 3rd St.

Calc. by Scott

Checked by ________

---

Sheet 347 of 347 Sheets

25D-120 (5/84)
APPENDIX B

ENVIRONMENTAL DOCUMENT FONSI
IV. Permits and Authorizations

8. Noise
   □ □ ☒
9. Eagle Permit
   □ □ ☒
10. Other. If yes, list below.
    □ □ ☒

11. Describe changes:
    No changes in the status of the permit's and authorizations required for this project.

V. Comments and Coordination Conducted for the Re-evaluation

1. Has public/agency coordination occurred since the original environmental document was approved?
   ☒ □

2. Describe all outreach and coordination efforts taken for this project since approval of the original environmental document. Discuss pertinent issues raised by the public and other agencies. Attach applicable correspondence and responses.
   Peter Beardsley (NORTECH), is coordinating with Mr. Jim Fish, ADEC regarding the demolition of buildings within the area of the known contaminated site. It was explained to Mr. Fish how the buildings would be demolished and possible additional field sampling if required. Mr. Fish is currently considering.

VI. Changes in Environmental Commitments or Mitigation Measures

1. Have there been any changes in the environmental commitments or proposed mitigation?
   □ ☒

2. Describe all changes:
   No changes in the environmental commitments.

VII. Environmental Re-evaluation Determination

1. The conclusions of the original environmental document approval remain valid.
   ☒ □

2. The project meets the criteria of the DOT&PF Programmatic Approval 2 authorized in the November 6, 2012 “CE Directive – Delegation of Approval Authority for Certain CEs under 6004 MOU”. If yes, the Re-evaluation may be approved by the Regional Environmental Manager. If no, the Re-evaluation may be approved by a Statewide NEPA Manager.
   □ ☒ ☒

3. The project meets the criteria of the April 13, 2012 “Programmatic Categorical Exclusion for Use on Federal-Aid Highway Projects in Alaska” agreement between FHWA and DOT&PF. If yes, the Re-evaluation may be approved by the Regional Environmental Manager. If no, the Re-evaluation may be approved by FHWA Area Engineer.
   □ □ ☒

4. The changes in the project scope, environmental consequences, environmental commitments or public controversy require a new or supplemental environmental document. If “Yes” consultation with the FHWA Area Engineer and FHWA NEPA Project Manager, or DOT&PF Statewide NEPA Manager is required.
   □ □ ☒
VIII. Environmental Documentation Approval Signatures

Prepared by: ___________________________ Date: 7/21/14
Kerri Martin
[Sign] Environmental Impact Analyst

Reviewed by: ___________________________ Date: 7/21/14
CAROLINE MANIACI
[Print Name] Engineering Manager

Approved by: ___________________________ Date: 7/21/14
Brett Nelson
[Sign] Regional Environmental Manager

[Print Name] Regional Environmental Manager

Assigned CE Re-evaluation

Approved by: ___________________________ Date: _____
DOT&PF Statewide NEPA Manager

[Print Name] DOT&PF Statewide NEPA Manager

Non-Assigned CE Re-evaluation

Approved by: ___________________________ Date: _____
FHWA Area Engineer or FHWA NEPA Project Manager

[Print Name] FHWA Area Engineer or FHWA NEPA Project Manager

EA or EIS Re-evaluation

Approved by: ___________________________ Date: 7/22/14
Austin Armstrong
[Sign] FHWA Area Engineer or FHWA NEPA Project Manager

[Print Name] FHWA Area Engineer or FHWA NEPA Project Manager
APPENDIX C

PAVEMENT DESIGN
# 3rd Street Pavement Analysis

<table>
<thead>
<tr>
<th>Layer</th>
<th>Critical Z Coordinates</th>
<th>Asphalt Properties</th>
<th>Season</th>
<th>Module (kPa)</th>
<th>Poisson's Ratio</th>
<th>Tensile Critical Stress (kPa)</th>
<th>Critical Compensative Stress (kPa)</th>
<th>Million Cycles to Failure</th>
<th>Future Damage %</th>
<th>Total Damage %</th>
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<tbody>
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<td>4% AB 0.0% Asph 140 psf</td>
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- **OK - 3rd Stk**
- **J. McCurry 8-8-16**

Project: 3rd Street 3rd
Project No.: 2526418000

- AADT = 13,302
- Past Loadings: 152,000, 348,000, 192,000, 648,000, 1,520,000
- Future Loadings: 152,000, 348,000, 192,000, 648,000, 1,520,000
- Load = 4500 lb
- Tire Pressure = 110 psi

- X/Y Load Points
  - X/Y Load Points (in).
  - X/Y Evaluation Points (in).
  - X/Y Load Locations (in).
  - Total Damage %

- Future Damage %
- Total Damage %

- New Construction (by M.
  - 8/2/16 9:26:55 AM

352
Steese Expressway Pavement Analysis, 30 year, X2 2.5 inch AC

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<tr>
<th>Layer</th>
<th>Critical Z Coordinate</th>
<th>Asphalt Properties</th>
<th>Season</th>
<th>Modulus (kPa)</th>
<th>Poisson’s Ratio</th>
<th>Tentative Critical Micro Strain</th>
<th>Critical Compressive Stress (psi)</th>
<th>Million Cycles to Failure</th>
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New Construction by A Faulkner
6/5/2018 12:52:51 PM

OK - ARP for Fatigue
Jeff Currier, P.E.
NR Mat1's Bag - 6-20-18
**Project Name:** 3rd Street  
**Design:** Anna Ferntheil  
**Date:** 6/5/2018

## Traffic Data for Design and Historic ESALs

### Design Data Input

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<th>Parameter</th>
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<td>Design Construction Year</td>
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<tr>
<td>Design Length in Years</td>
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<td>Base Year</td>
<td>2015</td>
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<td>Base Year Total AADT</td>
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<td>Growth Rate % per Year</td>
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### Historic Data Input

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<td>Historic Construction Year</td>
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<td>Backcast % per Year</td>
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### Design Lane AADT

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<th>% of Base Year AADT for Each Lane</th>
<th>Load Factor (ESALs per Truck)</th>
<th>% AADT in Truck Category</th>
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### Design Year ESAL Calculations

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<th>% AADT in Truck Category</th>
<th>Load Factor for Truck Category</th>
<th>Construction Year ESALs</th>
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Total Construction Year ESALs: 167,736

### Historic Construction Year ESAL Calculations

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Total Historic Construction Year ESALs: 0

Click here for more information on ESAL calculations.
Steeze Expressway Pavement Analysis, 15 year, X2 2.5 inch AC

| Project | 3rd Ave NW | AK/DT | Pro No: 282541/0000 | New Construction Load-Factored:
| --- | --- | --- | --- | --- |
| AADT = 27,567 | Past Loadings | Future Loadings | X/Y Load Locations (in):
| 10% Spring | 10% Summer | 10% Fall | 40% Winter | Load = 4000 lbs |
| Total | 274898 | 1039421 | 274898 | 1039421 |
| Total | 2,748,982 | | | |

<table>
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<tr>
<th>Layer</th>
<th>Critical Z Coordinate</th>
<th>Asphalt Properties</th>
<th>Season</th>
<th>Modulus (ksi)</th>
<th>Poisson’s Ratio</th>
<th>Tensile Critical Micro Shear</th>
<th>Critical Compressive Stress (ksi)</th>
<th>Million Cycles to Failure</th>
<th>Future Damage %</th>
<th>Total Damage %</th>
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<td>84.19</td>
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<tr>
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<td></td>
<td>Total Damage</td>
<td>27.51</td>
<td>27.51</td>
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<td></td>
</tr>
<tr>
<td>3.40% Select_A_F200-4%</td>
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<tr>
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<td>Summer</td>
<td>38</td>
<td>0.4</td>
<td>18.70</td>
<td>6.40</td>
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<tr>
<td></td>
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<td></td>
<td>Fall</td>
<td>38</td>
<td>0.4</td>
<td>13.70</td>
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<tr>
<td></td>
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<td>Winter</td>
<td>80</td>
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<tr>
<td></td>
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<td></td>
<td>Summer</td>
<td>10</td>
<td>0.46</td>
<td>1.18</td>
<td>310.81</td>
<td>0.00</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Fall</td>
<td>10</td>
<td>0.46</td>
<td>1.18</td>
<td>310.81</td>
<td>0.00</td>
<td>0.00%</td>
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<td>Winter</td>
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<td>Total Damage</td>
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</tr>
</tbody>
</table>

**OK Jeff Curry, P.E., NR Mat'l's 6-20-18 Eng.**
# Traffic Data for Design and Historic ESALs

## Design Data Input
- Design Construction Year: 2018
- Design Length in Years: 15
- Base Year: 2015
- Base Year Total AADT: 27,576
- Growth Rate % per Year: 1.25%

### % of Base Year AADT for Each Lane

<table>
<thead>
<tr>
<th>Lane</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>27.5</td>
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<tr>
<td>2</td>
<td>27.5</td>
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<td>3</td>
<td>22.5</td>
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<tr>
<td>4</td>
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<tr>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>6</td>
<td>0</td>
</tr>
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</table>

## Historic Data Input
- Historic Construction Year: 2015
- Backcast % per Year: 1.25%

### % of Base Year AADT for Each Lane

<table>
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<th>Lane</th>
<th>%</th>
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</thead>
<tbody>
<tr>
<td>1</td>
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<td>2</td>
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<td>5</td>
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<tr>
<td>6</td>
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</table>

## Truck Category

<table>
<thead>
<tr>
<th>Truck Category</th>
<th>Load Factor (ESALs per Truck)</th>
<th>% AADT in Truck Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Axle</td>
<td>0.5</td>
<td>4.5</td>
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<tr>
<td>3-Axle</td>
<td>0.85</td>
<td>0.75</td>
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<td>1.2</td>
<td>0.6</td>
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<td>5-Axle</td>
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<td>0.5</td>
</tr>
<tr>
<td>&gt;=6-Axle</td>
<td>2.24</td>
<td>0.65</td>
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</table>

**TOTAL DESIGN ESALs:** 2,748,578

## Construction Year ESAL Calculations

<table>
<thead>
<tr>
<th>Truck Category</th>
<th>Design Lane AADT</th>
<th>% AADT in Truck Category</th>
<th>Load Factor for Truck Category</th>
<th>Construction Year ESALs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-Axle</td>
<td>7871</td>
<td>4.5</td>
<td>0.5</td>
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<tr>
<td>3-Axle</td>
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<td>0.75</td>
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**Total Construction Year ESALs:** 167,736

## Historic Construction Year ESAL Calculations

<table>
<thead>
<tr>
<th>Truck Category</th>
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<th>% AADT in Truck Category</th>
<th>Load Factor for Truck Category</th>
<th>Historic Construction Year ESALs</th>
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<tr>
<td>&gt;=6-Axle</td>
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<td>2.24</td>
<td>2.24</td>
<td>0</td>
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</tbody>
</table>

**Total Historic Construction Year ESALs:** 0

---

CLICK HERE FOR MORE INFORMATION ON ESAL CALCULATIONS
APPENDIX D

PRELIMINARY PLAN SHEETS
ROADWAY NOTES:

1. ONLY EXISTING UTILITIES ARE SHOWN ON THE F-SHEETS AND ARE PROVIDED BY OTHERS. PROPOSED UTILITIES ARE SHOWN ON U-SHEETS.

2. UNLESS OTHERWISE NOTED ON PLANS, PRESERVE AND PROTECT ALL EXISTING FIXTURES ON PRIVATE PROPERTY. WHERE EXISTING FEATURES CANNOT BE PROTECTED, REMOVE AND REPLACE AS NECESSARY. NOTIFY PROPERTYowner PRIOR TO CONSTRUCTION. PAYMENT IS SUBSTITUTED TO OTHER WORK.

3. SEE GRADING SHEETS (G SERIES) FOR EXTENTS OF WORK ON SIDE STREETS.

4. ROADWAY CROWN SHIFTS ARE DEFINED ON THE E- AND U-SHEETS.
### Curve Table

<table>
<thead>
<tr>
<th>No.</th>
<th>P.I.</th>
<th>Delta</th>
<th>D</th>
<th>T</th>
<th>L</th>
<th>R</th>
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<td>100.00°</td>
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</table>

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### Roundabout Details

- **Existing Ground**
- **Profile Grade**
- **Existing 6" Water Pipe Crossing**
- **Existing 6" Sewer Pipe**
- **Center Island**
- **Apriol**
- **Watch Existing**

---

**PRELIMINARY**
APPENDIX E

RIGHT-OF-WAY ACQUISITIONS GRAPHIC
3RD STREET WIDENING

October 31, 2018
MEMORANDUM

To: Fairbanks North Star Borough Assembly

From: Bryce Ward, Mayor

Date: March 14, 2019

Subject: Resolution No. 2019-10
Installation and Maintenance of Headlights

Attached for your consideration is a resolution urging borough residents to properly install and maintain their automobile headlights and requests local law enforcement agencies to enforce headlight standards on Alaska roads.

Attachment: Ordinance
FAIRBANKS NORTH STAR BOROUGH

RESOLUTION NO. 2019-10

A RESOLUTION URGING OPERATORS OF VEHICLES ON ALASKAN ROADWAYS TO ENSURE THEIR HEADLIGHTS ARE INSTALLED AND MAINTAINED IN A MANNER TO FOLLOW STATE LAW AND PROTECT ONCOMING DRIVERS FROM EXCESSIVE GLARE

WHEREAS, Alaskans endure hours of darkness through the winter while traveling on local and state roadways; and

WHEREAS, In order to see better and avoid collisions with animals and obstructions within the roadway residents have equipped vehicles with equipment that enables better visibility during the dark hours; and

WHEREAS, The installation of High Intensity Discharge (HID) Light Emitting Diode (LED) is a growing trend among many drivers; and

WHEREAS, Improperly installed LED and HID headlights can be dangerous as a source of blinding glare for oncoming drivers; and

WHEREAS, The installation and maintenance of a vehicle’s headlights are regulated by Federal Motor Vehicle Safety Standard (FMVSS) No. 108 Section S7.7; and

WHEREAS, Alaska Administrative Code Title 13, Section 04.020 Headlights specifies safety and installation requirements for headlights used on highways; and
WHEREAS, Many aftermarket LED and HID lights are manufactured and intended for off-road use only and do not comply with the Federal Motor Vehicle Safety standard or Alaska laws; and

WHEREAS, Many stock headlights are not properly maintained and cause excessive glare; and

WHEREAS, Under FMVSS No. 108 Section 57.7 (replaceable light sources), each replaceable light source for headlamps must be designed to conform to the dimensions and electrical specifications for the headlamp source it is intended to replace; and

WHEREAS, An HID or LED bulb can be retrofitted inside a reflector that is designed for Halogen type bulbs, which alters the light beam pattern the reflector is designed to emit, causing the beam to spread unnecessarily resulting in an unnecessary hindrance to approaching drivers; and

WHEREAS, All headlights must be installed, aligned and maintained properly so as not to cause unnecessary and dangerous glare to oncoming drivers; and

WHEREAS, The characteristics of headlamps and vehicles that contribute to headlamp glare shows that headlight beam patterns, aim, and mounting height, to include the interaction between these characteristics, can play a significant role in the light levels reaching the eyes of oncoming drivers; and

WHEREAS, The laws of the State of Alaska prohibit improperly installed or maintained headlights; and

WHEREAS, Alaskans are suffering from excessive glare due to improperly installed and maintained headlights.

Fairbanks North Star Borough, Alaska
NOW, THEREFORE, BE IT RESOLVED that the Assembly of the Fairbanks North Star Borough requests Borough residents to take care to ensure headlights are installed and maintained in accordance with state law and to protect oncoming drivers from excessive glare, and

BE IT FURTHER RESOLVED that the Assembly requests the State of Alaska and local law enforcement agencies fulfill their duties to enforce headlight standards on Alaska roadways, and

BE IT FURTHER RESOLVED that copies of this resolution shall be sent to the City of Fairbanks Police Department, the City of North Pole Police Department and the Alaska State Troopers “D” Detachment Headquarters in Fairbanks.

PASSED AND APPROVED THIS ___ DAY OF ____________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

APPROVED:

April Trickey, MMC
Borough Clerk

Jill S. Dolan
Borough Attorney
MEMORANDUM

TO: Fairbanks North Star Borough Assembly

THROUGH: Bryce J Ward, Mayor
Ivar Halvarson, Director, Assessing

FROM: Sandra Mota, Land Manager

DATE: March 14, 2019

ORDINANCE NO. 2019-13

SUBJECT: AN ORDINANCE AUTHORIZING THE DIRECT SALE OF USMS 1907 WITHIN SECTION 2, T.3N., R.1E., F.M., TO AN ADJOINING LAND OWNER AND FINDING A PUBLIC NEED FOR USMS 1907 NO LONGER EXISTS (MP 28 STEESE HWY)

The attached ordinance requests authorization for the direct sale of US Mineral Survey 1907 to an adjoining landowner. Located primarily southwest of the Steese Highway at milepost 28, the parcel was conveyed to the Borough in fee simple by deed recorded on 5 October 1970 in Book 251, Page 337 of the Fairbanks Recording District. As a patented Federal mining claim predating statehood, this conveyance included the mineral estate. The land is primarily dredge tailings with a 200' wide right-of-way imposed across the northeast corner for the Steese Highway. The parcel is 15.79 acres with 2.803 acres subject to said highway right-of-way.

Retained for public purposes by Resolution 89-078, the site was proposed as a location for construction of a Chatanika emergency fire and medical response facility. The site was later found inadequate for the intended purpose.

FNSBC 20.20.090(A) allows the sale of borough land directly to those holding a land interest in borough land or land adjoining borough land. The applicant, Mr. John Reeves currently owns the majority of the adjacent properties. Other adjoining interest holders were contacted and invited to bid for the purchase having declined to do so.

The sale price would reflect the appraised fair market value (FMV) with an added ten percent of FMV as required by FNSBC 20.20.090(A). The sale would not require surveying or platting prior to conveyance. Should the buyer request financing, terms requiring ten (10) percent of the sale price as down payment, and a 10 year deed of trust guarantee to the Borough as Beneficiary with interest set at 4.25 percentage points above the then Federal Discount Rate, would be required.
As required by FNSBC 20.20.020(A), Land Management has reviewed records for the property and there are no existing mining claims or other third-party interests known to Land Management within the proposed sale property which Land Management believes impact or are impacted by the proposed sale.

We support the ordinance and urge its adoption. Thank you.
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2019 - 13

AN ORDINANCE AUTHORIZING THE DIRECT SALE OF USMS 1907 WITHIN SECTION 2, T.3N., R.1E., F.M., TO AN ADJOINING LAND OWNER AND FINDING A PUBLIC NEED FOR USMS 1907 NO LONGER EXISTS (MP 28 STEESE HWY)

WHEREAS, The Fairbanks North Star Borough (Borough) is the owner of certain real property known as USMS 1907 within Section 2, T.3N., R.1E., F.M., as shown on Exhibit Map "A" attached hereto; and

WHEREAS, FNSBC 20.20.090 states that the Assembly may, by ordinance, authorize the Mayor to sell borough land directly to an owner of land adjoining borough land; and

WHEREAS, Mr. John Reeves owns multiple parcels of land adjoining the intended sale parcel, more specifically: USMS 1908, USMS 1712, USMS 817, and USMS 1905, Section 2, T.3N., R.1E., F.M.; and

WHEREAS, Other qualifying adjoining interest holders were contacted and invited to bid for the sale parcel having declined to do so; and

WHEREAS, USMS 1907 was retained for needful Borough purposes in the area of Health and Safety by Assembly Resolution 89-078, and at the time was thought suitable to the siting of emergency fire and medical response facilities but later was found inadequate for said purpose; and

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
WHEREAS, Land Management has reviewed records for the property and there are no existing mining claims or other third-party interests known to Land Management within the proposed sale property which Land Management believes impact or are impacted by the proposed sale.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Authorization. The parcel proposed for sale meets the conditions of FNSBC 20.20.090 for a direct sale to the adjoining landowner. The Borough Mayor is authorized to take all actions and execute all documents necessary to convey the Borough's interest in USMS 1907 within Section 2, T.3N., R.1E., F.M., to Mr. John Reeves. The parcel shall be conveyed by Quit Claim Deed at 10 percent above fair market value. The Borough may offer financing terms, requiring 10 percent of the sale price as down payment, and a 10-year deed of trust guarantee to the Borough as Beneficiary with interest set at 4.25 percentage points above the then Federal Discount Rate.

Section 3. Release of Property Held For Public Purpose. USMS 1907 was retained for public purpose by Resolution 89-078. The Assembly finds a public purpose for this land no longer exists.

Section 4. Effective Date. This ordinance shall be effective at 5:00 p.m. on the first Borough business day following its adoption.

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
PASSED AND APPROVED THIS ____ DAY OF ________, 2019.

Matt Cooper
Presiding Officer

APPROVED:

April Trickey, CMC
Borough Clerk

Jill S. Dolan
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
AN ORDINANCE AUTHORIZING THE DIRECT SALE OF USMS 1907 WITHIN SECTION 2, T.3N., R.1E., F.M., TO AN ADJOINING LAND OWNER AND FINDING A PUBLIC NEED FOR USMS 1907 NO LONGER EXISTS (MP 28 STEESE HWY).
By: Bonnie Williams
Introduced: 09/14/89
Postponed: 09/14/89
Substituted: 10/05/89
Adopted: 10/05/89

RESOLUTION NO. 89-078

A RESOLUTION TO SET ASIDE, RESERVE, AND MAKE AVAILABLE FOR DEDICATED USE CERTAIN BOROUGH LANDS, FOR NEEDFUL BOROUGH PURPOSES IN THE AREA OF HEALTH AND SAFETY

WHEREAS, the Chatanika area is a relatively remote and isolated portion of the Fairbanks North Star Borough; and

WHEREAS, there is presently no fire service coverage in this area of the borough; and

WHEREAS, emergency medical coverage is available only from a significant distance, involving extended travel, and long delays; and

WHEREAS, there has been a gradual rise in the volume of traffic on the Steese Highway between mile 22 and mile 80, accompanied by a gradual rise in the number of automobile accidents; and

WHEREAS, the Fairbanks North Star Borough owns a parcel of real property which is suitable in location, access, availability of power, and with more than adequate size to accommodate the siting of emergency fire and medical response facilities.

NOW, THEREFORE, BE IT RESOLVED, by the Assembly of the Fairbanks North Star Borough that the Fairbanks North Star Borough set aside a portion of that parcel of borough land identified as Tax Lot 208 on the accompanying map attached.
hereto. The size of the parcel shall not exceed 4 acres and shall be appropriately situated and configured within Tax Lot 208. The parcel shall be used for the following purposes and with the following conditions:

1. That the land and any facilities constructed thereon may be used for any usual and customary activity associated with the operation and maintenance of emergency fire, and emergency medical services, including but not limited to: housing equipment and apparatus, training, limited housing of volunteers, community meetings, and fundraising activities, the proceeds of which shall be dedicated to the provision of emergency services in the Borough.

2. That the parcel so designated have access to the Steese Highway, and be of adequate size to allow construction and operation of the facilities contemplated herein.

3. That any facilities constructed upon this site shall conform to the uniform building code for the use intended, and that all structures and structural improvements shall receive prior review and approval by the Fairbanks North Star Borough Public Works Department before construction shall commence.

4. That a suitable spot for landing and operating emergency helicopters shall be included.

5. That the land, and any improvement made on the land shall remain the property of the Fairbanks North Star Borough.
6. That any organization occupying this area shall operate within the guidelines, ordinances and procedures established by the Borough for the operation and provision of fire and emergency services.

7. That the Borough reserves the right to use and authorize the use of the remainder of Tax Lot 208 for other purposes, including commercial purposes, that are not in conflict with the operation of the emergency facilities on this reserved area.

BE IT FURTHER RESOLVED, that the Borough administration is authorized to take such actions as may be appropriate for establishment of emergency services providers and facilities in the Chatanika area using this parcel as a base of operations.

PASSED AND APPROVED THIS 5TH DAY OF OCTOBER, 1989.

ATTEST:

[Signature]
Presiding Officer

[Signature]
Clerk of the Assembly
MEMORANDUM

TO: Fairbanks North Star Borough Assembly
THRU: Bryce Ward, Borough Mayor
FROM: Daniel Sloan, Director
       Department of Public Works
DATE: March 14, 2019
SUBJECT: Ordinance 2018-20-1U
         Transfer Sites Attendant Services

Attached for your approval is a proposed budget ordinance. The ordinance amends the FY 2018-19 budget by appropriating $300,000 from the Solid Waste Collection District Fund fund balance to the Multi-Year General Subfund. These funds will be used to provide attendant services during the summer of 2019.

I urge its adoption.

Attachment
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2018-20-1U

AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY APPROPRIATING $300,000 FROM THE SOLID WASTE COLLECTION DISTRICT FUND FUND BALANCE TO THE MULTI-YEAR GENERAL SUBFUND FOR TRANSFER SITES ATTENDANT SERVICES

WHEREAS, The Fairbanks North Star Borough (Borough) has 13 transfer sites that are currently open 24 hours a day, seven days a week without any oversight; and

WHEREAS, At these transfer sites there are safety issues, user concerns, environmental and health liabilities, and overall unnecessary costs from undesirable activities; and

WHEREAS, Attendant services are staffing the transfer sites, by providing gate services with set hours, general guidance and direction, redirecting behavior, reporting, and discouraging and preventing City of Fairbanks and commercial use at the transfer sites; and

WHEREAS, Attendant services, where both the Borough and a contractor supplied staffing, were implemented in the summer of 2017 under trial periods at three transfer sites with overall success; and

WHEREAS, Attendant services were supplied by a contractor at seven transfers sites in the summer of 2018 with overall success including reduced tonnage, fewer abandoned junk vehicles, and overall improved user behavior; and

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
WHEREAS, Survey results supported attendant services with a desire of longer hours, continued cleanliness, and the concern for personal safety; and

WHEREAS, The remaining transfer sites that did not receive attendant services experienced significant vandalism, illegal dumping, and had user concerns; and

WHEREAS, Significant time and funding has been, and is being spent on major maintenance and improvements of most of the transfer sites and these efforts should be protected.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Solid Waste Collection District Fund Appropriation. Notwithstanding the Reserve Policies section IV. B. of the Borough’s fiscal policies as stated in Ordinance No. 2018-20, Attachment B, the FY 2018-19 budget is hereby amended by appropriating $300,000 to the Solid Waste Collection District Fund budgetary guideline entitled “Contribution to Multi-Year General Subfund” and by increasing Contribution from Fund Balance by a like amount.

Section 3. Multi-Year General Subfund Appropriation. The FY 2018-19 budget is hereby amended by appropriating $300,000 to the Multi-Year General Subfund budgetary guideline entitled “Transfer Sites Attendant Services” and by increasing Contribution from Solid Waste Collection District Fund by a like amount.
Section 4. **Lapse of Funds.** Upon completion of the project, any unexpended, unencumbered balance will lapse to the Solid Waste Collection District Fund fund balance.

Section 5. **Effective Date.** This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.

PASSED AND APPROVED THIS _____ DAY OF _________, 2019.

Matt Cooper
Presiding Officer

ATTEST:

April Trickey, CMC
Borough Clerk

APPROVED:

Jill S. Dolan
Borough Attorney
FAIRBANKS NORTH STAR BOROUGH
FISCAL NOTE

I. Request

Ordinance No: 2018-20-1U  Date Introduced: 03/14/2019

Abbreviated Title: Appropriating $300,000 from the Solid Waste Collection District Fund to the Multi-Year General Subfund for Transfer Sites Attendant Services

II. Financial Detail

Department/Division Affected: Public Works/Solid Waste Collection District

<table>
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<th>EXPENDITURE</th>
<th>Solid Waste Collection District Fund</th>
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<td>FY 18/19 300,000</td>
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<tr>
<td>Total</td>
<td>FY 18/19 300,000</td>
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SOURCE OF FUNDING

| Contribution from Fund Balance            | FY 18/19 300,000                      |
| Contribution from Unrestricted Net Position | FY 18/19 300,000          |
| Contribution from Solid Waste Collection District Fund | FY 18/19 300,000 |
| Total                                     | FY 18/19 300,000                      |

Specify Funding Sources: Solid Waste Collection District Fund fund balance

OTHER FUNDING (PREVIOUSLY APPROPRIATED)

III. Project Purpose:

To fund transfer sites attendant services during the summer of 2019

IV. Analysis of Future Liabilities and Funding Sources:

None

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady
Chief Financial Officer

Date 2/19/19
**Fairbanks North Star Borough Fiscal Impact Statement (FIS)**  
**(FNSBC 3.20.010 C.)**

**Originator's Name:** Bob Jordan  
**Department:** Public Works - Solid Waste Division

**To Be Introduced/Sponsored By:** Bryce Ward, Borough Mayor

**Abbreviated Ordinance Title:** Transfer Sites Attendant Services

**Department(s)/Division(s) Affected:** Public Works - Solid Waste Collection District

**Proposed Introduction Date:** March 28, 2019 (3/14/19 if possible)  
**Ordinance No.:** 2018-20-1U

**Does this ordinance authorize:**

1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget?  
   - Yes  
   - No  
   - *

2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year?  
   - Yes  
   - No  
   - *

**FISCAL IMPACT PRO FORMA SUMMARY - BEST ESTIMATE**

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Is backup attached?  
- Yes  
- No  
- *

**Contact Person's Name, for FIS questions:** Bob Jordan  
**Extension:** 1365

**Director(s) Signature(s):**  
**Date:** 2/1/19

**Mayor's Office or Assembly Member Signature:**  
**Date:** 2/14/19

**Chief Financial Officer Signature:**  
**Date:** 2/19/19
MEMORANDUM

To: Fairbanks North Star Borough Assembly
Through: Bryce Ward, Borough Mayor
From: Mike Bork, Director, Parks and Recreation
Date: March 14, 2019
Subject: Ordinance No. 2018-20-1

AN ORDINANCE AMENDING THE FY2018-19 BUDGET BY APPROPRIATING $18,915 IN FEDERAL PASS-THROUGH GRANT FUNDING TO THE CAPITAL PROJECTS FUND FOR THE PURCHASE OF SPORT WHEELCHAIRS TO BE USED BY THE ADAPTIVE RECREATION PROGRAM

Attached for your approval is an ordinance amending the FY2018-19 budget by appropriating funds totaling $18,915 to purchase 10 sport wheelchairs for the Adaptive Recreation Program.

In 2017, the Parks & Recreation Department launched a Wheelchair basketball program with the help of Challenge Alaska, an Anchorage non-profit that generously loaned the 10 chairs. Wheelchair basketball is an inclusive sport that levels the playing field for participants of all abilities. There are currently three participants with paralysis who participate in the program, however the program has been very popular with all participants. The new chairs, which have improved sport features will increase the fun and safety while ensuring the longevity of the program.

I request your consideration and urge your approval of this ordinance.
FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2018-20-1X

AN ORDINANCE AMENDING THE FY 2018-19 BUDGET BY APPROPRIATING $18,915 IN FEDERAL PASS-THROUGH GRANT FUNDING TO THE CAPITAL PROJECTS FUND FOR THE PURCHASE OF SPORT WHEELCHAIRS TO BE USED BY THE ADAPTIVE RECREATION PROGRAM

WHEREAS, The Christopher and Dana Reeve Foundation has made $18,915 available in U.S. Department of Health and Human Services (HSS) funding to the Fairbanks North Star Borough (Borough) to purchase ten sport wheelchairs to be used by the Borough’s Adaptive Recreation program; and

WHEREAS, An additional $3,000 in voluntary in-kind match will be contributed in gym rentals and salaries and benefits; and

WHEREAS, Wheelchair basketball is an inclusive sport which has been adapted from basketball for people who have varying levels of disabilities; and

WHEREAS, In 2017, Challenge Alaska, an Anchorage-based non-profit dedicated to improving the lives of people with disabilities, their families and the whole community through adaptive sports, therapeutic recreation and education, generously loaned the Borough ten older-model sport wheelchairs; and

WHEREAS, For the past two years, the Borough has offered wheelchair basketball as part of the winter season Adaptive Recreation program; and

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
WHEREAS, New sport wheelchairs will provide a better basketball experience for participants and will ensure the longevity of the program hosted by the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough:

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Acceptance of Pass-Through Grant Funding. The Borough accepts the award of $18,915 in federal grant funding from the HSS, passed through the Christopher and Dana Reeve Foundation, for the purchase of sport wheelchairs for the Adaptive Recreation program.

Section 3. Capital Project Fund Appropriation. The FY 2018-19 budget is hereby amended by appropriating $18,915 to the Capital Projects Fund budgetary guideline entitled “Adaptive Sport Wheelchairs” and by increasing the revenue from federal grants by a like amount.

Section 4. Eligible Expenditure Period. Expenditures incurred within the effective dates of the signed grant agreement are eligible for reimbursement.

Section 5. Effective Date. This ordinance is effective at 5:00 p.m. on the first Borough business day following its adoption.
PASSED AND APPROVED THIS _____ DAY OF __________, 2019.

ATTEST:
April Trickey, CMC
Borough Clerk

APPROVED:
Jill S. Dolan
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be added is underlined
Text to be deleted is [BRACKETED, CAPITALIZED]
I. Request

Ordinance No: 2018-20-1X  Date Introduced: March 14, 2019

Abbreviated Title: $18,915 in U.S. Department of Health and Human Services (HHS) Grant Funding to Purchase 10 Sport Wheelchairs

II. Financial Detail

Department/Division Affected: Parks and Recreation/Recreation

<table>
<thead>
<tr>
<th>EXPENDITURE</th>
<th>General Fund FY 18/19</th>
<th>Special Revenue Fund FY 18/19</th>
<th>Capital Projects Fund FY 18/19</th>
<th>Total FY 18/19</th>
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<td>Personnel Services</td>
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<td>Commodities</td>
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<tr>
<td>Capital Outlay</td>
<td>17,195</td>
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<tr>
<td>Indirect</td>
<td>1,720</td>
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<td>Total</td>
<td>18,915</td>
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SOURCE OF FUNDING

Federal Pass-Through Grants  18,915
State Grants
Total  18,915

Specify Funding Sources: U.S. Department Health and Human Services, passed through the Christopher and Dana Reeve Foundation

OTHER FUNDING

Voluntary Cash Match: Parks and Recreation Salaries and Benefits, Gym Rental  3,000

III. Project Purpose:

To fund the purchase of 10 sport wheelchairs for Parks & Recreation Adaptive Recreation program

IV. Analysis of Future Liabilities and Funding Sources:

None

V. Fund Certification: I certify that funding sources are available as detailed in II above.

Debra L. R. Brady
Chief Financial Officer

Date: 2/15/19
Fairbanks North Star Borough Fiscal Impact Statement (FIS) (FNSBC 3.20.010 C.)

Originator's Name: Steve Taylor
Department: Parks & Recreation
To Be Introduced/Sponsored By: Mayor Ward
Abbreviated Ordinance Title: Appropriating $18,915 in Reeve Foundation funds to purchase sport wheelchairs.
Department(s)/Division(s) Affected: Parks & Recreation / Recreation

Proposed Introduction Date: March 8, 2019
Ordinance No.: 2018-20-1X

Does this ordinance authorize:
1) a new or expansion of services which entails additional costs beyond that approved in the current adopted budget? Yes ✗ No ✗
2) a project that is capital in nature and increases operational costs of the Borough in the current or any future fiscal year? Yes ✗ No ✗

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Contact Person's Name, for FIS questions: Steve Taylor
Extension: 1068

Director(s) Signature(s): [Signature]
Date: 1/23/19

Mayor's Office or Assembly Member Signature: [Signature]
Date: 1/24/19

Chief Financial Officer Signature: [Signature]
Date: 2/15/19